BBST Board Meeting Minutes

June 18, 2016 (as per Christina Boyd)

Call to order: 6:00 PM

Attendance: Clint Carlton, Christina Boyd, Sean Muncie, Jen Rubio, Meredith Cratsenburg (Hui Ling arrived 6:15 PM)

June Minutes approved.

Treasurer’s Report from Meredith Cratsenburg/Team Administrator:

1. Team Administrator (Meredith) said Laurie and Lionel (Avalon Accounting) have not paid late penalty to IRS (the late penalty that was their fault)—they are paying it.
2. President (Clint) has requested financial summary from Avalon for board retreat in August 17 for planning purposes.
3. WECU will provide us with monthly and yearly summaries.
4. Treasurer (HuiLing) suggested parent Candace Balogh to help in streamlining bookkeeping. She will approach.
5. Coach account for checking and savings will also be through WECU.
6. $167, 000 total in checking and savings.

Bellingham Bay Marathon Update

1. Daryl was not at meeting however has reported that everything is on track, entries are up, and meeting with team leads soon.

By-Law Revision

 1.       Results of the Membership Vote in June regarding a By-Law Revision: only 36 responses total from membership. Voting was emailed at least twice and posted on facebook for 4 weeks. Voting was closed on July 15, 2016 with notice provided.

 2. These proposed changes to the By-Laws were overwhelming approved by membership by margins of 89%, 83% and 83% respectively.

The following By-Laws revisions will go into effect immediately:

 1. Article V Section 1:

 The BBST Board of Directors (BOD) shall consist of no fewer than five elected members. The Head Coach shall be a member of the Board of Directors and serve in an At Large position. All BOD members other than the Head Coach must be BBST members in good standing.  The BOD shall have the overall authority and responsibility for establishing policies and procedures governing all club operations and management.  The responsibilities of the BOD shall include, but are not limited to, the following:

a.       Insuring the safe and legal operation of the club.

b.      Promoting and sustaining a positive, productive club atmosphere.

c.       Overall budgeting and fiscal management.

d.      Election, hiring and supervision of the Head Coach.

e.       Communication with the membership, media and general public.

f.       Representing BBST to USA Swimming and PNS.

 2. Article V Section 2:

 A term on the BOD, other than Head Coach shall be for two years with no consecutive limitation on reelection. The election of members to the BOD shall be conducted no later than August 1st of each year.  Term of service begins September 1st. The Head Coach will not be elected to the BOD but will serve on the BOD as a function of his or her duties.

 3. Article V Section 4:

 Officers of the BOD shall be elected by the BOD and consist of: President, Vice President, Secretary and Treasurer. Board executive positions (Officers of the BOD) shall be limited to two consecutive terms (four years) per position. The responsibilities of Treasurer may be divided between two BOD members and each will serve as a Co-Treasurer. The election of Remaining BOD members shall be considered At Large positions whose duties are assigned at the discretion of the President.  Committee chair positions shall be filled by BOD members, as appointed by the President.

2016-2017 Nominating Committee

1. Discussion and Possible Action: Has been publicized to membership via email as well as facebook. New families will be approached.
2. Clint asked if anyone has come forward to join the board. Christina said, "No." Clint said, "We do have Teri's letter," referencing Teri Booth advancing her candidacy in a letter to the BOD in June.  However her candidacy was dismissed by the BOD as her letter stated she would only serve a one year term instead of the two year term as per By-Laws; her name will not be placed on the slate. It is our hope to have Teri’s support in effectively transitioning Service Coordination to Team Administrator.
3. Need slate to propose to membership for vote by August 1.

Lynne Vagt Memorial Fund

1. Discussion. Checks have been coming in from membership and Meredith has talked with WECU regarding interest bearing account. To help pay for fees and training gear and uniform/tech suits.
2. The fund will be active as long as a Vagt is on the team and then any balance will be disbursed to Molly and Bruce Vagt.

2016-17 August Work Session Planning

1. 2015-16 Financial Review and 2016-17 Budget Planning
2. National Meet Reimbursements: team to reimburse airfare for all national qualifying meets as well as ZONES
3. Employee Review and Salaries
4. Volunteer Coordination: umbrella of committee leaders coordinated through team administrator; Meredith to meet with committee leads before retreat
5. Service Hour Requirements: considering doing away with BUY-OUT as we need people’s help more
6. 20-16-17 Meeting Calendar: cleaning up website and updating handbook

Coaches Update

1. 2016 Ally Fell Open Water: need sanction numbers, registration numbers, at least 15 kayakers on the water

New Business

1. 50 Meter Pool Update- Information Only: Hans spoke with Adam Kennedy/Richmond VA of Swim RVA who bought the 2008 trials pool. Will sell for $2 million: 2 long course pools shaped like an “L”. Also spoke with Stu at Isaacs Sport Group regarding “feasibility” study — consulting fee: $20, 000. Suggests partner with schools; contacting Barkley Village.
2. Build A Pool Conference in Nashville. Hans (and possible pool representative) will attend Oct 22-23.

Calendar

1. Upcoming Board Meeting Schedule: August 17 & 24, 5-8:30 PM work session at Whatcom Community College. Christina will bring sandwiches and beverages.

Adjourn 8:07 PM