Prime Aquatics Board Meeting 08/12/2020

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

Members Absent: Mike Spadafora

Other Attendees:

1. Approve Board minutes from July
   1. Motion: Sally, 2nd Randy
   2. Approved
2. Financial review- Chris S, Sally, Steve, Lina, Beth, Debbie
   1. PPP loan (Beth): We will be able to apply for forgiveness in October. There is potential that we may have to repay ~ $9,000 of the loan back, however it looks as if most loans under $250,000 are being forgiven and do not need to be paid back. We won’t know for certain until October.
   2. Insurance Payment/ Liability (Beth): due August 15th and will draft from our account. ~$11,000.
   3. Interest/Principal Payment to Pinnacle for the Structure (Beth): September 15th is our principal payment for the structure ($33,000) and Interest is drawn out monthly from the account. ($350)
   4. Weekly cost for John Sevier (Debbie)- this is a great relationship with parks and rec. They bill us weekly. They have also offered some additional times with 48 hour notice. They must have 1 of their lifeguards present at all times.
   5. October-December (Debbie)- she is working to get some times at NFC a few hours each day. We are hoping to get the same reduced rate as we had in the summer. We add their sponsorship logos on shirts and a banner for providing these reduced rates.
   6. USA registration in September (Sally)
      1. Returning swimmer registration: 44 Senior/college, 34 Junior, 9 10&U, 8 Flex M-W , 5 Flex T-TH
      2. Trial: (Debbie) 34 trial swimmers - most in the 10 & U and flex. The coaches are working on schedules to fit them all in, like alternating days. They are also watching for those who may be better suited for the lessons programs.
      3. Coaches will be working on schedules to make sure groups get x amount of time in water and dryland while maintaining current safety practices etc.
   7. Lessons Program (Sally):
      1. 67 swimmers interested/registered in lessons program. More to come.
      2. Masters: 20 registered swimmers and growing
   8. How are we doing financially/ forecasting? (Chris S): Finance committee met and pulled together some line items regarding: budget, key take-aways and course of actions to take.
      1. Key take away- it will be a lean year with a potential Shortfall. …ie Some unexpected expenses, loss of lessons revenue during shut down and increased coaching costs for safety and social distancing purposes.
      2. We were able to keep structure up for substantial savings. Although we have to pay GMCC to leave structure up. Hopeful to leave up again next year.
      3. Ways to save- encourage bank drafts instead of credit card payments to avoid credits card fees, operate at extreme care-reduced equipment replacement needs, maximize salaried employees.
      4. Swim lessons may be better than expected.
      5. Goggled Gobbler- this has been substantial fundraiser for Prime in past. This may be altered or delayed this year due to the Covid 19 environment. Chris W will reach out for more information on how we can make this work/possibilities.
      6. Business sponsorship- we have had some wonderful donations and sponsorships this year. Consider new committee to find new fundraising/sponsorship ideas.
      7. Blaze fundraiser-(Lina)- went well. She also found out Zaxbys may be a future option and she will look into a more regular schedule of similar events
      8. Sally suggests quarterly review of budget- board agrees.
      9. Chris pointed out the new payroll tax deferral program. To avoid the potential of paying this back, the board agrees to continue subtracting payroll taxes through the end of the year.
      10. Budget approval
          1. Motion to approve: Sally, 2nd Randy
   9. Coaches Review and Expectations 2020-2021 (Debbie)
      1. We need to solidify a head coach’s review. Randy and Chris W agreed to help with these reviews and will be setting up a review process including a coach’s self-assessment.
      2. Target date to review head coach, right after Labor Day.
      3. Consider intrasquad meet at beginning of short course to give the swimmers goals. There are motivational times for short course meters for meets at GMCC.
   10. GMCC status and structure panel updates
       1. Chris S says it appears the panel and doors will be installed around the first week of October.
       2. Once all schools start back, there will be need to use the changing rooms for some swimmers who travel straight from school. We will need to put together a list of volunteers and safety procedures to monitor and limit numbers and clean afterwards. Debbie suggests the new safety committee will work with this.
       3. Safety committee will also research any other ideas for safety inside the structure during winter months,…ie opening panels, ventilation, etc
   11. MISC items: (Debbie)
       1. Team feed team unify- cost $299 annually. Board agreed that we will not utilize team feed this year to save that cost
       2. Committee positions. Debbie suggests restructuring committees to better align with current environment and team needs. Chris W suggests pulling in more parents rather than board members for some committees. Board agrees with both suggestions. Debbie will send out proposal next week.

September Meeting: September 16th 5:30 (Zoom)