

Meeting Minutes

MEETING: Parent Board Meeting

CHAIR: Jen Trask

DATE: March 30, 2017 **Time:** 6:00pm – 8:00pm
LOCATION: Park High School

Present: Jen Trask, Neil Wright, Liz Christensen, Missy Reischl, Tracy Stouffer, Steve Waite, Jennifer Waite, Jose Arteaga, Helena Pudzisz, Joanne Mudry

Excused:

Agenda Item	Discussions/Decisions	Action Items and Person Accountable
Minutes	Minutes approved from February	
Fall & Winter Season	<p>Bylaws: Looking at and updating the bylaws in addition to job descriptions. Liz sent Neil a second draft and will meet one more time before sending to board.</p> <p>Will work on updating bylaws first and then discuss need to update job descriptions.</p> <p>501 (c)3: Everything is submitted but will need to wait until after tax season to finalize.</p>	<p>Neil and Liz will continue this for March</p> <p>Ben will get that ready then send to the board for review.</p>

	<p>Volunteer descriptions. Put together a binder with job descriptions. Liz will put it on google doc and send to board. We now have ushers versus meet marshalls.</p> <p>Board position descriptions there is a chart and Liz has examples from other teams. Can work on these separate from team bylaws.</p> <p>Parent concerns: Discussing what is the best way for parents to communicate with the coach. Mentor families and then a brief meeting with coaches and parents to encourage better communication. Making communication a priority. Encourage more contact between parents and coaches and discuss appropriate times to discuss concerns.</p> <p>In the effort to save money we send one coach at a time to various clinics and then have a coaches meeting to share the important aspects of that clinic. How long do we keep coaches that are struggling? Ultimately it is head coach's decision.</p> <p>Who gives feedback to support staff- Katie and Neil.</p>	<p>Joanne and Tracy will put together binder for volunteer positions.</p> <p>Liz and Josh will meet to discuss AO job description.</p> <p>Tracy will make google folders for volunteer descriptions, committee descriptions, and minutes.</p>
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<p>Head Coach</p>	<p>Bid for 2018 regional: Carthage might be moving big meet same weekend as regionals: Would host at Augustine Prep.</p> <p>2017 Regionals feedback: Swim results were not posted quickly enough so complaints were made by other teams.</p> <p>Coaches for spring and summer: Neil, Alyssa, Mike</p> <p>Katie, Sierra, Jacob, Zach, James.</p> <p>Suggestion for a team meeting to announce coaching decision.</p> <p>Neil mentioned to increase mileage reimbursement - increase to federal rate</p> <p>Discussed compensating board members but current board members did not feel that was necessary.</p> <p>Banquet: Thursday, May 11 All information is available on the website.</p> <p>Insurance offered for coaches through the YMCA. Would need to revisit in August and be discussed within the budget committee.</p>
<p>Spring Summer Meets</p>	<p>Spring practice schedule is available on the website.</p> <p>Kentucky Meet: July 6-8 (Thursday - Saturday meet)</p> <p>Early Bird - April 29th and 30th Brown Deer. This will be single session meet (1 worker session)</p> <p>Pirate Plunge: June 2-4 Brown Deer (3 worker sessions)</p>

	<p>Decided to go with Oceans apparel for Pirate Plunge meet. Summer Sizzler: June 23-24 Pleasant Prairie. (2 worker sessions).</p> <p>Spring season start April 3. Summer session starts: May 16</p>
<p>Treasurer Report</p>	<p>Checking with some families to keep up with escrow account. Discussed possible dollar amount to limit meet participation until family is caught up.</p> <p>Notification will be sent to all families that when escrow balance reaches an excess of \$200 the swimmer will no longer be able to sign up for meets. Treasurer will need to notify Neil of families exceeding \$200.</p> <p>Emails are being sent to families that owe escrow money.</p> <p>501 (c)3: Everything is submitted but will need to wait until after tax season to finalize.</p> <p>Financials need to be compared to last years spring and summer to make sure budget is ok for coaching staff.</p> <p>Pirate Plunge registration is looking good.</p> <p>Early Bird: Registrations are still coming in.</p>
<p>Registration</p>	<p>Initial registration night was 54 athletes. Good turnout for this time of the season.</p> <p>Do not have another registration date yet.</p>

<p>Meet Director</p>	<p>Volunteer sign up is available on website.</p>	
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	<p>State qualifier shirts were a success for regional meet.</p> <p>Do we need copiers for any of the meets. Meets that have positive check in.</p>	
Vice President	No new business	
Officials	<p>Fosters and Klepps - currently apprenticing.</p> <p>Linda Eberle took AO clinic</p> <p>No classes on the calendar for April and May.</p> <p>Will know scheduling for summer clinics.</p> <p>Official numbers are back to what they were at this time last year.</p>	
Fundraising	<p>Sponsorship - if families get someone to sponsor the team that could count towards fundraising.</p> <p>Need 501 c3.</p> <p>Missy made the nomination for Joanne take on the fundraising position and fill that position until August.</p> <p>Discussion: All voted in favor of the nomination.</p>	
New Business	<p>Nominating Committee- Secretary, Registration (looking for a shadow), Fundraising, and President.</p> <p>Neil, Jeff, and Liz to be committee. Need to review terms, positions up for election and nominees.</p> <p>2 year terms that are opposite each other</p>	

	<p>Scattering terms so they are not all expiring at the same time.</p> <p>Decide what the positions are and how to elect members.</p> <p>Create a letter from the board to share with families.</p>	Liz and Jeff will discuss positions.
Unfinished Business		
Parking Lot Items	Survey to parents is being formulated and draft will be sent.	

Meeting Adjourned: 8:15 pm

Next Meeting: May 1, 2017 Place Case