

**Evergreen Hurricanes Swim Team
Board of Directors Meeting Minutes
June 2, 2008**

I. Call To Order:

The meeting was called to order at 7:05pm. In attendance were: Freda Malazdrewicz; Susan Kramer; Susan McDonald; and Caryn Pearson. Guests: Diane Belz; Kathy Lahr; and Deb Gentile. Coach Jeff Armstrong joined the meeting at 7:40pm after the Board discussed his contract.

II. Discussion of Coach's Proposal for Contract Renewal:

Those present reviewed the details of the proposed contract that Coach Jeff had sent to the contract committee, giving special attention to the details of incentives, vacation, coaching budget. In addition, the group considered the feedback received from an employment lawyer on the contract. Susan K will make changes to the contract as discussed and the committee will present it to Coach Jeff for discussion, so that we can finalize it as soon as possible. (Later note: the contract was signed on June 12)

III. Financial Overview:

Caryn Pearson reported on the finances (though she did not have all the financial reports because this meeting was held too early in the month to have reports from May). The beginning balance for May was \$19,676.98, and the ending balance was \$18,250.64. We are in good shape financially, and things look even better than we expected. We have gained additional income (over \$3K) because of all the new kids who have joined for the summer. Caryn is confident that we will have a decent amount of carryover (at least \$4K) even after we deduct the expenses for pool time, salaries, and the end-of-season bonuses for Coach Jeff (recruitment/retention, and for kids who make Zones etc.)

IV. Coach's Report:

Per Hytek, we currently have 50 swimmers registered, and there are 7 new swimmers trying out this week.

Jeff pointed out that the sign on Buffalo Park Rd is ripped and needs to be taken down. Susan K will take it down, and replace it with the one that is currently hanging at Bergen Meadow.

Assistant Coaches for Summer: Jeff has hired Maria Gomez and Kyle Bachrodt to work for the summer, primarily with Category 1. They will be paid \$20/hour for one hour per day (and they have worked out a schedule between them – only one will be at the pool each day.) If they cover for Jeff outside of that hour, they will be paid \$10/hour. The total amount should come to about \$1000 from now through August 1. They will not be going to meets, and Jeff is preparing the workouts and reviewing them with Kyle and Maria.

New Meet Caps: Jeff wants to order new meet caps from MI Sports. The new caps will be black, and then the white and green caps will be used for practice. He will order both

silicone (120) and latex (50); he says the older kids prefer latex; the expected cost will be around \$1400.

Pace Clock: Jeff has been researching options for using the Colorado 5 system as a pace clock. It looks like it will cost between \$800 and \$1000. A replacement clock for the deck would cost about \$400, and using the digital would make it much easier for the kids to see. Also, we would be using the Colorado5 system all the time, instead of just for meets.

Update on Ariza Balters: After the last round of emails from members of the family to Jeff and to Anthony Boettcher, Jeff told them that they would not be welcomed back to the team should they decide to return in September. They have paid off their balance and Caryn will send them their transfer papers.

Officials Shirts: The shirts are done and have been sent to Deb Gomez; she will distribute them to the officials. Caryn has the invoice and will pay it.

Pool Fees: Jeff thinks our pool fees will be raised significantly in the next couple of years, possibly more than double the approximately \$15K we now are paying. Becky Browne has been very accommodating in the past about giving us advance notice about fee increases, and we will continue to budget for a reasonable increase going forward.

V. Annual General Meeting:

The AGM is scheduled for Thursday, July 17, at 5:00pm. The Rec Center will not honor our reservation with them, so we will hold the meeting in Fellowship Hall at Church of the Hills. We need to figure out how we will conduct the vote for the new board and prepare the ballots. In the next team update and/or newsletter, we will again encourage people to put their names forward or talk with a board member by July 1. Practice will be held at normal times that night.

VI. Website:

Susan K reported that Glenn is working to develop a new version of the website, which will go live some time at the end of July/beginning of August. She asked that people let her know if they have any comments on the current site so we can incorporate that feedback as we develop the new site.

VII. Continuation of Financials:

Caryn said that we have added 3 Cat 1s, 5 Cat 3s, and 2 Cat 2s so far, bringing in an additional \$3065. We may still add additional swimmers for the summer, and these revenues will add to our carryover. We need to account for bonuses for team growth and kids who make Zones (we are projecting at least \$500 for this) and also will need to pay for the new caps (around \$1400) and the pace clock/timing system (\$1000).

Jeff raised a question about the board giving a stipend to swimmers who make zones and all stars. Apparently in the past the team paid \$100 to each swimmer who made these

teams to help offset the costs of attending. He suggests we reinstitute this, and also offer \$300 to anyone who attends sectionals. (This summer it will cost about \$800 or \$900 to attend Zones; last year it was about \$500 to go to New Mexico) Can we add this into the budget going forward?

The Board agreed to budget for these funds:

\$100 stipend for 5 swimmers for All Stars	\$ 500
\$200 stipend for 6 swimmers to go to Zones	\$1200
\$300 stipend for 1 swimmer to Sectionals	\$ 300
Total	\$2000

VIII: 08/09 Budget

Freda prepared several versions of a proposed 2008/09 budget for discussion. We will base the budget on a core of 55 swimmers. The Tropical Storms program will not be included in the budget proposals since we do not know if this will actually be run. Susan K opened the discussion by strongly recommending that we stay with the 10% discount for families who pay the full amount up front. It will be difficult to argue that we cannot afford to offer some sort of discount for payment up front, especially since that is what we did last year and we will come out of the year with a significant carryover. And also given the strong numbers for summer it is very likely we will start the year with 60 swimmers. Also, it is important to offer an incentive for families to pay up front, as these funds enhance our financial stability as we start a new fiscal year. We will not be offering a discount on the “fixed fees” portion of the payment, because this was an area in which we did not receive full fees for things like the pool fees and USA Swimming registration – so we did not technically cover our costs on these items.

Issue of High School Swimmers: At Jeff’s suggestions, we decided to reduce the number of “free” months for high school swimmers from 3 to 2. Do we still offer the 10% discount to families that are getting the 2 months free for a high school swimmer? We unanimously decided not to.

Jeff would like us to decrease the discount to 5%, so that the extra money can be put in the coaching budget and directed toward the salary for an assistant coach. Will 5% be enough of an incentive for people to pay up front?

For trimester payment, this year we will require people to pay all the fixed fees up front, so that only the dues portion will be paid on a trimester basis.

We had a lengthy discussion of the issue of what sort of discount to offer, if any, for payment in full. Susan K then proposed that we offer to waive one month of dues for those families who paid their entire bill in full at the time of registration. This is a more “concrete” kind of discount, and actually ends up being close to the amount offered last year. Also, it preserves the idea of people paying the full amount of the fixed fees up front.

Kathy Lahr commented that once a discount is offered, people come to expect it. Historically, the only discount that had been offered was a discount for families with more than one swimmer. (We do expect to have at least 9 families who have 2 or more kids on the team.) These people do still receive a significant discount because some of the fixed fees are based on family rather than a per swimmer fee (family registration fee, hospitality, and donation).

There are four possible scenarios for a discount:

- 10%
- 5%
- One month of dues for free
- No discount at all

The Board voted and agreed that we would offer a discount of one month's dues for families who paid in full at the time of registration. However, we will not extend this discount to a high school swimmer, because they are already getting two months for free.

IX. Adjournment

The meeting was adjourned at 9:40 pm.