



Minutes

Meeting was held at Alice's Restaurant at 6688 Lakeview Dr. Huntington Beach, CA. at 9:00 AM

* LIFETIME MEMBERSHIPS

Acknowledge current CCSF LifeTime Members

1. List and Acknowledge LifeTime members on a webpage along with a Membership Application giving others the opportunity to join CCSF.

Procedure to thank and acknowledge "new" LifeTime members.

1. Forrest has volunteered to construct a thank you letter that can be put on certificate style stationary.
2. Paula has volunteered to print the personalized Thank You letter to the new LifeTime member; create, laminate and mail to the new CCSF LifeTime Member.
 - a. Side 1: The membership card will have a picture of the Catalina Channel on one side of the card
 - b. Side 2: the Members info, year they joined, along with our Logo, website address & info@SwimCatalina.org. – no physical address or phone number will be listed on the Membership card.

* CCSF SUPPORT CREW

Observer & Designations:

1. There will be 3 type of Observer Designations
 - a. Assistant Observers – All shapes, all sizes, a respect for Open Water swimming and a love of the ocean. No requirement; CPR recommended.
 - b. Observer for USSA swimmers: A current Coaches Card
 - c. Observer for Masters: A member of Masters and a current CPR card

Creating New Observers:

1. John York has volunteered to have an Observers Class and CPR certification class held at his home. Date to be announced.

**Minutes of CCSF Board Meeting
June 1, 2008**

2. Once the Date is established Forrest will send out an e-mail to the entire membership, encouraging everyone to attend with a friend in an effort to create as many qualified Observers and Assistant Observers as possible.
3. CCSF will provide refreshments & Subway; hotdogs or equivalent to attendees
4. CCSF requires Assistant Observers to assist on two crossing before they are designated as the primary Observer on a crossing. Exceptions to this policy are possible by special request and approval of CCSF Support. (?? Should we have more than one person responsible for this exception?? Like maybe the policy should read 3 Board members need to agree in case at some point a less qualified individual is the CCSF Support person??)
5. Observers can fill out a form to be compensated up to \$100 for mileage based on current IRS guideline. A form will be created.

Creating New Paddlers

1. Encourage anyone interested in paddling to attend Johns Observer & CPR class
2. Send out an E-mail to the entire membership for dates & times of the San Diego paddling classes.
3. At the CPR event there will be a sign up sheet for carpooling to San Diego – ? perhaps this could also be mentioned in the Email announcement.

*** UPCOMING E-NEWSLETTERS:**

1. Newsletter to be sent out on Wednesdays when ever possible
2. Soon – a fun CCSF newsletter 3-4 paragraphs.
something membership will look forward to receiving.
4. As soon as John gives us a date – Send out another e-mail encouraging the event at John's house.
5. A few days before John's CPR event we send out another e-mail reiterating the opportunity to attend and giving focus to the San Diego Paddling Seminar.

*** WEBSITE & NEW FORMS**

Website Additions – John has volunteered to create:

1. A page thanking and acknowledging the contribution of LifeTime members with a link to an Application form for anyone wanting to be a LifeTime member or a seasonal member.
2. A page listing and providing access to previous Newsletters.

**Minutes of CCSF Board Meeting
June 1, 2008**

3. John will upload the addition of his "Previous Swim History" to the online Application package.
4. Linda will provide John with a revised, "Plan your Swim, Swim your Plan" form to be added to the online Application package.

*** OPERATIONS**

Changes to Operational Procedures

1. Don will investigate what is necessary to open a Capital One account with John York as VP and Don VanCleve being the signors
2. Board Members have agreed to take a deduction for mileage for 2008 rather than money for budget reasons; this is subject to approval by our CPA
3. Since we are not paying mileage during 2008, CCSF will pay for breakfast/lunch events.
4. Linda will set up a free online document storage account, probably XDrive to house our Minutes, Procedures & whatever else would not be appropriate on our website.

Respectfully submitted,

Donald R. Van Cleve, Jr.
Secretary, CCSF