

CAT5 Aquatics Executive Board Meeting Minutes

Date: December 22, 2025

Time: 4:45 PM

Call to Order

The meeting began at **4:45 PM**.

Attendance

Present

- Terry Juergens
- Tina Brewer
- Megan Cornell
- Erika Goines
- Scott Fortier, Head Coach

High School Championship Travel

The Executive Board discussed expenses associated with CAT5 Aquatics coaches who also provide coaching support at high school regional and state championship meets.

The Board discussed establishing a clearer cost-sharing arrangement with high school booster organizations for future seasons when CAT5 coaches travel in support of high school competition.

The goal is to begin those discussions with the appropriate high school organizations before the start of the **2026 high school swim season**.

Frank Brown Facility Agreement

The Executive Board reviewed proposed changes to the team's agreement with Frank Brown Aquatic Center.

The proposed agreement included:

- A **\$0.50 per-lane increase**
- An annual facility fee
- A new **\$6.25 monthly student-athlete fee**
- Elimination of the spectator fee

The Board discussed the need to clarify portions of the proposed agreement with Frank Brown before finalizing the team's approach.

Training Dues

Because facility and other operating expenses had increased across the organization, the Board discussed whether any future dues adjustment should be applied consistently across training groups rather than attempting to separately track swimmers based on which pool they use.

The Board agreed to continue evaluating the amount of any potential dues increase.

No dues increase was approved at this meeting. The Board anticipated revisiting the issue in **March 2026** before implementing any change.

Frank Brown Morning Practices

The Board discussed ways to reduce facility expenses while continuing to provide appropriate training opportunities.

Options considered included:

- Temporarily discontinuing morning practices at Frank Brown
- Reducing the number of lanes used during morning practices

Motion: Erika Goines moved to reduce morning practice usage at Frank Brown to **two lanes beginning in January**.

Second: Tina Brewer.

The change will be implemented on a trial basis so the Board and coaching staff can evaluate its impact on training and facility costs.

Team Communication

The Board discussed the need for a more consistent communication system because messages were becoming difficult to track across multiple platforms.

The coaching staff will work toward increased use of **Remind** for team communication.

Financial Administration

The Board continued working with **Captyn** to organize and improve the team's financial-management setup.

The Board also discussed outstanding tax and accounting matters and the need to ensure that required financial records and filings are addressed.

Coach Travel Policy

The Board discussed reviewing the fees associated with coach travel to meets.

Discussion included:

- Whether the existing coach travel fee should be adjusted
- Establishing a more consistent process for travel reimbursement
- Determining appropriate meal and incidental allowances based on travel location

Additional work will be completed before any changes to the travel policy or fees are adopted.

Next Meeting

The next Executive Board meeting was scheduled for **January 22, 2026**.