April Prime Board meeting. Location PCS, some members via Zoom.

Attendees: Randy Stanley, Chris Sheets, Chris Wetteland, Lina Desai, Jim Curtis, Kellie Hudgens, Steve Benedict, John Matson, Ragan Goff

Not in attendance: Sally Pardue

1. Welcome new board members- Randy
2. Approval of March meeting minutes--motion: Chris W 2nd: Randy Stanley
3. Treasurer’s report- Chris Sheets
   1. Financials are favorable at this time. Last month of swimmer fees will be in May and we will then incur more expenses than income. (This is normal)
   2. The payroll and pool rental cost were up significantly this year due to Covid restrictions and Prime working to keep families safe. (more pool rental, coaching hours)
4. PPP update
   1. We did receive the 2nd PPP loan.
   2. Send thank you to John Tate, and Jeanine Stenna for applying on our behalf. They are confident this will be forgiven. (completed at time of typing up minutes)
   3. Chris Wetteland suggests we put something on website to thank them for their help.
   4. Chris Sheets suggests we use the PPP loan ~$15,000 towards structure once loan #1 is forgiven
      1. Motion: Chris Sheets, 2nd Steve Benedict…Board agrees.
   5. Randy suggest we consider doing the same once the 2nd PP is forgiven
   6. Chris Wetteland also suggests after this next principal payment- we look into getting a small loan from a bank to cover the remaining portion of the structure loan. We have not been approved in the past, but now with lower loan amount, longer time as a business, would this be possible?
   7. Board discussed way to incur less fees:
      1. Credit card fees. Prime is currently paying the credit card fees from parents who pay with their CC. This costs Prime a few thousand $ per year. We should consider having the credit card user incur their own fees at next enrollment. Board agrees.
      2. Raising swimmer fees a small amount maybe needed if continued additional coaching hours are necessary
      3. Fundraising: We will also remind parents of Kroger, Amazon Smile, etc where they can allocate Prime as the beneficiary.
5. VP and Treasurer vacancy discussion- need both in place
   1. Treasurer role. We need a bookkeeper. Randy and Chris have both been reaching out for one who will handle the day to day books/payroll/ quick books
      1. Ragan can take on PO Box checking and writing letters to sponsors etc…
      2. John Matson agrees to take on the treasurer role with the understanding that we are getting a bookkeeper.
         1. Randy motioned, Chris Sheets seconds, board agrees
      3. Kellie agrees to help with deposits.
   2. Vice President- Jim Curtis would be willing to take on the VP role.
      1. Randy motions, Lina seconds- board agrees.
6. Summer practice schedule review
   1. Coaches prepared.
   2. JS can be cold. May need some extra drylands if they are too cold. (esp. gold group)
   3. When can we cancel NFC? Too expensive to have NFC and JS at same time.
   4. This schedule does allow a little more time each week.
   5. Chris W—can we send something to NFC? or do something nice to show our appreciation- Ragan will handle. (possibly a poster?)
   6. Motion to approve schedule: Ragan, second Randy
7. Structure Panel Takedown Process/Schedule—Steve/Chris S
   1. Chris Whitlow- coming to help May 15th
   2. Scissor lift is rented.
   3. Storage unit. Brookdale storage. 1 unit. Steve will reach out for that.
   4. Pool reels can go to Anderson.
   5. Take photos that day to see panels that are torn. Need sign up genius.
   6. 10am volunteers.
   7. During week before meet 12th clean panels.
8. Review/Approval of proposed standing committees- Randy/Sally
   1. Tabled
9. Complaint - several
10. Blaze Fundraiser- Lina has this set up and ready to go on May4th. She will send out reminder email to the team as well.
11. Discuss transition timeline of new members.
    1. New members are welcomed on immediately, but ask that we keep the others on for 30 days.
12. MISC:
    1. Kellie suggests doing something for the Wetteland girls before they leave.
    2. Kellie mentions she will help with committees and recruiting parents to committees
    3. Steve mentions we could looks into more sponsors the upcoming season and he can help with that.
13. May 19th 5:30 pm next meeting.