

BWAQ Meeting Minutes- January 8, 2018

Meeting called to order: By *President* Steve Freeborn at 0851

Board Members in Attendance: *President* Steve Freeborn, *Vice President* Gloria VanDusen *Secretary*, Kaycie Wood, *Treasurer* Judy Williams, *Membership*, Nellis Kim, *KCAC AM Rep*, Michelle Menkens, *KCAC Brunch Rep* Patti Cunningham, *KCAC PM Rep*, Scott Matthews, *Evergreen Rep*, Kim Boggs,

Absent: *Communications* Angela Turley, *Covington Rep*, Eric Durban. *Head Coach:* Wendy Neely
Newsletter: Zena Courtney,

Thank you Nellis for the Coffee!

- 1) **Approval of Minutes from November 11, 2017 Meeting - Changes to two board member emails & typos on page three:**
Blueseventy & bluewave 17

Motion: "Meeting minutes from November 11, 2017 be approved"

MSA (moved/Seconded/Approved)

(FYI- No board meeting in December see email motions)

- 2) **Financial Report (Judy)**

- a) 2017 Actuals & Budget

Over all the club continue to be financially stable. There is an outstanding bill from KCAC for approximately \$8,000 for routine pool rentals. Wendy applied for and was awarded a grant from USMS for beginner swim lessons. The grant will cover pool rental and lifeguard fees. The club will ask PNA for \$2000 to assist with the costs not covered by the grant.

Donation are good but could be better. Need to remind swimmers/families to sign up for the Fred Meyer Rewards program. Need to sign up annually.

Team clothing/apparel

Event apparel cost/profits are in the event budget - other Team apparel items are listed separately

- b) 2018 Budget

c) 2018 Salary Action Plan

Suggested to increase coaches salaries by 2% this year, last year they were increased by 4% and that was though it be too high.

Salaries adjusted - rates to be send to payroll

Coaches clothing- Thought the club could do more

Club is paying USMS coaching registration fees

Tablets were bought for coaches at one point for coaches to take attendance but didn't have attendance link. Currently using google doc for attendance.

New Sick pay law-

Coaches get .025 sick time per hour they work. Max 40 hours. Records kept in quickbooks in Coaches payroll (works out to having to work 40 hours to get one hour of sick pay)

Rules regarding how it gets payout

Coaching Subs— currently there are 4 or 5

W2 forms for everyone are done

Patty picking up the book keeping

d) PNA Champs Budget

Champs-

Thought that event is growing and people from out of the area are coming. Swimmers from California & Oregon have attended.

LGOS made less money than expected but left over merchandise can be used for next event. A box of 200 beanie hats is missing, club has only 50 left unless that box is found. Leftover awards -

Expressed we are not advertising the club much. The club advertises events but not the club. The Wet Set we get ½ page add. Facebook is a public page where everyone can see it but have to be approved to join. Admins for FB are Angela, Dan & Mary-Ann. Consider an Instagram account, it can be linked to FB

e) Accepting credit card payment for quarterly dues

Credit Card payments cost the club approximately \$3800 annually. Currently swimmers that pay quarterly get a discount of 5% but have to pay by check. The 5% is the fee charged for using the credit card. Allowing quarterly members to pay with credit card would cost club ~\$600.

Consider Paypal- believed the fee would be similar. Paypal is not free for companies. Also it is not connected with USMS & would make more work for the club. The 5% fee is built into the monthly dues.

Motion: Approve the budget & approve quarterly due be paid by credit card.

MSA

3) **Upcoming Events:**

a) **2018 Champs**

→ event limit

Champs— Scheduled April 14 & 15, 2018

Contracts signed for pool

Boy Scouts will be timers, need to make sure we have time for the boys to eat. (This has not been an issue with us)

Talk about changing the number of max entries for the day, concern it may affect the length of the meet. Event max for Day & Meet would be changed to be the same. Consider if the meet is going too long then would cut out the 6th event. The swimmer would choose which event is their 6th event when registering. This is done at other meets.

(6 event per meet max and 6 events in a day.)

Team scoring is a concern

→ “That’s what happens when you’re good, You Win”

BEAST shirts for Champs- Last two years shirts were given to BWAQ Swimmers who signed up for the max events for the meet. Consider making shirts for all swimmers to earn if they sign up for the max events.

- Would need to design the shirt
- Consider if this would cut into the sales of the event shirts, a sweatshirt may be a better option, & could add a chevron each year the swimmer qualifies as a ‘Beast’ by entering the max events.
- Wait for next year to do this to allow more time to plan

Empty Lanes during events

- Could fill empty lanes, overlapping events,
- Could cap the number of swimmers per event, would need to look at the average number signed up for the events in years past.

- Wait and see if this is an issue this year & then consider changes for next year.

Pool fees -Believe we pay a flat fee for the day for pool rental. If the meet went longer on a day would not cost more. However there is a fee for the lifeguard and other staff that would increase if the meet went longer.

Relay only entries - better this year. Challenges last year, but should be resolved.
Clubs need to be able to make relay teams at the event

Order of events—

Currently 400 IM in in the morning and the 1000 free at the end of day one. Consider switching event times in hopes more swimmers would stay for banquet

Keep 500 in the morning on Sunday

1650 for last event

Meet agreement signed needs to be sent in, Budget same as last year.

Cost for event- estimate based on swimmer from last year.

Consider increasing the cost to \$4 per splash, similar to Other meets, currently \$3 per splash with \$35 event entry no charge for relay. Ready to post on Club assistant

Event shirts: Consider tank top & long sleeves shirts options.

b) Postal swim

Consider offering Club Postal Swim

Club could organize pool and coach. Cost for pool fee and coaching fee- charged to the swimmers. Swimmers would need to enter themselves for the event. Event dates Jan & Feb.
Will see who is interested.

4) Coach Updates (Wendy)

Feel like the club has been more stable and would like to start adding clinics every couple of months.

Swimming saves lives grant received, Beginner adult swimmers swim lesson. Thought of doing big group lesson. Rules for lesson is one adult per three beginner swimmers.

Free vs Charge \$ small fee and give a cap. Believed charging a small fee would increase the likelihood of new swimmers becoming members

This year will be a good building year.

5) Scholarship

None this month

6) Membership report

Added a couple of new members, 4 since nov 1

Punch card—>Difficult to track. Currently 16 people with punch cards that could come back and swim. Attendance with punch card not being tracked well

110 paid swimmers

Static no significant change

One Swimmer comped then not reversed so wasn't billed for a couple of months. Error found and the member is being contacted.

Membership renewal with USMS required for all members, 35 that have not re-upped their membership yet.

Inactives members are not listed

Reduced fees for the board members, 4 board members are at ½ fees-

Added board members that have a large workload or job "no one wants to do"

Consider to continue discount or change it. In the past Board members were given the month of December free, Plan to review in November and consider comping the board members December dues.

Invoiced for annual swimmers still needs to be completed - there are only a few

**7) Next meeting Saturday February 10 @ 0845 at Steve's office
Meeting ended at 1026**