

Pacific Waves Synchronized Swimming Board Meeting Minutes Virtual via Zoom

Wednesday, December 16, 2020 at 6:30p.m.

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), Julie Sawyer (Member at-Large), Lisa Jump (Member at-Large)

Call to order: 6:32p.m.

Roll call: Amy Bonte, Catrine Kizis, Shelly Robinson, Leslie Sims, Natalie Montgomery, Lisa Jump

Approval of prior meeting minutes of October 24 and the emergency meeting of November 20, 2020: Catrine moves, Natalie seconds - 5 in favor, 0 opposed.

Coaches Report:

- Outcome-Nov/Dec practices via Zoom and outdoor pool: December 19/20 is the last for Marine Hills in December. Zoom workout sessions are going well with very good attendance.
- December Showcase: The 13-15 team created their video. When all teams are finished, we will post the routines on the YouTube channel.
- Potential January/February 2021 Practice Schedule: To be determined based on pool availability. Peninsula (Gig Harbor) may allow practices soon. Natalie has contacted the aquatics coordinator and requested Saturdays and is awaiting a response. FWCC is closed through January 4.
- Update-2021 competitions (PNA, West Zones, etc.): USA Artistic Swimming sent a survey and Natalie responded that we hope to take both our Junior team and the AG 13-15 team to West Zones. This meet is in March. Location has not been announced. Natalie still hopes to hold mini-figure meets within our club to offer feedback to the girls on their progress. PNA will consider a virtual meet as an option, possibly in February. The next PNA meeting has not been scheduled.

Committee/Representative reports:

- Treasurer's report:
 - Coach's Checking: \$164.61
 - Checking: \$10,959.27
 - Savings: \$20,811.29
 - Projected monthly budget due to COVID pool closure: The cost to rent Marine Hills is approximately \$675 for 9 hours (Sat and Sun) or about \$75 per hour. Swimmer dues per month are \$4,312 (divided over 8 months); payroll \$3,516 for November with December being less. Estimate based on all in \$2,637 per month

in payroll. This means we are losing an estimated \$1000 per month if we continue swimming at Marine Hills. Shelly will calculate a more exact cost estimate based on December expenses. A communication will be sent to the parents/guardians in January regarding this information. This will help them understand why the club is not in a position to pro-rate dues for fewer hours of pool time due to COVID restrictions. Amy will create a parent letter to be sent at the beginning of January with practice schedule and cost information.

- Federal Way Business License: PWS does not have a license with Federal Way. The City of Federal Way contacted us regarding this issue. They are aware that we have a Washington State business license. PWS does not have a physical location but our post office box is in Federal Way. Approximate cost is \$100-200. Shelly will submit the requested application.
 - Handbook Change-Mid-season Exit: We agreed to revisit the question, “Should swimmers leave mid-season, do they need to pay in full?” The expectation is that the swimmer will pay any remaining balance. This balance can either be paid in full at the time of exit or spread out over the remaining months of the year. In the future, we need to share the option for monthly payments in the notification. This clarification will be put this in next year’s handbook. We also will include a separate “Financial Commitment” form in the next handbook so this policy is very clear to swimmers.
- Social media/Marketing report: Promote upcoming December showcase, continue posting practice schedule and PWS monthly figures competition.
 - Merchandise committee report: N/A

New Business: N/A

Announcements: N/A

Next board meeting: Thursday, January 28, 2021 at 6:30p.m. (tentative)

Adjournment: 7:10p.m.