

**INDY AQUATIC MASTERS**  
**QUARTERLY MEETING OF THE BOARD OF DIRECTORS**  
**July 12, 2017**

The Indy Aquatic Masters (“IAM”) Board of Directors convened for a quarterly meeting on July 12, 2017. All of the Board members present in person with the exception of Ms. Schenkel who participated by telephone. Also attending the meeting were IAM Head Coach Dean Hawks, IAM Business Development Director Mel Goldstein, IAM Program Administrator Karen Gernert and IAM attorney Jeffrey B. Halbert. There was a quorum.

**APPROVAL OF AGENDA**

Board Chairman George Quigley called the meeting to order at 1:33 p.m. Mr. Quigley reviewed the agenda for the meeting and inquired as to any additions. Mr. Shope made a motion to approve the agenda. Ms. Harter seconded the motion. The motion passed unanimously.

**MINUTES OF PRIOR MEETINGS**

Next the Board considered the minutes from the March 21, 2017 regular meeting. Mr. Shope made a motion to approve the minutes. Ms. Harter seconded the motion. The motion passed unanimously.

**HEAD COACH’S REPORT**

Mr. Hawks provided the Head Coach’s Report. Mr. Hawks provided updates relating to the 1 mile/2 mile Open Water Challenge held on June 17, 2017, the Crazy Cardboard Boat Regatta held on July 1, 2017 and Chris Clarke Invitational to be held September 30-October 1, 2017 at IUPUI. He also reported that there has been difficulty securing coaching for various practices. Mr. Hawks noted that IAM was successful in obtaining discounted parking for IAM members at IUPUI for use during IAM’s normally scheduled practice times.

**TREASURER’S/FINANCIAL REPORT**

Ms. Harter presented the financial report and distributed profit and loss statements and balance sheet to the Board for review. Ms. Harter noted that the information provides a six-month “look back” to present day. She reported that IAM is doing well and that donations and program income are ahead of budget, with an increase in program income of \$4,000 over the same period in 2016. She did note that expenses are still over budget, but improving. She also noted that additional donations have been received, but are not yet reflected in the financial information. Ms. Harter indicated that Mr. Zurcher has offered to assist in the preparation and filing of IAM’s 2016 tax returns and that IAM’s Form 990 is due in May 2017. presented a general summary of recent information obtained and reviewed by the Finance Committee and recommendations going forward.

## **FUNDRAISING**

Mr. Quigley provided an update relative fundraising efforts. Mr. Quigley indicated that he had received several solicitations from other organizations and inquired about how IAM would be handling requests for program contributions. He suggested the possibility of a mid-year update for fundraising efforts to be sent to IAM members highlighting the benefits provided by the program and emphasizing IAM's non-profit status. Mr. Shope volunteered to prepare a draft letter to be sent to IAM membership via e-mail and regular mail by August 1, 2017.

## **ACTION ITEMS**

The Board considered the proposal provided by Bose McKinney& Evans relative to renewal of IAM's states trademark registration. After discussion, Ms. Bowen made a motion to approve the proposal as presented. Mr. Shope seconded the motion. The motion passed unanimously.

Mr. Quigley led a discussion regarding the recent request by Ms. Gernert to step away from her duties as Program Administrator. Mr. Quigley indicated that Ms. Harter has offered to step in and fill this responsibility. Mr. Quigley outlined a proposal involving the elimination of the IAM Controller position currently held by Ms. Harter and move those responsibilities to the Program Administrator. The elimination of the Controller position will be effective September 20, 2017 and Ms. Harter will assume the position of Program Administrator. After discussion, Mr. Quigley made a motion to approve the transition of Program Administrator responsibilities to Ms. Harter, eliminate the position of Controller and to authorize the execution of a contract addendum with Ms. Gernert effectuating the change. Ms. Bown seconded the motion. The motion passed unanimously.

The Board discussed the necessity of modifying IAM's bylaws to reflect various changes in positions and titles over the course of the last year. Mr. Halbert indicated that he would review and report back to the Board about the bylaw provisions impacted by these changes in order to allow sufficient time to provide the required notification to IAM membership.

## **EXECUTIVE SESSION**

No executive session was held during the meeting.

## **OTHER BUSINESS**

None.

## **DIRECTOR COMMENTS**

There were no Director comments.

**ADJOURNMENT**

The next regular meeting of the Board will is scheduled for September 21, 2017 at 1:30 p.m. at Bowen Engineering. The Board also scheduled its Fourth Quarterly Meeting for December 14, 2017 at 1:30 p.m. The Board will conduct its Annual Board Meeting on December 14, 2017 prior to the start of its regular meeting.

Ms. Bowen made a motion to adjourn the meeting, which was seconded by Ms. Harter. The motion passed unanimously. The meeting was adjourned at 2:55 p.m.

---

George Quigley, Board President

---

Pat Schenkel, Secretary