

Greater Richmond Aquatic League

Board of Directors Meeting

February 7, 2022 at the Milestone Clubhouse

Next Board Meeting March 14, 2022 on Zoom

*The Greater Richmond Aquatic League (GRAL) is an organization of swimmers, coaches, and parents whose aim is to promote and participate in the sport of summer swimming. GRAL provides an opportunity for young people to compete against others of similar ability in an atmosphere of fair play, good sportsmanship, and safety.*

Meeting called to order at 7:03 pm

Roll Call:

- Present: Ashcreek, Ashland, Atlee, Battlefield Green, Burkwood, Canterbury, Chestnut Oaks, Church Run, Colonies, Federal Club, Fox Hall, Goochland, Hanover, Hungary Creek, Kings Charter, Mechanicsville, Milestone, Old Church, Pebble Creek, Raintree, Rockville Dolphin Club, Twin Hickory, Wellesley, Wembly, Wyndham
- Absent: Bell Creek, Dominion Club, Tuckahoe Village West

President Report: Kristin Brittle (Atlee) [president@gralva.com](mailto:president@gralva.com)

- We desperately need a new treasurer. Keith has a standing meeting on Monday evenings and is unable to attend our meetings. The new treasurer does not have to be a current board member, it could also be a person within your team, so please take the request back to them ASAP.
- Meeting minutes for January 2022 meeting were accepted into the record with no objections. Motion made by Federal Club, seconded by Fox Hall, approved unanimously.

Secretary Report: Julie Zubris [secretary@gralva.com](mailto:secretary@gralva.com)

- Each team will need to submit proof of insurance (often called COI—certificate of insurance) directly to secretary by May 30<sup>th</sup>. It needs to have GRAL listed as an additional insured.

Treasurer Report: Keith Carroll (Burkwood) [treasurer@gralva.com](mailto:treasurer@gralva.com)

- Keith was absent, but Kristin provided an update.
- We have purchased medals—cost approximately \$13,000.
- Looking into upgrades into Meet Manager and Swim Manager and new training platform. Will be presented at the March meeting and voted on at the April meeting.

VP of Officials Report: John Datovech (Ashland) [officials@gralva.com](mailto:officials@gralva.com)

- Investigating new training system that should be rolled out for this season, with training to begin in April/May.
- Will table possibility of changes to official certifications until next year. Things have been very up in the air with Covid, so we will reevaluate the situation after this season.
- The only officiating change to the handbook is a clarification regarding referee, starter, and S&T officials—if someone is USA certified then by default he/she is a GRAL official. Referee will need to take GRAL test the first year to make sure they understand differences between GRAL and USA swimming.
- The officials FB page is up and running. Officials should make use of it to ask questions and for clarifications regarding officiating questions.
- Officials certifications list is up on the website. Check and see who on your team needs what for certification and communicate that to your team so officials can be prepared as we get closer to the season.

Computer/Webmaster Report: Christy Evanko [webmaster@gralva.com](mailto:webmaster@gralva.com) and [christy@gralva.com](mailto:christy@gralva.com)

- Contact changes (board reps, parent reps, officials' coordinator, computer rep) for the website should be sent to Christy. She doesn't need coach or champs rep yet.
- If you are looking for a coach, GRAL can advertise that on Facebook and our website. Email Christy.
- A few teams have asked about Swim Manager. It is league preferred, and Christy can't support Team Unify. 3.5% per registration is the cost for the team. It manages volunteers and registration, and Christy loads the meets for you, so computer rep doesn't have to do it. There are other benefits as well. Reach out if you have questions.

VP of Equipment Report: Nathan Mondragon (Goochland) [equipment@gralva.com](mailto:equipment@gralva.com)

- Currently making sure we have medals, rulebooks, and enough DQ cards and ribbons for the season
- Teams will receive 2 rulebooks, DQ cards, and ribbons before the season starts.
- During the season, if you run low on some type of equipment, email Nathan.
- We have some pieces of starters in inventory. If you are having issues with your starter, contact Nathan and he will see if there are any parts that he could possibly give you. However, if your starter completely breaks down, it is the team's responsibility to purchase a new one.

VP of Champs Report: Allison Unowitz (Tuckahoe Village West) [champs@gralva.com](mailto:champs@gralva.com)

- Allison was absent, update by Kristin.
- 2022 champs will be held Saturday and Sunday, July 30 and 31, 2022. Saturday will be 12 and under and Sunday will be 13 and over.
- Video remote access will be available for one time purchase. Swimmer's names will be displayed in their lane when they step up to the blocks.

#### Old Business

- Vote on Determining Divisions: Purpose is to clarify how divisions are determined, with the least amount of variability within each division as the goal. Motion to add language to bylaws by Federal Club, Goochland seconded to adopt the language. Unanimously approved.

#### New Business

- Champs Insurance Update: Currently we have D&O insurance only. We need to have liability insurance for Champs. Insurance committee of Nathan Mondragon, Christy Evanko, and Ann Gail Jennings researched and got several quotes. The details of each plan were the same, but the cheapest quote was from Tapco out of North Carolina. It will be approximately \$550 for the two days of Champs. Be prepared to vote on purchasing the insurance in March.
- In January we reviewed the recommendations that the bylaws committee had for changing the handbook. No questions from the Board. Motion to adopt the changes by Federal Club, seconded by Atlee. Unanimously approved to adopt the changes.
- Best Practices Presentation on Communication: Marsha from Chestnut Oaks and Kristin from Atlee
  - Before the season begins, they send out information regarding swim team to the entire pool membership or new neighborhoods near the pool.
  - Be clear with the money up front, break down cost per practice.

- Separate meetings for new families vs. veteran families; do that in mid-April regarding registration and another meeting once practice starts
- Last Sunday of April is an open house registration day to walk people through registration and open registration online for veteran parents.
- All communication assumes that no one knows anything. Registration email includes screenshots and explanations of how to go through the process.
- Pair up new parents with veteran parents.
- Assign lanes for timers, and always put a new parent with a veteran parent and the veteran has the clipboard.
- Put veteran parents in the middle fast lanes.
- Sunday evening email with weekly information dump, formatted in bullet points, highlight the important info.
- Use text feature in Swim Manager during the week with quick reminders.
- Keep website updated.
- Use pool's Facebook and Instagram accounts.
- At the end of the year complete a feedback survey: 3 things you like, 2 things you might like to see be different, 1 thing you would really like to change.
- Create document for new parents with tips.
- Have a sit-down with coaches before practice starts to make expectations crystal clear, exchange cell phone #'s, list of dates, etc.
- Make sure pool manager knows what the set-up of the pool is for meets.
- If you don't use Swim Manager, Google works well. Can create an email account for pictures and social person can use that to create a slideshow at the end of the season.
- We had to change the image on our Champs medals. It is now a unisex swimmer in the middle. The ribbon colors for 5<sup>th</sup>-8<sup>th</sup> do not match what we currently have, but it is over \$1 more per medal to keep the same sash colors and that would be about \$5,000 more, which is not in the best interest of the league moving forward.
- Requests from Board to have another survey with info about pool membership cost, coach retention, coach salary, etc. Then teams know what the averages are across the league. If you participate, then you will receive the results.
- All meet and meeting dates are on the website.
- Schedule was shared and Christy posted it on the website.

Question from Federal Club: registration document in Swim Manager is requiring a USA swimming ID and for swimmers who don't have them, it will cause issues. Christy will look into that and get back to the board.

Adjourned 8:05 pm

Respectfully submitted by Julie Zubris, Secretary