

# Manchester Swim Club Board Meeting Minutes

*Meeting Date: November 5, 2013*

**Call to Order:** A regular board meeting of Manchester Swim Club was held at Manchester High School, 134 East Middle Turnpike, Manchester, Connecticut in the swim office on Tuesday, November 5, 2013. The meeting convened at 5:10 p.m. Board members in attendance were President~Joe Guenther, *newly-appointed* Vice President~Beth O'Connor, Secretary~Suzanne Michaud, Treasurer~Rochelle Cosman, and USA Liaison~Diane Smyth. This Board meeting was also attended by the following parents of swimmers: Leigh Garvey and Karen Cone.

**Approval of Minutes From Prior Board Meeting:** The Minutes of the Board Meeting held on August 20, 2013 were approved, and posted to the Manchester Swim Club website.

## **Meeting Discussions:**

- Jack Crockwell officially resigned as Vice President of Manchester Swim Club effective immediately. .
- In accordance with the By-Laws, Beth O'Connor has been appointed as Vice President of Manchester Swim Club for the remainder of the current swim season.
- Diane Smyth purchased ribbons from Hodges Badge Company to be awarded to each "heat" winner during home swim meets. These ribbons will replace the "rubber ducky's" that were awarded in previous years. These "heat" winner ribbons will only be awarded for individual races (not relays).
- The concession fee charged in previous years will be eliminated this swim season. In lieu of this fee, there will be a charge for all swimmers and family members at the banquet at the end of the season.
- K&N Graphics will offer a two week period during the holiday season in which online orders can be placed, and the shipping/handling will be waived. All merchandise ordered during this time will be held by K&N Graphics and delivered/picked up on a specific date and distributed during swim practice.
- Diane announced that we have officially changed payroll companies. There have been several customer-service issues with the previous company, including a payroll mix-up in May that has yet to be resolved. In addition, the swim club was paying approximately \$100/month for payroll; the new company is charging \$20 per payroll and \$1.00 for each check. This is a significant cost savings for the club.

- Karen Cone expressed that it would be nice if a parent volunteer was present at all board meetings. This parent volunteer could represent the swimmers/parents, and be a liaison to communicate concerns/questions/ideas to the Board. *Following the Board meeting, an email was sent to all club members. The following parents have volunteered and been assigned for the current swim season: Kitten Digges-senior practice / Rick Watson junior practice.*
- It was discussed and agreed upon that if parents/swimmers have concerns/questions for the coaches they must schedule an appointment with the coach before/after practice. *This will be communicated to all swimmers/parents via email.*
- **A parent/coaches meeting has been scheduled for Wednesday, November 13<sup>th</sup> from 6:30 p.m. to 7:30 p.m. at Manchester High School in the pool area. *This will be communicated to all swimmers/parents via email.***

**Adjournment:** The meeting was adjourned at 6:08 p.m.

*Suzanne Michaud*

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Suzanne Michaud, Secretary

*11/12/2013*

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Date