



## *FORT LEAVENWORTH LANCERS SWIM TEAM BOARD*



### *15 SEPTEMBER 2006 MEETING MINUTES*

MTG DATE: 15 SEPT. 2006    MTG TIMEFRAME: 1900 TO 2130 HOURS    MTG LOC: STEVE RAMER'S HOUSE

**MEETING CALLED BY**            Steve Ramer, President

**ATTENDEES**                    Kyle Tarvin – Vice President, Connie Smith – Treasurer, Dan Savage – Secretary, Ann Ramer – Equipment Manager, Helen Lochow – Head Coach, Jeff Lochow – Statistician, Jack Houdeshell – C.G.S.C. Representative

#### AGENDA TOPICS

#### Points of Discussion

- 1.) 31 July & 05 Sept. 06 meeting minutes were unanimously approved. Steve motioned for their passing, Kyle seconded the motion. The minutes have been sent to Ken to post on the website.
- 2.) Discussion occurred on the proposed September '06 – August 07 FTLL budget. Connie will make suggested adjustments per this discussion and finalize for approval at the next board meeting.
- 3.) Coach Helen to try to finalize calendar of events through December '06 by 19 September 06 for posting to the web.
- 4.) Coach Helen will be having a parent educational meeting to inform the parents of all swim levels what will be expected of them and their kids during this new swim season in the near future.
- 5.) The possibility of consolidating all levels of the Lancers team back to the base pool was discussed. This will be investigated and discussed further.
- 6.) New C.G.S.C. Representative was installed on the board, Jack Houdeshell.
- 7.) Discussed budget needed for I.T. support. A budget was proposed and approved unanimously. Steve motioned for their passing, Dan seconded the motion.
- 8.) A good deal of detail discussions occurred about the upcoming home swim meet. A few highlights were:
  - Steve to contact the on base OSHA representative and walk through the proposed set up to hopefully avoid a last minute shut down or delay of the swim meet.
  - Steve to talk with Ken about details of the swim meet.
  - A "drop dead" date of 25 Sept. was established for sponsorships to be obtained by others.
- 9.) It was decided that the statistician will keep all registration packets to aid in his/her duties.
- 10.) Went over the "missing swimmer" list and resolved all outstanding swimmers for this swim season.
- 11.) Steve is going to arrange meeting with Chris Scanlon of MWR to follow up with previous subjects discussed.
- 12.) New rules were set in place in moving up or down a swimmer. Moving up or down from the Platinum level will only occur at the beginning of a new swim season. Moving up or down from the Bronze through Gold levels will occur at the beginning of a new month. Cost to the swimmer will be adjusted to the new price rate at which they are then swimming at.
- 13.) Kim Voght has been hired as the interim developmental coach. Compensation and the amount of work she will perform were also discussed.
- 14.) Steve to have Ken post on the web site the newly approved constitution and bi-laws of this organization.
- 15.) Steve is going to notify all parents by e-mail that they need to ensure that their MWR dues are paid immediately.
- 16.) A few issues brought up by Coach Helen:
  - Having issues with several of the parents that are supposed to be working with her on the deck on a volunteer basis. This will be monitored and see if improvements happen over time. If not some reorganization of this wing of volunteers will have to occur.
  - All volunteer parents directly interacting with kids beyond their own on a regular basis will need to have a background check accomplished.
  - All fins, kickboards, and zoomers are now in, and are mostly distributed out to those who need them.
  - Discussed Friday night practices for Platinum. The Platinum level may come back to the base permanently for Friday night practices. A plan was set in place where the base could be compensated for these additional swimmers.

**17.)** The board has asked Dan to amend some of the association's forms. Kyle to provide MS doc for Dan to perform this task.

**18.)** The subject of high school swimmers was brought up by Dan for discussion by the board. Due to their unique circumstances, especially high school swimmers in Kansas, during the school swim season, the following has been established:

- Team fees are still due
- If a swimmer does not swim in a month, or is unable to swim in a month due to state law, the association will not charge that swimmer that month's monthly practice swim fee. However, if that swimmer swims any portion of a month, the monthly practice swim fee for that swimmer will be due as would normally be required.

**19.) Known Upcoming Meetings / Events:**

- 05 October '06, 7 p.m. Board Meeting at the Harney Pool

**ACTION ITEMS**

**PERSON RESPONSIBLE**

**DEADLINE**

Place swim calendar & board meeting minutes on website	Dan/Helen/Debbie	19 Sept. '06
Ensuring the proper tax reporting paperwork is being used	Connie	Unstated
Provide an up-to-date list of assets the swim association owns	Helen & Ann	Next board meeting
Contract for Head Coach & all Assistant Coaches	Steve	January 2007
See if better hours for practice can be obtained from MWR	Steve	Unstated
Adjust & Finalize proposed September '06 – August 07 FTLL budget	Connie	Next board meeting
Coach / Parent meetings for all levels to be set up & accomplished	Helen	Unstated
Steve to find out about follow up mtg. w/ MWR on FTLL issues	Steve	Unstated
Steve to have Ken post new constitution & Bi-laws on the web	Steve / Ken	Immediately
Steve to notify all parents of their need to have their MWR dues paid in full asap.	Steve	Immediately
Background checks on parents in certain volunteer positions to be Performed.	Helen/Kyle	Immediately
Dan to amend certain association forms	Dan	When provided for Amending