



Meeting Minutes

MEETING TITLE: Parent Board Meeting

CHAIR: Neil Wright

DATE: March 7, 2016

Time: 6:00pm – 8:00pm

LOCATION: Park High School

PRESENT: Neil Wright, Liz Christensen, Vickie Bleser, Missy Reischl, Tom Knaus, Josh Johnson, Bernadette Strickland, Yoav Meiri

EXCUSED: Jen Trask

Agenda Item	Discussions/Decisions	Action Items and Person Accountable
Minutes	Motion to approve Minutes from 2/8/16 meeting by Tom, second Josh. Minutes approved with changes: Silver State Meet to be held at the RecPlex.	
Next Meeting	It was agreed that the next Parent Board Meeting will be held on Monday, April 25 th .	
Fall & Winter Season	<ul style="list-style-type: none"> -Neil discussed progress toward application for 501(c)3; all paperwork has been completed and sent in to the IRS. -Continued efforts to encourage involvement of new parents on the Parent Board and the various committees. Will keep on the agenda. -No update on template of job descriptions of the volunteer parent board positions. 	
Head Coach	<ul style="list-style-type: none"> -Racine Unified School District pools will be closed by mid May. -13 & O Training Trip to Florida now has 2 chaperones (Missy Reischl and Lydia Bollendorf). 2 more parents are interested in joining: Jen Trask and Missy Abel. These parents will pay their own lodging, bring their own vehicle, and have no official job duties. Discussed possibly cutting the costs for the athletes with the extra parents attending. Since 3 athletes are attempting to make the Olympic Trial cuts, Neil will not go on the Florida trip. Coaches Mike and Alyssa will accompany the group to Panama City Beach. -Bring a Buddy event is scheduled for Tuesday, March 22nd at Case HS. Neil plans to have an open 	<p>Neil will email the parents with updates on the FL trip, and finalize lodging, as well as which parents/coaches will be going.</p> <p>Neil will email and handout flyers for the event.</p>

	<p>swim and games, instead of a practice. Buddies will receive a flyer with the April 4th tryout information.</p> <p>-Team Picture day is Monday, March 14th at Case HS. Individual photos start at 5:30p, with the team photo at 6pm.</p> <p>-End of season Time Trials is scheduled for Thursday, March 17th at Park HS. This event will be open to Alumni and possibly even parents.</p> <p>-Record Board for the Sealed Air Y pool deck is in process. Neil would like to proceed with having a trophy case as well; no estimates yet.</p> <p>-No new information on “parking lot” topics: Disadvantaged families and Board descriptions.</p>	<p>Neil will send out information on the ESTT, and post on Facebook.</p> <p>Tom will reach out to his contacts re: trophy cases. Neil will send Tom the dimensions.</p>
<p>Treasurer Report</p>	<p>-Vickie handed out Budget and Net Worth summaries. Questions answered regarding budget.</p> <p>-Current outstanding ESCROW is \$3423, swimmers in RED owe to the escrow account. Several families have paid up at the last meet.</p> <p>-All Meets have met or exceeded budget. Discussed the possibility of using swim meets as fundraisers for the team.</p> <p>-Tax preparation completed: \$3000. CLA received their money; no further business with them. Need to budget for 501(c)3 for next year.</p> <p>-Vickie submitted her resignation as Treasurer, effective May 2016.</p>	<p>Coaches to communicate when they receive checks from athletes; can take a photo and send to treasurer.</p>
<p>Registration</p>	<p>-No change to membership number, 128.</p> <p>-Return swimmer registration will take place on 3/14/16, 6p-7:30p at Case HS during picture day, and 4/5/16, 6p-7:30p at Case HS.</p> <p>-Missy will have current escrow, in order to collect during registration.</p> <p>Full Season, 4/5-8/4, (18 weeks) Spring only, 4/5-6/25 (12 weeks) Summer only, 5/16-8/4 (12 weeks)</p> <p>-New family registration will be held 4/18/16, 6p at Case HS.</p>	<p>Neil to make copies of forms for registration. Missy to email Neil what is needed.</p> <p>Tome and Josh to help at registration on 3/14 at Case.</p>
<p>Meet Director</p>	<p>- Regionals at the RecPlex went well; many positive comments from other team coaches.</p> <p>-Hospitality was successful. Cori Strange and Stacy will continue with Hospitality.</p> <p>- Josh and Neil finalized worker spot sheet.</p> <p>-JoAnn Mudry to work with Josh as Meet Director, and learn the role.</p>	<p>Josh to forward any volunteer checks to Vicky. Missy to apply any credits toward registration.</p>

	-Josh to work on a new platform for Meet volunteer sign-up.	Josh to contact Image Mgmt for their input on a worker sign up program.
Fundraising	<p>-Elegant Farmer and Football pool is over for the season.</p> <p>-SCRIP is doing well. Any money raised above requirement can be placed in escrow.</p> <p>-No new Heat Sheet ads.</p> <p>-Swim-a-thon deadline was 3/1 for credit applied to this season. Swim-A-Thon will take place December 2016.</p> <p>-Discussed having another fundraiser.</p> <p>-Fundraising checks will be cashed by 3/14 for those families who did not meet the fundraising obligations for this season.</p>	<p>Tom will make a flyer regarding fundraising for registration.</p> <p>Tom will check into Millagers' fundraising opportunities.</p> <p>Neil will email 3/14 deadline to SEA families. Tom will reach out to those who did some fundraising.</p>
Parent Issues	<p>Yoav Meiri, previous SEA athlete/coach and now new parent brought forward questions and concerns from him and other new families.</p> <p>-Yoav discussed how many new parents are confused about not only the requirements as a member of SEA, but also the work duties and obligations. He stated that families he recruited did not stay because of the worker obligations; families are "turned off" due to the mandatory obligations. He suggests that new swimmers need to be attracted to the sport, and "hooked" into swimming before overwhelming them with requirements. Yoav feels this is a lost opportunity to grow the team, and attract more people to swimming.</p> <p>Board discussed the importance of hosting Meets to the bottom line, and the volunteers needed to host successful Meets. Discussed the need to mentor new families.</p> <p>Also discussed possibly bridging the gap with both a recreational team and a competitive team, with the recreational team having less practices, less registration costs, and "mini-meets".</p>	
Officials	<p>Liz has scheduled an Officials Clinic for Saturday, April 16th at the Sealed Air Y.</p> <p>8a-12p: Stroke and Turn training</p> <p>12:30p- 4:30p: Starter/referee certification</p> <p>Information to be sent out, anyone interested is encouraged to attend the free training. Max: 15 Parents interested include: Lindsey Thomas, Tracy Stouffer, Jose Arteaga.</p> <p>-Liz passed out sample informational flyers to help recruit parents to train to be officials.</p> <p>-Liz discussed options of having a Jim Richardson clinic. He is the former swim coach from University of Michigan who provides swim clinics.</p> <p>-Also, educational sessions by Suzanne Williamson on nutrition and sports.</p> <p>-Liz suggested having greeters at practice, specifically for new families at the start of each season.</p>	Neil will send the information out to parents and other teams.

	<p>-There is an Officials' Newsletter for Wisconsin Swimming. Liz suggested sending this newsletter out to SEA officials and Parent Board members.</p> <p>-Make sure the get togethers during travel meets are organized and well communicated. While the dining socials are Coach Mike's responsibility, a parent should be designated to help.</p> <p>-Try to schedule a monthly parent social event- perhaps during practice. Diane Peterson and Lupe Badillo may be interested in helping.</p>	
Vacation Request	<p>Parent Board was asked by Coach Mike to review the decision made by the Board on 1/11/16 to not grant his vacation request for May 20-29. The decision was voted on during the January Board Meeting and a quorum of Board Members was present. The request and decision of not granting the vacation were reviewed and discussed. The decision was made not to re-vote. Although, since an option was offered to Coach Mike for him to take a long weekend during this timeframe, the Board agreed to extend the compromise. He would be able to take an extended weekend, but not the entire 9 days off with pay.</p>	<p>Neil to speak with Jen regarding this decision. Jen will communicate the final decision to Mike.</p>
By Laws	<p>Not discussed.</p> <p>Revisions are needed to current version from 9/09.</p> <p>3 examples of By Laws from other teams obtained. Board members to review Bylaws.</p>	
Head Coach Review	<p>Not discussed.</p> <p>Head Coach review process is in place, and set to be completed by April.</p>	<p>Jen to compile the survey results by April.</p>
Parking Lot Items	<p>-Handbook will be looked at after Bylaws and job descriptions are completed.</p> <p>-No updates regarding the new pool.</p>	

Meeting Adjourned: 8:36 pm

Next Meeting: Monday- April 25, 2016; 6:00pm; Park High School.