

Executive Meeting Minutes

February 8, 2018



Meeting Notes

Attending: Deb, Kelly, Susan, Brian, Marcia, Stacy

1. State Meet Update

- Highpoint awards (TYR swim bag) and participation awards (metal water bottle) have been ordered and received
- We are set with ribbons
- **Susan** will take care of the team awards
- Meet T-shirt design is complete; **Brian** will forward the color swatches and design, and will send sample photo to Kelly
- Brute and Sprint squad t-shirts; **Brian** will forward the color options as well
- Bus needs to be paid for 3 weeks prior to the meet
- **Deb** will send Susan details for the bus fee and pool fee – Susan will send the checks
- **Stacy** will lead the social details and setup
- **Deb** will follow up with Cami and Paula around timers

2. Newsletter – Kelly needs content

3. Results – Marcia has results for Loveland and will produce a web view also

4. Open Water Update

- Susan will continue to run the swim and volunteers as a workout group (non-board entity) and will request grants through COMSA to support the costs. Susan will run the communications and will look into the appropriate tools to transition to.
 - Susan submitted a proposal to retain the Chatfield lake swims and is volunteering to coordinate the details
 - Suggested having an on-call slot added to the volunteer list
 - Recommend continuing the 48 hour rule, where swimming is cancelled if we don't have the volunteers in time, however there needs to be a better method of communication to announce it
 - Look at reducing the time to one session and number of volunteers required for Mondays and Wednesdays
- **Action Items/Next Steps – checkpoint on Feb 22 (email):**
 - Communication Plan – **Susan**
 - Schedule
 - Closures
 - Sign-up list
 - Grant Request – **Susan**
 - Process for moving to an open water workout group to send to Susan - **Marcia**

Next Meeting:

March 25

Annual and General Business Meeting

COMSA State Meet

Pool Deck – 8:30 a.m.

Theme: COMSA Elections/ByLaws & Awards