



**Davis Aquatic Masters  
Board of Directors Zoom Meeting  
December 21, 2020**

The monthly Board of Directors meeting was held via Zoom and started at 6:35 PM.

**Participants**

Kevin Waterson	Kate Stephenson
Dan Sperka	Andy McPherson
Steve Reynolds	Wendy Pratt
Alan Rowland	
Stu Kahn (non-voting)	Allan Crow (non-voting)
Lisa Fisher (non-voting)	

**Approval of Minutes**

The November minutes were unanimously approved.

**Welcome New Members/Officer Selection**

- Kevin welcomed the new members (Steve, Kate, Wendy), and all members introduced themselves. Kevin discussed the importance of maintaining dialogue on topics and hearing all perspectives (via email or Zoom).
- Dan discussed expectations around balancing work and DAM responsibilities and to allow time for email responses. He also noted that historically the Board had subcommittees to dive deeper into topics as needed and report back to the full Board.
- Kevin opened the floor for Officer nominations; Alan R. volunteered to continue in the role of Vice President and nominated Kevin as President. Dan offered to stay on as Treasurer unless someone else wanted the role. Wendy volunteered to take the role of Secretary. The officers were unanimously approved.

**Search Committee Update**

- Lisa Fisher provided an update of Search Committee activities. She shared the timeline for the process. The committee has broken into several subcommittees for specific tasks. Applications are open until December 31. There are currently 4 qualified applicants. The committee is developing interview questions and a weighted

spreadsheet for transparent scoring; they are also communicating with applicants to submit all materials by the deadline. They will complete the first review by January 15 and expect to come to the Board with the top 3 to 5 candidates in mid-January. Lisa noted that the Zoom interviews will be recorded so that other Search Committee members and the Board could review them.

- There was discussion about the process, ability to see qualified candidates, potential or need to extend deadlines, impact of COVID on the selection process, benefit of having overlap between the new coach and Stu, need for contingency plans for best, worst, and mid-range scenarios for in-person interviews/deck time, and the need to maintain flexibility.
- Kevin noted that the Board typically meets the 3<sup>rd</sup> Monday but could be available at other times if the committee would like Board guidance or opinions.

### **Board/Member Discussions**

- The Board discussed Member feedback related to the dues increase and empty lanes. Alan R. expressed his concern about raising dues and the full monthly cost of swimming with weekend lap swim as compared to other options in town. At this point, one member had dropped due to the dues increase and three others have expressed their concern. Allan C. shared a graph of member gains and losses over the last several months. There has been a net decrease during this time. Kevin noted that the Board should keep tracking membership numbers and sentiment regarding dues.
- The Board discussed empty lanes and the feasibility of filling empty slots. Stu discussed the requirements we are operating under and the challenge of ad hoc adjustments to the process. He noted that he and Mary are working on a case-by-case basis to fill available slots, drawing from the waiting list.

### **Finance Report**

- Allan provided an overview of the finance report format and structure for the new members.
- Allan reviewed the financial outlook for EoY 2020, with an expected profit of \$15,795. This takes into account pool fees for October, which have not been invoiced.
- Allan brought up the issue of holiday pay for substitute coaches and provided a summary of options. Historically, Stu or Mary have covered all holiday workouts as part of their contract. Under the COVID schedule that is not possible. In addition, he felt that DAM should have a holiday pay policy for assistant coaches and weekend lifeguards.
- Members discussed various options to provide 1.5x or 2.0x hourly rates for holidays to incentivize and recognize those working on holidays.

- Dan moved that we adopt the holiday pay schedule as shown below and provide retroactive holiday pay for Veteran's day and Thanksgiving/day after. Steve seconded the motion, it was unanimously approved.

**Premium rate of**

- o Thanksgiving, Christmas Eve, Christmas Day, New Year's Day – 2.0
- o Others – 1.5
- Closed on Christmas Day

**Recognized holidays for premium pay**

New Year's Day  
MLK Jr. Birthday  
Washington's Birthday  
Easter Sunday  
Memorial Day  
Independence Day  
Labor Day  
Veterans Day  
Thanksgiving Day  
Day after Thanksgiving  
Christmas Eve  
Christmas Day

**Coach's Report**

- Stu provided a summary of the Brute Squad finances. The event resulted in a profit of \$1,766
- Stu raised the question of bringing in people from the waiting list. Members discussed options, focusing on the 8 individuals that haven't used their assigned spot since August. Dan will draft a letter (see Action Items).
- Stu discussed the cancelled lap swim and workouts due to the pool heater and described the situation. Stu will forward his emails to the City to Kevin, who will draft a letter (see Action Items).

**New Business**

- Scholarships and Scholarship Funds – Members discussed the simultaneous interest of member(s) to donate to a scholarship fund to support members and of member(s) needing assistance paying dues. There was extensive discussion of both topics. Currently, a few members are receiving dues assistance from the general fund on a case-by-case basis. There is no scholarship fund or mechanism for members to contribute to scholarships. The Board also discussed the related issue of Senior members paying full dues and earmarking the additional portion to a scholarship fund.

Allan C. noted that establishing a fund and allocating portions of dues to that fund would require some additional work but would not be significantly more. Steve moved to give members the option to donate to a scholarship fund for those swimmers that need assistance. Andy seconded. The motion was unanimously approved. Alan will draft a Monday message for circulation (see Action Items).

- There was also extensive discussion of a process for awarding scholarships. Kevin noted that there are pros and cons of a more structured application process as compared to the current ad hoc approach. Members agreed that we will continue with an informal approach for now, encouraging those who would like scholarships to talk to Stu or Mary.

### **Action Items**

1. Steve will research business interruption insurance options.
2. Dan will draft a letter to the 8 individuals that have not swum since the August sign-ups to gauge their interest in keeping their spot or allowing another swimmer to use it.
3. Kevin will send a letter to the City discussing the need for the pool supervisor to be available as an emergency contact for pool maintenance issues in off-hours and to communicate the impact of the pool closure on DAM members and finances (\$215 loss of Sunday lap swim revenue).
4. Alan R. will draft a Monday message regarding establishment of a scholarship fund to receive member donations and the availability of needs-based scholarships. Alan will circulate the draft message, including to Allan C. to review for “nuts and bolts”.

The Zoom meeting ended at 10:27 PM.

The next meeting will be one week early, Monday January 11<sup>th</sup> at 6:30 PM.

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