

**EVERGREEN HURRICANES SWIM TEAM
BOARD OF DIRECTORS MEETING
10 JANUARY 2011**

1. **CALL TO ORDER:** The meeting was called to order by Kurt Kenchel. Members present: Kurt Kenchel, Keith Malazdewicz, Jeff Armstrong, Lisa O'Hearn, Bill Coughlin, Tracy Collins, Monique Urban

2. **APPROVAL OF THE DECEMBER MINUTES:** Tracy moved to approve the minutes as seconded by Bill.

3. **OLD BUSINESS:**

A. Financials: Please refer to all financial specifics in the secretary's notebook. Jeff reported that the "Sectionals" line item on pg. 2 of the I&E YTD should read "Juniors".

B. Accounting/Registration Software Update: Lisa reported that the new registration/accounting software will not be up and running until probably March. She has already notified the parents that they will have to re-register.

4. **NEW BUSINESS:**

A. Coaches report:

Team Size: As of today 93 swimmers; Cat 1 = 25; Cat 2 = 20; Cat 3 = 19; Cat 4 = 20 Cat 5 = 8

B. Jeff reported at this time, Florida air fair is too expensive. He is looking at other options, including other states, and changing dates.

C. Several individuals were brought up regarding BOD members for next year.

D. Super Bowl meet is 2/15 & 2/16. Jeff will get a list to Freda letting her know who will not be attending. The volunteer schedule will be available on the website by the end of January. Compared to last year, this meet will not be as big. Ribbons and trophies have been ordered.

Jeff reported that there are 8 swimmers going to sectionals. Zones will be August 9 – 13, in Fresno, CA.

E. Lisa will get information to Susan regarding the new registration so that it can be published in the newsletter.

5. **NEXT MEETING:** The next BOD meeting will be Monday, February 14th, 5:00 – 6:30 pm at Wulf.

6. **ADJOURN:** The meeting was adjourned at 5:30 pm.

**EVERGREEN HURRICANES SWIM TEAM
BOARD OF DIRECTORS MEETING
14 FEBRUARY 2011**

1. **CALL TO ORDER:** The meeting was called to order by Kurt Kenchel. Members present: Kurt Kenchel, Keith Malazdewicz, Jeff Armstrong, Lisa O'Hearn, Bill Coughlin, Tracy Collins, Monique Urban

2. **APPROVAL OF THE DECEMBER MINUTES:** Bill moved to approve the minutes as seconded by Kurt.

3. **OLD BUSINESS:**

A. Financials: Please refer to all financial specifics in the secretary's notebook. Lisa is waiting for clarification from Deb regarding "Sectionals" line in the budget. Jeff also asked for clarification on Pilates instructor. He thinks this should be lumped with assistant coaches on the budget. Lisa will talk with Deb in accounting and talk about it at next meeting.

B. Accounting/Registration Software Update: Lisa reported that it's still an ongoing process. She is working on little details and bugs. Lisa is thinking that everything should be up and running for May billing.

C. Jeff's New Contract: Keith and Kurt met with Jeff regarding his new contract. It has been drafted and they will go over it with Jeff.

i. Jeff's Travel Expenses: Jeff explained that the team only pays for his expenses when there is 1 or 2 swimmers. The question was brought up if some teams have their swimmers pay a percentage for the coaches expenses. This will be researched and tabled for a later board meeting.

ii. Jeff's IRA: Jeff said that it is an IRA and it should have been set up as a signing bonus. Kurt will talk with the bank and get all the information for the next board meeting.

4. **NEW BUSINESS:**

A. Coaches report:

Team Size: As of today 92 swimmers; Cat 1 = 25; Cat 2 = 20; Cat 3 = 18; Cat 4 = 21 Cat 5 = 8

- The Super Bowl meet made approximately \$7,000.00.
- There are 8 swimmers going to Sectionals.
- The Evergreen Season Finale will be an all day meet with 10 & under swimming in the morning and 11 & over swimming in the afternoon.

B. Silver/Senior State 2/25 – 2/27 at DU.

C. State meet is at Ft. Collins 3/4 - 3/6. Entries are due 2/21. Hotel information is on Jeff's blog.

D. Ideas for BOD members next year: Jeff will talk to the individuals to get a feel for weather or not they are interested.

E. Sarasota Invite: Is scheduled for 6/23 – 6/30. Nathan will be going on the trip. Chaperones will be, Carrie Fortek, Jackie Holland and Janie Armstrong. Chaperones will pay for their flights. Swimmers will pay for their own flights, rooms and the cost of the chaperones rooms will be split up between the swimmers.

F. High School discount – A decision needs to be made weather or not to give discounts to High School swimmers who also swim on the club team. This discussion and decision will be benched until the April Board meeting.

G. Financial Aid & Attendance: A discussion on weather there should be guidelines set up for financial aid swimmers will be tabled prior to the budget meeting for next year.

H. Kurt would like to check into other banking options other than First Bank. Says this could help out with earning points to be able to use for some of Coaches expenses.

I. A parent approached Jeff and brought up the suggestion of having a co-ed, parent softball team this summer. It was discussed that a survey be put out to see if there was a lot of interest.

5. **NEXT MEETING:** The next BOD meeting will be Monday, March 14th, 5:00 – 6:30 pm at Wulf.

6. **ADJOURN:** The meeting was adjourned at 6:20 pm.

**EVERGREEN HURRICANES SWIM TEAM
BOARD OF DIRECTORS MEETING
14 MARCH 2011**

1. **CALL TO ORDER:** The meeting was called to order by Kurt Kenchel. Members present: Kurt Kenchel, Keith Malazdewicz, Jeff Armstrong, Lisa O'Hearn, Bill Coughlin, Tracy Collins, Monique Urban

2. **APPROVAL OF THE FEBRUARY MINUTES:** Kurt moved to approve the minutes as seconded by Bill.

3. **OLD BUSINESS:**

A. Financials: Please refer to all financial specifics in the secretary's notebook. Lisa reported that Deb fixed the "Nationals" line item on the financials. It is now combined with the "Away Meets". Due to more families using credit cards for payment, Lisa informed the Board that the line item for "Merchant Processing Fees" will increase. Also, office supplies will be higher due to Jeff's new laptop.

B. Registration/accounting software update: Lisa reported that things are going well and still working on glitches. She is hoping to have everything completed for summer registration. With this new registration, it will cost each family \$6 per year. Instead of charging this separately, the team will absorb this once fees are increased.

4. **NEW BUSINESS:**

A. Coaches report: Total swimmers 93. Coach Jeff reported that group movements have just been completed. Group #1 - 19, #2 - 18, #3 - 19, #4 - 29, #5 - 8.

The State meet went well, Hurricanes came in 11th and there were lots of best times.

Sectionals meet also went well even though there were a few sick swimmers.

B. Coach Jeff received a letter from a family requesting a portion of their registration fees back. The swimmer has been inactive due to health

reasons since October 2010, and is not expected to return this season. The motion to return a portion of the registration fee was passed by Kurt Kenchel and seconded by Tracy Collins.

C. New BOD Members: Coach Jeff has spoken to Susan Kramer and Terry Easton regarding Board positions. He thinks they are going to accept the positions and will work on finding someone for the treasurer position. He's not sure if Bob Vincent will want to take that on or not.

D. Sarasota Invite 6/23 – 6/30: There are a total of 29 swimmers going to Florida. Coach Jeff has all the chaperones he will need. He brought up the question whether or not the chaperones should get a background check before this trip. The board voted unanimously to have chaperones get background checks. If the chaperones pass their background checks, they will be reimbursed.

Another topic came up whether or not USA swimming insurance covers swimmers while they are being transported from the hotel to the pool. Tracy will get guidelines from USA swimming and Coach Jeff will contact rental car company and find out what their insurance covers.

E. Evergreen Season Finale 3/20: This meet will have 10 & under swimmers swimming in the morning and 11 & over swimmers swimming in the afternoon. Trophies have been received.

F. HS discount: It was decided that this issue would be tabled and revisited each month as we get additional information regarding Jeffco fees.

G. Coach Jeff requested that we continue to collect a \$50 deposit from the families that don't swim with the Hurricanes during the summer but wish to return in the fall. This was done in the past to "hold" the swimmers spot for the fall. It was discussed by the board and the majority of the members voted to discontinue collecting the \$50 deposit. Lisa will have Susan check the website and have her remove any reference to this.

H. Keith motioned to discontinuing free month for families paying full amount up front. Tracy seconded the motion.

I. Coach Jeff motioned to raise away meet fees from \$1 per swimmer per meet to, \$3 per swimmer per meet. Now that there are 3 coaches, this will help pay for them and their travel time. Bill seconded the motion. This will go into affect April 2011.

J. Coach Jeff motioned to raise multi-family discount from \$150 to \$300. This would apply to families that have 3 or more swimmers. Lisa seconded the motion.

5. **NEXT MEETING:** The next BOD meeting will be Monday, April 11th, 5:00 – 6:30 pm at Wulf.

6. **ADJOURN:** The meeting was adjourned at 6:35 pm.

**EVERGREEN HURRICANES SWIM TEAM
BOARD OF DIRECTORS MEETING
11 APRIL 2011**

1. **CALL TO ORDER:** The meeting was called to order by Kurt Kenchel.

Members present: Kurt Kenchel, Keith Malazdewicz, Jeff Armstrong, Lisa O'Hearn, Bill Coughlin, Tracy Collins, Monique Urban

2. **APPROVAL OF THE FEBRUARY MINUTES:** Kurt moved to approve the minutes with corrections made to high school discount and reimbursement of chaperone background checks. Bill seconded.

3. **OLD BUSINESS:**

A. Financials: Please refer to all financial specifics in the secretary's notebook. Our visa card has a cash rewards program. We will earn 1% of money we charge.

B. Registration/accounting software update: Lisa reported that the new registration program will be online and running for fall registration.

4. **NEW BUSINESS:**

A. Coaches report: Total swimmers 93. No more group movements except for a few 8th graders invited to category 5. Group #1 – 19, #2 – 18, #3 – 19, #4 – 29, #5 – 8. We will be losing some high school age swimmers during June & July.

The season finale meet went well. Having 2 sessions really helped and will probably do this in the future.

Meet Sanctions for 2011-2012 have to be paid now. The fee is \$225.00 which is in the budget. This fee covers our meets – 9/25, 2/4-2/5, & 3/18.

B. Still working on recruiting members for the BOD.

C. TOPS meet has 75 swimmers from our team entered. The May 15th meet not expected to bring in a lot of money. Awards party will be held after meet. We will pay for swimmers to bowl and also purchase a cake. Bill volunteered to organize this event. Tracy will order trophies for: most

improved, mvp (will not do back-to-back winners), and coaches award. A discussion on choosing a different name for the “MVP award” will be tabled for a later time.

D. Florida Trip – 29 swimmers will be attending. Coach Jeff has received his card for his background check. Jeff’s insurance (State Farm) will not insure the swimmers under his policy. He will check with rental car company and insurance companies of other drivers to find out what we have to do to get them covered.

Keith and Tracy will continue to update the board on their findings. It was announced that whenever there are any changes to the bylaws, they need to be approved by the members not the Board of Directors.

Coach Jeff will send a copy of the waiver to the board members for their review.

E. Coach Jeff calculated that if we discontinue high school discounts, the fee would be \$1,912 compared to \$1,672 if we decided to keep the discount. It was decided that we would table this discussion until we find out for sure how much money the district will be cutting from the athletics budget.

F. It was discussed and decided that banner or yard signs will not be needed at this time.

5. **NEXT MEETING:** The next BOD meeting will be Monday, May 9th, 5:00 – 6:30 pm at Wulf. This meeting has been moved to May 16th.

6. **ADJOURN:** The meeting was adjourned at 6:35 pm.

**EVERGREEN HURRICANES SWIM TEAM
BOARD OF DIRECTORS MEETING
16 MAY 2011**

1. **CALL TO ORDER:** The meeting was called to order by Kurt Kenchel. Members present: Kurt Kenchel, Susan Kramer, Jeff Armstrong, Lisa O'Hearn, Bill Coughlin, Tracy Collins, Monique Urban

2. **APPROVAL OF THE FEBRUARY MINUTES:** Bill moved to approve the April minutes. Kurt seconded.

3. **OLD BUSINESS:**

A. Financials: Please refer to all financial specifics in the secretary's notebook.

4. **NEW BUSINESS:**

A. Susan Kramer will fulfill Keith's position as VP and move into the Presidents position in September.

B. BOD vs. BOA was discussed and it was determined that per our bylaws, we are a BOD.

C. Coaches report: Total swimmers 90. After May 15th, it goes down to 68 swimmers.

Hurricanes had 102 swimmers at the May 15th meet. We get \$3 per swimmer and maybe made about \$200 on concessions.

Florida Trip – There are 29 swimmers heading to Florida. All chaperones have passed their background checks and have their cards. Jeff reported that he was able to obtain personal injury insurance up to 1 million dollars per van.

Jeff forwarded a copy of the new budget to Kurt for review. Jeff will also forward this to Susan for her review. The new budget will be discussed at the next BOD meeting.

Summer promotion starts May 16th. Cat 1 - \$225, Cat 2 & 3 - \$250, Cat 4 - \$275.

D. New BOD members next year – Terry Easton is thinking about the At large position and Lisa will meet with Bob Vincent this week about taking over Treasury position. We are still in search of a VP.

E. Waivers – Tracy, Susan and Keith reviewed the waivers after the revisions. Jeff will put waivers in the swimmers folders so that the parents have time to review them before the parent meeting. Jeff will try to set up parent meeting for 6/7 or 6/8.

F. Insurance for BOD – Keith and Tracy had checked into this and reported that insurance would cost approximately \$380/yr. Tracy will check and see if we need to change names every year and let us know.

G. Mission statement – The board voted on the choices for mission statements and unanimously decided on the following:

“To provide a financially sound organization with a strong volunteer basis and qualified coaching staff for our team members and parents”.

H. Bylaws – Susan will send a word document of the bylaws to Kurt and Bill for review.

I. Volunteer expectations – A couple of parents have complained about buying food for the concessions and not getting reimbursed. The Board was not aware that this was happening and agrees that families shouldn't be asked to purchase anything, and if they are asked, they should be reimbursed. There is a “shopper” for concessions and this is the only person that should be purchasing food/drinks for the meet. Jeff will call Freda and go over this with her.

5. **NEXT MEETING:** The next BOD meeting will be Monday, June 13, 5:00 – 6:30 pm at Wulf.

6. **ADJOURN:** The meeting was adjourned at 6:25 pm.

**EVERGREEN HURRICANES SWIM TEAM
BOARD OF DIRECTORS MEETING
13 JUNE 2011**

1. **CALL TO ORDER:** The meeting was called to order by Kurt Kenchel. Members present: Kurt Kenchel, Susan Kramer, Jeff Armstrong, Lisa O'Hearn, Bill Coughlin, Monique Urban

2. **APPROVAL OF THE MAY MINUTES:** May minutes were approved with the correction made that Susan Kramer is full filling Keith's position.

Coach Jeff did talk to Freda regarding parents purchasing items for concessions during meets. Freda did confirm that if anyone buys anything, they can turn in a receipt to be reimbursed.

3. **OLD BUSINESS:**

A. Financials: Please refer to all financial specifics in the secretary's notebook.

Coach Jeff reported that they are still waiting on money to come in for June and July dues. All money should be in by the end of August.

The Bowling party came in over budget due to the large number of swimmers that attended. This year there was 62 swimmers. In the past it's been around 40.

The merchant processing fees are a little more due to the credit cards.

Coach Jeff will research previous years income and email the board with the figures.

Susan Kramer checked into the Workmans Comp insurance and did find out that if salary goes up so does the insurance.

4. **NEW BUSINESS:**

A. Coaches report: The team temporarily lost 20 swimmers to summer league.

Florida meet: There will be 3 vans rented. \$1,200 has been budgeted for the gas. The gas will be paid for by Jeff's company credit card.

Fast meet: Coach Paul will be there for both days. He may decide to stay in a hotel.

Zones 2: When there are younger & older siblings swimming, Jeff will make the decision as to which pool they will swim at.

Groups 3, 4, and 5 will be practicing at Meyer's Pool on Saturday June 18th.

Coach Julia will be cutting back during the summer and possibly winter.

Coach Jeff met with Susan Kramer to go over the new budget. Coach Jeff motioned to keep the high school discount (2 months) for another year. There were 3 additional votes in favor of keeping the discount. The free months will be for the months of April and May.

The board insurance has been added into the new budget.

The budget for 2011 – 2012 is based on 65 families (85 swimmers).
Cat. 5 – 8, Cat 4 – 22, Cat 3 – 15, Cat. 2 – 15, Cat. 1 – 22 – 25.

Lisa reported when families use a debit card or eft during registration, the fees will be less than using a credit card.

After reviewing the 2011 – 2012 budget, the board voted unanimously to approve the new budget.

B. New assistant coach: Coach Ashley is student teaching at Lakewood and will be with the Hurricanes from September – December. She will be re-evaluated in the fall. Renee will be helping out also during June and July.

C. New BOD members: Coach Jeff spoke with Heather Smith regarding the VP position. Bob Vincent has agreed to take over the Financial position and Jeff will confirm the At-Large position with Terry Easton.

D. Elections: Susan Kramer will do the electronic ballot again this year. She will send it out around July 10th and have it due by July 17th.

Kurt will do Coach Jeff's evaluation after his new contract is signed.

Susan will re-send old survey to board to get their input on whether we should do the survey again this year.

5. NEXT MEETING: The next BOD meeting will be Monday, July 18, 5:00 – 6:30 pm at Wulf. This meeting will be open to anyone who would like to attend. This meeting will act as our annual meeting.

The BOD voted to NOT have a meeting in August. The BOD meeting for September will be Monday, the 19th.

6. ADJOURN: The meeting was adjourned at 6:20 pm.

**EVERGREEN HURRICANES SWIM TEAM
BOARD OF DIRECTORS MEETING
18 JULY 2011**

1. **CALL TO ORDER:** The meeting was called to order by Susan Kramer. Members present: Susan Kramer, Jeff Armstrong, Lisa O'Hearn, Tracy Butler, Bill Coughlin, Monique Urban. Guests attending: Heather Smith, and Amy Peterson.

2. **APPROVAL OF THE JUNE MINUTES:** Bill Coughlin moved to approve the June minutes. All others agreed.

3. **OLD BUSINESS:**

Financials: Please refer to all financial specifics in the secretary's notebook. Jeff reported that the coaches travel amount was higher and that's why there is a negative amount on that line item. Lisa stated that the online billing will make a profit this next year and that monies from that will off-set the "coaches travel".

Jeff reported money is still coming in from the last meets. After all monies are in, Jeff will determine what the coaches bonuses will be.

4. **NEW BUSINESS:**

A. 32 people responded to the online voting. This was also a record number. The new board will be seated at the September 19th meeting. It was decided that the old board members should attend the meeting in September.

Survey: 22 people responded to the online survey. This was much better than past years.

Board meetings might be moved to a later time. Jeff will check with Wulf to see what times are available.

Lisa is still working on on-line registration. Her goal is to do a test run in mid-August. Lisa is shooting to have the on-line registration available for board members before that. Deadline for registration will be September

11th. If registering after that, no spot will be held for that swimmer. Lisa is estimating that Deb Gentile's fees will go down to about ½ of what they are now once on-line registration is up and running.

B. Coaches report: The team is at 68 swimmers.

Florida meet: 30 swimmers; Fast meet: 23 swimmers; Zone 2: 18 at Broomfield, 34 at Lowry; MACS 24 entered; State: 30 swimmers. (Nathan will run the State meet).

Coach Jeff will be staying at a friends house during the Junior/Senior Nationals meet. This will help with traveling expenses.

Coach Jeff has put the schedule together for the fall and will email it to Susan. Susan will then put it out on an email saying "tentative schedule". He will also put together a pdf of swimmers and the categories they will be in so that Susan can send out to the families.

Coach Jeff's contract has been finalized and signed.

Kurt is working on making the changes to the bylaws (as previously discussed) and will convert them to a digital file and forward to Susan.

In next newsletter, Susan will include the following:

Monthly dues for each category – Starting September 2011

Cat 5 – was \$120 increasing to \$130/month

Cat 4 – was \$110 increasing to \$120/month

Cat 3 – was \$100 increasing to \$105/month

Cat 2 – will remain the same

Cat 1 – will remain the same

Also, there will be a \$3.00 charge per swimmer for away meets. This is due to other coaches also attending meets.

Coach Jeff is working with Mrs. Markey on making flyers to distribute in the fall. Jeff will also forward to Julia and she will give out at the banquet.

Lisa reported that Coach Jeff's IRA is still an issue. She would like Kurt to talk with the bank and Deb Gentile to see what our options are. Lisa will email Kurt about this.

Board members will be at the pool the 1st week of practice to greet and answer any questions parents may have. Susan will type out a form for the new swimmers so that Jeff can fill out which category their swimmer will be in.

Coach Jeff will be back from vacation on September 7th. The board decided that there will be no meeting in August. Susan will contact new board members to attend the meeting on September 19th.

5. **NEXT MEETING:** The next BOD meeting will be Monday, September 19, 5:00 – 6:30 pm at Wulf.

6. **ADJOURN:** The meeting was adjourned at 6:20 pm.

**EVERGREEN HURRICANES SWIM TEAM
BOARD OF DIRECTORS MEETING
19 SEPTEMBER 2011**

1. CALL TO ORDER: The meeting was called to order by Susan Kramer. Members present: Susan Kramer, Heather Smith, Jeff Armstrong, Bob Vincent, Lisa O'Hearn, Terrye Easton, Tracy Collins, Bill Coughlin, Monique Urban.

2. APPROVAL OF THE JULY MINUTES: Susan moved to approve the July minutes with the change of the date from June to July. Bill Coughlin and Tracy agreed.

3. OLD BUSINESS:

1. Financials: Please refer to all financial specifics in the secretary's notebook. Jeff reported that we have paid for the State meet but have not billed yet. Also, some meets may show a negative balance and that may be due to relay events being billed to the team not the individual swimmers.

Jeff reported that the pilates instructor's pay was deducted from the "coaches" line item instead of the "assistant coaches". Health insurance has increased due to Nathan being on the policy and receiving benefits.

Since we no longer have a storage unit, "Storage" line item will no longer be on the budget. "Merchant" fee will probably increase next year due to number of people paying by credit card.

It was discussed and decided that it would not be worth moving monies to the savings account at this time.

Jeff informed the board that the pool fees will increase next year.

This year the budget was based on 85 kids not 75 kids. As of today, there are 82 swimmers registered.

Jeff would like to give Coach Paul and Julia a bonus for last year in the amount of \$400.00 each and Coach Nathan and himself a bonus of

\$1,000.00 each. The board agreed. Jeff motioned to give Deb in accounting a \$300.00 bonus for last year. It was discussed and agreed that Deb's bonus be in the form of a Visa gift card. Susan seconded. It was decided that Deb's pay would remain the same until she has learned all about the new system. This subject will be reevaluated in December to see if we need to make a change to her salary.

2. Bylaws: Susan reported that Kurt will hopefully get the bylaws to her before the next meeting. She will follow up with him.

3. Online Registration: Lisa reported that there were a couple of glitches that she will get with Bob about. The majority signed up for automatic monthly withdraws. Susan heard a lot of positive feed back during registration week and thought that everyone was pretty happy with the new system.

4. Team Barbeque: Susan reported this was a huge success. There were over 100 people who attended. Susan proposed to add \$500.00 to the budget to make this an annual event. The board agreed.

4. INSTALLATION OF NEW BOARD OF DIRECTORS:

Heather Smith - Vice President

Bob Vincent - Treasurer

Terrye Easton - At Large

Susan will ask Jacquelyn if the Chamber is still sending out our flyers with their packets.

5. NEW BUSINESS:

1. Coaches Report: Jeff would like to donate pull up machines to the Wulf Recreation center. They don't charge us for the meeting rooms or the use of the rooms during dryland. He will talk with Ellen.

2. New Parent Meeting: Meeting will be September 21 from 5:00 – 5:45. Kathy Lahr will talk to the parents about officiating.

3. First Home Meet: Jeff will assign buddies for the meet coming up on the 25th of September. Warm up time should be around 8:00 am. Susan will send out update. We still have a lot of food and drinks so we won't need to buy a lot. The meet should be over by 12:30. Jeff will get the meet schedule out tomorrow. All new swimmers will have folders by Wednesday.

4. Swimposium: This is sponsored by Colorado Swimming. Kathy Lahr will be at the parent meeting to discuss this with the new parents. The swimposium runs from September 30 – October 2, in Denver.

5. Appreciation Gift for Mike Stewart: Susan proposed presenting Mike Stewart with a \$200.00 gift card for his dedication to our team. The board agreed and the gift will be presented by Kathy Lahr at the home meet.

6. Plans for Dryland: Jeff is hoping to get dryland going in October. Jared Davis and his wife Stephanie Hath have volunteered to come and help with dryland. They are both Chiropractors in the Evergreen area who would like to get involved. Jeff encourages swimmers to attend dryland, saying it's very beneficial and helps prevent injuries. Some do use it to socialize but he still recommends that they attend.

7. Volunteer Policy: Freda requested that the deadlines be earlier. Jeff reported that the only meet that he can't have a quick deadline for is the first meet of the season. It just comes up too quick. If Freda can't make it to the Parent Meeting, Susan will discuss volunteering with the new parents.

Susan reported that during a home meet, they will assign only one parent to a volunteer position. If for some reason, they run out of people, they may have to assign both parents. If a swimmer can't be at a meet, those families will be the first one's assigned to making burritos. As far as the shopper goes, there will only be one assigned and they will be reimbursed.

6. **NEXT MEETING:** The next BOD meeting will be Monday, October 17, 5:00 – 6:30 pm at Wulf.

7. **ADJOURN:** The meeting was adjourned at 6:32 pm.

**EVERGREEN HURRICANES SWIM TEAM
BOARD OF DIRECTORS MEETING
17 OCTOBER 2011**

1. CALL TO ORDER: The meeting was called to order at 5:05 by Susan Kramer. Members present: Susan Kramer, Jeff Armstrong, Tracy Collins, Bob Vincent, Monique Urban.

2. APPROVAL OF THE SEPTEMBER MINUTES: Susan moved to approve the September minutes with the change of Stephanie's last name to "Hath". Jeff seconded, all voted in favor.

3. TREASURER'S REPORT:

1. Financials: Please refer to all financial specifics in the secretary's notebook.

2. Bob reported that most of the issues from last month have been cleared up with Active/Thrive. There are a few people who are not current. Bob has sent them multiple emails. If they haven't paid by the end of the week, Susan will call them.

The accountant, Deb Gentile, told Bob to reduce her monthly payment by \$50/month because with the new system, her job is so much easier and simpler.

Thrive collects the money in 2 cycles. 1st to the 15th and 16th to the 31st. We receive the funds 5 days after the close of each cycle by direct deposit.

We need to have Active/Thrive programmers remove the "pay when you want to" option. There are 9 families left on this option. We had 14 families pay in full.

3. It was discussed that we move \$6K from the checking account into the savings account, as profit from last year. There is a line item of \$249 for Storage Locker Deposit on the budget. Susan asked if we ever recovered that fee. (Later note-Lisa O'Hearn reported that the fee had been recovered and been deposited - in March or April of 2011 or 2010).

4. OLD BUSINESS:

1. Bylaws: Susan is still waiting to get with Kurt.

2. Officials: Kathy is asking the Board to brainstorm & recommend parents to become officials. Jeff is getting the sense that parents don't want to go past being stroke & turn officials. He suggested that officials talk to parents.

5. NEW BUSINESS:

1. Coaches Report: Jeff reported that there is 1 swimmer from category 4 that has gone inactive until November. There are a total of 87 swimmers. Picture day is November 7th at 4pm. There will be no practice on October 28th and November 4th due to Homecoming and Football. Practice on October 31st will be cancelled for categories 1, 2, and 3. Category 4 & 5 will practice from 3:30 – 5:15.

2. Sopris Meet: The deadline for the Sopris meet is next Tuesday. Warm ups will be at 11:00 and meet will start at 12:15. Hotel options are on the website.

3. Training: Susan informed the Board of a free training Opportunity on November 5th if anyone was interested.

4. Hockey Night: Susan told the Board about Hockey Night for USA Swimming on November 6th. This was not of any interest to the Board.

5. Homecoming Parade: Susan was approached and asked if the "Hurricanes" would like to do a float for the Homecoming Parade. Jeff will survey the older kids and get back to Susan.

6. October Newsletter: Susan will "spotlight" the coaching staff and introduce Jarred & Stephanie.

7. The Christmas party was discussed and it was decided that it would take place on December 11th from 4:30 – 6:30. Tracy will talk to Terrye about coordinating. This will include reserving the room and talking to Becky about getting a lifeguard for 2 hours while the kids swim.

8. Jeff informed the Board that he did receive his card for the background check. Susan asked if Ashley had hers and Jeff said that she had until December. Jeff did mention that the dryland coaches don't need one because they are never alone with the kids.

9. Susan will talk to Kurt regarding "heat winners" coupons from Menchies.

6. NEXT MEETING: The next BOD meeting will be Monday, November 14th, 5:20 – 6:30 pm at Wulf.

7. ADJOURN: The meeting was adjourned at 6:30 pm.

**EVERGREEN HURRICANES SWIM TEAM
BOARD OF DIRECTORS MEETING
14 NOVEMBER 2011**

1. CALL TO ORDER: The meeting was called to order at 5:25 by Susan Kramer. Members present: Susan Kramer, Heather Smith, Jeff Armstrong, Tracy Collins, Bob Vincent, Terry Easton, Monique Urban.

2. APPROVAL OF THE OCTOBER MINUTES: Heather motioned to approve the October minutes. Lisa seconded, all voted in favor.

3. TREASURER'S REPORT:

a. Financials: Please refer to all financial specifics in the secretary's notebook.

Jeff would like to see Fundraising, Hospitality, and Family Registration put together as one line item on the financials.

Jeff reported 90 swimmers, 89 paying and 1 on scholarship. He requested that Bob talk to Deb to verify the full payment amount. Say's amounts don't add up. Bob will check with Deb and get back with Jeff.

Susan reported that the quarterly IRS payment was mistakenly paid twice. The Hurricanes now have a credit with the IRS for \$6,000.

b. Bob informed the Board that there are still a couple of families that are 1 month behind on dues. There is also 1 family that is still not set up on auto pay. Susan will contact the family and discuss. Bob said there are still a couple of issues with Active/Thrive but he is working on.

Jeff requested that Bob suspend McCayla Stiller's account for the month of December. She is out of the country.

Bob transferred \$4,000 from the checking account to the savings account.

4. OLD BUSINESS:

A. President's Report

1. Bylaws: Susan has not gotten together with Kurt yet.
2. Homecoming Parade: was a success. The kids had fun and we hope to make it an annual event.
3. November Newsletter: If anyone has anything they would like in the newsletter, please send to Susan.
4. Holiday Party: The party is confirmed for Sunday, December 11th from 4:30 – 6:30. Jeff will talk to Becky about life guarding and Terrye will talk to Bill regarding food.
5. Chamber Membership: Susan talked with the Chamber and found out that they are charging \$25.00 a month to send out our information. Doesn't feel we need to join. We are listed in a brochure that goes out.
6. Phone Number:

5. NEW BUSINESS:

Susan asked Jeff if he would talk with Jared and Stephanie about getting background checks. The board would pay for their expenses. Jeff agreed to talk with them.

A. Coaches Report: There are 3 more kids trying out for the team.

1. The Grand Prix meet went well with Lexie.
2. Sopris Meet: Paul, Nathan and Jeff will be there. Warm up on Saturday 11:15, Sunday 7:15.
3. New Equipment: Jeff reported that getting the equipment through the Rec Center would be a lot cheaper. For 5 War machines, it would be approximately \$1,100. The Rec center will install the new equipment. Jeff motioned to take the money out of savings. Bob seconded and others agreed.
4. December coverage: Paul and Ashley will be helping to cover December practices when Jeff is out of town.
5. December schedule: There will be no Saturday practice after CSI meet except for 12/17. The 20th – 22nd, and 27th – 29th will be Monday practice times.
6. Super Bowl Meet: Jeff has been in touch with the staff at Tequilla's Restaurant. They might be interested in doing the hospitality for this meet.

The meet will consist of Saturday am, Saturday pm, and Sunday am sessions. The high school swimmers will time for Sunday's session.

6. USA SWIMMING'S "DECK PASS": Susan will put information in the newsletter.

7. NEXT MEETING: The next BOD meeting will be Monday, December 12th, 5:20 – 6:30 pm at Wulf.

8. ADJOURN: The meeting was adjourned at 6:20 pm.

**EVERGREEN HURRICANES SWIM TEAM
BOARD OF DIRECTORS MEETING
12 DECEMBER 2011**

1. CALL TO ORDER: The meeting was called to order at 5:30 by Susan Kramer. Members present: Susan Kramer, Heather Smith, Jeff Armstrong, , Bob Vincent, Monique Urban.

2. APPROVAL OF THE NOVEMBER MINUTES: Susan motioned to approve the November minutes. All voted in favor.

3. TREASURER'S REPORT:

a. Financials: Please refer to all financial specifics in the secretary's notebook.

Bob will talk to Deb in accounting and ask her to combine Family Registration, Fundraising and Hospitality into one line item which will be called Family Registration.

Jeff confirmed that the war machines were in and as discussed at an earlier meeting, \$1,200.00 would be coming out of savings to pay for them. Jeff talked with the Recreation center and they agreed to store some of our dry land equipment in a separate room that is more secure.

b. Bob reported that Thriva over charged us \$366.00 (from relays line) on a previous meet. Bob is working with them on getting us reimbursed. This was not a charge that was passed on to the families.

4. PRESIDENT'S REPORT:

Susan brought up the \$249 that is still showing on the "Deposit from storage unit" line. Monique will research this and find out whether or not we are still owed this money.

1. Bylaws: Susan has called Kurt and is still waiting to hear back from him.

2. Holiday Party: Monique and Bob reported that the holiday party was well attended and everyone seemed to have a good time.

4. Dryland Assistants: Susan suggested that the Board give a \$100.00 gift card to Jared and Stephanie as an appreciation gift. Jeff wanted to talk to Jared and Stephanie first to make sure they were committed to staying on and continuing with coaching dryland. Heater seconded Susan's vote.

5. COACHES REPORT:

Jeff reported 89 swimmers but may go down to 88 swimmers.

1. Bylaws: Susan has called Kurt and is still waiting to hear back from that the Sopras meet went great.

2. Upcoming meets: The Super Bowl Meet will be February 4th and 5th. There will be 2 session on Saturday and 1 on Sunday.

Jeff said that the swimmers who will be selected for the All Stars meet should come out in the next week or two.

3. New Equipment: The new equipment for dryland is in.

4. Coverage: Jeff is not certain if he will be traveling for the holidays. If so, he will coordinate coverage with the other coaches. Per Susan, there was no dryland last Thursday 12/8 and no one was notified that it was cancelled. Jeff stated that Jared and Stephanie were supposed to be there and that he will talk to them and find out why they were not there.

5. December Schedule: Jeff is not sure if there is going to be dryland during the break. He will talk with the Recreation center and let Susan know.

6. NEW BUSINESS:

Jeff would also like everyone to start thinking about suggestions for the At Large and Secretary positions. It was also suggested that we find an assistant to help the Volunteer Coordinator.

Jeff suggested that someone from the Board talk with Artoro from Tequilla's Restaurant about catering the Super Bowl Meet in February. It should be catered for 30-35 people and on Saturday only. Heather volunteered to give

them a call. Susan said she would talk with Kathy about having pizza for the officials and coaches on Sunday.

7. NEXT MEETING: The next BOD meeting will be Monday, January 23, 5:20 – 6:30 pm at Wulf.

February meeting will be on the 13th at 5:20, and the March meeting will be on the 19th at 5:20.

8. ADJOURN: The meeting was adjourned at 6:45 pm.