

**FINS Aquatics Club  
Board of Directors Meeting  
Sunday 19 May 2002, 12:30 – 2:45 pm  
Trolley Car Diner**

Present: Jim Harper, Jim Pope, Jim Robles, Joan Buehler, Rick Hausch, and Angela Ledgerwood.

1. Approval of minutes from 23 April 2002 board meeting

Angela forgot to distribute the minutes via email before the meeting. They will be sent out this week, and will be reviewed and approved at the next Board meeting.

2. Treasurer's report as of close of the second quarter.

Rick noted that his report only covers through the end of the first quarter, since the second quarter does not close until the end of June. We had 59 paying members for the first quarter. Therefore, we are ahead of the membership projections that were incorporated into the budget (budget assumes 54 dues-paying members per quarter), but as membership historically has dropped off during the summer, we're probably right on target.

Rick reported that we may have some extra money – approximately \$260.00 – available, since not all coaches have requested payment for the sessions they covered. This amount is uncertain because coaches sometimes request their wages weeks after they coached. Joan suggested establishing a cutoff date beyond which coaches cannot request back wages. Rick replied that he usually sends out an email to the coaches asking them to request payment, and that he includes a cutoff date in the email.

A new pace clock will cost \$298.00. Jim H. is checking on prices of repair parts for the lane line, which will cost about \$40.00. These two expenses were our only unanticipated costs.

Joan requested that Rick prepare a quarterly budget summary in the same format as the annual budget for comparison purposes. Joan and Rick plan to meet together to create a budget reporting format.

3. Policing the pool

There was a discussion regarding when a member who is late on paying dues should be denied access to the pool. Dues are due on the last day of the month (or quarter, as applicable). 30 days past that date, they are overdue and the member owes the \$20.00 late fee. Jim R. suggested that the Board should have a list on the first Monday of every quarter listing non-paying members. Jim H. suggested getting such a list 60 days into each quarter. It was suggested that two weeks after the late date, we deny unpaid members access to the pool unless they pay the per-session fee. Jim P. suggested putting a calendar reminder on Yahoogroups for Board members to visit Rick's dues website on the 15<sup>th</sup> of each month to view updated dues information. Then the entire Board would be responsible for asking members who are not paid up to pay the per-session fee. This is in addition to policing members on USMS registrations (although the team did very well this year in getting registered, we still need to ensure that new members get registered promptly).

Joan suggested putting these policies into the by-laws, because every Board ends up dealing with this problem.

4. Review of split workout schedule

Jim R. said that the schedule is nice, but the attendance at the second practice was not very good. At the first split Tuesday, we had 23 people at the early practice and 10 at the late practice. Angela reported that there were only 5 swimmers at the late practice on Thursday (plus some swimmers from the late workout who stayed for extra pool time).

Positive aspects of the new schedule include swimmers showing up on time, and the pool getting set up

early (lane lines in by 6:55). Angela also pointed out that, while attendance at the late practice was not very high, it was removing about two people from each lane in the early practice, which is enough to make a noticeable difference in workout manageability. Joan said that workout quality is much higher; despite 15 minutes less time in the pool, she felt more tired after workout. Coaches appreciate being able to swim one session and then coach another, which allows them to get in their workout while still helping with the coaching duties.

Jim R. reported that he has heard some negative feedback on the changes (especially on the lateness rule), but that the people who were complaining to him generally did not respond to the survey.

Angela asked if we could contact Friends and enquire into the possibility of starting workout at 6:30 pm. This might increase the popularity of the late workout by making it finish at 9:00 pm instead of 9:30 pm. Rick asked whether there were enough swimmers in the suburbs to consider adding a weekday practice in the suburbs. The general consensus was that suburban swimmers are too spread out to pick a workout location convenient to all.

Joan said that even if we end up going back to the one-practice schedule, we should stick with enforcing the lateness rule. Jim R. said that would lead to a lot of people leaving the team for good. Jim H. favored abandoning the late rule, saying that if people only want to swim for five minutes, that should be their decision. Jim R. and Joan re-stated that latecomers create problems for the coach by disrupting lane assignments and interrupting other swimmers' workouts. Joan and Angela both suggested finding a middle ground between strict rule enforcement and no enforcement. John Culhane has stated that he will not enforce the late rule during practices he coaches. The Board agreed that a final decision on the lateness rule should be made by the team. The issue will be discussed at the next team meeting.

Jim R. pointed out that we need to send out a proxy ballot for the upcoming team meeting, and that the ballot should address these issues. Angela will send out a draft of the ballot to the Board, and then send the final version to the team. The ballot will also ask if the team would support a dues increase to pay for the split workouts.

#### 5. Use of Yahoogroups for Board and team communications

Angela noted that many of the tasks that were being assigned during this Board meeting could be accomplished by using Yahoogroups: we could post Board/team meeting agendas and minutes; meeting reminders; use the poll features; etc. Purple.com has not been a reliable service and continues to have problems delivering mail to some of the popular email services (hotmail.com and AOL, most notably). The team relies heavily on email for communication, so we need a reliable service. IGLA has hosted its email groups on Yahoo for three years. The team will make the final decision on whether or not to switch at the June 2<sup>nd</sup> team meeting.

#### 6. Committees

*Coaching:* Two major issues have come up regarding coaching.

- Lifeguarding – Jason has gotten in touch with the instructor (Raff) from Penn who ran our last certification course; he said he's willing to teach it again, but he cannot do it at Penn's pools. There were some concerns voiced by the Board that Raff was not complying with American Red Cross rules. The Board voted unanimously to not use Raff for any further course certifications. Jason has held onto the official copies of our certification cards. They were not distributed to the cardholders because we did not want people to use them to get lifeguarding jobs. Joan has researched other training options. Costs range from \$165.00 to \$235.00 per person. The time commitment is probably around 24 hours (an entire weekend at the least). First aid and CPR certifications can be extra (time and money). Joan thinks it may be worth hiring lifeguards. Guarding would cost \$60.00 a week. Jim H. says the problem with hiring guards is that they are not reliable. When we last hired guards on a regular basis at Friends, they only showed up about 60% of the time. Also, if we hire lifeguards then we will have to pay two people per practice – the guard and the coach. Jim R. said that our plan to require

lifeguards that we pay to certify to coach a certain number of practices will prevent us from having to have two people on deck. The following people have expressed interest in the lifeguarding course: Cindy Skinner, Pat Rooney, Blake Marshall, Gabriel Nieves, Jim Pope, Mark McCandless, John Roman, Pat Lee Loy, Scott Campea, and Bruce Doele.

- Jason has announced that he wishes to stop coaching in November. This means that the team *must* find some new coaches. This problem can be partially addressed by certifying some more lifeguards and requiring them to coach a certain number of workouts, but we still need more coaches. Joan suggested alerting the team as a whole to the situation and asking everyone to help us find a new coach.

*By-Laws:* Angela would like to receive comments from the Board on the proposed by-laws revisions. The by-laws committee will meet in June to make final revisions that incorporate the comments made by the Board.

Other business:

- We need to appoint someone to coordinate information on the summer's open water swims.
- We need to staff our table at Gay Pride, 09 June 2002.
- A letter to the Board from Bill Donlen was read, regarding the possibility of the team producing a calendar.
- Joan would like the original photos to aid in production of the new team brochure.

Meeting adjourned at approximately 2:45 pm.

Respectfully submitted,

Angela Ledgerwood.