**PLEASANT HILL DOLFIN PARENT BOARD**

**MEETING MINUTES**

**MONDAY, June 8th, 2015**

Present: Robert Allen, Rob Hicks, Amy Ross, Sharon Murphy, Peter Hutcheson, Gus Jullien, Merry Burns, Sheryl Webster, Shuleen Martin, Talli Pitcher (head coach) Korey Riley (district representative), Kristy Minka, Alexandra Kemp, Jim Libby (starter/referee)

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

President-Robert Allen-No report

Vice President-Peter Hutcheson

-We will order LSC league shirts for all coaches…..the board moved and approved the motion to purchase 7 LSC shirts for the coaches.

-We would still like to get one of our LSC league meet afternoon announcer shifts changed to morning.

-We need audio to reach the field behind the pool for Battle. After some discussion around what our actual needs are, the board voted and approved the purchase of one used speaker, a stand and XLR cables not to exceed $600.

Head Coach-Talli Pitcher

-We are having issues with the Colorado timing system. We will be okay for this Weds meet, and we may need to borrow the system from CPHS.

-DQ slips need names on them!!!

-She has received good feedback so far as to how the season is going.

Secretary-Amy Ross

-May board meeting minutes were approved by board vote.

-Family dining fundraisers—Sweet Tomatoes on June 16th and Rubios in July

-Purchase of the Touch the Wall movie is $100 more than first thought. Amy to contact another team (possibly PHA) to see if we can split the cost with them.

Treasurer-Merry Burns

-Outstanding work deposit check for the Hom family—Becky Hom said she would donate the money back to the team. Merry will void the check and put the funds toward the endowment fund.

-Some of the numbers from the Bingo Night aren’t reconciling. Merry to get with Kat to work this out.

-The 2015 draft budget was reviewed and approved with very minor changes.

Team Operations-Sheryl Webster

-We need to have job descriptions for Rob, Shuleen and Sara’s positions and it would be very useful to all have job descriptions documented for all positions! We can start a google docs page to start tracking job descriptions.

Battle of the Ages-Shuleen Martin

-Next Monday is the next BOA meeting.

-Set up for the meet will be on Friday at 4:30 and program sales will begin at 4p

-The theme will be Swimvivor instead of Survivor. Shuleen to send out a special battle blast this week to the team.

-We will set up for the meet on Friday morning during and after the special all team practice.

-Beverly Fung is doing the program

-Jackie Walker is heading up ads

-Battle HQ-we will assign board members to help with that.

-Gus will tweet the meet.

-the Head Starter/Ref is USA trained

-We have starter refs set up and ready

-We still have open jobs and 37 families have not signed up for any battle jobs!

-The dumpster has been ordered

-We will have PHD Marshalls at both the VIP and reserved parking areas.

Fundraising-Gus Jullien

-June 19th is the hard fundraising deadline for Battle. Jennifer Burnam to put together a sponsor database so we don’t have to start fresh every year.

Social-Katrina Hunn-not present

Snack Shack- Sharon Murphy

-The prep sink needs re-sautered.

Meet Operations-Rob Hicks

-Rob is concerned about the problem with the Colorado timing system. He feels that the starter panel is broken and can be fixed. We will send in the spare starter for an estimate to see if it can be fixed and what the cost would be. Rob feels that with regard to the Colorado, there is an issue with the cord and we really need to code all the cords to avoid future problems.

-Mario Picon has begun to shadow Rob however he does not want to be on the board.

-For home meets Rob suggests that those who sign up to set up can set up their pop ups or tents early but that we will not open the gates or bathrooms until 4:30 pm for the rest of the team!!

Team Manager-Sara Silver-not present

District- Korey Riley-no additional report

Work Shift Coordinators-Kristy Minka and Alexandra Kemp

-Everything is going well so far with work shifts

-22 families have not signed up for any hours at all. Some families have signed up for too many hours and they will be advised to remove themselves from some shifts

-Jennifer Burnham was added to the exempt list and the board confirmed all stroke and turn and starter/ref names for work shift exemption

-Dolfin dollar process was discussed and determined to be a $5 incremental one-time use ‘award’

-The board voted to give Ethan Cordes a $250 Visa gift card for all of his help!  
-The budget for work shift coordinators will be set at $150 and will go under office supplies in the budget.

-It was determined that the coaches will track meet no shows.

Meeting adjourned at 10:15pm

Respectfully submitted,

Amy Ross