

## STP April 2009 Board Meeting Minutes

April 1, 2009 7:36pm

**In Attendance:** Mark Nelson, Margaret Beatty, Coach Melanie Rhodes, Coach Alan Bodily, Brett Gessell, Becky Seedall, Carole Shelley Melissa nelson, Amanda Vereecken, Joyce McInturff, & Mike Fica

**Absent:** Lynn Miner

### **Old Business:**

**Minutes:** Margaret motions to approve March minutes, Carole 2<sup>nd</sup>, unanimous approval

**Financials:** Amanda motion to accept March financials, Melanie 2<sup>nd</sup>, unanimous approval

### **New Business:**

**Mission Statement/Credo/Vision:** Swim Team Pocatello Mission Statement: The mission of Swim Team Pocatello is to develop athletes that achieve personal success in and out of the water. The STP experience shapes and strengthens character while striving to develop champion swimmers, empower personal development, and promote team unity.

We need to ask ourselves, do these answer the

following questions: Is this how we want to run things? Can we look at it everyday? Can we run our organization by it? What are we doing to promote these things? Can we implement these things and reinforce them in our activities?

Discussion: Our mission statement does not have to be everywhere and involved in every decision. It is most important when moving in a new direction or making major changes. Question about the order of how things are listed in the mission statement? Does the order pertain to importance? No.

Melanie motions to accept and approve the mission statement as it is, 2<sup>nd</sup> Amanda, unanimous approval  
Where should be post our mission statement? Bulletin board, website, & office

Credo: **C**haracter **U**nity **E**mpowerment **S**uccess **CUES**

This will be heard and should instill in us why we do things

Melanie feels that the credo is too big and too corporate, we need it to be something that the kids can relate to.

What about involving senior swimmers in developing the credo? We will ask the coaches to think about kids who would be good candidates for being involved in developing a new credo and maybe a few new parents as well.

Table credo for now.

Vision: this is how we see our team long term. Decided we will table for now and let the new coach be involved.

**Gator Spring Invite:** Fri. Night set-up @ 6pm timers, chairs, tables, timing system, etc.

Warm-ups are @ 8am we can be in there to set-up Sat. Morning as early as 7am

Keith is coordinating the set-up and running of the meet

Awards: 10 and under awards and nice towels have been made for the top 3 girls/boys in each age division

Sponsor recognition will take place Sat. morn with national anthem and plaque presentation to a Bingham representative thanking them for their sponsorship

We have concern about communications with ISU and whether or not they know all of our plans for this meet. Caitlyn, a lifeguard at ISU, informed us she knew nothing about our meet. We need to touch base with them. Mike will talk to Keith and have him let Bill know of all our plans.

Public relations: We need to contact the news stations via e-mail and tell them about meet. We should personally call the lady @ Channel 8.

**Dustin's Itinerary:** see attachment

He will be flying into IF on Delta. Mike will pick him up, take him to get a rental car at enterprise, & take him to the hotel.

Dinner @ Sandpiper currently we have 13 attending

Terry(REALTOR) will pick him up & drop him off at hotel after looking at rentals and Mark will pick him up from the hotel for lunch.

We will collect his receipts on Sun. for Fri. and Sat. and reimburse him for those

We will leave Fri./Sat. evening up to him to do what he wants: mingle, go out, etc.

Follow up meeting for after the weekend?

Is he the right coach?

Do we want to move forward with him?

What are our expectations of him at the meet?

Melanie wants to find out if he wants to do an hour of practice with the gold swimmers

Does he fit with us and do we fit with him?

Mike would like to allow him free reign as he sees fit or is comfortable doing. He is not allowed to coach at the meet. We do not want to make it difficult or confusing for the kids. He is good at talking to the kids but not crossing boundaries. He is good at giving a suggestion without telling them what to do.

Monday Mtg.: Mike will negotiate with him. We will meet in the office @ 5pm to discuss where we want to go.

If we do not like him we will let him know "No Thank You."

If we want him: We need to set up a financial boundary. Karen informed him of a \$25,000 salary with potential for bonuses based on team size and fund-raising

Moving vs. Signing bonus? If he doesn't satisfy the contract, a signing bonus can be forfeited which is a plus side for the signing bonus.

We need to let him know that it is in his hands to increase his salary based on expansion and fund-raising. Allow him to come up with creative ways to receive bonuses or incentives. Fund-raising can be set up so that he gets a % of what is earned if he organizes and runs it

Currently our fund-raising is set up with swimmer expectations only no coach expectations. We can change this in August. We can hold the coach to a fund-raising goal and change the swimmers goals. Currently we are a step-up from his current financial situation.

He may go back to school. The child he is bringing? Can we offer him a scholarship and comp. Him swimming as an incentive?

We may need to set a limit with his time off. Need for clear expectations of when he should be at practice and meets. He will get X amount of personal days.

Time expectations? Give him one person to be accountable to for meeting his time requirements

He will get 5 weeks off in Aug. and Sept. A maximum of 10 days off throughout the rest of the year.

Offer PTO days with the opportunity for more time off as he grows and the program grows

Mike will negotiate all of these issues but the board will have the final say. He will set up a tentative agreement, subject to approval.

#### Elections/Ballot:

We need a candidate list. As of now, Becky, Margaret, Lynn, Carole, Mark, and Amanda are all willing to return.

We need to look at our existing by-laws and look at areas we need to make changes in. We have to notify parents if we change something in the by-laws. Mike will step away from the board and try to write impartial by-laws and look at them in retrospect after the elections this year. We also need to acknowledge/adopt pre-by-law actions to allow the new board to have growth and development.

Current Structure: President, V.P., 2 Treasurers, and Secretary make up the Executive Board (all voting)

We had 5 at-large members and this year changed it to 3 (they all have a vote

1 Fundraiser chair (vote) and 1 newsletter chair (vote). However, the newsletter chair was changed to an Office Manager position which is a paid position and has No vote.

#### Ideas for New Board/direction:

Pres., V.P., 2 Treasurers, Secretary, and Fundraiser chair make up the Exec. Board (all voting)

2 Treasurers will be Co-Treasurers in past they were split as a treasurer and auditor. We would like them to be co-treasurers that split the work because they do a lot for accounts receivable and payable.

Rich would like to be the auditor and not be on the board. Currently Lynn is doing well and

Margaret would like to set it up so that they can check each others work.

Fund-raising Chair this person should be involved and at board meetings. They should also be an executive board member because they coordinate and bring in a lot of our team's budget.

Office Manager paid position non-voting member

Mark as President? Would it make things awkward?

He will recuse himself from being involved in any voting that has to do with Melissa's position or anything that has to do with her. He is willing to have policies in place to protect everyone.

Melissa is willing to give up her paid position if it is better for the board to have a leader. Mike brings up the issue of giving the coach a budget to hire staff. Does he want an office manager?

Melanie says she wants and needs Melissa as a dry land coach, however, Dustin does a lot more of the dry land stuff already. We have a need to let more people know what is going on and try to get them involved. Suggestion that we have more volunteers in the office who can be directed by Melissa so more people know what is going on. Problem with volunteering is the lack of consistency. We should keep a paid manager until Dustin is comfortable and secure and then he can decide what is needed and in the best interest of the team for those duties/position. The office manager position makes people accountable.

Our current by-laws state that if a kid quits swimming then their parent must resign from the board. This is something to address. It is a good idea to have 1-2 outsiders on the board for insight and experience. They are not as attached and therefore have an easier time separating themselves. In the past, the team has been burned from husbands and wives serving on the board together and we don't want it to happen again. We have statements in our policies of prescribed limitations on husbands and wives.

We can put it on a ballot and if people do not like it or are not comfortable they can vote it down.

When are we going to have the election?

How do we want to do the ballot?

Who is interested in doing what?

We need to open things up and send out reminders. We need to send out a list of positions and their job descriptions.

Currently our executive board is missing candidates for V.P. and fundraiser

We have 4 at-large positions 3 board members and the head coach

The head coach is an at-large member who has a vote but will recuse him/herself from decisions about him/her.

Is Joyce interested in the V.P. position?

We need our board to focus on running the business and the coach to focus on coaching

Ideas for candidates? Joyce brings ideas and things from the past, Brett brings a sports organization perspective to the board

It would be better to have a board of 9 members. 6 on the exec. board 2 at-large position instead of 3 plus the head coach at-large position. This keeps our board from being too big and gives us an odd number for voting purposes.

Good job to Mark for taking ideas/discussion from everyone and meshing them together and making a mission statement for the team and the beginnings of a credo.

Final remarks on budget, we should be able to cover our operations from dues and all fund-raising should be extra.

Margaret motion to dismiss, Mike 2<sup>nd</sup>, unanimous approval @ 9:00pm