

PCST Board Meeting Minutes

Date: May 4, 2024

Board Members Present

- Brian Stahl
- Erika Goines
- Jim Works
- Tina Brewer
- Ingo Rademacher
- Terri Juergens
- Mike McMullan — arrived after the meeting began
- Curtis Williams — arrived after the meeting began

Head Coach Transition and Employment Agreement

The Board continued discussions regarding the employment agreement and compensation package for the incoming Head Coach.

The Board considered the financial feasibility of providing a health insurance benefit as part of the compensation package.

Motion: Tina Brewer moved to provide the incoming Head Coach reimbursement of up to **\$500 per month for health insurance expenses**.

Second: Jim Works.

Result: All members present voted in favor, and the motion passed.

The Board also discussed the overall compensation structure for the Head Coach position, including possible annual cost-of-living adjustments and performance-based incentives tied to measurable team growth and organizational goals.

The Board discussed the possibility of establishing performance indicators that could be used to determine future incentive compensation.

No final action regarding an incentive plan was recorded at this meeting.

The Board continued working toward finalizing the incoming Head Coach's employment agreement and transition timeline.

Financial Planning

The Board discussed the club's current financial position and the importance of improving the clarity and consistency of financial reporting.

The Board noted the need for a better understanding of how revenue and expenses are categorized so that future financial decisions can be made using more accurate and understandable information.

The Board also considered the financial impact of the incoming Head Coach's compensation package and the importance of continued team growth and financial sustainability.

Coaching Transition

The Board discussed plans for an orderly transition between the current and incoming Head Coaches.

Discussion focused on:

- Maintaining continuity for swimmers and families
- Establishing a clear transition timeline
- Coordinating communication with the coaching staff and team families
- Ensuring that the outgoing Head Coach has an appropriate opportunity to communicate with the team
- Providing families with timely information once transition plans are finalized

The Board also discussed the need to document operational information associated with team programs so that responsibilities can be transferred effectively during the coaching transition.

Team Equipment and Storage

The Board discussed the need for a centralized location to store team-owned equipment, apparel, and other materials.

Motion: Curtis Williams moved to proceed with locating a 10' × 10' storage unit for team property.

Second: Jim Works.

Result: Motion passed.

The Board also discussed completing an inventory of team-owned equipment and materials as part of the coaching transition.

Continued Transition Planning

The Board agreed to continue coordinating the Head Coach transition, including finalizing the incoming Head Coach's employment agreement, establishing an appropriate transition schedule, transferring team property and operational information, and developing clear communication for swimmers and families.