

# Dixon Dolphins Swim Team

## Monthly Board Meeting



### Agenda

November 7, 2023

6:30 pm @ Pedro's Cocina

- A. Welcome, Meeting Norms and Intros
- B. Approval of Minutes from 10/3/2023
- C. Additions & Approval of November Agenda
- D. President's Report – Megan
  - Summons Update - none to report
  - Fall season debrief
  - Board recruiting - open board positions
    - i. Vice President, Secretary/Registrar, Snack Bar
  - City of Dixon updates - none to report
  - Water Polo - Kraig & Vlach to attend December meeting
  - Update annual calendar & board job desc review - ongoing
- E. Coach's Update - Megan
- F. Vice President's Report - Lindsey Dunn
- G. NCSL Report - Adriana
  - Realignment options were voted on
    - i. Motherlode: Dixon, FOD, Galt, Rollingwood, Sac Stingrays
  - Dues increase for 2024
  - Tentative meet schedule:
    - i. 5/4 intersquad
    - ii. 5/18 at AP
    - iii. 6/1 host Galt
    - iv. 6/15 at Sac Stingrays
    - v. 6/22 host FOD
    - vi. 6/29 at Rollingwood
    - vii. 7/13 at Sac Tsunami
    - viii. The following two weekends will be Champs (we don't know which weekend is Motherlode).
    - ix. MOC 8/3-4
  - NCSL Board positions open for 2023/2024
    - i. Secretary, Vice President
- H. Treasurer Report and Budget - Seth
  - Monthly report and annual budget
  - 2022 Form 990 and Attorney General renewal
    - Review raffle requirements
- I. Volunteer Chair - Lindsey Douros
- J. Social Chair - Janet
- K. Fundraising - Doug

- L. Computers/Tech - Pedro
  - SwimTopia
  - Block replacement - update on shipping costs vs picking up?
- M. Equipment - Greg
- N. Other Business
- O. Next Meeting - Tuesday, December 5th

## Dixon Dolphins Board Calendar

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### January

Trailer Insurance due  
 Issue W-2s  
 Begin fundraising - secure sponsors  
 Order spirit wear, goggles, caps, etc., as needed  
 Issue W-2s / NCSL renewal \$100

### February

Finalize MOU with City  
 Work Comp semi-annual audit 2/3  
 Secure contracts for adult coaches - Summer/Fall swim  
 Equipment inventory  
 Coach background checks, as needed

### March

Open registration 3/1, new 3/8  
 Stroke & dive clinics (polo?) - NO  
 Hire student coaches - tabled to June  
 Schedule photos - 5/19

### April

Annual parent meeting  
 Summer season begins Monday after Spring Break

### May

Stroke & turn clinic for parent volunteers  
 Intersquad meet & photos  
 Attorney General filing due 5/15  
 Cut-off for sponsorship banner 5/31  
 990-EZ Tax Return due to IRS - 5/15

### June

Directors & Officers insurance due 6/21  
 Pre-order trophies

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### July

Championships  
 Meet of Champs  
 End of Season party  
 Trailer insurance due

### August

Open Fall swim registration 8/1  
 Workers Comp due 8/3 (quarterly installs)  
 Work Comp semi-annual audit 8/3  
 Fall season begins last Monday of the month

### September

Property & liability insurance due 9/1  
 Participant Medical policy due 9/1

### October

Hot Cocoa meet  
 Fall season ends the last Thursday of the month

### November

Select team suits

### December

Finalize meet & pool schedule

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