



**Davis Aquatic Masters
Board of Directors Zoom Meeting
May 17, 2021**

The monthly Board of Directors meeting was held via Zoom and started at 6:36 PM.

Participants

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|----------------------------|-------------------------|
| Kevin Waterson | Kate Stephenson |
| Dan Sperka | Andy McPherson |
| Steve Reynolds | Wendy Pratt |
| Craig Mallery (non-voting) | Allan Crow (non-voting) |
| Lisa Fisher (guest) | |

Approval of Minutes

The April minutes were unanimously approved.

Membership Comments and Feedback

- Lisa Fisher attended the meeting. She let the Board know that she has talked with Craig and is willing to help him learn the behind the scenes work and meet members. Lisa also talked to Kate about open water swimming ideas (see below) and would like to support the club with that initiative.

Finance Report

- Allan C. provided an overview of the April financial report.
- April was \$2,555 below budget due to multiple minor variances, including being above budget for pool rental and below for membership and swim fees.
- Related to membership and swim fees; several people dropped because they are moving out of town or their schedule does not allow, and 12 resumed full time swimming, which helps offset the losses.
- Cumulative cash flow tracking is as expected.
- The April budget had included April Pools Day. Allan adjusted the budget to remove that revenue, resulting in negative \$16K of income. This increases our overall annual loss to - \$26K. If the PPP loan is forgiven that will provide \$35K in additional revenue.
- We received additional scholarship donations and now have a balance of \$6,200.

- We received the ALTs grant of \$960. This money will be used for snorkels and scholarships for lessons. Kim Elsbach will provide invoices. – Kevin asked about responsibilities – our role is to use the grant money to pay for invoices for equipment (snorkels) and/or scholarships to pay for people’s fees. The program has started. Kate and Kim did a training in March. Once the grant funds are expended the Board will invite Kim and/or Al (UCD Aquatics Director) to the board meeting to discuss the program.
- Berryessa profits are not included in the 2021 budget. Allan shared Berryessa revenues and expenses over the last several years. Net profits have been around \$20K, which includes a significant \$10K in sponsor donation.

Coach’s Report

- Craig provided his first coaches report. He’s spent about 30 hours on deck the last two weeks; his is getting to know groups; their needs and wants; and how much investment or engagement they want from a coach. He understands that the terminology and complexity was more than swimmers were used to the first week. He’s experienced some resistance to change, but also positive feedback. He realizes that it will be a slower education process. Going into week 2, he tried to keep practices simpler, still engaging as group and individuals with stroke technique. He believes if people are taking the time to swim, they should learn to do strokes properly. Overall, Craig is very pleased with how things have progressed. He’s on a learning curve; and feels positive about where we’re at right now.
- Craig and the board discussed assistant coaches. Craig noted that the assistants have not been brought together and trained as a staff. He would like to take the time to get assistants together to get everyone on the same page. He is planning to get together for a staff meeting beginning of next week. We still would have a couple months before hiring an assistant coach, so there is an opportunity to enhance coaching of groups in the meantime. He would like to train everyone with the same information and similar techniques. To do so the assistants need to come together more often. The benefit is that the members will be happier, better retention, and faster buy in.
- There was discussion and questions. Andy noted that holding regular staff meetings is an excellent idea and asked about frequency. Craig said more frequently the first few months. Craig would like to hold a 3-4 hour staff meeting/clinic for the first session in person (and in the pool); then 1 ½ hours every two weeks.
- The Board and Craig discussed the timeline for hiring an assistant. There are currently 6 active assistant coaches. However, we will lose a couple in July and in the fall. This is a concern because we are not getting the same quality as would otherwise with consistent coaches. The sooner we get the assistant process going, the more continuity

we will have in the program. Kevin mentioned the caveat that we are still in shutdown, then things will change.

- Craig is gathering information to identify needs and opportunities when we open up. UC campus pools may be more available (3 pools). We have the opportunity to do things in a different way, including having more pools, a more robust assistant staff, and an assistant coaching program. We may want to figure this out sooner rather than later to get more options on the table.
- The idea in prior discussions was generally as we fully open, we'll have the opportunity for more programs, more members, more income. Income is a concern; without PPP we're not breaking even; will need to make an effort to bring in more members. We discussed timing to get an assistant coach on deck. With UCD starting in late September Craig thought that just prior to then is ideal time to bring on board, have an immersion training and be ready to go by late September.
- Dan noted that original notion was that we still have to have a coach on deck 49 hours per week. Adding an assistant is only incrementally more expensive than substitute coaches. Hiring an assistant is not a luxury, it is a necessity. The question is a matter of timing and what the process looks like.
- Kevin asked Craig what having an assistant coach looks like to him? Craig's vision is combination of both on deck and administrative support. Right now he feels it is good he is learning everything, but would like to eventually split up admin and pool time with an assistant, with deck time a higher priority.
- Kevin noted that there are options in terms of hiring internally versus externally, a hiring committee or not, and structure of the assistant's role (including one or two assistants). Craig commented that there are pros and cons of the various approaches. He's had most success with assistants with decent skillsets, swimmers themselves, and a suitable personality that may complement him.
- Craig will research alternatives and a structure for hiring and utilizing an assistant. He'll put together an approach and in meantime he'll continue to work with subs and develop them as coaches. Craig will report back to the Board.
- There was a motion to provide Craig funding and support to hold 1-2 assistant coach clinics and coaching meetings as needed over the next few months. Allan said that a 4-hour pool coaching clinic would cost about \$600-\$700. The motion was seconded and approved with the quorum attending at that point (minus Alan and Steve).
- There was extensive discussion about the schedule. There are two potential conflicts during the summer. The first is 8-10am at Civic (historically used by Darts in the summer) and the second is 6-7am at Arroyo (again being requested by Aquamonsters). Kevin and Craig have been working on both of these issues. The other significant

uncertainty is that UCD may open up access to Schall. If Schall was available, all conflicts would be resolved.

- Kevin discussed the ongoing challenge related to requesting pool time, the City's scheduling process (i.e. lack thereof), and approach that Aquamonsters have taken to obtaining pool time. He expects that DAM will be able to work out an agreement with Darts on the 8-10 slot but is concerned about how the City is viewing Arroyo. He also noted that contrary to belief, the City has no policy that favors youth over adults. On historical and efficiency of pool use, DAM should have priority at Arroyo. The Parks & Rec is big on efficiency.
- Craig will work with Billy and reach out to the City to ask them what are the guidelines and timelines for us to go to full programming. Craig will reach out to Kristina, Chris Helwig, and Dale Summerville. It would be good for all aquatics groups to push for opening. However, we may need to be ready to be on full defense for Arroyo at 6am. Kevin and Craig will touch base on Wednesday on a game plan for a preemptive letter to City.
- Schall is opening up reservations. The reservation process is handled by a different group than the athletic department. There is significant uncertainty on pool time, covid protocols, impacts of PE program cuts on pool time, etc. Billy is requesting a physical meeting to learn what the procedure is so we may get more information. We discussed whether we should ask for more time at Schall. We could also look to Hickey or the Rec Pool in the future. For now, we will request M-F morning and 3 hours in the evening at Schall.

New and Old Business

- The Board discussed whether or not to hold the Berryessa swim. This month is the go-no-go decision point for a September event due to the lead time necessary to hold the swim. The consensus upon discussion was that we should not hold the swim this year. Reasons include: we've had no input from the Bureau of Reclamation, Counties, or the swim location; PMS is still not clear on sanctions, number of participants allowed and safety precautions to hold an event; we would need 400 participants to break even and there is significant risk as to whether there would be interest to meet that requirement; we don't know if the Steel Canyon would be available; and it requires a significant amount of volunteer effort to balance against that uncertainty.
- There was a motion, seconded, and unanimously approved, to cancel the Berryessa swim for 2021 for the reasons identified above, with the provision to create an open water swim committee to explore options for our members (see below).
- Kevin will talk to Greg Stoner to notify PMS that we will not be hosting Berryessa in 2021 but hope to be back on schedule in 2022.

- Wendy will develop a Monday message and web page message stating that: The Board has determined not to hold the Berryessa Lake Swim in 2021 due to the significant amount of uncertainty related to numerous factors including: permitting, PMS sanctioning and participation requirements, facility availability, and economics. The Board is creating an open water swim committee to explore open water swimming options that we can offer for our members this summer. Look for more information in upcoming Monday Messages.
- Kate proposed an alternative that provides open water swimming to members. She said that several people have reached out and are willing to help. Options to consider include: an internal swim and camp out the night before (or series of camps), clinics (potentially USMS sanctioned), and/or some combination of events. Craig commented that he is fully supportive; this would build team culture and collaboration that would far outweigh the work required.
- Kate will put together proposal and send around to the Board for approval. She'll also send the names of individuals that are interested in helping. The Board agreed that the committee should be limited to about 8 people. The Committee can brainstorm and send ideas, maybe come up with 10-12 separate events. Lisa Fisher, Kate, Kevin, Andy, Wendy, and Craig all expressed interested in being a part of the committee.
- Dan brought up the issue of filling pool space and there was extensive discussion of pool space and drop-ins. There is no policy around filling in pool space; however, there have been ad hoc arrangements to allow individuals to switch or to swim in unassigned times. Dan, Craig, and the assistants will be reconciling actual versus assigned schedules and will close the loop with Allan so that he can charge people correctly.
- There have been a handful of requests for people to make changes and this has been addressed on an ongoing basis. Once Craig is settled in, Dan would like him to handle this.
- The Board discussed whether or not to open up the waiting list (about 40 swimmers). Dan noted that there are scattered slots with availability – dependent on pace. With the uncertainty around the 8 and 9 am practices and opening up, the consensus was to wait until we have more information. There are 53 swimmers total during the 8/9 workouts that may need to be moved to other workouts.
- Once we can open the waiting list, Dan plans to create a grid that identifies the openings by workout and pace and will work through the waiting list in batches to make assignments.
- Kevin believes we will know by end of next week if we can keep the 8/9 slots. If so, Kevin or Dan will put a note in the Monday Message that those who would like to change swim times for the summer may submit requests and we'll try to accommodate them; then we will begin working through the waiting list. Kevin has emails and names of

people on the waiting list. Kevin will send a survey to those on the waiting list when we're ready to start opening up spots.

- Dan showed a table of lap swim numbers. They have been consistent at about 42 per day. There have been some cases where swimmers have been bumped. This has improved with the additional hour on Saturday. Allan said that we need 13 swimmers in the pool per hour to break even. Based on requests, we don't have those numbers right now. There was discussion about whether or not to add time. The consensus was to keep the hours as-is for now. Ideally, if/when we open up, we can offer lap swimming as a benefit to all members.
- Kevin asked Craig whether individuals have tried to swim as drop-ins. He said two people have asked, he has turned them away and told them they need to follow the set process.
- All action items from March were completed.

Action Items

1. Craig will research alternatives and a structure for hiring and utilizing an assistant. He'll put together an approach and in meantime he'll continue to work with subs and develop them as coaches. Craig will report back to the Board.
2. Craig will reach out to Kristina, Chris Helwig, and Dale Summerville.
3. Kevin and Craig will touch base on Wednesday to develop a game plan and a preemptive letter to City; in the meantime, Craig will talk to Billy and bring on him on board.
4. Kevin will talk to Greg Stoner to notify PMS that we will not be hosting Berryessa in 2021 but hope to be back on schedule in 2022.
5. Wendy will develop a Monday message and web page message stating about Berryessa (done).
6. Kate will put together a proposal for the open water swimming committee and send around to the Board for approval.
7. If the 8-10 am slot for summer is confirmed, Kevin or Dan will put a note in the Monday Message that those that would like to change swim times for the summer may submit requests and we'll try to accommodate them; then we will begin working through the waiting list. Kevin has emails and names of waiting list. Kevin will send a survey to those on the waiting list when we're ready to start opening up spots.
8. Kevin will look into locations for the next meeting, potentially Village Pizza.

The meeting was adjourned at 10:05 pm. The next meeting will be on June 21st at 6:30 pm; potentially meeting in person.