

Pacific Waves Synchronized Swimming
Board Meeting Minutes
October 2, 2022
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: 7:14 PM

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

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

Chairman Report (Amy)

- New board member- Welcome to Candice Morrow, Member-at-large position.
- New Parent Packet/Orientation - Michelle created/updated the New Swimmer Guide. It will be ready to post to the website under the Members Only section.
- SafeSport Reminder - All board members and some volunteers need to complete this online training,

Coaches Report: (Natalie)

- Synchro-thon- This fundraising event ran smoothly. Donations are due October 30. Prizes will be awarded by lane. Gear Swap raised \$80 - \$100. A board member may sell gear once a month during Saturday practice along with being able to answer questions from parents.
- Team Trials went well. All swimmers have been assigned to teams. Novice, Intermediate and AG 13-15 teams. No Junior Team this season due to not enough swimmers.
- Coaching Staff/Contracts - We are still waiting on 3 coach contracts and plan to offer one to Claire and Jordan.
- Practice & Event Calendar -An updated Event Calendar and October practice calendar were sent out to swimmers and updated on the website.
- Handbook 2022-2023- The handbook was sent to swimmers and updated on the website.
- Safe Sport & USAAS membership - Natalie is tracking and will send reminders.
- USAAS Grant Update - \$350 awarded to PWSS to cover coach's college registration. Natalie will attend this year's coach's college.
- PWSS Board Athlete Rep (14+) - An election will need to take place toward the end of October.

- Routines/Suits from UIW –
VOTE: Natalie moves we spend \$750 to purchase 8 red suits and head pieces plus \$25 for shipping from Incarnate Word. Catrine seconds, 6 in favor, 0 opposed.
- Caps and Clips-These including silicone for those with latex allergies.
- Goal Setting: Oct 4 (no practice) 4:30-7:00pm @ MOD Pizza (FW) – activities (including buddies which Michelle is spear heading) will start around 5

PNA Rep Report: (Natalie)

- Update Sept. 18 meeting – New elements have been approved but we are still waiting for the final ruling to be shared from convention
- New treasurer from Seattle
- There will be an educational town hall once a month – intended for coaches and judges
- Trainings are coming up and posted on FINA website
- In person judge training 2/4 (full day) & 2/5 (half day) possibly at a library in Federal Way, all judges must update this year – The national office will send 2 trainers, we think our judging scoring team should attend, PNA will provide food
- PNA budget – we are not in the red and can purchase new medals and a new laptop – a new sound system is under consideration
- Seattle is open to the movie theater fundraiser for a new sound system idea
- A possible West Zone clinic in the spring to generate income for PNA
- Claire resigned as athlete rep

Committee/Representative reports:

Treasurer's report: (Shelly)

Bank account balances as of 10/2/22:

- Coach Checking: \$169.18
- Checking: \$11,221.59
- Savings: \$13,264.00
- YTD Income: coming soon
- YTD Expenses: coming soon
- Budgeted Total Expenses: coming soon
- **Budget 2022-2023** coming soon
- Overdue swimmer account – this account has been paid in full
- July billing mistake – has been resolved
- Sports Engine -
- Headsets – Natalie will get an estimate to get these ordered
- PayPal – over the summer, we were bumped to a business account with fees, Shelly contacted PayPal so it was switched back, but now it shows all payments are being made to Shelly; we have found a second PayPal account that was set up by Sharmin as

a business account attached to our Hotmail account with 2% fees that are reducing some donations

- We have decided to eat the fees of those who have donated through the business accounts for the \$250 Synchro-thon fundraising requirement
- Amy will look to see if we can add a disclaimer about fees to the donate button of the business PayPal account to avoid any more confusion
- For the 23-24 season, we will switch to Sports Engine that will include a transparent fee

Fundraising Report: (Shelly/Lora)

- Plan for 2022-2023 – search out sponsorships, grants, donations etc. This takes lead time. We may or may not see benefit this year. Our hope is to replace synchro-thon for next year. Amy will send a calendar of fundraiser
- Passive income – Amazon Smile, Swim Outlet and Fred Meyer – reach out to families to add this – goal is \$1000 per year
- Gear Swap – \$100-200
- Synchro-thon
- Evergreen wreathes – individual swimmer benefit
- Team building – 2 restaurant takeovers \$150-200
- New possibilities – trampoline place \$400-500?
- 2 Concessions - \$400-700 each – goal is to get corporate food donations
- Water show – 50-50, dessert, or basket raffles, sell VIP seating, auction off signed shirts
- The committee is open to ideas, especially for the Water Show

Recruitment Committee Report: we reposted our flyer at the Community Center

Social media/Marketing report: (Natalie/Lindsey) – we are posting and getting lots of likes

Merchandise committee report: Our jacket is discontinued - we might need to get a new team jacket next year

New Business: Pilates instructor – a friend of Candace might be available to teach for pay – maybe twice per month with 13-15 and juniors – Shelly will need to look at the budget. Candice will ask her friend what would be a fair price.

Parent breakfast/coffee – once per month to chat on a Saturday – use the concession and tables by the fireplace at the Community Center before pick up, or leave and meet at a coffee place, could also happen at the clinic

Announcements: N/A

Next Meeting: Sunday, November 6, 2022 @ 7:00pm

Adjournment: 9:11 pm

