

Please review for approval

**Minutes of the PNA Board Meeting, October 28, 2003**

**Motions Approved are shown in bold and noted with MSA (Moved, Seconded, Approved).**

**I. Reports**

**A. Call to order and Introductions:** President Jeanne Ensign called the meeting to order at 7:09 p.m. at the Bellevue Club. Board members present included Steve Peterson, Sarah Welch, Hugh Moore, Tom Foley, Jerry Plunkett, Jane Moore, Jo Moore, Lee Carlson, Paul Freeman, Jan Kavadas, Walt Reid, and Arni Litt. Also present was Gail Gladwell. **B. President's Report:** Jeanne presented the tentative calendar for 2004 board meetings (list included at end of minutes). Jim Williams has purchased Adobe Acrobat following prior approval. Jeanne recommended a review of our financial books. Jan volunteered to help. Jo will ask for other volunteers. Thanks to Arni, we have a volunteer for Awards Chair. **MSA Ellen Cullom as Awards Chair.** The International Swimming Hall of Fame has requested our mailing list. The board consensus was to deny the request and put the information in the WetSet. **C. Minutes MSA Minutes from the September 23<sup>rd</sup> board meeting as corrected.** **D. Treasurer's Report: MSA Treasurer's report as submitted.** Sarah reported a balance of \$40,560 in checking/savings accounts, including \$32,145 in CDs. **MSA to reimburse Jane \$35 for the annual domain name maintenance fee.**

**II. Board Meeting Focus**

**A. Newsletter Policy & Content Review: MSA revisions to the Newsletter Policies.** The revised policies are attached. **B. Mentor/Coaches Clinic:** Bob Bruce will conduct the clinic December 12<sup>th</sup> & 13<sup>th</sup>. The board discussed recommendations for size limits and fees for the clinic. **MSA The Organizing Committee of Sarah, Jo, & Lee will establish the budget for the Mentor/Coaches Clinic.**

**III. Old Business**

**A. LCM Zone Meet Financial review:** Tabled pending final bills. **B. Website Content Review:** Tabled. **C. SCM Zone Meet: Pool contract has been signed and deposit paid by Steve.** **D. Board Planning Retreat.**

**IV. Reports**

**Membership.** Arni reported that we have 1174 registered swimmers. The renewal letters are ready to mail. An information letter will also be sent. Coaches have been sent copies of the 2004 registration form. **Meets:** Anacortes & Bellevue Club are ready for their meets. **Newsletter:** Sarah, Jeanne, Lee, Arni, Steve, and Hugh volunteered to review the newsletter each month.

**V. New Business.** None

**VI Next Meetings:**

Jeanne will prepare soup for the December 2<sup>nd</sup> meeting. Board members will be asked to contribute to the potluck. Everyone is encouraged to carpool as there will be limited parking. Sarah will send budget information in advance.

January 10 – Board Retreat & Board Meeting – Seattle

February 24 – Federal Way

March 23 – Seattle Parks & Recreation

April 28 - Seattle Parks & Recreation

May 25 – Seattle Parks & Recreation

June 22 – Edmonds (Jan Kavadas')

July 27 – Tacoma or Federal Way

August 24 - Seattle Parks & Recreation

September 28 – Bellevue Club

October 27 - Seattle Parks & Recreation

December 7 – TBD

**VII. Adjourn:** at 9:12