



## OBX Swim Club Board of Directors Meeting Minutes from November 12, 2008 at 6 PM at YMCA

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Attending: Clarence Gibbs, Deb Keenan, Penny Pugh, Nancy Stevens, Coach Craig, and Team Administrator, Debbie Gibbs

The meeting was called to order by President Clarence Gibbs. Deb Keenan moved to approve the previous month's minutes. It was approved unanimously. A complete set of minutes have been posted to the team web site.

Debbie Gibbs presented the finance report for Sarah Gates. We presently have \$4,220.60 available in the bank.

Coach Craig presented the coach's report. There are currently 35 swimmers in the pool. Craig is working on the upcoming 3 month review for Coach Matt. The December travel meet to South Carolina is approaching. There are 6 to 10 participants for this travel meet. The team will use a rental vehicle since a car rental represents about a 50% savings over paying mileage reimbursement. The January meet that OBX Swim Club is hosting is Jan 16-18 at Ft. Eustis. Craig is working on the meet invitation and must be sent in for approval. We are looking at needing about 10 parents per session. The primary responsibilities will be hospitality planning and hosting, heat sheet advertising & sales, and marshals. Craig has the contract for pool rental from Ft. Eustis.

The Swim-a-Thon raised between \$7500 and \$8000 this year. The auction revenue was down this year. Postcards will be printed and sent in gratitude to our donors. Thank you ads will be placed in both local newspapers. The ad will thank business sponsors. All sponsors will be recognized on the team website. The shortfall on the Swim-a-Thon will be revisited after the January swim meet.

Swimmer retention was discussed. Swim families have been emailed and offered the opportunity to convert to the 8 month rate rather than paying the higher fee for the 15-week sessions. This represents approximately a 10% savings and this offer is available until December 1<sup>st</sup>. A motion was made by Clarence Gibbs to approve the Sponsor Challenge program. In this program families that raise at least \$1250 from sponsors will have their monthly fees waived in exchange for acquiring the sponsorships. The motion was passed unanimously.

Two additional meets need to be added to the calendar: December 5-7 TAC meet at MAC and Jan 10-11 WAC meet @ Ft. Eustis. There are three open board positions as follows: Vice-President, Secretary, and Fundraising Chair. These positions will be advertised on the team website.

The holiday party is now scheduled for Saturday, December 13 from 6 to 8 PM at the Gibbs residence in Manteo. Penny Pugh will send out invitations.

The next board meeting is scheduled for Wednesday, December 3 at 6 PM.

Submitted by:  
Nancy Stevens, Secretary



OBX Swim Club Board of Directors Meeting  
Minutes from October 8, 2008 at 6 PM at YMCA

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Attending: Clarence Gibbs, Deb Keenan, Sarah Gates, Maria Mandis, Penny Pugh, Nancy Stevens, Team Administrator, Debbie Gibbs

The meeting was called to order by President Clarence Gibbs. Deb Keenan moved to approve the previous month's minutes. It was approved unanimously. A complete set of minutes have been posted to the team web site.

The financial report was presented by Sarah Gates. September income was \$11,110.75. This amount represents registration fees, monthly dues, and dues paid full in advance. There are currently 34 swimmers, plus 3 pre-competitive swimmers for a total of 37 swimmers in the pool. Statements were generated through the Business Manager software and were emailed to parents.

Coach Craig presented his report. Matt Champion has been hired as an assistant coach. The Carolina Classic is December 5-7 in Columbia, South Carolina. It is open to all swimmers. The January meet that we are hosting at Ft. Eustis is a 14 and Under meet. We are anticipating 500-600 swimmers. Practices are going well. The chevron recognition program was discussed. Clarence Gibbs moved that we approve the purchase of a laser jet printer for Coach Craig. The purchase should be around one hundred dollars for printer and cable. Motion was approved unanimously.

Envelopes for the Swim-a-Thon and Silent Auction have been distributed (at September Parents meeting). Posters are ready for distribution. Sponsorship for the upcoming Ft. Eustis meet was discussed. The pool rental is \$4,000. Tanger Outlet has a September budget deadline for contributions so we have missed their deadline. An update to the Meet Manager software is required for us to host the meet. Clarence Gibbs moved that we purchase the software. Motion was approved unanimously.

A swimmer retention program was discussed in terms of encouraging our 15-week session swimmers to continue with us. It was suggested that swimmers from the first 15-week session could convert to the 8-month rate by December 1<sup>st</sup>. We also discussed a fundraising incentive and a refer-a-friend program discount. Clarence Gibbs moved that we approve the fundraising, refer-a-friend, and December 1<sup>st</sup> deadline for converting dues to the 8 month rate. The motion was approved unanimously.

Planning Calendar Reminders:  
Holiday Party in January  
Ft. Eustis meet January 16-17-18

# OBX Swim Club Board of Directors Meeting



## Minutes for August 6, 2008

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Board Members Attending: Clarence Gibbs, Deb Keenan, Ronnie Roach, Sarah Gates, Maria Mandis, Nancy Stevens, Amy Lowe, Coach Craig and Team Administrator, Debbie Gibbs.

President Clarence Gibbs called meeting to order at 6 PM at the YMCA. The minutes from the previous meeting were approved. The financial report shows \$1539.35 available and \$316.13 in Accounts Receivable. The Coaches report was presented. The coach's evaluation is an outstanding item of business. This is a priority item to finish up as we start a new swim season.

The YMCA has offered to waive the sign-up membership fee for new swim families. The YMCA is also willing to work with us on marketing and mailing list publicity for swim club. Cooperation with the Porpoise Club is an opportunity for us to build our team. We briefly discussed the pros and cons of becoming a Y swim team again.

Team policies have been reviewed and so far it appears that we have policies covering team photos, a medical/injury policy, team travel, and practice groups policy.

Wendy Kelly is helping Maria Mandis with the set-up of cards for publicity. Distribution of cards to the elementary schools alone would require a printing of 3,000 cards. Maria will order cards. Open houses have been scheduled at the schools and Maria is coordinating a schedule of parent volunteers along with Coach Craig's support.

We reviewed the new registration packet for 2008-09. Debbie Gibbs proposed changes to the Club Policies & Financial Obligation Contract. Deb Keenan moved that we accept the new registration packet as submitted. The motion was seconded and approved.

The banking authorizations were discussed. Nancy Stevens moved that President Clarence Gibbs, Treasurer Sarah Gates, and Coach Craig will be authorized signatures on the club checking account. Any amounts over \$500 will require two of the three signatures. Ronnie Roach seconded and the motion was approved.

We discussed that we need to get input from our families regarding businesses that we can approach for sponsorship. Clarence Gibbs requested that we calculate the percentage of our income that comes from program fees, fundraising activities, and donations/sponsors. This information is needed as we approach potential sponsors.

Amy Lowe will confirm the Swim-a-Thon date with the YMCA. The swim club hosted meet is January 16-18 at Ft. Eustis. This is a 14 and Under meet. It was discussed that we would need 10-12 parents per session.

The 2008-09 budget was approved unanimously. The next BOD meeting is scheduled for September 4, 2009.

Submitted by:  
Nancy Stevens, Secretary

# OBX Swim Club Board of Directors Meeting



## Minutes for July 19, 2008

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Board Members Attending: Clarence Gibbs, Deb Keenan, Ronnie Roach, Sarah Gates, Maria Mandis, Nancy Stevens and Team Administrator, Debbie Gibbs.

President Clarence Gibbs called meeting to order at 9 AM at the YMCA.

Team Administrator, Debbie Gibbs, presented the USA Swim Club Recognition Program information as provided by Coach Craig.

The team vision was discussed and the short-term focus is swimmer recruitment (with a target of 30-40 swimmers) and financial solvency. Ronnie Roach offered to check with YMCA management and inquire about a postcard mailing to the Y membership. He will also inquire about a link on the Y website to our team website and the possibility of inclusion in the Y newsletter.

The long-term goal is to improve swimmer retention and to make the team financially inclusive and to improve our community presence.

The mission statement was reviewed and it was agreed to keep it as is.

The Bylaws were reviewed with no changes.

The annual meeting of our membership will be held on September 17 at 6 PM at the YMCA. We discussed keeping the BOD meetings on the first Wednesday of each month. August 6 would be the next scheduled meeting. The Vice President opening still exists on the board. It was agreed that this opening should be advertised to the membership and addressed at the September membership meeting.

Nancy Stevens moved that the Executive Committee shall consist of the President, Treasurer and Coach Craig and that it shall have decision-making responsibility and authority for day-to-day operations of the club. Deb Keenan seconded and it was approved.

Board member job descriptions were discussed. The Social Chair responsibilities are separate from the bylaws. The area of recognition is the coaches' responsibility and not included in the Social Chair.

The planning calendar was reviewed. Board members should email any changes in the calendar to Debbie Gibbs.

It was discussed that team policies need to be assembled and documented in a manner that makes them accessible. The team travel policy needs to be revisited.

Submitted by:

Nancy Stevens, Secretary

## OBX Swim Club Board of Directors Meeting



### Minutes June 11, 2008

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Attending: Melissa Donati, Lori Roach, Ronnie Roach, Clarence Gibbs, Coach Craig, Sarah Gates, and Maria Mandis

President Melissa Donati called meeting to order.

Melissa started a discussion about the upcoming Bolles trip where she informed us all of the travel policy the team adapted last June: All children 10 and under shall have a parent/adult stay with them while traveling. It was decided that the policy would be upheld for the upcoming Bolles meet in Florida.

Ronnie Roach asked for the meeting minutes from last month be approved with the condition that '75% approval rate' be added to the email policy. Deb Keenan 2<sup>nd</sup>. Motion was approved.

Coach Craig gave his report. Please see 'OBX Swim Club Coach's Report' dated June 11, 2008.

Sarah Gates gave financial update.

Clarence Gibbs makes motion to discontinue sponsoring the foreign exchange students. ~~Ronnie Roach~~ 2<sup>nd</sup>. Motion was approved.

The next meeting date will be emailed to all board members by Melissa ~~Gibbs~~.

## OBX Swim Club Board of Directors Meeting



### Minutes for May 21, 2008

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Attending: Melissa Donati, Deb Keenan, Ronnie Roach, Sarah Gates, Debbie Gibbs, Coach Craig and Amy Lowe

President Melissa Donati called meeting to order.

Ronnie asked for last month's meeting minutes to be approved and Deb Keenan 2<sup>nd</sup>. Board approved.

The board discussed what should be included in the meeting minutes and decided to include motions and their outcomes, along with what was discussed.

Coach Craig gave the Coaches report. Please see 'OBX Swim Club Coach's Report' dated May 20, 2008.

Debbie Gibbs gave the Financial Report. Please see 'Profit & Loss Budget Performance April, 08', 'Profit & Loss Budget Performance September 2007 through March 2008', 'May 2008 Financial Report' and 'Amended Budget Comments'.

- A motion was brought to the Board to approve the amendment of the budget. It was decided that we table the motion until the next meeting.
- Debbie Gibbs brought a motion to the Board to approve the application of a team credit card; it was 2<sup>nd</sup> by Amy Lowe. Motion was approved.

Ronnie Roach brought a motion to the board to amend the by-laws to allow voting by email. Conditions being as follows:

No motions concerning team finances.

No motions concerning personnel.

No motions about the structure of the board or its members.

No motions concerning the by-laws.

Sarah Gates 2<sup>nd</sup>. Motion was approved.

Sarah Gates brought a motion to the Board for Clarence Gibbs to serve as the new Vice-President in anticipation of Melissa Donati leaving her position in July, for Debbie Gibbs to step down as Treasurer and take the Team Administrator position and for Sarah Gates to become Treasurer. Amy Lowe 2<sup>nd</sup> and the motion was approved.

Melissa Donati asked that it be written for our next meeting the following should be discussed.

1. Date, time and place of yearly meeting in July
2. Monthly meeting dates and times.
3. Putting meeting minutes on the Web site
4. Amending the Budget

Next Board meeting will be June 4, 2008, 7:30pm at the YMCA.

Attending: Coach Craig, Melissa Donati, Amy Lowe, Sarah Gates, Debbie Gibbs, Ronnie Roach, Nancy Stevens

- The meeting was called to order by President Melissa Donati
- Sarah Gates presented the March 19 minutes for approval. The minutes were approved.
- Debbie Gibbs presented an updated finance report and answered questions regarding some of the line items. Specifically, sponsorships and swim meet items were addressed. The effect that the semi-annual "bulk" payments have on monthly income was discussed. It is difficult to show an accurate picture of finances when we collect these advance payments. Debbie reminded the board that the current financial condition needs to be viewed in terms of the pay-off of the short-term loan this fiscal year.
- The presentation of financial information in the team newsletter was discussed. Ronnie suggested that the newsletter needs to be viewed as a marketing tool. It was agreed that the term "programs" needs to be defined in terms of what income is included in that amount. The newsletter audience will include swim families and prospective swim families. The bottom line of the financial picture for the newsletter is that monthly fees do not pay the full cost of swimming and that fundraising and sponsorship are an essential component.
- Craig presented the Coaches Report. There will not be a TAC meet on May 7-8. New swim caps (latex) are being ordered in a large quantity. Craig would like to attend the ASCA World Clinic September 3-7 in Las Vegas. Funds for professional development and training are budgeted and should cover this expense. The board discussed whether we should employ an assistant coach for the summer program. In the past we have targeted 26 swimmers as a minimum for adding to the coaching staff. Since we are under that target number, the board felt that it would be prudent to hold off on adding staff at this time.
- The board discussed the possibility of bidding on a meet during the 2008-09 short course season. There is an opportunity to bid on a January or February meet. We discussed that the Ft. Eustis venue means that we would not have concessions and would need 12-15 people (at a minimum). Parents would be needed to work hospitality, heat sheet sales, announcers and marshalls. Volunteer timers from participating teams can be required in the meet invitation. We also discussed partnering with another small team rather than going this alone. It was decided that since this is such a large commitment from swim parents that we should discuss this in the fall to secure a group of willing parents. The board also discussed the possibility of hosting a meet at the Outer Banks YMCA.

There were concerns from board members about the limited space at the YMCA to accommodate swimmers and swim families. The deck space is very limited and staging areas for swimmers is limited, too. The consensus of the board is that we should not pursue hosting at the YMCA. Instead we will look into other hosting opportunities.

- The Bolles Meet was discussed. Coach Craig reported that there are 5 or 6 swimmers eligible for this travel meet to Florida. Coach Craig requested \$3,000 from the budget to cover the coaches expenses and additional funds from the club to subsidize the individual swimmer expense. The Bolles meet was not budgeted as a line item so funds from several line items could be used for the coaches expenses. Funds to subsidize the swimmers expense were not approved since we do not have the funds at this time. Amy Lowe suggested that a request for funds (to help with the swimmers expenses) be submitted to the Rotary Clubs. A meeting needs to be arranged for parents of these swimmers to discuss the trip and expenses.
- Amy Lowe presented the Fundraising Report. Amy proposes a yard sale for May 31<sup>st</sup> either at the YMCA or another location along the by-pass (perhaps Compass Rose). All families would be invited to contribute items. Amy proposed that team sponsorship needs to occur in the spring and then we would promote these sponsors in the fall which is the beginning of the short course season. She also suggested that Swim-A-Thon planning should occur in May rather than September.

Submitted by:  
Nancy Stevens



## OBX Swim Club Board of Directors Meeting April 6, 2008

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**Attending:** Deb Keenan, Sarah Gates, Amy Lowe, Debbie Gibbs, Maria Mandis, Ronnie Roach, Coach Craig, Melissa Donati, Nancy Stevens, Clarence Gibbs (non-board member)

President Melissa Donati called this special board meeting to order to discuss the club's finances and to consider the possibility of merging with ODAC. Specifically, the issues of a small team's limited resources were discussed in regards to the increased load that falls on a small group of parents, oversight of our coach, opportunities for coaching staff development, and limited opportunities for swimmers in terms of travel, relay teams, etc. Club finances with regard to the small number of swimmers and the amount of our budget that is generated through fundraising activities were discussed at length. The guideline is that no more than 40% of the budget should be generated from fundraising and that 60% should come from fees and income-producing events. Due to small numbers of swimmers we are spending an increasing amount of time on fundraising activities.

Melissa then asked board members to consider if the viability of the club could be improved with the opportunity to partner/merge with ODAC. Steve Bialorucki of ODAC joined the meeting to answer questions regarding a possible merge with ODAC. Steve provided background on ODAC. The club is approaching 30 years in operation. They have approximately 230 swimmers and a coaching staff of 12. Steve suggested that our club needs to look at this potential change from an organizational standpoint, the structural aspect and the issue of identity and support of the OBX Swim Club. Steve has a good understanding of the challenges of growing a club. He is familiar with the issues we have in terms of marketing, recruiting, pool access, and the limited support for competitive swimming. He feels there is potential, but growing the club from 25 to 50 swimmers is a huge undertaking.

The concern about team identity was discussed. The team would like to retain the OBX Swim Club name in terms of local identity, but would swim under the ODAC team name. The OBX Swim Club name is important for recruitment since the ODAC name would not "sell" as well locally.

Coach Craig voiced his support that a merger would benefit our swimmers. The benefits would include the ability for swimmers to participate in relay events, become a part of a larger community of swimmers, increased social events for swimmers, team travel opportunities. Other benefits to the team would include improved oversight of our coach, professional development for our coach, ability to cover swim practices and meet conflicts, and the economies from operating within a larger organization.

A potential merger would increase ODAC's swim numbers, provide a potential meet site on the Outer Banks, a connection to Eastern North Carolina's market, more workers for swim meets, and the ability to add a fourth team of Bingo workers. Currently ODAC parents have a commitment of about 15 times per year and this could help that become a monthly commitment.

Organizational issues that were discussed included: representation on the ODAC Board from the OBX Swim Club, adopting ODAC's policies and procedures, using the existing forms of communication under ODAC (hotline, bulletin boards, website, parent meeting, email), swimmers adopting ODAC team suits and caps. It was also discussed that the OBX Swim Club could re-establish at a future date and how that could happen.

This opportunity needs to be discussed and the number of swimmers and swim families would need to be firmed up so that a proposal could be prepared. Both swim boards would need to reach an agreement. A proposal would not be prepared until a consensus is reached to move forward. Swim fees and parental commitments to Bingo and swim events would need to be developed. The board discussed the advantages of a Bingo commitment in place of family fundraising commitments. The issue of whether or not to continue the annual Swim-A-Thon and Silent Auction was discussed, but no decisions was made.

After a long discussion, Ronnie Roach moved that the Board pursue the information as presented by Steve and consider the feasibility of a merger with ODAC. President Melissa Donati will communicate to our swim families the benefits offered through this potential merger. The motion was seconded and unanimously approved by voice vote.

Submitted by  
Nancy Stevens

Attending: Coach Craig, Melissa Donati, Amy Lowe, Debbie Gibbs, Deb Keenan, Ronnie Roach, Maria Mandis, Nancy Stevens

- The meeting was called to order by President Melissa Donati
- The January minutes were approved.
- Debbie Gibbs presented the financial report. In summary, the bank balance is \$2,125.71. Accounts payable are current and accounts receivable stands at approximately \$880.
- The finance committee recently met. The committee members are: Debbie Gibbs, Sarah Gates, Amy Lowe, Coach Craig, Allison Sproull and Bill Deichler. Debbie presented the following recommendations from that committee:
  1. The club should pursue a team credit card. The team should absorb the fee for relay entries which will make it easier as relay members are changed at meets. The treasurer and one assistant treasurer position should continue as board members. These items were discussed and approved by a voice vote.
  2. The finance committee also proposed a program for corporate sponsorships and the benefits that would be offered to a sponsor. The recommendation is to adopt a program of official team sponsors in at least five categories in the amount of \$2,000 per sponsor. The categories could include, but are not limited to: banking, restaurants, rental company, hotel, and retail store. The funds from corporate sponsorships would be used for meet expenses, entry fees, coaching expenses, and travel. Each sponsor would receive the following:
    - Team picture/certificate honoring the official sponsor
    - Name on banners to be displayed at practice locations
    - Advertising in swim meet program
    - Website recognition
    - A minimum of one newspaper acknowledgement
    - Sponsor name/logo on a t-shirt or other team apparelThe possible use of swimmers in advertising was removed from the recommendations after discussion of the team guidelines on photos. The official sponsorship program was discussed and approved by voice vote.
- Debbie Gibbs presented a new membership program that would apply to YMCA swimmers and the proposed Manteo program at Nautics Hall. The new membership schedule provides more flexibility for recruitment of new swim families. Membership options include full year, short course, long course, high school prep, intro to swimming program and three 15-week

- sessions. The new program also includes a change in the multi-swimmer discount. The current discount of 10% would be changed to a \$25/month discount. The new membership program does not include rates at this time. The options of the program were discussed and approved by voice vote.
- Coach Craig presented his report. We currently have 25 swimmers. This past weekend's meet was a success. Ten swimmers will be participating in A/BB Champs this upcoming weekend. Sunday, March 2 is the Porpoise Club (YMCA) meet beginning at Noon at the YMCA. The Bolles meet travel plans need to be made. Coach Craig will notify the qualifying swimmers by the April 2<sup>nd</sup> banquet. Coach Craig is planning/working on a newsletter.
  - Ronnie Roach reported on plans for the April 19-20 12 and under swim meet. The YMCA has approved use of the facility. The gym will be available all day on Saturday and on Sunday afternoon. A hospitality room or tent needs to be available for coaches and officials. Ronnie stated that food and beverages for approximately 50 people would need to be provided by the meet host. Options for hospitality and concessions were discussed. Ronnie stated that our goal would be 400 swimmers (approximately 200 per session). The pool length has been certified. Parent and volunteer sign-up will be forthcoming. Amy Lowe will make a contact regarding a sponsor of the April swim meet. Sponsorship funds are needed for meet expenses. Heat sheet advertising will be another source of revenue for the meet.
  - Maria Mandis has agreed to fill the vacant position of Publicity/Marketing on the board. A motion was made and approved by voice vote that she join the board.
  - The team awards/recognition banquet is scheduled for April 4<sup>th</sup> at the Western Sizzlin'. Deb Keenan is working out the details. Maria Mandis is working with Coach Craig on swimmer recognition.
  - The next meeting is scheduled for March 19<sup>th</sup>.

Submitted by:  
Nancy Stevens

Attending: Coach Craig, Melissa Donati, Sarah Gates, Amy Lowe, Debbie Gibbs, Deb Keenan, Ronnie Roach, Lori Roach, Nancy Stevens

- The meeting was called to order initially by Debbie Gibbs in absentia of President Melissa Donati
- The December minutes were approved.
- Debbie Gibbs presented the financial report. In summary, the bank balance is \$695.38. Accounts receivable is over \$2,000. The second installment is due Feb. 15<sup>th</sup> for families making two bulk payments. Expenses are in line with the budget with the exception of t-shirts and sponsorships. We need swim families to get current with monthly dues and swim meet fees as soon as possible. Ronnie Roach moved to approve the financial report. Motion was seconded and approved.
- Debbie also presented some information regarding grant opportunities. She welcomes a parent with strong writing skills to help with grant-writing.
- Coach Craig presented his report. We currently have 26 swimmers (Austin Stallings has left the team). Recent meet results were presented. Coach Craig reports receiving favorable reports from other coaches with regards to our swimmers.
  - Craig presented information regarding a chevron recognition program. Swimmers could purchase patches in recognition of attaining time standards. The patches could be sewn onto bags or jackets. We briefly discussed how this program could be incorporated into our recognition program.
  - The YMCA Porpoise Club would like to have a meet with our swimmers age 7 to 11. The Porpoise Club has eleven swimmers. Matt Champion is the coach and has requested our help in organizing a meet for March 2<sup>nd</sup> from 12 to 2 at the YMCA.
  - Coach Craig asked the Board's opinion on the meet priorities with the 14 & Under USA meet that conflicts with our high school swimmers state meet. The Board felt that the 14 & Under meet is the priority in this particular situation.
- Saturday, February 9<sup>th</sup> is the re-scheduled date for the Club Management meeting in Richmond, VA. Interested members should send an email to Melissa.
- Business Manager software has been ordered. This software should streamline some administrative tasks.
- An email will be forthcoming with regards to meets and hotel information. A pizza party is also being planned for B/C Awards meet.
- April 19-20 was discussed as a date for a meet that we would host at the YMCA. It would be a private invitation meet with the possibility of 300-400

swimmers. Ronnie Roach presented information on meet hosting. Income would come from entry fees, heat sheets/advertising, and possibly a hotel sponsor. Details will be forthcoming from Ronnie.

- Fundraising Report was presented by Amy Lowe. The raffle for a week at the Gibbs home, "Grand Slam" is planned. This is an off-season rental week. Tickets will be \$5 each with 300 tickets being sold. The Keenans have offered a \$100 gift certificate for rental equipment from Moneysworth to go along with the beach rental.
- We are awaiting YMCA corporate office approval of a 3-month membership for first-time swim families. Club growth concerns were discussed with a Manteo expansion and shorter-term membership/commitment under consideration.
- The Vice President opening remains on the Board of Directors. Maria Mandis has been approached about serving as Publicity Chair on the Board. Melissa Donati announced that she is willing to serve as President until August, 2008 at which time she will be relocating to Virginia.
- St. Patricks Day Parade and Polar Plunge participation was discussed. There is a meet conflict for some of our swimmers.
- Deb Keenan is coordinating the Awards Banquet with Coach Craig. The plan is to reserve the room at Western Sizzlin' again this year.
- Meeting Adjourned.

Submitted by:  
Nancy Stevens, Secretary