



Meeting Minutes

September 4, 2024 – 6:00 pm – SWAT Facility

ROLL CALL

President – Erin Steiger (ES) – Present
Vice President – Bobby Cameron (BC) – Present
Secretary – Meg Herston (MH) – Present
Treasurer – Celeste Cary (CC) – Present
Fundraising Chair – Vacant
Member-at-Large – Yasmin Khan (YK) - Present

1. Call to Order 6:12 PM

2. President's Report / Items

- We've set the facility fee at \$200/ month per player
- Wave (through google workspace) can issue invoices and accept payments for facility fees
- Would like to get approval tomorrow to start taking \$200 / month starting this month (september) for facility / admin fees
- We can also take rental fees by invoicing through Wave
- September rent is paid
- PG&E has been paid (has hit the account)
- Insurance: Each team gets their own insurance, sometimes on calendar year or sept – sept basis.
- Need separate insurance for the facility. Will be about \$1500 a year for the organization and facility.
- SWAT needs to be named as an additional insured on each teams insurance
- Every person who comes through this facility needs to have a waiver on file – we need to continue to do this.
- Need more copies of forms, every player and parent needs to sign a waiver. Can put a full team on one waiver.
- For Turners team – they could pay \$200/month per player, or \$50 per lane per hour. Each parent can be directly invoiced by SWAT, or can invoice the team directly. Let's do month to month, not a full 3 month agreement. We can pro-rate september.
- For storage, we could charge a fee in the back room / locker. Cleaning fee if the facility is left messy.
- MH will crunch the numbers one more time to look at one practice a week for \$100 per player per month.
- D&O Insurance: It does make sense for a rotating board of volunteers like we have to have D&O insurance. We are not currently covered (dropped this coverage in April 2023). That insurance is \$700/year. Erin intends to set this up.
- Diving in to bank accounts – take the money in the Cameron account and put into general fund
- Salazar account will stay open
- Gillis / Steh account stays open
- Turner is closed. Keep the account but change the name for new team. Shut off Turners debit card.
- We have ~\$2000 in the savings.

3. Minutes from Previous Meeting

- MH posted meeting minutes on website. Minutes from August 2024 approved.

4. New Items

- We are actively negotiating rent. We feel comfortable for October. Nov & Dec is when we'll need to figure out additional funds. Maybe a fundraiser, org wide.
- We are still seeking sponsorships – Dicks and Valero



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- Sponsors can decide whether their donation is team or org wide. The Board can reach out to org wide sponsors.
- For any team fundraisers over \$1000, 10 percent needs to go back to the organization.
- Tomorrow's meeting will be about fundraising and connecting with the current SWAT team (Steh/Gillis), and finalizing decision about facility rental to teams. MH is unable to attend tomorrow.

5. Treasurer's Monthly Report

- No report

6. Committee Reports

- None

7. Additional Comments, Announcements or Questions for the Good of the Order

8. Adjournment at 6:45 PM

Next meeting: September 5 2024(Tomorrow) – 7:00 PM, Location: SWAT Facility