

VASHON SEALS BOARD MINUTES-October 1, 2009

Present:

Travis Shaw
Hanh Shaw
Lisa MacLeod
Bruce Jackson
Shari Arnesen
Laurie Mitchel
Gary Gray
Niamh Prince
Jill Dziko
Beth Tuttle

Call to order: 7:11pm

Approval of minute of last meeting

Review of Action Items:

Outstanding action items:
Development of club recognition program
Coach development

New Board member vote:

Voted to approve Jill Dziko as secretary
Niamh made a motion to vote Jill at secretary
Hanh seconded the motion
Motion passed

Safety chair:

Debate as to whether the safety chair should be a board member or a volunteer position

- Lisa brought up the issue that the role of safety chair has never been clearly defined and a job description is necessary in order to fill the role.
- The board decided the safety chair should be a volunteer position and Laurie agreed to talk with Jason who is a fire fighter.
- Laurie will clearly delineate to Jason what his role as safety chair would be.
- The safety chair will not be required to attend all board meetings; however, he/she will be required to make a quarterly report to the board.
- Discussion took place around the need to clearly define the role of the Safety chair and the expectations of the chair.
- Laurie will talk with Jason about helping the Board to define the role of safety chair.

Fundraising chair:

- Discussion about the Fundraising chair and if there needs to be a Fundraising chair. Is that an area we need to look into more?

- The board now has clearly defined fundraising goals.
- Travis suggested that fundraising become a subcommittee rather than a Chair position and have a committee that is devoted to fundraising.
- Lisa suggested the board needs a clearly defined leader of the Fundraising committee to make sure fundraising events get done and the fundraising chair needs to be someone who is responsible to the board.
- Lisa offered to be a fundraising advisor but not the chair.
- Another idea that was offered was the board is the fundraising committee and would come up with the fundraising ideas and fundraising would be a board mandate.

Policies:

Disciplinary Code and Procedures policy:

- There was a question about charging a family for swimming when their child has been expelled from the team because of misbehavior.
- There was also a question about: can the team fill the spot once a child has been expelled or suspended?
- Maximum suspension time is 30days-for the first offense if the offense is egregious
- The first penalty is a week of suspension; if a swimmer is removed from the team their fees will be prorated-as amended in the meeting.
- There was a recommendation the Board strike the language in the policy to read: suspension from the team is from between one week to the rest of the season.
- There was a discussion about having families and swimmers sign the Disciplinary Code
- Gary made motion to amend the policies
- Hanh seconded
- Motion approved

Code of Conduct:

- Hanh made motion to approve the amended policies
- Laurie seconded
- Motion approved

Swim Meet policy:

- Swimmers are to wear either team suit or basic black suit
- Gary made motion
- Hanh seconded
- Motion approved

Volunteer for implementation plan:

There was discussion by the Board for the need to inform the parents of the new policies.

The Board discussed the fact there is not much point in having drug and alcohol policies, code of conduct policies, disciplinary policy and swim meet policies if none of the parents or swimmers are aware of them.

Lisa will work on figuring a way to inform families of the new policies.

Eventually we would like parents/swimmers to sign the policies but we are still trying to figure out a way to facilitate this.

- Board wants to make sure everyone understands the new policies.
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Jill Dziko 10/8/09 7:28 PM

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Jill Dziko 10/8/09 7:29 PM

Deleted: Lisa will develop the implementation policy before the next meet.

Jill Dziko 10/8/09 7:29 PM

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Jill Dziko 10/8/09 11:29 AM

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Aquatic Director Report:

- January challenge coordination-Hanh will take charge of the January challenge with help from Lisa. Tabled until next meeting.

Coach's report:

- Off-island practice for shallow diving
- Lisa will send letter to parents regarding USA swim to inform parents of the danger of head injury. Lisa will send out letter tomorrow to comply with State law.

Registration Report:

- Question about who is attending which dryland session.
- Question about registration for two swimmers who have not paid. Shari will follow-up with the swimmers family
- Team is good as far as the registration numbers go.
- Total number in the water is 46
- Total number in dryland is 20

Financial report:

- Shari went to the bank to find out what needs to be done in order to change the signatories on the account
- The names of the signatories need to be clarified and the secretary needs to go to the bank to verify who the signatories are
- Beth and Niamh are to be added as signatories to the account while Shari and Gary will be removed from the account.
- Shari updated the budget and updated the numbers.
- The team's net income has gone down quite a bit from \$6000 to \$2809
- Originally the team budgeted for 16 swimmers on Blue and White but there are only 14, however, Lisa thinks we will make that up when some of the upper level swimmers come back.
- Income is much less than originally planned, partly because of LuAnn teaching the Monday, Wednesday, Friday dryland and the loss of Tuesday/Thursday dryland.
- There is a very narrow margin in the budget.

Jill Dziko 10/8/09 11:25 AM

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Jill Dziko 10/8/09 11:27 AM

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Budget:

- Gary motion to pass amended budget
- Lauri seconded the motion
- Motion passed

Jill Dziko 10/8/09 11:27 AM

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olunteer:

Jill Dziko 10/8/09 7:31 PM

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- Lauri has come up with some volunteer jobs and will begin calling families to ask if they can volunteer
- Lauri suggested that at registration families should complete a volunteer form- perhaps a team of board members would be present to orient people to volunteer positions
- Discussion about the amount of paperwork given to parents
- Perhaps have a sign up sheet/board at registration
- Laurie will continue to sign families up for volunteer positions

Parent Orientation:

- Parent orientation was discussed and some ideas for next year are:
Different location
Snacks and drinks
New family orientation-have established family buddy with new families
Team buddies
September orientation is key
Optimize babysitting options

Vision update:

- Lisa created a draft vision and mission
- Niamh moved to accept Vision and Mission with tweaks
- If at the next board meeting if anyone is not happy with the outcome you can voice concerns at the next meeting
- Lauri seconded the motion
- Motion passed

Make a Splash:

- Ongoing conversation between Gary and the Kiwanis regarding fundraising
- Gary placed a phone call to Mariners baseball club to ask if they want to support the Make-a-Splash event
- Gary will also follow up with Sounders

Off-island practice:

- Continue to research off-island possibilities for practice
- Talk with parents about who is willing to carpool off-island
- Goal is to get more pool time
- Off-island practice could be the tipping point for where team goes
- Do beta testing to see where it goes and see how families react
- Important to try to get team to a higher point
- Talk to parents about what they are willing to do to get kids to an off-island practice
- Lisa's concept is that some upper end swimmers would swim 4 times a week including an off-island practice on Friday.
- Would add another session and therefore need to charge swimmers for another practice.
- Coaches can talk about the ideal practice schedule

Vashon Pool:

- Gary and Travis attended Parks Department meeting about Parks taking over the pool. Travis, Gary and Bruce are on a committee to work on the transition of operation of the pool.
- This is a great opportunity to get things done at the pool. Everyone was very excited about the Parks Department taking over operation of the pool.
- The Board will continue to develop a foundation to work on covering the pool in the long term

Action items:

1. Lisa email shallow dive letter to families
2. Niamh will email Beth and Jill about getting to the bank to change signatories
3. Travis will continue to coordinate with VIGCC
4. Hanh will tweak mission statement
5. Hanh follow up with two families about registration
6. Jill and Niamh to finalize policies
7. Travis and Niamh to develop head and assistant coach contracts and write an offer letter to LuAnn and Randy
8. Niamh PNS registration for coaches and Executive members of the board
9. October 10th House of Delegates meeting-coach and board member must attend
10. Travis will draft a letter to Make-a-Splash participants,
11. Travis and Shari will research another accountant who can prepare taxes for less than the \$750 the Board is currently paying.
12. Lisa will make contact with the Metro coach regarding the January Challenge
13. Lisa will develop an implementation policy (policy to inform parents and swimmers of team policies) before the next meet and give the Board an update at the next meeting.

Meeting adjourned 9:16pm

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