

**EVERGREEN HURRICANES SWIM TEAM
BOARD OF DIRECTORS MEETING
23 JANUARY 2012**

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

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

3. TREASURER'S REPORT:

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

Bob reported that 4 families still have not paid monthly fees. Letters have been sent to two families who need to update their credit cards. Bob is still waiting to hear from the others.

Bob is continuing to work with Deb on combining Family Registration Fee, Fundraising Commitment, and Hospitality Fee on the financial reports. Jeff reported that the 2011 Grand Prix and the CSI line items were incorrect. They should be fixed on next month's financials. Also, Jeff stated that Dryland Equipment and Equipment should be combined as Equipment. Merchant Processing Fee has been running just under \$300 a month.

b. Bob and Jeff are finding more problems with the online billing system. Bob is going to talk to them about these issues. Also, Active told Bob that they credited us \$366 for the billing error in October. Bob is waiting for their call back to explain where the credit was put.

Monique talked with the storage unit regarding the deposit that is still showing on the financials. The Storage company reported sending us a check for \$452 when our unit was closed. The information was given to Bob and he will check into this and report back at the next meeting.

4. PRESIDENT'S REPORT:

a. Bylaws: Susan is still waiting to hear back from Kurt.

b. February Meet: Freda is working on the volunteer schedule. Susan is still working on finding an apprentice to work with Freda.

Meet will be big but will be split up into two sessions on Saturday. Sunday will be all age groups combined.

Heather emailed the details regarding Tequilla's price quote for the catering on Saturday. Susan will contact Heather to go ahead with ordering. Pizza's will be ordered from Dominos for Sunday.

c. Newsletter: Susan will put information about Mike Delaney's book in the newsletter.

5. COACHES REPORT:

Jeff reported 93 swimmers. We will be reimbursing 2 swimmers for

February – May because they are no longer swimming. Jeff also reported that we have 3 new swimmers trying out. Our numbers could go to 91 or 95.

Meet entries should be up on website on Wednesday.

February Championship Meet is in Phoenix. The chaperone for this meet will be Jacqueline Holland. The volunteer release form will be sent to Jacqueline. The team will pay for 1 car and 10 swimmers will split the cost of the minivan. The rooms (4) will be split up between all swimmers. Meet information for State, Silver State, and Senior State is up on the website.

Jeff will talk to Nathan, Paul, and Ashley about covering for Phoenix Meet. Jeff will also approach Jared and Stephanie about registering.

It was decided that the bowling party will be on May 6th. The room should be reserved from 3:00 – 4:00 and bowling will be from 4:00 – 6:00. Susan will contact Terrye and have him coordinate.

6. NEW BUSINESS:

Tracy confirmed that the trophies for the February Super Bowl meet have been ordered. They should be here next week. Also, the heat winner coupons have been ordered from Wendy's.

Jeff brought up the question about contacting the 8 families that are not on "auto payment" and telling them that we need to switch them over. It was discussed and decided that Bob would send an email and cc: Susan and Jeff. Susan will follow up with a phone call. This should go into effect on March 1st. Jeff will make sure that the option "pay later or not automatic" would not be on the registration form for 2012-2013.

7. NEXT MEETING: The next BOD meeting will be Monday, February 27th, from 5:20 – 6:30 at Wulf.

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

**EVERGREEN HURRICANES SWIM TEAM
BOARD OF DIRECTORS MEETING
27 FEBRUARY 2012**

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

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

3. TREASURER'S REPORT:

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

Bob is still waiting to hear from Thriva.

Bob will contact Kathleen Swallow around March 1st to get things in order for summer registration.

5/2 – registration for new swimmers

5/22 – registration for returning swimmers

On 6/1, Bob will contact Kathleen to get fall registration set up. He will also credit High School swimmers in March and credit those families that paid in full.

4. FINANCIALS

Jeff reported that the Super Bowl Meet did very well. A summary was distributed and will be attached to the minutes in the secretary's notebook.

Coach Ashley's last day will be March 2nd.

Jeff stated that the merchant processing fee will be over. Previous estimate was too low.

5. COACHES REPORT:

Jeff reported 91 paying swimmers, 92 total.

Phoenix Meet – swimmers swam well and they had a great time. Jeff is thinking of going back next year for 15 and overs.

Silver State Meet – had 20 – 24 swimmers qualify. They did very well.

JO's – Paul or Ashley will do Thursday and Friday's practice. There is no practice on Saturday.

Sectionals – Paul and Nathan will be covering Jeff's practices when he is gone.

There will be no practice on 3/22 due to a Boy's High School meet. March 24th starts break. Jeff is not sure yet if there will be practice on April 2nd.

Season Finale Meet – is March 18th. There will be 2 sessions. 10 and unders will swim in the morning and 11 and overs will swim in the afternoon. Jeff will check on availability of other rooms. Jeff asked about catering from Tequillas again. He thought we should lower the number of people because there was a lot left over last time. Coaches and officials really enjoyed. It

was discussed and decided that this would be done and Jeff will take care of. We will also order pizza's again to sell to the public. There will also be a parent meeting during warm up sessions for all parents. Kathy Lahr or another official will run the meeting. Focus will be to try and get more parents to officiate and also need to get more people trained on running the computer for the meets.

Jeff will be getting a sign up sheet together to get an idea of how many people are interested in going to the Grand Junction Meet this summer. There will be chaperones on the bus and in their personal cars. Would like to stop on the way home (Monday) and go rafting. Monique will work with Jeff to get this organized.

6. NEW BUSINESS:

Susan asked about throwing a party for Leuxie before she leaves for the Olympic Time Trials. Jeff will talk to Leuxie and Susan will talk to Freda.

7. NEXT MEETING: The next BOD meeting will be Monday, March 19th, 2012 - 5:20 – 6:30 at Wulf.

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

**EVERGREEN HURRICANES SWIM TEAM
BOARD OF DIRECTORS MEETING
MARCH 19, 2012**

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

2. APPROVAL OF THE FEBRUARY MINUTES: Susan motioned to approve the February minutes with the correct spelling of Lexie's name. All voted in favor.

3. TREASURER'S REPORT:

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

Bob has credited the high school swimmer's accounts for the months of April and May. Also, the 6 accounts that were paid in full have also been credited. Any charges they incur will be deducted from their credit. Bob and Jeff finally talked with someone at Thriva and were able to get the problems resolved.

Bob has removed the pay as you go option from the registration form. Susan will remove the link from our website by 4/22 so that no one will try and register.

4. FINANCIALS

Jeff estimates that the Finale meet would make about \$4,600.00

Jeff requested that Bob move the money from the annual banquet over to the holiday party.

Bob will check with Deb about registration fees for athlete and nonathlete.

5. PRESIDENT'S REPORT:

Susan is still waiting to hear from Kurt regarding the bylaws.

Susan will put a "heads up" about the bowling party after the May meet.

Will also put the dates 5/15 - 5/30 for summer registration of returning swimmers.

Terrye confirmed the specifics for the bowling party at Brunswick Zone on May 6th. The room has been reserved from 3:00 - 4:00 and we have 14 lanes for bowling. The price will be \$10.99 per person which includes 2 hours of bowling and shoes. At this time, they cannot guarantee cosmic bowling.

6. COACHES REPORT:

Jeff reported 89 paying swimmers at the end of this month.

Hurricanes placed 14th out of 72 at the state meet.

Jeff will put information out next week about the Grand Junction meet.

All practices have been covered through the end of April.

Meet schedule is out for long course.

6. NEW BUSINESS:

Terrye made a motion to establish a committee to research and explore the options of joining teams. Heather and Tracy seconded and all in favor.

Board members should come up with questions for the committee by the next board meeting.

7. NEXT MEETING: The next BOD meeting will be Monday, April 16th, 2012
- 5:20 – 6:30 at Wulf.

8. ADJOURN: The meeting was adjourned at 6:55 pm.

**EVERGREEN HURRICANES SWIM TEAM
BOARD OF DIRECTORS MEETING
APRIL 16, 2012**

1. CALL TO ORDER: The meeting was called to order at 5:26 by Susan Kramer. Members present: Susan Kramer, Heather Smith, Jeff Armstrong, Bob Vincent, Tracy Butler, Terry Easton, Monique Urban.

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

3. TREASURER'S REPORT:

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

b. Bob reported that monies from several families weren't applied correctly due to the way the system was set up. The errors affected the multi-family discounts and USA swimming fees. Bob and Jeff will talk to Thriva and get these issues corrected.

c. Summer registration is up and ready to go. Susan will put a link on the website so that families can start registering.

4. PRESIDENT'S REPORT

a. Newsletter – Susan will include information about registration and the bowling/awards party. She will also remind families that the \$100 deposit for the Grand Junction meet is due in May.

b. Coaches' Health Insurance- Coach Jeff's health insurance is up for renewal. All voted in favor of continuing with the current health plan.

c. Hurricanes-North JeffCo Merger

i. USA Swimming Research – USA swimming suggested that the best time to merge would be September 1st. They advised against swimming unattached at championship meets.

ii. Proposal from Jeff – Jeff reviewed his answers to the questions regarding the merger. A copy of his answers are included with these minutes.

iii. Ideas for finding a lawyer – Susan McDonald and Susan Kramer are exploring possibilities. Jeff will also talk with someone he knows.

iv. Possible Committee members and Board members – Susan has a list of individuals to talk to about joining as a board member. If they are not interested she will propose being on the committee for the merger.

v. Questions to explore – Susan Kramer asked about “testing” with pool time and switching coaches. Jeff said he would talk to Carmen and the other coaches.

vi. Timeline – Everyone agrees that we have to get the legalities ironed out before going any further. The board will secure a committee which will consist of 5 members including Jeff and Nathan.

d. May 6th meet

i. Rooms have been reserved

ii. Estimated timeline – Jeff's best guess is 9 – 12:30.

iii. Concessions – There will be limited concessions at this meet but will include burritos and bagels. There will not be lunches for the coaches.

5. TEAM PARTY:

Terrye reported that everything is confirmed. The separate room will be \$20 and they have 14 lanes reserved for us. Terrye will make up a flyer.

6. COACHES REPORT:

Jeff reported there are 2 new swimmers trying out. We could have 93 swimmers by the end of the week.

a. Coverage – During the Tops Meet, Nathan will be covering Friday evening. All other practices are covered.

b. Coaching Staff – Jeff has interviewed Austin Fowler to help coach over the summer during June and July. The interview went very well and Austin does have safety training. He will have to do the lifeguard training and get the USA Swimming background check. He will help out Monday – Thursday. Renee will be staying in Texas this summer. Jeff will also be talking to a couple other college kids to see if they can help out.

c. Meets – Jeff has reserved 20 rooms at the Courtyard for the Grand Junction meet. The bus has also been arranged. Chaperones attending will be Susan McDonald, Jacquelyn Holland, Monique Urban and Dave Hansen. Jeff will talk to a couple other people. Will have 6 – 8 chaperones. Jacquelyn will be coming up Friday due to other commitments. Susan McDonald will also be driving up and following the bus. Jeff asked that the Board pay for the gas of the individuals driving. Also, explained that we will need personal vehicles once we are there. The conference rooms will be available for catered dinners on Thursday, Friday and Sunday. Monique will be handling these dinners. Saturday night we will not be able to have the conference room but will decide what to have brought in for dinner that night.

The State Meet will be at the Air Force Academy. Jeff is still working on the North JeffCo meet schedule which is May 18th –

20th.

Jeff stated that we might get shut out of the Cuda meet. If so, we will have 2 meets back to back.

7. NEW BUSINESS:

Mike Honnick has checked into replacing a defective touch pad. It was also mentioned that we don't have any back-ups. Mike was quoted \$1,150 plus shipping for 2 new touch pads. In addition they quoted Mike \$375 per touch pad if we ordered 6. If we do purchase 6, Mike has offered to go and pick them up so that we wouldn't have to pay for shipping charges. Jeff will double check these prices with Mike and send out an email for the board members to vote on line.

Susan will send out the online voting ballot for the new board members again this year.

8. NEXT MEETING: The next BOD meeting will be Monday, May 21, 2012 - 5:20 – 6:30 at Wulf.

June meeting will be on the 25th. Monique will be out of town for this meeting. July 16th will be the annual meeting.

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

**EVERGREEN HURRICANES SWIM TEAM
BOARD OF DIRECTORS MEETING
MAY 21, 2012**

1. CALL TO ORDER: The meeting was called to order at 5:28 by Susan Kramer. Members present: Susan Kramer, Heather Smith, Jeff Armstrong, Bob Vincent, Monique Urban and upcoming board secretary, Shannon Delaney.

2. APPROVAL OF THE APRIL MINUTES: Susan motioned to approve the April minutes. Bob seconded, all voted in favor.

3. TREASURER'S REPORT:

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

b. Bob went over the financial report which will also be included in the secretary's notebook. The monies for the touch pads will come out of next month's financials. Bob talked with Deb about fixing some of the away meets lines in the "Budget vs Actual report.

c. Summer registration – There are still some families that have not registered. Jeff changed the wording to say "All swimmers register on "Join the team tab" on website".

4. PRESIDENT'S REPORT

a. Susan reported that Shelly Gucker will be taking over the newsletters and hotel arrangements.

b. Hotel for State Meet – Jeff will put hotel on the blog. There are 15 rooms reserved and the cost is \$129/night. The conference room will also be available. Jeff is concerned that not too many swimmers will be going to state. A lot of kids are aging up.

c. Slate for 2012-2013 board members – Shannon Delaney will be the new secretary and John Klitzke will be "at large". Tracy will still do ribbons when she is off the board. We still need to look for a VP. There is a possibility that Mr. Rich will be moving to Australia.

d. Plans for AGM & online ballot – The AGM and board meeting will be combined. The date is July 16th. Susan will send out the on-line ballot in late June or early July.

e. Hurricanes – North JeffCo Merger – The board discussed having Brett and Carmen come to our next board meeting on June 25th. Jeff would like to get together before then because Brett will not be available on June 25th. Jeff talked with Carmen and this issue was brought up at their board meeting and the feeling was very positive. Their board is 100% for this merger.

i. Request submitted to non-profit probono law group –

Susan is asking for feedback from the probono law group.

ii. Possible Committee Members – Susan would like to hold off on getting committee members until we receive legal advice from the lawyers. The board agreed.

iii. Progress on Coaching swap – Not at this time.

Jeff reported that the accountant from North JeffCo said it was legal to have 2, 501-C's as a team.

5. COACHES REPORT:

Jeff reported that team size at this time is 94. He estimates that it will go down to 70 around June 1st.

a. Coverage – Jeff leaves for Olympic Trials with Lexie on June 28th.

He will be back on July 1st. Nathan will cover Thursday and Saturday and Paul will cover Friday.

b. New Coach for summer – The new coach, Austin Fowler starts June 4th. He will get a background check.

c. Update for GJ meet – Jeff would like to prorate the bus fees for 2 swimmers that will be picked up in Frisco. The board agreed.

There will be a mandatory parent meeting on June 6th at 5 pm to discuss details of trip. There are 42 swimmers going and 8 parent chaperones.

Last practice will be July 25th. Practice on July 4th will be for category 4 and 5 only.

There will be 11 girls and 4 boys attending the Clovis Meet. Those attending the Clovis and Zone age group 2 meets will have practice on July 30 & 31st.

Practice will start back on September 10th.

6. NEW BUSINESS:

Mike Honnick will pick up the new pads by the end of May. Jeff will talk to him about mileage reimbursement. Heather motioned to purchase a \$50 gift card for Mike for doing this. Jeff seconded the motion and all were in favor.

Monique will pick up the gift card and give it to Mike.

7. NEXT MEETING: The next BOD meeting will be Monday, June 25, 2012 - 5:20 – 6:30 at Wulf. Monique reminded the board that she will be out of town and will not be able to attend the meeting.

8. ADJOURN: The meeting was adjourned at 6:50 pm.

Minutes for Boarding Meeting 10.22.12

Evergreen Swim Team

Call to order: 5:36pm

Present: Bob Vincent, John Klitzke, Jeff Armstrong, Heather Smith, Shannon Delany, and Dan Gauvain

Not present: Terrye Easton

Review of minutes from 9.24.12 (thank you, Terrye!). Approved

Treasure's Report by Bob. Report on file in secretary's notebook.

“Capital reserve” fund to be established for big expenditures such as timing systems or scoreboards

The NJ portion of our team needs to straighten out the new name with the insurance company. We are fine since we kept the Evergreen team intact under Jeff and Paul

Discussion about sharing rooms with other teams and getting prompt payment

Coach's Report by Jeff. Report on file.

Team laptop must be replaced.

We currently have 112 swimmers.

81 swimmers attended MACS. Results pending

Cat 5 will swim Pioneer

Carmen will take a handful of our swimmers to Arizona

Meyers phase 1 repair to be complete Nov 1

Hotels reserved for Sopris meet, probably 60 swimmers to attend

Saturday warm-ups at 11:30 meet start 12:15

Sunday warm-ups at 8-9 meet start 9:15

Dry land resumes

Jared and Stephanie will be paid per session to conduct

Pineapple Meet: Ashley, Brett and Carmen will coach our kids

*EST Christmas Party on December 9, 4:30-6:30pm at Wolf Rec Center. Open swim and potluck dinner. Team supplying drinks and BBQ beef . John now coordinating.

November Board meeting rescheduled to Thursday, November 8 at 5:30pm

Adjourned 6:31pm

Respectfully Submitted,
Shannon Delany

Minutes for Board Meeting 11.9.12
Evergreen Swim Team

Call to order: 5:29pm

Present: Heather Smith, John Kiltzke, Bob Vincent, Shannon Delany, Dan Gauvain, and Jeff Armstrong

Not Present: Terrye Easton

Review of 10.22.12 minutes . Approved.

Treasure's Report by Bob. Financials on file in Secretary's notebook.

Cap Res Fund not yet open, will open before next meeting.

Thrive programming improves, but still has trouble with moving up swimmers to new category resulting in double-charging.

Coach's Report by Jeff.

113 swimmers on team. Pineapple Meet on Nov 10, 11, & 12 has 14 entered.

Sopris Meet on Nov 17 & 18 has 60 entered.

CSI Meet on Nov 30, Dec 1, & 2

Proposal: To raise Nathan's salary by \$3000; he already has benefits.

Jeff motions to vote, Dan seconds motion. 6 in favor, 1 abstention.

Meyer's Pool is now expected to reopen Dec 3 (not Nov 1)

Jeff would like to hire another assistant coach, but we are waiting in case the North Jeff coaches have extra hours available due to the construction at Meyer's pool. We have enough money in the budget to hire someone for about \$14,000 or \$20 per hour.

John-Christmas Party will have pork and beef BBQ

Heather-We contacted another lawyer regarding a legal document binding the two teams together under one cap. This is a gentleman's agreement as it stands.

Why spend money on a legal document? This is a "verbal nominal affiliation" not a merger, not a partnership, not a legal entity.

We need to find a treasurer to replace Bob in 8 months.

Next Board meeting scheduled Monday, Dec 17 at 5:30pm

Adjourned 6:10pm

Respectfully Submitted,
Shannon Delany

Minutes for EST Board Meeting 12.17.12

call to order: 5:30pm

Present: John Klitzke, Bob Vincent, Jeff Armstrong, and Dan Gauvain

Not present: Terrye Easton, Shannon Delany, and Heather Smith

Minutes from 11.9.12 Board meeting reviewed. Approved.

Treasurer's Report

Monthly Financial Reports on file in Secretary's notebook.

New "Capital Reserve" fund set up. Want to set up direct deposit for \$25. Bob motions for the upgrade. John seconds. Vote approved upgrade to direct deposit.

Bob is still experiencing problems with registration through Thriva. Discussion on advantages and disadvantages of this software.

Coach's Report

We currently have 114 swimmers.

The practice schedule for the holidays is on the website. Results from meets discussed.

MACS entry is due. Super Bowl meet trophies are ordered.

Discussion about Phoenix and Florida meets.

The current age minimum for the Florida (summer travel) meet is 11yrs. Jeff wants to change this to 13yrs due to logistics.

Ad for new assistant coach reviewed. Hours and wages discussed.

Old Business

Christmas Party notes...remind families earlier next year, print more "invitations" and serving the kids is faster than having them serve themselves.

Adjourned: 6:26pm

Respectfully Submitted,
Shannon Delany