

Buffalo City Swim Racers
Board Meeting Minutes
Thursday, March 19th, 2020

Attendees: Barrett Erbe, Annetta Williams, Mike Telesco, Charisse Freeman, Kristy Michalek, Dennis Wilson, Lamont Williams, Jean Lalomia, Rick Marable, Rich Bleichfeld, Nikia Davies, Jocelyn Guthrie, Zach McArdle.

Guests: John Koelmel, Tasha Villani

The Executive Board Meeting of the Buffalo City Swim Racers was called to order at 6:03 PM on Thursday, March 19, 2020 via phone conference, Buffalo, New York.

- 1) Approval of Minutes.
 - a) Motion to accept the minutes with corrections: Rick M. 2nd: Zack M. Approved.
- 2) Covid – 19. Mike S.
 - a) Suspended from all assembly until further notice (practice, meets, etc.) Long course season is in question. Not fulfilling our mission, but doing what we can. Loyalty to part time staff: \$150/per pay period (not what they are earning). Vote: Motion to approve payment to part-time staff: Rick M. Second: Barrett E. Approved.
- 3) Catapult: John Koelmel. Report: Strategic Action Plan 1 ½ years in. Scorecard. Identified: What has been completed, current progression, and what needs more forward motion?
 - a) Key take-away: foundational progress excellent.
 - b) Branding.
 - c) Office Space.
 - d) Beginnings of team: Lamont W., Geetika R., Darcy H. Well done. Right people in right places.
 - e) Programming: Going well: Pools, Board members, contact with community.
 - f) Marketing with Mike T. and Chris M. Positive progress. Now is “go time”. Time now for the dollars.
 - g) In general: Excellent start but heavy lifting is going to begin now. Team approach is necessary. Grantees want progress. We must produce desired outcomes (in and out of pool). Get going.
 - h) Tasha V.: Marketing / Logo / Tagline / Video. Some funds re-allocated to new hires. Now we need to refocus. Use the break to re-shift focus to community awareness.
 - i) Solid foundation, but pick up the momentum on things we can control. Community impact is necessary.
 - j) Mike T.: \$163,000 & \$85,000. We can begin to spend on marketing.
 - k) Keep up the good work.
- 4) Committees. Various.
 - a) Operations Committee. Zack M.
 - i) Feel good on progress.
 - b) Programming – Rich B.
 - i) Lamont W.: heavy focus on academic program and Westside Community Center.
 - ii) Nutrition – Lamont W. Wegmans wants some involvement. Possible snacks, lessons, and/or support for academic programming once we provide this piece to swimmers.
 - c) Developing competitive piece with Rick A. Plans in place. Geetika R. Two new pools: Frank Sedita: 15-20 swimmers and the Belle Center: 15 swimmers on Tuesdays. We are excited to bring this pool up to par. Potential time availability: 4-9 pm daily.

- d) Marketing. Mike T.
 - i) Set to film date postponed. May for website is still in play. \$30,000 budget for next year (July 1st), however this year's efforts are covered.
 - ii) Suggestion: Be ready to go when it is the right time.
 - iii) Fundraising presentation to happen with Mike T. and Lamont W.
 - iv) Annetta W.: CDC testing of buildings may not happen for this school year. Online testing possible. Students may not return to school this school year. Things are tentative and not ideal. Step by step.
- 5) Financial Report. Zack M.
 - a) 74% increase in grant monies over last year.
 - b) This increases our net assets.
 - c) Supplies expenses higher as one grant focused only on that.
 - d) Reconciling QuickBook underway. Eight transactions need to be dealt with. John K., Charisse F., Lamont W., Mike S., and Zack M. have been the signers the with bank and will remain the same. Responsibilities for QuickBooks will be turned over to Lamont.
 - e) Dopkin and Co. has been doing our QuickBook account. They have resolved discrepancies in the past.
- 6) Membership Fee Structure. Mike S.
 - a) Conversation among the Board must be held to address this structure and its considerations.
 - b) Policy must be in place and numbers maintained.
 - c) Community needs to be aware of the cost of our programs. Lamont W.
 - d) How and when for this conversation? Barrett E.
 - e) Maintain our message to our foundations. 85% of our population fits into the 1st two brackets.
 - f) Mike will start an email string and all Board members will participate.
 - g) Charisse F. summarized: We are to review and give feedback through email.
 - h) The impact of Covid-19 is dramatic. We are unsure of what swimming in our area will look like when we resume. Rich B.
- 7) Vista 2021. Mike S.
 - a) 2020 Vista employee is with us through October. Suggestion: Do not go with Vista for 2021. Reason: Quality concerns. Motion: To discontinue the Vista program for 2021. Rick M. Second: Rich B. Discussion. Approved.
- 8) Old Business. Zack M.
 - a) Competitive team name. We must solidify this in the next few weeks.
- 9) New Business. Zack M.
 - a) Spending on supplies. Motion: Reapprove a rewards credit card. Mike T. Second: Kristy M. Discussion. Approved.
 - b) Payroll Processor out to bid. Zack M. and Mike S.
 - i) Relook at our payroll people. Can obtain bids. Would like to keep money in our local market.
 - c) Benefit package / Insurance. Should we begin to look at this? Healthy New York?
 - d) Welcome to Jocelyn G. and Nekia D.

Motion to adjourn: Mike T. Second: Jocelyn G. Approved. 7:40 PM.
 Draft minutes respectfully submitted: Jean Lalomia