

City Swim Project/Buffalo Tide/BCSRs  
Executive Board Meeting Minutes  
Thursday, December 2, 2021

Attendees: Mike Switalski, Barrett Erbe, Nekia Davis, Jessica Smith, Dennis Wilson, Annetta Williams, Jocelyn Guthrie, Kristy Michalek, Rick Marable, Rich Bleichfeld, Charisse Freeman.

Absent: Mike Telesco, Yvonne Dubois, Jean Lalomia.

The Executive Board Meeting of the City Swim Project/Buffalo Tide was called to order at 6:04 PM on Thursday, December 2,, 2021 via Zoom conference, Buffalo, New York.

1. Roll Call. 6:04 PM.
2. Approval of September 2021 Minutes.
  - a. Motion to approve September 2021 Minutes: Rich B. Second: Jocelyn G. Approved.
3. Approval of December 2021 Agenda.
  - a. Motion to accept December 2021 Agenda: Jessica S. Second: Rick M. Approved.
4. Financial Reports. Mike S.
  - a. Just under \$170,000 in the bank. Much of this is earmarked for staffing. Major expenses: Videographer (First payment came due) and 2022 Registration (larger than previous years for both Board and staff).
  - b. Registered over 200 swimmers for 2022. Excellent. Ahead of past years numbers. Renewal reminders are being sent out monthly. Potential for 30-40 more.
  - c. Challenge: City of Buffalo did not put us in their budget this year. Working with Councilmember Rivera's office on this. Otis assumed we were not in the water because of covid. Attempting to arrange restoration (part or all) into the budget. This is a \$70,000 hit.
  - d. Pursuing new grants to replace as well. Bumping up "the ask."
  - e. The Rich Family Foundation is excited about our academic component. Requesting an increase from \$15,000 to \$50,000 as had been suggested by Howard Rich.
  - f. EIDL has funds available. Requesting \$5,000 through federal government.
  - g. Wilson Legacy Foundation. Requesting \$25,000.
  - h. Still not swimming in schools and Cazenovia.
  - i. Suggestion: Talk with additional councilmembers. We must maintain continued endorsement by the city.
  - j. ECC pool is a \$20,000 expense per year for the small pool.
  - k. Possible cap for swimmers? Number of swimmers is not the issue, the number of pools is. A cap may be considered.
  - l. Contract with ECC? Yes, 3 months at a time. Parents may sit in the bleachers but can't see the swimming in the small pool. ECC is 5 nights per week and 3 hours per night. The YMCA is 2 nights per week.
  - m. New fiscal year begins July 1<sup>st</sup>.
5. Committee Reports.
  - a. Marketing and Branding. Barrett E. for Mike T.
    - i. Video shoot update. Coach, swimmer, and parent segments shot. In January the funders and partners will be done. The bulk of the work is done. Releases? The swimmers/parents sign releases yearly. In the shoot, the swimmers were fantastic.

- b. Programming. Mike S.
    - i. Situation great with Lackawanna. Expanded numbers: 30 to 40 with a wait list of 40. Things are going well.
    - ii. Signed contract with ISL for tutoring. Working with the Rich Family Foundation on grant to purchase hardware to go with the software. Waiting on tablets and charging stations. Hope to have this up and running after the New Year. 25 tablets per location. These will be returned to the charging station/cart daily. They will never leave our possession/location.
  - c. Growth and Infrastructure. Mike S.
    - i. Break down: 3 pools are being used: ECC, Wm. Emslie, and Lackawanna HS.
    - ii. Need more pools. Waiting on the Belle Center to re-open after improvements are completed.
    - iii. Numbers (200+) include both City Swim Project and Buffalo Tide (pre-competitive and competitive).
  - d. Finance. Mike S.
    - i. No report.
  - e. Governance. Jessica S.
    - i. Updating bylaws and handbook. No meeting held in November.
6. Items for Approval. Barrett E/ Mike S.
- a. Audit for 2020-2021. Explanation and discussion held.
    - Motion: We will conduct an audit as required to be in compliance with NYS Law regarding non-profits. Annetta W. Second: Rich B. Discussion. Approved.
    - Motion: The cost of the audit required to satisfy NYS Law will be limited to (not exceed) \$3,500. for 2021. Rick M. Second: Barrett E. Discussion. Approved.
  - b. Staff Raises. Barrett E.
    - i. Request for a raise for Head Coach Mike S. Special session to discuss this suggested. Decision: Hold at the next meeting. More information will be coming.
    - ii. Other staff qualifications for a raise? Must be up to date on certifications and quality performance. Head Coach has the discretion to give a raise of up to \$1 per year to those who qualify. Board typically does not intervene.
  - c. Financial Policies. Mike S.
    - i. Mike S. had shared a generic draft from the auditor before the last meeting. A formalized draft was sent this morning. Discussion tabled until January 20<sup>th</sup> meeting.
7. Old Business.
- a. Zach McArdle, Past President of BCSRs, spoke at the inauguration of the new US Attorney for the Western District of New York, Trini Ross, a past Board member of BCSRs. In this address he underscored the success of our swimmers and our programs. Congratulations both Trini and Zach.
8. New Business.
- a. Lackawanna. Mike S.
    - i. Large wait list in addition to those already in the water. Parks and Recreation Director, Brian Lakso, contacted Mike S. to expand the program to an additional day at the city's expense.
      - Motion: To expand the Lackawanna Program/ location. Rich B. Second: Jessica S. Discussion. Cost of lifeguards included, but we select. Approved.
  - b. Board Certifications. Mike S.

- i. Please do necessary steps to answer USA Swimming requirements. All Board members are now registered. Athlete Protection and background checks are the essentials to complete. Most are in compliance.
  - ii. Buffalo Niagara Partnership. Organization reached out to Mike S. concerning a collaboration. Insurance benefits discussed but no specifics.
  - iii. Covid Regulations. We will remain in compliance as per Mike S.
  - iv. Tutorial Program. Pilot will begin at Wm. Emslie YMCA in a dry room shortly.
9. Adjourn.
  - a. Motion: To adjourn. Barrett E. Second: Rich B. Approved. 7:04 PM

Draft Minutes respectfully submitted: Jean Lalomia

Next Board Meeting: January 20, 2022