

BD Meeting Minutes
July 9, 2025
Pat O-Rourke Recreation Center Conference Room

Vision: Launching athletes toward success through swimming.

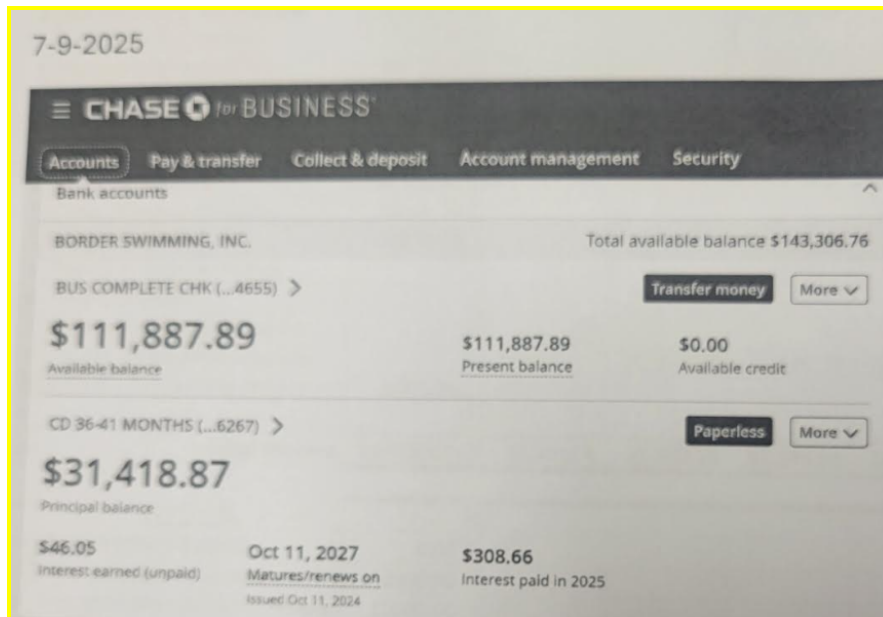
Mission: It is our mission to promote high quality competitive swimming programs by providing an inclusive and safe environment where all members can achieve their greatest potential in and out of the water

Present: Brett Elliott, Brianna Elliott, Carolina Alarcon, Victor Macias, David Diaz, Mateo Delgado, Shooter Delgado, Gethsemane Acosta Drury, Melissa Untereker, Brian Burds, Anabel, Sofia, Makayla, Heather Click-Cuellar

Brett established quorum; meeting called to order 6:35 pm

Carolina moved to approve minutes from the May 2025 meeting. Mateo seconded. Motion passed.

Treasurer's Report – Outstanding amounts for WETT; JCAT sent everything to Jennifer. Jennifer needs EPAP's Splashes. Jennifer will bring full account report to September meeting. She will get info to Sherwin as requested by USA Swimming.



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1	Calendar Year 2025	Budget								
2	Beginning Balance		\$88,975.02	\$90,989.45	\$89,075.76	\$87,933.82	\$92,695.71	\$101,172.05		
3			Jan	Feb	March	April	May	June	Year To Date	
4	INCOME									
5	Registration Fee Income	15000.00	\$4,401.60	\$1,051.20	\$753.60	\$336.00	\$216.00	\$345.60	\$7,104.00	
6	Border Meets fee Income	25000.00			\$915.00				\$915.00	
7	Scholarship Income	2000.00							\$0.00	
8	Splash Fee Income	20000.00							\$0.00	
9	Sanction Fee Income	1000.00							\$0.00	
10	Late Fee Income								\$0.00	
11	HS/UIL Meet Operations Incon	500.00							\$0.00	
12	Zone 2024 Parent	30000.00						\$11,634.90	\$11,634.90	
13	Zone 2024 Fundraising	15000.00							\$0.00	
14	LSC Fundraising	4000.00			\$1,006.00				\$1,006.00	
15	Past Due Monies Recvd								\$0.00	
16	Reimbursemt								\$0.00	
17	Equipment Rental Income								\$0.00	
18	Intuit (To Be Broken Down)			\$2,325.00	\$4,675.00	\$9,552.00	\$9,342.00	\$9,962.75	\$35,856.75	
19	Account Receivable (RAST)	6500.00								
20										
21	Total Income	119000.00	\$4,401.60	\$3,376.20	\$7,349.60	\$9,888.00	\$9,558.00	\$21,543.25	\$56,516.65	
22										
23	EXPENSES									
24	Registration Payable	0.00							\$0.00	
25	Scholarships & Awards	2000.00							\$0.00	
26	Outreach Membership Program	10000.00							\$0.00	
27	Equipment Storage	2500.00	\$334.00	\$334.00	\$334.00	\$334.00	\$334.00	\$414.00	\$2,084.00	
28	Accounting Software	5000.00	\$105.53	\$175.04	\$245.31	\$178.19	\$384.86	\$105.53	\$1,194.46	
29	Other Software	1000.00							\$0.00	
30	Bookkeeping	750.00							\$0.00	
31	Admin & Supplies	500.00	\$292.50	\$316.73		\$76.00	\$362.80	\$44.34	\$1,092.37	
32	Small Equipment & Supplies	1500.00								
33	Equipment Purchase	100.00				\$649.49				
34	Equipment Repair	1000.00								
35	Training / USAS Convention	2000.00							\$0.00	
36	Travel & Entertainment	4000.00							\$0.00	
37	HOD	3000.00	\$211.51						\$211.51	
38	Training Expense	1000.00								
39	Border Champs/Border Meet E	12500.00			\$6,262.54				\$6,262.54	
40	HS/UIL meet operations offi	500.00								
41	Officials-Stipend/Regist/Gear	4000.00		\$2,762.80	\$1,559.49	\$70.00			\$4,392.29	
42	Athlete Committee	6000.00							\$0.00	
43	Membership/Dues/ Fees	2000.00			\$90.20				\$90.20	
44	Insurance - Property	300.00	\$698.63						\$698.63	
45	Insurance - DO1	2000.00		\$1,251.32					\$1,251.32	
46	Record Board	10000.00								
47	Record Board Maintenance	1000.00								
48	Legal Fees	500.00								
49	Misc	500.00								
50	Swimmer Stipend			\$450.00					\$450.00	
51	Zone 2025 (Border Contribution)	15000.00							\$0.00	
52	Zone 2025 (Non-BD Contributio	10000.00								
53	Zone 2025	0.00				\$3,818.43		\$11,701.24	\$15,519.67	
54	Texas Select Camp									
55	Meet Stipends/Swimmer Stipe	7000.00								
56	Safe Sport Program	500.00								
57	Accountant Fee & IRS Payment		\$745.00						\$745.00	
58	Miscellaneous								\$0.00	
59	Total Expenses	106150.00	\$2,387.17	\$5,289.89	\$8,491.54	\$5,126.11	\$1,081.66	\$12,265.11	\$33,991.99	
60										
61	Ending Balance	12850.00	\$90,989.45	\$89,075.76	\$87,933.82	\$92,695.71	\$101,172.05		\$111,499.68	

ARB- not present

General Chair – Brett shared that we need to make reservations for hotel for upcoming ABM conference. Brianna shared that this is a great opportunity for athlete committee members to attend. Sarah added that athletes build networks while attending. Brianna motioned to allocate \$4000 to send all 4 of the voting athlete committee members to Fall National Summit in Colorado Springs. Sarah seconded. We have an athlete budget of \$6000. All in favor of ending discussion. Vote had...all in favor. Motion passes.

This is Brett's last Board meeting. He will run HOD.

Vice Admin -- UPWARD Bound Information and proposal. Victor motioned to vote on a

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proposal for allocating funds for an outreach program in conjunction with UTEP's Upward Bound program and Dessert Sharks Swim Club to provide low-income teens the opportunity to experience competitive swimming. Lucero Macias gave more specific details for the proposal.

Vote to terminate discussion passed. Vote had to vote on motion. All in favor, and motion passed.

Website will be updated as well as administrative plan.

VP Finance – not present

Athlete Committee – 3 meetings have taken place in last 2 months. Subcommittees have been meeting. Anyone is able to show up on August 9th- new members will be elected.

There is a social media committee who might be able to work with Victor on website/ presence on social media. Athlete meetings will be posted, as well as reminders. Upcoming events and meet info will also be blasted.

Donation subcommittee- collecting gently used or new swim equipment and wear. Brianna will send out a form tonight for teams to share with parents and athletes to nominate recipients. Outreach swimmers are priority recipients. Question posed– where to store donated items? Officials are also collecting and inventorying items with a spreadsheet. This allows for easy look up of items for those who need items.

Burnout subcommittee- committee plans to host more events. There will be a potluck and movie night on July 19th at 6:30 at Memorial Park. The mission for this year is to prevent burn out to make swim meets more fun and to plan events.

Record board subcommittee- 3 quotes have been obtained to display at East and Westside Nats. Question posed as to whom would change the record holder names and how often. Brianna motioned to allocate an additional \$5000 to the budget for the purchase of record boards for both Nats. Sarah amended the motion to include the \$1000 Sherwin raised so that \$4000 needs to be allocated. Brett asked where the additional \$4000 would come from. Jennifer reviewed budget and the amount could come from savings from the budget. Vote to terminate discussion passed. Vote had. All in favor. Vote passes.

Governance – Bylaw Amendment Requirement: Per USA Swimming, all LSCs are required to amend their bylaws. Carolina sent out the document for review, where the relevant sections concerning the Governance Committee (7.4.3) are highlighted. These updates will be submitted to USA Swimming after vote during HOD meeting.

Nominations/Elections Prep: In preparation for our House of Delegates (HOD) meeting in August, all were asked to fill out the form at the following link: [BD LSC Questionnaire](#). This will help streamline nominations and elections planning. *Form closed on Thursday, June 26, 2025, at 12:00 PM (noon). The slate will be sent out on July 21st.

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A format was sent for subcommittees to complete their policies and procedures. This is requested to be completed by August 8th. Melissa asked if there should be a policy and procedure created for athlete awards since it is an ad hoc committee. Agreed to have a process shared only.

Diversity, Equality & Inclusion – no update

Safe Sport/Operational Risk – no update

Sanctions – no update

Technical Planning – [June Meeting Minutes](#)

Tentative meet schedule will be sent out once high school dates are removed

Senior Vice – no update

Age Group – a couple of swimmers for Zones are not current with their payments. A couple still owe range of \$50 to over \$450. Jennifer will again invoice those who owe. There are 2 who owe \$400+, and one who owes \$155. Melissa asked if there was a general consequence for not staying current on payments. Plan for anyone who does not pay is that flight tickets will be surrendered and they will not receive their swag.

Coach G shared there was confusion about the \$50 fee. Some thought bank transfer was the same as Zelle. Jennifer read exact terms from the invoice that they received, which states the additional \$50 fee for methods of payment.

Zones is a little under budget at this point- flights were a little less than anticipated. Saturday, Jennifer and Brett will go to the bank to get a Border card for G to use on Zones trip.

Officials - no update

Registrar – **Reminder to clubs- do not register anyone until Sept 1st for the 25-26 season!** Clubs have the option to turn off the options so parents cannot sign up before Sept 1st.

Melissa will send out updated offerings and fees as an LSC. Please take a look and bring comments or points of discussion to HOD so we can discuss and vote.

Bulk renewals- think about how your current format is working. You can opt in to bulk renew just athletes, or just non-athletes, or both, or you can opt out. If you have questions, reach out to Melissa.

For senior awards, deadline is July 25th so award recipients may be issued at HOD meeting. Awards committee is leaving procedures as is for now and will see what applications come in and then decide if changes need to be made. This info was sent out via Leadership email. Border awards will include form for coaches to complete. Still working on scoring rubric. This will be by invitation only with calculations from Border meets throughout the year. Application deadline not set but will be early Sept and volunteers will be recruited to help with scoring. Awards are to be awarded at first meet (SWAT).

Coaches – no update

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Open Forum –

Adjournment – Sarah moved to adjourn. Carolina seconded. Adjourned at 7:58 pm