

Pacific Waves Synchronized Swimming
Board Meeting Minutes
November 4, 2024 @ 7:00pm
via Zoom
Meeting called by Amy Bonte

Board members: Amy Bonte (President), Laura Hopkins (Vice President), Shelly Robinson (Treasurer), Leslie Sims (Secretary), Natalie Montgomery (Member at-Large), Michelle Spencer (Member at-Large), Candice Morrow (Member at-Large)

Call to order: 7:04pm

Roll call: Amy Bonte (President), Laura Hopkins (Vice President), Shelly Robinson (Treasurer), Natalie Montgomery (Member at-Large), Michelle Spencer (Member at-Large), Candice Morrow (Member at-Large)

Approval of prior board meeting minutes: October 6, 2024 – Michelle moves for approval, Candice seconds. 4 in favor, 1 abstain, 0 opposed.

Chairman Report (Amy)

- UW Doctoral Dissertation Project: “Safety, Health, and Prevention of Hypoxic Blackout Among Artistic Athlete Swimmers”
 - Reyes Alvarado, parent of Marie Alvarado, is working on a doctoral thesis on mental health and the artistic swimmer. See below for details. At the end of the project he will present it to PWSS.

Coaches Report: (Natalie)

- All Stars Camp/Coaches College - Emily Robinson has been selected to attend All Stars Camp. Coach Leslie will attend the coaches college. Natalie applied for a USAAS grant to cover the cost of coaches college registration.
- Coaching Staff
 - Certifications/CPR/Safe Sport
 - Natalie is working with all of the coaches and instructors to make sure their CPR and SafeSport requirements are up to date.
- SafeSport Certifications: Board members and volunteers
 - All board members are SafeSport certified. If board members and volunteers are in need of a refresher course, an email will be sent with a link to update their certification.
- USA Synchro membership
 - All board members should have a current USAAS membership.
- Swimmer Lamaiyah Haggerty-Request to discontinue

- Lamiyah has been in conversation with her coach and was given options to continue or take time off. She will do levels testing and then decide if she will continue swimming this season.
- Event Schedule - 2024-25 season
 - The event schedule 2024-2025 has been finalized except for Regionals. See current list on the website.
- Levels Testing
 - Nov 16-17
- Competition Suits Request: Intermediate Team
EMAIL VOTE:
 Coach Natalie has motioned to request the purchase of 9 competition suits to be used by the Intermediate team this season. These suits will be added to the PWSS suit library for future use. Cost: \$990.00
This motion has passed with 5 in favor, 1 not available, 0 opposed.

Competition Suits Request: Junior Free & Acro (see attached)

- Jr team suits (8) and Acro team suits (10) at \$100 each plus embellishments of \$100 each for a total of \$3,600.
VOTE: Shelly motions and Laura 2nds the motion. **This motion has passed** with 5 in favor, 0 opposed.
- Winter Holiday Practice/Party – Coaches will plan a holiday themed practice during last 30 minutes on Sat. December 21st.
 - Hot cocoa and pizza or treat possibly look into room rental. Also gift exchange between the Pacific Pals. \$10-\$15 limit.
- Parent Info Meeting (January): What to expect during competition season, how to know, volunteering, etc.
 - Location and date needed. Natalie will check to see if Catrine and Freja could host.

PNA Rep Report: (Natalie)

- Nov. 3rd Meeting Outcome
 - New Treasurer has been appointed.
 - Budget still short by \$4000. Lacey will work with Rachel the new treasurer on a new projected budget for 2024-25.
 - Competition fee collection- There needs to be a better process for collecting competition fees. Need to work on a plan for pre-payment. Last season PNA did not receive Classic Invitational 2024 fees for Arizona club that has now since disbanded as well as Santa Clara Artistic Swimming fees. Working on the possibility of using Zelle for clubs to pay their competition fees.
 - New draft manual for rules out as of Nov 1st. Will meet next month to finalize the rules for the season.
 - PNA may host a refresher for judges, scoring, DTC on January 11th.
 - More ribbons and medals are need in preparation for Regionals 2025. There are some left over medals from the Blossom Invitational. Budget of

\$2,700 and only spent \$600 last season. Invitationals will be ribbons and everything else medals.

- Blossom Invitational 2025 will be for those athletes not attending Junior Olympics 2025.
- A request has been by the sound team to purchase 1 additional speaker and 2 speaker stands. Ty Bonte will provide the estimated cost.
- A new scoring team laptop is needed. This may need to be purchased before the additional sound equipment.
- West Zones: PWSS and Seattle Synchro may create goodie bags for West Zones 2025. Ask Lora Parks and Quoc Nguyen for help with donations. Cathy from Seattle Synchro will assist with hospitality room. Tea from Market Spice will be donated by Coach Natalie's mom.
- Next PNA meeting will take place early December after new rules have been finalized.

Committee/Representative reports:

Treasurer's report: (Shelly)

- Financial Report as of 11/4/24
- Coach Checking: \$202.51
- Checking: \$22,246.35
- Savings: \$22,669.95
- YTD Income: \$17,254.08
- YTD Expenses: \$7,307.49
- Budgeted Total Expenses: \$83,494.22
 - Delinquent Dues
 - 2 accounts are past due 1 month.
 - Final Budget 2024-2025
 - P&L statement was emailed but final budget not complete until final costs arrive.
 - Intermediate and Junior teams are larger than expected which has generated more income.
 - Coach Contracts Update
 - Drafted this weekend and emailed to coaches for their signatures
 - Sports Engine Update: Donations, monthly payments
 - Going great but taking a lot of time for the initial setup.
 - Invoices will go out on the 10th automatically.
 - Suit rental will be a 1-time fee due May 15th
 - Synchro-thon \$250 will be a 1-time fee due May 15th
 - Auto payments are coming out on the 15th
 - As charges are added some are paying for each item individually.
 - Masters swimmers can send a check but online payment preferred.
 - Late fees auto charged on the 1st of the month.
 - Shelly will send out information when system is finalized.
 - Natalie will publish website soon.

Fundraising Report: (Shelly/Lora)

- Synchro-thon- \$2,300 pledged about \$1,700 received.
 - Turn in funds to Shelly, Michelle, PO BOX on collection day. Do not give funds to coaches, board members, swimmers or other parents.
- Wreath Sales - PWSS group order has been placed and paid in full to Alpine Farms. Credits will be applied to participating swimmer's accounts. Orders will be picked up by swimmers at Alpine Farms on Sat Nov. 23rd at 1:00pm.

Recruitment Committee Report: (Amy)

N/A

Social media/Marketing report:

N/A

Merchandise committee report:

- Quoc's PWSS Shop
 - Sold key chains and medal holders at Syncrothon. A portion of proceeds goes to PWSS general fund if minimum is met.
 - General artistic swimming items could be sold at West Zones and other meets.

New Business:

- A parent member has requested that emails sent to PWSS members be sent as BCC to keep email addresses confidential. PWSS board agrees.

Announcements: None

Next Meeting: Sun, December 8th @ 7:00pm

Adjournment: 8:21pm

(SEE ATTACHEMENTS)

JUNIOR FREE AND ACRO SUITS REQUEST

New team suits > Inbox x



Lindsey Keen

to PWSS, PWSS, PWSS, me

Tue, Oct 22, 2:36 PM (12 days ago)



Natalie and I were discussing the possibility of new free team and acro suits this year if it is in the budget.

Lisa Adams makes the suit which is \$100 each.

Carolina Poppe embellishes them based off of the budget we give her but it does start at \$100.

Instagram: @carolinapoppe.synchro

Both have already approved availability to create them.

Even though we only have a free team of seven I think we should still do eight so they can be reused in the following years. There is the possibility of doing a team of ten for Acro at Junior Olympics, it might be smart to do ten just in case. We also want to make a design that isn't too specific so it has longevity.

If we only wanted to do the minimum of \$100 for embellishments it'd end up being around \$3,200 for 16 suits before shipping.

We would need to have the team suit designs in by November 8th.

If you have anymore questions let me know.

Lindsey



Amy Bonte <amy.bonte@gmail.com>

to Lindsey, PWSS, PWSS, PWSS

Thu, Oct 24, 3:59 AM (10 days ago)



Shelly,

How does the budget look for this purchase?

...



PWSS Treasurer

to me, Lindsey, PWSS, PWSS

Sun, Oct 27, 1:58 PM (7 days ago)



I think we can spend a total of \$5,000 on suits this year and will be fine. We have already agreed to the Intermediate suits. I recommend we purchase 8 free suits and 10 acro suits at \$100 each with embellishments of \$100 each (total \$3,600). Let's try to make them pretty neutral so that we can use them for multiple years.

Shelly

...

UW DISSERTATION PROJECT BY REYES ALVARADO

DNP Project: First Meeting

Date: September 24, 2024

1. Agency Name:
Pacific Waves Synchronized Swimming
2. Agency Mentor and Contact:
Ms. Amy Bonte, Board President
Email: amy.bonte@gmail.com
Phone: 214-684-1881
3. Project Title:
Safety, Health, and Prevention of Hypoxic Blackout Among Artistic Athlete Swimmers
4. Project Location:
Federal Way, WA
5. Safety and Process Improvement Opportunities:
 - I. Prevalence of hypoxic blackout and risk of drowning of athlete swimmers.
 - II. The role of psychological, health, and performance pressure variables impacting swimmers' health, safety, and wellbeing.
6. Project Type:
Quality/Safety Initiative and Improvement
7. Desired Project Outcomes/Deliverables:
 - I. Video file: Subject matter addressing the potential causes and prevention of hypoxic blackouts and drowning in athlete swimmers. Targeted audience: Athlete swimmers, coaches, lifeguards, and pool attendants. Duration: 5-7 minutes.
 - II. Power point presentation directed to athletes and coaches on the prevention and recognition of hypoxic blackout emergencies among competitive swimmers.
 - III. Health Education Poster addressing preventive safety and health risks of hypoxic blackout emergencies. Posters placed in high visibility community areas, including pool area, lobby entry way, and staff offices.
 - IV. Estimated completion date of deliverables
 - a. No later than end of Winter quarter, March 14, 2025.
8. Doctoral students accommodating project and contact information:

- I. Reyes Alvarado, Psychiatric Mental Health Nurse Practitioner student
Email: alvreyes@uw.edu
Cell: 206-227-9891
 - II. Robert Baker, Psychiatric Mental Health Nurse Practitioner student
Email: medman@uw.edu
Cell: 206-412-7233
9. Agreed ways of working to achieve successful outcomes:
 - a. Discussion of expectations, deliverables, ways of working together
 - b. Preferred methods of contact:
 - i. Email: for documents, detailed updates
 - ii. Phone: text messages for brief and immediate communication
 - c. Meeting frequency:
 - i. Minimum once per month and as needed
 10. Meeting locations:
 - a. Virtual or phone call.
 - b. In person at agreed locations: Federal Way Community Center, or FW Libraries
 11. Regular project updates:
 - a. UW School requirements and updates
 - b. Opportunities for feedback and process improvement
 - c. Timeline reviews
 12. Next meeting:
 - a. Date: 10/24/2024
 - b. Time: 5:00 PM.
 - c. Location: FWCC in person
 13. Q & A addressed

Resources:

- Meet with Michelle, RN – swimmer’s mother and pool safety activist
- Organization: <http://underwaterhypoxicblackout.org/how-it-happens>
- USA swimming: <https://www.usaswimming.org>
- USA artistic swimming: <https://www.usaartisticswim.org>
- US Center for SafeSport: <https://uscenterforsafesport.org>
- World aquatics: <https://www.worldaquatics.com>

Other notes:

- Investigate role of concussion accidents while swimming.
- “Dangerous Underwater Breath-holding Behavior” (DUBB) CINAHL journal article review.

- Apnea rules and policies. Extra points incentives and how such incentives negatively impact swimmer's safety.
- Frequency to implement preventive safety education sections to swimmers and staff: Every 6 months, Monthly, Weekly, Every training section?