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2006 Compilation

Mavericks Board of Directors

Meeting Minutes



Mavericks Minutes 1/10/06

Mavericks Board Meeting at 775 Main St. HMB, CA

Call to Order: 7:10 PM

John D, Amy , Brady, Jim and John K were present. Coaches Ugur and Cindy attended the coaches portion of the meeting.

Minutes: Minutes of the November meeting were not approved due to lack of a copy of those E-mailed. Therefore, minutes from both November and January will be reviewed at the February 21 meeting.

President's Report: John D. asked for Board Members to recommend any Director's Handbook changes and indicated more would be added as time permits. Since Special Olympics is 6:00-7:00, some of our swimmers who are also coaches for S.O. may need to leave practice early.

VP Report: Attendees reported Bill's Bench was well received and there was a significant number of polo players to help honor Bill.

Treasurer's Report: Amy indicated good record reports since the November Board meeting. Attendance is good. We have 47 swimmers on the club team with 34 paid up. Paypal will be considered in the near future. It will allow parents to pay on a monthly debit basis as opposed to large session payments. The fees are approximately 2.5% to 3.5% plus 50 cents per transaction. John D will report on this and it will be an action item for Feb. P and L's indicated lap is doing better and so is swim team. Amy suggested we change banking from First national to US Bank. Jim moved and John D seconded motion to change banks. Motion was approved unanimously.

Payroll/Employment Policies indicating "at will" was approved unanimously with Jim making the motion and John D seconding. The only addition prior to approval was to add "at the pool box" to section 4.

Secretary—Amy moved and John D seconded a motion to elect Jim as secretary. Motion passed unanimously.

Coaches Report—In order to improve team spirit, Ugur wants to have swimmers wear team suits to practice. He explained they are very reasonably priced. The Board asked him to order some polyester suits for practice since they last longer and to first gain support from parents on changes. Lighting is poor and John D will speak with Jim Tjogas about the issue. Stretch cords and snorkels were purchased.

Mavericks Swimming Association
Board of Directors – Meeting Minutes
February 21, 2006
Regular Monthly Meeting (postponed from 2/14/06)
Held at 775 Main St. Half Moon Bay, CA 94019

Called to order at 7:08 PM

Board Members present: John D, John K, Jim S

Old Business:

Motions were made, duly seconded and approved to approve Minutes of the November 8, 2005 and January 10, 2006 meetings.

Discussion Notes:

Copy of USA Swimming certificate of insurance was present to the Secretary Jim S. John D. asked that copies be circulated at next meeting for BOD Handbooks.

Officer reports were given. Discussion commenced on how “Strabucks” and Beautification Committee grants could be pursued.

Coach’s Report: On deck sign up sheets need to be revised to reflect correct Club practice end time of 5:45

Sprint O Rama went smoothly with no material glitches, problems or issues. Mavericks received various positive compliments that the meet was fast and well run. An approximate total of 350 swimmers participated, consistent with 2005.

Ugur discussed his decision to resign as head coach effective on April 2, 2006, shared his regrets and commitment to remain close to Mavericks Swim Team. Ugur shared a draft written letter to parents that would formalize and communicate the decision. Ugur also provided his recommendations on succession and transition.

BOD discussion commenced after the coach’s report with regards to Swim Team coaching succession and transition. It was stressed that any candidates filling positions must be Pacific Swimming/USA Swimming certified and must meet any pre-qualifications before being alone on deck with swimmers as a team coach or assistant. The board agreed that succession and any contracts should be taken up as business for the March 14, 2006 regular meeting.

Discussion on facilities, BASHOF grant, and cost allocations commenced. Jim agreed to investigate status of lights and if issues remain (yes). All present agreed that some type of DMV pie charts on revenues and expenses would be a goal to target for *March 26 Swim Team banquet*.

New Business: None

Meeting Adjourned: 8:36 PM

Next Meeting: As regularly scheduled, second Tuesday. March 14, 2006, at 7PM at 775 Main St., Half Moon Bay, CA

Facilities—There was a deadline of January 23 to make improvements to the on deck showers. Jim will talk with Bill about moving forward with it or finding another plumber. We want to thank all who helped on the garden rehabilitation, especially John D. Jim will get a thank you E-mail out to those who helped.

Water polo—Brady reported the Surf Premier is on hold. Checks were handed to our treasurer. Brady is looking for a replacement on the Maverick Board due to his work schedule increasing.

Exit survey/Planning—Amy will get a list of who has dropped out generated and the board needs to start tracking reasons for departure for marketing purposes. The need for a board planning session was brought up. A tentative date was set for January 17 if members responded.

Approved \$500 bonus checks for all three coaches.

Meeting adjourned 8:45 PM

Next meeting: February 21, 2006

3. Motion was made seconded and passed with respect to discuss BOD communication to swim team parents and families regarding the board's actions and the expectation of a smooth transition to our new Head Coach. Motion 03042006B was proposed seconded and unanimously approved by those present.

Mr. DiNapoli had to depart prior to adjournment. However, a quorum was maintained throughout this meeting and all business conducted at the meeting is official.

Meeting Adjourned: 4:53PM

Next Meeting: As regularly scheduled, second Tuesday. March 14, 2006, at 7PM at 775 Main St., Half Moon Bay, CA

Mavericks Swimming Association
Board of Directors – Meeting Minutes
March 4, 2006
Special Meeting (Head Coach Position)
Held at 785 Main St. Half Moon Bay, CA 94019

Called to order at 3:06 PM

Board Members present: John D, Amy W., Jim S, Brady L.

President's Report/Statement: John explained that the purpose of the special meeting was to drive to swift completion and communication of the Head Coach's situation. The meeting is to support Cindy and discuss

Treasurer's Report/Statement: Amy emphasized interest in seeing commitment to philosophy and mission currently in place "success at all levels" continue and grow as our head coach changes..

Statement from Cindy Lee: Cindy has had time to absorb news and do some preliminary thinking about this. Glad BOD is supportive. Interested to see how kids will react and accept the change. Understand transition will be occurring. Cindy eager to have the opportunity and is excited about growing into the Head Coach's position.

Cindy provided an outline of schedule concerns, coach qualities sought in assistants, ideas on staff (interim), future planning and the topics of BOD meetings and Parents Group meetings.

Cindy has some concerns about habits that have been formed and some behavioral issues that will need to be dealt with. Needs BOD support to enforce code of conduct going forward.

Cindy has schedule commitments that will need to be OK'd as she will not be able to work on these dates. Open discussion then commenced.

New Business:

1. Motion made, seconded and passed to discuss Assistant coach plan; related motion 03042006A was proposed, seconded and unanimously approved by board members present.
2. Motion made seconded and passed to discuss Head Coach contract that will be effective April 1, 2006. After discussion a related motion was made, seconded and unanimously approved to authorize the President to enter a contract consistent with the language and terms approved at the meeting and attached to the transmission of these minutes as part of the record.

> From: JSKOLB@aol.com
> Date: Thu, 30 Mar 2006 10:39:18 EST
> Subject: March Minutes
> To: bod@mavericks-swim.org
>
> Dear BOD,
>
> Here are the draft minutes from the March board
> meeting:
>
> Mavericks Board Meeting Minutes:March 14, 2006 Submitted by John
> Kolbisen
>
> 7:15 Meeting called to order:Present John D, Amy, John K, Ugur, Dave
> Tolar
>
> Minutes of February meeting were approved.
>
> Special informational meeting regarding coaching changes was
> acknowledged.
> Minutes will be reviewed at the April BOD meeting.
>
> Recommendation regarding motion #03042006A to change the word
> "coach" to read "coach's aid", will be considered for
> approval at the April meeting.
>
> Treasurer's Report: Amy will send \$819 to Pacific Swimming for a
> Sprintorama fee.
>
> Sprintorama: Dave indicated monies are almost fully accounted for.
> The meet was smaller (down 12%) this year due to competition with
> other meets. The possibility of adding relays to increase team
> participation was discussed.
>
> Awards Banquet:April 23--Ugur is handling the food from Spanishtown.
> Amy will send the \$500 check for the room. It was discussed that
> shirts should be sold at a discount to move them out. Renewal of
> upcoming USA dues may be arranged at that event.
>
> Spring/Summer:Meredith West will be our assistant coach. The summer
> session will run May 1-July 28 (13 weeks).
>
> Meeting adjourned at 8:30

Mavericks Swimming Association
Board of Directors – Meeting Minutes
April 18, 2006
Regular Monthly Meeting (postponed from 4/11/06)
Held at 775 Main St. Half Moon Bay, CA 94019

Called to order at 7:08 PM

Board Members present: John D., John K., Amy W., Jim S., Brady L.
Coaches present: Cindy Lee

Old Business:

Motion was made, duly seconded and approved to approve Minutes of the March 14, 2006 meetings. Motion was also made, duly seconded and approved for approval of the minutes from the Special Meeting on March 4th.

Non-Business Discussion Notes (made at courtesy of Secretary):

Joe Angelini from the Boys and Girls Club BOD was introduced and made a brief presentation. Fundraising by the B&G Club was discussed in the context of an event related to a (celebrity) softball challenge, it will be simultaneously tied to the annual BGC celebrity golf event. The idea is to have the fundraiser be community wide and to also benefit other good organizations supporting kids and causes on the coast. B&G Club is generally testing the idea of organizations selling tickets to the softball challenge and sponsorships related thereto. Roughly the idea is for tickets to sell for \$25 and organizations that help sell could keep \$15 of the \$25. B&G is approaching all nonprofits in the community. Event tentatively slated for August \$20. Tickets will be printed within 30-45 days. If we participate we'd be asked to supply a few volunteers to help run the event.

During discussion on the rescinded motion to purchase a computer for swim team (coaches use for swim team business and record keeping) concerns about hardware security issues, backup and computer use policies were raised and it was agreed these need to be discussed. This matter will likely be brought up should either the coach or BOD feel it is something that will benefit the team and/or the coaches productivity. Non-compatibility of Hy-Tek software with MAC's was also discussed. Should this be raised again John D. would take lead on defining security, backup and use policies/rules. Jim S. agreed to offer support too.

It was discussed and acknowledged that a coach's appreciation plaque was ordered and will be presented to Ugur at the swim team banquet.

It was discussed that in near future Cindy will present team rules to BOD for approval of procurement of a pool deck sign.

It was discussed that a discipline policy and code of conduct will be worked on under Cindy's leadership and proposed to BOD at a future meeting.

It was discussed that Amy will finalize some "DMV" charts for presentation to Association users. Idea is that these charts will be displayed at MAV Banquet this Sunday.

Advertising was discussed generally. HMB Review, Leisure Guide, etc.

Summer Water Polo program will be finalized for proposal by next meeting. Bill S. should be briefed and consulted with respect to schedule.

John K discussed his visit to Colorado Springs on the build a (community) pool project.

Reports:

Treasurer's report was made.

Water Polo report was made.

Vice President report was made.

New Business:

Consent Agenda was approved less item #8 and with amendment/addition of a presentation from a representative from the Boys and Girls Club.

Motion on swim team (coach's) computer was made, seconded and was discussed. After discussion it was moved seconded and carried that the written computer motion be rescinded.

Motion was made, duly seconded and unanimously approved to support the Boys and Girls Club golf/softball event, by selling tickets and sponsorships with Amy as the committee chair. Amy will communicate the who, what, where, when, why, how and how much details to user group leads to engage them in sales of tickets and/or sponsorships.

Motion was made, duly seconded and unanimously approved with respect to Head Coach employment agreement.

Meeting Adjourned: 8:25 PM

Next Meeting: As regularly scheduled, second Tuesday. May 9, 2006, at 7PM at 775 Main St., Half Moon Bay, CA

FINAL - APPROVED

Mavericks Swimming Association
Board of Directors – Meeting Minutes
May 9, 2006
Regular Monthly Meeting
Held at 775 Main St. Half Moon Bay, CA 94019

Called to order at 7:15 PM

Board Members present: John D., Amy W., Jim S.
Coaches present: Cindy Lee

Old Business:

Motion was made, duly seconded and approved to approve Minutes of the April 18, 2006 meeting.

Non-Business Discussion Notes (made at courtesy of Secretary):

There was discussion pursuant to the swim team coaches report regarding bring a buddy relay practice day. Recruiting from LPB was also discussed. John D. brought up registration and insurance concerns. John D. instructed Cindy that tight records must be kept and that only kids who are USA Swimming members or HAVE NEVER been USA Swimming members are eligible for free practices/mini-sessions. LPB kids should be accompanied by an LPB instructor if they are not enrolling in USA Swimming.

It was discussed that it would be desired that the next swim team registration chair should be asked to include one or more questions to brand new participants about where they heard about the team (i.e. friend, newspaper ad, leisure guide, school flyer)

Reports:

President's report was made.
Treasurer's report was made.
Age Group Swim Team Coach's report was made.
Water Polo report was made.

New Business:

Motion was made, seconded and passed with a majority of BOD members present to offer a High School student athlete "senior club" program. Cost \$50 for entire summer and is limited to two swims per week. Students participating under this option must register with USA Swimming.

Motion was made seconded and passed unanimously, pending Bill Sax's OK with respect to schedule time to approve the Summer Water Polo program proposal with dates of June 20th – July 16th and a second session from July 18th to August 13th. Athlete cost of \$75 for one session or \$125 for both. \$250 funding for an advertisement in the HMB Review about the Summer Water Polo program.

Motion was made to approve \$300 in funding for swim team Guidelines for success signs. Motion was seconded and unanimously approved. Sign text to be drafted by Cindy and approved by and then ordered by John DiNapoli. (sign mounting and posting instructions were not discussed)

Meeting Adjourned: 8:20 PM

Next Meeting: As regularly scheduled, second Tuesday. June 13, 2006, at 7PM at 775 Main St., Half Moon Bay, CA (it was noted and recorded that the following BOD Members are unable to attend on June 13th: John Kolbisen, Jim Stretch)

Mavericks Swimming Association
Board of Directors – Meeting Minutes
Date June 20, 2006
Regular Monthly Meeting (postponed from June 13th)
Held at 775 Main St. Half Moon Bay, CA 94019

Called to order at 7:03 PM

Board Members present:
John D., John K., Amy W., Jim S. Brady L.

Coaches present: Cindy Lee

Old Business:

Motion was made, duly seconded and approved to approve Minutes of the May 2006 meeting.

Reports:

President's report was made.
Treasurer's report was made.
Age Group Swim Team Coach's report was made.
Water Polo report was made.

Discussion Notes:

In the President's report John briefed the board about software/systems that will enable Mavericks to accept and process online payments. Final details are being evaluated for further action. Policies discussed and/or approved previously should be acted on one way or another and this is something that the board can look at outside of meetings in order to expeditiously approve those that are ready. Historical files with agendas and minutes are located online and are currently up to date. JD will give Jim S. a CD with all of the former secretary's files in near future. In giving a separate facilities report John D. also noted that the pool needs resurfacing in very near term. John believes that MAV will need to pay at most half of this expense with pool joint powers owners paying a material, if not total, share of the cost..

In the Treasurer's report it was noted that May was a great revenue/participation month for Adult Lap swimming. It was also noted that age group swim team has already surpassed Summer 2005 revenue which is great because it means more kids are out there benefiting from swimming. It was also noted that policy compliance with respect to team attendance now appears to be back on track and it is clarified that attendance sheets are due weekly during summer mini sessions. Amy also provided the board with a copy of a schedule of key advertising opportunities through next Spring.

Swim Coach Cindy reported a successful biathlon. Noted that the HS "card" program is going well. She also reported that Bring a Buddy is scheduled for July 24th. Six kids have made JO's and 1 is qualified for Far Western's. Amy W. is to lead work on Fall schedule and fees with Cindy and Jim S. providing consult and support. Water Polo reported that there are 3- to 35 kids playing in the summer H2O program, nine of those are brand new players.

Formal introductions between Half Moon Bay's new Parks and Recreation Services Manager, Mike Blondino and Mavericks Swimming Association were made when Mike stopped in at the meeting to have

an open, general discussion about coastside aquatics and Mike's vision, facilities and relationship philosophy.

New Business:

Jim Stretch moved that a laptop personal computer for the youth swim team's record keeping, registration and online entry purposes be purchased and provided for use by the head coach. Jim Stretch subsequently moved to amend his original motion to establish a spending limit of \$1,000.00 for the computer and related software and accessories and further to name John DiNapoli as committee chair overseeing the procurement, set up and development of physical and information security and use policies for the team computer by August 25th . The motion with amendments (full copy attached) was unanimously adopted.

CLOSED SESSION:

Amy Worden proposed a motion to reconfigure Bill Saxenmier's pay for his labors on behalf of Mavericks at the pool, with Adult Lap Swim and in general. Jim Stretch proposed an amendment making the new pay structure effective June 1st, 2006 and an amendment to ensure that Bill's pay will not fall below current incentive levels should user patterns or populations increase materially. The motion and amendments were adopted unanimously. A copy of the approved motion may be obtained from the Secretary.

Meeting Adjourned: 9:45 PM

Next Meeting: Changed date of monthly meeting as discussed, second Wednesday July 12, 2006, at 7PM at 775 Main St., Half Moon Bay, CA Board members are asked to send RSVP with respect to their attendance at this meeting before July 7th.

APPROVED

Mavericks Swimming Association
Board of Directors – Meeting Minutes
Date July 12, 2006
Regular Monthly Meeting
Held at 775 Main St. Half Moon Bay, CA 94019

Called to order at 7:15 PM

Board Members present:
John D., John K., Jim S.

Coaches present: Cindy Lee

Old Business:

Motion was made, duly seconded and approved to approve Minutes of the June 20, 2006 meeting.

Reports:

President's report was made
Age Group Swim Team Coach's report was made.
Facilities report was made

Discussion Notes:

In the President's report John D. advised it looked favorable to move forward with online fee processing in the near term and that tests could be made as soon as the Fall 2006 session fees are known. John also discussed and confirmed the intent of other members present to discuss adoption of policies and reviewing the status of the bylaws with respect to membership and directors at our August meeting. Time was allowed for open discussion regarding Fall 2006 session/fee details and it was agreed that setting a clear plan to set Fall 2006 fees should be established. Discussion commenced to develop a plan to have the Fall 2006 fees set by noon on Sunday July 16th.

Swim Coach Cindy reported that the summer is progressing well. The team had qualifiers for Junior Olympics being held July 13-16th. The first two mini sessions for the Club level were attended by 16 and 17 swimmers respectively.

Facilities report focused on working with the High School to ensure there are lights on until the end of Adult Swim at 7:30 pm during the darker winter months.

New Business:

In order to enable the printing of new swimmer kits with specifics about the Fall 2006 session as soon as July 16th and in order to allow time for the preparation of the Fall 2006 new swimmer kits before bring a buddy day on July 24th and to facilitate the posting of this information on the Mavericks Swimming website: Jim Stretch made a motion that the Treasurer shall propose Fall 2006 session (dates: 9/06/2006-12/22/2006) fees and details to the board by 11:59 PM on July 14, 2006. In the event such proposal is not

APPROVED

delivered to the directors for board consideration by this deadline, then Mavericks shall use the Fall 2005 program fees, hours and days of week practices during Fall 2006. During ensuing debate the motion was refined via amendments: John K moved to amend this motion by increasing the 2005 fees by five percent with rounding to the nearest dollar. John D. moved to further amend the motion to apply in the event the board had not formally adopted any other Fall 2006 program fees/details by Noon on Sunday July 16th. In order to avoid conflicts with HS Water Polo Jim S. moved to further amend the motion to require Mavericks Swimming Association President to notify CUSD and the HMBHS Athletic Director of the planned schedule including dates, days and hours by mail or hand delivery, on or before August 5th 2006. The motion and amendments were adopted.

Meeting Adjourned: 8:55 PM

Next Meeting: After motion seconded and duly carried the date of the August 2006 monthly meeting will be Wednesday August 9, 2006, at 7PM at 775 Main St., Half Moon Bay, CA

APPROVED

Mavericks Swimming Association
Board of Directors – Meeting Minutes
Date August 9, 2006
Regular Monthly Meeting
Held at 775 Main St. Half Moon Bay, CA 94019

Called to order at 7:06 PM

Board Members present:
John D., John K., Amy W., Jim S.

Coaches present: Cindy Lee

Old Business:

Motion was made, duly seconded and approved to approve Minutes of the July 12, 2006 meeting.

Reports:

President's report was made
Treasurer's report was made, P&L statement was distributed at meeting
Age Group Swim Team Coach's report was made
Adult Lap Swim program report was made
Facilities report submitted by Bill Saxsenmier was read

Discussion Notes:

President's Report (verbal): John D advised that poster-signs requested by Cindy for the pool deck are on track and will be posted prior to Fall session's start. John reported that online fee processing capabilities are moving forward in anticipation of a detailed proposal to the board. John also reported that there is activity moving towards a new swim team website. John and Michelle Dragony have met to discuss new layout, look, tone, feel and overall simplification. The first draft or test of the new website's look will be rolled out by 8/12/2006. JD also updated that progress is advancing on the board's motion to purchase the coach a computer and JD expects it will be ready by the deadline of 8/25/06 as long as payment arrangements with a Visa can be coordinated with Amy.

Treasurer's Report (verbal): Changes have been made the way organizational finances are tracked, grouped and reported. Labor expenses are now more clearly segregated by program. Lap swim revenue is up 18% versus comparable summer period in 2005. Swim team is up 8% for the same time frame. Amy presented a comparative 05-06 fiscal year P&L through July 31st and answered questions. An executive request was made by Amy as Treasurer that Cindy prepare a team budget for 06-07 and present it at the September meeting. Need for new business on an additional account for PayPal remittances and to move funds from savings account to a better returning CD.

Swim Coach Report (verbal): Cindy reported that the summer ended well with excellent participation and high numbers of kids in the water. The team had qualifiers for Junior Olympics and Far Westerns. Cindy provided an attendance report and discussion ensued and the board instructed that the team coach shall continue to provide these reports every two weeks. The board congratulated Cindy on her excellent personal results at the 2006 FINA World Masters Swimming Championships where her lowest world place ranking in three separate events was 16th! Registration for Fall was discussed. Cindy shared schedules

APPROVED

noting that Monday and Tuesday of opening week would not be swim days and would be for registration only. The first Fall 2006 session practice will be September 5th. Registration forms were also reviewed and verbal discussion ensued regarding roles and responsibilities effecting and approving changes to a registration form a parent had proposed, but no formal action was taken.

John D. Also discussed that team registration policies and procedures have been written up by both Amy and Michelle Dragony and that he would consolidate, edit, and have them proposed to the board by the end of August. John D. opened discussion of Swim-a-Thon and presented a wish list from the parents group indicating some things which that group would like to see net Swim-a-Thon proceeds directed towards. Discussion proceeded generally favorable to the idea of some self direction of these proceeds by Swim Team parents group. There was no disagreement that some of the items on the wish list would be purchased during 06-07 program/fiscal year. It was also discussed that the highest priority items with the greatest extent of overall team parent support should be included in the coach's budget request that is due for the September 13th board meeting.

Facilities Report: Bill Saxsenmier's written report on pool facilities was distributed and read by the board. Discussion ensued and John K. volunteered to contact USA Swimming regarding planning for remodeling the pool and updating the pump and heater. JK also volunteered to work with HMB Parks and Rec to determine the specifics on HMBP&R funding a new heater. Jim Stretch agreed to follow up with Bill with respect to the cost and timing on the microprocessor and how MAV can work with him to fix it.

Adult Lap Report: Cindy reported that Adult Laps is well attended in both morning and evening and that some Mavericks kids are paying to keep in shape at adult lap swim during August.

New Business:

Amy W. moved that Mavericks Swimming Association open a separate and additional bank account at US Bank for the purposes of receiving fee payments via PayPal at a time that the board has approved policies, procedures and assigned responsibilities applicable to web based remittances. Further that the Secretary shall prepare correspondence acceptable to US Bank for purposes of validating board approval of the new account. The motion was seconded and unanimously adopted.

Jim S. moved that the board shall schedule elections at the regular September meeting as prescribed by the bylaws. The motion was collectively edited to include the requirement that the Secretary shall announce this election to and request nominations from user groups, announcement to be made by Friday August 17th. The edited motion was seconded and unanimously adopted.

Amy W. moved that ten thousand dollars shall be redistributed from the Association's general savings account to a separate and additional 7 month rolling CD at US Bank. The motion was seconded and unanimously adopted.

Meeting Adjourned: 8:59 PM

Next Meeting: Wednesday September 13, 2006, at 7PM at 775 Main St., Half Moon Bay, CA

Respectfully submitted by: Jim Stretch, Secretary

Approved

Mavericks Swimming Association
Board of Directors – Meeting Minutes
Date September 13, 2006
Regular Monthly Meeting Held at 775 Main St. Half Moon Bay, CA 94019

Called to order at 7:10 PM

Board Members present: John K.; Jim S.; Amy W.; Brady L.

Motion was made, duly seconded and approved to approve Minutes of the August 2006 meeting.

1. Amy W. moved adoption of a resolution that was adopted as follows: “*Resolved* that Mavericks Swimming Association shall recognize the attached document as the Association’s official statement of policies and procedures regarding key functions and responsibilities that must be planned and completed prior to and during swim team session registration; and that it further be resolved that any task, deliverable, decisions that are the board’s responsibility shall be ready at least 45 days prior to the beginning of the next session.” The motion was adopted.
2. Amy W. moved adoption of a resolution that was adopted as follows: “*Resolved*, that Mavericks Swimming Association board of directors shall approve up to \$4,500.00 expenditures in the 06-07’ Association budget for bookkeeping services.”
3. Amy W. moved adoption of a resolution that was adopted as follows: “*Resolved* that the board approve up to \$1500 for items presented tonight in the swim team coach’s swim team wish list budget.”
4. Brady L. moved adoption of a resolution that was adopted as follows: “*Resolved* that Mavericks Swimming Association board of directors authorize, approve of and shall pay or reimburse up to \$1,600.00 for floating Water Polo goals that will be available for unencumbered use by Mavericks Swimming Association at the HMBHS pool.”
5. Annual Election of Directors – Ballots were cast for the five 06’-07’ board of directors positions. There were nine willing nominees. The nominees with the top five highest number of votes were: Bill Saxsenmier (4); Amy Worden (4) Joel Swartz (3); John DiNapoli (3); and Jim Stretch (3). The board formally thanks all who were nominated and ready to serve as vital leaders in Mavericks future.

Approved

Discussion Notes:

Facilities Report, Bill S. – Bill recently had Adam's Pools assess our pool for improvement including tiles, resurfacing and possibly deepening. Tiles will include WP and Swimming competitive markings. John K. also reported that Hills Pool service owes him a call regarding pool heater replacement. John indicated that City of HMB P&R had accrued for pool heater and resurfacing expenses.

Treasurer's Report, Amy W. – Amy reviewed and discussed swim team enrollment and breakdown by program level. At the meeting enrollment stood at 51, (it has since been communicated that there are 62) kids on the team for Fall 06'. Amy also reviewed the upcoming advertising calendar.

Swim Team Report, Cindy Lee – Cindy provided swim team report and discussed the kick off of the Fall session. Cindy presented a wish list budget of coach and team training aids needed and desired for board action with respect to allocation of S-A-T proceeds (attached). Cindy discussed need for additional assistant coach hours/days and agreed to make a proposal regarding additional coach resources at the next board meeting.

Meeting Adjourned: 9:15 PM

Next Meeting: As regularly scheduled, second Wednesday. October 11, 2006, at 7PM at 775 Main St., Half Moon Bay, CA

attachments –

Amy's Registration P&P's that go with motion – *I need this e-mailed to me.*

Cindy's budget wish list

Approved

Attachment #2
Mavericks Board Meeting Wed. Sept. 13, 2006
Coach's 06-07' wish list and anticipated budget

Registration

Swim-a-thon

Coaches pay @ meets (Assistant)

Proposed Budget for 2006-2007

Pool Supplies:

Back-up flags 2 sets @ \$27.50	\$55.00
Set of swim DVD's @	\$150.00
Fins@ 23.00 (10 more)	\$230.00
Mats@10 for \$14.95	\$149.50

Coaches Clinic Jan. 2007 for 6 coaches (one day) @\$60.00 per coach	\$360.00
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Stop Watches for coaches @ practice (2)@\$44.95	\$89.90
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Coaches certifications (2)@ \$40.00 each	\$80.00
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Total	\$1114.40
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Christmas Party

Spring Banquet

Awards/Ribbons?

Room Rentals

APPROVED

Mavericks Swimming Association
Board of Directors – Meeting Minutes
Date October 11, 2006
Regular Monthly Meeting Held at 775 Main St. Half Moon Bay, CA 94019

Called to order at 7:02 PM

Board Members present: John D.; Jim S.; Amy W.; Bill S.; Joel S.

Motion was made, duly seconded and approved to approve Minutes of the September 2006 meeting.

1. John D. moved that the vacant Vice President position on the board be filled immediately. The motion was adopted. Nominations were taken and Joel Swartz was elected Vice President.
2. Amy W. moved adoption of a resolution as follows: “Resolved that the Secretary on behalf of Mavericks Swimming Association shall send a letter of thanks and appreciation to LaPetite Baleen for their ongoing general support and for swimmer referrals representing over 10% of the current team.” The motion was adopted.
3. Amy W. moved adoption of a resolution “Resolved that Mavericks Swimming Association shall present John Kolbesien and Brady Logan with formal recognition for their service and contributions to Mavericks and that expenditures of up to \$150 for JK, and \$100 for Brady, shall be authorized for gifts that honor their service. It is further resolved that Joel Swartz shall research, order and procure the awards and that Amy W. will provide Joel S. with language and text to be printed or represented on the awards.” The motion was adopted.
4. Jim S. moved adoption of a resolution “Resolved that the Mavericks Board should receive status update on Mavericks USWP water polo club status at the November Board meeting, and that it is further resolved Amy will request and obtain a report on this matter from Mr. Logan.” The motion was adopted

Discussion Notes:

President’s Report – John D. reported that the swim team coach’s computer had been successfully procured and that Cindy had received it along with adequate training on the computer as well as the board’s intent for it. John also announced that capability to do electronic (internet) payments has been established. Subscription payment capabilities also have been established. Electronic payments are waiting to be further tested then defined, documented and/or formally adopted. If this is to be used with the Spring session starting in January, John needs exact session dates.

APPROVED

Facilities Report, Bill S. – Bill presented an overview of the estimates provided by Hills Pool Service for a new pool heater and by Adam's Pools for re-tiling, re-surfacing and deepening of the existing pool at the High School. Depending on model and BTU's heaters run an approximate range from \$17,000 to \$31,000 installed. Resurfacing and re-tiling will cost approximately \$67,000 and deepening one end of the pool to allow legal USA Swimming competitions from a starting block would cost approximately \$63,000.

Treasurer's Report, Amy W. – Amy overviewed swim team registration and numbers. Currently there is no Mavericks Water Polo session active or concretely scheduled. Swim team is at record registration of 65 swimmers for the current Fall session. Treasurer will submit a proposed FY07 budget at the November meeting. Swimsuit vendors are changing their product line. Pauline is informally leading the team in evaluating new vendors and products that will be used for team merchandise.

Swim Team Report, Cindy Lee – Cindy reported that 31 swimmers had done the Swim A Thon on September 30th. Practices are well attended the pool seems quite full. Question from parents meeting regarding sudden practice cancellations was relayed.

Adult Lap Swim – Bill indicated all is going well with adult laps. Schedules are working pretty wwell and attendance is good. Bill has been thinking it is time to consider Mavericks forming an official Masters team. Bill will look into this and report back to the board in the near future.

Meeting Adjourned: 8:28 PM

Next Meeting: As regularly scheduled, second Wednesday. November 8, 2006, at 7PM at 775 Main St., Half Moon Bay, CA

Approved

Mavericks Swimming Association
Board of Directors – Meeting Minutes
Date November 8, 2006
Regular Monthly Meeting Held at 775 Main St. Half Moon Bay, CA 94019

Called to order at 7:02 PM

Board Members present: John D.; Jim S.; Amy W.; Bill S.; Joel S.

Business conducted:

- A. Motion was made, duly seconded and approved to approve Minutes of the October 2006 meeting.
- B. Jim S. moved that procurement of the suggested service recognition gifts proceed and that Joel should order them. Jim will prepare commendation letters and the BOD will invite the recipients to the next BOD meeting. The motion was adopted.
- C. Jim S. moved that the motion adopted September 13, 2006 authorizing up to \$1600 toward the purchase of water polo goals should be rescinded since those goals were fully funded by other parties. The motion was adopted.
- D. Jim S. moved that the board authorize and otherwise approve a Winter 06-07 Water Polo club program with a per athlete charge of \$135 per athlete for the session running November 28, 2006 through January 21, 2007 with practice days/times of Tuesday's 7:30-9:30 PM, Thursday's 7:30-9:30 PM and Sunday's 1:00-4:00 PM. The season authorization shall authorize up to \$1,850 in coaching costs and for costs of 2007 USWP team and coach (Bassi) fees. The motion was adopted.
- E. Jim S. moved that the board shall order the Secretary to write a letter of apology to parents of children with delayed deck coat orders by November 13th and the letter shall also include details on the status of the pending orders as well as an announcement of temporary suspension of deck coat orders until at least January. The motion also required that the Secretary and Treasurer shall collaborate on how to best and most expeditiously procure the pending orders as soon as possible and that a report on the resolution and disposition of the matter shall be made to the board either verbally or in writing. The motion was adopted.
- F. Bill S. moved that Mavericks should pay half of the cost of recent repairs to the pool lights and drain covers and that the board should authorize up to \$425 for reimbursement of the High School Swim program's total outlay and that the Treasurer shall process this disbursement per previously discussed and agreed procedures. The motion was adopted.
- G. Amy W. moved that year end bonuses should be paid to designated staff consistent with (confidential) amounts reflected in the Secretary and Treasurer's

Approved

notes and that the bonuses shall be paid at the earliest possible payroll opportunity.

- H. Jim S. moved that the head youth swim team coach shall be paid \$75 for each full Pacific Swimming meet session attended in support of Mavericks swim team swimmers. It shall also be resolved that assistant coaches will be paid their hourly rate for actual on deck hours worked while attending Pacific Swimming and/or USA Swimming meets in support of Mavericks swimmers. It shall be the responsibility of these employees to document meet time worked at submission of time sheets scheduled after such a meet. The motion was tabled when the board subsequently approved a motion to table the motion until the next regular meeting.

Discussion Notes (provided as courtesy, these notes are for reference only and do not constitute business moved upon at the meeting):

Vice President Report: Joel updated the board on his recommendation for a service award and advised that a preliminary conversation had been held with the pool builder he is personally acquainted with and that Joel had learned some interesting things about pools built with public money and/or assets.

Facilities Report, Bill S. – Bill discussed recent repairs to pool lights and bottom-drain covers. A motion was made regarding the costs for these repairs. Bill also reported that he continues to discuss a new heater installation with HMB and CUSD and is still vetting the idea of deepening the pool.

Treasurer's Report, Amy W. – Amy overviewed the upcoming advertising calendar. Discussion ensued and it was stated that upcoming ads would focus more on water polo and lap swimming programs offered by the association. Amy also presented a draft budget for FY2007 and the January 2007 swim team Spring session enrollment form.

Swim Team Report, Pauline Burke + Cindy Lee – Pauline reported on Swim A Thon which grossed over \$8030 in collected contributions from 33 swimmers that participated. It was discussed that the SAT was indeed successful and that local businesses who provided food, water and other key assets will be sent team thank you's. Pauline also reported that the Mavericks hosted "Sprint O Rama" has secured pool rights and a sanction from Pacific Swimming. Costs for officials can come out of the expense of the meet. Cindy reported on swim team athletes and staff. Coach recommendations about coach apparel were discussed and were deemed to be within the scope of deck-team budget approved last month. Cindy reported that the pool is full and that the program will need to look forward as more coaching resources and pool time will likely be needed to maintain high standards and pursuit of "success at every level". Cindy also indicated that a refresher communication to parents on protocols for bad weather and no-practice days, discussion on this focused on parent/guardian responsibility at drop off time to see to it that a coach is present at any practice or swim team event.

Approved

Adult Lap Swim – Bill indicated all is going well with adult laps.

Meeting Adjourned: 10:23 PM

Next Meeting: As regularly scheduled, second Wednesday. December 13, 2006, at 7PM
at 775 Main St., Half Moon Bay, CA

Approved

Mavericks Swimming Association
Board of Directors – Meeting Minutes
Date December 13, 2006
Regular Monthly Meeting Held at 775 Main St. Half Moon Bay, CA 94019

Called to order at 7:06 PM

Board Members present: John D.; Jim S.; Bill S.; Joel S.

Business conducted:

- A. Motion was made, duly seconded and approved to approve Minutes of the November 2006 meeting.

- B. After resuming consideration of the motion regarding swim team coach compensation that Jim made at the November meeting, after debate and amendment the board adopted the following: That it shall be resolved that, effective November 1, 2006 Mavericks Swimming Association shall pay Ms. Cynthia Lee \$2,000 per month for acting as the Mavericks Swimming Team's head coach. Provided that, in any given year Ms. Lee has actively worked as head coach in the consecutive eleven months commencing September 1st through to and including July 31st of the subsequent year, this salary shall be paid monthly, even in the month of August when the swimming team may be on recess. It is further resolved that Ms. Lee's salary will be for the fulfillment of duties including but not limited to acting as: on deck coach five days per week (except when practice(s) are canceled due to holidays or CUSD conflicts); swim team safety and facilities supervisor; leader of team development and planning; swimmer advisor; the party responsible for making a proposal to the board for team practice schedules at least 60 days prior to the start of any session; team competition manager; competition communications manager; and to attend as swim coach all team scheduled meet sessions where Mavericks swimmers are present to compete. -- It is further resolved that, the Treasurer shall be charged with administering any adjustments to Ms. Lee's pay after November 1, 2006 and the records related thereto, in order to bring Ms. Lee's actual paid compensation equal to that resolved herein. -- It is further resolved that, Mavericks Swimming Association will pay employee assistant coaches at their regular hourly pay rates for actual on deck time when they have been scheduled by the head coach to attend a meet as an acting coach or assistant coach. -- It is further resolved that, the head coach shall not schedule an assistant coach for a meet without the express approval of the President, or written approval of the board of directors. -- It is further resolved that the President, as chief executive, shall either directly or through subordinates, cause all employees to submit documentation of hours worked by 11:59 PM of the last day of the month in which such hours were worked.

- C. Jim S. moved that the board authorize for the swim team Head Coach and/or the Meet Director of the 2007 Sprint-O-Rama to spend up to \$275.00 for meet

Approved

awards for the February 11, 2007 meet and that these designess will also be authorized to spend up to \$475 for 2007 Swim Team banquet awards. The Treasurer shall reimburse and/or make arrangements for Association funding of these expenditures.

- D. Jim S. moved that the Association ask Cindy Lee procure 100 silicone caps at a cost of \$6.89 per cap, plus \$40.00 in art charges, plus any incidental tax and shipping costs and that, effective immediately the Association will collect \$8 for each silicone cap . The motion was adopted.

- E. Jim S. moved that Mavericks formally document that swim team fees for Club level swimmers have not included entry in meets with fees and that the President shall cause the head coach, with respect to Club level swimmers, to not enter Club swimmers in meets with fees without first having received payment, made payable to the Association, for the calculated amount of anticipated entry fees, including “splash fees, per event fees or any other fees that must be paid in advance in order for the Club level swimmer to compete in such a meet; except that the President and/or the board may waive this requirement with respect to meets that are hosted by Mavericks and where the particular Club Swimmer’s adult family members have affirmatively volunteered for meet duties.. The motion was adopted.

Discussion Notes (provided as courtesy, these notes are for reference only, are not a comprehensive record of what was said and do not constitute business moved upon at the meeting):

President Report: John reported that the website is fully up to date with the latest team forms updated for the Spring session starting in January and now even include the PSA athlete forms. Parka order forms were disabled on the site until such time as the Association determines its role with respect to procuring parkas and the scrolling area on the left side of the page has updated the Swim-A-Thon info with results and a thank you message.

Swim Team Report, Cindy Lee –Cindy reported that a Holiday party has been organized and swimmers invited in order to celebrate the Holidays. The party is 12/17/06. Discussion ensued regarding funding and that Cindy may use her discretion allocating previously approved but unassigned 2007 coaches team budget dollars toward the party. Spring session registration in January appears set, parents will be on deck helping out and Amy will also be there for the first couple of days of the new session/registration.

Meeting Adjourned: 8:38 PM

Next Meeting: As regularly scheduled, second Wednesday. January 10, 2007, at 7PM at 775 Main St., Half Moon Bay, CA