



SEA Board Meeting Minutes

Date: February 23, 2015

Attendance: Pat Lewno, Neil Wright, Melissa Abel, Vickie Bleser, Missy Reischl,
Brenda Rose, Rebecca Scharff, Kim Wergin
Absent: Trina Cain, Jen Trask
Guests: None

Approval of Minutes: Rebecca made motion to accept minutes, Melissa seconded, all in favor, motion carries.

Agenda: See Attached Agenda

Financial VP Report: Missy

- Registration Updates –
Spring/Summer Season is April 13-July 29. Spring is April 13–June 20, Summer is June 1–July 29
Registration will be March 30 @ Sealed Air Y & April 13 @ practice from 6-7:30
Registration will be April 27 @ practice for new swimmers from 6-8pm
Registration for Summer only will be May 18 for returning families & June 15 for new swimmers.
- Need to confirm the number of volunteer requirements for the registration form.

Treasurer Report: Vickie

- Review current financial reports – See Attached Reports
- Discussed balances to date. Budget confirms that the November, January & February meets were all under budget. Spending is approximately \$5000 over budget. Current goal is to keep spending down. We can hope for a good Spring/Summer registration.
- Accounts have been reconciled and contact was made with the YMCA regarding incorrect calculations on what SEA owed them. It is unfortunate that we pointed out this error and they are looking to collect all of the past due money. We have options to consider. After discussion of paying the full amount now, pay monthly, or pay some now and see if at year end we have the money to pay it off.

Kim made a motion to pay YMCA back due wages in one lump sum as payment in full. Rebecca seconded the motion, all in favor and the motion carries. Vickie will make payment to the YMCA.

- Vickie informed that we still owe money for tax preparation. It also appears that we have been double billed.
- 501c3 We wanted to be on our own separate from the Y, we needed to disengage from the Y this allows for direct donations to SEA & allows for 50/50 match payments from companies. Pat has checked on the status monthly & will go back to them again to help move this forward. Suggestions were made to look elsewhere for accounting services.

Meet Directors Report: Melissa

- Meet Director Vacancy – Josh Johnson has expressed an interest in the position.
- May 2-3 1 volunteer requirement
- May 29-31 2 volunteer requirements
- June 19-20 2 volunteer requirements
- July 30-Aug 4 volunteer requirements
- Spring only = 7, Summer only =6, Spring & Summer =9
- Discussion followed regarding incentives for our families to work above & beyond the volunteer requirements. Encourage families to sign up early, incentive of \$25 for working any over the required Melissa will look into incentives document, also we could consider a bulletin board on our webpage for families to message and trade worker spots due to vacation, etc.
- Guarantee check at registration will be \$500 per family.
- We will outsource Thursday am & pm, Friday am, and mile sessions at \$500 for 18 volunteer positions.
- Neil will block reservations at the Holiday Inn for 10 rooms, however board members need to call & confirm their spot.

Fundraising: Rebecca & Jen

- Fall/Winter Opportunities:
- Popcorn – Did not do in January. This will be a Spring/Summer fundraiser and she will have forms ready for registration.
- Candy Bars
- Car wash certificates give us a 50% profit.
- Scrip – Brenda & Kim – Orders are down this month. Possibly due to the time of year, Swim-A-Thon, etc. Only \$61 in orders this month.
- Wine & Beer Tasting – March 27th Becky confirmed Ivanhoe will provide drink tickets, glasses, set up, order forms, a wine distributor to answer questions, and a tasting menu for \$12 per person + 18% service charge. There will be 2 bars with 10 wines and 4 beers to sample along with a cash bar with signature drinks. We will encourage attendees to purchase tickets for the bar as well as the tastings. Danny's meats will cater chicken, Swedish meatballs, shrimp, bruchetta, fruit tray, vegetable tray, cheese/cracker/sausage tray. They will also provide napkins, forks & plates for a budget of \$1100-1500 Cost of tickets will be \$30 per person which provides 10 drink tickets. They can be purchased online or at the door.
We will only be doing raffle baskets.
Linens will be provided, tours at 7 & 8pm (\$5 donation appreciated)
- Swim-A-Thon - \$8400 this year compared to \$5900 last year. Website alone brought in \$1600. In the future we may make this a year long fundraiser. Neil is always looking for prizes that motivate all swimmers.

Parent Liaison: Trina & Kim

- Bowling Party – was FUN! There was a good turn out.
- Noah's Ark this summer
- Concern over coaches being on telephone during practice and/or meets.

Coaches Report: Neil

- Electronic payments via website will incur a paypal transaction fee.
We can use for Swim-A-Thon donations and purchase for Wine Tasting Event.
- See attached proposed Spring/Summer meet schedule. Discussed possibility of other competitive meets and want opinions of those absent before approval. Neil will wait until next meeting for approval.

New Business:

- Spring Banquet – May 14th
Neil & Brenda to discuss cost due to Infusinos vs cost to cover cost of coaches meals, decorations & awards.

Unfinished Business: will discuss next meeting

- Handbook Updates need to be turned in to Pat before March meeting
- Parent Survey
- Nominating Committee (Kim, Neil, Sue Renner) will have information for March meeting
Report due March meeting
Neil to discuss Board of Directors structure.

Next Meeting: Monday, March 9, 2015, 6:30 pm Location: Case HS (right after team photo)

Meeting Adjourned @ 8:28pm

Submitted by Brenda Rose