

# **Cumberland Valley Swimming & Diving Booster Club**

## **Executive Committee Meeting**

### **Tuesday, August 20, 2019 @ 6:00 pm**

Elizabeth Bolden called the meeting to order.

Melissa Dehoff took the roll of attendees and confirmed that a quorum was present.  
Executive Committee members in attendance:

Elizabeth Bolden, President  
Susan Pesavento, Vice President  
Melissa Dehoff, Secretary  
Kim Distenfeld, Treasurer  
G. Michael Gobrecht, Head Coach

The executive committee reviewed the meeting minutes of August 3, 2019 and approved.

Mike Gobrecht gave the coach's report as follows:

- Discussion on the establishment of the founding board
- Meeting with the coaches
- Swim calendar on web site is updated for the month of November
- November includes dates for pre-season work outs
- The official start date for the 2019-2020 swim season is November 18
- Coaches will meet with team on November 15
- Parent meeting is confirmed for November 18 at 6:00 pm
- This swim season will include six \$500 scholarships- he thanked Board for this- this is comparable to other sports teams that offer many scholarships

Kim Distenfeld provided the Treasurer's report:

- Review of a number of budget spreadsheets, including the 2019-2020 budget overview, budget detail, and an internal recordkeeping document. The budget detail spreadsheet provided the items that were anticipated to be attributed to each expenditure category.
- The Board approved the proposed budget for the upcoming season to be approximately \$26K.

Elizabeth Bolden gave the President's Report as follows:

- The proposed bylaws were reviewed and adopted with the following changes:

- Page 2: Article IV- Dues, Section 3 should be changed to: “Annual dues are payable within one week of team roster being finalized or by the fourth Friday in November of each year.”
  - Page 4: Article XII- Budget, Section 1 should read: “As soon as practical, the Executive Committee shall develop a budget for each fiscal year.”
  - Page 4: Article XIII- Expenses & Purchases, Section 3 should be changed to: “If applicable, the Treasurer shall be bonded at the expense of the CVSDBC.”
- Review of the CVSDBC responsibilities document. There are still a number of open positions (backpacks, donations coordinator, food for home meets (possibly Junko Richards and Tracy Cunningham), food for away meets (Susan P. is working on a spreadsheet of restaurants that will be near the locations of the away meets to possibly pick up food for the ride home), and back-up in training (need volunteers- registration will be available at the parent meeting). The Board is hopeful some Freshman parents will fill in some of the openings. Michele Chang will be added as the Sophomore class representative, along with Janet Butterfield.

The Board discussed planning for the 2019-2020 season to include the following:

- Proposed FY 2020 budget
- Discussion of revenue sources:
  - Concession Stands- had a discussion on which swim meets we will run concession stands for upcoming season: November USA meet, Mid Penns in Feb, February WSY Alyson Chick 10&U meet, Districts, and March WSY 10&U Championship meet. The Board made the decision to not run concession stands for any CVAC meets or meets in October or January. It has been estimated by Janet Butterfield that concessions could top \$12K in revenue.
  - Food Trucks- Further research is needed to determine how food trucks can be used during swim meets to serve food and provide additional revenue.
  - Other possible revenue sources discussed: paint night and restaurant nights. Also, the possibility of placing advertising of local businesses on the starting blocks in the future. The decision was made to not participate in Touch of the Valley scheduled in Nov.

Next steps;

- Holiday Bowling Party- the sophomore parent reps need to discuss and finalize (J. Butterfield and M. Chang). The Board also discussed the possibility of eliminating the holiday gifts and consider using this money toward scholarships? The annual sock exchange would continue to be held.

The next meeting of the executive board will be held on Tuesday, October 1, 2019 at 7:00 pm in the Guidance LGI room in the high school.

The meeting adjourned at 7:15 pm.

DRAFT

Submitted  
Melissa Dehoff, Secretary