

BAM Booster Club Board Meeting Minutes

Virtual Booster Club Board Meeting via Zoom (due to CoVid-19 restrictions)

Date: May 16, 2020

Attendees: Rod Stevens, April Cheadle, Sheila Andrews, Jessica Dubey, Quynh-Anh Nguyen, Sara Tift, and Anne Voegtlen

Time: 9:00 – 10:20 am

Summary of Commitments:

Rod

Work with Sheila and Sara to develop email to BAM team re interim coaching program.
Draft or help with invitation to vote and linked ballot

Sheila

Coordinate with Rod on team email re interim coaching.
Continue to field questions from BAM team members re interim coaching program.
Pass these along to rest of the Board as needed.
Develop Booster club mailing list with confirmed names from Sara and Anne.
Send out general communications to team and Booster communications re election.

Anne

Draft 1st message to BAM Boosters inviting participation, pre-ballot.
Get updated list of paid Boosters from Sara and cross-check with my list.
Confirm with Sara that all Board members are paid up members.
Send 1st message and updated Boosters list to Sheila for MailChimp mailing.
Draft or help with 2nd message to BAM Boosters – the ballot for board election.

Sara

Coordinate with Sheila and Rod on email re interim coaching program.
Check her records re paid-in current year Boosters members.
Pass this on to Anne.
Send Kotus contact info re t-shirt project to Quynh-Anh.

Quynh-Anh

Receive Kotus info from Sara. Get digital files from them for Celia.
Coordinate with Celia re design, and Jule Shryock re help with production and planning.

Jessica

Send older t-shirt design info to Quynh-Anh and Julie for use in current project.

Everyone

Support the 5-week interim coaching programs developed and offered by April.

Coaching in the Pandemic –

Report on Zoom Meeting among BAM Board Reps, Parks and Rec, and Coach April

Earlier this week, BAM Board members Rod, Sara and Sheila met for more than an hour with Mark Benishek and Megan Pleli of Parks and Rec, and with Coach April Cheadle via a Zoom call. BAM reps uniformly described the meeting as productive.

Mark, Megan and April helped the Board members understand the process around the questionnaire circulated to BAM swimmers and April's subsequent proposal for interim coaching services to be offered while Parks and Rec is building toward reopening the pools.

On the reopening side, Parks and Rec presently expects a phased reopening. Key parameters governing reopening will include the Governor's plan and input from Kitsap County Health Department. It's expected now that June will be spent figuring out the logistics of physically reopening the facilities. Then, in July, we're looking toward pools opening for at least limited use.

Right now, as a Parks and Rec employee, April is not able to coach open water swimmers. This may or may not change, as various guidelines around distancing change. Parks and Rec is exercising caution toward this, based on risk assessment and insurance considerations.

In the conversation with Parks and Rec, our Board reps asked about alternate models that might work better for some BAM swimmers. For instance, could a BAM swimmer sign up to pay a certain amount for the interim coaching period, without making this amount tied to a coaching package? To put it another way, could a BAM swimmer lend support to April and the swim program during this time, by simply designating a dollar contribution? April checked with Parks and Rec, and was told that no dollars can be received unless they are tied to an agreement for services.

In effect, this means that BMMERs can lend support to April and the program in the interim time only by signing up for one of the services offered.

Because participation numbers are important, and Team Unify is the vehicle for signups, the Board discussed some existing problems where more than one of us are not yet reliably "in" the Team Unify platform, since last year's conversion. April said that Parks and Rec employee Terry Bugas, whose email is terrybugas@biparks.org, is working from home and can help people to fix this if it applies to them.

Core message to BAM swimmers:

Anyone who can reasonably afford to do so (based on their own situation now) is strongly encouraged to sign up for an interim coaching package at some level, even if they may not attend all sessions. Signing up will help April, will buy more time that April can devote to BAM, and will help to maintain both our readiness to get back in the pool and our connections with each other as swimmers and friends.

Coach's Report – April

April is heartened by all our messages of support. She confirmed that the 5 week schedule of coaching options is meant to be a holistic response by her to the felt needs of BAM swimmers, during the time when we cannot be together in the pool. For her, it is a way for all of us to keep the integrity of our relationships intact, during a stressful period.

April has put a tremendous amount of thought and effort into building what feels to her like "a new wheel," to help us all remain together, to maintain our community as a team. She's hopeful and excited about the chance to implement this interim program she's built. She also took pains to recognize that Parks and Rec have worked hard to support her ideas for interim coaching, recognizing "what we all mean to each other."

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Parks and Rec was able to secure funding to support a partial furlough of April, in connection with a Work Share Program aimed at keeping people on staff to manage ongoing issues even during closures. We believe that this funding is solid through July 31, but might be less certain after that.

During the 5-week non-pool coaching program offered by April, Parks and Rec will look at the team generated total numbers per month before the pandemic closures. They will compare these to the numbers for those participating in the interim coaching packages. From this, they'll give April a maximum amount of hours she can spend on BAM matters during the interim weeks.

Effectively, what BMMERs pay for the interim coaching packages will go virtually 100% to April.

Effectively, anyone who signs up for an interim coaching package is buying time for April to spend on the BAM program during this period.

And it goes further. If April had been furloughed totally, under the existing rules governing her employment by a municipal park district, she would've been prohibited from working with BAM or communicating with BAM in a coaching role.

The good news right now: So far, **39 BAM team members have signed up** already for the interim coaching. There is a strongly positive initial response, and we can help make that stronger.

Communication

Here are some relative priorities and possible timelines.

First priority, Monday, May 18, or as soon as possible after that:

Confirm the roster of BAM Boosters Members, for our election and for going forward. Sara will check on payments at her end, and make a list. She will forward this to Anne, who will update her own list. Anne will pass on to Sheila the updated list of BAM Booster members, for use in election and other mailings aimed at Booster club members.

Send BAM team email re virtual coaching, to follow up on April's email re registration and options for interim coaching. Sheila and Sara will coordinate with Rod or Anne to draft. Mention that all sign-ups help April directly and also "buy" more of April's time for the BAM program. Mention that there is a Parks and Rec employee working from home who can help any of us still not cleanly on the Team Unify platform. (Important, since Team Unify is the way to register for interim coaching packages.)

Next priority, Tuesday, May 19, or as soon as possible after the above items are in place:

Send BAM Boosters pre-ballot email inviting participation at Board or other levels. Anne will draft, for Sheila to send out by MailChimp. This will invite responses by the end of the week.

Consider all expressions of interest in Board service.

After considering any expressions of interest, draft and send out **BAM Boosters invitation to vote**, and link to a **Ballot**, inviting voting via Mail Chimp. This will set a deadline for voting.. This will use the new updated member list including both those who filled out paper information sheets and those who paid by PayPal and never submitted physical paperwork.

Tabulate votes.

Circulate election results.

Board Elections

Article 5 of the By-Laws of the Bainbridge Aquatic Masters Boosters Club provides that there shall be seven members, all elected by secret ballot in May of the given year. Members serve for a term of two years, beginning in June of their election year. Elections are staggered in alternate years.

This year, 2020, an even year, the President Elect, Secretary and Treasurer are up for election. Rod is willing to continue as President. Sara is willing to continue as Treasurer. Anne has just taken over from Marilyn Gottlieb and is willing to continue for the next term. We also have an open position, subject to re-election next year, for the second year of a Vice President/President Elect term.

Next year, 2021, an odd year, the relevant elections will include a Vice President/President Elect, Meet Director, Communications Director, and the Member-at-Large.

Tom Goodlin and Ken Bennett confirmed to Rod that prior elections recently have been run via Mail Chimp, and everyone's been happy that this meets the requirement for "secret ballot."

T-shirts

The core team for this project will be Quynh-Anh, and Quynh-Anh's daughter Celia, with help from Julie Shryock.

Sara will put Quynh-Anh in touch with Julie, who has relationships at Tuna Graphics and who has worked on t-shirt orders in the past.

Sara will put Quynh-Anh and Julie in touch with the person at Kotus who handled our last t-shirt order.

Jessica will copy Quynh-Anh and Julie on older orders and possible styles.

Kotus should have design files from last order. Apparently, one of the major plusses about Kotus was its willingness to let everyone order shirts for themselves, and yet treat/price the package as one big order. This "on-demand" ordering prospect is a big help to us for the process. If there's any switch to a different company for shirts, it would be important to carry over this on-demand feature.

More than one person mentioned wanting changes to the next order vs. the last: softer t-shirt material than last time, a better quality feel to the shirt; availability of vee-neck women's styling.

Roles:

Quynh-Anh getting information to her daughter Celia. Keeping Julie in loop for production expertise.

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Celia generating designs for review by Board, and then generating camera ready art designs.

Julie, lending her expertise about material, sizing, choices, and the like. Possibly coordinating with shirt maker.

Future Business

Look for ideas—for some creative way for BAM to gather in middle of summer, depending on the rules then in place.

Review of By-Laws, and review of Booster club roster of members – how we keep records.

Next Meeting: June 13, 2020 at 9 am