Board Meeting Minutes

*CRC - Temecula, CA*

### May 19, 2015

**Call to Order**

The meeting was called to order at 1800 hours. A quorum was established per club rules. Motion by Day, Second by Cinnamo to open the meeting.

**ROLL CALL**

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| **President:** Steve Day - Present | **Treasurer:**Jenn Beech – Present (at 1848 hours) |
| **Vice-President (Dry Side):**Brian Wilson – Present | **At-Large Board Members:** Tera Schneider - PresentLacey Aarsvold – Not PresentMarcel Geegbae – Not Present |
| **Vice-President (Wet Side):**Nathan Wilcox – Not Present |
| **Secretary:**Chuck Cinnamo- Present |

**COMMENTS FROM MEMBERS**

None.

**MANAGEMENT DISCUSSION**

**BOARD BUSINESS: (Open Session)**

**April 2015 Meeting Minute Approval**

Motion made by Day, seconded by Wilson to approve the April 2015 General and Special Meeting minutes. Motion passed unanimously (3 Yeas, 0 Nays). Minutes approved and pending publication on team website.

**Team Financials**

Steve Day reviewed the March and April 2015 financial statements. See the club financial statements for specifics.

In addition, an action plan was discussed regarding the recuperation of payments in arears and current and future policies and procedures to resolve the overdue billing issue.

**Board Policy Discussion and Approval – Meet Travel and Pay**

Motion by Cinnamo, Second by Aarsvold to pass the Meet Travel and Pay Policy. Motion passed unanimously (4 Yeas, 0 Nays, 1 Abstain [Day], 1 Did Not Vote [Wilson] due to stepping out on other business).

**Board Policy Discussion – Team Trips**

This item was discussed. It will be drafted for future voting.

**Board Policy Discussion – Parent Liaison Role, Duties and Responsibilities**

This item was discussed. It will be drafted for future voting by Wilson.

**BOARD BUSINESS: (Closed Executive Session)**

**Coach Contract Items**

**COACHES’ REPORT:**

**Upcoming Meets and Travel**

Discussion was had regarding coaches attending upcoming meets, including the Speedo Grand Prix and the State CIF finals, along with the committee hosted Palm Springs meet. This included travel arrangements and coach assignments for those meets.

 **Committee Meet Selection Meeting**

The Eastern Committee meet selection is coming up and discussion was had regarding what we intend to select, as well as proposed changes to the bid process.

**Summer Schedule**

The summer schedule is due out, which should help clarify when and where all of the groups are going to be and when. This is further complicated by pool availability during graduation week.

**OPEN ISSUES:**

**USA Swimming Background Checks for Board Members**

Each board member is required to submit to a background check to comply with USA Swimming rules. Most board members have completed them; however one has not been able to yet.

**2015 Budget**

Adjustments have been had regarding the budget, which essentially mirrored 2014. There is some expected savings given the adjustment of operating expenses due to pool availability and costs. In addition, there is an expected change in marketing in expectation of the pending Olympic wave that is due in the next year. Coach Jenn and Coach Nathan will be discussing the plan of attack for this soon.

**HR Management**

The prospect of utilizing an HR management company is being investigated to assist with ensuring HR issues and payroll are addressed in a timely and efficient manner. This also includes the quarterly reporting and tax paperwork. Geegbae was assigned this task for follow-up and subsequent discussion.

**May Hosted Meet Recap**

An e-mail will be forthcoming with the details from this month's hosted meet. By all accounts it was deemed another successful meet, with compliments coming from parents, coaches, and officials alike.

**The remaining agenda items carried over due to time.**

**NEW BUSINESS:**

**None.**

**ADJOURNMENT**

Motion by Schneider, Seconded by Wilson to adjourn the meeting. Motion passed unanimously (6 Yeas, 0 Nays). Meeting adjourned at 2101 hours.

Respectfully Submitted:

Chuck Cinnamo, Secretary