

**BELLINGHAM BAY SWIM TEAM  
BOARD OF DIRECTORS AGENDA  
Tuesday September 19<sup>th</sup>, 7 PM  
NWR Conference Room  
4029 Northwest Avenue, Bellingham, WA 98226**

Present: Clint Carlton, Stephen Buetow, Meredith Cratensburg, Michael Tilley, Nancy Chen, Candace Balogh, Jay Benner, Heather Taylor, Hans Johnson

Absent: Chris Furhman

Guests: Katharine Herring, Heather Cullen, Jennifer Stiff

*Our Values: The most important shared values of Bellingham Bay Swim Team are those that reflect the character that we all intend to develop in our children; honesty, integrity, commitment, loyalty to TEAM, work ethic, friendship, fun, balance, respect, compassion and courage.*

*Our Mission: The mission of the Bellingham Bay Swim Team is to provide an environment for swimmers to develop exceptional character through discipline and commitment to our shared values in the pursuit of excellence in competitive swimming.*

*Our Vision: To create and sustain a culture of excellence where each individual understands they contribute to something greater than themselves. That the pursuit of personal achievement and excellence goes hand in hand with the development of BBST and the development of each individual within the program. An environment in which the Status Quo has no place, where each individual is goal oriented and driven to be better today than they were yesterday and better tomorrow than they are today.*

**Bellingham Bay Swim Team Board Meeting Norms**

1. Practice Transparency (Be open, direct and clear, honest and timely)
2. Resolve Conflicts (Go to the source, be hard on the problem not the people, show mutual respect, practice forgiveness)
3. Value Teamwork (Provide mutual support and acknowledgement, be collaborative, follow-through on commitments in a timely manner)
4. Practice Positivity (Remain optimistic through the process)
5. Demonstrate Unity in public.

**OLD BUSINESS**

Topic	Supporting Information	Discussion/Action
	<b>BBST BOD MEETING AGENDA</b>	
<b>Treasure's Report:</b>	<ol style="list-style-type: none"> <li>1. 2017-2018 Budget.</li> <li>2. 2017 and 2018-2021 Dues Schedule</li> </ol>	<ol style="list-style-type: none"> <li>1. 2017-2018 reviewed (see attachment) with an estimated operating income loss of \$47,000. BBST currently has over \$100,000 in cash reserves and the operating cash flow remains in good standing.</li> <li>2. Long Discussion ensued about the direction of the club and financial viability of that direction. In order to secure future operating cash flow an increase in monthly dues was proposed to bring BBST closer to those fees charged by other PNS LSC. An increase in Elite monthly dues to \$205 and Platinum to \$185 was proposed beginning this year and not waiting until 2018 to maintain healthy cash reserves. Discussion on whether to raise Gold monthly dues was tabled for the time being. Discussion on when to raise the dues ensued (immediately, Jan 1, or April 1 after the short course season). Vote called to raise Elite monthly dues to \$205, Platinum to \$185 beginning Jan 1, 2018. <b>ACTION: APPROVED</b></li> </ol>

<b>Coaches Report:</b>	<p>3. Jay Benner.</p> <p>4. Senior Circuit Meets (Hans Johnson)</p> <p>5. 2 Meet Recommendations (Hans Johnson)</p> <p>6. National Level Competition</p>	<p>3. Emphasized the role of process and how it relates to improved performance in the pool. Discussed the space obstacles at AHAC and poor attendance presents in maximizing performance. Reviewed outline for ideal numbers of swimmers in each group given the current limitations of lane space at AHAC. Bronze/Silver Current 45. Ideal 35-40. Gold. Current 46. Ideal 25-30. Platinum/Elite. Current 36. Ideal 25-30</p> <p>4. <b>ACTION.</b> BBST will host a Senior Circuit meet Sunday October 1, 2017. Estimated AHAC Cost \$120/hr for 3 hours = \$360. BBST swimmers will be charged \$25/meet.</p> <p>5. <b>ACTION:</b> BBST will host a “home meet” March 10-11, 2018) at Snohomish Aquatic Center. Still in discussion about potential profitability/viability of hosting BBST Summer Provincial Championship Meet (Jun 29-July 1, 2018) also at Snohomish Aquatic Center.</p> <p>6. BBST will support those swimmers who qualify to pursue and attend national level meets.</p>
<b>President’s Report:</b>	<p>7. Pool Facility expansion— Development of satellite facilities. Pool space at WWU.</p>	<p>7 Placing a bubble over the Sudden Valley Pool for BBST use year round had been previously discussed. Estimated cost of bubble \$ 40-45,000. Lane Space \$15/hr per lane. Proposal for 4 lanes. Hans had no new information to report at this time but will continue to pursue. No decision or action. WWU pool space was discussed. <b>ACTION:</b> A committee will be formed by Heather consisting of BBST families with ties to WWU to help in the pursuit of acquiring pool time at WWU.</p>
<b>Workshare Coordination Update:</b>		Not discussed
<b>Bellingham Bay Marathon Update:</b>		<p>8. Chris Fuhrman nominated as liaison to report updates to the Board at future meetings.</p>
<b>Team Officials Update:</b>		<p>9. Steve Booth will be around for the entire competition year and will be able to serve as Meet Director. Dave Hutchinson also available to help.</p>

## NEW BUSINESS

<p><b>President's Report:</b></p>	<ol style="list-style-type: none"> <li>1. Discussion of Bylaws revision. (HeadCoach Ex Officio member)</li> <li>2. Club recognition and excellence program.</li> <li>3. Assistant Coach 20017-2018 Salaries.</li> <li>4. Assistant Coaches contracts</li> <li>5. Postcard fundraiser</li> </ol>	<ol style="list-style-type: none"> <li>1. 2007 IRS guidelines recommend paid employees should not be voting members of non-profit BOD. This is also in concordance with ASCA guidelines. <b>ACTION: APPROVED</b> to revise BBST bylaws to make this change. Head Coach will be an Ex Officio non voting member of the BOD. Will need to be approved by general membership. Vote to be arranged.</li> <li>2. Coaches will pursue this USA swimming certification</li> <li>3. <b>ACTION: APPROVED</b></li> <li>4.</li> <li>5. Michael Tilley proposed a sponsorship similar to Amazon Smile. Minuteman Press would donate 5-10% to BBST back on all sales procured through the sponsorship.</li> </ol>
<p><b>Next Meeting</b></p>	<p>Tuesday 10/17/2017 at 7 PM</p>	