

O*H*I*O Masters Swim Club
Board Meeting
Sunday, September 9, 2018
Lakewood Public Library, Detroit Rd
Lakewood, OH

Board Members Present: Ann Marshfield, Bruce Allen, Chuck Beatty, Ashley Braniecki, Mike Ellek, E. J. Gorman, Keith Owen, Mark Stewart, Ashley Zoeller,

Not Present: Andrew McCollister tried to phone in, but reception was poor.

Call to Order – Ann called the meeting to order at 3:10 pm.

A) Introductions around the table.

B) Minutes from the Annual Meeting, June 23, were reviewed. Annual Meeting minutes are approved at the following Annual meeting, despite the year delay.

C) Financial Report:

A) Keith provided an End of Fiscal Year Financial Report (attached). The club has a healthy, overall surplus of funds.

B) Keith also provided a Profit and Loss Statement and a Balance Sheet in handouts (attached).

C) For the year, on a cash basis, the club showed a loss of \$6169.00. The loss is due almost entirely to a few items:

i. \$2300 due to sending a large contingent to the short course nationals in Indianapolis,

ii. \$1700 due to meet expenditures exceeding income; note some of this is timing,

iii. \$1100 due to restocking out supply of meet medals,

iv. We have not been paid by Meet Assistant for the CSU meet.

D) Keith noted that for the meets we sponsor, the costs are fixed, and a few more swimmers is the difference between profit and loss.

E) Club Assistant charges were discussed, including the fees they charge on charitable donations, and the overall fee per entrant.

F) Mark moved that the Board receive Keith's financial report, Mike seconded it, and the motion was passed unanimously.

D) 2020 2-Mile National Open Water Race:

A) The Brogan Open Water Classic will be the 2020 2-Mile National Open Water Race. Jay Definis and the LMSC made the application.

B) We need to clarify the club's costs and revenue.

C) We need to think about the club's roles and responsibilities.

E) Brogan Open Water Classic:

A) Chuck Beatty spoke about the 29th swimming of the Brogan Open Water Classic on July 14th. There were many details to fine tune before next year's race and the 2020 Open Water Nationals.

B) Is there a better way of ordering the waves of swimmers?

C) Should we seek sponsors for the race?

D) How should we provide food? Should we use a food truck(s)?

- E) The meet almost broke even, if we recognize that we bought caps and medals for multiple years.
- F) The setting of buoys by the Edgewater Yacht Club was not done on time, which complicated the briefing of swimmers on the course. We may need to get a different group to do the buoy positioning. A boat and a laser distance measuring device are needed. The Bosch GLR825 is \$330 and measures 250 m to 1/25 inch.
- G) We will need to develop T-shirts for the 2020 2-Mile Race.
- H) It would still be possible to do a 1-mile race as part of the Brogan Classic in 2020.

F) Avon Meet:

- A) There were 80 swimmers at the meet.
- B) One world record was set, and one Canadian record.
- C) Next year, we need to have Sunday as a rain date.
- D) The date for next year is Saturday, August 24, 2019.

G) Early Registration Fee for Meets:

- A) Ann introduced the idea of adding \$10 to meet fees 5-7 days before a meet. This would encourage early registration, and increase revenue to bring us closer to profitability.
- B) Bruce mentioned that a member discount might be a benefit inured to members. Plus there was concern that an O*H*I*O Masters member discount at the 2020 National Open Water Meet might be poorly received.
- C) The final proposal was:
 - i. \$30 for early meet registration,
 - ii. \$40 within two weeks of the meet,
 - iii. \$50 for same day/deck entry.
- D) Mark suggested we compare registration fees with other races/events, and consider increasing fees. We need to consider what price the market will bear, not what our costs are.
- E) On Oct 3, Ann reported back to the board with a revised proposed to keep current fees. This was based on discussions with fellow swimmers. For 2019 meets:
 - i. OHIO Masters swimmers - \$25
 - ii. All others - \$30
 - iii. All Deck Entries - \$50
 - iv. Relays - \$10
 - v. 80 and older - free

H) Coaches Clinic Reimbursement:

- A) Judi and Ann have registered for a Coaches' Clinic. The cost is \$200, \$230 depending on registration time.
- B) Mark moved and E. J. seconded a motion to reimburse 50% of Judi and Ann's registration cost now, ask them to check with the LELMSC to see if they would reimburse the rest. If not, the club would look favorably on reimbursing the remainder.
- C) The motion was passed unanimously.

I) Iron Person:

- A) Arnie and Ashley will work with the coaches to prep swimmers for more swim events towards their Iron Person Award.
- B) The idea is to focus on certain events at each meet.

J) Sunshine and Rain:

- A) Ashley has agreed to be the Sunshine chair.
- B) Jesse's father passed away recently, and the club sent flowers.

K) CSU Dual Meet:

- A) CSU has suggested a dual meet with college students and Masters swimmers. It would replace the Wooster Meet in March 2019.
- B) In case this falls through, Ann has been in contact with Gilmore Academy to use their pool for a meet. Gilmore's pool and swim deck refurbishment is scheduled for completion this fall.

L) June Meet and Annual Meeting:

- A) To replace the CSU meet, we are thinking about a June meet at the Spire Institute followed by the Annual Meeting at Dan Cox's home.

M) Board Vice-President:

- A) Ashley has agreed to serve as Vice-President of the Board, and she is appointed to that position.

N) O*H*I*O Masters Must File Tax Returns:

- A) Bruce spoke to new Board Members, and old ones, about the need for the club to file federal tax returns.
- B) Bruce will file our tax forms which are due November 15.
- C) Nov 2018, Bruce sent a copy of the July 1, 2017 to June 30, 2018 Tax Return, aka Tax Year 2017 with the following notes:

- The list of officers is for the tax year in question, so it is last year's officers, not this year's officers.
- The numbers are all the same as in the financial reports prepared by Keith, but they have had to be re-arranged to correspond to the legal categories that IRS considers important. For instance, the fees paid to the coaches and meet officials are combined under the category "independent contractor," and have been subtracted from the amounts listed for workout group expense and meet expense.
- All the amounts have been entered and calculated in dollars and cents, but the IRS form displays only whole numbers rounded up or down. Consequently, the totals may appear to be off by a dollar or two due to rounding, but in fact they are correct.
- There is a shorter "postcard" version of this return that can be used if the average revenue for the last three years, including the year of the return involved, is less than \$50,000. Our average revenue for the last three years, including 2017, was approximately \$55,000. Therefore we have had to file this relatively complex return.

O) Certificate of Continued Existence and Certificate of Subsequent Agent:

- A) Every five years, O*H*I*O Masters needs to renew its "Continued Existence of Nonprofit Corporation" status with the Ohio Secretary of State. This is Form 522. Our entity number is 518608.
- B) January 2019 is the expiry/renewal date. Bruce will file this form.
- C) In November, Bruce provided a Certificate of Subsequent Agent from the Ohio Secretary of State. This certificate serves two purposes, as Bruce notes:
 1. The statutory agent is now my law firm, Allen & Hodgman, instead of Harry Greenfield's law firm. This was done at Harry's request. This means that anyone desiring to serve a legal notice or lawsuit on Ohio Masters would send the notice to us rather than to Harry. This is an unlikely occurrence, but every corporation must have a statutory agent for this purpose.

2. The filing of this certificate automatically extends the period of existence of Ohio Masters for an additional five years, so there is no need to file the notice of continued existence. Consequently, the next notice of continued existence would need to be filed on or before October 31, 2023.
3. A copy of this certificate should be kept with the records of the Club.
4. To be clear, this is related solely to Ohio legal requirements for corporations, and is not directly related to our status as a nonprofit entity under federal tax law

P) Meet Coordinators:

- A) Meet coordinators take care of details, such as ensuring timers are present, the social is arranged, and awards are available.
- B) Ann is looking for a meet coordinator for the Stow meet. Chuck will talk to some people about doing this important job. Tom Gorman is the meet director.
- C) Ann also needs a meet coordinator for the Hudson meet, December 8 and 9.

Q) Meet Swag:

- A) Ann sought comments on our pentathlon award cup.
- B) Limited interest in meet magnets (refrigerator magnets listing meets) suggests we should not order new ones.

R) Clam Bake Oct 6:

- A) Ann encouraged everyone to promote the Clam Bake.

S) Survey:

- A) Chuck is working on a survey of O*H*I*O Masters members.

T) Drop in Fees:

- A) Ann mentioned the pool drop-in fees need to be better enforced. It is not fair for loyal fee paying members to subsidize those not paying when they drop-in.
- B) Lakewood will review record keeping for drop-ins. The current sign-in sheet includes the names of some drop-ins, so records are being kept.

The meeting adjourned at 5:25 pm.

Dates for Next Board/Annual Meetings:

Sunday December 2, 2018, at Panera, Rocky River, Center Ridge Road, from 2 pm

January 2019,

April 2019,

June 2019, Annual Meeting