



Santa Rosa Masters

Board Meeting Minutes

September 10, 2014

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The first meeting of the Santa Rosa Masters Board was held on September 10, 2014. Board members, elected by the team, are:

Coach – Hermine Terhorst

Chair and PMS Liaison - John Morales

Vice-Chair - Joyce Hodgkinson

Secretary - Hilary Hafner

Treasurer - Sheila Nelson

At-Large - Maggie Brickner and Warren Schenstrom

All members of the Board were present for the first meeting. Additionally, SRM team members Jim Stewart, Frank Tuteur, Robin Bulman, Chip Pettibone, Leslie Jaubert, and Jenny Shipp attended.

1. The first item of business was introductions. Thanks to Frank Tuteur for being our ambassador of emails and team communication.
2. We discussed the current back account – whether to keep the account at West America or not. A motion was made to keep the current account and carried. A motion was also made to change the bank statement manager, and address for mailing, to the Treasurer. The motion carried.
3. We talked about income from SwimOutlet.com through a website link. Frank was tasked with sending out a reminder to team members (and get it on the website once that is revived). Year to date income was on the order of \$120 which currently offsets the monthly bank account fee. This was informational only.
4. We discussed the flower power meet (held the last two Januarys by SRM). We all agreed that SRM should host a 2015 meet – with a tentative date of January 10. We reviewed the past meet budget and expected expenses and income. We will use the same Woodstock and flower cap designs that were graciously donated by the Shultz family. We discussed raising the entry fee to \$25 from \$20 and negotiating retaining more of the meet proceeds. John Morales agreed to negotiate with the SRJC (and subsequently obtained agreement that they would take a flat fee of \$1100). John Morales will stay on as the meet director. No formal vote was required.
5. We discussed a draft budget prepared by John Morales. The discussion included consideration of “what is fair to all?”. We discussed
 - a. Relay expenses for the January meet, PMS Championships, and Nationals. (~ \$250)
 - b. Up front expenses for the Flower Power meet (~. \$600)
 - c. Party supplies (grill stuffs, sodas, water) for upcoming summer party (~ \$150)
 - d. Taxes – Treasurer and Secretary offered to submit taxes without need of an accountant. Cost should be minimal, but a budget item was retained just in case.

- e. Non-profit status discussion was tabled until 2016 with research to be done in 2015.
- f. Monthly banking fees (hopefully to be offset by swimoutlet.com income) (~\$144)
- g. Web page. We discussed history of the web page – Coach Hermine ran the original web page through an Apple application no longer available. Then Tom Montan worked with Coach to create a web page, but Tom is no longer available to run the page and the current configuration is too difficult for others to manage. We discussed the need for a budget to set up and maintain a new website. Chip Pettibone offered to research options and work with Coach Hermine to assess the best approach. The Board will suggest a design team to help get input on needs etc. For budget purposes, we discussed \$240.
- h. USMS team registration fee. John Morales and Coach Hermine will talk with the City to see if they will cover the fee for the team and the extra coach's fee (\$130)
- i. We discussed a Coach's fund of \$100 for her discretionary use for the team's benefit.

Motions were made and carried by majority vote for all of the above.

- 6. Coach Hermine reminded the board that any communication with her employer about her contract requires her physical presence.
- 7. We set the next Board meeting for November 12, 2015. This meeting will also serve as the required annual general meeting per our bylaws.

Prepared by Secretary Hilary Hafner
