PLEASANT HILL DOLFINS

PARENT CLUB BOARD

MEETING MINUTES

Monday, June 9, 2014

**BOARD MEMBERS PRESENT**

Robert Allen; Devon Knight; Matt Lovett; Lois Shaw; Amy Ross; Rob Hicks; Shuleen Martin; Eric Janssen; Sharon Murphy

**ADDITIONAL PEOPLE PRESENT**

Korey Riley – PH Parks & Rec; Sara Silver – Team Manager; Beth Heinen - Coach

**CALL TO ORDER:**

The meeting was called to order at 7:00 by Robert Allen.

**PRESIDENT**

Robert had some feedback about Set Up Day. He felt there was too much priority placed on putting up the tents and other jobs suffered. Also he noticed that many people stayed until exactly 10:00 even though there was still work to be done. Sharon shared that she felt this was an anomaly; that because this year we had to clean out the pumpkins, there was more work than usual and 3 hours is typically plenty of time to get everything set up. With regard to the tents, Robert suggested spray painting the edges of the poles a different color for each tent so when you grab a set of color-coded poles, you have a complete tent. Everyone liked that idea. Rob is also in the process of putting the set up processes in a binder for future generations.

Robert also confirmed with Sharon that everyone in the Snack Shack who handles food wears gloves, except for those individuals who work the cash register and/or handle the prepackaged food (eg., chips, candy). Robert made the suggestion that whenever anyone orders food at the Snack Shack, the person taking their order ask if they’d like a drink. Why not get that money too?

The old water polo goals will be thrown out and the metal recycled before this Saturday’s meet as they are in the way. The newer goals will be moved before Battle.

Robert has a possible candidate for the VP position: Lisa Morrell. She said she would do it if no one else steps up. Robert will reach out to her and explain a little more about the position, that it includes being the LSC rep, and then put her in contact with Sara to train/shadow the LSC part.

Lastly, Robert wondered about the Colorado gear getting unplugged twice at Time Trials, but Shuleen assured him the backup battery was now charged and should the system get unplugged again, there would be no interruption.

**VICE PRESIDENT**

No Vice President.

**SECRETARY – Lois Shaw**

Lois moved that the May minutes be approved; Matt seconded. The vote was unanimous in favor of approving the minutes.

Lois’ term as secretary is up in September. Please get the word out that to anyone you think might be interested in taking on this position.

Next year Lois will handle communications with the team, a non-board position.

**TREASURER’S REPORT – Matt Lovett**

Current reconciled checking register balance: $15,183.32

Endowment savings account: $1,184.13

Items:

* 2014 Cash Flow (exclusive of carryforwards and carryovers):
	+ Income YTD: $8,488.71
	+ Expense YTD: $18,599.25
	+ Net YTD: $(10,110.54)
* 2014 Performance-to-Budget
	+ Income variance: $(120,336.29)
	+ Expense variance: $112,236.37
	+ Net performance-to-budget: [var Inc. + var Exp.]: $(8,099.92)

Federal and state tax returns for both parent club and endowment have been filed.

Matt moved to increase the Meet Operations budget to $4,500 and reduce Repair & Replacement expense to $1,500 and reduce Cajun Fest expense to $2,500; Rob seconded. Unanimous vote yes.

Matt moved to increase Swimmer of the Week expense budget to $225 and reduce Repair & Replacement expense to $1,425; Rob seconded. Unanimous vote yes.

Matt moved to add an additional budget income line to be called Work Shift Fines with a budget of $0; Rob seconded. Unanimous vote yes.

Our new board president Robert needs to replace Eric as a signer on our bank accounts. Matt will contact the bank and make an appointment, then reach out to Robert.

Since the treasurer position will be open next season, Matt suggests advertising for the position once Battle is over. That way there will be some time to bring that person up to speed while the season is still going on.

**BATTLE OF THE AGES UPDATE – Shuleen Martin**

It’s crunch time – Battle is less than 3 weeks away!!! Shuleen has done a walk-through and determined new pathways, vendor area, etc. because of all the construction. The hallways will be more crowded this year, but there is nothing to be done. The school district is not cooperating with regard to use of the gym.

Shuleen is hopeful that next year teams will set up generic email addresses rather than personal ones. For example, computersLarkeySharks@gmail.com; this way she wouldn’t have to try to figure out who the new coach/administrator is. She can just reach out to all the teams and whomever is in charge will respond. Keep that dream alive Shuleen!

Battle 2015 dates have been chosen: June 27-28, 2015. This is great because this information can go in this year’s program and people can start planning for next year.

The pre-Battle jobs are all filled and most people are on their way. Shuleen is still reaching out to a few people to get them started. Help is still needed for Clerk of the Course and afternoon Snack Shack shifts, as well as a Twitter Feed person. Battle Blasts are coming people!!

We need ads for the Battle program. If everyone on the board got 1 ad, we’d be full! So get out there and sell!

The Battle committee purchased a laminator for laminating signs, etc., and an Ibico binding machine so they can bind the programs this year. It will pay for itself after one season as the team can use it for the “end of the year” booklets. Heather Garcia-Roy and Lilia Bracamontes have volunteered to bind this year’s Battle programs.

**SNACK SHACK – Sharon Murphy**

The Dolfins now have a U.S. Food account! Sharon won’t have to carry food from her car anymore; it will now be dropped off at the Shack!

**TEAM OPERATIONS – Eric Janssen**

Jamie says the new inventory is expected to arrive this week so expect to see her on the pool deck at the next 2 home meets! They sold 122 items through the online order forms. Net sales are down, but Matt says we are net positive so that is all good. Jamie asked that we make sure the announcer at our home meets puts in a plug for team sales. Shuleen asked if they could have the Battle pre-order forms available at their Team Sales table during the home meets.

**HEAD COACH – Devon Knight**

Volunteer Assistant Coach training starts this Monday at 12:30-1:00pm. Beth is running this program. There will be mandatory training every Monday after that from 3:00-3:30. Assistant coaches will work with the Minis, 6 & Unders, and possible the 7/8s.

The summer practice schedule starts this Monday, June 16 and so do the two 9/10 male coaches Chris and Joe!

Devon asked for feedback about the recent tri-meet at Dana Hills. It was originally supposed to be a dual meet, but DH asked to add another team. We agreed, but with a few caveats and DH did not honor those caveats. They do tent to bully us and we gave up swimming against other teams in favor of DH. Do we want to continue to prioritize DH next season? The parents love this meet because it is well run and obviously don’t know about any of the behind the scenes trouble. Something to think about for next year.

**MEET OPERATIONS – Rob Hicks**

Rob asked for an increase in his budget to $1,000.

He also needs someone from 5:00-8:00 at Security during Battle so he can take a break and eat with his family.

Rob made a deal with the Home Depot and got 50 buckets. And they will sponsor us yearly [supplies] so we need to get a banner for them up at the pool. Can we send them a team photo as a thanks?

**FUNDRAISING – Gus Jullien**

Gus was unable to attend the meeting.

**SOCIAL – Amy Ross**

Amy sent out a great proactive email with a list of this summer’s upcoming social events so people can put them on their calendar. The 8 & Unders party is this Friday, June 13th. All the other age group parties are also set. Amy does need help with Win League Week. Shuleen is in charge of the 13-18 Raft Trip and no one else signed up to help with it. Water World is on for July 14th. Beth is waaaaay too excited about it.

**TEAM MANAGER – Sara Silver**

This year’s theme for the LSC meet is “Endless Summer.”

**DISTRICT – Korey Riley**

The 50th Anniversary banner is now up on the corner. Flyers and posters are being printed. Beth is working on the mailing list. Korey is getting ready to order the key chains and other promotional materials. Everything is on track. So go out and buy your tickets!!!

**Other Business**

Beth asked if we could purchase some light blue + maroon flags for the 50th anniversary. These flags would be used ONLY by the Dolfins during the season. Korey said she would check with her Lincoln rep about getting a good price as custom made flags can get pricey. Rob moved that we spend up to $250 on flags; Lois seconded. The vote was unanimous to spend up to $250.

Dine Outs: Wing Stop (who gave us a donation for Battle) wondered if we would do a Dine Out with them. It is important to have a give/take relationship with our community partners. Maybe we could have “Dine Out Tuesdays” with different local restaurants with the proceeds going in to the endowment fund. Get Kristy and Jenny on it!!

**NEXT MEETING:**

The next Dolfins Board meeting is scheduled for Monday, July 14, 2014 from 7:30-9:00pm.

**Meeting adjourned:**

The meeting was adjourned at 9:40pm by Robert.