

Member	Role	Sept	Oct-no meeting	Nov	Dec	Jan	Feb	Mar	Apr
Boyd, JT	Coach	X							
Korst, Dave	Interim coach			X					
Larsen, Brent	Marketing			X					
Mulhall, Jen	Meet/ Secretary	X		X					
Neverman, Heidi	National								
Nguyen, Brandi	Awards/ Treasurer	X							
Vacant	Food								
Pazdera, Jon	Equipment			X					
Verboort, Katie	Social/ Apparel			X					

X= present

Agenda Item	Discussion	Action/ Plan
Old business	<ul style="list-style-type: none"> <li>Rugs for meets– for Ferguson Y meets, Jen will contact Bay Towel               <ul style="list-style-type: none"> <li>Need 35 runners, call them one week prior to the meet and request Friday delivery</li> <li>We don't need to worry about this for Ashwaubenon meet</li> </ul> </li> <li>DQ slips still need to be ordered – Dave suggested asking Jill Zablocki, or Katie said to ask Ron or Melissa Vandenhouten where they get them (OSHY)</li> </ul>	<ul style="list-style-type: none"> <li>Jen will contact Bay Towel prior to next Ferguson home meet for rugs</li> <li>Jen will f/u on the DQ slips</li> </ul>
Meet	<ul style="list-style-type: none"> <li>Virtual meet debrief               <ul style="list-style-type: none"> <li>Overall went well – flow was good, it was nice to have a small meet where new timers could be trained and new swimmers can get meet experience</li> <li>Livestream – we think JT used his own iPad or phone for this, so we could ask for volunteers to help Livestream the Freeze on our FB page</li> </ul> </li> <li>Titletown Freeze               <ul style="list-style-type: none"> <li>Jan 21-23 at Ashwaubenon High School</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>In addition to existing jobs, Jen will add the following to job signups for Freeze: Livestream, buy concession food, buy water for officials/timers, work concession stands, work shirt sales, announcer, ?photographer</li> <li>Jen will send a “save the date” out in December to potential officials</li> </ul>

	<ul style="list-style-type: none"> <li>○ Facility is reserved, will be a Friday pm session and then split sessions on the weekend             <ul style="list-style-type: none"> <li>▪ There is a Sat swim lesson we will work around – so a.m. session will end around 10 and then p.m. start after the lessons</li> </ul> </li> <li>○ We will need lots of parent help with multiple sessions – discussion regarding just adding a lot of these things to the job sign up (like Livestream, purchasing food for concession stand, etc) esp since we don't have a "food" committee member to take charge of this</li> <li>○ We now have the spreadsheet that Mark and Josh used to help estimate food</li> <li>○ Katie suggested having buttered noodles in crockpots as this is inexpensive and typically goes over well at other meets             <ul style="list-style-type: none"> <li>▪ Dave is not aware of any Covid restrictions from the Y on food offerings at this time</li> </ul> </li> <li>○ Jon/Katie mentioned that Tressa Weber and Tami Prucha had helped with official/coach food at last Freeze</li> <li>○ Officials – Jen has a list now, and Brent had some additional names that were emailed</li> <li>○ Will need to order medals for 1-3 place, we have some ribbons -Jen has a rough count of our inventory</li> <li>○ Dave says the group used to pay the GBY swimmers entry fees             <ul style="list-style-type: none"> <li>▪ We will discuss that further at next meeting</li> <li>▪ Agreed to waive fees for officials' swimmers</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Jen will reach out to Tami and Tressa to see if they could help with the officials/coaches food again</li> <li>● Brandi to look into ordering the Freeze ribbons once we have a rough idea on number of swimmers/ events</li> </ul>
Marketing / recruitment	<ul style="list-style-type: none"> <li>● Caryn Gehm took amazing pictures at the virtual meet             <ul style="list-style-type: none"> <li>○ Discussed if we could use these pictures for any posters or marketing materials</li> <li>○ Caryn may not be available for Freeze given her swimmer is on a HS boy team, but otherwise any meet she could photograph would be appreciated</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Jen will let Caryn know again the great feedback we've gotten on her pictures, and welcome her back to do that at future meets</li> </ul>

	<ul style="list-style-type: none"> <li>○ Potential for having a photographer (like Harmann) come to the Freeze and then have a booth for ordering pictures of your swimmer – Katie let us know they do that for hockey</li> </ul>	
Financial	<ul style="list-style-type: none"> <li>● Dave asked about the financial statements – we informed him that Brandi has these and has been tracking things</li> <li>● Brandi not present -No new update</li> </ul>	
Social /apparel	<ul style="list-style-type: none"> <li>● Hotel block is reserved for Y Finalist, deadline for block reservations was emailed</li> <li>● Katie reserved Ashwaubenon Lanes for a bowling/pizza party Tue 12/28</li> <li>● Dave is planning on Holiday Relays the week prior to Christmas, swimmers can sign up for a bowling lane then</li> <li>● Discussed shirt/ bag tag design for the Freeze <ul style="list-style-type: none"> <li>○ The group liked the shirts with the softer heathered material, as well as all the swimmer names on the back</li> <li>○ Dave mentioned to have all the names on the back, the list will be provided to the shirt company the Monday prior to the meet (1/17/22)</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Dave will add the bowling party to the Team Unify page events section</li> <li>● Katie will reach out to the graphic designer at the Y to discuss the shirt/ bag tag design for the Freeze</li> <li>● Katie will order cupcakes for the Holiday Relays</li> </ul>
Food	<ul style="list-style-type: none"> <li>● Vacant position – deferred</li> <li>● For now, will ask for help meet-by-meet in Team Unify Job Signup</li> </ul>	
Equipment	<ul style="list-style-type: none"> <li>● Welcome Jon Pazdera to the Parent Committee!</li> <li>● We need someone to become A.O. certified- Dave suggested the whole new equipment group do that <ul style="list-style-type: none"> <li>○ We will cover the fees</li> </ul> </li> <li>● Overall Jon says the first meet went well – Nick helped train new group</li> <li>● For Titledown, Dave mentioned all we take is the laptop – we will need some people to help with the computer system in multiple sessions</li> </ul>	<ul style="list-style-type: none"> <li>● Jon and equipment committee will pursue the Administrative Official certification online</li> </ul>
National team	<ul style="list-style-type: none"> <li>● Deferred – Heidi not present</li> </ul>	
Coach	<ul style="list-style-type: none"> <li>● Dave could potentially have someone come do an officials training if there is interest <ul style="list-style-type: none"> <li>○ Jon had talked to a parent who had expressed interest but couldn't find a training in Wisconsin</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Dave will send an email to gauge interest in officials training and possibly set that up</li> </ul>

	<ul style="list-style-type: none"><li>• FCY is not running short course meets this year, may look into adding another meet to the schedule, but that may be the new coach's decision depending on timeline</li></ul>	
Agenda items for next meeting	<ul style="list-style-type: none"><li>• Continue Freeze planning<ul style="list-style-type: none"><li>○ Photographer? Swimmer fees?</li></ul></li><li>• Officials training</li><li>• Canopy purchasing for summer /outdoor meets</li></ul>	

Next meeting: Monday, Dec 6 at 7pm at Ferguson YMCA