

O*H*I*O Masters Swim Club
Board Meeting
Saturday, September 23, 2017
Westlake Public Library
Westlake, OH

Members Present: Judi Norton, Bruce Allen, Chuck Beatty, Ashley Braniecki, Elisa Budoff , Mike Ellek, Keith Owen, Diane Spence, Mark Stewart

Not Present: Ann Marshfield

Guests: Jay Definis

Call to Order – Judi called the meeting to order at 10:30 am.

1. Introduction to New Members:

- A) Around the table, all members introduced themselves
- B) Jay explained the organization of LMSC

2. Minutes:

- A) Approval of Minutes from Annual Meeting June 24, 2017:
 - i. Annual Meeting minutes should be approved by the members present during the meeting.
 - ii. Mark will send a copy of the minutes to Judi, who will ask for discussion and an online vote.

3. Financial Report:

- A) Keith gave a financial report, and noted a healthy, overall surplus of funds. This was a short financial period, July 1, 2017 until September. Some expenses from the last FY have been paid in this one.
- B) Keith filed the IRS 990-N form. July 1, 2016 to June 30, 2017 total income was \$73,769. For the 2016 FY, total income was \$43,758. Bruce noted that we should have filed the 990-EZ form, and it is due November 15, 2017. Bruce will prepare a 990-EZ.
- C) Keith presented a budget for FY 2018. The budget was tabled until the next meeting (or an online vote), as a line item was needed for Swimming Saves Lives Foundation.
- D) On September 25, Keith emailed an updated budget, and Judi moved that we approve it. Chuck (Ann) seconded the motion. For: Elisa, Mike, Keith, Mark. Against: none. No reply: Diane, Bruce.
- E) No vote to approve the financial report, it's only a report.

4. Online-Votes Since June Meeting:

- A) On July 21, Judi moved that we support one mile (\$100) of Chuck Beatty's swim across Lake Erie, <https://www.facebook.com/swim4lakeerie/> . Chuck swam 24.3 miles across Lake Erie to support the Lake Erie Foundation and their work to protect Lake Erie from toxic algal blooms, invasive species and other pollution.
- B) Diane (Elisa) seconded the motion. There were no objections. Mike, Bruce, and Ashley agreed. Chuck abstained, Mark did not respond. Motion passed.

5. Bruce explained the history of O*H*I*O Masters' tax exempt status, for the benefit of new Board members:
 - A) For many years, no tax returns were filed, and our tax status was not clear.
 - B) Hosting the 2017 Speedo USMS 1-Hour ePostal National Championship (OHEP) meant a significantly larger profit in FY 2017, and the Board decided to establish the club's tax-exempt status.
 - C) Bruce filed for 501 (c)(7) status as a tax exempt social club "organized for pleasure, recreation, and other non-profitable purposes." IRS requirements include:
 - i. Club must have a social or fellowship aspect,
 - ii. Club must restrict membership. In our case, U. S. Masters membership is required,
 - iii. Club profits do not inure to members,
 - iv. There is a 35% limit on the percentage of income coming from non-members. For us, this is non-member entry fees for swim meets and the OHEP.
 - D) Bruce noted that, going forward, we must be careful with money paid to members. IRS regulations insist that net earnings should not benefit any private shareholder. We can pay employees (coaches), and make charitable contributions.
 - E) Bruce noted that he retroactively filed Federal Tax returns for 2007, 2008, 2009, and O*H*I*O Masters' tax exempt status was reinstated.
 - F) What form to file? This decision is based on the average income of the previous three years. If it's less than \$50,000, then use Form 990-N, otherwise 990-EZ must be used. This form must be filed November 15—the 15th day of the fifth month after the end of the FY, June 30.
 - G) The Board thanks Bruce for his extensive efforts in completing this important task.

6. State of Ohio Non-Profit Status:
 - A) Bruce noted that January 2019 is the five year anniversary for re-declaring non-profit status for O*H*I*O Masters
 - B) This is Form 522, Continued Existence of Nonprofit Corporation, with the Ohio Secretary of State
 - C) Search "Masters Swim" at <https://www5.sos.state.oh.us/ords/f?p=100:1> ; entity number 518608

7. Storage of Records:
 - A) Mark will look into a box/binder/thumb drive/online shared drive for important club documents:
 - i. Tax filings
 - ii. Meeting minutes
 - iii. Must-do checklists
 - B) Discussion of what address to use for paper mail (tax notices, etc.) Bruce is happy to have business mail sent to his office, while he is on the Board.

8. Disposition of an outdated, decrepit printer:
 - A) Judi had given Eve, our outgoing treasurer, a gift card in appreciation for her service, but Eve wondered if she could keep the club's outdated, decrepit printer instead.
 - B) After discussion, the board decided this is fine. Eve will return the gift card and keep the old printer.

9. Upcoming Meets:
 - A) The Board discussed moving the Wooster meet to another pool. Possibly Orange, Canton, Brecksville, Firestone, or Twinsburg.
 - B) Members will check on these pools, and report back at the next meeting.

10. Publicizing Swim Meets:
 - A) The Board discussed how to better publicize swim meets,

- B) Diane suggested an advertising push for socials after swim meets. Typically, these are financially supported by O*H*I*O Masters.
- C) Judi emphasized the need for a Meet Coordinator for each swim meet, to handle the organizational work.
- D) Elisa suggested that meet profits could go to charity. Some triathlon groups do this.

11. Swimming Saves Lives:

- A) Jay described the Adult Learn To Swim (ALTS) initiative, <http://www.usms.org/alts/>. Clubs can apply for funding from the U.S. Masters' Swimming Saves Lives (SSL) foundation, <http://www.usms.org/giving/>; O*H*I*O Masters did not do this.
- B) On October 21-22, in Cleveland, there will be a certification course for ALTS instructors, which costs \$300. Certified instructors can then teach adults to swim.
- C) The Lake Erie LMSC is awarding scholarships for half the cost of the course (\$150) to any LELMSC member who completes the ALTS course.
- D) Elisa moved that O*H*I*O Masters reimburse \$150 of the fee for the ALTS instructor certification course, for the first ten applicants from O*H*I*O Masters, in the current fiscal year. They must provide documentation of course completion. This is in addition to any other financial support from other organizations.
- E) Diane seconded the motion; all were in favor. Judi abstained, as she is taking the course.

12. Club Purchases:

- A) Judi advocated for the purchase of uniforms (T-shirts and caps) for our swimmers going to Nationals,
- B) Elisa will investigate possible uniforms and vendors, and target a \$500 maximum expenditure.

13. Convention News:

- A) Yoshi Oyakawa, was inducted into the U.S. Masters Hall of Fame. Long overdue! Read more at: <http://www.usms.org/people/01PN5>

14. Clam Bake is October 7:

- A) The club is offsetting about half the cost.

The meeting adjourned at 12:30 pm.