**PLEASANT HILL DOLFIN PARENT BOARD**

**MEETING MINUTES**

**MONDAY, JULY 14TH, 2014**

**Present**: Robert Allen, Rob Hicks, Amy Ross, Shuleen Martin, Sharon Murphy, Matt Lovett, Gus Jullien, Head Coach Devon Knight, Korey Riley, District Representative, Peter Hutcheson (parent)

Meeting called to order at 7:35p by President Robert Allen

**President-Robert Allen**

\* Open board positions

-VP position is open and Robert spoke to Lisa Morrell who was willing to take this role on. Sharon then introduced Peter Hutcheson who was in attendance at tonight’s meeting. After explaining the position to Peter and hearing background information from him, he indicated he would be interested in the position. The board then took a formal vote and Peter Hutcheson was officially voted into the VP position.

-Treasurer position-Matt stated that he would put some information in writing regarding what this position entails and that Korey will send it out when she sends out a team email outlining all open board positions prior to the election in September.

-Secretary. Amy stated that she would be willing to step into this position although it would need to be officially put on the ballot. Amy’s current social chairperson position will also be open and Korey will include that in her email to the team.

\*Home Depot sponsorship role clarification: Rob Hicks explained that Home Depot has agreed to provide us with up to $500 in store credit. They are in the process of designing a banner to be put up at the pool and the team is in the process of having our team photo put onto a plaque for them to display in their store. Shuleen pointed out that we did thank them in our Battle of the Ages Program.

**Head Coach-Devon Knight**

\*Currently our team scored very well at the Devil Mtn Pentathlon. LMYA didn’t score our meet.

\*Water Polo Junior Olympics are conflicting with the LSC meet this year and Devon is disappointed with our numbers due to this conflict. Many swimmers are choosing to participate in the Junior Olympics instead of the LSC meet so our numbers are down and we will not be presenting our strongest team at this meet.

\*Korey will locate a current copy of the parent, coach, and ph rec park roles and responsibilities list so that we can all refresh and review! All rules are set by ph rec and park and in absence of park and rec personnel, the head coach has the duty and authority to enforce rules that are there to ensure we are all safe. Devon asked that as a board we do what we can to present a united front and that we support the head coach in enforcing the rules. Devon asked that we all do what we can to stop any rumors from spreading as it is very detriment to the team as a whole. Korey added that any specific questions can be directed to her.

**Secretary-Amy Ross** (substituting at tonight’s meeting)

\*June meeting minutes were approved by the board

\*May Parent Night minutes were reviewed and subsequently approved by the board

**Treasurer-Matt Lovett**

\*Current bank balance approx $68k

\*Cash flow-income is up due to Battle

\*Robert Allen has replaced Eric Janssen as a signer on the bank accounts

\*Budget items:

-Meet Operations budget should be sufficient to finish out the year

-Snack Shack budget may not be enough due to increase in food costs. Consequently, Matt moved that the snack shack be allowed to go over its budget by $1,500. The motion was seconded and the increase was approved by the board.

-Raft Trip expenses will be reconciled per Matt.

\*Procedure reminders—Matt reminded the board members to always submit the reimbursement form with their receipts.

**Team Operations-Eric Janssen** (not present)

**Battle of the Ages-Shuleen Martin**

\*Preliminary Report/Recommendations-

We did better in promotions this year due to a few parents who went above and beyond to hit the pavement! She recommends we do fewer raffle baskets next year. Vendors and photo booth did not make as much money as last year. We did lose money on programs and the board discussed different solutions for this issue. Overall, the meet did make a little less than was planned but we did have fewer individual entries this year.

Shuleen stated that she will be willing to take on the Battle of the Ages job next year BUT that it is truly a task that requires 2 people in order to get the job done right. So she is requesting that she have a co-chair next year!! Also, she asked that we work to bring the Battle of the Ages back to the board. In other words, she would like to see far more involvement from the board on this event and more board visibility at the actual meet itself!

Shuleen reported and the board concurred that overall the feedback from other teams was VERY POSITIVE and that everyone had good swims and a great time. Shuleen would like to honor work hours for those who went above and beyond the help out with Battle of the Ages. She will get a list of names to Amy.

Robert stated that he did have one piece of feedback from another team regarding Battle. Apparently this person wondered why we were asking for other teams to fill Marshal positions at our event. The board discussed this issue and Rob stated that all volunteers he worked with at Battle did not have any concerns with the marshal job and that they actually had fun with it.

\*Policy for charging parents for social events—Shuleen brought this topic up for discussion and the board agreed that we had decided at a previous meeting that we would only charge families for the bowling party and the rafting trip. The board further agreed that in the future we will uphold this policy but that the nominal $3 charged for the luau party this year should not cause any problem.

**Fundraising-Gus Jullien**

\*We are set to proceed with the Cajun Fest! The date planned is Saturday, September 27th. We hope to use the Senior Center as they have a full kitchen. Gus is willing to cook the food (rice, red beans, jambalaya and the like) but will look into catering companies as well. The plan is to charge no more than $45-$50 per person. Gus is also looking into musical entertainment for this event.

**Social—Amy Ross**

\*Coach Appreciation week is coming up—lunch will be delivered and Amy will have gift bags on the pool deck for each coach.

\*Win League Week is coming up as well—The theme will be Endless Summer

\*Awards night will be held at the Senior Center again. Amy to check in with Sheila and Merry and arrange a meeting at the venue.

\*Review of fulfillment of work assignment responsibilities-the board discussed how we felt families were doing completing their required work assignments. Unfortunately we, as a board did not follow through with consequences for those families who did not complete their assignments. This continues to be a struggle for our team and we continue to work on ways to improve in this area.

**Meet Operations-Rob Hicks**

Rob reported that he will be on vacation from July 20-25, but fortunately we canceled the home meet we had during that week.

**District-Korey Riley**

\*Springwood swim team request to borrow food tents (including screens) washing station with bucket and 3 8 ft tables was approved by the board.

\*50th Anniversary Update: 35-40 tickets have been sold for the cocktail party. We have lots of tickets still to sell for the BBQ!

\*Work hours—the board discussed adding set up and take down shifts to all home meets. This will be done. Also, Sharon asked if we could not put end times on snack shack shifts. Amy explained that TU may not allow us to do that, but she will follow up.

\*Elections-Korey to put out an email regarding elections and promoting the open positions!

**Meeting adjourned at 9:55pm.**

**Next Meeting: Monday, August 11, 2014 at 7:00pm.**