

Evergreen Hurricane Swim Team
Board of Directors Meeting
Monday, December 10, 2007, 5:30 pm

Agenda

- I. **Call to Order:** The meeting was called to order at 5:32 pm. Board members present: Freda Malazdrewicz, Michael Honnick, Susan McDonald, Susan Kramer, Elaine Gillette, Caryn Pearson. Other present: Diane Belz. Member absent: Jeff Armstrong
- II. **Approval of November Meeting Minutes:** Susan K. motioned to approve minutes, Susan M. seconded. Minutes passed.
- III. **Financial Report:** Income > expenses this month. Fifty four swimmers on the team. We made profit on team shirts \$300.00. Profit will go towards getting Jeff a nice team outfit. Workers comp insurance due Jan 1, 2008. Workman's comp will readjust the bill since we only have one employee now. Letter from the IRS and penalties were abated. Swim meet still have outstanding receipts so we don't know exactly how much we made or loss. Currently we are down \$150. Revisit next month.** Bookkeeper charges \$35.00 hr. Caryn will request that the bookkeeper bill us monthly. Are administrator costs in line with the budget? Seems to be. Credit card processing unknown. Will address next month.** Doesn't seem to be worth it during the season, but is for registration.
- IV. **Old Business**
- a. **underwater camera Equipment:** Haven't found it yet. bought 8/4/06. Looking for a blue canvas bag that looks like a camp chair. Still need to look in the storage unit. If can't find it Freda will contact Brad. Traditionally, Brad has taken it home and kept it at his house. Robert and Heather have not seen it. Revisit in Jan. **
- b. **tax issues:** all penalties were abated. Still have the SS issue outstanding. Sent in paper work requesting new w2 and w3 forms. Should take 6-8 weeks for them to get back to us. Can't ask for an extension until the deadline. Accountant is keeping tabs on the date. The discrepancy is \$3000. I NEED TO PRINT OUT LETTER OF CONTRACT AND JEFF'S CONTRACT. \$25.00 late fee for August 06 taxes. We will not be late anymore
- V. **New Business**
- a. **practice plans for the Christmas break:** On the blog and Jeff's calendar. Jeff out 12/18 to 12/23. Contacting Lisa and Kathy Lahr for coverage. How much time are we covering Jeff? Need to know to evaluate when we need a second coach. We are not receiving any hours of time worked for Lisa. We need this monthly so we aren't hit with a large bill. Revisit next month**
- b. **new starter system:** Mike evaluated systems. Colorado timing infinity is recommended. Total cost \$1100. Both HS coaches agreed to kick in \$300.00 verbally. Evergreen has turned in their paperwork for the \$300. They have not received permission from their school. For an additional speaker add \$150. Let wait and see if the speaker volume is good. and look later for additional speakers. Our system is not reliable now. The timing system should not be stored at the pool due to humidity. Diane will call Colorado timing to see if there is a better price. Susan K. made motion limit to maximum of \$1500. Seconded by Freda. Motioned passed.

c. February meet: did out sanction fee go out? Jeff received packet from CSI today and it showed the sanction fee was paid. Mike will now take the packet and get started planning. Meet is Feb. 2 & 3 all day. Concessions? Consignment ?? Do we want? Depends on the rec center's construction. Then we will decide. Revisit in Jan.**

d. March meet: sanction has not been sent in yet. Freda will remind Jeff when he gets back to send in the sanction. Becky just OK for this meet. This will be a one full day meet. February meet was a success and we received a lot of positive feedback. It was nice that everyone just stepped up and volunteered.

e. sibling swimmers fees: how much for a sibling to swim a couple of months between sports. This is too much for a 10 punch punch card. Susan K. proposes we make it know to everyone. This is for current members only. Disclaimer if there is room in category and they don't get a week free. Pay USA swimming and a trimester swimmer. 55 USA swimming 50 pool fee and monthly dues \$315 for I 384 for II The 3 months need to be consecutively Dec to May need to pay 3 months regardless of how many months they swim.

f. meet director position:

i. responsibility of meet director vs. coach: Michael is the meet director. Mike says Jeff is not responsible except for how he wants the meet to run. Jeff does the paperwork (meet invite) meet director files with CSI. Then Michael does everything else. Meet referee signs the sanction request. Meet director creates the template and sends out to CSI. Meet referee does the final evaluation. Meet director sends final report to CSI. Michael needs to train others to learn how to be a meet director.

g. tax receipts for donations: post blank receipt on web site for people who make donations. Accountants wanted this too. \$175 dollar donation is tax deductible. Susan K will let team know we can deduct this.

VI. Jeff was offered the job at Hiwan and he will meet with them and decide whether or not to take the job. There is a 3 week period in May where there is conflict. Both teams practice at same time. ?Lisa Morrow or assistant coach to cover.

VII State meet Freda will organize hotels. It's in Fort Collins. Jeff wants everyone to stay at same hotel in a block of room.

VIII Jan walmart grant** Money gone for this year.

IX Budget for a Christmas clinic. Probably won't do and will lose income for budget. Evergreen high school coach may want something for her girls. North Jeffco has a swim clinic for olympic trials open to everyone for 3 days.

X Diane: Shannon Delany and uniforms did great. Not buying the swimsuits from MI sports has removed our sponsorship from Speedo. MI not happy. They have been a great support of the team with donations. She wants our business back. Cindy needs to get with Jeff. Jeff and Cindy need to work it out. Shannon is backing out of this roll. Who will replace her? Jeff will decide. Team needs to keep our relationships intact.

XI. Executive Session: Minutes for the executive session can be found in the secretary's note book.

XII. Next Meeting Date: Monday, January 14, 2008

XIII. Adjournment: 7:40 pm