

Pacific Waves Synchronized Swimming
Board Meeting Minutes
January 8, 2023
Virtual via Zoom
Meeting called by Amy Bonte

Board members: Amy Bonte (President), Catrine Kizis (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: 7:08 pm

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

Approval of prior November meeting minutes: Catrine moves, Natalie seconds - 6 in favor, 0 opposed

Approval of prior December meeting minutes: Natalie moves, Leslie seconds - 6 in favor, 0 opposed

Chairman Report (Amy)

2nd General Meeting-date - June 4th after the Blossom at UPS

Meet Season: Volunteers - Natalie will create a Google Spreadsheet for Cynthia Shen to record volunteer hours at each meet (she can double check with Brian's meet volunteer sign up sheets)

Photographer: Jessica Lawrence

Concessions: Jeannette/Chris Olsen, David Braskamp

Meet (Mat) Helper: Cynthia Shen

Sound Team: Amy, Ty, Marc, Laura Hopkins

Judging Sheets Team: Shelly, Michelle, Candice

Awards: Debbie H. (Lamaiyah's mom)

Swimsuit Storage & Conditioning Saturday AM's: Stephanie Alverado

Coaches Report: (Natalie)

- Practice & Event Calendars - Updated event calendar coming soon.
 - Cactus Classic - Intermediate Team will attend this meet in Oro Valley, AZ.

- West Zones – Extra routines are attending this meet with those that qualify going to Jr/Sr Championships.
- Classic Invitational in Portland, OR March 17-19.
- SpringFest – Due to the many team and club building activities we have already had, we will forgo SpringFest this year.
- Water Show – Tentatively-May 13 at FWCC
- Practice Pools Jan and beyond (Peninsula, FWCC, KCAC)-FWCC is currently the only pool available for practice.
- Intermediate Swimmer-Anisa S. – She has decided to discontinue swimming with PWSS. Amy will connect with the family about the financial commitment for the monthly dues through May and \$35 pre-paid meet fee. A payment plan will be offered to this family because of their good standing.
- Coaches Update – Lindsey has committed to coaching weekly on Tues through Thurs.
- Parent Meeting- Jan. 14 (makeup/knox/attendance policy reminders)- Freja will lead the knox demo and help with make-up and meet tips. Michelle and Catrine will also attend. Amy will bring gear to swap.
- Judge’s Training Recap/Update – Feb 4th – Lisa K. and Claire B. will cover practice that day with help from Stephanie on deck.
- Elect PWSS Board Athlete Rep (14+) - Pending
- Conditioning/Boot Camp Update – January 28th is the next one.
- Request to Hire 4-5 Swimmers-Bday party – May 21 at 3:00pm – Natalie will talk to our graduated swimmers.
- Headset purchase – Pending purchase by Natalie.

PNA Rep Report: (Natalie)

- \$1200 Assessment to cover association costs by the end of the season.
- Sound System Replace/Repair Update – we will test out equipment at the Monte Johnson meet. Ty and Marc will report back with findings.

Committee/Representative reports:

Treasurer’s report: (Shelly)

- Coach Checking: \$165.80
- Checking: \$9,392.84
- Savings: \$13,276.99
- YTD Income: \$22,078.74
- YTD Expenses: \$19,974.88
- Budgeted Total Expenses: \$51,710.00
- Minimum Wage Increase- Beginning January 2023, minimum wage increased to \$14.74. We will add an item to discuss how to handle raises for coaches earning more than minimum wage on May agenda.

- Employee Retention Credit - Shelly has amended our tax returns for the past 4 quarters to support a request for \$17,000 for the club from the IRS (payroll tax credit).
- Masters - This season's commitment form will include the Synchronon fee in February and again if the number of practices per week changes. Amy will add to the handbook that Masters pay \$70 as a Synchronon fee for the year as one lump sum in March or billed over 7 months starting in March.

Fundraising Report: (Shelly/Lora)

- Gear Swap and t-shirt sale at the Knox party on January 14th.
- Movie Night-Jan. 24 (Michelle) - 56 tickets have been sold so far leaving 34 more tickets to sell. Proceeds will be applied to our PNA \$1200 assessment.
- Concessions Feb. 12 Meet
 - Costco \$50 and Target \$500 donation. Chris and Jeanette will coordinate items to be sold.
- Restaurant Takeover-Date/Location Options:
 - Fondi -Gig Harbor -Contact Chris about hosting a takeover at Fondi in Gig Harbor in April.
 - Panda Express: Pick date, friends/families can order from ANY Panda Express across the country with our fundraising code on that date. 28% kickback. Send us check 2-3 weeks after event.
 - Chipotle might also offer an online fundraiser.
- Water Show Basket Raffle, Prime Seating and possible dessert auction
- Sponsors Update
 - Costco, American Eagle, Market Spice and more.
- FWCC/PWSS Reciprocation for Marketing

Recruitment Committee Report:

- Our goal is to get more swimmers in lessons.
- Place PWSS yard signs at our pools.
- Consider a bring a friend session after the water show - advertise our show weeks in advance.
- We have had some interest in masters recently via website contact us.
- Consider asking FWCC to give out our card to swimmers who pass level 4.
- Ask if we can join in on FWCC's "community day".

Social media/Marketing report: (Natalie/Lindsey)

- Website Updates: SafeSport tab and Sponsors - Add a Facebook shout-out to our sponsors.
- Swimmer Profile Promos-Amy meet with Jessica Lawrence 2/25 about creating video promo.

Merchandise committee report: N/A

New Business: N/A

Announcements: N/A

Next Meeting: Sunday, March 12, 2023 @ 7:00pm

Adjournment: 9:20 pm