

PCST Board Meeting Minutes

Date: October 26, 2023

Time: 6:37 PM

Location: Gulf Coast State College, CHC 156

Board Members Present

- Will Spivey
- Curtis Williams
- Mike McMullin
- Erika Goines
- Brian Stahl
- Tina Brewer
- Terri Juergens — via Zoom
- Jim Works — via Zoom

Also Present: Phillip Wood

Call to Order

The meeting was called to order at **6:37 PM**.

President's Report

Team Membership and Conduct Procedures

The Board discussed developing a more formal and consistent process for addressing swimmer conduct and circumstances that could result in removal from the team.

Details involving individual swimmers and families have been omitted from the public version of these minutes to protect their privacy.

Financial Administration

The Board discussed the team's accounting needs and the possibility of establishing a regular monthly arrangement for accounting services.

The Board also discussed moving the organization's banking relationship from Regions Bank to Trustmark Bank and improving processes for authorized team purchases and financial administration.

Bylaws

Work continued on rewriting the PCST bylaws.

The Board discussed including a succession plan for Board officers as part of the updated governance structure.

Head Coach Report

Team Membership

The team's current roster included approximately **125 swimmers**.

Additional growth was anticipated as Pre-Team participants and high school swimmers joined or returned following the high school swim season.

Sponsorships and Fundraising

The Board discussed continued efforts to secure team sponsors and update sponsorship materials.

Coaching and Program Operations

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

Training Fee Increase

The Board considered an increase in monthly training dues.

A motion was made to increase training dues by **10% effective January 1, 2024**.

Result: The motion passed.

Discussion regarding a potential multi-swimmer family discount was tabled for future consideration.

Annual Registration

The Board discussed establishing an annual registration process and adjusting the initial registration fee.

A motion was made to move forward with the annual registration and registration-fee changes.

Result: The motion passed.

Timing System

The Board discussed the possible purchase of a new **Colorado Timing System** to replace the team's existing equipment.

The estimated cost was approximately **\$24,504**.

Discussion also included the storage and equipment needs that would accompany the purchase.

No final purchase approval was recorded at this meeting.

Swimmer Development

The Board discussed a proposed Group Development Model designed to support the organization and progression of swimmers through the team's training groups.

Parent and Team Meetings

The Board discussed holding team or parent meetings twice each year, coordinated with the beginning of the Short Course and Long Course seasons.

Approval of Previous Meeting Minutes

Tina Brewer made a motion to approve the previous meeting minutes.

Will Spivey seconded the motion.

Jim Works and Terri Juergens abstained.

Result: The motion carried.

Treasurer's Report

As of **September 30, 2023**, PCST reported approximately **\$131,000 in available funds**.

The Board also discussed bringing back the Swim-a-thon as a significant team fundraiser.

Old Business

Bylaw Revisions

Work continued on the rewrite of the PCST bylaws.

New Business

Fundraising Committee

The Board discussed establishing a Fundraising Committee as a standing committee of the organization.

Swim-a-thon

The Board discussed bringing back the Swim-a-thon as both a fundraising and team-building event.

At the time of the meeting, the event was being considered for the spring.

Team Growth

The Board discussed recruiting efforts intended to support continued growth in team membership.

Team Suit

Discussion regarding the team suit was tabled for a future meeting.

Adjournment

Tina Brewer made a motion to adjourn the meeting at **8:15 PM**.

Will Spivey seconded the motion.

Result: The motion passed.

The meeting adjourned at **8:15 PM**.