WSI Board Meeting

October 28, 2018

ZOOM Conference Meeting

Meeting called to order by Cindy O’Dwyer at 7:35 pm.

Board Member Attendees:

Cindy O’Dwyer Clint Beaver

Teri Oursler Ryan Brinda

Kiesa Geyer Joan Kulow

Jennifer Page Kellen Chadderdon

George Mathes Mark Miller

Cindy asked for a revision of the minutes from last week’s ZOOM meeting. Clarification in the 3rd paragraph regarding the reporting of WSI loss of $29,00 from 2017-2018 (September 1-August 31) was made. Those minutes have not yet been approved, so the revision will be made, and the minutes from 10-21-18 will reflect this change going forth.

Teri reported the biggest expense was Zones, but there were several large expenses this year:

* Zones (stayed within its $20,000 budgeted amount)
* Athlete Rep travel
* Trip to Jackson for LEAP 2 Certification (~$5,000)
* National Convention (stayed within budgeted amount)

Teri recommended WSI spend less of its own money on Zones, shifting more of the cost to the athletes/families. When making spending decisions, we need to determine whether our spending is consistent with our Mission and vision. Teri will get a new quadrennial budget put together before HOD next month based on this past year’s numbers.

One way to increase income would be to raise the WSI Meet Participation Fee to $7 as noted in our last meeting. This Fee is one of our biggest sources of revenue ($27,000 last year). There has been inconsistency with the charging of this fee. This would both increase revenue and keep the fee consistent and simple.

Cindy made a motion that we raise the WSI Meet Participation Fee to $7 starting January 1, 2019. Teri seconded it. A vote was held; motion passed. This proposal will need 90% approval at HOD on November 11. Teri will try to assemble numbers to help support the proposal. Joan will write up the proposal.

Cindy reported we will be required to have a Finance Committee by 2020. Discussed Finance Committee structure. Hiring a bookkeeper will fulfill one of our requirements for this committee. Teri researched hiring a bookkeeper at a cost of $37/hour. The bookkeeper would reconcile all accounts, print checks to pay the bills, provide Teri with the information/numbers to develop the profit/loss documents, balance sheet, and budget. Teri, as Treasurer, would have many fewer responsibilities, signing checks and creating reports. Using a bookkeeper would separate the financial trail with a “checks and balances” so the financial assets would be protected from rogue actions by the Treasurer. We need more than one person looking at the books.

Teri proposed a motion that WSI hire a bookkeeper for ~$100/month (~$1200/year) to take care of bookkeeping separate from the Treasurer’s role. The Treasurer will submit bills to the bookkeeper, approve payment of bills, sign checks, and prepare the P/L, budget, and balance sheets. The Bookkeeper will generate checks, mail checks once signed, and reconcile accounts. Cindy seconded the motion. Vote held. Motion passed. We will recommend this proposal to hire a bookkeeper to HOD in November.

Joan reported that she advised Joel Harms, president of Riverton Swim Club, to remove the Officials’ Payment from their sanction. They have done that already for their upcoming meet.

Proposals submitted for approval by HOD:

* Reviewed Gillette’s submitted proposal for increased payment to host Summer State due to the cost of the barbecue. Reviewed financial statements from meet profit/loss/expenses submitted to WSI this year. Cost/revenue of the Summer State Barbeque was part of their meet reporting numbers. They actually had a better profit per swimmer ($12) than Laramie did with Winter State. Teri recommended that WSI NOT pay them more, and that we should not support this proposal, however, Gillette may submit an amended proposal. We will table this discussion for now and address it at our next BOD meeting on November 10.
* Discussed Ryan’s proposal regarding adding mixed relays to Championship meets. Suggestions and revisions made. Cindy moved that we recommend Ryan’s proposal as it was modified tonight. Kiesa seconded. Vote held; motion passed. Ryan will submit document to HOD next month.
* Discussed Jennifer Schaff’s proposal regarding sending specific people from the Diversity and Inclusion Committee to the National Convention. Funds to send representatives from WSI are already in our budget. The budgeted amount to send 5 people may need to be addressed if/when we send additional people, but we will not specifically name any individuals at this point. This is a redundant request. Recommend this portion be removed. Ryan noted comments on Jennifer’s document. We will address other portions of Jennifer’s proposal when Jennifer is available to field questions. Tabled until November 10 BOD.
* Discussion regarding proposal from Jill Robertson of Lander Swim Club regarding securing the status of WSI paying for Conference Meet awards. Minutes from past HOD meetings are unclear- item asterisked with no explanation. WSI has been paying for Conference Awards since 2013. Confusion regarding the history of Conference(s) vs. B state exists, and we need to address this issue with Conference language and establish a policy going forward. Conference is separate from B State and refers to the current Bighorn Conference and any other conference that may form in the future. Clint motioned that going forward, WSI won’t fund any Conference awards. Mark amended the time frame to specify “effective immediately.” Teri seconded. Vote held. Motion passed. HOD will need to approve this recommendation from this BOD at 90% to eliminate any WSI funding for Conference Meet awards effective immediately. We deny/ do not recommend the passing of the proposal from Jill.

Cindy adjourned the meeting at 9:15 p.m.