

IRVINE SWIM LEAGUE  
Board of Directors Meeting Agenda  
July 27, 2015 7:00pm  
Strawberry Farms Road

1. Call to Order-John Allen for Michelle Greenwalt@725pm
2. Approval of June 24, 2015 Minutes. Approved.
3. Treasurer Report
  - a. ISL Financial Report-Lizzie/Henry
    - i. Registration \$102,717 (budget 102k)
    - ii. Pentathlon – see below. . Pentathlon had 408 swimmers.  
Pentathlon: Gross 12K, Net \$7500
  - b. Team End Financial Report DUE SEPTEMBER 14, 2015 –  
[director@irvineswimleague.org](mailto:director@irvineswimleague.org)
  - c. Instructions and form will be sent electronically and are found on the website
4. VP Facilities: Gregg Colbert
  - a. Champs Walkthrough – August 5 - time TBD
  - b. Coach on deck limited to 7-10 wristbands depending on staff size and number of swimmers attending
5. VP Website: Michelle/Lizzie
  - a. Champs information docs to be posted soon
6. Commissioner of Officials: David Langlois. Darren Inouye will be Commissioner next year.
7. Executive Director's Report: Lizzie Howard
  - a. All outstanding money to league due need to be paid in full before Champs meeting on 8/6 (coaches fees, trash deposit, team ads)
  - b. Pentathlon Update –
    - i. Grossed \$11,511 (expenses were \$4015.96), Net \$7495.04
  - c. Coaches Meeting
  - d. Coach Payroll Reconciliation/gifts/bonuses
    - Payroll adjustments for paycheck 5 are due by Friday, July 31, **12PM- NO EXCEPTIONS (include 10.65% payroll tax and use spreadsheet on website please). Gift to Coaches can be done if less than \$600 per coach.**
    - **End of Year Bonus – July 31**

- PROCESS-please send adjusted amount to [director@irvineswimleague.org](mailto:director@irvineswimleague.org)
  - Any overage that the ISL owes you can be used towards year-end bonuses or returned to your ISL Team in September.
  - COACHES EVALUATIONS DUE ON OR BEFORE 8/8
  - All bonus checks **ARE LIVE CHECKS** - Pick up at the head table at the Championship Meet after 9:30am
- e. Volunteer Coach “gifts”
- i. Must be under \$600
  - ii. Must be categorized on financials under “gift” category
- f. Championship Apparel
- Champs Apparel:
    - All Champs Apparel will be sold at Champs only, no pre-sale
- g. Coaches Meals at Champs covered (except PP) and will be handed out to coaches.
- h. Program
- Champs Program Ads-can still be submitted to Michelle by Wednesday July 29, 2015
  - Team Pages Due to Michelle Greenwalt at [president@irvineswimleague.org](mailto:president@irvineswimleague.org)
  - Payment is to go to ISL 5319 Univeristy Dr., #302 Irvine 92612
- i. TIMEKEEPER PROCEDURES:
- TIMEKEEPER PROCEDURE DEADLINE-WEDNESDAY July 29 - 10:00PM  
NO EXCEPTIONS
  - Entries to your team by August 2,
  - Corrections due August 2, NOON, NO EXCEPTIONS

#### **NEW BUSINESS:**

1. Board Vacancies:
  - a. Treasurer
  - b. Commissioner Of Officials –Darren Inouye
2. Appointment of Judicial Committee Members –Gregg Colbert, Darren Inouye, John Allen, Meredith confirmed.
3. Requesting from teams for September 14 meeting (all found in section 8 of the ISL Bylaws:
  - a. Team Bylaws (HP and PS)
  - b. Team Budget (all teams submit for 2015 season)
  - c. Team Meeting Minutes from entire 2015 Season

ADJOURNMENT  
FINAL MEETING SEPT. 14, 2015

