

Redding Swim Team Board Meeting

January 17, 2024

AGENDA

Welcome:

Attendees-

Call to Order:

Draft minutes from prior meeting to be reviewed/adopted.

Open Comments:

As needed, for audience members of the Redding Swim Team to speak on items of interest. Any employee issues must be directed to Head Coach first.

Board Members Report:

- A. Valeria Hiner – President Report
- B. Kathryn Krzywicki
- C. Christina Acosta – Financial Report
- D. Tiffany McCarley
- E. Heidi Rupp
- F. Denis Villanueva
- G. Luke Blehm
- H. Shannon Faucheux
- I. Mark Wagner – Coaches Report

Actionable Items:

- A. Redding Swim Club Financial Audit
- B. Update Bylaws
- C. Reschedule Gala Fundraiser

Discussion Items:

- A. Establish Goals and Vision for the Board of Directors/Swim Team
- B. Establish process of welcoming and maintaining new swimmers

Miscellaneous:

Closed Session:

Adjourn:

Next Meeting: February , 2024; Location: Shasta College

Redding Swim Team Board Meeting

December 13, 2023

AGENDA

Welcome:

Attendees-

Call to Order:

Draft minutes from prior meeting to be reviewed/adopted.

Open Comments:

As needed, for audience members of the Redding Swim Team to speak on items of interest.

Any employee issues must be directed to Head Coach first.

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Miscellaneous:

Closed Session:

Adjourn:

Next Meeting: January , 2024; Location: Shasta College

Presidential Report 12/13/23

- * Represented the team at the Turkey Trot. Handed out 15 flyers and 3 people signed up to be contacted. Mark followed through with calling all of these individuals.
- * Met with Shannon and Kathryn on November 9 and then Shannon, Kathryn and Tiffany on December 4, about the Gala. We plan on opening up our next meeting on December 19, to members.
- * Christmas party went well! Let's do it again next year!

Presidential Report 1/17/24

- * Turkey Trot handed out 15 flyers and 3 people signed up to be contacted
 - * Mark followed through with calling all of these individuals
- * Christmas party went well! Let's do it again next year!
- * Gala meeting with Shannon and Kathryn on November 9, and then Shannon, Kathryn and Tiffany on December 4
 - * Gala planning update
- * Additional Fund Raising ideas, carnival, ducky derby
- * Results of talking to several parents, board members, previous board members and coaching staff
 - * Restructuring, defining roles of board and head coach

Coaches Report 12/23

ACTIVE SWIMMERS	12/23	11/23	11/22	10/23	10/22
Rookies 1	4	6	11	6	8
Age Group Hybrid	11	14	16	18	16
Age Group 1	12	12	15	13	14
Age Group 2	19	19	15	16	21
Junior	12	12	12	11	11
Senior 1	8	11	14	6	5
Senior 2	7	6	8	2	2
Senior 3	6	2	4	2	2
Master's	21	22	19	23	19
Total	100	112	122	105/22	99/21

UPCOMING MEETS/EVENTS

- Dec. 10 Progressive Brunch –Senior Gift Exchange
- Dec. 14 AG and Rookies Gift Exchange
- Jan. 3-6 Distance Camp
- Jan. 13-14 Berkeley Invite – Senior qualifiers
- Feb. 3-4 Grants Pass

ADMINISTRATION

- RAD Handbook is being reviewed and worked on.
- USA Swimming Team Registration has been completed for 2024.
- USA Masters Swimming has been completed for 2024.
- Pool reservations for the RAC will be completed in January.
- General Liability Insurance for 2024 and Certificates of Insurance have been sent out.

SWIMMERS/PARTICIPANTS

- RAD Parka's orders – 29 total. A link to order more is on our website in the Team Store section.
- Hot Chocolate has resumed if we have supplies and volunteers.
- Elk Grove we had 21 signed up.
- 2024 Re-Registration is fast approaching.
- 14 and under Junior Olympic time standards have been posted on our website.

STAFF

- Restructuring of the swim groups, now checking on the income vs expense.

SHASTA COLLEGE POOL

- The Locker room remodel started this week and should be completed by the end of the year.
- I was told last Thursday; we should have our new starting blocks by February.

Coaches Report 01/24

ACTIVE SWIMMERS	01/24	12/23	11/23	11/22	10/23	10/22
Rookies 1	4	4	6	11	6	8
Age Group Hybrid	10	11	14	16	18	16
Age Group 1	11	12	12	15	13	14
Age Group 2	17	19	19	15	16	21
Junior	10	12	12	12	11	11
Senior 1	7	8	11	14	6	5
Senior 2	7	7	6	8	2	2
Senior 3	6	6	2	4	2	2
Master's	17	21	22	19	23	19
Total	89	100	112	122	105/22	99/21

UPCOMING MEETS/EVENTS

- Jan. 13-14 Berkeley Invite – Senior qualifiers
- Feb. 3-4 Grants Pass
- Feb. 22-25 Clovis Q Meet – Senior qualifiers
- Feb. 25 YMCA

ADMINISTRATION

- Minutes need to be updated, reminded by CPA, legally required.
- RAD Handbook is completed. Please review and let me know if you have any questions.
- USA Swimming Team Registration has been completed for 2024.
- Pool reservations for the RAC have been requested.
- General Liability Insurance for 2024 and Certificates of Insurance have been sent out.
- USA Swimming Meeting will be held on Jan. 24th.
- RAD Employee Handbook has been updated. Please review and let me know if you have any questions.
- Working on Competition/Regional Fee expenditures.
- Analysis of expenditures and income of restructuring has been complete.
- Equipment wants and needs for the swimmers and operation of business.
- List of all swimmers that have qualified for Regional Meets is on our website,

SWIMMERS/PARTICIPANTS

- 63 swimmers participate during Distance Camp
- Berkeley, we had 5 swimmers.
- Grants Pass we have 30 swimmers attending.
- Senior Conferences resumed; these conferences have been absent since Covid.
- A list of current USA Registered Swimmers, Coaches, and Officials has been emailed to members.
- Tyler Blehm and Benjamin Pero were 2022-2023 Sierra Nevada Swimming Scholar-Athletes.
- Kenny Rupp will be received Top 3 High Point for the 17-18 Boys in Sierra Nevada Swimming.
- 2023 Distance – Meal with Coaches, checking with BM. This year I will select a date for this reward to be completed.
- Bella Hiner and Cole James will be attending the Senior Western Zones in Utah.

SHASTA COLLEGE POOL

- Women will be able to use locker room on Wednesday, January 10th. Men's will follow shortly.

Board of Directors Report
(please submit 3 days prior to Board Meeting Date)

Board Member Name: Valerie Hiner

Committee and/or Activity : Redding Swim Club Financial Audit

Notes and/or points:

To maintain the financial integrity of the Redding Swim Club, an audit needs to be performed by an independent CPA firm. It has been well over 5 years since one has been done.

Audits typically cost \$5,000 - \$10,000.

Simmons & Associates, CPA, located at 1551 Cypress Avenue, Redding, would be a good option.

Based on a vote, an audit should begin as soon as February 1.

Board Meeting Agenda Placement: **Actionable** or Discussion (circle one)

If an item is actionable, please make sure all Board Members have enough information to allow them make a educated and informed decision.

This is to insure that we stay on topic and complete the business of the Redding Swim Team as effective and smoothly as possible.

**Board of Directors
Agenda Request**

Board Member Name: Kathryn Krzywicki

Committee and/or Activity: Update Bylaws

Notes and/or points: Bylaws have not been updated since August 2018. During the November 2023 Board Meeting, this item was on the agenda as a Discussion Item. It was determined at that meeting: Will begin developing updated Bylaws.

The Motion:

Kathryn Krzywicki will develop a DRAFT update of the Bylaws by January 31, 2024. DRAFT update of the Bylaws will be sent to the board members for input and approval on January 31, 2024 with a deadline for input of one week (7 calendar days) prior to the next scheduled board meeting in February 2024. Second DRAFT update of the Bylaws will be provided to the board members one day before the scheduled February 2024 board meeting.

Board Meeting Agenda Placement: **Actionable** or Discussion (**circle one**)

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**Board of Directors
Agenda Request**

Board Member Name: Valerie Hiner

Committee and/or Activity: Reschedule the Gala Dinner date

Notes and/or points: The Gala dinner is usually held in October. The Gala dinner was not held in October 2023 and instead the date was set for March 2024. The board needs more time to plan the Gala Dinner date.

The Motion:

Reschedule the Gala Dinner. Based on a vote, collaboratively assign a new date for the Gala to be held.

Board Meeting Agenda Placement: **Actionable** or Discussion (**circle one**)

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Board of Directors Report
(please submit 3 days prior to Board Meeting Date)

Board Member Name: Valerie Hiner

Committee and/or Activity : Establish Goals and Vision for the Board of Directors/Swim Team

Notes and/or points:

Discuss what financial goals we want to meet in 2024 and how we plan to achieve those goals.

Discuss what the vision of the Board is for 2024 and beyond; e.g. what do we want the Board to look like when we leave it to the next group of members.

Financial report from 2022 and current year needed for discussion.

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Board of Directors Report
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Board Member Name: Valerie Hiner

Committee and/or Activity: Establish process of welcoming and maintaining new swimmers

Notes and/or points:

Currently, the initial points of contact for a new swimmer are Jody Thulin and Coach Mark. We need to discuss a system in which new swimmers are connected to an already well established swim family in efforts to maintain membership and provide better customer service.

Board Meeting Agenda Placement: Actionable or **Discussion** (circle one)

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