

## **BWAQ Board Minutes - 26 April 2020 @ 0800 via ZOOM Meeting**

### **Board Members Present:**

<b>President:</b> Steve Freeborn	X	<b>VP:</b> Zena Courtney	X
<b>Secretary:</b> Leslie Kim	X	<b>Treasurer:</b> Patti Cunningham	X
<b>Communications:</b> Angela Turley	X	<b>Membership:</b> Nellis Kim	X
<b>KCAC AM Rep:</b> Melanie Crump	X	<b>KCAC Brunch Rep:</b> Kathy Byers	X
<b>KC AC PM Rep:</b> Little Verbeurgt	X	<b>Evergreen Rep:</b> Kim Boggs	X
<b>Covington Rep:</b> Eric Durban	X	<b>Head Coach:</b> Wendy Neely	X

### **#1 - Minutes:**

Approval of 22 March 2020 meeting minutes as edited by Zena. MSA (Moved, Seconded & Approved).

### **#2 - Budget:**

1. Reviewed the budget - assumes 3 month closure.
2. Eliminated revenues / expenditures from Champs and SD.
3. Reduced LGOS revenues by 40%. Could be the only PNA open water swim; decide by June.
4. Assumes 75% of current BWAQ swimmers will return.
5. Above assumptions result in a \$25K budget deficit. Possibly pick up ~\$17K if we do not lose any members (unlikely).
6. Dues, personnel, and pool costs are the big factors.
7. Summer league pools are not an option b/c of their own programs. All elite level meets have been canceled.

### **Budget Ideas:**

1. Possibly raise fees - not recommended.
2. Drop outlying pools (Evergreen, Covington - will be closed at least until 31 May).  
Might save about \$13.5K in pool fees.
3. Stay closed until Sept - save about \$19K.
  - 3.1.KCAC will remain closed from 1 Aug - 26 Sept. Wendy has a tentative rental with FWCC starting 1 Sept.
4. Wendy's labor costs can be covered by UI (Unemployment Insurance) until Sept, but all other coaches will not be covered.
5. Open water possibilities?
6. Risk of 3 vs. 6 month closures. There will likely be more membership cancellations the longer the pools / BWAQ remain closed.
7. Could return with modified schedules for practices.
8. Payments were frozen on swim dues in March.

- We will decide when and what to change at the next 24 May Board meeting.
- Nellis - send email poll to members re: membership cancellations.

### **#3 - Membership Report:**

- 1 moved
- 1 quit for health reasons

### **#4 - Scholarships:**

No active scholarships.

### **#5 - Coach Updates:**

1. Hosted Zoom meditations during the week. Averaged 6-7 people per session.
2. Hosted Saturday AM Zoom calls.
3. Coach Jen's going-away party was held on Sat 25 April at Wendy's "virtual" home. 17 people attended and it went well.

### **#6 - PNA / USMS:**

1. Haven't had a PNA Board meeting in quite a while. Not much to discuss b/c of cancellations.
2. PNS meetings are every 2 weeks instead of 1x / month - per Wendy. She will find out what is going on during tomorrow's meeting on Monday, 27 April.

### **#7 - Events:**

1. **LGOS - (Angela)** Plans to use Run SignUp.com for event registration.
  - 1.1. Unknown whether the City of Seatac will open the park?
  - 1.2. Angela will put a "Save The Date" on the BWAQ calendar in June for Saturday, 29 Aug 2020.
  - 1.3. Angela doesn't have enough information to post and might be committed financially. Unsure.
  - 1.4. No USA sanction this year. Self-insured with Ashley House.
2. June 13-14 - outdoor swim clinic has been canceled.
3. Misc:
  - 3.1. Raise The Bar has cancelled all events through July and refunded fees. Rainier to Ruston has been postponed until August.
  - 3.2. The RTB Friday night swims were in June and July.
4. LCM - Steve spoke with both Sally Dillon and Mike Dunwiddie.

*I received a phone call from Mike Dunwiddie the other evening. We discussed the status of KCAC and his response is that he "still does not know what's going on". We discussed the July 19th LCM. While he is not terribly optimistic about the meet going forward, he is opposed to cancelling it outright at this point in time, as things could still change. He will continue to keep me apprised of developments at KCAC. Even if KCAC were to open, I have been informed that USMS requires a certain number of practice/warm up/ workouts before a meet can be held. Wendy you may want to confirm this. Also, there would be the logistics of how many people are allowed on the deck at one time and how many people would be allowed in warmups at a given time.*

### **#8 - Newsletter:**

1. **Zena** is waiting for information - Steve & Wendy to send Zena info for their columns ASAP so the newsletter can be distributed by 1 May.
2. **Nellis** to send survey results. Steve will mention that Nellis is sending out a Member Survey in his President's Letter.

### **#9 - Advertising:**

1. **Mary Ann** was going to create a post card for LGOS that would have been distributed at Champs.
2. **Angela** will contact Mary Ann to do the graphics, but we will not order post cards until we are certain that the event will occur.
  - 2.1. **Steve** will also provide Angela with the necessary info for Ashley House graphics for the LGOS web site.
3. **Angela** will post LGOS 2020 date / link on about 20 sites, once we are certain that the event will occur.

### **#10 - Payroll Protection Plan:**

1. Patti submitted the paperwork to BECU, but hasn't heard back yet. The PPP amount is based on 2.5x the average 2019 payroll amount.
2. \$10,200 requested [ $(\$3751.52/\text{mo avg payroll cost in 2019}) * 2.5 = \$9378.80$ ]. 75% must be used for payroll in order to qualify for loan forgiveness.
3. **Question** about whether we are required to maintain pre-COVID payroll (five coaches) in order to qualify?
4. **Motion** was made for a BWAQ Board mtg once Patti receives the info. It was not seconded or approved.
5. Insurance is provided by USMS.
6. **Discussion** whether this is actually a good idea or not vs. WA UI? (Wendy is receiving about 50% of her salary on UI right now.)

### **#11 - Action Items (Completed):**

1. Eric provided the updated Budget.
2. Angela provided the status about the online registration platforms for LGOS (see #7 above).
3. SD web site noting cancellation was updated by Zena and Angela.

### **#12 - Next Meeting: Sunday 24 May @ 8AM\*:**

At Steve's office or Zoom meeting, if required.

(\*Unless things change regarding COVID19 on 4 May and / or a separate Board meeting is called to discuss the Payroll Protection Plan).