



**Arkansas Swimming Inc.**  
**Board of Directors Meeting**  
**November 18, 2025**

**Minutes**

- 1. Call to Order** - Called to order by Adam Nelson, ARSI General Chair at 8:02 PM.
- 2. Attendance** - Roll called by Caitlin Green, ARSI Recording Secretary.

<b>Position</b>	<b>Board</b>	<b>Name</b>	<b>Present</b>
General Chair	Executive	Adam Nelson	x
Admin Vice Chair	Executive	John Moseley	x
Senior Vice Chair	Executive	Jim Whitehead	x
Age-Group Vice Chair	Executive	<i>vacant</i>	-
Finance Vice Chair	Executive	Bob Laster	
Secretary	Executive	Caitlin Green	x
Coach Representative	Executive	Steve Hall	
Senior Athlete Representative	Executive	Josh Smith	x
Junior Athlete Representative	Executive	Holland Herron	
Treasurer	BOD	Anna Lawhon	x
Athlete At-Large	BOD	Lex O'Brient	x
Athlete At-Large	BOD	Dylan Nelson	
Athlete At-Large	BOD	Jack Bracey	x
Technical Planning Chair	BOD	Shawn Klosterman	x
Operational Risk Coordinator	BOD	Ben Williams	x
Safe Sport Chair	BOD	Ben Williams	x
Ex-officio General Chair	BOD (non-voting)	Stephanie Miller	
Diversity Chair	BOD	Tyler Olson	x
Disability Chair	BOD	Brandon Charitat	x
Membership/Registration Coordinator	BOD (non-voting)	Evan Johnston	x
Sanctions Coordinator	BOD (non-voting)	Evan Johnston	x



Officials Chair (going out)	BOD (non-voting)	Joe Potts	x
Officials Chair (coming in)	BOD (non-voting)	Sandy Drake	x
Administrator	ARSI Admin	Jana Olson	x
Athlete Rep	HAWG	Diego Romero Flores	x

**3. Minutes** - Approval of the minutes from the 2025 Fall HOD meeting was tabled for the next board meeting.

**4. Financials**

**a. Financial Access Authorization**

A motion has been made to authorize Adam Nelson, ARSI General Chair, to act on behalf of ARSI with full authority. For additional details, including what full authority entails, [click here](#). This includes:

- Access to all financial accounts, including but not limited to Arvest Account(s) and Raymond James Account.
- Authority to sign checks, authorize electronic payments, and initiate transfers.
- Permission to make deposits and withdrawals.
- Access to financial records, statements, and reporting tools.
- Authority to enter into financial agreements and contracts.
- Responsibility for making financial decisions in alignment with the organization's mission, budget, and board-approved policies.

*A motion was made by Joe Potts and seconded by Ben Williams to authorize Adam Nelson, ARSI General Chair, to act on behalf of ARSI with full financial authority. All in favor. None opposed. Motion carries. Effective immediately, Adam Nelson, is granted the financial authority outlined above. This authorization shall remain in effect until amended or revoked by a future resolution of the Board of Directors.*

**b. Updating ARSI's Business Address**

Adam Nelson discussed the need to update the ARSI's business address to reflect the new ARSI Administrator, Jana Olson.



*A motion was made by Tyler Olson and seconded by Brandon Charitat to update ARSI's business address to reflect the new ARSI Administrator. All in favor. None opposed. Motion carries.*

## **5. Central Zone Updates**

### **a. 2027 Regional Map Proposal**

Adam Nelson provided an update from the last Central Zone's LSC General Chair Meeting regarding the proposed changes to the regional map for 2027. A summary of the proposed change for the Central Zone Age Group Championships is available [here](#), and the proposed regional map for 2027 can be found [here](#). Adam presented this update to prompt discussion among the ARSI board and reach a consensus. Following the discussion, it was determined that the majority favored an alternative plan. Adam requested that anyone who is interested in giving direct feedback should contact him.

### **b. Zones Sanction Appeal Panel**

Adam Nelson requested for volunteers to serve as representatives on the Zones Sanction Appeal Panel. This panel will consist of one athlete, one coach, and one referee representative from each LSC. The panel will convene as necessary to address matters related to sanctions. Adam is required to submit the names of the selected representatives by November 30th. Following discussions, our LSC has appointed the following individuals as representatives: Shawn Klosterman will serve as the coaches' representative, Jack Bracey will serve as the athletes' representative, and Sandy Drake will serve as the referee representative.

## **6. Administrator**

### **a. Membership Registration through ARSI Website**

Jana Olson has established membership registration on the ARSI website to enhance communication within our LSC and requests that all members register with the appropriate membership type.

### **b. ARSI Contact Information**

Jana Olson has gathered the contact information for every registered club in our LSC from the SWIMS database. This effort aims to improve communication and transparency. Jana has sent an email containing a link to the club contact directory



and requests that each club verify their listed information. If any changes or updates are needed, please contact Jana directly.

## 7. Safe Sport Downtime

Adam Nelson wanted to ensure everyone was aware of USA Swimming's Safe Sport downtime, which will occur on November 27th and last for 48 hours.

## 8. Open BOD Positions

### a. Officials Chair

Joe Potts nominated Sandy Drake for Officials Chair.

*A motion was made by Joe Potts and seconded by John Moseley to accept the nomination of Sandy Drake for Officials Chair. All in favor. None opposed.*

*Motion carries.*

### b. Age Group Chair

Coach Eric has accepted a new position in Kansas City, leaving Age Group Chair vacant. Adam Nelson nominated John Moseley for Age Group Chair.

*A motion was made by Joe Potts and seconded by Brandon Charitat to accept the nomination of John Moseley for Age Group Chair. All in favor. None opposed.*

*Motion carries.*

### c. Admin Vice Chair

The Admin Vice Chair position became vacant after John Moseley was appointed as the Age Group Chair. Adam Nelson proposed appointing an Interim Admin Vice Chair until a nomination for the permanent Admin Vice Chair is made.

Shawn Klosterman volunteered to serve as Interim Admin Vice Chair until August, when he is scheduled to retire.

*A motion was made by Josh Smith and seconded by John Moseley to accept the nomination of Shawn Klosterman for Interim Admin Vice Chair. All in favor. None opposed. Motion carries.*

## 9. Unfinished Business

- a. Jana Olson sent an email on November 18th with the revised bylaws that need to be adopted. A summary of the required changes to the LSC bylaws is available [here](#), and a copy of the revised ARSI bylaws can also be found [here](#).



*A motion was made by John Moseley and seconded by Ben Williams to adopt the revised by-laws. All in favor. None opposed. Motion carries.*

## **10. New Business**

- a. Evan Johnston reminds everyone that only registered USA Swimming coaches and officials in good standing are permitted on the pool deck during ARSI/USA Swimming sanctioned meets.

## **11. Announcements**

- a. The ARSI BOD will convene on a bi-monthly basis during the odd-numbered months of the calendar year. During the even-numbered months, ARSI committees are expected to hold independent meetings to advance their strategic objectives and provide progress updates at the subsequent BOD meeting.
  - i. To facilitate proper scheduling and ensure organizational alignment, please forward your committee meeting dates to Jana Olson at [Jana.Olson@arkansasswimming.org](mailto:Jana.Olson@arkansasswimming.org) so that they may be included in the official ARSI calendar on the website.
- b. **Save the Date:** The next **House of Delegates meeting** has been scheduled for **Saturday, April 12, 2026**. Time and location will be confirmed at a later date.

**The next Board meeting will be held on January 20th at 8:00 PM over Zoom.**

This meeting was adjourned at 8:58 PM by Adam Nelson, ARSI General Chair.

Minutes were prepared by Caitlin Green, ARSI Recording Secretary.