

## Y-Neptunes Parent Booster Meeting

April 21, 2015: Called to order at 6:04 PM, adjourned 8:09 PM

In attendance: Marnie Fisher, Kim Smrek, Susan Satterfield, Mary Jane McCombs, Karen Ho, Sherri Shehan, Felicia Tofil, Brad Kinkade, Tara Bishop, Erik Kochanowski, Erin Parker, Susan Nutter, Melanie Emerson, Carol Burke

Tara Bishop presented Outgoing officers: President Melanie Emerson, Vice President Eric Ungaro (absent), Treasurer Marnie Fisher, and Jen Ward (absent) with gift cards and cards thanking them for their service to the YMCA and the Neptunes. Tara Bishop discussed placing a Plaque in the Pool area to recognize members of the Parent Board.

### Treasurer's Report:

#### **Budget:**

- Marnie passed out and went over all transactions during March 3 - April 21, 2015. Beginning balance was \$19,095.86 and ending balance was \$12,720.61.
- Brought to the table was an issue with PNC Bank regarding service charges for having numerous transactions for a business account. A recent charge of \$96.25 has prompted board to shop for a change in banks for the Neptune account. New treasurer, Kim Smrek is going to look into options as well as having the account put into her name. Currently it is in Melanie Emerson's name and/or Marnie Fisher.
- It was also decided that Kim will be using her own personal Peachtree software to keep all Neptune accounting. No purchase will be necessary because she already owns it.
- Although we have not had any problems, to avoid any risks and unnecessary hands on monies, the board is exploring options of having family accounts online. Online accessibility will be more efficient so we are looking into a program such as Team Unify or Swim Topia as possibilities. We may also be able to utilize the Peachtree Software in this capacity. Prior to next board meeting, this will be researched further.
- Other accounting topics included looking into concessions money and whether or not Neptunes should have liability insurance if anything unjust should occur with finances.

#### **YMCA Expenses/Income:**

I. Tara Bishop thoroughly went over how **expenses** are used:

1. Salaries - \$26,555
2. Supplies - \$3000 (includes mileage, food for away meets, paper for printer, ink, etc.)
3. Hotel - \$700 (Zones: 2 rooms for coaches)
4. Coach Certifications - \$200/avg. per year
5. Overhead - \$4568
6. Total - \$35,023

II. Income to the YMCA:

\$210 – first child (66%)

\$165 – for each additional child (28%)

\$90 – High School (6%) \*will increase next year

\$190 – average price

\*\*Breakeven Point: 185 swimmers (based on percentages from 2014/2015 season and increased high school price for 2015/2016 season)

III. Board requested an amount on what was collected for Neptunes for the 2014/2015 season.

### **Committee Reports**

Discussion regarding establishing the following committees for the 2015/2016 season to encourage involvement from all parents:

1. Presidential Invitational
2. Meet Workers/Volunteers
3. Concessions
4. Banquet
5. Spirit Wear
6. USA Swimming
7. Party Committees (Social)

- Regarding committees it was discussed how we should somehow attempt to balance time for the volunteers to avoid certain individuals doing all of the work.
- It was also mentioned that it is the Vice President's (Brad Kinkade) responsibility to manage committees.

### **Old Business**

#### **Website Update**

- Mary Jane McCombs has almost completed the process of switching website over to GoDaddy
- A call is going out to Mr. Allen to switch the server account
- Mary Jane would like to create a "binder" to organize email addresses for families to update the web manager.

#### **New Filing System**

- New secretary (Karen Ho) will find out from outgoing secretary, Jen Ward products she was considering using for a new file system to replace the existing crates that sometimes lose items out the openings. File cabinets are going to be placed in the side room for the 2015/2016 season.
- (Vote) The secretary will be allotted \$250 for replacing the files.

## **Banners**

- Options of various sizes and costs for banners will be presented by Tara/Aquatics Director at a future meeting.

## **New Business**

- **Divisionals:** Discussion regarding hosting for the 2016 Divisional Meet. Erik K. is going to get income/expense information from host team from this past season and report at next meeting.
- **High School Program:** Discussed arranging meeting to get feedback from High School Coaches/High School Swimmers. Coach Sue expressed how it should be mandatory for all participating HS swimmers to contribute, not only to their school team, but the Neptune Team as well.
- **By-Laws:** Erik K. asked all parents to review the Neptune Parent Advisory Board By-Laws and bring suggestions to the next meeting.
- **YSL Championship Tent:** We also talked about promotional tent at the YSL Championship Meet.
- **Swim Outlet Fund Raising:** Erik K. presented information regarding the Swim Outlet Team Affiliation program which allows swim teams to earn money for their teams based upon purchases made through a Swim Outlet portal linked to our web site.

What does it mean to be a Swim Outlet Team Affiliate?

This means simply, by utilizing the special Y Neptune link to make your purchases at SwimOutlet.com, a portion of every purchase is given to our team. There is no discount on items purchased through this link and their website. The prices are the same whether you utilize our link or go directly to swimoutlet.com. Again, purchasing through this link simply gives the Y Neptune Swim Team a portion of every purchase so the team can purchase training supplies, etc.

\*\*Next meeting was scheduled for May 19, 2015 at 6:00 pm.