**PLEASANT HILL DOLFIN PARENT BOARD**

**MEETING MINUTES**

**MONDAY, October 13, 2014**

Present: Robert Allen, Rob Hicks, Amy Ross, Shuleen Martin, Sharon Murphy, Matt Lovett, Lois Shaw, Peter Hutcheson, Meenu Chauhan (incoming member at large), Merry Burns (incoming treasurer), Eric Janssen, Sara Silver, Sheryl Webster (incoming Team Operations), Ana Castaneda, Beth Heinen (coach), Talli Pitcher (coach) Korey Riley, District Representative

Meeting called to order at 7:10p by President Robert Allen

President-Robert Allen

-Robert asked for an update regarding ideas for handling food giveaways at meets. Sharon indicated that she was working on this topic and it will be addressed.

-Robert inquired as to why the Cajun fest was canceled. A lengthy discussion followed and it was determined that we had made no ticket sales, not many parents had stepped up to volunteer to help with the event and that the fundraising board member needed to play a bigger role in advertising and getting the word out for this event. The board discussed the need to fundraise year round and to have the fundraising board member play a more active role in Battle of the Ages. The board decided that the team does not need another fundraiser like the Cajun fest so we will not pursue this event next year. The board agreed that we need to put more energy into Battle of the Ages as a board and as a team and that this fundraiser can be a sufficient means to raise funds for the team on it’s own.

-Robert discussed the possibility of issuing work fee refund checks after the final pool take down day. He felt that we may get more help with take down if we wait to issue checks. We discussed putting the take down date out to the team at the parent meeting at the start of the season and we will discuss this further although Rob Hicks stated that the take down day went very quickly and smoothly and we really don’t need more than a handful of parents to get it done.

-Robert brought up the bad auditing of work assignments and tracking and the confusion that resulted from this situation. He was concerned that too much manual checking in was done with Sara, Sharon and Stacey and it was convoluted and confusing to determine who had met their work requirement. A lengthy discussion regarding work shifts then followed. Rob Hicks stated that he had spoken to 2 parents who were willing to take on the task of work shift assignments and tracking/coordinating for the upcoming season and that they had discussed various ways of incentivizing parents to fulfill their requirements. As this is an important topic and was not on the current agenda, Amy asked that Rob get the information to her before the next meeting so that it can be put on the agenda and discussed by the board. We also would like to discuss ways in which to obtain up to date and current addresses for all dolfin families so that when reimbursement checks are mailed out, they are not returned!

Vice President-Peter Hutcheson-no report

Head Coach-Korey informed the board that Devon had resigned as Head Coach and that she would be advertising the position very soon. The board then discussed it’s interest in possibly being part of the hiring process in some way. Korey was open to the idea and will touch base with Merry Burns as she has had experience as a PTA member being included in the hiring process of school personnel.

Secretary-Amy Ross (incoming) The board approved the August board meeting minutes as well as the September meeting minutes from the meeting that took place prior to the awards banquet. Amy asked the board for input around their happiness with LSC league and if they feel this league is a good fit for our team. After much discussion, most board members felt the league was a good fit and that we can successfully compete in this league. Amy asked for information regarding our meet schedule for next season and if we were going to participate in the Concord City Meet. Sara stated that we did not put the city meet on the calendar for the upcoming season but that we can continue this discussion as Amy stated that so many of the swimmers love this meet. We also discussed the A/B team option as a means by which to send our most competitive swimmers in order to compete in this league, however this is not allowed in our league. We will discuss ways in which to best manage our team which has swimmers with a very wide range of strengths and abilities. Also discussed was the difference between our team and the other teams in our league when it comes to team spirit, cheering on swimmers and having coaches at the blocks with energy to really pump up the swimmers. Merry Burns volunteered to head up a Team Spirit Committee for next season as the board feels we are lacking in this area.

Treasurer-Matt Lovett

Board reviewed the attached treasurer’s report. Matt stated that we were only $300 off our projected budget this year, which is incredible. Work deposit refunds were mailed out on September 17th. Matt discovered 2011 amended 990’s were not filed so he took care of this and also sent off 2012/13 filings. All bank signer changes have been done and Matt has handed over treasurer duties to Merry Burns. There was a lot of recent financial activity due to cutting work fee deposit checks. We will also be making deposits next month as well as December as the Christmas Tree Lot is slated to open in late November.

Team Operations-Eric Janssen

Eric is not pursuing another term in this position. He reported that the team sales team of Jamie and Jennifer are set for next season which is great news! Sheryl Webster was in attendance at the board meeting and is interested in filling Eric’s position as Team Operations board member. Robert Allen moved that the board approve Sheryl Webster as the new Team Operations board member. This motion was approved. Welcome to the board Sheryl!

Battle of the Ages-Shuleen Martin

The Battle team will begin monthly meetings again very soon! Shuleen again stated that she will need a co-chair in order to manage this meet effectively. She also asked the board take much more of an active role in this meet as has grown and becomes bigger and logistically more complicated every year. Shuleen asked the board how to spend $250 worth of Dicks Sporting Goods gift certificates we still have. The board agreed that we buy coolers with this money for the snack shack.

Fundraising-Gus Jullien

Not present, no report

Social This position is open. The board discussed the possibility of Becky Hom or Traci Rosson. We will reach out to a few parents and see if we can get any interest in this position soon!

Snack Shack-Sharon Murphy

Take down of snack shack was completed. The water heater was repaired.

Team Manager-Sara Silver

Our meet schedule has been set for this upcoming season. We will swim against Rancho Colorados, Springbrook, Sun Valley, PHA, Las Trampas, LMYA, Oakwood, and Valley Vista. We are in charge of the Clerk of the Course again this year for our league meet. We discussed hosting a last chance meet this season and this will be addressed again at the next meeting.

Meet Operations-Rob Hicks

Water heater and tear down done. Some poles have rusted and will need replaced.

District-Korey Riley

The board agreed that we pay $150 to have the combination to the safe in the coaches office changed. We have a new treasurer and will also be hiring a new head coach so this is important to have done.

Practice schedule survey is still open. At present there is an even split amongst the practice time options.

Korey passed out copies of the end of season evaluation. One thing that the board agreed upon was to try to pair up new families with experienced families as the survey indicated new families could use more guidance. Board members will review the results of the survey and will discuss in more detail at the next meeting.

The tree lot will open the Tuesday before Thanksgiving. Gus will arrange for a dumpster.

The districts’ Holiday Festival will take place on December 10th. The swim team will have a booth at this event selling hot cocoa and cider for a nominal fee.

Meeting adjourned at 9:pm

Respectfully submitted,

Amy Ross