

CGBD BOARD MEETING Minutes- August 27, 2013 @ 7:00 PM

x	B. Breeger	x	S. Maw		L. Kimball		
x	R. Younger	x	T. Pegram	x	S. Hennessy		
x	M. Young	x	G. Kuster	x	K. Hennessy		
x	K. McAllister		R. Gharbo				

Call to Order: Quorum>50% 7:15 PM

Approval of July 30, 2013 Board Meeting Minutes: T. Pegram motion, R. Younger seconded, approved

Reports

- Team Unify Updates: (Marybeth Young) Membership numbers: 2013-14 Budget Goal 120 Fundraising Families; as of today have 72 FR Families registered. Registration will close at midnight on August 31st and the first invoice of the new season is emailed by Team Unify (per TU national requirements) CGBD will re-open Registration sometime on September 1. Those that are not registered by August 31st will have two installments of training fees on their October 1 invoice.
- Membership report: (Marybeth Young) (see TU Update)
- Coaches Report: Steve Hennessy (staff, recruiting, and new season planning)
 - Staff:* Part Time: Kathryn Anderson returning, Bryce and Ryan Hartman back on staff – all 3 at William and Mary.
 - Interviewing a potential coach who may be hired if funding becomes available.
 - Intern, Lisa Waechtler, from Germany who is a Junior in college. She will be here through September and is primarily assisting Kevin with Senior and National Prep.
 - Two job titles changes: 1. Jack Bierie, Assistant Head Coach, 2. Kevin Hennessy, Head Senior Coach; (Bobby Knowles continues as “Lead Coach at William and Mary.”; Steve Hennessy, Head Coach/Head Age group Coach; Jordan Filchock, Assistant Age Group Coach.)
 - Recruiting:* Tryouts September 4th at BMAC
 - Season Planning:* New Group starting called: “Coast Guard Flippers – Tue/Thur BMAC 5:15-5:45pm. Takes the youngest swimmers out of Blue. Elevates Gold Without 7+8 yr olds. Gold is supposed to lead into HS Prep.
 - Champs Meet will be the Star Triad Tropic at Greensboro Aquatics Center December 6-8. We will do a survey in early October to see if there is enough interest to do a Team travel trip for this meet. The coaching staff would like it to be Team Travel. There is a WAC meet this same weekend and the SEVA Christmas Meet is the next weekend.
 - Start Up Picnic (Sept 8, 2013) – 203 people registered to attend so far. Cut off 31st of August
- Financials-
 - 1. We are planning to change our fiscal year. Currently the fiscal year begins Sept 1. However, our registration and new member sign up is in August which means that in August we can bring in as much as 25% of our dues revenue. So, it appears that we don't bring in our projected dues and registration income because a bulk of it is reported in the previous year. Because all registration is online and paid online there is no way to "hold it" past Sept 1. 11 month cycle past year (Sept 1 2012 – July 31, 2013) and then 12 months for this one (August 1, 2013 – July 31, 2014) **Article 5, H in the CGBD Constitution needs to be amended to reflect this change. This needs to be explained and voted on in the GM Meeting in October.**
 - 2. Timesheets for staff need to keep track of hours worked
 - 3. Contract, job description all staff members (coaches and accounts manager)
(Possibly for Maria she could write her job description to help us understand)

New Business: Proposals for discussion

- New Parent Meeting: publicize that we are willing to have a new parent meeting, with board member, coach, official. Suggested times during practice: Tuesday, September 17 (W&M) and Wednesday, Sept 18 (BMAC). Volunteers to attend: Steve, Marybeth, Tonya, Bruce able to be there. Note – next year we would like to do this in August an hour before the first board meeting. Steve showed us his presentation which can also serve as a handbook. Email out info on the meeting as well as post on website. *(post meeting note New Members meeting was held Saturday September 21 at the BMAC from 10:30-12 by Steve and Scott Maw. 15-20 members present. A second Meeting was held at W&M on September 25th during practices by Steve and Tonya Pegram)*
- Team Travel: Bus from Venture has been reserved and the hotel for Friday and Saturday nights also reserved. Two parents have already volunteered to chaperone with a third likely depending on the number of swimmers. Registration for Team Travel will be opened Sept 17 and closed midnight of Sept 20. Season Registration has to be turned off during this time. \$250/swimmer for the trip covers bus, hotel, breakfast and Saturday & Sunday dinners.
- Start-Up Picnic Sept 8: Bruce: grill, tents, 8-10 tables. BOD of directors put in the money to pay for the burgers and the hotdogs and buns and condiments. Ross, Scott, Bruce etc. set up and take down done by BOD. Marybeth condiments, Kathryn Balloons, Picnic Shelter #2 reserved on NN city Website in July by Kathryn. Apparel will be sold by Julie Rouzie or appointed persons. Team Support Requirements table monitored by Scott and Tonya.
- “Reserve Fund Contribution” : Policy change presented by Ross Y, Motion: To Keep a cash reserve of 25% of operating expenses and to try to maintain this annually. Seconded, Passed. (notes: USA Swimming Guideline for amount of \$ in reserve fund is 3 months operating expenses; VSI Guidelines is 6 months operating funds held in reserve fund.)
- College Information Library – Kathryn M presented that she will be gathering materials and information to set up a “go to” file for high school swimmers and parents. As well as supporting senior staff efforts to make education presentations to our high school aged swimmers.
- Yearbooks – print enough for seniors and will decide for next year what to do.
- Members Present Reviewed and signed BOD code of conduct. Steve Hennessy took to office to file.

Old Business

- 1)Met with local group about Swim America.2)Mini Meet – we will consider the Mini meet if approached. 3) When are move ups, Steve? “They are on-going throughout the year.”

Meet Adjourned: 9:24pm

Next Board Meeting: Thursday, September 26, 7:00 PM at Newport News Marriott Board Room