

Temecula Tritons Swim Club  
Board of Directors Meeting, February 18, 2012  
CRC

Members present: Shawn Bierle, Lorie Baldwin, Mark Carlson, David Jackson, Sony Christian, Carol Wilson, Stephanie Bristow, John Wood, Susan Bierle (Events; non-voting )

Meeting called to order at 10:12 am

Motion: accept the minutes of the January 2012 meeting. Was seconded.

Yes:8, No:0, motion passed

Presidents Report, Shawn Bierle

A letter of correction and direction has been placed in Coach Jenn's file for the administrative problem before the recent J.O. Older meet. A new Policy and Procedure for submitting meet entries has been developed and will become part of the Coaches Procedural Manual.

Shawn, Mark and Sony met with Laura Facer on February 11 after she completed the financial audit for 2011. Mrs. Facer reported that the books are in good order, all monies are accounted for, and all monies are spent in the best interest of the club. Her recommendations are that

- Bank reconciliation is done each month
- no withdrawal of cash for hosted meet expenses, use a check reimbursement instead
- no withdrawal of cash of any amount; use reimbursement instead
- the club debit card should not be in any one person's possession. Instead, make copies of the card, shred the card & distribute card copies among several officers
- any bonuses paid should be done by a check written directly to the recipient

Vice President 's Report, Lorie Baldwin

She asked if she could purchase a rolling cart for the coaches' transportation of equipment at CHS. it was agreed that she could.

Carol asked for an extra set of wrenches at CHS for lane line adjustment. Shawn will provide a "coaches' kit".

Membership, Stephanie Bristow

Stephanie is becoming comfortable with the online electronic registration.

She will be looking for a small committee to help with try-outs when it becomes busier.

Current membership is ~238 swimmers.

It was discussed that when the try-out form is finalized, it should be printed in bulk at Potomus Press. Shawn will email Tracy at Potomus Press to expect a PDF file from Mark.

Stephanie held a New Parent meeting at CRC and thanked Susan and Lorie for holding one at CHS.

Facilities, David Jackson

David brought up the question of possibly needing pool time for Shark Attack this upcoming summer.

Pool time has been secured for the May hosted meet.

Calendar/Events, Susan Bierle

Team Picture Day is tentatively scheduled for April 21.

The Awards Ceremony is tentatively scheduled for August 18. Susan will secure the room for it. It was suggested that the Shark Attack swimmers also be included.

The Swim-a-thon is tentatively scheduled for June 2. David will secure pool time at CHS.

All the upcoming swim meets are listed on the website calendar.

Susan suggested that as the Olympics approach that TMEC holds a pizza party and write cards in support of Jason Lezak and David Walters.

Coach Jenn is in charge of Beach Day, tentatively scheduled for July 7. She will also coordinate the practice for the La Jolla Open Water swim, tentatively scheduled for July 22.

Coaches Jenn and Kiwi are discussing the Blue/Black/White Meet, tentatively scheduled for October 20. Additional water time may be need for this event.

Coaches Liaison, John Wood

John reported that there has been some response to the job posting. One response is from a New Zealand coach, the other from a coach in Vermont. John is skypeing with the NZ candidate later today and will report back

Budget Report, Mark Carlson

Mark took the actuals from 2011 and used the numbers to come up with the 2012 Budget, with a few modifications. The January 2011 meet figures were moved to Nov. 2012; the BreakOut Clinic was removed; actuals for Jan. 2012 were used; he added cost of website at \$100/ month, and phone at \$140/ year; and a quarterly bonus structure for coaches. A line item of \$200/ month was added for Equipment/Repair. Lorie suggested that the Snack bar expense should be increased to \$1500/ meet. An inventory of ribbons/ awards needs to be taken; Coach Jenn will coordinate with Susan. Mrs Selway has offered to help with Home Meet ribbons.

A big Thank You! to Bill Berryman for fixing the starter.

Motion: to purchase 2 10'x10' and 2 10'x15' EZ Ups + sides (2) with a budget of \$4000.  
Motion was seconded.

Yes:8; No:0

Several Board members offered a donation of a printer to replace the one that quit working during the last Home Meet.

Mark will email the proposed budget, with the discussed changes, to the Board members in the next two weeks. All Board members shall look it over and do an email vote to approve.

Motion: that TMEC adapt the IRS standard for mileage of 55.5 cents/mile effective immediately. Was seconded.

Yes: 8; No: 0. Motion passed

Shawn reminded everyone that coaches can submit a request for an advance for expenses. If possible, when a coach is staying at a hotel, the team, or a Board member, should pay the hotel directly and then get reimbursed.

Laura Facer has offered to do a third-party monthly bank reconciliation.

## Coaches' Reports

### Coach Jenn

The official short course records will be ready soon.

Coach Jenn said that the team may soon need Meet Manager 4th edition. Cost of \$125, to be reimbursed by the Eastern Committee.

The paperwork for the May hosted meet has been submitted. When it is finalized, Jenn can then figure out what awards are required.

She reported that she has been appointed to the Program Committee for the Eastern section and has asked for feedback on how meets are run.

Update on Athlete Protection Training- this is still a grey area for Boards/directors.

Coach Jenn asked for reimbursement for the purchase of a sweatshirt and shirt from Linda (swimgear.net ) for Emily. Was approved.

Coach Jenn gave positive feedback on the electronic registration forms. It was proposed that the online registration for the general membership go live on March 1st, on a group-by-group basis, beginning with the lower groups. The coaches must let Membership know when swimmers move between groups.

All 3 coaches from last year's Shark Attack want to return this summer. Jenn is considering adding a second session to the summer league. Jenn will get dates to David for scheduling.

#### Coach Kiwi

Shawn announced and congratulated Coach Kiwi who had been chosen to be a Festival Coach at the AllStar Meet. Kiwi declined because it conflicted with the Redlands meet. Pati Alvarado was chosen to swim at the All Star Meet.

With the possibility of TMEC attracting a seasoned coach, Kiwi discussed the potential for personnel re-arrangement.

Coach Kiwi gave a synopsis of the recent J.O. Meets. At the Younger J.O.'s, sickness was prevalent, but the swimmers continued to perform well. Sydney Jackson and Josie Carlson both were close to P.B.'s and Ben Forsberg had 3 PB's, Hayden Cornellison had 2 PB's and Pati Alvarado swam 6 events, with 2 PB's and made 2 finals. At the Older J.O.'s, Lauren Wood was 6 for 6 in swimming PB's and 2 sectional qualifying times. Jae Shin swam to 2 PB'S.

The Board agreed that Coach Kiwi could hire temporary help to assist with the senior/ gold groups.

Motion: to adjourn. Was seconded.

Yes: 8, no:0

Meeting adjourned at 1 pm.

Submitted by Carol Wilson, Secretary