Pacific Waves Synchronized Swimming

Annual Meeting

9/3/2024

Marine Hills Pool

 Meeting called by Amy Bonte (board member) and Natalie Montgomery (head coach)

**Invited:** All PWSS membership

**Board members:** Amy Bonte (President), Laura Hopkins (Vice President), Shelly Robinson (Treasurer), Leslie Sims (Secretary), Natalie Montgomery (Member-at-large 1), Michelle Spencer (Member-at-large 2), Candice (Member-at-large 3)

Introductions of all parents

**Call to order:** 5:25pm

**Roll Call**: Amy Bonte (President), Shelly Robinson (Treasurer), Natalie Montgomery (Member-at-large 1), Michelle Spencer (Member-at-large 2), Candice (Member-at-large 3) Laura Hopkins (Vice=President arrived later)

**Approval of prior board meeting minutes**: August 13, 2024

Candice motions to approve, Laura Hopkings 2nds. 15 approved 0 opposed

**Chairman Report**

* **Mission statement read by Amy Bonte**
* **Board Vote Presentation**:  President, Secretary, Member at Large #1 and #3

**Nominations/Write ins: 1 vote per family**

* Amy Bonte President 19 votes
* Leslie Sims Secretary 19 votes
* Candice Morrow Member at large 19 votes
* Natalie Montogomery Member at large 17 votes
* **Volunteer Hours & Opportunities - 10 hours per swimmer per year**
	+ Concessions – looking for families to run and help with concession stands 2 per year
	+ Fundraising committee –Need a Co-Chair
	+ Team Photographer - Jess and Quoc – looking for help
	+ Meet Assistant(s) – SafeSport background check required, education required and paid membership. Schedule sent to parents to assist coaches during the meets.
	+ Parent Judges – training available through PNA. Level 1 and background check is paid for as well as other training. Level 1 training time consists of webinars, practice hours and take a test for figures. Level 2 for figures and routines. Can take an entire season to reach one level.
	+ Marketing/Recruitment Chairperson
	+ Suit Locker Coordinator– Stephanie Alvarado. Possible seamstress available to help repair or alter suits.
	+ Volunteering during meets takes no prior knowledge. Wear white t-shirts with no team affiliation and black bottoms and you will be trained on the spot.

-Runner

-Videographer

-Timer

-Set up and take down

-Recorder

-Concessions

Head Coach Report (Natalie)

* Approximately 7 new swimmers for Novice team.
* USAAS Club Excellence Program- Level 1 achieved.
* 2024-2025 Coaching Staff
	+ Teams – Natalie Montgomery, Lindsey Keen, Leslie Sims, and Jordan.
	+ Junior swimmer, Emily Robinson will teach lessons in October on Mondays and Saturdays.
	+ Arrie Hopkins will coach Monday Novice swimmers.
	+ Saturday Lessons- Isabel, Jordan, Claire
* Event Schedule – Pending
	+ Team trials Monday Sept 3oth at 4:30-7:00pm. Combination of land and swim.
	+ MOD Pizza takeover on Tuesday October 2nd in Milton, WA. Meet your team, goal set questionnaire, meet your pacific pals 4:30-5:00 arrival
	+ September Arrie convention will find out about new figures, new difficulty levels, and new hybrids.
	+ Coaches college in November for Leslie. Same location as All Stars, so she can accompany swimmers if necessary.
	+ Rising Stars camps in September - 6 PWSS swimmers attending different camps.
	+ Synchro-Thon 2024/Halloween Practice – October 26th
	+ Masters -Masters swimmers undecided about attending Nationals.
	+ Nov 16th and 17th levels testing – some swimmers will do Level 2.
	+ West Zones- March 7-10, 2025. Location tentative at Tualatin Hills Aquatic Center. Attendance at WZ is based on age.
	+ Canada- Feb 1 and 2 instead of Winter invitational.
* PNA will host regionals May 17th or 18th .
* Classic Invitational will be held at MAC in Portland, OR.
* JR/SR Champs-TBD
* Junior Olympics-June 28-July 5 in Arlington, TX. Athletes must reach level 2 to attend.
* Practice Schedule - TBD
* Forms handed out after team trials for annual commitment.
* Club Gear & Spirit Wear – Working on updating the logo to include a male figure instead of 2 female swimmer figures.
* CLUB RULES in HANDBOOK – Located on our website. Natalie will send updated Handbook with team placement email.
* FORMS to be signed by swimmer and/or parent by first practice after trials in
* October.
	1. Handbook/Club Rules form
	2. Financial Commitment form
	3. Photo/Video Opt -out form
	4. September Practice Commitment form (DUE TODAY)
* Equipment Purchase
	+ - red weight belts
		- spin paddles
		- extension bands ordered 10
		- Underwater speaker being rebuilt

PNA Report: includes PWSS and SEA

* + - PNA will meet at the beginning of the season to talk about pools after convention.
		- Tech Chair position open
		- Awards-Debbie will continue as Awards Coordinator for PNA meets.

Treasurer report: (Shelly)

* + Coaches checking balance: TBD
	+ Regular Checking balance: TBD
	+ Regular Savings balance: TBD
* Billing
	+ - Try to do billing by the 10th of the month
		- Can mail payment to the PO box
		- Send bill pay to the PO Box
		- Coaches do not receive payments
		- PayPal – this is not being used correctly has a member’s name on it.
		- We need to find a new space that allows everyone to see their account balances, make payment and to be able to use a debit or credit card.

Sports Engine Proposal - Natalie and Shelly met with Team Unify/Sports Engine to help with billing.

* Sports engine is where you register each year
* Coaches can take attendance there instead of a shared spreadsheet
* Coached can send texts
* All meet registrations are completed there
* Billing for memberships is automatic
* User can pay by credit or with a debit card, but there are fees
* Sell spirit wear
* DocuSign available
* New website integrated
* Volunteer sign ups in there so no separate set up on a website
* Can post club news
* Can post the calendar

Quick Books will still be used for payroll

Sports engine 495 initial cost

1 year of serve about $1k

There is $50 fee transfer fee so money would be transferred periodically to the PWSS account to avoid a lot of charges.

**VOTE:** Motion to approve the expense of using Team Unify. Stephanie motions, Debbie 2nds. 16 YES, 0 NO.

Finance Committee (Shelly, Michelle)

* + Financial Results 2023-2024
	+ Proposed Budget 2024-2025. Vote by ballot. 16 YES, 0 NO.
	+ 2024-2025 Due (no increase)
	+ Club Needs/Wants

* Fundraising Committee (Lora & Jason Parks)
	1. Synchro-thon- Minimum of $250 – Check to see if your employer will match donations.
	2. Restaurant Take-over (2)
	3. Evergreen Wreaths: Oct/Nov – Individual fundraiser – Packets were handed out to those who are interested. Selling begins now.
	4. WaterShow Auction-Fundraising team will acquire auction items throughout the season.
	5. Fred Meyer Give Back
	6. Walmart Roundup
	7. Swimoutlet.com-click on button at bottom of our website to get 5% kickback to the club.
	8. Ways to Donate: Volunteer hour corporate match, Synchro-thon corporate match, friends and family
	9. Business Donations-always searching for donations from local businesses.
	10. Grants-Fundraising team will search for possible grants.
	11. Dick’s Sporting Goods, Aveda hairbrushes and stickers were handed to parents. These were donations.
	12. Syncrothon and matching
	13. Target -Donated $500 for 2024-2025
	14. Costco -Donated $100. 3 additional Costcos have committed to donating.
* Recruiting and Retention Committee (Amy)
	1. Summer Camp for Beginners, website
	2. Pacific Pals – Pairing up swimmers as a support person throughout the season.
* Social Media & Marketing Committee
	1. Chairperson needed

Tuesday takeover

Arrie took over PWSS Instagram while at Convention 2024.

Other: (Amy)

* Board votes results presentation - See results above
* Purchase team gear at SwimOutlet.com by clicking the red button found at the bottom of our webpage. Purchases made through this link earn the club a percentage of sales.
* Used Gear-Gently used parka, swim bag, club jacket, club suit, tshirt available for purchase. Funds go to PWSS.

New Swimmer Orientation: Saturday, September 14th.

Next Meeting:  Board Meeting-October 5 @ 11:10am FWCC

Adjournment: 6:54pm