

# Board Meeting Minutes

04 July 2009

## Location- Jamor Pool

Members Present: Laura Bennett(Travel Coordinator), Terri Johnson(Treasurer), Travis Johnson(Head Coach), Ed Lammers(Assistant Coach/Member at Large/Technical Advisor), Allison Neumann(Member at Large), Dianna Reid(Secretary), and Ray Reid(President)  
Jamor Pool

## Began Meeting 1040

1. **Apologies: Suzy Michel(Web Master), Adrian Praag(Vice President)**

2. **Approval of Previous Minutes:** Unanimous vote for approval.

- Actions and Updates will continue to be added to the minutes in different colors to reflect progress of items discussed.

3. **Board Positions:**

- The Travel Coordinator will coordinate hotel information, maps, caravans, and be a Point of Contact for information concerning away meets.
- The Vice President will assist in pool (Jamor) liaison, scheduling and fees.
  - Update-Adrian has accepted this addition to duties.
  - Action-Travis to introduce Adrian to personnel at Jamor.
- A new board position is to be offered to the Sports Department. This will provide ownership in the team, incorporation with MWAC and help with pool usage.
  - Action-Ray/Travis to try and attend 12 July MWAC meeting to offer position. Ray to email LTC Lopes to request attendance.

4. **Financial Report** provided by the Treasurer.

- The team has a beginning cash total of €6,458.37 as of 1 June 09
  - Monthly Fees received €1,140
  - Pool Fees paid for Jan-May €6,247.50
  - Pool Fees due for June €1,122
  - Pool Fees due for July approximately E600-700
  - MWAC funds still available E3000
  - Travis reimbursed €251.90 for League fees, Travis still to be reimbursed €450(swim suits), €45(President Meeting hotel), and €30.75(rental car)
  - Ray to be reimbursed \$37.29 (Plane ticket to President's Meeting)
- We are still in need of MWAC endorsement to provide ESFL and proceed with a separate bank account.
  - MWAC meeting to be held in July.
    - Action-Ray and Travis to attend MWAC meeting if possible in July to discuss endorsement letter.

5. **Topics of Discussion:**

### Insurance

- No new info regarding necessity for team insurance discovered.
  - Action-Travis/Adrian to verify type of insurance while at Jamor.
- EFSL minutes updated to reflect no insurance required.

### **Hold Harmless Agreement**

- Changes to the Hold Harmless Agreement are to be made and sent to the community.
  - Action-Dianna to make changes and send out.

### **Parent Meeting**

- A parent meeting/BBQ/Swimathon/Board Meeting will be held on the 22<sup>nd</sup> of August at the NATO pool from 9am-12noon.
- Need volunteers for line judges and timers for meets. – Currently Ray, Dianna, and Adrian to attend swim/turn clinic for 29<sup>th</sup> August swim meet.
  - Discuss swim standards at meeting...
  - Hot dogs, Hamburgers, Sodas, buns, and Charcoal to be provided by team. Sides provided by Families.
- Swimathon make-up date will be held during a subsequent practice.
  - Action-Terri to put in order at the Exchange and coordinate side dishes via email to team.
  - Action-Travis to coordinate event, make up date, and get grill from US Support element.

### **Pool Schedule and Practice attendance**

- Practice Schedule: July
  - M/W/F 1630 – 1800 – Jamor Pool – 13 and Up or with Coach Approval
  - Tues/Thu 1600 – 1645 – NATO Pool – 8 and under
  - Tues/Thu 1700-1800 – NATO Pool – 9-12 years
  - Saturdays 12 and under swim from 1215-1315, and 13 and up swim from 1215-1415.
- Children must be able to swim prior to joining the team.
  - Action- Coaches will administer a swim test before team placement is offered.
- Attendance records should be kept by swimmers as a tool for coaches to show individual improvement.
- Lindsey Reid will be added to the coaching staff.
  - Action-Lindsey will complete the American Swim Coach Association Certification. The fee will be paid by parents.

### **Equipment**

- Bid was put into MWAC. If Bid is not approved for laptop and Statistician Software then it will have to be purchased by the team.

### **Transportation**

- Email vote for Ed stipend.
  - Action –Ray to coordinate discussion and vote over email.

### **Website**

- Invoice
  - Action-Travis to get information from Suzy and figure out why there is an upcoming invoice.
- Coach Bios have been turned in.

## **6. Other topics**

- T-shirts to be ordered. 25 items must be ordered at a time. Not all have to be t-shirts.
  - Action-Allison to send company website info to review styles of t-shirts.
  - Action-Dianna to send out email to determine what the back of the T-shirt should say for a team vote.
  - Action-Allison to look into a Banner being made.

7. Next Meeting 22 Aug 2009

- The meeting will be held in conjunction with the Parent Meeting/BBQ.