

Windsboro Waves Board Meeting

February 4, 2024 – 3:30p – Grimmer Home

Attendees

- James – President
 - Tricia – Vice President
 - Jen – Treasurer
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I. Old Business

- a. Coaching Staff
 - i. Head Coach
 - 1. Actively seeking applicants
 - ii. Assistant Coach
 - 1. Connor interested in continuing with the Waves for the upcoming season; Board agrees with offering position for 2024 season
 - iii. Payment of Coaching Staff
 - 1. Discussion about payment schedule for 2024 season
- b. Closing Out 2023
 - i. Jen and James will work with Ryan to ensure closing of 2023 season (taxes, etc.)
 - ii. Banking – need to change signatories by March 15

II. New Business

- a. Sponsorships
 - i. Jen has been speaking with Annie – continue to work together
 - ii. Goal for 2024 Sponsorships: \$5000
 - iii. Deadline for sponsorships on promotional items (shirts, etc.): April 1
- b. Board Positions
 - i. Add Sponsorship Coordinator
 - ii. Website Updates
 - 1. Tricia will work on updates
- c. Lead Stroke and Turn
 - i. James working on finding volunteer
- d. 2024 SSL Changes
 - i. Changes to tech rules
 - ii. Addition of requirement for Head/Lead Stroke & Turn position for each team at each meet
 - iii. Victory Lap
 - 1. Now an official event
 - 2. Will register through Swimtopia and be on team roster
 - 3. Each team will determine charge or no charge for these participants
 - 4. Jen determining cost of participation (insurance, cap, tshirt, etc.)
 - a. VOTE:
 - i. Motion: James – Move that direct cost of items will be Victory Lap participation fee
 - ii. Second: Jen
 - iii. Outcome: Motion carried unanimously
 - iv. Money Owed

1. Moving to lump sum payment
 2. Provided estimated cost for 2024 season
- e. Spirit Wear
- i. Kat – actively working with KC Swagger on team apparel
 - ii. Kat – working on swim caps – maintaining last year’s design
- f. Pool Room
- i. Need to clean out
 - ii. James and Tricia will work with Ryan and Jessi
- g. Printer
- i. Need to obtain a new printer for this season
 - ii. Jen working on pricing
- h. Food Trucks
- i. Need meet schedule to begin booking – waiting on SSL to finalize meet schedule
- i. Important Dates
- i. Tricia will put together flier/infograph of important dates for families and distribute
 1. Registration
 2. Opening Party / Meeting
 3. Practice Begins
 4. Meet Dates
 5. Champ Dates

Next Meeting: March 24 – 4:00p – Grimmer Home



Windsboro Waves Board Meeting

March 24, 2024 – 4:00p – Grimmer Home

Attendees

- James Grimmer – President
 - Tricia Hager – Vice President
 - Jen Sogas – Treasurer
 - Kat Whistance – Soft Goods Coordinator
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III. Old Business

a. Coaching Staff

- i. Head Coach
 - 1. James Grimmer – board wants to extend offer
- ii. Assistant Coach
 - 1. Connor Weatherby – accepted offer
 - 2. Brandy Speith – board wants to extend offer
- iii. Payment of Coaching Staff

b. Victory Lap

- i. Registration fee = \$20
- ii. Registration fees will be donated this year
 - 1. Provide discount code to all registrants

c. Spirit Wear & Suits

- i. Suits – available at SwimThings

d. Pool Room

- i. James and Tricia working with Ryan and Jessi to complete prior to pool opening

e. Printer

- i. Jen is working on pricing out
- ii. Jen will also ensure we have all necessary supplies

IV. New Business

a. Sponsorships

- i. Current
 - 1. 3 Gold, 2 Silver, 1 Bronze = \$2100
- ii. Need: \$2000

b. Board Positions

- i. Proposed changes to current positions to accommodate Head Coach as President
 - 1. President
 - 2. VP – Meet Director
 - 3. VP – Activities Director
- ii. Nominated individuals to fill board positions
 - 1. President: James Grimmer
 - 2. Vice President – Meet Director: Tricia Hager
 - 3. Vice President – Activities Director: Shannon Grisafe
 - 4. Sponsorship Coordinator: Annie Timmons

c. Volunteers

- i. Lead Volunteer Position
 - 1. Tricia will be coordinating with all Lead Volunteers to determine who will be returning or filling positions

d. Website

- i. Updates have been made – please provide feedback if you have any
- ii. Board photos – please provide if you want
- iii. Coaching staff – need bios and photos

e. A+ Students

- i. Returning for this year
- ii. Tricia working high school and will pass along information to James

f. 2024 Schedule

- i. Practices
 - 1. Monday – Friday
 - a. 11 and Up: 8:00a – 9:00a
 - b. 10 and Under: 9:00a – 10:00a
 - ii. Swim Clinics
 - 1. For liability reasons, no longer offered
 - iii. Fun Day
 - 1. Moving to Fridays at the end of scheduled practice time
 - 2. Rationale – many families and swimmers have asked about ways to improve and lower attendance on Fridays due to being out of town – this allows the most time for swimmers to be in the water

g. Finances

- i. Windsboro HOA Donation
 - 1. Want to make this an annual contribution
- ii. Windsboro Resident Registration Fee
 - 1. As established yearly donation to the HOA, resident discount code is no longer applicable
- iii. Discount Codes
 - 1. Lead Volunteers (except Volunteer Coordinators) = \$15 discount code
 - 2. Volunteer Coordinators = \$30 discount code
- iv. Upcoming Purchases
 - 1. Lane lines
 - 2. Cones and chain for Zoo
 - 3. Swim clock
- v. Fundraiser
 - 1. Habaneros Night – Jen and Annie will look into this option
- vi. Chuck-A-Duck
 - 1. Funds to Strickland Family

Next Meeting: May 19 – 4:00p – Kat’s Home



Windsboro Waves Board Meeting

May 19, 2024 – 4:00p – Kat Whistance Home

Attendees

- James Grimmer – President
 - Tricia Hager – Vice President
 - Shannon Grisafe – Vice President
 - Jen Sogas – Treasurer
 - Kat Whistance – Soft Goods Coordinator
 - Annie Timmons – Sponsorship Coordinator
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V. New Business

a. Coaching Staff

- i. Head Coach – James Grimmer
 1. Met with Rachel Jones and Kelley Meyer to discuss roles – Lead Stroke & Turn and Volunteer Coordinator
 2. Met with Brandi and Connor to discuss expectations for coaches and each signed contracts
 3. Would like a board member at each practice, especially if he cannot be there. Board members agreed and there will be one present at each practice.
 4. Will oversee high school A+ hours and sign once completed
 5. Looking into options to work with swimmers on how to use blocks; potentially at a different location

b. Stroke and Turn

- i. Tricia will reach out to stroke and turn judges to be sure they watch the new required video
- ii. She will send a general email to everyone asking if anyone else is interested

c. Lead Volunteers

- i. Tricia and Shannon will meet with each lead to ensure they are comfortable with positions

d. Practices

- i. 8-9a for 11 and Up
- ii. 9-10a for 10 and Under
- iii. Each swimmer will have a timed swim May 30 to get a baseline for freestyle
- iv. Swimmers will be cut May 31 if they are not able to swim well enough and given a refund as stated in handbook. Board member will be present to discuss with parents.
- v. Practices will end right at 10a

e. Printer

- i. Team will borrow a printer for the 2024 season
- ii. Phillip Grisafe will set it up each meet

f. Sponsorships

- i. Need printed signs for:
 - 1. Entrance sign for Gold
 - 2. 6 lane line signs for silver (Tricia will check if we can reuse from last year)
 - 3. Zoo sign for Bronze

g. Finances

- i. Discussed becoming a not-for-profit organization. Annie Timmons will reach out to Marisa at New Longview to discuss what is needed. Will aim for not-for-profit status for 2025 season.
 - ii. Purchases to be made before swim:
 - 1. Cones and chains for the zoo
 - 2. Case of paper
 - 3. Ducks (200) for Chuck-A-Duck
 - 4. Signs for reserved parking spots
 - 5. Swim clock – will purchase this year as can postpone lane lines another year
 - 6. White latex caps for practices – swimmers can write their names on them to allow coaches to get to know them
 - iii. Jen will pay SSL fee for 130 swimmers.
 - iv. Will raffle off 6 parking spots at \$20 per spot at May 27 meeting. No limit how many tickets can be purchased.
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Next Meeting: As needed



Windsboro Waves Board Meeting

End of 2024 Season Wrap-Up Meeting

- Pictures
 - o Team Pictures
 - Picture before first home meet @ 4:30p
 - Individual pictures during a practice
 - o Team Photographer
 - Have photographer take pictures throughout the season
 - Try to get an action shot of each swimmer at some point throughout the season at home meets and/or Champs
 - o Google Drive
 - Upload throughout the season
 - Provide access to team parents (password protect)

- Communication
 - o Dates
 - Publish once SSL sets dates
 - Especially Champs – want to have as many swimmers there as possible
 - o Declarations
 - Parents are declaring what their swimmer has indicated they want to swim
 - Coaches have the final say in swimmer events – coaches will communicate with swimmers if changes are made at earliest convenience
 - o Events
 - Limited to 3 swimmers / teams for the following events:
 - Medley Relay
 - Freestyle Relay
 - IM
 - Must swim an event in regular season to be eligible to swim at Champs

- Sponsorships
 - o Announce throughout the meet
 - o Order banners mid-May
 - o Revamp sponsorship rewards for each level
 - o Have a “home meet” sponsor as an additional level
 - o Allow sponsorship of items
 - o Need a sponsorship meeting in January

- Champs
 - o Publish data ASAP
 - o Explain we want EVERYONE – Spirit Award
 - o If want to swim IM, do so early in the season
 - Only 3 swimmers per meet per age group
 - o Issues with grass in crash area

- Refund
 - o If board approved, refunded amount minus administrative fees

- Vendors
 - o T-shirt: KC Swagger vs. Moon Tees
 - o End of Season Awards: Medals vs. Ducks
 - o Swim Caps: Need to purchase for next year
 - o Keep food trucks

- Non-Profit Status
 - o Need to work towards getting
 - o Talk with HOA

- Electronic Equipment
 - o Printer
 - Continue to borrow
 - o Laptops
 - Likely one season

- Coaching Staff
 - o Contracts
 - Add expectations for appropriate behavior/communication with swimmers
 - Require Safe Coach training
 - o Weekly Coach's Corner newsletter

- Practice Times
 - o Maintain schedule for next year (pending HOA approval)
 - o Practice requirement – so many or Coach's discretion
 - o Ensure those who are attending practices are able to participate in relays (if desired)
 - o Need to find space to practice off blocks

- Marketing
 - o New logo
 - o Standardized colors

- End of Year Party
 - o Bring back parent relays