Gwinnett County Swim and Dive Booster Club Meeting
Meeting: November 9, 2010

Focus: Registration Fees Due, Clody Meet Information

All schools were represented except Berkmar.

Meeting Called to Order @ 7:05 p.m. by Don Faulkner.

I. President's Report:

1. Introduction and Opening Remarks
2. Previous meeting minutes discussed and approved
3. Club calendar: See agenda attachment for upcoming events. An additional training date has been added for Nov. 11 at Collins Hill, 7:30 p.m. Karren will go over Meet Manager software that evening.
4. Current athlete count is 983. We expect a few minor adjustments after this date. We hope to break even because of the athletes registered.
5. First meets begin Friday. Looking forward to a good season.
6. The response to the Dive Clinic Nov. 6 was excellent. George, Bettie, Susan were thanked for their involvement in the clinic. Susan suggested that parents who were certified in the clinic go to some dive practices to hone their new skills and ask questions.
7. Personnel change. Eunice Reid has found it necessary to resign her position as Recording Secretary. Traci Odion of Meadowcreek indicated she would be willing to take over those responsibilities. Susan will arrange to obtain the materials and archive that Eunice had been given. Ann will train Tracy once those materials have been turned over.

II. VP Finance Report:

1. Website Registration is now closed. The procedures for adding or deleting athletes is in the handbook on page 25. You must contact both Billy and Steve with changes.
2. Steve stated the actual number of registered athletes is closer to 980 because there are a couple inactive ones that must modified in the database.

III. VP Information Report:

1. See Billy for any questions about the website.
2. Update your contact information on the site.

IV. VP Programs Report:

1. There will be a t-shirt contest again this year. Details are attached to the meeting agenda. The winner of the contest will be recognized at the award celebration, given a free t-shirt and the design will be used as the cover of the county meet program. Entries must be submitted by Dec. 14. An entrant may submit multiple designs.

2. Sean is trying to expand the range of sponsorship contributors. He has written a letter and is planning to send it to a large variety of potential sponsors including the Atlanta sports teams, local banks and stores, and fast food restaurants. If anyone has additional groups they feel might contribute, contact Sean with the contact information.

V. Coordinator's Report:
1. Susan went over the Clody Meet information packets for the meet and workers. She reminded all to check the information to ensure that parents and workers report to the correct pool location: Region 7 is at West Gwinnett, Region 8 at Mountain Park. Steve Hetherington will be the Meet director for Region 7, Sean Donaghy will be the meet director for Region 8. Coaches were reminded to send their entries to the correct Hy-Tek operator (Ann for Region 7, Meg for Region 8). The dates were confirmed for entries. Susan requested that volunteers assigned to the Admissions/Heat Sheet table arrive earlier than other workers since the worker tags are picked up there. The volunteer worker form must be submitted no later than Nov. 19. Heat sheet ads are due Nov. 15.
2. There is a new Parks and Recreation department ruling regarding chairs. No folding chairs may be brought into a meet (any meet) and placed in the grandstand (balcony) seating areas. This also includes any areas on the swimming deck. The only exception to this rule is for officials and specific meet workers (dive coaches, etc.).
3. Extra practices: Over the holidays, all practices at all county pools, with the exception of Bogan Park, must use their assigned normal practice times. The pools will be closed on Dec. 31. Susan is waiting on a determination about January 4 at this time.
4. Susan stated that we have been asked to keep dual meet concessions at West Gwinnett downstairs. She will ask if attendees may take food upstairs. *An email sent after the meeting from the West Gwinnett staff stated that dual meet concessions MAY be set up in the upstairs lobby.*
5. Susan went over the hospitality and concessions assignments for the 2011 county and Gwinnett Dive Invitational meets.
6. Susan requested that teams send her the name of a single team photographer with the team worker lists for the Clody and County meets.
7. It was noted that there may be additional officials at dual meets as the officials organizations are in the process of training new people.

VI. Training Manager Report:
1. Karren confirmed the previous announcement about the Meet Manager training on Thursday. Room 1346 will be used at Collins Hill.
2. She recounted that the recent technical trainings went well.
3. Karren asked that anyone who wanted additional training at a meet needs to sign up with her. She has a sign-up sheet tonight if you know you'd like training.
4. She reminded coaches that when installing the new version of Meet Manager that the installation disk must remain in the drive when the application is opened for the first time in order to record the license information.

5. Another reminder to coaches to at least once a month to run the update feature in both Team Manager and Meet Manager to obtain the most current software updates. These are free.
6. Ann will remain after the meeting to assist any coaches with Team Manager questions.
7. Karren is available for additional software training for coaches or parent reps. Set up a time with her.

VI. Technical Manager Report:

1. Michael reminded coaches that they should keep all software disks. Some of the new versions supplied are upgrade licenses only and may require the original full licenses to be loaded before the upgrade may be installed.
2. He also reminded coaches that the software has been entrusted to them and that they should take care to keep it safe. We have had three instances recently where the software disks were misplaced and replacements had to be ordered. Coaches may make a single backup copy of the Hy-Tek disks legally. They are encouraged to keep the copies in the computer bag and the originals in a safe place.
3. Michael asked that any discrepancies or equipment issues be reported immediately. Tell the pool manager and copy Michael in an email. Issues cannot be resolved if he has not been made aware of them.

VII. Coaches Representative Report:

1. Jennifer reminded coaches about the GHSA Rules clinic. The online site closed yesterday. There could be a fee up to $100 if the coach did not certify in time.
2. She suggested all coaches get a password for access to GaPrepSports.com.
3. Meet results must be submitted to Kevin by noon on Mondays. Jennifer advised coaches to check their results prior to sending them.
4. She asked that coaches remember to submit their athletes of the month on time. These are posted on the website and in the celebration program. The November athletes should be submitted after the second week of meets due to the longer Thanksgiving holiday.
5. Jennifer reminded coaches that they need to check the booster club website top times list (also mailed out by Kevin) weekly. The website posting is proof of performance for county meet entries.

VIII. Dive Representative Report:

1. Heather commented on the Dive clinic. She expressed that this is part of a plan to improve diving and scoring.
2. She asked that the visiting team provide the fifth judge if possible. The parent judge must be on the certified list posted on the club website.
3. The participation requirements were verified for diving. There had been some pre-season confusion. A diver may participate in no more than 10 total meets. The format of the meets (6 or 11 dive) does not matter ---they are equal when counting meets for the 10 meet limit.

4. Clody: a reminder that divers must choose their program format (6 OR 11). A diver may not provide an 11 dive format dive sheet and decide to stop after 6 dives on the day of the meet. Divers who do this will be DQ'd.
5. We are making arrangements for the video used at the dive clinic to be available either directly on our website or, via a link on our website. A message will be sent out when this is ready. Contact George Ranney if you have someone who would like to take the test and become certified.

IX. Cobb Challenge:

1. Jim Reason was not in attendance. Check with him for locations and times.
2. Jeremy Laird noted that coaches whose teams will be participating in the Cobb Challenge at Cobb county venues should expect to pay an entry fee of $4 for admission.

X. New Business:

1. Don reminded everyone to please sign in at the front table.
2. Heather asked that if a team has a specific diving representative to have that person contact her. At this time, Collins Hill, Norcross and Brookwood all have dive parent reps.
3. The next meeting is January 12, 2011.

The meeting was adjourned at 8:10 p.m. The motion was tendered by Collins Hill and seconded by Mountain View.