

To: Arkansas Swimming, Inc.  
House of Delegates

From: John Haefner  
Secretary

Re: Arkansas Swimming, Inc.  
House of Delegates Meeting  
April 29, 2005 – 10:00 am  
Tennis Center at LRRC, #1 Huntington Drive, Little Rock  
Park in lower parking lot and check in at front desk for directions to Tennis Center

Ed Gbur called the meeting to order at 10:08 am.

**I. Roll Call – Voting Delegates**

Ed Gbur	Tom Alexander	Evan Johnston
Tay Stratton	John Haefner	Steve Duwel
John Garrett	Keith McAfee	Mark Potter
Tasha Stratton	Paul Blair	Mary Bryant
Steve Brown	Karen Musick	Pat Carroll
Theresa Brewer		

**II. Reading, correction, and adoption of minutes**

Minutes from Fall 2005 ASIHOD meeting were approved as written.

**III. Reports of Officers**

**A. General Chairman – Ed Gbur**

- Board of Review – 20% must be made up of athletes. Arkansas Swimming Board of Review is currently 14% athletes. This requirement was referenced in an email from B.Wells O'Brien. Motion was passed to drop off one adult (Tay Stratton resigned at the meeting) and replace this position with the Jr. Athlete Rep. See further comments under Jr. Athlete Rep later in the minutes.
- Symposium offered by USA Swimming was discussed. Ed to find out more information and bring back to Fall Meeting for discussion.
- Zone meet in Oklahoma City this year. Central Zone will be proposing legislation that would allow non-USS members to be meet marshals.
- State meet information must be maintained and updated by Age Group Chair. Tay Stratton will be involved in meet information this year.

**B. Administrative Vice-chairman – Tom Alexander – No report**

**C. Senior Vice-chairman – Evan Johnston**

- Some National time standards have changed. Check out USA Swimming website.

- D. Age Group Vice-chairman – Tay Stratton
  - Steve and Evan will be zone coaches this year.
- E. Secretary/Treasurer – John Haefner
  - All address changes and committee meeting minutes need to be sent to ASI Secretary.
  - Financial information, requested at the Fall Meeting from Paul Blair, was received by ASI Treasurer.
  - Financial information, requested at the Fall Meeting from John Garrett, was not received by ASI Treasurer.
  - John Garrett agreed to send all financial information from the last 3 years to the ASI Treasurer by 5/31/06.
  - Financial reports were shared. ASI has excess cash and continues to build more cash each year. This will need to be resolved at the Fall Meeting.
  - Comments on possible uses of ASI funds should be given to John Haefner by 6/30.

#### **IV. Reports of Standing Committees and Subcommittees**

- A. Adapted Swimming Committee – Tay Stratton
  - Tay to develop a proposal by 6/30 on utilizing ASI budget monies for national meets for adapted swimming athletes.
- B. ASI Handbook Committee – John Haefner
  - Ed Gbur said that Handbook will be posted on website by 5/15.
  - Changes from this meeting will be made after 5/15.
- C. Athletes Committee – Molly Magee – No report
- D. Awards Committee – Mary Dawn Blair
  - Tasha to email Ian to obtain records so that they can be posted on website.
- E. Budget Committee – John Haefner – no report
- F. Bylaws/Legislation/Rules Committee – John Garrett
  - Ed to resend bylaws to Tasha by 5/15 for posting on website.
  - John Garrett stated that proposed legislation must go through Bylaws Committee prior to inclusion in agenda. ASI Secretary will gather proposed legislation and send to the Bylaws Committee prior to inclusion in the agenda.
- G. Club Development – Evan Johnston – No report
- H. Coaches Committee- Steve Duwel – No report
- I. Communications Committee – John Garrett – No report
- J. Equipment Committee – Keith McAfee
  - All equipment in good working order.
- K. Finance Committee – John Haefner
  - Financial statements and tax return for 2005 were approved by Finance Committee.
- L. Hall-of-Fame Committee – Paul Blair
  - Samples of award application and nominee information sheet were handed out
  - Steve Duwel to look into how to get high school teams more involved.

- Paul Blair to look into whether Texarkana swimmers can get high school awards if they are Arkansas USS members that attend a Texas high school.
  - Tasha requested Hall of Fame forms so that she can post on website.
- M. Marketing Committee
- Tom Alexander has been appointed Marketing Committee Chairman.
- N. Membership/Registration Committee – John Garrett
- Athlete Registrations 2004 – 802; 2005 – 1,053; 2006 – 943
  - Seasonal Registrations 2004 – 127; 2005 – 148; 2006 – 0
  - John Garrett stated that he expected number of Athlete Registrations to increase to close to 2005 total.
  - Club Registrations 2004 – 15; 2005 – 14; 2006 – 13
- O. Officials Committee – Mark Potter
- Number of officials are down.
  - This committee to look at incentives/disincentives to increase officials.
  - Two clinics held recently in Arkansas with 7 people attending.
- P. NTV Committee – John Garrett
- All times have been uploaded to USA Swimming including High School State Meet.
  - John Garrett will be working registration issues identified by recon report for all meets. He will communicate back with host clubs on items that he needs their help with.
  - Host clubs do not have to allow registration on deck as long as this is stated in meet information.
- Q. Publicity and Promotion Committee – Tasha Stratton
- Provide feedback to Tasha on what clubs want to see on website.
  - Note date needed for posting on all requests.
- R. Safety Committee – Terri Cohen
- No accidents since last meeting.
  - Meet marshals are a must at all meets.
- S. Swim-a-thon – Ed Gbur
- Discussion on getting a sanction on all swim-a-thons. Ed will research and bring back requirements to Fall Meeting.
- T. Technical Planning Committee – Paul Blair
- Meet fees were changed for all meets after 1/1/06. Some clubs did not change their meet fees for meets after this date.
  - Time standards for short course state champs – we are getting close to making an adjustment that would make the standards more difficult to achieve. This is due to the number of qualifiers for the State Meet this spring.
- U. Others as designated by the General Chairman
- Review committee report by Mark Potter. He attended workshop and reported on proper procedures for filing a complaint.

## **V. Unfinished (Old) Business**

### **A. Report on Zone Team plans**

- Continuing as normal relative to travel plans to Zone meet. Steve and Evan will be the zone coaches. Candice Minnich shared updated Code of Conduct forms.
- Head coach will have final decision on all disciplinary actions.
- Qualifying swimmers will need to fill out information forms on ASI website regardless of whether or not they plan on attending zone.
- This will be Candice's last year as Zone Coordinator.

### **B. Report on Holiday Training Camp**

- 48 swimmers attended this year.

## **VI. New Business – all legislation requires 90% for approval**

### **A. Revival of ASI Committees**

- General Chair Comments: Many, if not virtually all, ASI committees are either dysfunctional or not functional at all. This is due, in part, to the small number of volunteers who end up on several committees because we cannot recruit more individuals to serve. We need to broaden our base of active volunteers beginning with a few key committees and eventually extending to all standing committees.
- General Chair wants to start small by getting a couple of committees functioning properly.

### **B. Athlete Travel**

- General Chair Comments: As everyone should be aware, there were problems with the reimbursement of meet expenses for athletes last year. The legislation eliminating "selected" meets at the Fall 2005 House of Delegates meeting has taken care of one of the issues. The unwritten guidelines for reimbursement have been incorporated explicitly into the revised ASI Handbook. In addition, the required steps in the process have been clarified and included as well. The purpose of the discussion will be to ensure that everyone understands the process to avoid problems in the future.
- Current ASI handbook wording regarding the one year in ASI requirement prior to High School graduation was interpreted as it is written. If an athlete registers at a date earlier than one year in advance of their high school graduation, then they will qualify for ASI Athlete Travel Funds.
- John Haefner to recommend changes at the Fall Meeting to current handbook wording to more accurately articulate the intent of the rule.

### **C. The Coaches' Committee recommends the following relative to the Entry Requirements in the State Meet information:**

1. Change the wording “a copy of the signed meet summary form provided by the host club” and “a check in the amount to cover all entries, made payable to the host club (sent only to the host club)” to:  
“teams are encouraged to mail in meet summary and team check. However, these items must be turned in by the end of warm-ups on the first day of that teams competition at the latest”
  - Discussed with no motion being made.
2. Remove “a copy of each attending coach’s USA Swimming coach’s card”
  - Motion passed

**D. Junior Athlete Representative Vote**

- The Coaches’ Committee Chair could not find anything that addresses the system that should be used for electing an athlete rep. However, the committee feels that we should discuss the process and come to a conclusion on what would be the best process to follow.
- Vote should be conducted as stated in bylaws.
- Until vote is conducted, if a Board or Review issue needs to be reviewed, then Sarah Edwards or Laura Peterson will be assigned to the Board of Review by the General Chair.

**VII. Resolutions and Orders**

**A. Meet scheduling**

- Short course proposed schedule was approved.
- Long course proposed schedule was approved as amended
- Paul Blair to confirm that all dates are actually weekend dates.

**B. Location, date, and time for Fall ASIHOD Meeting**

- Fall meeting will be in Bentonville, AR and hosted by NWAA on 9/30/06.

**VIII. Adjournment**