

**Bend Swim Club  
Board of Directors  
Minutes**



**Date:** May 12, 2020  
**Location:** Zoom conference format

**Attendees**

President	<b>Jon Ruggles</b>	Coach	<b>Christopher Pfaffenroth</b>
Vice President	<b>Kristie Hornbeck</b>	Coach	<b>Shane Bennett</b>
Treasurer	<b>Shane Lefeber</b>	Athlete Rep	<b>Paige Lyons</b>
Secretary	<b>Toni Brockman</b>	Athlete Rep	<b>Lance Borgers</b>
Member at Large	<b>Jen Brady</b>	Guests	<b>See Addendum</b>
Safe Sport Chair	<b>Julie Ostrom</b>		

**Proceedings**

1. Meeting called to order at 6:00pm
2. Declaration of conflict of interest: none voiced
3. Motion to approve April BOD meeting minutes, seconded and passed via electronic vote prior to this BOD meeting. Minutes posted on the BSC website.
4. Approval of the June 9th board meeting at 6pm (Zoom)., Motion to approve the consent agenda, seconded and passed.

**Coaches report (Christopher Pfaffenroth)**

1. Christopher reports continued zoom calls in all groups for the purpose of staying connected. He reports a competition with other teams around the state was initiated this week.
2. Training update: Christopher reports he has asked Chuck Brockman to put together some short videos to engage kids and give them an opportunity for fitness. These videos would be primarily focused on prehab/rehab and strengthening areas of the body that swimmers are typically weak in or frequently injured.
3. Return to swimming: Oregon swimming has begun putting together a plan for return to the water. Christopher reports he is developing a plan for BSC. He has also put together guidelines for a health and safety policy to implement during return to swim.

## Fundraising/advertising/sponsorships (Jody Shaffer)

1. Jody reports she has had some meetings with people in the community familiar with grant writing. She reports raffle still on hold at this time.
2. Jody reports she has taken over senior recognition and requests anyone with questions to email her at: either: [marketing@bendswimclub.com](mailto:marketing@bendswimclub.com) or [Jody.shaffer73@gmail.com](mailto:Jody.shaffer73@gmail.com). Jon requests anyone corresponding with Jody to carbon copy Christopher.

## Student athlete reps: (Paige and Lance):

1. Lance reports zoom meetings are a continued success. Paige reiterates helpfulness of zoom meetings. He reports he was not able to be a part of the Elizabeth Biesel talk, however, reports it was well received. Lance and Paige have not yet participated in any other zoom meetings with any other groups at this time. Jon emphasized the importance of athlete reps participation in the younger kids group zoom calls.

## Discussion:

1. Jen reviewed step two: the three categories of interview questions including: background, skills and expertise and passion and commitment.
2. Jon reviewed step three including: onboarding of new board members with identification of specific responsibilities of each member. Jon opened up any questions or comments with none voiced on this section.
3. Jon presented power point slides outlining new board of directors recruiting process. He, also reports the plan to add a non-swim family community member to the board who will go through this same process. Jon reports a communication will be sent out in the coming weeks outlining the process as well as providing forms necessary to initiate the process. Post review of Section one of the presentation, Jon opened up floor for questions or discussion. Tara Farstvedt (parent guest) asked if this communication would go out to the entire club. Jon reported yes. She further asked how many seats are available at this time. Jon reported that there are two board seats available. Jen reviewed step two: the three categories of interview questions including: background, skills and expertise and passion and commitment. Jon reviewed step three including: onboarding of new board members with identification of specific responsibilities of each member. Jon, again, opened up the floor for any questions or comments with none voiced at this time.
4. Parent code of conduct: Jon opened up for board discussion. Christopher reports he has emailed several coaches to compare code of conduct to assist with reviewing and comparing to our current code. Christopher has not yet heard back from other clubs yet. Kristie recommends putting focus on possible parent meetings that we put more emphasis on specifics of these code of conducts. Jon agrees with this. Julie O agrees this is important as well as ongoing education opportunities

throughout the year.

5. Bend Open: Kristie reports that the burden is on us to schedule a pre event meeting (2 months prior to event) with Bend Parks and rec. Discussion ensued with ideas including: keeping the pool scheduled, however, possibly get rid of camping or possibly hosting an inter squad meet. Christopher reports the focus of OSI and USA swimming have been on return to practice and not competition at this time. However, he feels if we are able to host a meet, we should sanction it regardless of anticipated slower times. Paige feels, that an inters quad meet may be very good as a return to swim competition after an extended period out of the water. Jon will discuss Bend Open with Sue Glen tomorrow. Shannon G reports pool will not be drained as in previous years. Lance suggests pushing Bend open out until later in August. Christopher suggests flexibility with anticipation of no vendors or extras such that we are able to plan and execute quickly.
6. Floor again open for any final questions or comments. Ben Miriovsky: question: 1. Any idea when pools will open? Shannon G reports that they felt pool would be open prior to the fitness center. However, that didn't happen. She does report that it is anticipated pool openings will open similar to fitness classes with reservation. 2. Any talk from USA swim regarding not taking the traditional break in August? Christopher reports the discussions have been underway regarding not taking a break at this point. Lance: Any plan for a banquet? Christopher reports he and Shane have been talking and are very committed to a banquet or something as soon as it is allowed. Kristie suggests possibly of entertaining a virtual type gathering. Discussion from parents present and coaches that this would be a possibility.

### New Business:

1. No new business at this time.

Meeting adjourned at 7:00pm Minutes submitted by: Toni Brockman

\*Guests in attendance: Jody Shaffer (fundraising/marketing committee chair), Kris White, Greg Williams, Ben Miriovsky, Rob Keranen, Jenny Malone, Tara Farstvedt, Nik Skuse, Stacie Kiefer, Jackie Lyons, Shannon Gilman

### Board of Directors Approval


Jon Ruggles  
President

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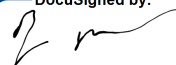
Kristi Hornbeck  
Vice President

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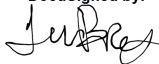
Shane Lefeber  
Treasurer

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Toni Brockman  
Secretary

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Jen Brady  
Member at Large

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Julie Ostrom  
Safe Sport Chair

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