

Meeting Minutes
GMST Executive Committee for July 24, 2013

Present: Terrence Sheppard, Khanh Pham, Monica Mische, Michael Cohen, Heather Jackson, Randy Ontiveros, Leslie Hillyard

*Meeting began at 6:00pm.

*CLOSED SESSION: Board discussed a confidential concern regarding the behavior of two swim parents. (See closed notes.)

*Board discussed times for fall practice. Steve Park has told GMST that practice times cannot be changed for the fall because the pool schedule is already in press. The board agreed that the current practice schedule works, even with the new bell for PGCPS middle schools.

*Board discussed creating an end-of-season survey for parents to give feedback on their experience with GMST. Board also discussed a survey for coaches that will allow Coach Stacey, the coaches, and the board to review and improve coaching.

*Board discussed updating the bylaws, including descriptions for board members and protocol. Board also discussed how we to recruit people to fill board positions. There was a consensus that a meeting should be held after the Labor Day parade to vote on board members. Nominations will take place in the next weeks.

*Board discussed gift cards and dinner for coaches. Also discussed gifts for volunteers. Team will be purchasing gift cards from Target. Team will be giving team wear and other prizes for the raffle at the banquet.

*Khanh gave an update on team finances. Khanh tries to keep the GMST reserves account at or around \$20,000. We will probably fall below that number at the end of the summer because of interpreter fees, fewer home meets, and other factors. Khanh recommended that we pay close attention to the balance and consider cutting expenses where we can.

*Board discussed raising the volunteer fee and raising registration fees. Khanh will make a recommendation once he has done the end-of-season accounting. Board agreed that the survey should ask about volunteering. Marilyn suggested using the online "Signup Genius." Board voted unanimously to raise the "volunteer deposit" to \$75.

*Board discussed GMST websites. There was consensus that GMST should have a public, informational website and a separate parent portal.

*Board discussed concerns about coaching philosophy and coaching methods. Board agrees that GMST needs to concern more clearly the values of the team and the goals we have for summer swimming.

ACTION ITEMS

- *Create and distribute end-of-season parent survey about coaching and team experience. Also create and administer end-of-season coaching survey (Heather, Michael, and Michael will oversee.)
- *Prepare application to city for Labor Day parade. (Michael)
- *Announce opening of nominations for Executive Council and schedule vote for Labor Day weekend. (EC nominating committee)
- *Update and organize the public website and the parent portal.
- *Generate five 25%-off “certificates” for fall enrollment. (Randy)
- *Finalize parent code-of-conduct (Diane)
- *Draw up contract for parent discussed in closed session and plan meeting. (Diane)