# Walnut Creek Masters Board of Directors

# Meeting Minutes

# 7/10/2012

Call to order

**Mike Piazza** called to order the regular meeting of the **Walnut Creek Masters Board of Directors** at **6:02 pm** on **7/10/2012** at Clarke Memorial Swim Center.

Meeting Attendants

The following persons were present: Mike Piazza, Mary Williams, Theresa Rounseville, Chris Stewart, Walter Tuholski, John King, Debbie Swigert, Bruce Cousins, Amy Bradford, Bosco, Kildean Harms, Loren Druz, and Dave Skvarna.

Head Coach Report

1. Kerry O’Brien could not attend the meeting so Mike Piazza will discuss items in the coach’s report.
2. The San Mateo LCM Meet: Kerry is looking forward to seeing a small group of swimmers attend.
3. Swimming Saves Lives Campaign: Dave Skvarna reporting the following
* There are 15 volunteers confirmed to participate
* There is a volunteer social on July 19th at Rocco’s Pizza Restaurant in Walnut Creek. Kerry will attend to discuss training the instructors for the upcoming event.
* The Swimming Saves Lives event is August 27, 28, & 29. There is a train the trainer session on August 16th.
* Expecting to hear in September if WCM received a grant to help offset the cost of the program.
* Expect to see the announcement on the website and Facebook.
1. Swim Across America
* Challenged by Davis Masters to participate.
* It’s a weeklong event where swimmers track their yardage.
* Event is likely to happen in September. See Kerry for more info.

Board Chair Report – Mike Piazza

1. Financial Report – Total membership is 445 swimmers
2. Current budget is showing there is an approximate $35,000 surplus.
3. 2013 could see the pool rental fees to increase as much as 40% in the second half of the year.
4. Feedback from June City Council Meeting of Walnut Creek. Items that were discussed:
* A budget proposal to close Clarke Swim Center on Sunday during the winter. Additionally, Cindy Silva asked to see a proposal so see if there would be any cost savings for closing the pool entirely for the winter. Most of the city council members did not want to see the facility closed, and voted to keep Clarke Swim Center opened on Sunday’s during the winter.
* The Northgate High School Pool looks like it will be built. The city council members are divided on whether the pool at Northgate would be suitable for an arrangement with the city of Walnut Creek.
* The facility usage fees, for the swim teams, was discussed to determine if they are in line with what other city pools charge.
* The city council’s concern is the overall city infrastructure, and with the reduced budget, aquatics is low on the list of priorities. They are considering a bond measure or sales tax in 2013 to fund improvements to the city infrastructure.
* There is an all team meeting with the city staff, Barry Gorden and Kevin Safine, on July 20, 2012, to update the teams on the status of the aquatic facility and what are feasible plans for an aquatic facility moving forward. Bill Brown and Jim McClellan are resources if plans are needed for the proposal of a new pool at the existing location.

Team Manager Report - Bosco

1. There is still $3000 owed from sponsors and vendors of the PMS short course meet. Some of the sponsors of the lanes and events are, i.e. “The 5:30 Workout”, “Get-a-lifers”, “Open Water Team”. Suggest contacting Lisa Ward and BJ Henry to see if they can’t determine who the contact is for the groups of sponsors and help collect the money.
2. The total money expected to be shared between Tri-Valley Masters should be close to $8000.
3. 2013 Nationals are scheduled to be in Indianapolis and Bosco has reserved to hotel rooms for the event.

Social Events

1. The Bocce Ball event had a smaller turn out than expected.
2. Mike Piazza suggested hosting a “happy hour” at one of the local pizza restaurants during the swimming portion of the Olympics. Look for the time and place on team website and Facebook.
3. The Coach’s Appreciation Luncheon is scheduled for Sunday, July 15th, and there are approximately 50 participants expected.
4. The summer picnic is still up in the air because the team is trying to find a location to hold the event, to be held on September 16th.
* Gordon Bell has yet to find a contact at Woodlands Swim Club, and Larkey Pool is not an option this year.
* Theresa Rounseville will check to see if the club house at her complex is feasible for sponsoring the picnic.
* The question was asked if the team should continue to host the summer picnic. It was proposed that if a venue can’t be found by the next board meeting, then the Board will simply not plan a summer picnic.
1. The demand for team sponsored social events continues to be a topic for discussion. Team members want more social events. However, the turn out for team sponsored events is generally anemic. The board discussed that it may be more feasible to stick with the holiday party, the summer picnic, one other event, and breakfast after the Saturday workouts.

PMS Meet

1. An agreement was made with Tri-Valley Masters that WCM will no longer co-host the PMS meet in the spring, but rather switch off each year hosting the event. WCM will be hosting the event in 2013 at The Soda Aquatics Center in Moraga, CA. April 5 – 7, 2013 is the target date for the meet.
	* This will require a larger need for volunteers among members. Chris Stewart suggested contacting the local Boy Scouts and Girl Scouts to see if they can offer volunteers in exchange for community service or a donation from WCM to their organization.

Treasurers Report – Loren Druz

1. A report has been compiled to define all of the board members responsibilities, the team systems and their role in managing the overall operation of the team.
2. As treasurer the defined mission statement will be such:
	* To clarify the WCM business and financial operating procedures and better define related roles and responsibilities.
	* The goal for this year is to: simplify operating procedure to reduce the overall complexity and time commitment by the Team Manager, Bosco.
	* To establish a sustainable business operating system, including a succession plan for when the current Team Manager should chose to resign some or all of his responsibilities, and the team can continue to operate with minimal disruption.
	* Will meet with Mike Piazza, Kildean Harms, Linda Fox, and Debbie Santos to put together some proposals to bring back to the Board by the next board meeting.

Open Water – Walt Tuholski

1. There are a couple of swimmers that swam at least three events, and looking forward to receiving their sweatshirts.
2. The no-host picnic at Lake Del Valle was a success.

Meeting Minutes

1. Mary Williams brought up that we should have a formal process for approving the meeting minutes. To maintain the team’s 501(c)(3) status, there should be a process by which the board approves the meeting minutes and the treasurer report.
2. Mike Piazza made a motion to make the first item of the agenda for every board meeting is to approve the minutes from the prior board meeting. The minutes from the prior board meeting will be sent as an attachment with agenda for the upcoming board meeting. The motion was approved.

Adjournment

**Mike Piazza** adjourned the meeting at **7:12 pm**.

Minutes submitted by: Theresa Rounseville.

Minutes approved by: