

## I. Reports

**A. Call to Order and Introductions:** President Jeanne Ensign called the meeting to order at 7:20 p.m. at the home of Arni Litt following a potluck dinner. Board members present included Lee Carlson, Toby Coenen, Kelly Crandell, Lisa Dahl, Sally Dillon, Jeanne Ensign, Paul Freeman, Jan Kavadas, Arni Litt, Hugh Moore, Jane Moore, Wendy Neely, Steve Peterson, Walt Reid, and Sarah Welch.

**B. President's Report:** Jeanne announced that she wanted to leverage the board's collective experience to generate new ideas for PNA that would have an impact on members, while staying within our financial resources.

**C. Minutes: MSA Minutes from November 24, 2006, as corrected.**

**D. Treasurer's Report:** Sarah's report consisted of expenditure approvals. **MSA the following reimbursements: Sarah \$354 food for clinic and \$200 for Starbucks cards for officials for zone meet; Jane \$115.74 for heat sheets for zone meet.**

## II. Board Meeting Focus

**A. Planning:** The board spent time planning for the upcoming year. Jeanne commented that we have been fortunate to add Toby, Lisa, Wendy, and Kelly recently. Kelly commented that board members other than the chair could write the Leading Off article to provide a perspective of what board members do with a hope of attracting new members to the board. Wendy suggested adding an "Ask the Coach" column to The WetSet. Jeanne suggested that features on swimmers be included in The WetSet. We would need to find someone to interview the featured swimmers. Jeanne commented that Past Presidents should have a position on the board.

Hugh suggested that our committee structure could be revised with coordinators replacing committees in many cases. The board agreed by consensus that a project should be planned for after nationals to review our committee structure. Each committee chair will need to review and/or provide a committee description, suggest improvements, and recommend whether activities should be conducted by a committee or coordinator. Reminders should be sent in June, with input to Jane in July.

The board discussed methods to reach out to members and community. Lisa suggested that PNA provide a Nationals Team Coach/Relay Coordinator. Lisa also suggested that PNA create a position of New Swimmer Liaison who would contact new members via email, phone calls, etc. to help them feel welcome and answer questions. Both of these positions were funded during budget discussions. **MSA Lisa as the New Swimmer Liaison.**

Hugh suggested that PNA fund team grants to help team development. A Club Development Committee could be created that would review and award grant applications. Team Grants were funded during budget discussions.

Lee suggested that we pay someone for data entry for meets. The board agreed that this should be considered at a later time. Lee and Steve will investigate and report back.

Jan noted that we need to archive PNA information, including information on Fred Wiggin. Ricky Vadset can help with information on Fred. Jan can use help finding information on other members.

Wendy observed that there is little ownership with team PNA. She suggested that we sell shirts and suits with a team logo. Lisa suggested that we sell t-shirts to relay swimmers to increase interest and awareness.

The board discussed Jan's recommendation that we resume printing of meet results in The WetSet. **MSA to amend the current policy to print results of all PNA sanctioned events and to print results of all PNA swimmers in zone meets in The WetSet**

**B. 2007 Budget: MSA to approve the proposed budget, except the following line items [each item below was discussed separately]:**

**MSA Clinic income and Clinic Expense at \$4000**

**MSA New Swimmer Clinics at \$1000**

**MSA Communications expense at \$369**

**MSA New Swimmer Liaison Program expense at \$500**

**MSA Software and Website at \$200**

**MSA Swimmer Support-Coach for Nationals at \$2500**

**MSA to increase WetSet printing by \$1300 to \$10300 to cover printing of meet results**

**MSA to add a new expense item for Team Grant at \$1000**

**MSA to approve the attached budget.**

## III. Old Business:

**A. Nominating Committee Update:** The nominating committee has talked to the current officers regarding their continued involvement with the board and is making progress on filling the slate of officers. The board also discussed possible ways of reducing the burden on the president, including having other people write Leading Off and other articles.

**B. Election Procedures:** Arni reported that it would cost 10 cents per page to include a stuffed and tab-sealed ballot in The WetSet. The total cost would be around \$120. Colored paper would add another 2 cents per page, increasing total cost to around \$140. **MSA to enclose the ballot in The WetSet on a separate one-page colored ballot with return information on one side.**

**C. Meets Update:** Briggs YMCA in Olympia is interested in running a meet on March 24. **MSA Briggs YMCA meet on March 24 pending application.** Lee noted that the Anacortes entry form has been revised to add the 100 IM.

**D. Clinics Update:** Sarah has been communicating with Karlyn Pipes-Neilsen and Eric Neilsen regarding the February clinics that were approved at the October 24 meeting. The proposed dates are February 10 & 11 and both clinics will be freestyle. All participants will need to be USMS members. The proposed registration fee is \$85 per swimmer. PNA will be responsible for pool rental and food. The cost to rent Medgar Evers pools is \$300 per day. The board felt that we should be able to fill two freestyle clinics with 20 swimmers each. If we get less than 12 swimmers then the clinic should be canceled. The consensus opinion of the board is that PNA should break even on the clinics.

#### **IV. Reports**

**A. Meeting Schedule:** Jeanne will send Hugh a corrected schedule of PNA board meetings and meets that can be sent to board members.

**B. Closing Comments:** Jeanne thanked the board for a productive meeting and reminded everyone that we now need keep our ideas at the forefront and put them into action.

#### **VI. Next Meetings:**

January 23, 6:45 p.m.	Yesler Community Center
February 27, 6:45 p.m.	Yesler Community Center
March 27, 6:45 p.m.	Yesler Community Center

**VII.** Adjourned at 9:55 p.m.

**Attachment A -2007 Budget**

## Ordinary Income/Expense

**Income**

Registration Fees and Subscntns	43,015
Registration Team	350
Meet income, local	2,500
Clinic Income	4,000
Awards	600
Interest, general	1,750
Interest, Wiggin Fund	175

**Total Income 52,390****Expense**

Awards expense	300
Awards Champs (champs team, coach, Mssmn, and recognition)	100
Bad checks	NA
Bank service charges	NA
Clinic Expense	4,000
New Swimmer Clinics-New	1,000
Coaches Support	0
PNS Officials	1,000
Convention	5,000
Communications (New)	369
Licenses & taxes	100
Marketing	50
Meet exp, Other	0
Meet expense, local	1,000
Miscellaneous	50
New Swimmer Liaison Program	500
Postage	150
Printing & copies	50
Registration -LMSC	0
Registration Expense-USMS	25,445
Reregistration statements	1,300
Rule books	400
Safety Equipment	600
Software and Website	200
Sunshine fund	0
Supplies	100
Relays and Swimmer Support	2,000
Swimmer Support-Coach for Nationals-New	2,500
Swimmer surcharge - Zone	260
Team grants	1,000
WetSet postage	2,100
WetSet preparation	1,400
WetSet printing	10,300
Wiggin Fund distribution	100

**Total Expense 61,374****Net Ordinary Income -8,984**