West Coast Aquatics General Board Meeting

1/30/13 7:00PM

Eddie Lucien called board meeting to order at 7:02 PM

**President Report given By Eddie Lucien:**

* Review of coaching status: Coach Ken left, we have found a good replacement. Coach Kelly is now coaching the Challenge team with Bjorn
* Plan to re-shuffle groups: Plan to get all kids/coaches up to par so that we have a steady continuous progression
* Many facility projects need to be completed at WEST so we need parents to work hard on raising money

**Treasurer Report given By Michele Nimms:**

* West is in better shape this January 2013 than historically
* Nice safety cushion for emergencies: Maintenance Fund has $19,500.00 and Checking has $1,100
* Need to continue to keep swim lesson numbers up to keep positive cash flow
* Taxes are complete
* Mortgage is getting ready to balloon so will need to be re-worked; new treasurer will take over
* Mike McGinnis – requested that financial records be made available to membership; it would be helpful to have a simple P&L/assets /Liability report. Mike (and others from the general assembly) would like a clear report that shows where we are to be provided. Not having the report was a red flag to him due to past financial history at WEST. Please have this type of report available and ready for future meetings.

**Head Coach/GM Report (Nick out due to surgery – his report read by Eddie Lucien):**

* Team Progress - 14th at Age Group PNS Champs, 10th at Senior PNS Champs. Attending Junior Nationals was a valuable experience where I was able to reconnect with former teammates and coaches of mine, learning a great deal about how the top programs in the country are training.
* Staff Changes - Kelli has officially joined the coaching staff and has been doing a great job. Bjorn continues to provide support, helping to tie the upper level groups together and create consistency throughout the program.
* Plan for Long Course - USA Swimming has been pushing teams and coaches to adopt a 3 season training year, as opposed to the usual 2 season training year. In accordance of this, we have been focusing much of our training on preparation for Long Course. Long Course requires much more training and aerobic base that takes longer time to build so this has been our primary focus. We still plan to rest, shave and taper for the March meets however we do not plan to take a Spring Break this year following those meets and will continue training with our sights on optimal performance in August.
* Group Structuring - we have been very focused recently on our challenge groups. Currently, both groups are training together and in April we plan to do another wave of group move ups. We hope to better distinguish the two groups and create a smoother progression through the entire team, closing the current gap between Challenge and Accelerate.
* Lessons - we are continuing to market to select School Districts (those that will allow us to) and have participated in several community events to help promote numbers. We ended December with much better enrollment than last year and looking to continue that trend into the spring.
* Major Projects Update and Wish List - we successfully completed both the roof repair and side wall project on schedule and within budget. The rotten and leaking flat roof (over the parent viewing area) was replaced with better drainage and reflective materials, helping to protect the roof and reduce energy costs. The side wall's main supports were replaced and refinished with new windows, taking the stress off the old glass doors and with the new cement curb built will protect for years to come. We also checked the other main roof supports and thankfully they were not rotten.
* Project Wish List - several items have been placed on the back burner as they have not been critical to operations. We would like to periodically revisit these projects to see if we can eventually do them.
  + Locker rooms - $20000-30000
  + Skylight Repairs - $1500 each (all 5 leak, 2 are very bad, 1 is pretty bad and 2 are ok)
  + Roof Re-Sealing - $1600
  + Air Handler Redirect - $3200 (redirects air intake for the HVAC system in the pool area to stop sucking air from the ground including moisture)
  + Auto Fill Valve - $3000 (currently the pool is refilled daily by staff, this would automate the process, removing human error and regulating our water costs)
  + Fill In Hot Tub - $1200
  + New starting block tops - $6500

**Robin Cooley - Lead Discussion on Fund Raising- mainly Swim-A-Thon:**

* Swim-A-thon – MAY 4th
* Information was passed out – Really wanted to have a main focus for this swim-a thon money this year. Rally the troops around bathroom re-model
* Robin needs help from the board to get volunteers to sign up for committees
* Communicate to parents that we would like to have business sponsors and get prizes for the kids from them
* Within the this discussion the main focus became a bathroom remodel
  + Get specific bids on remodel so that there is a set goal
  + Find a contractor that may be willing to do the work and let WEST pay installments as we did on the pool re-surface project
  + Has WEST considered taking out a loan to do the re-model
* Other ideas for fund raising were discussed
  + Need to tap into the community resources
  + Is Home Owners Association willing to work with us? Provide some money?
  + Pam Williamson brought up Heat sheet ads
* Mike McGinnis – brought up the issue that the blocks are starting to crack (risk that weighs on our liability). He had thought that he could sand the blocks down and repaint but after taking a closer look he has noticed that some of the blocks are actually cracked; stanchions are in good shape.
  + He would be happy to work with someone to take on raising money to pay for the block replacement.
  + Proposed that high schools help WEST pay for this – Jackson open to helping to contribute

**Final Comments and Election - Eddie Lucien:**

* WEST will start to get bids on bathrooms
* Plan to install hooks on deck so kids can hang bangs to keep deck clear
* Eddie presented election information
  + Nermeen Mikhail confirmed that quorum requirements were met
  + Eddie named remaining board members: Krissy Davis, Nick Chevalier (Secretary), Nermeen Mikhail
  + Members voting on 1 Treasurer and 3 At large positions candidate presented themselves:
  + Julia Francis – Treasurer Candidate
    - One swimmer on team; Background 20 years operations finance/accounting
  + Richard Brunke – At Large Candidate
    - One swimmer on team; has been on WEST board before, background in finance and COO by trade
  + Eddie Lucien – At Large Candidate
    - One swimmer on team; currently on board (President) and would like to continue to serve on the board and see some of the facility projects through
  + Mary Forsberg – At Large Candidate
    - One swimmer on team; currently on board, also takes care of hospitality at WEST hosted meets. Would like to continue to serve on the board
  + Diane Brown – At Large Candidate
    - Masters swimmer at WEST; Has years of experience in pool management and non-profit experience
* Eddie opened floor to additional nominations- no additional nominations were made
  + Ballots passed out and members voted
  + Michele Nimms and Nermeen Mikhail Counted votes
  + Results:
    - Julia Francis – Elected Treasurer
    - Eddie Lucien – Elected Member at large
    - Richard Brunke – Elected Member at large
    - Diane Brown – Elected Member at large

Meeting was adjourned

**Note:** Nick Chevalier (Secretary) – was absent from these proceedings due to surgery. All minutes were kept by Nermeen Mikhail

West Coast Aquatics Board Meeting

1/30/13 8:15 PM

Immediately after West Coast Aquatics General Board meeting was adjourned and the board met to elect President and Vice President.

Members Present :

Existing Board Members: Krissy Davis, Nermeen Mikhail

Newly Elected Members:

Diane Brown – At Large Member

Richard Brunke– At Large Member

Eddie Lucien– At Large Member

Julia Francis - Treasurer

Nominations for President: Richard Brunke nominated Eddie Lucien for Board President, Nermeen Mikhail seconds the nomination. Members voted **Eddie Lucien – Board President**

Nominations for Vice-President: Diane Brown nominated Richard Brunke for Board Vice-President, Krissy Davis seconds the nomination. Members voted **Richard Brunke – Board Vice President**

Meeting was adjourned.

**Note:** Nick Chevalier (Secretary) – was absent from these proceedings due to surgery. All minutes were kept by Nermeen Mikhail