

APPROVED

April 11, 2006

FAST Board Meeting Minutes Tuesday, March 21, 2006

Board Members Present: Adam Hoffman, Bill Spahn, Steve Howard, Todd Campbell, Jim Malone, Randy Pritchard, Crissy Ott, Meg Filby

Board Members Absent: John Mattos

Others present: Joanne Coolman, Megan Tooley

- 1) Call to order
Meeting called to order at 7:50 PM by Adam Hoffman.
- 2) Approval of minutes of minutes from 02/28/06 Board Meeting
A motion to approve the minutes was made by Steve Howard; it was seconded by Crissy Ott. Minutes were approved by a unanimous vote.
- 3) Athlete's Report - Celine Wuarin
 - Celine was not present
- 4) Coach's Report – Bill
 - Coming up on 1st year anniversary with the club. Has a better idea for scheduling for next year. Definitely wants to keep the Silver State meet on the schedule.
 - Good short course season for all groups. Great Silver State meet. Under 14s had a good Colorado Age Group State Championship. Finished in 12th place, only 4 points out of 10th.
 - Outstanding performances at the Sectional Meet in Phoenix despite difficult conditions.
 - Bill has purchased some stroke training videos to reinforce the work they'll be doing on stroke technique over the coming weeks.
 - Long course schedule just about set. From the Greeley meet on, the schedule is set. Working on the schedule for the time between our April meet and the Greeley meet in June. Will submit entries for the TOPS meet a week before deadline to see if we can get in. The meet usually fills up fast.
- 5) President's Report – Adam
 - Adam thanked Jim, Steve, and Bill for working on the bylaw revisions. Jim will create a new draft that the Board will discuss at the next meeting with a goal of recommending the bylaw amendments to the membership for approval at the spring banquet.
- 6) Treasurer's Report – Todd
 - Credit card is finally approved. Should be in Bill's hands within the next week.
 - \$15K moved into a two year CD at 4.25% interest. Can withdraw once per month and we can withdraw the total amount and the penalty will be waived.
 - Cash position is \$6300 up from the beginning of the year.
 - Petty cash account is set up. Limit will be \$350.
- 7) Membership Report –Megan T.

APPROVED

April 11, 2006

- Membership numbers not available.
 - Megan T. asked about going back to the old way of prepaying meet fees. Thought it might be better for cash flow, especially with delinquent accounts and would be easier for her.
 - Board felt it was easier for the membership to include meet fees with monthly statement. No concerns regarding cash flow or delinquent accounts. Suggested that Megan T. print out two invoices, mail one and keep one, so that it's easier to track payments when they come in.
- 8) Old Business
- a) Bulkheads – Bill
EPIC has ordered some parts that were needed. Repairs discussed in January will be made on Wednesday, March 29.
 - b) April Olympian Clinic
Still in process.
 - c) Swim-A-Thon
Friday March 24 is the cutoff to receive donations that will count towards prizes.

Looks like we will take in between \$8500 to \$9000, not counting the senior girls Swim A Thon results.
 - d) New FAST Web site
New web site (www.fortcollinsareawimteam.org) and email addresses are up and running
 - e) April meet
April meet set. MI Sports will be at the meet if we have over 300 swimmers.
 - f) Team Managers
Megan F. had a good meeting with the Team Managers (TMs). An information packet was distributed to the TMs. All groups have a TM:
SILVER: Gina Cochran
GOLD: Jean Beucler
WHITE; Dawn Tipton
BLUE: Jan Hopkins and Renee Haynes
PRESENIOR: Wade Edgar
SENIOR: Randy and Joanne Coolman coolmanrw@comcast.net
 - g) Pool surcharge and event fees
Pool surcharge only \$5.00 for April meet because it's only a three-session meet, not five sessions.
 - h) Master Team Calendar
Greg Tooley looked at calendar software, but says we have that functionality with the new Web site service. We'll use the built-in calendar for now.
 - i) Spring banquet
Windsor facility is booked for May 3 from 6-9 PM. Charges are:
\$9.50/plate

APPROVED

April 11, 2006

\$2.00/place setting
\$85/hour for over 200 attendees
\$25 flat fee for microphone usage
Cash bar available if we pay for security.

Recommended fees to membership are \$17.00 for adults, and non-swimmers over 12; \$12.00 for kids 6-12 and swimmers; kids under 5 are free.

Swimmer participation gift will be a fleece blanket; our cost is \$5.50 per blanket plus \$1.50 for embroidery.

- j) Bylaws
Bylaw revisions to be discussed at next meeting. Recommended that we have the next meeting on April 11 to give enough time for final changes to bylaws so that we can get them out to the membership two weeks before the spring banquet in May. Members will be given a ballot to vote on the bylaws as they enter the banquet. Need to discuss how we handle email discussions and voting by email. State law requires that every board member must either vote or abstain, when voting my email. If we continue this practice, we may want to add something about any items voted on by email need to be ratified at the next monthly board meeting.
- k) Capital budget
Bill and the coaches are discussing wish list items for a capital budget. List to come.
- l) Meet concessions
Megan F. has discussed running a concession stand with Bill, the EPIC concessions manager. We will have a limited concession stand at the April meet. Bill is willing to work with us on what concessions we can sell.
- m) Meet ads
One ad, maybe two, so far for the April meet program. Megan F. to run the call for ads again. Deadline is March 31.
- 9) New Business
 - a) FAST Store
Company found where we can get apparel with FAST logo for reasonable prices. Idea is that we could take orders through the Web site, and place an order every few weeks. Other idea is to use a FAST store to sell left over t-shirts, swimmer participation gifts, etc. More research needed to determine who and how this would be managed.
 - b) Cage/Lobby cabinets
Jim Ascough cleaned out the FAST cage in the EPIC storage area. Looking for better storage shelving unit. Plans for lobby cabinets under discussion.
 - c) New meet directors for FAST Long Course Open
Adam and Megan F. will be the co-directors for the Long Course Open.
 - d) '07 Winter Open date conflicts with PSD Christmas break
Item added to agenda as a reminder.

APPROVED

April 11, 2006

- e) Brochure
New brochure is just about completed. This will be placed in the brochure holder in the EPIC lobby.
- f) Meet support
Parent forums to be scheduled to get parent feedback on how things are going. These will also be an opportunity to discuss the positive aspects of meet support and how important meet support is to the viability of the club.
- g) Bulletin Board
Todd and Stephanie Campbell will update the upstairs bulletin board at EPIC. Todd suggested that to keep it fresh, a different member take on updating the board once a month.
- h) Articles of incorporation.
Articles of incorporation need to be updated. Changes need to be approved by 25% of the membership. Recommendation to be made at next board meeting.
- i) Next meetings – April 11, May 16.

10) Adjournment

Motion to adjourn made by Jim Malone, seconded by Steve Howard. Motion passed by unanimous vote. Meeting adjourned at 10:12 PM.