Prime Aquatics Board Meeting 9/16/2020

Members present (Zoom): Debbie McCrory, Sally Pardue, Beth Pye, Steve Benedict, Randy Stanley, Lina Desai, Chris Wetteland, Ragan Goff, Chris Sheets

Absent attendees: Mike Spadafora who has stepped down as member of the board due to work conflict

Other attendees:

1. Approve board minutes from August
	1. Motion: Sally, 2nd Chris W
	2. Approved
2. Financial review:
	1. Blankets and Reels. Randy and Steve were able to find, purchase and expedite delivery of pool blankets and reels. The cost was $4095 with shipping.
		1. This leaves about $600 in the blanket-budget for other supplies.
	2. T-shirts and caps- will be made available before first meet in Kingsport. All sponsors who wanted to be included on shirt are included.
	3. Chris S: presented the financial statements he prepared.
		1. New enrollment membership is financially favorable.
		2. Several New Business sponsorships obtained
		3. Money market account favorable
		4. September has several large items:
			1. Structure loan ~$34,000
			2. Insurance ~$11,000
			3. SES registration- ~$8400
			4. Payroll
			5. John Sevier rental
3. Kingsport meet:
	1. Many guidelines and limitations to follow Covid social distancing guidelines.
	2. Volunteer spots will be necessary
	3. Prime will do its part to make this meet go as smoothly as possible in hopes of encouraging future meets and supporting our LSC.
4. Gobbled Gobbler
	1. Steven Benedict- was able to procure Stacy Mead to run the Goggled Gobbler. She will meet and work closely with Eric Bellah
	2. Coulter Grove has agreed to allow use their course and parking lot for the race.
	3. Permits are being obtained.
	4. Jenna will need to get parental involvement on the MHC side since the high school swim team gets 40% of the profits. Eric Bellah is not working on that side this year.
	5. Steve is working on sponsorships for the race and advised we will need to get insurance for the race.
5. Head Coach/Coach/business director-- review/assessments/roles
	1. Boards agrees to have set date of Oct 3rd for a 4 person panel review of Head Coach. Cameron will need to turn in his self-assessment by September 28th . Attendees will be Debbie, Lina, Chris W, Sally, Ragan
	2. Topics for coach’s review
		1. Importance of meeting deadlines, responding to emails
		2. Duties, roles, and expectations have been provided. (management of team, management of coaches)
		3. Items that should be handled by coaches instead of the Board.
		4. Positive feedback
		5. Review surveymonkey
		6. Facilities manager roles
		7. After assessments, are adjustments in contracts needed?
6. Structure
	1. Randy and Chris S got the storage unit emptied.
	2. Saturday has 21 volunteers for getting the structure up.
	3. Chris S--Scissor lift should be delivered Friday. Someone will need to sign for it
	4. Heater will need to be installed asap. Hopefully next week.
7. NFC
	1. Renting lane space October-Feb1st (minus Holiday weeks) to help with social distancing.
	2. 2 hours per day including Saturday
	3. $1,300-$1,500 per month
8. Miscellaneous
	1. USA Swimming is going to allow meets outside of LSC starting in October. However not many adjacent states are sanctioning events, but we are keeping our eye out
	2. Blaze fundraiser- Lina- Oct22nd (Thursday) will hold another, then possibly again in February
	3. Stretch cords- confusion, inconsistent use by coaches. This is to start at all levels October 1.
		1. Important to have proper technique. It can really help with swimming technique and catches.
	4. Sally/ChrisW- goal setting process for swimmers. There should be 1. An original goal setting meeting, 2. A follow-up meeting on progression towards goal and 3. A finishing meeting where discussions are made regarding why goals are not met or are met.
		1. Simply having the original goal setting meeting does not prove helpful. All 3 must be completed.
	5. Chris S-
		1. Insurance audit will be completed soon.
		2. 2 letters from IRS on form completion
			1. Beth Pye has given forms to CPA
			2. CPA will handle all tax form completion going forward
	6. Chris W- will be moving out of state at end of year and will be leaving the board. Suggests that the board should change format and roles. Pull from our parent volunteers and vast parental knowledge instead of depending solely on board members for all tasks. Also, suggests 2 members from each age group which are voted on by the parents not the board.

October Meeting (Zoom) 10/21/2020 5:30pm