

Rock Hill Area YMCA Swimming



Parent Action Committee Meeting
June 11, 2008, 6:30-7:30 PM
Rock Hill YMCA

Attendance:

Robin Keller, Diane Case, Beth Kohlhoff, Paul Vezzetti, Keith Ivey, Sharon Woodard, Lynn Williams, Merv Faassen De Heer, Chris Herron

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1. PAC Chairman Report (Chris Herron):

A. PAC business approach for this year

- Chair people are managers with staff
 1. Provide incentives for parents to be involved in subcommittees to get more people involved and reduce the load on the chair people.
 2. Sign up day to be used as a recruitment day for each chair to recruit their staff
 3. Prior to signup day each chair will need to determine how many people they need in their subcommittee
- Each chairperson to set their subcommittee's goals for the year to be reviewed during the July meeting.
 1. Once goals are set we can establish budgets in August
 2. Additional goals to be set by PAC and funded by fundraising efforts
- Chair for each committee to attend monthly PAC meetings
 1. Review accomplishment of last month's goals by their committee
 2. Discuss next month's goals to be completed by their committee
 - a. Request help from other committees as necessary
 3. Update their overall yearly goals

B. New Involvement Program (not volunteer system)

- Success With Involved Members Program (SWIM Program)

The committee discussed the new involvement program. Refer to attached sheets for scoring and instructions which were adjusted during the meeting. The family of the year award was opposed by Beth and Sharon. Having this award will be reconsidered later this year or next year based on feed back on the new program.

Merv to make a list of items needing completion to set up and clean up facility at meets.

C. Sign up day

- Tables for PAC recruitment
 1. One manned table for each subcommittee
- Manned tables for sign up forms
 1. Diane Case and Coach Lynn
- Date of sign up day will be July 21 + 22 from 6:00-7:30

D. Advertise for sign up day during the summer league championship and invitation meet held in Rock Hill.

- Contact summer league coaches to make announcement
- Flyers for summer coaches to hand out and post at pool
- Susan will do the bulletin board advertising the sign up day.
- Merv will put an announcement on the score board
- Advertisements will be added to the heat sheets

E. Sign up packets

- Abbreviated packet with full book online under password
- Abbreviated packet will be important sections of overall book
- We will post updated sections online in subsequent years

F. Subcommittee chair positions

- Incentive and Rewards – Beth Kohlhoff
- Communications – Chris Herron
- Social – Susan Collins
- Fundraising – Mary Pettus
- Away Meet Coordinator – Lisa and Chris Barnes
- Swim Meet Director – Paul Vezzetti
- Awards – Keith Ivey

See attached sheet for the description of roles and functions for each subcommittee.

Next meeting July 9th @ 6:30 pm

END OF MEETING NOTES



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SWIM Program - Success With Involved Members Program

The RAYS swim team is a family supported organization with the overall success of the team determined by the involvement of the families. A key indicator of our success is the number of meets we are able to host. Hosting meets makes money for the team which lowers the annual fees. Hosting meets also eliminates the travel and hotel expense of away meets. However, hosting meets requires a large amount of family involvement for every home meet.

The RAYS team is using a participate and reward involvement system called the SWIM program. This system will give families the opportunity to choose how they want to get involved and when. The system will be based on a points system with the minimum number of points set at an easily achieved standard. Families which exceed the minimum number of points will be eligible for end of the year rewards. Families which do not meet the minimum standard will pay \$1 for each unearned point.

Point standard

120 point minimum

Rewards

Silver Status - Family achieves 150-200 points

Gold Status – Family achieves over 200 points

Silver Family

All families with silver status and above will be eligible for a drawing at the end of the year for \$100 gift certificate for a local restaurant. For every 10 points over the 150 the family will have another name put into the raffle. Each swimmer who has a family which achieves silver status will receive a shingle indicating this achievement.

Gold Family

All families with gold status and above will be eligible for a drawing at the end of the year for a gift certificate for a two night stay at a hotel at or near the ocean. For every 10 points over the 200 the family will have another name put into the raffle. Gold family achievers will also qualify for the silver drawing. Each swimmer who has a family which achieves gold status will receive a shingle indicating this achievement.

Additional smaller prizes may be drawn based on the number of qualifying families.

Each family's progress will be posted on the website throughout the year.

Schedule of Points

Involvement	Number of Opportunities	Points per involvement
Timing	20 per session per meet	10 points
Timing at Invitational or Championship Meets	20 per session	15 points
Head Timer	1 per session per meet	15 points
Runner/Result posting	1 per session per meet	10 points
Heat Winner Ribbon	1 per session per meet	10 points
Clerk of Course	1 per session per meet	15 points
Assistant Clerk of Course	1 per session per meet	10 points
Concessions	2 per session per meet	10 points
Managing Hospitality	1 per day per meet	15 points
Hospitality	2 per session per meet	10 points
Facility set up	2 per day per meet	10 points
Facility clean up	4 per day per meet	10 points
Meet Marshalling	1 per session per meet	10 points
Computer operator	2 per session per meet	15 points
Professional Photographer	1 per day per meet	10 points
Swim meet director	1 per session per meet	15 points
Swim shop	2 per session per meet	10 points
PAC subcommittee chairman	6 per year	60 points
PAC subcommittee member – attendance at meetings not required	Based on committee	20 points
Christmas party organize set up and break down	2 per year	20 points
End of year party organize set up and break down	2 per year	20 points

Additional point opportunities may be announced during the year
Family member must check in and stay until the completion of the
involvement activity to receive the points.



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Parent Action Committee (Chairperson – Chris Herron):

The goal of the parent action committee is to make being part of the Rays swim team as enjoyable and rewarding as possible for swimmers, parents, and coaches. This is accomplished by having fun activities, successful meets, and meaningful rewards in an organized and well communicated program.

All of the chairmen of the subcommittees meet once a month at the Parent Action Committee meeting (PAC) to discuss the activities of their committee. The chairmen are responsible for ensuring the goals of their committee are met and the progress of those goals are reported to the PAC.

Subcommittees

Incentive and Rewards

Chairperson - Beth Kohlhoff

Encourage swimmers to work hard and improve, then reward them when they do. The goal is to set a reward system which is tangible for all swimmers. The system should reward the beginning as well as the advanced swimmers. In addition, the system must not be so diluted that the advanced swimmers don't have something to strive for.

- Decide on an award system
- Decide on what accomplishments will be awarded
- Make or order the award
- Hand out the rewards as they are earned

Communications

Chairperson - Chris Herron

Establish lines of communications between the parents, coaches and the swim team.

- Maintain the web site including announcements, meet entry information, meet results, posting meeting minutes and agendas, etc.
- Maintain email list
- Maintain and distribute contact list
- Send email announcements to parents
- Update bulletin boards at pool
- Send meet results to newspapers

Social

Chairperson - Susan Collins

Plan social events for swimmers and parents to promote teamwork and a sense of belonging to the team.

- Organize fun events including pizza nights, once a month birthday parties, car wash fundraisers, etc.
- Plan and organize the Christmas party
- Plan and organize the end of the season party
- Plan and organize banquets associated with special meets (charity meets)

Fundraising/Ad Sales:

Chairperson - Mary Pettus

Establish and implement methods for earning extra funds for the swim team to allow the team to do more and/or reduce fees.

- Car Washes
- Y National fund raisers
- Solicit companies or individuals for advertisements on heat sheets
- Solicit companies or individuals for donations for meets
- Solicit companies for advertisements at pool (starting blocks, pace clock, score board)
- Plan and organize swim-a-thon

Away Meet Coordinator

Chairperson - Lisa and Chris Barnes

Organizes amenities for families during away swim meets

- Research hotels in the area for the best hotel at the best rate
- Reserve blocks of rooms at the hotel for the necessary nights
- Provide information on hotels to the communications chairman for distribution
- Research and organize team dinners during the away meets
- Organize events during the away meet

Swim Meet Director

Chairperson – Paul Vezzetti

Assistant Chairperson – Tammy Martin?

Responsible for all aspects of having a successful meet.

- Organize volunteers before the meet
- Set up pool before home meets
- Organize volunteers during meet (Clerk of the Course)
- Manage the concessions stand prior to and during home meets
- Organize hospitality for coaches and officials prior to and during the home meets
- Manage issues or problems which occur during the meet
- Clean up after meet
- Meet T-shirts

Awards

Chairperson – Keith Ivey

Responsible for the awards handed out during and at the end of the year.

- Determine which awards will be given
- Order awards
- Coordinate with coaches on the distribution of the awards.