



Pacific Waves Synchronized Swimming

Annual Meeting Agenda

9/5/2023

Pacific Lutheran University Pool

Meeting called by Amy Bonte (board member) and Natalie Montgomery (head coach)

Invited: All PWSS membership

Board members: Amy Bonte (President), Catrine Kizis (Vice President), Shelly Robinson (Treasurer), Leslie Sims (Secretary), Natalie Montgomery (Member-at-large 1), Michelle Spencer (Member-at-large 2), Candice (Member-at-large 3)

Call to order: 6:42 PM

Roll Call: Jeanette Olsen, David Braskamp, Marina Vlasyuk, Stephanie Alvarado, Candice Morrow, Jessica Lawrence, Beth Sleeper, Marc Sahai, Roel Yumo, Shelly Robinson, Michelle Spencer, Amy Bonte, Catrine Kizis, Lora Parks, Jason Parks, Jennifer McNeil, Debbie Haggerty, Cynthia Shen, Natalie Montgomery, Laura Hopkins (via Facetime), Lisa Brown.

Approval of prior board meeting minutes: August 9, 2023 (attached) – Amy reminded all attendees that they are welcome to join any board meeting via zoom at any time, and if anyone wanted to look at old board meeting minutes they can be found on the website.

VOTE: Mark Sahai makes a motion to approve the August 9th, 2023 board meeting minutes, Lora Parks seconds the motion. 16 approved/0 opposed

Board Vote Presentation: Vice President, Treasurer and Member-at-large 1 and 3

Amy acknowledged Catrines term as a board member. She introduced the ballot and reminded attendees that there is a write in option so for anyone that has any interest in being a board member they could say so and a nomination could be made to put them on the ballot. She also spoke about the role of the Treasurer and that this would be Shelly's last term as the Treasurer, so if there were any CPA's that would be a great next step for them onto the board. The combined bookkeeper/Treasurer role is shared by Shelly (payroll and taxes) and Michelle (invoicing). The goal is to transition into the role as Treasurer by starting in the bookkeeper role and then training into the Treasurer role. Members were told they could vote but needed to hold onto their ballots as it included membership dues as well. Before the vote took place Michelle invited anyone that wanted to be on the board to take the membership at large #3 position as



she has the book keeper role and scoring team and could still sign in to meetings. Nobody indicated they were interested.

Nominations:

Vice President-Laura Hopkins

Treasurer-Shelly Robinson

Member-at-large 1: Natalie Montgomery

Member-at-large 1: Michelle Spencer

Chairman Report

- **Mission statement** – Amy read: Pacific Waves is a non-profit synchronized swimming club that was founded in 1999 by a group of dedicated parents and swimmers in an effort to make the sport of synchronized swimming accessible to all. Our coaches provide a supportive, welcoming atmosphere for swimmers of all ages to develop physically, mentally, and emotionally while participating in a rewarding and competitive sport that will equip each swimmer for life in and out of the water. Pacific Waves is highly dynamic and continues to grow, while maintaining a culture that values family and being a part of our South Sound community.
- **Volunteer Hours & Opportunities:**
 - Concessions – looking for families to run and help with concession stands 2 per year
 - Fundraising committee – Lora Parks is the chairperson and they are looking for help for anyone interested. They deal with donations, meals, auction basket items, concessions. They raised \$1280 at the raffle
 - Team Photographer – If there are any photographers, we are looking for someone to take pics at the meets. Daily attendance is not necessary.
 - Scoring Team – full at the moment while trying to get up to speed on the new rules
 - Meet Assistant(s) – 1 or 2 parents that could help at meets to make sure the younger girls get where they need to be and are in suits and makeup when needed.
 - Parent Judges (Catrine) – anyone interested please speak to Catrine. We need representation from all clubs. September 23rd there will be a judge training introduction.
 - Marketing/Recruitment Chairperson



- Suit Locker – one family to store the library of suits. There was a suggestion to sell some of the older ones.

Head Coach Report (Natalie)

- Coaching Staff – Natalie, Lindsey, Lelsie, Clare, Freja, Janea, Jordan, Lisa, Arrie
- Event Schedule – Lindsey and Arrie to convention next week in King of Prussia PA, No major votes should occur this year but there will be a lot of education around the new scoring system and changes to come. Oct 3rd mod pizza meet the team and goal setting meeting at 4:30
- Practice Schedule – no major changes but will be communicated on the team placement email
- Club Gear – club jackets are no longer available, so Natalie has chosen a new version, swimsuits have an option of back as well as skinny and wide straps. It doesn't matter which version you choose as long as it says PWSS. Swimmers can also have their names printed above the hip. There are also other options like tank tops, shirts and shorts, however they change from year to year. If someone purchases a jacket we would prefer to do the embroidery because swim outlet has a couple different versions of the logo on the back they use.
- Team Trials – September 30th there will also be a gear swap that day as well. Trials will include speed swims, endurance, routines. Swimmers can choose Tract A or B on the routine. This does not predetermine a team based on the level chosen.
- Synchro-Thon 2023 – October 28th along with the Halloween celebration
- Levels Testing – Oct 21 and 22. Levels 1, 3, 5 day one levels 2, 4, 6, day two
- Water show – working on dates, but there are many graduation events that families are committed to
- Mac will be hosting regionals this year on May 18 and 19. Novices do not swim at Regionals
- Blossom will be for those who do not qualify for JO's unless a Canadian team comes then possibly the older teams will compete.
- October date tbd – scoring system review with parents. Will cover coach cards, requirements, factoring, protests. Bonuses, basemarks.
- USAAS has a new club excellence program. Natalie applied for it and they said it was after the deadline, so she will try again before January. We are almost at a level 2. It is a designation that is on the USAAS website and there are prizes awarded to clubs such as posters, registration discounts and more.
- CLUB RULES in HANDBOOK
- FORMS to be signed by swimmer and/or parent by first practice after trials in
- 6 new lessons students will be starting
- October.
 1. Handbook/Club Rules form
 2. Financial Commitment form



3. Photo/Video Opt -out form
 4. September Practice Commitment form – These should be turned in now prior to Trials
 5. USAAS Membership (online) – This also must be done in order to have insurance coverage for swimmers. There is a new certification piece that the parents do themselves. If they need help with the dates they can ask Natalie and she can tell them. She is not allowed to do the certificates herself.
- PNA report:
 - New Judge Training hosted by PNA on Sept 23rd
 - Looking to have a joint Dine Out with Seattle Synchro at Mod Pizza in the Spring
 - They will be emptying out their large storage rental and selling some older items that were used for Jo's when PNA hosted them. They are looking for a smaller storage unit.
 - JO's are in Portland (over 4th of July) so it would be nice to provide volunteers and get some type of perk or break in coaches college, flights or convention

Treasurer report: (Shelly)

- Coaches checking balance: \$236.70
- Regular Checking balance: \$28,235.16
- Regular Savings balance: \$22,008.84
- Payment Methods: check, paypal, auto bill pay

Committee Presentation:

- Finance Committee (Shelly, Michelle)
 - Financial Results 2022-2023
 - Expense Budget 2022-2023
 - The pool has not billed us so the checking acct balance looks higher than it is by approx. 6-7K
 - 2023-2024 Member Dues Increase (VOTE)
 - Shelly presented. No questions. Take aways:
 - Emp retention fund
 - Ipads, savings, pay back pay bonus.
 - Board will make an effort not to raise dues next year.
 - Coaches are severely underpaid. Want to give raises to the top 2 coaches who have not had them for years and also bonuses for back pay that was missed during covid.
- Fundraising Committee (Lora & Jason Parks)



1. Synchro-thon: Minimum of \$250. Can be donated directly and paid over time or paid up front
 2. Restaurant Take-over:
 3. Evergreen Wreaths: Oct/Nov - Individual fundraiser. Each wreath makes approx. \$10
 4. Fred Meyer - choose with Non-profit to donate to
 5. Walmart - When you check out online or in person you can choose to round up to PWSS
 6. Swimoutlet.com - go to PWSS and click on the link directly from there.
 7. Ways to Donate: Volunteer hour corporate match, Synchro-thon corporate match, friends and family
 8. WaterShow
 9. Movie Night - already emailed for a Nov or Dec rental for Wonka, Trolls or Wish
 10. Target gave us \$500 last year.
 11. A large grant was applied for through the City of Federal Way, but we did not get it
- Recruiting and Retention Committee (Amy/Michelle)
 1. Summer Camp for Beginners, website, PeachJar, flyers will pay \$500 for 40 school fliers
 2. Pacific Pals - looking for a new volunteer. They help with acknowledging birthdays, team bonding, Xmas gift exchange and party
 - Social Media & Marketing Committee
 1. Chairperson needed

Other: (Amy)

- Board votes results presentation
 - Laura - VP 18 in favor
 - Shelly - Treasurer 18 in favor
 - Natalie - MAL #1 17 in favor 1 left blank
 - Michelle - MAL #3 18 in favor
 - Dues increaser - 1 no vote, 1 No, 16 Yes
- Event and practice calendar, forms, team gear can be found on our website. Join our member for access to team specific information.



- Purchase team gear at SwimOutlet.com by clicking the red button found at the bottom of our webpage. Purchases made through this link earn the club a percentage of sales.

New Business:

Next Meeting: Board Meeting-October 7th @ 11:05am FWCC

Adjournment: 8:00pm

(Open for questions from New Swimmers after annual meeting is adjourned)



NEW SWIMMER ORIENTATION

- What is Synchro? (Figures, Routines, teams, extra routines, etc.)
- Rates: Beginning of the year fees
 - USA Artistic Swimming and PNA
 - Monthly fees
 - Meets and clinics
 - Coaches travelling fees
 - Swimsuit rental
 - No prorates except possibly September and June depending on when start and end of the year falls.
- Participation: Practices (contact team coach and Head Coach if missing), meets and clinics (30 days' notice to team coach and head coach)
- Lessons vs team
- Levels determined by trials
- Club gear:
 - Blue swimsuit (swimoutlet.com)
 - club jacket (available via PWSS)
 - t-shirt (to buy from PWSS or swimoutlet.com)
 - black leggings
 - club shorts (swimoutlet.com)
 - club swim cap (free with 1st lesson, or \$3 to buy from PWSS)
- 10 mandatory volunteer hours per family
 - Ways to volunteer
- Synchro-thon: mandatory, \$250 minimum for each youth swimmer (or \$36.75 per month).

DATES TO REMEMBER

- Synchro -Thon:
- Team Trials:
- Mod Pizza (Fed Way) Fundraiser & Goal Setting;