

BWAQ Board Meeting Minutes – 12 Sept 2021@7:30 AM Pacific Time

BWAQ Board Minutes, Action Items in red.

Board Member Attendance:

President: Steve Freeborn	X	VP: Scott Matthews	X
Secretary: Zena Courtney	X	Treasurer: Patti Cunningham	X
Communications: Angela Turley		Membership: Nellis Kim	X
Team Rep: Mike Murphy	X	KCAC Brunch Rep: Kathy Byers	X
Team Rep: TBD		Evergreen Rep: Kim Boggs	X
Covington Rep: Eric Durban	X		

Other Attendees:

Wendy Neely

#1- Minutes- The President requested the August 2021 minute edits, there were none and Minutes were MSA (Moved, Seconded & Approved) by all attendees.

Zena divided the hospitality between Nellis and Steve Freeborn. Nellis has the items from Swim Defiance (oatmeal, paper products, hot chocolate, 1.5 cases of bottled water) and Steve has the rest (2 hot pots, tea/coffee fixings/hot chocolate bins, paper products bins, utensil bins)

All- Need committee to find 2022 electees. To include new Secretary for election at Annual Meeting in November 2021.

#2- Financial Reports - Patti provided a review the financials. The Financials are looking good with donations, events and membership all contributing to improving our outlook. We received Loan Forgiveness on the 2nd PPP so we are clear of the debt. The bank balance increased \$57,460 due to more dues, \$1000 Connelly Law, \$500 from Rachael Deaderick donation. We are in good position to subsidize swims and lower fees.

#3. Membership – Nellis is looking forward to a permanent fee structure as she spends too many hours/week to reconcile the current fees. She provided another detailed spreadsheet of membership and fee proposals based on:

- a. 25 membership subscription swimmers based upon September's sign-ups.
- b. 35 drop-in count based upon August's sign-ups minus swimmers who converted to monthly payment in September.
- c. Treasurer prefers keeping revenue as close to \$5,000/month as possible, but has advised Nellis that we need to keep it above \$4,000- under either scenario, we are still subsidizing out of savings to cover costs at KCAC.
- d. This was developed looking at KCAC workouts only- adding additional pools will obviously increase our costs, but we are hoping that additional pools/workouts will be self-sustaining.
- e. As we drop prices, the hope is that more people will come back, however, price drops do not seem to have attracted swimmers in the past.

There was extensive discussion regarding returning membership fees to our pre-COVID state. Wendy submitted that the folks that are coming are enjoying being intentional, open to working on skills, and accountable to swim when paying. All recognized that a lower fee structure is the goal; it was agreed that it will have to be a gradual reduction once more folks return.

MOTION: Option 5 Membership fees below were MSA by all attendees:

- Single workout fees of \$15 each
- Unlimited membership \$150/month

- 12 Swim Membership \$115/month
- 8 Swim Membership \$80/month
- 4 Swim Membership \$56/month

Nellis will set up Option 5 on Club Assistant starting Nov 1st with this new fee structure. She also recommended completing a credit in Oct 1-15 to refund those who pre-paid the 2 weeks when the pool was closed in March 2020. **Board requested that be discussed next month with refund totals provided for refunds requested.**

STILL OPEN - Nellis requested that Angie remove the FREE wording in the trial membership email from Club assistant. Nellis will forward a trial email for Angie to investigate the solution.

#4. Coach Updates - Wendy is still working on acquiring workout times with Covington and Evergreen and the interest list is growing. Covington is having trouble finding lifeguards and Evergreen requires a 6-month financial commitment.

#5. Events

Sat, September 25, 2021: LSOS – Eric provided and reviewed the below list of items for LSOS planning. He requested those with their name beside an item coordinate with him. The giveaway/ participation item will be a towel in various colors. Eric still needs lifeguards. Mike and Zena are confirmed, Lance is still questionable.

Assigned to:	Item/Task	Status
Angie	Generator	
Eric	Finish Line	Chalk has been ordered by Eric
Eric	Water Exit Flags	Exit flags have been ordered by Eric
Eric	Registration towels	Should arrive by 9/23/21
Eric	Markers for arms	Eric has markers aplenty
Eric	Rake beach night before	Could use a volunteer or 2 for this
Eric	Bananas	Eric will buy day before
Eric	Trash Bags for clean up after	Eric has trash bags aplenty
Eric	Extension cords	Eric has Extension cords aplenty
Eric	Water Jugs	Eric has a couple of 5-gallon water jugs
Eric 1, Nellis 1	Registration Tables	Need 1 more at least
Eric via Clyde or Dianna	Boat for setting/removing course buoys	Richard Farmer will assist setting, need removal
KCFD	Safety Boat	Eric needs to follow-up again with them
Lynn G	Hot Water	Eric will bring 6 x 32 oz thermos
Lynn G	Coffee	brew on site
Lynn G	Oatmeal	Steve/Nellis will provide Swim Defiance left overs
Mary Ann	Award Cups	Mary Ann will deliver to Nellis
Mike M	Sound system	
Mike M	Course Buoys	
Mike M	Lifeguard whistles, flags & radios	

Mike M	Set buoys the night before	
Mike M	Remove buoys after	
Mike M	Signage	
Scott L	Safety Meeting	Eric will print out handout to assist Scott
Scott M	Timing system	Will use the same system as Swim Defiance
Steve F	Heater	
Steve F/Nellis/Lynn G	cups/paper plates & utensils	
Wendy	Announcer	
Wendy	popsicle sticks	
Wendy	Swim Caps	Wendy will pick up
Wendy	Volunteers	See volunteer list
Wendy	Explorers	
Zena, Mike M & Lance ???	Lifeguards	Still awaiting word on Lance, Katy is not certified

Volunteer Needs

1 Registration Tables -

Located in the center pavilion of the park, this area will require three staff

One to greet swimmers and to mark them present on the registration list

Second to provide swimmers with correct colored cap and towel

Third to mark race number on Cap and right arm

Volunteers:

2 Timing Tent -

Located down at the beach where the finish line is, this will require 3 volunteers

Start of Race

One to manage the timing system and mark swimmers as having entered the water

Second to collect popsicle sticks and call out race numbers prior to entry into the water

Third to answer swimmer questions and guide them to warm-up and starting areas

End of Race

One to assist people as needed after they get to the water's edge

Second to call out their race number and wetsuit or non-wetsuit

Third to manage the timing system and confirm swimmers exit from the water

Volunteers: Scott Mathews,

3 Kayakers & Paddle Boarders

Located in three zones on the Lake, East end, West End and Center, ideally 6 total volunteers

One Kayaker/paddle board on each of the north and south sides of the 3 zones

Volunteers: Andy Iyall

4 Hospitality

Located in the covered picnic shelter to the North of the center Pavilion, 1 volunteer needed
While pretty limited due to covid, We will try to have hot water for tea and instant oatmeal
We should also have hot coffee and bananas

Volunteer: Lynn Gross

5 Warming Tent

Located down near the finish line, this will hopefully be covered by explorer scouts.

Volunteers: Explorer scouts

6 Boat

Preferably a lakeside resident will provide, but otherwise Dianna Hermanson will lend us a boat. She is unavailable to operate it. Can leave overnight at Bob Condotta's!?!? Not to be used during the race.

Volunteer: Scott Mathews to operate it

Meeting was adjourned at 8:40AM

#7 - Next Meeting approved: Saturday, October 9th @ 10:00 AM via Zoom

Topic: Blue Wave Monthly Meeting

Time: Oct 9, 2021 10:00 AM Pacific Time (US and Canada)

Every month on the Second Sat, 12 occurrence(s)

Nov 13, 2021 10:00 AM- usually the Annual Board Meeting (invite everyone on team) & 2022 Board members electees.

Recurring Zoom Meeting

<https://us02web.zoom.us/j/87028840594?pwd=Umd2OXI2eDZhWmVZci9xanFFVEpZQT09>

Meeting ID: 870 2884 0594

Passcode: 791246