

Ohio Swimming, Inc. Board of Directors Meeting

Conference Call – August 26, 2018 7:00 pm

513-275-6543 (no PIN) or via computer: www.uberconference.com/ohioswim

UNAPPROVED MINUTES

1. Call to Order and Roll Call: Meeting was called to order at 7:04 pm

BOD members:		BOD Members:		BOD Members:	
General Chair – David Back	x	Senior Athlete Rep – Katrina Kanzari	x	Operational Risk Coord. – John Pristash	x
Admin Vice Chair – Michael Yeager	x	Athlete Rep – Braydon Kime	x	Sanctioning Chair – Anissa Kanzari	x
Senior Vice Chair – Norman Wright		Ath Rep – Jack Banks	x	Disability Swimming Chair – Jim Peterfish	x
Age Group Vice Chair – Chad Rehkamp				Officials Chair – Pam Birnbrich	x
Secretary – Mark Johnson	x			Technical Planning Chair – Todd Billhimer	x
Treasurer – Joe Waller	x			Safe Sport Chair – Anthony Russo	
Coaches Chair – Kris Moellenberg	x			Diversity/Inclusion Chair – Terry Anchrum	x
Asst. Coaches Chair – Vacant					
Committee and Coordinators:					
Camps – Vacant		Ath Rep – Bridget Parker	x	Office – Erin Schwab	x
Open Water – Chip Carrigan	x	Ath Rep – Peyton Farrell	x	Finances – Kristi Princell	
Zone Team – Brent Peaden		Ath Rep – Caroline Holmes	x		
High School – Rich Morris	x				

2. Approve Agenda - Agenda **APPROVED**.

3. Consent agenda – **APPROVED**.

4. Old Business

5. New Business

- 2018-2019 Budget - ~47,000 deficit for fy 2018-2019 to be pulled from reserves. This will give us an excellent representation on how much we really spend on a per year basis. Measures are in place to look into sponsorship or raising splash fee's or other revenue for following years. Budget was passed by the board.
- Athlete Committee Proposal – Proposal does away with the geographical diversity and goes towards the board appointing athletes. Katrina will discuss with her committee about not having the athletes elect their peers.
- Coaches Committee Proposal – Proposal used to get more coaches involved. Mike proposes making the change to ensure that ONLY coaches can vote for this proposal and not the HOD as a whole and will work with Kris and Erin to make this change before HOD.
- Governance Committee – Discussion on how governance committee is formed (elected vs appointed). If elected, the current nominating committee would nominate individuals for the governance committee. If appointed, the board would work with the general chair to appoint individuals.
- Convention attendee's clarity – Need to be a "active" member of Ohio Swimming in order to be eligible for travel to the USAS convention.

6. Announcements

7. Next BOD Meetings – Sunday October 7, 2018 7 pm.

8. Adjournment @ 8:20 PM.

The Budget Committee Report

Meeting date: July 10, 2018

Meeting time: 6:00PM

Attendees: David, Joe, Mike, Katrina, Erin

Purpose: To review submitted budget requests for the 2018-2019 OSI Budget.

Results:

- A overview of the budget was discussed and it was pointed out that the requested funds will leave the budget 47K in the red.
- This was anticipated as per previous BOD meeting and Finance Committee discussions.
- There will be a ONE time deficit spending in this budget and will be covered by the OSI surplus of funds.
- The committee went through the proposed budget items line by line.
- There were extensive discussions about the Sr travel fund, Diversity and Inclusion, Zones, facility funding and Open Water.
- The committee felt that Open water request for travel should be part of the travel policy.
- “Owners” of questioned budget items where contacted for further explanation for their request.
- “New programs” need to go through the BOD for approval.
- Draft budget included with report.

Ohio Swimming
Profit & Loss Budget vs. Actual
September 2017 through August 2018

		Working Budget FY '19		YTD 6/30/18	FY '18	2019 Base figures	
				Sep '17 - Aug 18	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense							
Income							
Memberships/Dues(USA Swim)							
2017 Income Recieved in 2018	\$	-	36,000.00	\$ -	\$ 36,000.00	100.0%	Not expected to recur in FY '19
Athlete	\$	474,500.00	431,582.72	\$ 468,600.00	\$ (37,017.28)	92.1%	Based on 2018 actual membership @ 2019 price as of 6/30/2018
Club Membership Dues	\$	13,525.00	12,455.00	\$ 13,000.00	\$ (545.00)	95.81%	Based on 2018 actual membership @ 2019 price as of 6/30/2018
Non Athl	\$	62,415.00	62,172.00	\$ 61,415.00	\$ 757.00	101.23%	Based on 2018 actual membership @ 2019 price as of 6/30/2018
Outreach	\$	375.00	370.00	\$ 375.00	\$ (5.00)	98.67%	Based on 2018 actual membership @ 2019 price as of 6/30/2018
Seasonal Swimmers	\$	27,170.00	21,473.00	\$ 35,700.00	\$ (14,227.00)	60.15%	Based on 2018 actual membership @ 2019 price as of 6/30/2018
Total Memberships/Dues(USA Swim)	\$	577,985.00	\$ 564,052.72	\$ 579,090.00	\$ (15,037.28)	97.4%	
Other Income							
Approved/Meet Observation Fees	\$	2,000.00	1,950.00	\$ 3,300.00	\$ (1,350.00)	59.09%	3% increase of 2018 actual expenses as of 6/30/2018
Banquet Income (C1)	\$	4,500.00	3,530.00	\$ 4,500.00	\$ (970.00)	78.44%	same as 2018
CZ Diversity Select Camp	\$	-	16,720.00	\$ 40,000.00	\$ (23,280.00)	41.8%	Not expected to recur in FY '19
Interest and Dividends (Edward	\$	184.00	183.64				based on 2018 actual
Interest Income(Ckg/Saving)							
Dividends	\$	230.00	228.62	\$ 65.00	\$ 163.62	351.72%	based on 2018 actual
Total Interest Income(Ckg/Saving)		230.00	228.62	\$ 65.00	\$ 163.62	351.72%	based on 2018 actual
Misc.	\$	2,050.00	2,037.00	\$ 3,124.00	\$ (1,087.00)	65.21%	based on actual
Official Dues (\$6.00) (C3)	\$	1,800.00	1,782.00	\$ 2,000.00	\$ (218.00)	89.1%	based on actual
Officials (T-shirts,Badges) C3			0.00	\$ -	\$ -	0.0%	No need for this account.
Zone Team (C4)	\$	72,000.00	0.00	\$ 72,000.00	\$ (72,000.00)	0.0%	Same as FY18
Total Other Income	\$	82,764.00	\$ 26,431.26	\$ 124,989.00	\$ (98,557.74)	21.15%	
Sanctions & Meet Revenue							
Entry Fees	\$	100,000.00	81,726.00	\$ 105,000.00	\$ (23,274.00)	77.83%	Waiting on LC Figures to complete
Facility Fund (Reserved Fund)	\$	59,250.00	44,435.12	\$ 59,250.00	\$ (14,814.88)	75.0%	Waiting on LC Figures to complete
Sanctions	\$	3,100.00	3,075.00	\$ 4,200.00	\$ (1,125.00)	73.21%	based on actual 2018
Senior Circuit Entry Fees (C5)	\$	5,000.00	0.00	\$ 5,400.00	\$ (5,400.00)	0.0%	Waiting on LC Figures to complete
Travel Fund (Reserved Fund)	\$	18,000.00	14,697.88	\$ 19,750.00	\$ (5,052.12)	74.42%	Waiting on LC Figures to complete
Sanctions & Meet Revenue - Other							moved to travel income
Total Sanctions & Meet Revenue	\$	185,350.00	\$ 143,934.00	\$ 193,600.00	\$ (49,666.00)	74.35%	
Savings(From)			0.00		\$ -	0.0%	
Total Income	\$	846,099.00	\$ 734,417.98	\$ 897,679.00	\$ (163,261.02)	81.81%	
Expense							
Memberships/Dues Exp.(USA Swim)							
Athlete	\$	390,400.00	372,126.00	\$ 382,800.00	\$ (10,674.00)	97.21%	Based on 2018 actual membership @ 2019 price as of 6/30/2018
Club Membership Dues	\$	4,820.00	4,820.00	\$ 4,550.00	\$ 270.00	105.93%	Based on 2018 actual membership @ 2019 price as of 6/30/2018
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Outreach	\$	375.00	857.13	\$ 375.00	\$ 482.13	228.57%	Based on 2018 actual membership @ 2019 price as of 6/30/2018
Seasonal Swimmers	\$	21,450.00	19,370.00	\$ 30,600.00	\$ (11,230.00)	63.3%	Based on 2018 actual membership @ 2019 price as of 6/30/2018
Total Memberships/Dues Exp.(USA Swim)	\$	469,200.00	\$ 445,659.13	\$ 468,495.00	\$ (22,835.87)	95.13%	
Operations							
Administrative Review Board	\$	100.00	0.00	\$ 96.00	\$ (96.00)	0.0%	Similar to prior year
Administrative Vice Chairman	\$	500.00	0.00	\$ 480.00	\$ (480.00)	0.0%	Similar to prior year
Age Group Chairman	\$	100.00	0.00	\$ 96.00	\$ (96.00)	0.0%	Similar to prior year
Athlete Representative	\$	1,000.00	487.00	\$ 960.00	\$ (473.00)	50.73%	Similar to prior year
Coach Representatives							
Coach Education/Training	\$	1,000.00	310.00	\$ 2,880.00	\$ (2,570.00)	10.76%	Increased over 2018 actual expenses as of 6/30/2018: CPR and in water training. Updated
Coach of Yr Clinic, Scholarship	\$	2,000.00	1,000.00	\$ 2,000.00	\$ (1,000.00)	50.0%	Budget request same as 2018
Coach of Yr Plaques	\$	200.00	0.00	\$ 200.00	\$ (200.00)	0.0%	Budget request same as 2018
Total Coach Representatives	\$	3,200.00	\$ 1,310.00	\$ 5,080.00	\$ (3,770.00)	25.79%	
Disability Swimming Coordinator	\$	3,000.00	0.00	\$ 1,152.00	\$ (1,152.00)	0.0%	Budget request per Formstack from Jim Peterfish
Donations	\$	2,000.00	1,000.00	\$ 1,440.00	\$ (440.00)	69.44%	
General Chairman(Discretionary)	\$	10,000.00	900.00	\$ 9,600.00	\$ (8,700.00)	9.38%	Similar to last year.
LSC Conventions/Clinics/Dues							
Central Zone Dues	\$	100.00	0.00	\$ 96.00	\$ (96.00)	0.0%	fixed amount 100
D&O Insurance	\$	525.00	510.00	\$ 500.00	\$ 10.00	102.0%	3% increase of 2018 actual expenses as of 6/30/2018
House of Delegates Meeting	\$	1,975.00	-861.60	\$ 1,920.00	\$ (2,781.60)	-44.88%	3% increase of 2018 budget amount (negative actual balance due to funds rec for Leap 3)
Recognition Banquet Exp (C1)	\$	13,920.00	10,535.83	\$ 13,920.00	\$ (3,384.17)	75.69%	Same as 2018 budget

Ohio Swimming
Profit & Loss Budget vs. Actual
September 2017 through August 2018

	Working Budget FY '19	YTD 6/30/18		FY '18		2019 Base figures	
		Sep '17 - Aug 18	Budget	\$ Over Budget	% of Budget		
USAS Convention	\$ 20,270.00	23,664.24	\$ 19,680.00	\$ 3,984.24	120.25%	3% increase of 2018 budget amount	
Workshops	\$ 1,957.00	1,899.93	\$ 1,440.00	\$ 459.93	131.94%	3% increase of 2018 actual expenses as of 6/30/2018	
Total LSC Conventions/Clinics/Dues	\$ 38,747.00	\$ 35,748.40	\$ 37,556.00	\$ (1,807.60)	95.19%		
Officials Chair (C3)							
Background Check	\$ 5,000.00	342.00	\$ 1,021.44	\$ (679.44)	33.48%	based on 2018 budget	
Background Check-Renewals		1,296.00	\$ 4,104.00	\$ (2,808.00)	31.58%	elimated renewals same cost as full	
Officials Chair(Tshirts&Badges)	\$ 599.04	485.28	\$ 599.04	\$ (113.76)	81.01%	Budget request same as 2018	
Officials Travel	\$ 15,360.00	8,211.39	\$ 15,360.00	\$ (7,148.61)	53.46%	Budget request same as 2018	
Wkshops,Meetings,Recog,Training	\$ 2,788.80	2,282.93	\$ 2,788.80	\$ (505.87)	81.86%	Budget request same as 2018	
Total Officials Chair (C3)	\$ 23,747.84	\$ 12,617.60	\$ 23,873.28	\$ (11,255.68)	52.85%		
Open Water							
Camps	\$ 3,360.00	924.00	\$ 3,360.00	\$ (2,436.00)	27.5%	Budget request	
Open Water - Other		351.00				actual in wrong account	
Total Open Water	\$ 3,360.00	\$ 1,275.00	\$ 3,360.00	\$ (2,085.00)	37.95%		
Outreach/Diversity							
CZ Diversity Select Camp	\$ 2,000.00	846.00	\$ 40,000.00	\$ (39,154.00)	2.12%	Per Terry Anchrum	
Diversity		0.00	\$ 2,880.00	\$ (2,880.00)	0.0%	Per Terry Anchrum	
Learn to Swim programs	\$ 2,000.00	0.00				Per Terry Anchrum	
Diversity/Inclusion Clinic	\$ 2,000.00	0.00	\$ 480.00	\$ (480.00)	0.0%	Per Terry Anchrum	
Multi Cultural Camp (C2)	\$ 2,500.00					Per Terry Anchrum	
Outreach-Gear	\$ 13,000.00	7,614.73	\$ 12,000.00	\$ (84.62)	99.3%	Per Terry Anchrum	
Outreach - Coaches/Officials	\$ 500.00	11,915.38				Per Terry Anchrum	
Outreach Travel	\$ 2,000.00	1,105.60	\$ 2,880.00	\$ 18,601.71	745.89%	Per Terry Anchrum	
Total Outreach/Diversity	\$ 24,000.00	\$ 21,481.71	\$ 58,240.00	\$ (58,240.00)	0.0%		
Permanent Office							
Bank Charges	\$ 85.00	82.11				3 % increase on actual	
CC & Electronic Fees	\$ -	2,099.06	\$ -	\$ 10,536.94	100.0%		
Office Expense	\$ 10,271.04	10,536.94	\$ 9,500.00	\$ 60,887.23	740.92%	3% increase baased on actual	
Payroll Expenses	\$ 92,437.35	70,387.23	\$ 89,745.00	\$ (86,595.00)	3.51%	3 % increase of 2018 budget	
Subcontractor Work	\$ 3,150.00	3,150.00				based on actual as of 7/3/2018	
Worker's Compensation	\$ 310.00	120.48	\$ 310.00	\$ 86,065.82	27,863.17%	same as 2018 budget	
Total Permanent Office	\$ 106,253.39	\$ 86,375.82	\$ 99,555.00	\$ (99,555.00)	0.0%		
Safe Sport Coordinator	\$ 2,400.00	0.00	\$ 2,400.00	\$ (2,400.00)	0.0%	same as 2018 no money spent-Missing	
Safety Coordinator	\$ 600.00	0.00	\$ 576.00	\$ (576.00)	0.0%	Budget request	
Secretary	\$ 100.00	0.00	\$ 100.00	\$ (100.00)	0.0%	Budget request	
Senior Vice-Chairman	\$ 100.00	0.00	\$ 96.00	\$ (96.00)	0.0%	Same as FY18 without haircut	
Treasurer							
Audit	\$ 6,000.00	5,770.00	\$ 4,995.00	\$ (1,505.00)	69.87%	Waiting to hear from Kirsch	
Tax Prep	\$ 2,900.00	3,490.00	\$ 2,795.00	\$ (2,695.00)	3.58%	Waiting to hear from Kirsch	
Taxes	\$ 100.00	100.00	\$ 100.00	\$ 9,260.00	9,360.0%	fixed charitable registration	
Total Treasurer	\$ 9,000.00	\$ 9,360.00	\$ 7,890.00	\$ 162,665.53	2,161.67%	Joe to follow-up with USA Swimming on audit v review	
Total Operations	\$ 228,208.23	\$ 170,555.53	\$ 252,550.28	\$ (252,550.28)	0.0%	Follow-up on Quickbooks online conversion at 9/1/2018	
Swimmer Support							
Awards							
Age Group	\$ 15,000.00	12,869.72	\$ 15,000.00	\$ (2,130.28)	85.8%	Same as 2018 budget	
Open Water	\$ 430.00	859.90	\$ 397.00	\$ 462.90	216.6%	Budget request	
Seniors	\$ 530.00	513.94	\$ 500.00	\$ 13.94	102.79%	3% increase of 2018 actual expenses as of 6/30/2018	
Total Awards	\$ 15,960.00	\$ 14,243.56	\$ 15,897.00	\$ (1,653.44)	89.6%		
Championship (Facility Reserved)							
LC Jr. Olympics		0.00	\$ 6,517.50	\$ (6,517.50)	0.0%	Waiting on LC figures to complete	
LC Regionals		9,450.00	\$ 14,812.50	\$ (5,362.50)	63.8%	Waiting on LC figures to complete	
LC Seniors		0.00	\$ 6,517.50	\$ (6,517.50)	0.0%	Waiting on LC figures to complete	
Open Water Championship		0.00	\$ 3,555.00	\$ (3,555.00)	0.0%	Waiting on LC figures to complete	
SC Jr. Olympics		6,517.50	\$ 6,517.50	\$ -	100.0%	Waiting on LC figures to complete	
SC Regionals		14,812.50	\$ 14,812.50	\$ -	100.0%	Waiting on LC figures to complete	
SC Sr Championships		6,517.50	\$ 6,517.50	\$ -	100.0%	Waiting on LC figures to complete	
Championship (Facility Reserved - O	\$ 59,250.00	0.00	\$ -	\$ -	0.0%	roughly similar to last year	
Total Championship (Facility Reserved	\$ 59,250.00	\$ 37,297.50	\$ 59,250.00	\$ (21,952.50)	62.95%		
Meets							

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	Working Budget FY '19		YTD 6/30/18	FY '18	2019 Base figures	
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Distance Meets	\$	5,000.00	5,000.00	\$ 5,000.00	\$ -	100.0%
Senior Circuit Meets (C5)	\$	9,000.00	9,000.00	\$ 9,000.00	\$ -	100.0%
Total Meets	\$	14,000.00	\$ 14,000.00	\$ 14,000.00	\$ -	100.0%
Open Water						
Ohio Open Water Cup		0.00	0.00	\$ -	\$ -	0.0%
Total Open Water		0.00	0.00	\$ -	\$ -	0.0%
Senior Travel Fund (Reserved)						
Futures			1,450.00			
Long Course			3,613.33			
Open Water	\$	1,900.00	150.00			
Short Course			18,530.69			
Senior Travel Fund (Reserved) - Other	\$	25,000.00	0.00	\$ 19,750.00	\$ (19,750.00)	0.0%
Total Senior Travel Fund (Reserved)	\$	26,900.00	\$ 23,744.02	\$ 19,750.00	\$ 3,994.02	120.22%
Zone Team						
Zone Team-Open Water	\$	2,030.00	0.00	\$ 1,152.00	\$ (1,152.00)	0.0%
Zone Team Coaches(C4)	\$	1,100.00	0.00	\$ 1,100.00	\$ (1,100.00)	0.0%
Zone Team Expenses (C4)	\$	77,000.00	0.00	\$ 77,000.00	\$ (77,000.00)	0.0%
Total Zone Team	\$	80,130.00	\$ -	\$ 79,252.00	\$ (79,252.00)	0.0%
Total Swimmer Support	\$	196,240.00	\$ 89,285.08	\$ 188,149.00	\$ (98,863.92)	47.45%
Total Expense	\$	893,648.23	\$ 705,499.74	\$ 909,194.28	\$ (203,694.54)	77.6%
Net Ordinary Income	\$	(47,549.23)	\$ 28,918.24	\$ (11,515.28)	\$ 40,433.52	-251.13%
Net Income	\$	(47,549.23)	\$ 28,918.24	\$ (11,515.28)	\$ 40,433.52	-251.13%
Remove PY Collections	\$	(36,000.00)				
CZ Diversity Camp	\$	(15,874.00)				
Adjustments	\$	(51,874.00)				
Adjusted Deficit	\$	(22,955.76)		\$ (11,515.28)	\$ (11,440.48)	

Prior year collections not expected to be significant in FY '19
CZ Diversity expenses are not yet all paid out. Expected to go to zero.

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Operations							
Administrative Review Board	\$	100.00	0.00	\$ 96.00	\$ (96.00)	0.0%	Similar to prior year
Administrative Vice Chairman	\$	500.00	0.00	\$ 480.00	\$ (480.00)	0.0%	Similar to prior year
Age Group Chairman	\$	100.00	0.00	\$ 96.00	\$ (96.00)	0.0%	Similar to prior year
Athlete Representative	\$	1,000.00	487.00	\$ 960.00	\$ (473.00)	50.73%	Similar to prior year
Coach Representatives							
Coach Education/Training	\$	1,000.00	310.00	\$ 2,880.00	\$ (2,570.00)	10.76%	Increased over 2018 actual expenses as of 6/30/2018: CPR and in water training. Updated
Coach of Yr Clinic, Scholarship	\$	2,000.00	1,000.00	\$ 2,000.00	\$ (1,000.00)	50.0%	Budget request same as 2018
Coach of Yr Plaques	\$	200.00	0.00	\$ 200.00	\$ (200.00)	0.0%	Budget request same as 2018
Total Coach Representatives	\$	3,200.00	\$ 1,310.00	\$ 5,080.00	\$ (3,770.00)	25.79%	
Disability Swimming Coordinator	\$	3,000.00	0.00	\$ 1,152.00	\$ (1,152.00)	0.0%	Budget request per Formstack from Jim Peterfish
Donations	\$	2,000.00	1,000.00	\$ 1,440.00	\$ (440.00)	69.44%	
General Chairman(Discretionary)	\$	10,000.00	900.00	\$ 9,600.00	\$ (8,700.00)	9.38%	Similar to last year.
LSC Conventions/Clinics/Dues							
Central Zone Dues	\$	100.00	0.00	\$ 96.00	\$ (96.00)	0.0%	fixed amount 100
D&O Insurance	\$	525.00	510.00	\$ 500.00	\$ 10.00	102.0%	3% increase of 2018 actual expenses as of 6/30/2018
House of Delegates Meeting	\$	1,975.00	-861.60	\$ 1,920.00	\$ (2,781.60)	-44.88%	3% increase of 2018 budget amount (negative actual balance due to funds rec for Leap 3)
Recognition Banquet Exp (C1)	\$	13,920.00	10,535.83	\$ 13,920.00	\$ (3,384.17)	75.69%	Same as 2018 budget

Ohio Swimming
Profit & Loss Budget vs. Actual
September 2017 through August 2018

	Working Budget FY '19	YTD 6/30/18		FY '18		2019 Base figures	
		Sep '17 - Aug 18	Budget	\$ Over Budget	% of Budget		
USAS Convention	\$ 20,270.00	23,664.24	\$ 19,680.00	\$ 3,984.24	120.25%	3% increase of 2018 budget amount	
Workshops	\$ 1,957.00	1,899.93	\$ 1,440.00	\$ 459.93	131.94%	3% increase of 2018 actual expenses as of 6/30/2018	
Total LSC Conventions/Clinics/Dues	\$ 38,747.00	\$ 35,748.40	\$ 37,556.00	\$ (1,807.60)	95.19%		
Officials Chair (C3)							
Background Check	\$ 5,000.00	342.00	\$ 1,021.44	\$ (679.44)	33.48%	based on 2018 budget	
Background Check-Renewals		1,296.00	\$ 4,104.00	\$ (2,808.00)	31.58%	elimated renewals same cost as full	
Officials Chair(Tshirts&Badges)	\$ 599.04	485.28	\$ 599.04	\$ (113.76)	81.01%	Budget request same as 2018	
Officials Travel	\$ 15,360.00	8,211.39	\$ 15,360.00	\$ (7,148.61)	53.46%	Budget request same as 2018	
Wkshops,Meetings,Recog,Training	\$ 2,788.80	2,282.93	\$ 2,788.80	\$ (505.87)	81.86%	Budget request same as 2018	
Total Officials Chair (C3)	\$ 23,747.84	\$ 12,617.60	\$ 23,873.28	\$ (11,255.68)	52.85%		
Open Water							
Camps	\$ 3,360.00	924.00	\$ 3,360.00	\$ (2,436.00)	27.5%	Budget request	
Open Water - Other		351.00				actual in wrong account	
Total Open Water	\$ 3,360.00	\$ 1,275.00	\$ 3,360.00	\$ (2,085.00)	37.95%		
Outreach/Diversity							
CZ Diversity Select Camp	\$ 2,000.00	846.00	\$ 40,000.00	\$ (39,154.00)	2.12%	Per Terry Anchrum	
Diversity		0.00	\$ 2,880.00	\$ (2,880.00)	0.0%	Per Terry Anchrum	
Learn to Swim programs	\$ 2,000.00	0.00				Per Terry Anchrum	
Diversity/Inclusion Clinic	\$ 2,000.00	0.00	\$ 480.00	\$ (480.00)	0.0%	Per Terry Anchrum	
Multi Cultural Camp (C2)	\$ 2,500.00					Per Terry Anchrum	
Outreach-Gear	\$ 13,000.00	7,614.73	\$ 12,000.00	\$ (84.62)	99.3%	Per Terry Anchrum	
Outreach - Coaches/Officials	\$ 600.00	11,915.38				Per Terry Anchrum	
Outreach Travel	\$ 2,000.00	1,105.60	\$ 2,880.00	\$ 18,601.71	745.89%	Per Terry Anchrum	
Total Outreach/Diversity	\$ 24,000.00	\$ 21,481.71	\$ 58,240.00	\$ (58,240.00)	0.0%		
Permanent Office							
Bank Charges	\$ 85.00	82.11				3 % increase on actual	
CC & Electronic Fees	\$ -	2,099.06	\$ -	\$ 10,536.94	100.0%		
Office Expense	\$ 10,271.04	10,536.94	\$ 9,500.00	\$ 60,887.23	740.92%	3% increase baased on actual	
Payroll Expenses	\$ 92,437.35	70,387.23	\$ 89,745.00	\$ (86,595.00)	3.51%	3 % increase of 2018 budget	
Subcontractor Work	\$ 3,150.00	3,150.00				based on actual as of 7/3/2018	
Worker's Compensation	\$ 310.00	120.48	\$ 310.00	\$ 86,065.82	27,863.17%	same as 2018 budget	
Total Permanent Office	\$ 106,253.39	\$ 86,375.82	\$ 99,555.00	\$ (99,555.00)	0.0%		
Safe Sport Coordinator	\$ 2,400.00	0.00	\$ 2,400.00	\$ (2,400.00)	0.0%	same as 2018 no money spent-Missing	
Safety Coordinator	\$ 600.00	0.00	\$ 576.00	\$ (576.00)	0.0%	Budget request	
Secretary	\$ 100.00	0.00	\$ 100.00	\$ (100.00)	0.0%	Budget request	
Senior Vice-Chairman	\$ 100.00	0.00	\$ 96.00	\$ (96.00)	0.0%	Same as FY18 without haircut	
Treasurer							
Audit	\$ 6,000.00	5,770.00	\$ 4,995.00	\$ (1,505.00)	69.87%	Waiting to hear from Kirsch	
Tax Prep	\$ 2,900.00	3,490.00	\$ 2,795.00	\$ (2,695.00)	3.58%	Waiting to hear from Kirsch	
Taxes	\$ 100.00	100.00	\$ 100.00	\$ 9,260.00	9,360.0%	fixed charitable registration	
Total Treasurer	\$ 9,000.00	\$ 9,360.00	\$ 7,890.00	\$ 162,665.53	2,161.67%	Joe to follow-up with USA Swimming on audit v review	
Total Operations	\$ 228,208.23	\$ 170,555.53	\$ 252,550.28	\$ (252,550.28)	0.0%	Follow-up on Quickbooks online conversion at 9/1/2018	
Swimmer Support							
Awards							
Age Group	\$ 15,000.00	12,869.72	\$ 15,000.00	\$ (2,130.28)	85.8%	Same as 2018 budget	
Open Water	\$ 430.00	859.90	\$ 397.00	\$ 462.90	216.6%	Budget request	
Seniors	\$ 530.00	513.94	\$ 500.00	\$ 13.94	102.79%	3% increase of 2018 actual expenses as of 6/30/2018	
Total Awards	\$ 15,960.00	\$ 14,243.56	\$ 15,897.00	\$ (1,653.44)	89.6%		
Championship (Facility Reserved)							
LC Jr. Olympics		0.00	\$ 6,517.50	\$ (6,517.50)	0.0%	Waiting on LC figures to complete	
LC Regionals		9,450.00	\$ 14,812.50	\$ (5,362.50)	63.8%	Waiting on LC figures to complete	
LC Seniors		0.00	\$ 6,517.50	\$ (6,517.50)	0.0%	Waiting on LC figures to complete	
Open Water Championship		0.00	\$ 3,555.00	\$ (3,555.00)	0.0%	Waiting on LC figures to complete	
SC Jr. Olympics		6,517.50	\$ 6,517.50	\$ -	100.0%	Waiting on LC figures to complete	
SC Regionals		14,812.50	\$ 14,812.50	\$ -	100.0%	Waiting on LC figures to complete	
SC Sr Championships		6,517.50	\$ 6,517.50	\$ -	100.0%	Waiting on LC figures to complete	
Championship (Facility Reserved - O	\$ 59,250.00	0.00	\$ -	\$ -	0.0%	roughly similar to last year	
Total Championship (Facility Reserved	\$ 59,250.00	\$ 37,297.50	\$ 59,250.00	\$ (21,952.50)	62.95%		
Meets							

Ohio Swimming
Profit & Loss Budget vs. Actual
September 2017 through August 2018

Working Budget FY '19		YTD 6/30/18	FY '18	2019 Base figures	
		Sep '17 - Aug 18	Budget	\$ Over Budget	% of Budget
Distance Meets	\$ 5,000.00	5,000.00	\$ 5,000.00	\$ -	100.0%
Senior Circuit Meets (C5)	\$ 9,000.00	9,000.00	\$ 9,000.00	\$ -	100.0%
Total Meets	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00	\$ -	100.0%
Open Water					
Ohio Open Water Cup	0.00	0.00	\$ -	\$ -	0.0%
Total Open Water	0.00	0.00	\$ -	\$ -	0.0%
Senior Travel Fund (Reserved)					
Futures		1,450.00			
Long Course		3,613.33			
Open Water	\$ 1,900.00	150.00			
Short Course		18,530.69			
Senior Travel Fund (Reserved) - Other	\$ 25,000.00	0.00	\$ 19,750.00	\$ (19,750.00)	0.0%
Total Senior Travel Fund (Reserved)	\$ 26,900.00	\$ 23,744.02	\$ 19,750.00	\$ 3,994.02	120.22%
Zone Team					
Zone Team-Open Water	\$ 2,030.00	0.00	\$ 1,152.00	\$ (1,152.00)	0.0%
Zone Team Coaches(C4)	\$ 1,100.00	0.00	\$ 1,100.00	\$ (1,100.00)	0.0%
Zone Team Expenses (C4)	\$ 77,000.00	0.00	\$ 77,000.00	\$ (77,000.00)	0.0%
Total Zone Team	\$ 80,130.00	\$ -	\$ 79,252.00	\$ (79,252.00)	0.0%
Total Swimmer Support	\$ 196,240.00	\$ 89,285.08	\$ 188,149.00	\$ (98,863.92)	47.45%
Total Expense	\$ 893,648.23	\$ 705,499.74	\$ 909,194.28	\$ (203,694.54)	77.6%
Net Ordinary Income	\$ (47,549.23)	\$ 28,918.24	\$ (11,515.28)	\$ 40,433.52	-251.13%
Net Income	\$ (47,549.23)	\$ 28,918.24	\$ (11,515.28)	\$ 40,433.52	-251.13%
Remove PY Collections	\$ (36,000.00)				
CZ Diversity Camp	\$ (15,874.00)				
Adjustments	\$ (51,874.00)				
Adjusted Deficit	\$ (22,955.76)		\$ (11,515.28)	\$ (11,440.48)	

Prior year collections not expected to be significant in FY '19
CZ Diversity expenses are not yet all paid out. Expected to go to zero.

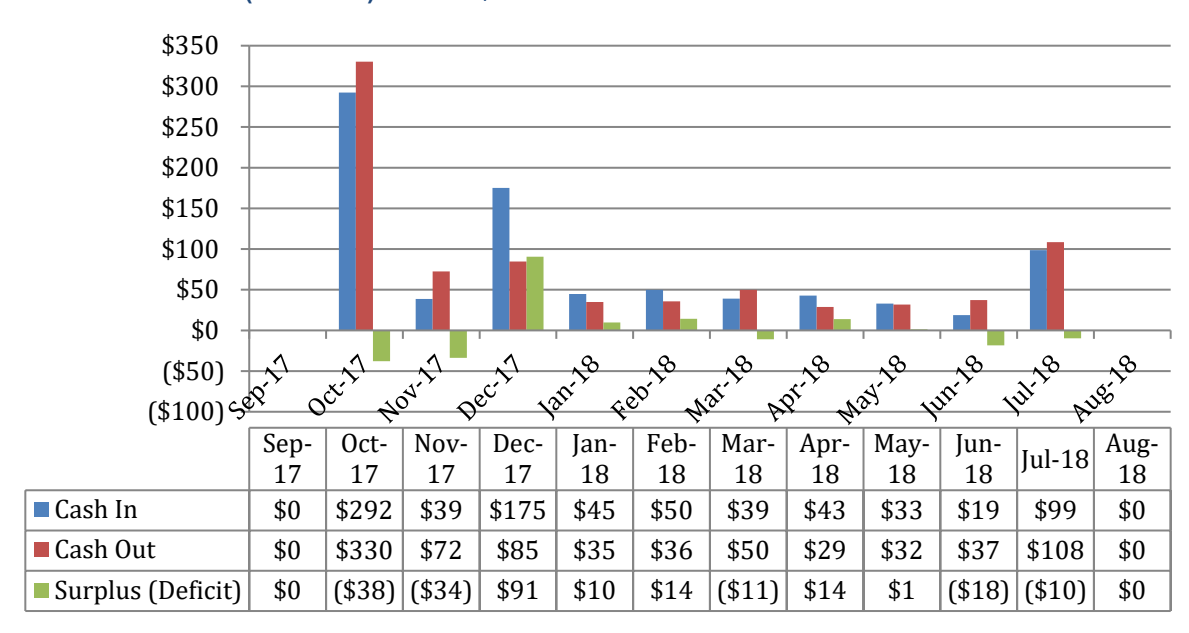


Treasurer's Report Ohio Swimming BOD August 2018 Meeting

To: Ohio Swimming BOD
From: Joseph Waller
Date: August 17, 2018
Re: OSI Treasurer's Report for August BOD Meeting

1. YTD Financials as of fiscal July (P11)
 - a. Inflows = \$833K vs our \$898K budget, or 93% YTD
 - b. Outflows = \$814K vs our \$909K budget, or 90% YTD
 - c. YTD Net Surplus = \$19K

YTD Cash Inflows (Outflows) in USD \$Thousands



2. P&L Actual versus Budget = +\$19K YTD Favorable Variance versus -\$11K Budget = \$30K Favorable Variance

Main Drivers of Surplus (Deficit)			
Membership/Dues NET			\$ (21,580.00)
FY17 Membership/Dues recovered in FY18			\$ 36,000.00
Diversity Camp Inflows in excess of Outflows			\$ 5,085.69
Officials Chair Underspend			\$ 6,990.63
Planned Use of Reserves			\$ (11,515.28)
Senior Travel Fund Overspend			\$ (17,008.12)
Championship Facility Overspend			\$ (8,682.24)
All Other (Zone costs not yet paid, other variances)			\$ 41,332.36
Surplus (Deficit) YTD			\$ 30,623.04



Treasurer's Report Ohio Swimming BOD August 2018 Meeting

3. Other Matters

- a. Budget Process: The budget planning process is underway and the Budget Committee has met. See separate Budget Committee Report. Interested parties are invited to attend upcoming Budget Committee meetings to share information on any such approved new initiatives/substantial changes.
- b. Financial Reserves and the FY '19 Budget: The Finance Committee met on June 27, 2018. See the separate Finance Committee notes. A recommendation has been made to update the OSI Reserve policy to 75% of annual operating expenses plus the 2020 Olympic Travel Fund.
- c. Audit versus Review for FY'18: During May, we experienced a ransomware attack and the YTD Quickbook files were locked up and we have not been able to recover the files. Source documentation and underlying records are safe. Kirsch CPAs are aware of the situation, and as a result, they will not be able to conduct a full audit based on the locked up files. Kirsch is able to perform a review, similar to the FY '17 report. The Audit Committee is considering next steps, including whether it is worth the effort to rebuild all May and prior data in order to enable Kirsch to perform an audit, or whether a Review will be sufficient. We are also investigating a conversion to Quickbook Online for the future to allow for in the cloud backup and read access for authorized users to see real time financial data through the course of the year.
- d. Simplified Reporting Format: We have simplified the reporting format to be consistent with the same format that Kirsch reviews as part of their annual review or audit procedures, utilizing Contra Accounts. Thanks to Chip Carrigan and Kristi Princell for their hard work in making this happen in short order.

Respectfully Submitted,

Joseph Waller

OSI Treasurer

Ohio Swimming
Profit & Loss Budget vs. Actual
September 2017 through August 2018

	Sep '17 - Aug 18	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Memberships/Dues(USA Swim)				
2017 Income Recieved in 2018	36,000.00			
Athlete	435,336.72	468,600.00	-33,263.28	92.9%
Athlete Expense	-374,156.00	-382,800.00	8,644.00	97.74%
Club Membership Dues	12,655.00	13,000.00	-345.00	97.35%
Club Membership Dues Expense	-4,620.00	-4,550.00	-70.00	101.54%
Non Athlete	63,450.00	61,415.00	2,035.00	103.31%
Non Athlete Expense	-48,602.00	-50,170.00	1,568.00	96.88%
Outreach	425.00	375.00	50.00	113.33%
Outreach Expense	-410.00	-375.00	-35.00	109.33%
Seasonal Swimmers	28,227.00	35,700.00	-7,473.00	79.07%
Seasonal Swimmers Expense	-23,240.00	-30,600.00	7,360.00	75.95%
Total Memberships/Dues(USA Swim)	125,065.72	110,595.00	14,470.72	113.08%
Other Income				
Approved/Meet Obsvervation Fees	1,950.00	3,300.00	-1,350.00	59.09%
Interest and Dividends (Edward	183.64	0.00	183.64	100.0%
Interest Income(Ckg/Saving)				
Dividends	303.29	65.00	238.29	466.6%
Total Interest Income(Ckg/Saving)	303.29	65.00	238.29	466.6%
Misc.	2,237.00	3,124.00	-887.00	71.61%
Officials (T-shirts,Badges)	0.00	0.00	0.00	0.0%
Total Other Income	4,673.93	6,489.00	-1,815.07	72.03%
Sanctions & Meet Revenue				
Entry Fees	93,225.50	105,000.00	-11,774.50	88.79%
Facility Fund (Reserved Fund)	50,717.12	59,250.00	-8,532.88	85.6%
Sanctions	3,250.00	4,200.00	-950.00	77.38%
Senior Circuit Entry Fees	1,522.00	5,400.00	-3,878.00	28.19%
Travel Fund (Reserved Fund)	15,497.88	19,750.00	-4,252.12	78.47%
Sanctions & Meet Revenue - Other	1,155.00			
Total Sanctions & Meet Revenue	165,367.50	193,600.00	-28,232.50	85.42%
	0.00		0.00	0.0%
Total Income	295,107.15	310,684.00	-15,576.85	94.99%
Expense				
Operations				
Administrative Review Board	0.00	96.00	-96.00	0.0%
Administrative Vice Chairman	68.52	480.00	-411.48	14.28%
Age Group Chairman	0.00	96.00	-96.00	0.0%
Athlete Representative	487.00	960.00	-473.00	50.73%
Coach Representatives				
Coach Education/Training	310.00	2,880.00	-2,570.00	10.76%
Coach of Yr Clinic, Scholorshp	1,000.00	2,000.00	-1,000.00	50.0%
Coach of Yr Plaques	0.00	200.00	-200.00	0.0%
Total Coach Representatives	1,310.00	5,080.00	-3,770.00	25.79%
Disability Swimming Coodinator	0.00	1,152.00	-1,152.00	0.0%
Donations	1,500.00	1,440.00	60.00	104.17%
General Chairman	0.00	0.00	0.00	0.0%
General Chairman(Discretionary)	900.00	9,600.00	-8,700.00	9.38%
LSC Conventions/Clinics/Dues				
Central Zone Dues	0.00	96.00	-96.00	0.0%
D&O Insurance	510.00	500.00	10.00	102.0%
House of Delegates Meeting	-861.60	1,920.00	-2,781.60	-44.88%
USAS Convention	23,856.53	19,680.00	4,176.53	121.22%
Workshops	1,899.93	1,440.00	459.93	131.94%
Total LSC Conventions/Clinics/Dues	25,404.86	23,636.00	1,768.86	107.48%
Officials Chair				
Background Check	380.00	1,021.44	-641.44	37.2%
Background Check Renewals	1,296.00	4,104.00	-2,808.00	31.58%
Official Dues (\$6.00)	-1,674.76	-2,000.00	325.24	83.74%
Officials Chair(Tshirts&Badges)	1,113.55	599.04	514.51	185.89%
Officials Travel	11,484.93	15,360.00	-3,875.07	74.77%
Wkshops,Meetings,Recog,Training	2,282.93	2,788.80	-505.87	81.86%
Total Officials Chair	14,882.65	21,873.28	-6,990.63	68.04%
Outreach/Diversity				
CZ Diversity Select Camp	0.00	40,000.00	-40,000.00	0.0%
CZ Diversity Select Camp Income	0.00	-40,000.00	40,000.00	0.0%
Diversity	0.00	2,880.00	-2,880.00	0.0%
Diversity/Inclusion Clinic	0.00	480.00	-480.00	0.0%
Multicultural Camp Inc	-19,960.00			
Multi Cultural Camp	14,874.31	0.00	14,874.31	100.0%
Outreach-Gear	11,915.38	12,000.00	-84.62	99.3%
Outreach Travel	1,105.60	2,880.00	-1,774.40	38.39%
Total Outreach/Diversity	7,935.29	18,240.00	-10,304.71	43.51%
Permanent Office				

Ohio Swimming
Profit & Loss Budget vs. Actual
September 2017 through August 2018

	Sep '17 - Aug 18	Budget	\$ Over Budget	% of Budget
Bank Charges	82.11	0.00	82.11	100.0%
CC & Electronic Fees	-875.90	0.00	-875.90	100.0%
Office Expense	12,460.51	9,500.00	2,960.51	131.16%
Payroll Expenses	79,434.40	89,745.00	-10,310.60	88.51%
Subcontractor Work	3,150.00	0.00	3,150.00	100.0%
Worker's Compensation	120.48	310.00	-189.52	38.87%
Total Permanent Office	94,371.60	99,555.00	-5,183.40	94.79%
Safe Sport Coordinator	0.00	2,400.00	-2,400.00	0.0%
Safety Coordinator	0.00	576.00	-576.00	0.0%
Secretary	0.00	100.00	-100.00	0.0%
Senior Vice-Chairman	0.00	96.00	-96.00	0.0%
Treasurer				
Audit	5,770.00	4,995.00	775.00	115.52%
Tax Prep	3,490.00	2,795.00	695.00	124.87%
Taxes	100.00	100.00	0.00	100.0%
Total Treasurer	9,360.00	7,890.00	1,470.00	118.63%
Total Operations	156,219.92	193,270.28	-37,050.36	80.83%
Recognition Banquet				
Recognition Banquet Exp	10,535.83	13,920.00	-3,384.17	75.69%
Recognition Banquet In	-3,530.00	-4,500.00	970.00	78.44%
Total Recognition Banquet	7,005.83	9,420.00	-2,414.17	74.37%
Swimmer Support				
Awards				
Age Group	15,731.23	15,000.00	731.23	104.88%
Seniors	513.94	500.00	13.94	102.79%
Total Awards	16,245.17	15,500.00	745.17	104.81%
Championship (Facility Reserved)				
LC Jr. Olympics	6,517.50	6,517.50	0.00	100.0%
LC Regional (OSI) Gahanna	13,619.74			
LC Regionals	9,875.00	14,812.50	-4,937.50	66.67%
LC Seniors	6,517.50	6,517.50	0.00	100.0%
Open Water Championship	3,555.00	3,555.00	0.00	100.0%
SC Jr. Olympics	6,517.50	6,517.50	0.00	100.0%
SC Regionals	14,812.50	14,812.50	0.00	100.0%
SC Sr Championships	6,517.50	6,517.50	0.00	100.0%
Championship (Facility Reserved - Other)	0.00	0.00	0.00	0.0%
Total Championship (Facility Reserved)	67,932.24	59,250.00	8,682.24	114.65%
Meets				
Distance Meets	5,000.00	5,000.00	0.00	100.0%
Senior Circuit Meets	9,000.00	9,000.00	0.00	100.0%
Total Meets	14,000.00	14,000.00	0.00	100.0%
Open Water Programs				
Ohio Open Water Cup	0.00	0.00	0.00	0.0%
Open Water-Awards	429.95	397.00	32.95	108.3%
Open Water Camps	0.00	3,360.00	-3,360.00	0.0%
Zone Team-Open Water	1,275.00	1,152.00	123.00	110.68%
Total Open Water Programs	1,704.95	4,909.00	-3,204.05	34.73%
Senior Travel Fund (Reserved)				
Futures	2,950.00			
Long Course	14,227.43			
Open Water	1,050.00	0.00	1,050.00	100.0%
Short Course	18,530.69			
Senior Travel Fund (Reserved) - Other	0.00	19,750.00	-19,750.00	0.0%
Total Senior Travel Fund (Reserved)	36,758.12	19,750.00	17,008.12	186.12%
Zone Team				
Zone Team Coaches	5,150.00	1,100.00	4,050.00	468.18%
Zone Team Expenses	31,590.16	77,000.00	-45,409.84	41.03%
Zone Team Income	-61,707.00	-72,000.00	10,293.00	85.7%
Zone Team Team Mgr	1,100.00			
Total Zone Team	-23,866.84	6,100.00	-29,966.84	-391.26%
Total Swimmer Support	112,773.64	119,509.00	-6,735.36	94.36%
Total Expense	275,999.39	322,199.28	-46,199.89	85.66%
Net Ordinary Income	19,107.76	-11,515.28	30,623.04	-165.93%
Net Income	19,107.76	-11,515.28	30,623.04	-165.93%

Ohio Swimming
Balance Sheet
As of August 14, 2018

Jul 31, 18

ASSETS

Current Assets

Checking/Savings

Edward Jones

Olympic Trial Funds (Reserved) 28,000.00

Edward Jones - Other 293,007.13

Total Edward Jones 321,007.13

Edward Jones Money Market 50,643.45

FMB Checking 7,166.50

Total Checking/Savings 378,817.08

Accounts Receivable

Accounts Receivable -64.00

Total Accounts Receivable -64.00

Total Current Assets 378,753.08

TOTAL ASSETS 378,753.08

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

Payroll Liabilities -491.48

Total Other Current Liabilities -491.48

Total Current Liabilities -491.48

Total Liabilities -491.48

Equity

Opening Bal Equity 220,316.78

Retained Earnings 136,755.71

Net Income 22,172.07

Total Equity 379,244.56

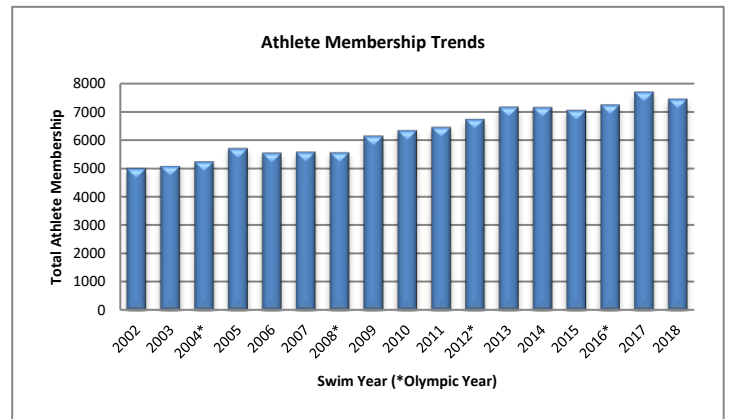
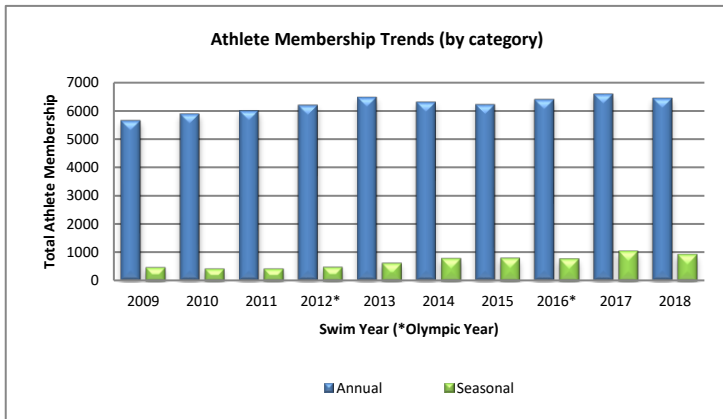
TOTAL LIABILITIES & EQUITY 378,753.08

Membership Services Director Report August 19, 2018 BOD Meeting



2018 Year Membership Statistics Summary

Final numbers show a 3% decrease in membership, largest percentage drop we have had to date. Non-athlete membership remained consistent, but although 2018 athlete membership numbers decreased collectively by ~250 athletes from the previous 2017 post-Olympic bump, the 2018 athlete numbers remain consistently on the rise. Athlete retention is up (77%) versus the previous year (73%) which is a good indicator that athletes are staying.



2019 Registration/Membership

September 1 begins the new registration year. The 2019 Fee schedule is posted on the website under Info>Registration and in the Policy Manual (Appendix 1). The new Junior Coach membership category will be added this year:

- Junior Coaches can ONLY be 16 or 17 years old and are required to complete all USA Swimming coach requirements except for the Background check (they will need to complete this within 30 days of their 18th birthday).
- Junior coaches who are also athletes will only have to pay one annual (now call Premium) membership fee.
- Junior coaches always need to be supervised by another non-athlete coach member (in good standing) on deck and cannot be designated as a 'head coach'.

Online Member Services Data Validation Update

Team Unify is launching their new data validation system on Sept 1st. The LSC registrars will get to see the new system at convention at the end of Sept. Clubs will receive step-by-step instructions on how to connect to SWIMS, perform data matching prior to submitting a batch file, uploading the file, etc. Additional training via webinars will also be available to clubs. Basic steps of the process:

1. Club will create the registration file as they have in the past (this has not changed)
2. Once complete, the club will submit the batch file directly to SWIMS via the vendor software (Team Unify software).
3. LSC Registrar will be notified via email that a file has been loaded and waiting for action.
4. LSC Registrar selects the file and uploads to the holding tank and approves/deletes records like before.
5. When the records are approved/deleted, the vendor software will be notified of this action.
6. The action the vendor take with this information is TBD. It is assumed that Team Unify will mark approved records and allow the club to see a status of the uploaded file, but this programming is still outstanding.

Respectfully Submitted,

Erin Schwab

Officials Chair Report

Board of Directors Meeting

August 2018

1. Sub-committee Updates

- a. *NEW: Deck Referee certification standards were introduced at Spring Clinics; evaluation skills checklist being developed for use in the Fall.*
- b. Starter sub-committee certification standards are complete. Starter clinics have been held in Dayton, Columbus, and Oxford.
- c. OSI Stroke & Turn, Admin Official and Chief Judge clinics will be offered as needed, with several new apprentices now working on certification.
- d. YMCA Crossover team has drafted certification standards for S&T and Starter, which are being piloted this summer.
- e. Apprentice feedback survey is being developed for all positions. Data will enable continuous improvement over our certification process.

2. National Championship meet attendance:

- a. Irvine Nationals: Kanzari (SR), Caraballo
- b. Irvine Jr Nationals: P. Birnbrich (DR), Meagher (DR), A. Birnbrich, Sampson

3. OSI Championship Meet Referee appointments

- a. 2018 SC Senior Champs: Lins Alt
- b. 2019 SC JO's: Edgar Caraballo

4. USA Swimming Clinics

- a. National Referee Workshop, Oct 19-21 (Paul Sampson)

5. Ohio Swimming Clinics

- a. Planning underway for Fall Clinics in all Commissions.

Respectfully submitted,

Pamela Birnbrich

Pamela Birnbrich
OSI Officials Chair

To: Ohio Swimming Board of Directors

From: Katrina Kanzari

Subject: Proposed change for OSI athlete elections and athlete board/committee structure.

Background: In the past, athlete elections have been cumbersome and un-organized, sometimes not occurring at all. In addition, athlete engagement on the board and at HOD has been low or non-existent. Finally, there is no formal training process or documentation for incoming athlete representatives to help them get started in their new role.

Purpose/Objectives/Goals: Since the role of the athlete committee is to represent all athletes in Ohio Swimming, we have a responsibility to:

- Promote athlete involvement in Ohio Swimming governance.
- Achieve 20% Athlete Representation on all committees and at HOD.
- Empower the athlete voice in the LSC governance.
- Develop ambassadors who are involved in and understand the decisions being made by OSI.
- Offer improved training and onboarding for incoming athlete representatives.
- Formalize the election process and align it into the LSC election cycle to ensure continuity.
- Be more accessible and visible at major events in the LSC (JO meet, HOD, LSC Banquet, etc.)
- Improve communication to athletes through social media, websites, newsletters.
- Develop promotional material, written and/or video, to promote the role and members of the Athlete Committee and why an athlete should volunteer his/her time to be on the committee.
- Acquire athlete feedback (i.e. surveys) to understand the needs of the athletes and to engage them in the upcoming decisions of the organization.

Recommended Model:

1. Athlete Committee:
 - a. Three-person leadership: Senior Athlete Chair (formerly Senior Athlete Representative), Senior Athlete Vice Chair and Junior Athlete Representative
 - b. Annually, a Junior Athlete Representative is elected by the HOD for a 3-year term. The Junior Rep is a sophomore and at least 14 years old. In his/her 2nd year, they become the Senior Athlete Vice Chair and in their 3rd year, become the Senior Athlete Chair (this allows 2 years training for the Chair position). The Junior Rep will be allowed to attend USAS, along with the 2 Senior Athlete Leaders.
 - c. The athlete leadership will recruit 15 or more additional athletes through an application process. These 15 or more athletes will serve on the athlete committee and serve as a liaison to another OSI standing committees. In addition, each athlete will be assigned 4 clubs to be responsible for communication to.
 - d. The athlete committee will be required to attend HOD meetings which will satisfy the 20% representation at the meeting.
2. Training:
 - a. Athlete Leadership and Committee Guide – this is an orientation guidebook for new athletes and parents to help them understand the Ohio Swimming structure and what the role of the athlete leader is in Ohio Swimming.
 - b. Athlete Committee Handbook – this handbook is for the athletes and contains the mission of the committee, description of duties and has examples of a meeting agenda, meeting minutes and how to write a board report.

Summary:

Effective athlete committees are difficult to establish and are not seen as a source of information and recommendations within our organization. Since previous processes have not been successful in Ohio Swimming, we need to make changes to try and develop a more effective structure that will encourage better communication, which will lead to the successful integration and increased visibility of the athlete committee into the Ohio Swimming community.