



🏠 Location: Brady Building
📅 Date: Oct 11, 2021
🕒 Time: 6:30pm

Davis Aquatic Masters Board of Directors Meeting Minutes Monday, October 11th 2021

Attendees: Kevin Waterson, Daniel Sperka, Kate Andrup Stephensen, Stephen Reynolds, Greg Stoner (via zoom), Andy McPherson, Steve Clossick (non-voting)

Member in attendance: Kathy Gil

I. Call to order (6:30pm)

- Kevin called the meeting to order at 6:35pm.




II. Discussion and Approval of Minutes from Sept Meeting (6:35pm)

- Steve R motions to approve September minutes, Andy seconds, unanimous approval of minutes (6:36pm).

III. Membership Comments/Feedback (6:40pm)

- Ted Krovitz's member comment was brought for discussion by Kevin. Ted proposed on AQI "informed consent" policy (desire for an announcement 1 hour before practice) for the team. Dan brought up the BoD's original concern about coaches on deck who are not able to choose whether or not to be out in the bad AQI as it is a work commitment whereas swimmers "swim at their own risk". Andy brought up a concern about swimmers' health. The point of reference for concern was from mid-September date when the AQI jumped up and down due to winds, Kevin initiated the idea that 30minutes prior to practice should be the time for a decision to cancel (enabling swimmers to know pre-commute to the pool), discussion of the tool to use for AQI assessment. Dan brought up concerns regarding the unreliability of the Purple Air tool and need to develop a consistent method to determine the AQI cancellation number. Kevin initiated Steve R agreed for the need for a "bright line" decision point for coaches to use when canceling. Kevin proposed this policy: use of Purple Air with "AQ and U" conversion applied (average of local sensors), if that number is >150 at 30 minutes prior to practice in the range of Civic. Once the practice is canceled the website will be updated (by the coach of the practice who is canceling the practice) with a message to the membership about cancelation/reinstatement of the practices hourly throughout the day. That message will also be texted to the membership. Steve C proposed the additional need for in practice cancelation guidelines. Further discussion of details noted below:
 - Tool to evaluate: Purple Air with "AQ and U" conversion applied (average of sensors local to the Civic and/or Arroyo pool areas).
 - Step one (bad AQI prior to practice): The coach of practice is to check AQI twice prior to practice start (15 minutes apart). With two readings above 150 the coach of practice makes the call to cancel and DAM swimming stops until there are two readings (spaced at least 15



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minutes apart) at less than AQI 150. (Dan moved to adopt, Steve R seconded, unanimous approval).

- Scenario Two (in-practice cancelation): If AQI reaches >150 during practice, after two checks spaced out by 15 minutes, the practice is canceled immediately on the second <150 reading. To reinstate practice, there must be two <150 AQI readings spaced apart by 15 minutes.
- Scenario Three (immediate cancelation): If AQI reaches >200 during practice the coach on deck is to cancel practice immediately.
- Coach of Practice communication chain (when canceling or reinstating a practice): Steve C as immediate point of contact, Kevin W as secondary point of contact.
- Kevin mentioned that the origin point of 150 AQI as metric for cancelation is in line with the City of Davis activities policy.
- Discussion of how to educate members on the policy (similar lightening policy): Monday Message communication during fire season of the policy.

IV. Finance Report (6:45pm)

- Monthly Report
 - Sent on 10.3.21 by Allan Crow (not in attendance). Summer Splash report, majority of money from sponsor \$8,598 profit from the event.
 - Pool Bill finally posted from the City. Steve R addressed the challenge of monthly billing that is typically a month later; but can be as much as 9 months delayed. Kevin suggested tabling this discussion for November 2021 when Allan C will be present.
 - Andy compared expenses and revenue differences as concern for 2022 in anticipation of no federal PPP Loan.
- 2022 Budget
 - November 2021 BoD will approve the budget for 2022. Prior to meeting Allan will submit a proposed budget.
 - Call for proposals or questions – Andy had a question regarding the Lake Berryessa stipend, will that be given in 2022? Last stipend was \$1500(?) for Stu (Greg referenced a contract, he will look for both contract and financing).
- Drop-in Procedures for Coached Workouts and Lap Swim
 - How do we capture people who show up on deck who are not members? How do we capture people who attend lap swim but have not signed up online? So long as names are documented so that members are charged for lap swim, non-sign up swims are OK.
 - Additional concern of lifeguards swimming during lap swim, discussion of whether or not (and how) to allow. Dan – at this point lap swim is easy access (there are open slots at each lap swim time), there has been a drop off since move from 2/practice to 3/practice to open access practice. Greg – Proposal to use signup system similar to Woodland lap swim, self-sign up for lap swim times. As part of new database migration, Dan will submit a proposal for a new lap swim policy.



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V. Coaching Report (7:05pm)

- Monthly Report (program and staffing update, equipment/facilities issues, etc.)
 - Coach's hours on Saturdays at 9am are going well, starting this week Steve will send attendance to Allan for billing.
 - Pool covers are now in use daily at both pools.
 - Assistant Coaches: Positive reports on the coaching of Michelle (8am and 9am), John (in pm), Megan is most improved. Jane will be done with pm coaching after next week, Alex and Steve will be covering evenings but there is additional need to fill the evening shifts. Suggestions: Ask the pm Dart coaches at Civic, Tom Brown, Mike Brown. Steve C will work through, sharing for BoD knowledge.
 - Hour Postal
 - On the radar, Steve will ask questions on specifics after start of Brute Squad. DAM is the sponsoring team this year for the national event.
 - Kevin: Need to have advertising and sanctioning done well in advance as DAM is sponsoring the National Championship. Steve C is already in touch with Bob Anderson regarding sanctioning.
 - Second Guard: Next training is October 23rd. Potential for 8-10 people in the class, would be historic high of 70 trained after that training.
 - Priority One: Those with expiring certifications.
 - Priority Two: People who swim in impacted practices (8am, 9am, 10am, 12pm) who have some prior experience with life-saving.
 - Sub Coaches: Goal to get them into practice times.
 - Walnut Creek Meet: Steve C will work on relays tomorrow, Jennifer provided some help (meeting set for further collaboration tomorrow), and Steve C also reached out to Stu. Kevin (and Steve C agreed) suggested policy of maximizing relay participation. Andy suggested the need to have relay alternates for last relay of the day as people tend to leave early.
 - UCD: Steve meeting with AJ Rooney soon.
 - Finis (current, until April of 2022) and TYR sponsorships: Finis was not very receptive to renewing, sponsoring events. TYR was more supportive overall. Concern of the BoD: need to sponsor on big events (Berryessa, etc.).
 - Historical note from Kevin: Finis reached out to DAM at start of tech suit era, yet many did not like the suits and, Andy noted a small percentage of the team bought the tech suits.
 - Steve C asked the board whether to differentiate hours worked (administrative versus coaching/on-deck hours). Steve R addressed the point of "hours needed to run the club" as an interesting data point, meaning: 1) how much time does the head coach spend on administrative versus coaching/on deck hours and 2) what are the seasonal trends in this work?). Category Suggestions: On-Deck/Coaching, Administrative, Assistant/Sub-Coach Mentoring.
 - Kevin suggested a rotating BoD bi-weekly meeting with Steve (on non-BoD meeting weeks).



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VI. New Business (7:45pm)

- City Co-Sponsorship Agreement
 - Kevin met with Eric Vink (DAM representative on the parks & rec council) is part of the City user group meetings regarding the user agreement changes that came to be due to pool competition as a result of the COVID-19 pandemic . The final draft had not yet gone to the user groups until now. The City Staff's memo summarizes reports from all user group meetings, those note that the problem of pool space competition was due to special circumstances of COVID thus should not be used to create a new policy. The old policy was created based on the field use policy used for baseball/softball/soccer, any individual could create a team and schedule games/tournaments. Those new groups infringed on the rec leagues (little league, AYSO). For a while the seasons did not overlap, but once they started to overlap there were user group conflicts over field use. Essential points of creating the policy: historical use versus who the groups served. This field use policy was the default for aquatics user groups, until COVID-19 it was not a problem as any conflicts were resolved within the aquatics council. During 2020, every 2-3 months all the user groups had to negotiate for space based on the city's draft schedule. New items in the agreement: "efficiency of use" is a key part of the new draft document. Key current point of concern: general "unfairness" of the historical use policy, who the members are (local to Davis versus out of town), competitiveness versus novice. DAM potential concerns given the new draft language: biggest problem is a clause that says "youth groups may get priority over adult groups" as a result the Arroyo hours are a lower priority than any other user group in town; secondary problem: 85% of members must be Davis residents (from Allan Crow: 80-83% are Davis members) to be prioritized. The residency status criteria would require a priority system for Davis residents and residency status updates provided to the city on a quarterly basis. This secondary concern would mean DAM would lose its "co-sponsored user group" status.
 - Parks & Recs commission is meeting on Wednesday, October 13th with two agenda items: 1) leaf blowers and 2) user agreement. Kevin will be the DAM representative to provide feedback at that meeting. The feedback at that meeting will be used at the October 20th Parks & Rec meeting to finalize the new policy language. Kevin is meeting with the Aquatics Council on Tuesday, October 12th (at the Brady Building) in preparation for the Wednesday meeting.
- Website/Database Update/Migration
 - Timeline update: Dan and Erika spoke in late September; at that point the plan had been to involve Scott Allison in the website re-development but not the database migration which is underway. Current plan:
 - Database: Dan, Erika, and Allan are in the process of migrating data in Club Assistant (with Erika and Scott's information as well) to the new platform.



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- Website: Dan said that the immediate goal is to translate the website into a new format and, as part of that process, eliminate unnecessary information (in total the site is about 50pages). A new member, Benjamin Mayberry, who does web development suggested he could assist with redeveloping the website, Dan discussed with him the potential to suggest a design and letterhead to make a consistent brand for DAM. Dan offered him dues in exchange for the design work (letter head and web outlook) and will follow up. Dan will also work with John Jensen to help with the data migration and possible web master duties.
 - Dan is serving as interim web master.
 - Text messaging linked to the website is another potential, this is a lower-level need compared with the data migration/unification and web-site re-development.
- Brute Squad Update
 - Dual sanction with USA Swimming (DART as co-sponsor), DART is working on approval with the LSC. It is progressing, likely to happen. USMS sanction is set pending-approval of the USA Swimming sanction (regardless, it will be a go for USMS sanction). Andy is chasing Florida and Texas for College participation.
 - Two clubs have reached out to Kevin in the past two weeks regarding sign-ups.
 - Registration will open November 1st.
 - USMS advertising: official calendar, to DAM membership, PMS newsletter (sent October 12th)
 - UCD Swimming is looking for a local community event, will use Brute Squad as an outreach effort.
 - Question of opening lanes
 - During Practice: Open one lane per practice so that people can sign up to complete the event (2 people per lane, after one person finishes their butterfly the next person can start). NOT during Saturday practices as those are busy recently.
 - Lap Swim: Any lane can be used for sign up to complete the event during lap swim.
 - Total swims in 2020: 80
 - The swim will be official (need lap counter/timer for official results verification).
- 2022 OHS Advertising/Offerings
- Berryessa 2022 – Race Director(s) search/National Championships Bidding
 - Another team was selected for 2023 National Championship, will bid for 2024.
 - Kim Elsbach agreed to be co-director, Andy will connect with Brad Winsor and Dave Woodruff as secondary directors. Both Jane Russell and Tovah Skiles said now. Board agreement, there will be a stipend.
- 2021 Holiday Party/Member Recognition, social chair/awards chair
 - From Dan, Judy MacDonald volunteered to help with the Holiday Party.
 - *Need to:* reserve a space (Senior Center is a former popular location, Vet Memorial is another possible option. Other options: StoneGate, El Macero, local church, UCD International House. There needs to be access to a kitchen sink + hot water.), gauge RSVPs, organize catering or potluck (?), borrow tables & chairs from Dart



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- Date is the first weekend in December (the 4th or 5th)
- From Dan, Macy Barnett volunteered to serve as social chair.
- Member Recognition
 - Kevin will remain in that role.
- Board Vacancy/Upcoming Election
 - Refer to September meeting minutes for the timeline. There are three open spots. Dan Sperka, Andy MacPherson, and Kevin Waterson stated their intent to re-run.
- Review Action Items
- Palomino Development
 - DAM, with DART as a partner, pre-applied as a partner on this project. It is a pre-application, there is no DAM financial or time commitment at this point. The only DAM commitment is to ask the city to approve the project, at that point the City would put it on the ballot (November 2022) for local vote. Currently DAM has \$1million of seed money that would be utilized for this project. Steve R referenced two potential issues: 1) would the membership prefer to have another pool some place other than Civic? and 2) what is the operating budget of a new pool? Steve R specified this as a key point for a membership poll. Kevin suggested a specific question on whether the members would be willing to pay higher dues for a new facility controlled by the team.
 - Kevin referenced two ways to look at the current Civic pool issue: 1) reliant on the City and 2) reliant on a dilapidated pool.
 - Dan asked when the formal application would be due. Key concern is that the publication in the Davis Enterprise links DAM to the Taorminos who could be controversial and the proposal itself will be controversial.
 - Kevin will share updates as they come to him, the next step would be an actual application for the city ballot which the board would vote on.

VII. Schedule Next Meeting/Adjournment (9:00pm)

- November 8th at 6:30pm
- Meeting Adjourned at 9:46pm

Action Items:

- Kate will share the new AQI/practice cancelation policy as typed in the meeting with Dan. He will then write up the policy and share it with the BoD via email for inclusion in the next Monday Message.
- Andy will ask Allan to look up the history on Lake Berryessa race-director pay. Greg will look for former race director contracts and draft a proposed contract for the November BoD meeting That information will be used for a decision on potential 2022 race director/co-race director payment.
- Dan will submit a proposal for a new lap swim policy, as part of the database migration.
- Dan will follow up with Benjamin Mayberry about potential web design proposal.

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- The full BoD brainstorm ways to recognize members at the annual meeting (to submit via email and at the November meeting).
- Dan will contact Judy MacDonald regarding the DAM Holiday Party.