



Terre Haute Torpedoes  
Meeting of the Board of Directors  
Meeting Minutes  
January 11, 2022

**I. CALL TO ORDER**

The January Board meeting was called to order at 6:15 PM via Zoom Meeting by Edie Myers.

**II. MEMBER INTRODUCTIONS**

The Following members were in attendance:

Edie Myers (President)  
Jerrilynn Bayless (Vice President)  
Alyson O'Rourke (Treasurer)  
Mark Parsons (Secretary)  
Jessica Jackson (Meet Director)  
Randy Jensen (Member-at-large)  
Heather Medors (Member-at-large)  
Dan Bawinkel (Sponsorship Chair)  
Mike Williams (Executive Director)

The Following members were absent:

Megan Watson (Member-at-large)

NOTE: Prior to approving the Consent Agenda, County Councilman Mike Morris addressed the group. Mike is a former swimmer and official (at Olympic trials). His Grand-daughter swims with the Torpedoes. Mike has watched practices, and would like more people for such a nice facility. Mike would like to help promote our learn to swim program. He talked to Randy about help with free lessons for kids. Randy says it's \$75/kid, and that our cost is a little less than half that. Mike and Randy will work with the school corp to get kids here. 17 or 18 elementary schools. 6 – 8 lessons per kid. We may also have Saturday lessons. Mike mentioned advertising on morning shows. This has helped with a running program. We are appreciative as Mike reached out to us. Head Coach Mike Williams says we are revamping lesson program. We have a good foundation now

but some gaps. Gap is how to onboard kids. Would like to extend from a series of lessons to competency to be on orange group. Plan to roll out in late FEB. Start in March and carry through summer. Would like a big group of kids.

### **III. JANUARY CONSENT AGENDA**

The following items were presented to the board prior to meeting:

- Secretary's report: December meeting minutes
- Finance committee report
- Fundraising committee report
- By-law review report
- Home meet committee report
- Human resources committee report
- Safe sport report
- Marketing committee / community outreach report
- Head coach report

Jerrilynn made a motion to approve the January consent agenda. The motion was seconded by Randy. A voice vote was taken and all were in favor.

A motion was made by to accept with the minutes from the December meeting. A voice vote was taken and all were in favor.

### **IV. FINANCE COMMITTEE REPORT**

- Dashboard was provided.
- Edie noted that season to date 15K has gone into our savings account. First time in 3 – 4 years that we have done that.

### **V. BYLAW COMMITTEE REPORT**

- No report. There was no December meeting.

### **VI. HOME MEET COMMITTEE REPORT**

- Arctic Blast upcoming.
- Ocean Apparel is vendor because we have to use them for Divisionals. We would like to try them out. New vendor does have pre-order (Ocean's apparel does). We also get 15% back.
- Hospitality through same lady as Halloween Splash. She did well. It can be catered and does not have to be boxed lunches. She would like input on how other clubs do their meets.
- We discussed how to be competitive with Indy meets (to draw clubs and swimmers to our meets).

- Divisionals upcoming Mar 4 – 6. Asked if we can find a sponsor for hospitality. Dan or Randy could help.

#### **VII. FUND RAISING REPORT**

- Dan reported that we have a list of updated contacts for sponsors.
- A letter will be delivered personally to the right contacts. We hope for some movement within a few weeks.

#### **VIII. SAFE SPORT REPORT**

- No report. Megan was ill.

#### **IX. HEAD COACH REPORT**

- A pre-report was provided.
- Mike has identified 2 potential new coach candidates. One interviewing the day after this meeting.
- Mike and Kellie are working on revamping the lesson program.
- The plan is to have 3 groups. Jellyfish, sea-horses, dolphins.
- One goal is to have kids ready to go on to the Orange team after “graduation”, and we want the transition to be seamless.
- There will be some revisions to the Orange and Blue groups to fit this model.
- We will need additional instructors. 6 – 8 initially with more needed in the summer. 2 – 3 more.
- Question on where the new coach will be deployed. The coach will help with upper tier athletes. Not sure where.
- Question on when kids will be promoted to new groups. Some already have. Orange to blue and blue bronze. Once competency is gained then there is a discussion with parents and then the swimmer is moved.
- Question on capping when swimmers move? Mike says we don’t have caps, and that caps are expensive. Mike likes team unity with all teams wearing blue caps.
- Question on what else could we do for kids when they move up. T-shirt or bag tag or pins (USA swimming – like a patch for a jacket). We discussed that it’s a “big deal” for kids when they move up. There was a suggestion to welcome with juice boxes. Maybe a ceremony to welcome. Jessica suggested committee (Hailee) on how to do this. Hailee would like to do it. Splash through at practice like birthday?
- Question on criteria for move up from bronze to silver? No set criteria. Based on age, ability, skill, attendance. Used to be a matrix (but based on same things).

#### **X. NEW BUSINESS**

- Update on USA Swimming Registration for Board Members. This is Mandatory. Can’t host championships or get sanctioned if this is not done. A few on board still have not. Must be done by Feb 1. If not then may not be on board moving forward.
- VCSC Rental Agreement. Written form from school here for us to review. One item we would like to change. Different fee schedule for longer than 2.5 day meets. Motion to

authorize Mike to sign. Heather motion, JL 2nd. Randy abstained. All others yes. 7 yes and 1 abstention.

- Proposed Parent Code of Conduct Policy.
  - Edie reviewed line by line. Mentioned that we have a handbook.
  - Question on how to request events for meets, check mark option? Mike says we are not bringing that back. Coaches should do meet entries. They know about what kids are capable of. Coach may want specific events to see progress. Coaches will do best to follow notes.
  - Question on if texting is OK because some coaches prefer texting. Mike says some coaches don't like personal messages. Jacob likes to respond via text. USA Swimming has guidelines on how to communicate with coaches. Need to honor privacy and personal time. Do need to communicate efficiently. Mike is OK with wording. Emergency is something that can't wait until end of meet or end of day. Edie thinks more professional to email. Should stand as written. Randy thinks a little leeway should be given. We can try out and change if needed. Coach is not a concierge. Question on remind app? We have an SMS feature in team unify. Mike thinks Remind app can be used but it's one way communication. Mike thinks personal numbers should be protected, and there is too much "leisurely" communication.
  - We discussed social media policy.
  - Code of conduct to be effective immediately but will be a check box when registering.
  - Motion to approve by Heather. 2nd by Alyson. Voice vote. All in favor 8 – 0.
- Covid Protocols.
  - Per Mike, Vigo county is in "red".
  - We follow the same protocol that Randy developed for school corp.
  - Swimmers need to come with a mask (many show up without masks).
  - There are lane assignments or tracking lanes (that has been kept throughout).
  - Masks in common places. Masks at meets to starting blocks. Hooks on back to hang masks. Suggest bringing a ziploc bag. Coaches have to wear all the time (except for hearing impaired). Drop mask for lip reading.
  - Coaches have been doing a good job with masking. Always a topic for staff meetings. Never to be within 6 feet for 15 min. CDC guidelines for no close contact met.
  - There is concerned expressed about locker rooms. We can prohibit use if needed. Asking parents to help with following rules.
  - Question on medical exceptions. Can people not mask but sit away from everyone. Mike says they have to have a mask on when they enter. Randy will check and respond by email, but he thinks it's wear a mask or no entry with no exceptions.
  - Question on command hooks for masks when showering to keep masks dry? Randy thinks maybe by the showers. We could provide zip lock bags.
- Divisional coordination meeting upcoming. Message Jessica with questions.

- Discussion on coaches and the Jasper meet. Jacob was praised for doing an amazing job, including handling time changes.
- Date of bylaw committee meeting? Jan 24 at 6 pm at aquatic center.
- Next Board Meeting on the 15th of Feb (Tuesday).

**XI ADJOURNMENT**

The next regular Terre Haute Torpedoes board meeting is scheduled for February 15 at 6:15 at the Vigo County Aquatic Center. With no further business, President Myers adjourned the meeting at 7:30 PM.

Respectfully submitted,

A handwritten signature in black ink that reads "Mark Parsons". The signature is written in a cursive, flowing style.

Mark Parsons  
Secretary, Terre Haute Torpedoes