

Pacific Waves Synchronized Swimming
Board Meeting Minutes
August 13, 2024 @ 7:00pm
via Zoom
Meeting called by Amy Bonte

Board members: Amy Bonte (President), Laura Hopkins (Vice President), Shelly Robinson (Treasurer), Leslie Sims (Secretary), Natalie Montgomery (Member at-Large), Michelle Spencer (Member at-Large), Candice Morrow (Member at-Large)

Call to order: 7:03

Roll call: Michelle Spencer, Candice Morrow, Natalie Montgomery, Leslie Sims, Shelly Robinson, Amy Bonte

Approval of prior meeting minutes: Natalie moves to approve, Shelly seconds, 5 in favor, 0 opposed.

Chairman Report (Amy)

- Board Openings 2024-2026-President, Secretary, Member at Large 2 - These positions will be voted in at the September general meeting. Seeking nominations.
- PWSS BY-LAWS Updates - Amy will email a copy to the board members to review for any updates before the General Meeting in September.
- General Meeting date-September 2024 - Natalie will provide the best date to have this meeting to coincide with the first day of practice. Board members will also be present at each of the practices the first week to answer parent questions.

Coaches Report: (Natalie)

- **Olympics Watch Party**-Thank you to the Lawrence-Nguyen family for hosting the Olympic Watch and pool party. Great club bonding experience.
- PWSS Summer Camp/Conditioning - Marine Hills location. 12 new beginner swimmers have participated during the 3 sessions. One final summer camp will be held at Olympic View pool the last week of August.
- **Pan Am Games**-Lisa and Emily are practicing this week and will leave for Peru on Saturday August 17th. Coach Lindsey will be accompanying them and staying 2 days extra to attend the Acro Coaches Camp.
- **Rising Stars Camps 2024** - 5 PWSS swimmers will be attending 3 different camps. Coach Leslie will be attending the Coaches Camp at that same time and can be a chaperone at the camp. A parent/guardian will need to travel with their swimmer to this camp.
- **Coaching Staff 2024-25 Season**
 - Team assignments - Coaches and swimmers will be assigned a team after Team Trials.

- Certifications - Coach Natalie will review all of the PWSS coaches certifications to make sure they are all up to date. This includes CPR, Safe Sport, etc.
- **New and Returning Swimmers** - Coach Natalie sent a survey to all swimmers who participated last season. To date, only 1 swimmer has opted not to return. Some of the Summer Camp participants are showing interest in continuing via the beginner lessons starting in September.
- **Practice Pools 2024-25** - FWCC will continue as our primary practice pool and will offer 4:30-7:00pm practice time slot during the week and 8-11am on Saturdays.
- **Event Schedule-2024-2025**
 - Sept. 30th @ 4:30-7:00pm: Team Trials
 - Oct. 10th @ 5:00pm at Mod Pizza in Milton. Team bonding, goal setting
 - Oct. 26th: Synchro-thon & Halloween practice
 - Nov. 16-17: Levels Testing
 - Mar. 7-10: West Zones. Region A hosts. Possibly Tualatin Hills Pool.
 - Mar. 21-23: Classic Invitational in Portland
 - May 17-18: Regionals. PNA is hosting.
 - June 28-July 5: Junior Olympics in Arlington, TX
- **PWSS Handbook Updates**-Training for a Summer Meet
Michelle proposes that summer programming to train for a qualification/invitation from a prior meet to compete at a national or international meet, the swimmer(s) should pay their normal rate for the amount of hours they would typically practice in a month's time span. Both the coach and the lane fees would be paid by Pacific Waves. Anything above that number of hours would default to the private lesson policy..
VOTE: Natalie seconds. 4 in favor, 0 opposed, 1 abstained.
- **Club Gear** - Natalie has made changes to the Swim Outlet options. Natalie is still looking for a better club jacket option.
- **Equipment Needs**- All needs to ordered or shared with Shelly by the end of August to be included in this fiscal year.
 - Competition Suits - TBD
 - FINZ - look into purchasing some to help train spins and other training equipment.
 - New (replacement) weight belts
 - Updated banner
 - New sound system
- **USAAS Convention**- Arrie Hopkins, PNA athlete rep, will attend convention 2024. PNA will reimburse PWSS for \$210 registration fee.
- **USAAS Grant**- Coach Natalie has applied for the USAAS grant for 1 coach to attend Coaches College. Coach Leslie will attend this year.
- **Sports Engine** - We are looking at using Sports Engine platform for billing, payment, registration functionalities, website host, etc. Shelly and Coach Natalie will meet with Sports Engine to find out the cost and see if this platform better meets the needs for PWSS. It should be compatible with QuickBooks.

Parents/Guardians will be informed at our general meeting in September that we may be moving away from PayPal as a way to pay their monthly dues.

- **USAAS Club Excellence Program** - PWSS is now Level 1 certified and will be recognized at Convention. By offering an AWD program, we could become Level 2 certified. Coach Natalie will discuss with the coaching staff to see if this offering would be possible.

PNA Rep Report: (Natalie)

- Nothing new to report.

Committee/Representative reports:

Treasurer's report: (Shelly)

- Financial Report as of 8/13/24:
 - Coach Checking: \$200.00
 - Checking: \$6,662.01
 - Savings: \$22,443.11
 - YTD Income: \$79,880.24
 - YTD Expenses: \$71,448.88
 - Budgeted Total Expenses: \$76,212.50
- Delinquent Dues-2023-2024 Season-Shelly will inform the board if there are any delinquent accounts once this month's payments have been processed.
- Budget 2024-2025-The finance team is preparing the budget and will be presented at the September General Meeting.
- Club Dues - Dues will remain at the 2023-2024 rate. No changes.
- Coach Contracts/Pay - These will be finalized by mid-September. January 2025, minimum wage will increase from \$15.74 to \$16.28.

Fundraising Report: (Shelly/Lora)

- Review last season's fundraisers - A subcommittee meeting will take place soon to review last year results and make plans for this year; we have a contact for a Red Robin takeover for 25% in Federal Way. Board members expressed interest in continuing with the Water Show Auction, Evergreen Wreath sales, 2 restaurant takeovers,

Recruitment Committee Report: (Amy) - we continue to follow up on ideas from our last meeting

Social media/Marketing report: coaches have been pushing things out

Merchandise committee report:

- Spirit Wear - Jess has taken this on

New Business: N/A

Announcements: N/A

Next Meeting: September 3, 2024 (General Membership Meeting)

Adjournment: 8:19