

PCST Board Meeting Minutes

Date: August 17, 2023

Time: 6:54 PM–8:05 PM

Board Members Present

- Brian Stahl
- Curtis Williams
- Erika Goines
- Karlo Descalzo
- Phillip Wood

Call to Order

The meeting was called to order at 6:54 PM.

1. Board of Directors

The newly constituted Board of Directors was identified as follows:

- **President:** Brian Stahl
- **Vice President:** Curtis Williams
- **Secretary:** Jim Works
- **Treasurer:** Erika Goines
- **Members At-Large:** Karlo Descalzo, Mike McMullan, and Will Spivey

The Board also discussed Safe Sport training requirements and background check protocols applicable to board members.

2. Approval of Previous Meeting Minutes

The Board reviewed the minutes from the June 28, 2023 meeting.

3. President's Report

The Board reviewed the responsibilities of a USA Swimming club Board of Directors and discussed USA Swimming guidance related to developing an organizational mission and vision statement.

4. Treasurer's Report

The Board reviewed the organization's current financial position, including year-to-date financial performance and general coaching expenses. At the time of the meeting, the team reported approximately \$4,000 in year-to-date net income.

The Board also discussed updating authorized signers on team financial accounts.

Motion: Curtis Williams moved to grant check-signing authority to Board officers.

Second: Karlo Descalzo.

Result: Motion carried.

The Board discussed whether the organization should consider changing banking institutions. Additional review was requested before any decision was made.

5. Head Coach Report

The Board received an update regarding team membership and coaching operations.

- The competitive team had approximately 139 members.
- Approximately 39 swimmers were expected to begin the Pre-Team program the following week.
- The coaching staff was reviewing operational responsibilities, fall staffing needs, and coverage across training groups.
- The Board received an update regarding a new scoreboard at Frank Brown Aquatic Center.
- Equipment issues affecting pool heating and cooling systems were discussed, along with their potential impact on training.
- Upcoming meet information and registration timelines were reviewed.
- The Board discussed issues involving meet-management technology and the potential need for software updates or improvements.

6. Old Business

There was no old business carried over for consideration.

7. New Business

Team Mission, Vision, and Identity

The Board discussed the development of the team's mission, vision, goals, and organizational identity.

Discussion included ways to better define the team's identity and increase support and engagement among swimmers and families. The Board President agreed to seek feedback from a sample of team parents regarding priorities for the organization.

Bylaws

The Board reviewed the organization's existing bylaws and determined that substantial revisions were needed. The Executive Board began the process of reviewing and updating the bylaws.

Committees and Parent Involvement

The Board discussed opportunities to increase parent participation and establish committees to support team activities.

Topics included:

- Parent engagement opportunities
- Team events
- Formation of a Swim-a-thon fundraising committee
- Communication and social media improvements
- Team website and newsletter updates
- Improved communication regarding volunteer needs

Board and Parent Meetings

Motion: Erika Goines moved to conduct Board meetings monthly with parent involvement every other month.

Second: Karlo Descalzo.

The Board agreed to schedule regular meetings for the third Thursday of each month.

Adjournment

At 8:05 PM, Curtis Williams moved to adjourn the meeting. Karlo Descalzo seconded the motion. All members present voted in favor.

Meeting adjourned at 8:05 PM.

These minutes were approved by a majority of the Board at its September 21, 2023 meeting, at which a quorum was present.