



# 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 Montgomery 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 30th at 4:30-7:00pm. Combination of land and swim.
  - MOD Pizza takeover on Tuesday October 2<sup>nd</sup> 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 26<sup>th</sup>
  - Masters -Masters swimmers undecided about attending Nationals.
  - Nov 16<sup>th</sup> and 17<sup>th</sup> 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 17<sup>th</sup> or 18<sup>th</sup> .
- 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 10<sup>th</sup> 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. Synchrothon 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 14<sup>th</sup>.

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

Adjournment: 6:54pm