



† NATO HQ, Room JE.117  
1110 Brussels, Belgium  
☎ +32 (0) 2.707.5071  
☎ +32 (0) 2.720.9846  
☎ +32 (0) 475.20.64.37  
✉ [lori.macrae@telenet.be](mailto:lori.macrae@telenet.be)  
[www.nato-marlins.com](http://www.nato-marlins.com)

## **MINUTES of the NATO Marlins Executive Committee Meeting on 04 MAY 2006**

### **AGENDA**

- 1. Approval of the NATO Marlins Executive Meeting Minutes of 05 April 2006**
- 2. Planning for Fall Session Learn to Swim Program**
- 3. Planning for EFSL Competitive Season 2006/2007**
- 4. Proposal for September Swim Class Fridays only from 18.00 to 19.00 Michelle**
- 5. Proposed Organizational Structure Review**
- 6. Complains from the NATO Fins Diving Club**
- 7. Proposal to post all NATO Marlins minutes on the NATO Marlins website**
- 8. Proposal to have a Lifeguard Training Course**
- 9. Any other business**

Attendees: Lori MacRae, President  
Dan Lynch, Vice-President  
Karen van den Brink, Athletic Director  
Wilhelm Kersten, Treasurer  
Michelle Guillou, Co-Head Coach

Minutes taken by: Michelle Guillou

### Action items for Executive Members: **Highlighted in bold**

- 1. Approval of the NATO Marlins Executive Meeting Minutes of 05 April 2006**  
After review of the NATO Marlins Executive Meeting held on 05 April 2006, the Executive approved content and its publication to the website.
- 2. Planning for Fall Session Learn-to-Swim (LtS) Program**
  - The Executive recognized that there is a need for more coaches for September 2006 since Wilhelm Kersten and Kathy Baker will be leaving.
  - Emily Saveroux, who recently qualified her Instructor training, would be available on Wednesday and Friday from 18.00 to 19.00. She would rather be assigned level 3 swimmers and up as a first experience.
  - The Executive agreed that advanced competitive swimmers who want to coach must do their Instructor training first in order to gain the required qualification and that when acquired, they then could be paid by the club. Otherwise, they could assist qualified coaches to get experience but on a volunteering basis.
  - **Michelle to check interest in participation of teenaged swimmers in an Instructor Training Course if it was to be held in mid to end August 2006.**
  - **Lori to check with parents. (Done)**
  - **Karen to check if Mathieu could coach more classes in September 2006 in the Red Cross Program. (Done)**
  - Irina has no availability to teach regular swim classes since she is a full-time lifeguard during the week from 09.00 to 19.00. She can only provide private classes as the scheduling is more flexible.
  - **Michelle to check if it is possible to have an ad posted again on various websites searching for additional coaches. (Done)**

- The next September Competitive Season will start on Wednesday, 16 August 2006 (Michelle, Karen & Lori are available to coach). Irina can not start before Tuesday 29 August 2006 due to her holidays.
- Fall LtS Sessions will start on Monday, 11 September 2006.

### 3. Planning for EFSL Competitive Season 2006/2007

- Karen confirmed that the NATO Wives' Bazaar is always held on the third Sunday of November each year.
- Our NATO TIME TRIAL will be held on Sunday, 17 September 2006. **Lori to check pool availability with Mr Alun Morris (Staff Centre). (Done)**
- The Executive agreed that for our NATO TIME TRIAL, swimmers can swim an unlimited number of swim events and that this trial is open to ALL learn to swim participants.
- The Executive agreed with the following dates to host other EFSL teams during our 2006-2007 calendar:
  - Sunday, 08 Oct 2006, Multiple teams all day;
  - Sunday, 12 Nov 2006, Multiple teams all day;
  - Sunday, 10 Dec 2006, Multiple teams all day,
- **Lori to check pool availability for these dates and each respective timeframe with Mr Alun Morris (Staff Centre). (Done)**
- **If agreed by Mr Morris, Lori to propose these days at the next EFSL Presidents' meeting on Saturday 20 May 2006. (Done)**
- **Lori to book no more than 2 swim competitions per month at the next EFSL Presidents' meeting for the 2006/2007. (No feasible due to other clubs constraints for organising swim meets)**

### 4. Proposal for September Swim Class Fridays only from 18.00 to 19.00 Michelle

- In order to better address the needs of our pre-competitive swimmers during the new 2006/2007 calendar, the Executive decided to change the names of the various competitive levels in order to amalgamate all levels into a uniform structure. Therefore the following names will apply:
  - Competitive Level D = our current pre-team level (level 4 as a minimum) (Michelle)
  - Competitive Level C = our current team-beginner level (Michelle & Karen)
  - Competitive Level B = our current team-intermediate level (Ole & Monique)
  - Competitive Levels A + AA = our current team-advanced level (Irina)
- To foster the progression from pre-team to team-beginner level (while keeping the same coach) and to ease the transition from new Competitive Level D to Competitive Level C classes (from 18.00 to 19.00 classes if progression is substantial), Michelle has agreed to give classes for the new Competitive level D (old pre-team) on Wednesday and Friday from 18.00 to 19.00.

### 5. Proposed Organizational Structure Review

- **All Executive members to review and propose amendments to the Organization Structure Review by Friday, 12 May 2006, using the tracking mode on Wilhelm's version. (Done)**

### 6. Complains from the NATO Fins Diving Club

- Lori mentioned that she received a letter from the NATO Fins Diving club pointing out the following elements:
  - Our swimmers don't leave on time;
  - Our swimmers are too loud and sometimes bump into Divers;
  - Our swimmers are looking under the partition of ladies changing cabins.
- **Lori to contact the NATO Fins Diving Club President in order to clarify the situation and offer apologies. (Done)**
- **Michelle to address the coaches on clearing the pool earlier on Tuesday evenings. (Done)**

- **Michelle to talk to all swimmers and captains about inappropriate behaviours. (Done)**
- 7. Proposal to post all NATO Marlins minutes on the NATO Marlins website**
- The Executive members exchanged emails on point 6 and agreed to post all NATO Marlins Minutes on the website for transparency reasons.
  - **Lori to post all NATO Marlins minutes on the NATO Marlins website. (Done)**
  - **Lori to add the logo on the current minutes sheets when approved. (Done)**
  - **Michelle to set up a template for upcoming Minutes. (Done)**
- 8. Proposal to have a Lifeguard training course**
- There is a proposal to run this course over the two weekends early September 2006. Will be confirmed in light of attendance proposals.
- 9. Any other business**
- No additional point were raised.