#### **Ohio Swimming, Inc. Board of Directors Meeting**

Sunday, December 19, 2021 @ 8:00 pm Via Zoom Conference – Approved MINUTES

#### In Attendance:

Voting BOD Members:		Committee/Coordinators (Non-voting)	
General Chair – Todd Billhimer	X	Disability – George Leatherman	
Admin Vice Chair – Steve Connock	X	Technical Planning – Kyle Goodrich	X
Senior Chair – Chris McKinney	X	Asst. Coach Chair – Rich Morris	X
Age Group Chair – Kevin Rachal		Operational Risk – John Pristash	X
Finance Vice Chair – Joe Waller	X	Camps – Craig Schoenlein	X
Treasurer – David Lloyd	X	Open Water – Chip Carrigan	X
Officials – Anissa Kanzari	X	Zone Team – Brent Peaden	
Safe Sport – Lew Timberman		Office – Erin Schwab	X
DEI Chair – Terry Anchrum		Office – Kristi Princell	X
Coach Chair – Dan Cherok	X	Gov Committee – Mark Koors	X
Secretary – Christi Holmes	X	Gov Committee – Paul Sampson	
Ath Rep (Senior) - Jessey Li	X	Gov Committee – David Back	
Ath Rep (junior) – Maren Patterson		Gov Committee – Carolyn Strunk	
Ath Rep At-Large – Max Christensen	X	Admin Review Board – John MacKay	
Ath Rep At-Large – Jasper Price		Sanctioning – Mark Johnson	X
Ath Rep At-Large – Laura Zipes	X	Ex-Officio Athlete – Emily O'Brien	
Ath Rep At-Large – Ian Sander		Ex-Officio Athlete – Julie Bohl	X
		Ex-Officio Athlete – Alyssa Uhlman	X
		Ex-Officio Athlete – Claire Kemmere	
		Ex-Officio Athlete -	

Todd B called the meeting to order at 8:03pm.

1. Approve Agenda – Motion was made and unanimously carried to Approve Agenda.

#### 2. Consent Agenda

- a. Adoption Nov 2021 BOD Minutes **Motion was made and unanimously carried to Approve November 2021 BOD Minutes.**
- b. December 2021 General Chair Report Todd B reviewed his report. See attached report for details.
- c. December 2021 Administrative Vice Chair Report Steve C highlighted the items in his report. See attached report for details. Steve mentioned the new USA-S administrative membership category for \$30 that will be available and effective September 1<sup>st</sup> will not be available for the new meet marshal membership requirement since it goes into effect on Jan 1<sup>st</sup>. The meet marshal memberships will have to be purchased at the higher rate. We are still waiting for some updates from USA-S so we can make policy changes as required to support this new requirement. Todd B said that he talked to Kathy Fish, National BOD member, at length a few days ago and they are still trying to hash out the meet marshal position description but that more information should be forthcoming. Steve also clarified that the OSI commission from the SwimOutlet sales is 10%.
- d. December 2021 Treasurer's Report David L reviewed his report. See attached report for details.
- e. F21 Audited Statements and Committee Communication David L reviewed these reports as well. It is consistent with where it has been in the past year and is not unusual for organizations of our size. We have some segregation of duties issues, but we have mitigating controls in place to offset those. He is comfortable that we are dealing with those issues appropriately. Those reports have been submitted to USA-S as required by the affiliation agreement. We just have a few things to work through in the meantime.

#### 3. New Business

a. LSC Splash Fees Sanctioned Meets – Erin S asked for feedback from the group and for policy clarification and/or the expectation regarding scratches and no shows when submitting post-meet financial reports. When the block is unchecked and these items are excluded post-meet, the pre-meet and post-meet financial reports will not balance. Todd B said that financial information should be based on the pre-meet information that is submitted in the meet backup submitted to Erin prior to the meet. Teams typically do not refund entries that close to meet start. Chip C agreed that no shows are considered a "splash". No one in the meeting disagreed that swimmers

#### Ohio Swimming, Inc. Board of Directors Meeting

Sunday, December 19, 2021 @ 8:00 pm

Via Zoom Conference – Unapproved MINUTES

should still be charged if they scratch or do not show for the event and that those splash fees are still due to the OSI. Erin has updated the post-meet forms to clarify that splash fees should include scratches. She will work with Steve C to propose any necessary policy updates.

- 4. OSI Strategic Plan Todd B reminded the subcommittees working on the strategic plan updates to meet prior to the January meeting and have some good discussion on their focus areas. He would like to finish up the strategic plan so that we can focus on moving forward with it. If any groups need more time, just let him know.
- 5. Announcements Todd B announced that Kathy Fish has offered to join us on our January meeting for a Q&A session. Email questions (on a national level) to Todd B in the next week or so and he will forward them to Kathy F so that she can be prepared with answers at our meeting. She will also take questions during the meeting. Todd B mentioned that he has spoken to her regarding the meet marshal membership requirement and voiced his opinion that USA-S did not do a good job rolling that requirement out. Todd B also expressed his concerns to her about the direction that the National BOD is going, the power it is wielding, and that it continues to bypass the HOD with some topics that could go to the HOD. He also mentioned to her that there is a growing distrust in the National BOD across the zone (and perhaps the country) due to the recent election process and its results. She is on a task force that was formed to address the concerns of the nominating committee and nominations process. Kathy F told Todd B that she wants to ensure that the nomination processes are as transparent as possible.
- 6. Next BOD Meeting Sunday, January 23, 2022 @ 8:00PM
- 7. Adjournment Motion was made and unanimously carried to adjourn the meeting @ 8:33pm.

Ohio Swimming, Inc.

November 2021 Board of Directors Meeting
General Chair Report

December 19, 2021

I want to start by thanking everyone for all of their work.

The Mighty General Chairs Workshop was on October 30. The day was broken up into three segments. The first segment was with guest speaker David Plummer. This was geared towards learning more about our personal leadership skills and how to apply those at the LSC level.

The second segment was DEI based. During this segment we discussed ways to recognize differences among individuals and how to better handle those differences. In addition, there was discussion about utilizing partnerships with schools and YMCA's for learn to swim opportunities for the underserved and outreach communities. This is what our athlete committee is working on for 2022.

The third segment covered governance. This segment sparked a lot of conversation as most LSC's are struggling defining the roles of the governance committee. In this segment, I found the following points that could be useful in our LSC as well.

- Recruiting possible candidates during timer meetings at meets
- Hard copies of board manual, policy manual and any other documents that a board member may need to perform their duties
- Governance assists with prioritizing strategic plan objectives, follows up with ad-hoc and sub-committees, on boards new members, updates board manual, and helps facilitate HOD voting.

Some other ideas for the governance committee were:

- Meets 2-7 days prior to HOD and BOD meetings
- Having a standing agenda item where they follow up on projects or provides an educational item.

Overall, it was a very good day with lots of takeaways.

I want to wish everyone a Merry Christmas and Happy Holidays!

Respectfully Submitted,

Todd Billhimer
OSI General Chair

#### **Administrative Vice Chair Report**

#### OSI BOD / December 19, 2021 - Virtual



#### Governance

Governance continues to be in the spotlight as USA Swimming continues to comply with requirements of the US Center for SafeSport.

The recent change requiring all LSC Teams to have their Board of Directors along with the New Membership Category requiring Meet Marshals (among a few other positions including Webmasters and Registrars) be Non-Athlete Members with Background Check and Athlete Protection as of January 1, 2022 has created some additional concerns/questions. OSI is waiting to receive the USA Swimming Meet Marshal Job Description which is awaiting approval in USA Swimming's Legal Department. This USA Swimming Meet Marshal Job Description will serve as a "model' to help us define Meet Marshal Requirements within our LSC Meets. OSI Teams have already be informed & reminded regarding their Board of Director requirements.

The catalyst for all this change is based upon the key word "authority" as it relates to adults with responsibility/influence over minor athletes. The role of a Meet Marshal is clearly defined as such an "authority" role. Please refer to the document below for more specifics.

The link below contains the recordings of both the November & December USA Swimming Webinars on the New Membership/Meet Marshal Requirement:

https://www.usaswimming.org/coaches/clinics-workshops#webinars---presentations

#### **Marketing Partnership Update**

Our 5 day December 6-10/21 SwimOutlet TechSuit Promo yielded \$10,335.00 in revenue. A very positive, short term promo result....

SwimOutlet is currently working on Junior Olympic and Regional Championship Logos to be used in our on-line Championship stores. SwimOutlet confirmed they will be on-site during JO's with their full line of our Championship items to help create excitement & fun!

#### **Affiliation Agreement 2022**

We have reviewed our USA Swimming Affiliation Agreement for 2022. The Affiliation Agreement signifies our understanding and acceptance of all requirements set forth by USA Swimming Inc for our LSC. Most changes this year were minor. Notable changes included the submission of an annual report of our outreach membership qualification criteria and associated fees along with defining our responsibility to cooperate/report on all legal matters involving OSI Inc and/or USA Swimming Inc. Todd will sign & return our Affiliation Agreement.

Respectfully Submitted,

Steve Connock
OSI Administrative Vice Chair

#### **Authority as the basis for Membership Changes:**

#### U.S. Center for SafeSport: 2022 Minor Athlete Abuse Prevention Policies

Federal law requires the Center to conduct regular and random audits of the NGBs to ensure compliance with these policies. 36 U.S.C. § 220542(a)(2)(E). More specific organizational compliance requirements can be found in Part II. Additionally, it is the responsibility of the USOPC and each NGB, LAO, and Adult Participant to comply with the MAAPP. The aforementioned Organizations can act in their respective programs for violations of the MAAPP by Adult Participants. Adult Participants also have an independent responsibility to comply with these MAAPP provisions. Violations of these provisions can result in sanctions under the SafeSport Code.

Who is an Adult Participant?

An Adult Participant is any adult (18 years of age or older) who is:

- 1. A member or license holder of an NGB, PSO, LAO, or USOPC;
- 2. An employee or board member of an NGB, PSO, LAO, or USOPC;
- 3. Within the governance or disciplinary jurisdiction of an NGB, PSO, LAO, or USOPC;
- 4. Authorized, approved, or appointed by an NGB, PSO, LAO, or USOPC to have regular

#### What is **In-Program Contact?**

In-Program Contact includes sanctioned events and facilities, but it also applies more broadly to sport-related interactions. The MAAPP defines "In-Program Contact" as:

Any contact (including communications, interactions, or activities) between an Adult Participant and any Minor Athlete(s) related to participation in sport.

Examples of in-program contact include, but are not limited to: competition, practices, camps/clinics, training/instructional sessions, pre/post game meals or outings, team travel, review of game film, team- or sport-related relationship building activities, celebrations, award ceremonies, banquets, team- or sport-related fundraising or community service, sport education, or competition site visits.

#### **USA-S Rulebook**

102.19 MARSHALS — Shall wear identifying attire and enforce warm-up procedures and maintain order in the swimming venue. The Marshal shall have full authority to warn or order to cease and desist, and, with the concurrence of the Referee, to remove, or have removed from the swimming venue anyone behaving in an unsafe manner or using profane or abusive lan- guage, or whose actions are disrupting the orderly conduct of the meet.





### Treasurer's Report Ohio Swimming BOD December 2021 Meeting

To: Ohio Swimming BOD

From: David Lloyd

Date: December 19, 2021

Re: OSI Treasurer's Report

- 1. Financials as of and for the two months ended November 30, 2021 (period 2)
  - a. Net revenue outflows of \$(11,105) compared to \$(4,093) due to higher registrations and timing of payment versus collection. Meet fees were 53% higher than prior year.
  - b. Outflows of \$48,977 compared to \$44,020. Increase is due to budgeted increases in permanent office costs, timing of payments of certain expenses and senior meet awards.
  - c. Our deficit for the YTD period was \$60,082, compared to a deficit of \$48,113 in the prior year.

#### 2. Other Matters

- a. Outstanding A/R as of December 17th was \$158,874, down significantly from \$295,992 last month, as collections have come in from registration activity. Amounts overdue past 90 days total \$2,178, also down significantly from \$11,452 last month. There is only one club with an overdue balance > \$1,000 (and then only barely).
- b. Balance Sheet and Reserves: We continue to be in a very strong balance sheet position with excess reserves of approximately \$58,500.

Respectfully Submitted,

David <u>f</u>loyd

**OSI** Treasurer

### **Ohio Swimming** Profit & Loss Prev Year Comparison September through November 2021

	Sep - Nov 21	Sep - Nov 20	\$ Change	% Change
Ordinary Income/Expense				
Income				
Memberships/Dues(USA Swim)				
Club Membership Dues	3,205.49	2,870.00	335.49	11.69%
Club Membership Dues Expense	-1,330.00	-1,050.00	-280.00	-26.67%
Flex Membership	3,000.00	2,360.00	640.00	27.12%
Flex Membership Expense	-1,300.00	-2,000.00	700.00	35.0%
Flex Membership Upgrade	969.00	0.00	969.00	100.0%
Non Athlete	26,301.00	14,916.00	11,385.00	76.33%
Non Athlete Expense	-21,582.00	-14,250.00	-7,332.00	-51.45%
Outreach	50.00	60.00	-10.00	-16.67%
Outreach Expense	-50.00	-10.00	-40.00	-400.0%
Premium Athlete	212,225.85	99,775.00	112,450.85	112.7%
Premium Athlete Expense	-265,814.00	-123,646.00	-142,168.00	-114.98%
Seasonal Swimmers	3,613.00	608.00	3,005.00	494.24%
Seasonal Swimmers Expense	-2,280.00	-4,260.00	1,980.00	46.48%
Total Memberships/Dues(USA Swim)	-42,991.66	-24,627.00	-18,364.66	-74.57%
Other Income				
Interest Income(Ckg/Saving)				
Dividends	1.18	10.67	-9.49	-88.94%
Total Interest Income(Ckg/Saving)	1.18	10.67	-9.49	-88.94%
Misc.				
Late Fees	493.74	0.00	493.74	100.0%
Non Discounted Club Fees	600.00	0.00	600.00	100.0%
Misc Other	0.00	400.00	-400.00	-100.0%
Total Misc.	1,093.74	400.00	693.74	173.44%
Total Other Income	1,094.92	410.67	684.25	166.62%
Sanctions & Meet Revenue				
Approval Surcharges	2,860.00	881.00	1,979.00	224.63%
Splash Fees	7,511.50	5,495.50	2,016.00	36.69%
Swimmers Surcharge	20,420.00	13,746.50	6,673.50	48.55%
Total Sanctions & Meet Revenue	30,791.50	20,123.00	10,668.50	53.02%
Total Income	-11,105.24	-4,093.33	-7,011.91	-171.3%
Expense				
Operations				
Athlete Representative	0.00	1,000.00	-1,000.00	-100.0%
Coach Representatives				
Coach Education/Training	0.00	2,500.00	-2,500.00	-100.0%
Total Coach Representatives	0.00	2,500.00	-2,500.00	-100.0%
Interest Expense	142.50	0.00	142.50	100.0%
LSC Conventions/Clinics/Dues				
Central Zone Dues	1,279.25	0.00	1,279.25	100.0%
Workshops	1,545.44	1,500.00	45.44	3.03%
Total LSC Conventions/Clinics/Dues	2,824.69	1,500.00	1,324.69	88.31%

### **Ohio Swimming** Profit & Loss Prev Year Comparison September through November 2021

Officials Chair Background Check Background Check Renewals Officials Chair(Tshirts&Badges)	303.00 203.00	150.00	153.00	100.00/
Background Check Renewals		150.00	153 00	400.00/
_	203.00		.00.00	102.0%
Officials Chair(Tshirts&Badges)		306.00	-103.00	-33.66%
	30.00	5.00	25.00	500.0%
Total Officials Chair	536.00	461.00	75.00	16.27%
Outreach/Diversity				
Outreach-Gear	3,239.80	4,056.36	-816.56	-20.13%
Total Outreach/Diversity	3,239.80	4,056.36	-816.56	-20.13%
Permanent Office				
Bank Charges	37.00	0.00	37.00	100.0%
CC & Electronic Fees	627.45	21.32	606.13	2,843.01%
Office Expense	2,449.32	1,419.06	1,030.26	72.6%
Payroll Expenses	15,748.55	1,435.13	14,313.42	997.36%
Payroll Wages	18,496.88	17,058.48	1,438.40	8.43%
Worker's Compensation	135.00	-1.96	136.96	6,987.76%
Total Permanent Office	37,494.20	19,932.03	17,562.17	88.11%
Secretary	167.18	0.00	167.18	100.0%
Treasurer				
Audit	5,740.00	6,590.00	-850.00	-12.9%
Tax Prep	330.00	0.00	330.00	100.0%
Total Treasurer	6,070.00	6,590.00	-520.00	-7.89%
Total Operations	50,474.37	36,039.39	14,434.98	40.05%
Recognition Banquet				
Recognition Banquet Exp	-1,800.00	0.00	-1,800.00	-100.0%
Total Recognition Banquet	-1,800.00	0.00	-1,800.00	-100.0%
Safe Sport Recognition Discount	520.00	520.00	0.00	0.0%
Swimmer Support				
Awards				
Seniors	1,248.03	0.00	1,248.03	100.0%
Total Awards	1,248.03	0.00	1,248.03	100.0%
Meets				
LSC Virtual Championship Income	-640.00	0.00	-640.00	-100.0%
LSC Virtual Championship Meets	-975.32	0.00	-975.32	-100.0%
Total Meets	-1,615.32	0.00	-1,615.32	-100.0%
Swimmingly				
Kits	150.00	7,460.74	-7,310.74	-97.99%
Total Swimmingly	150.00	7,460.74	-7,310.74	-97.99%
Total Swimmer Support	-217.29	7,460.74	-7,678.03	-102.91%
Total Expense	48,977.08	44,020.13	4,956.95	11.26%
Net Ordinary Income	-60,082.32	-48,113.46	-11,968.86	-24.88%
Net Income	-60,082.32	-48,113.46	-11,968.86	-24.88%

### **Ohio Swimming**

# Profit & Loss Budget vs. Actual September through November 2021

	Sep - Nov 21	Budget	\$ Over Budget	% of Budget
linary Income/Expense	, 3121	11.5		
Income				
Memberships/Dues(USA Swim)				
2018 Income Recieved in 2019	0.00	20,000.00	-20,000.00	0.0%
Club Membership Dues	3,205.49	12,600.00	-9,394.51	25.44%
Club Membership Dues Expense	-1,330.00	-4,410.00	3,080.00	30.16%
Flex Membership	3,000.00	13,200.00	-10,200.00	22.73%
Flex Membership Expense	-1,300.00	-6,600.00	5,300.00	19.7%
Flex Membership Upgrade	969.00			
Non Athlete	26,301.00	63,200.00	-36,899.00	41.62%
Non Athlete Expense	-21,582.00	-52,800.00	31,218.00	40.88%
Outreach	50.00	400.00	-350.00	12.5%
Outreach Expense	-50.00	-400.00	350.00	12.5%
Premium Athlete	212,225.85	434,500.00	-222,274.15	48.84%
Premium Athlete Expense	-265,814.00	-363,000.00	97,186.00	73.23%
Seasonal Swimmers	3,613.00	13,300.00	-9,687.00	27.17%
Seasonal Swimmers Expense	-2,280.00	-10,500.00	8,220.00	21.71%
Total Memberships/Dues(USA Swim)	-42,991.66	119,490.00	-162,481.66	-35.98%
Other Income				
Interest Income(Ckg/Saving)				
Dividends	1.18	200.00	-198.82	0.59%
Total Interest Income(Ckg/Saving)	1.18	200.00	-198.82	0.59%
Misc.				
Late Fees	493.74			
Non Discounted Club Fees	600.00			
Misc Other	0.00	19,800.00	-19,800.00	0.0%
Total Misc.	1,093.74	19,800.00	-18,706.26	5.52%
Total Other Income	1,094.92	20,000.00	-18,905.08	5.48%
Sanctions & Meet Revenue				
Approval Surcharges	2,860.00	5,000.00	-2,140.00	57.2%
Splash Fees	7,511.50	95,000.00	-87,488.50	7.91%
Swimmers Surcharge	20,420.00	175,000.00	-154,580.00	11.67%
Total Sanctions & Meet Revenue	30,791.50	275,000.00	-244,208.50	11.2%
Total Income	-11,105.24	414,490.00	-425,595.24	-2.68%
Expense				
Operations				
Administrative Review Board	0.00	100.00	-100.00	0.0%
Administrative Vice Chairman	0.00	500.00	-500.00	0.0%
Age Group Chairman	0.00	100.00	-100.00	0.0%
Athlete Representative	0.00	1,000.00	-1,000.00	0.0%
Camps/Clinics Coordinator	0.00	8,200.00	-8,200.00	0.0%
Coach Representatives				
Coach Education/Training	0.00	1,000.00	-1,000.00	0.0%
Coach of Yr Clinic, Scholorshp	0.00	4,000.00	-4,000.00	0.0%

#### Ohio Swimming

### Profit & Loss Budget vs. Actual September through November 2021

	Sep - Nov 21	Budget	\$ Over Budget	% of Budget
Coach of Yr Plaques	0.00	500.00	-500.00	0.0%
Total Coach Representatives	0.00	5,500.00	-5,500.00	0.0%
Disability Swimming Coodinator	0.00	3,000.00	-3,000.00	0.0%
Donations	0.00	500.00	-500.00	0.0%
General Chairman	0.00	5,000.00	-5,000.00	0.0%
Interest Expense	142.50	1,050.00	-907.50	13.57%
LSC Conventions/Clinics/Dues				
Central Zone Dues	1,279.25	1,375.00	-95.75	93.04%
D&O Insurance	0.00	525.00	-525.00	0.0%
House of Delegates Meeting	0.00	1,975.00	-1,975.00	0.0%
USAS Convention	0.00	4,000.00	-4,000.00	0.0%
Workshops	1,545.44	5,000.00	-3,454.56	30.91%
Total LSC Conventions/Clinics/Dues	2,824.69	12,875.00	-10,050.31	21.94%
Officials Chair				
Background Check	303.00	5,795.00	-5,492.00	5.23%
<b>Background Check Renewals</b>	203.00			
Officials Chair(Tshirts&Badges)	30.00	1,075.00	-1,045.00	2.79%
Officials Travel	0.00	15,000.00	-15,000.00	0.0%
Wkshops,Meetings,Recog,Training	0.00	2,500.00	-2,500.00	0.0%
Total Officials Chair	536.00	24,370.00	-23,834.00	2.2%
Operational Risk Coordinator	0.00	600.00	-600.00	0.0%
Outreach/Diversity				
CZ Diversity Select Camp	0.00	2,500.00	-2,500.00	0.0%
Diversity/Inclusion Clinic	0.00	2,000.00	-2,000.00	0.0%
Learn To Swim	0.00	2,000.00	-2,000.00	0.0%
Multi Cultural Camp	0.00	2,500.00	-2,500.00	0.0%
Outreach-Gear	3,239.80	12,000.00	-8,760.20	27.0%
Outreach Travel	0.00	11,000.00	-11,000.00	0.0%
Total Outreach/Diversity	3,239.80	32,000.00	-28,760.20	10.12%
Permanent Office				
Bank Charges	37.00			
CC & Electronic Fees	627.45			
Office Expense	2,449.32			
Payroll Expenses	15,748.55			
Payroll Wages	18,496.88			
Worker's Compensation	135.00			
Permanent Office - Other	0.00	133,798.35	-133,798.35	0.0%
Total Permanent Office	37,494.20	133,798.35	-96,304.15	28.02%
Safa Smart Canadinatar	0.00	2 400 00	2 400 00	0.00/

0.00

0.00

0.00

167.18

5,740.00

Safe Sport Coordinator Safety Coordinator

Senior Vice-Chairman

Secretary

Treasurer Audit 2,400.00

0.00

100.00

500.00

9,000.00

-2,400.00

0.00

67.18

-500.00

-3,260.00

0.0%

0.0%

0.0%

167.18%

63.78%

### **Ohio Swimming**

# Profit & Loss Budget vs. Actual September through November 2021

	Sep - Nov 21	Budget	\$ Over Budget	% of Budget
Tax Prep	330.00	3,000.00	-2,670.00	11.0%
Taxes	0.00	100.00	-100.00	0.0%
Total Treasurer	6,070.00	12,100.00	-6,030.00	50.17%
Total Operations	50,474.37	243,693.35	-193,218.98	20.71%
Recognition Banquet				
Recognition Banquet Exp	-1,800.00	10,000.00	-11,800.00	-18.0%
Swimposium	0.00	10,000.00	-10,000.00	0.0%
Total Recognition Banquet	-1,800.00	20,000.00	-21,800.00	-9.0%
Safe Sport Recognition Discount	520.00			
Swimmer Support				
Awards				
Seniors	1,248.03			
Awards - Other	0.00	15,530.00	-15,530.00	0.0%
Total Awards	1,248.03	15,530.00	-14,281.97	8.04%
Championship Facility				
Open Water Championship	0.00	3,500.00	-3,500.00	0.0%
Championship Facility - Other	0.00	60,000.00	-60,000.00	0.0%
Total Championship Facility	0.00	63,500.00	-63,500.00	0.0%
Meets				
Distance Meets	0.00	5,000.00	-5,000.00	0.0%
LSC Virtual Championship Income	-640.00			
LSC Virtual Championship Meets	-975.32			
<b>Total Meets</b>	-1,615.32	5,000.00	-6,615.32	-32.31%
Open Water Programs				
Open Water-Awards	0.00	430.00	-430.00	0.0%
Open Water Zone Team Travel	0.00	2,500.00	-2,500.00	0.0%
Total Open Water Programs	0.00	2,930.00	-2,930.00	0.0%
Senior Travel Fund				
Olympic Trials	0.00	5,000.00	-5,000.00	0.0%
Senior Travel Fund - Other	0.00	80,000.00	-80,000.00	0.0%
Total Senior Travel Fund	0.00	85,000.00	-85,000.00	0.0%
Swimmingly				
Kits	150.00			
Total Swimmingly	150.00			
Zone Team	0.00	15,000.00	-15,000.00	0.0%
Total Swimmer Support	-217.29	186,960.00	-187,177.29	-0.12%
Total Expense	48,977.08	450,653.35	-401,676.27	10.87%
Net Ordinary Income	-60,082.32	-36,163.35	-23,918.97	166.14%
Net Income	-60,082.32	-36,163.35	-23,918.97	166.14%

11:48 AM 12/10/21 Cash Basis

### Ohio Swimming Balance Sheet

As of November 30, 2021

Nov 30, 21

#### **ASSETS**

Cui		4 4		-4-
Gu	rren	IL A	155	eis

Checking/Savings

**Edward Jones** 

 Olympic Trial Funds (Reserved)
 28,000.00

 Edward Jones - Other
 376,825.72

 Total Edward Jones
 404,825.72

Edward Jones Money Market 21,473.65

 FMB Checking
 3,821.68

 Total Checking/Savings
 430,121.05

**Accounts Receivable** 

Accounts Receivable 1,030.00

Total Accounts Receivable 1,030.00

**Other Current Assets** 

Clearing account 0.08

 Notes Receivables
 -25,142.50

 Total Other Current Assets
 -25,142.42

 Total Current Assets
 406,008.63

 TOTAL ASSETS
 406,008.63

#### **LIABILITIES & EQUITY**

Liabilities

**Current Liabilities** 

**Other Current Liabilities** 

Payroll Liabilities -452.76

Total Other Current Liabilities -452.76

Total Current Liabilities -452.76

Total Liabilities -452.76

**Equity** 

 Opening Bal Equity
 220,316.78

 Retained Earnings
 246,226.93

 Net Income
 -60,082.32

 Total Equity
 406,461.39

TOTAL LIABILITIES & EQUITY 406,008.63



November 10, 2021

To the Board of Directors of Ohio Swimming, Inc. Oxford, Ohio

We have audited the statement of revenues, disbursements, and changes in net assets – modified cash basis and the statement of functional expenses – modified cash basis of Ohio Swimming, Inc. for the year ended August 31, 2021, and have issued our report thereon dated November 10, 2021. Professional standards require that we communicate to you the following information related to our audit.

#### Our Responsibility under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated September 17, 2021, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with the modified cash basis of accounting. Our audit of the financial statements does not relieve you or management of your responsibilities.

#### Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in the engagement letter.

#### Significant Audit Findings

Qualitative Aspects of Accounting Principles

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Ohio Swimming, Inc. (the Organization) are described in Note B to the financial statements.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumption about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

The most sensitive estimates affecting the financial statements were:

Management's estimate of the functional expense allocation of expenses is based on assumptions related to the estimated usage or consumption by the various program or support functions. We evaluated the key factors and assumptions used to develop the functional expense allocation of expenses in determining that it is reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure affecting the financial statements was Note F, which describes concentrations, risks, and uncertainties of the Organization.

The financial statement disclosures are neutral, consistent and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. Excluding the entry we propose for the convenience of Ohio Swimming, Inc. to record the adjustment to the cost basis of the investment balances for the year, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in aggregate, to the financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated November 10, 2021.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations.



If a consultation involves application of an accounting principle to Ohio Swimming, Inc.'s financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Organization's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

#### Other Matters

We also identified other matters that we thought warranted your attention as follows:

Reimbursing Another Organization for Credit Card Charges

As discussed in Note E to the financial statements, Ohio Swimming, Inc. reimburses a company that is partially owned by the assistant treasurer for charges on a credit card under the other company's name. This credit card is used for some recurring monthly charges as well as larger expenses of the Organization.

The Organization should consider applying for its own credit card in order to simplify the breakout of expenses between two organizations on one credit card statement.

\*\*\*\*\*

This information is intended solely for the use of the Board of Directors of Ohio Swimming, Inc. and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

Kirsch CPA Group, LLC





# FINANCIAL STATEMENTS – MODIFIED CASH BASIS For the Years Ended August 31, 2021 and 2020

#### Ohio Swimming, Inc.

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#### INDEPENDENT AUDITOR'S REPORT

To the Board of Directors Ohio Swimming, Inc. Oxford, Ohio

We have audited the accompanying financial statements of Ohio Swimming, Inc. (a nonprofit organization), which comprise the statement of revenues, disbursements, and changes in net assets – modified cash basis and the statement of functional expenses – modified cash basis for the year ending August 31, 2021, and the related notes to the financial statements.

#### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the modified cash basis of accounting as described in Note B; this includes determining that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

#### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the cash receipts, disbursements, and changes in net assets of Ohio Swimming, Inc. for the year ended August 31, 2021, in accordance with the modified cash basis of accounting as described in note B.



#### **Basis of Accounting**

We draw attention to Note B of the financial statements, which describes the basis of accounting. The financial statements are prepared on the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to that matter.

#### **Prior Period Financial Statements**

The August 31, 2020 financial statements were reviewed by us, and our report thereon, dated October 8, 2020, stated we were not aware of any material modification that should be made to the statement for it to be in conformity with the modified cash basis of accounting as described in Note B. However, a review is substantially less in scope than an audit and does not provide a basis for the expression of an opinion on the financial statements as a whole.

Kirsch CPA Group, LLC Hamilton, Ohio November 10, 2021

### Ohio Swimming, Inc. Statements of Revenues, Disbursements, and Changes in Net Assets - Modified Cash Basis For the Years Ended August 31, 2021 and 2020

		2021 - Audited			2020 - Unaudited			
	Cash & Cash Equivalents	Investments	Loans Receivab <b>l</b> e	Total Net Assets Without Donor Restrictions	Cash & Cash Equivalents	Investments	Loans Receivab <b>l</b> e	Total Net Assets Without Donor Restrictions
Cash Receipts								
Membership Dues	\$ 80,395	\$ -	\$ -	\$ 80,395	\$ 106,830	\$ -	\$ -	\$ 106,830
Other Income	1,924	-	-	1,924	7,750	-	-	7,750
Zone Team Income	13,544	-	-	13,544	-	-	-	-
Interest and Dividend Income	-	15,607	-	15,607	=	19,585	-	19,585
Sanctions & Meet Revenue	151,783	-	-	151,783	181,355	-	-	181,355
Realized Gain from Sale of Investment	-	15,479	-	15,479	-	-	-	-
Paycheck Protection Program	15,400			15,400	15,400			15,400
Total Cash Receipts	263,046	31,086	-	294,132	311,335	19,585	-	330,920
Cash Disbursements								
Program Services	137,200	-	-	137,200	146,046	-	-	146,046
Member Services	66,190	-	-	66,190	67,557	-	-	67,557
General Management	51,313	-	-	51,313	44,813	-	-	44,813
Total Cash Disbursements	254,703	-	-	254,703	258,416	-	-	258,416
Inter Fund Transfers								
Loans Disbursed	-	-	-	-	(3,290)	-	3,290	-
Loans Repaid	2,260	-	(2,260)	-	-	-	-	-
Purchase/(Redemption) of Investments, Net	(6,786)	6,786			(49,851)	49,851		
Total Inter Fund Transfers	(4,526)	6,786	(2,260)		(53,141)	49,851	3,290	
Total Increase (Decrease) for the Year	3,817	37,872	(2,260)	39,429	(222)	69,436	3,290	72,504
Balance, Beginning of Year	(1,248)	425,539	3,290	427,581	(1,026)	356,102		355,077
Balance, End of Year	\$ 2,569	\$ 463,411	\$ 1,030	\$ 467,010	\$ (1,248)	\$ 425,539	\$ 3,290	\$ 427,581
		(Fair Value \$552,59	98)			(Fair Value \$474,01	(8)	

## Ohio Swimming, Inc. Statements of Functional Expenses - Modified Cash Basis For the Years Ended August 31, 2021 and 2020

	2021 - Audited			2020 - Unaudited				
	Program	Member	General		Program	Member	General	
	Services	Services	<u>Management</u>	Total	Services	Services	Management_	Total
Accounting Fees	\$ -	\$ -	\$ 9,845	\$ 9,845	\$ -	\$ -	\$ 11,550	\$ 11,550
Supplies & Chair Exp. Reimb.	8,540	_	19,721	28,261	7,772	_	12,750	20,522
Swim Kits	8,522	-	-	8,522	-	-	-	-
Open Water Programs	768	-	-	768	-	-	-	-
Conventions, Clinics, and Banquets	6,310	-	-	6,310	22,971	-	-	22,971
Awards	440	-	-	440	11,944	-	-	11,944
Background Checks	1,179	-	-	1,179	1,394	-	-	1,394
Travel	17,948	=	=	17,948	35,959	-	-	35,959
Zone Team Expenses	27,302	=	=	27,302	1,041	-	-	1,041
Facilities Fees	60,551	-	-	60,551	38,621	-	-	38,621
Payroll and Contract Labor Expenses	=	66,190	18,181	84,371	=	67,557	18,250	85,807
Outreach	6,240	-	=	6,240	10,764	-	-	10,764
Interest Expense	-		=	-	-	-	1,042	1,042
COVID-19 Grants	(600)	-	-	(600)	15,580	-	-	15,580
Miscellaneous			3,566	3,566			1,221	1,221_
Total Cash Disbursements	\$ 137,200	\$ 66,190	\$ 51,313	\$ 254,703	\$ 146,046	\$ 67,557	\$ 44,813	\$ 258,416

#### **NOTE A - GENERAL INFORMATION**

Ohio Swimming, Inc. (the "Organization") is a not-for-profit organization formed for the education, instruction, and training of all individuals. Its purpose is to develop and improve individual capabilities in the sport of swimming for swimmers of all ages and abilities in accordance with the standards and the rules prescribed by the Federation Internationale de Natation Amateur, USA Swimming, and Ohio Swimming, Inc. The Organization services primarily Northern Kentucky and Ohio.

The Organization receives its revenue primarily from membership dues charged to its members as well as monies received from participation fees charged at various swim meets.

#### **NOTE B - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

#### **Basis of Accounting**

The financial statements of the Organization have been prepared on the modified cash basis of accounting, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. Such basis differs from the accrual basis of accounting in that it provides for the recognition of revenues and other receipts when received rather than when earned and the recognition of expenses and other outlays when disbursed rather than when incurred. Modifications to the cash basis of accounting result from management's decision to record investments and loans receivable as assets in these financial statements instead of cash expenditures. In addition, cash received by the Organization for membership dues that are payable to USA Swimming are treated as an agency transaction, and this activity does not flow through the statements of revenues, disbursements, and changes in net assets – modified cash basis.

#### **Use of Estimates**

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

#### **Functional Expenses**

Where identifiable, costs are charged directly to the program for which they are incurred. Costs that benefit more than one program are allocated among those programs by management based upon estimated program usage or consumption.

#### Cash and Cash Equivalents

The Organization considers all short-term investments with original maturities of three months or less to be cash equivalents.

Cash balance of \$2,569 represents the bank balance of \$27,598 at August 31, 2021, less outstanding checks (2020 cash balance of (\$1,248) represents outstanding checks in excess of the bank balance of \$12,459).

#### Loans Receivable

Financial instruments, which potentially subject the Organization to a concentration of credit risk, consist of loans receivable. The Organization's loans receivable balance consists of a loan to a swim club (2020 – loans to two swim clubs). The loan is non-interest bearing. Exposure to losses on the receivables is principally dependent on the club's financial condition.

Loans receivable are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts through a provision for bad debt expense and an adjustment to a valuation allowance based on its assessment of the current status of the receivables from clubs. Balances that are still outstanding after management has used reasonable collection efforts are written off through a charge to the valuation allowance and a credit to the appropriate loan receivable.

#### <u>Investments</u>

Investments are reported at cost basis and are comprised of mutual funds and common stock. Interest, dividends, and capital gain distributions are reported on the statements of revenues, disbursements, and changes in net assets – modified cash basis. Unrealized gains and losses are not included in the financial statements. The fair market value of the investments is \$552,598 at August 31, 2021 (August 31, 2020 \$474,018). If the investments were reported at fair value, the investment balance at August 31, 2021, would increase by \$89,187 (2020 – increase by \$48,479).

#### **Income Taxes**

The Organization is exempt from federal income tax under the provisions of Internal Revenue Code Section 501(c)(3) and does not currently conduct any activities that would result in the imposition of the unrelated business income tax. The Internal Revenue Service has determined that the Organization qualifies for the charitable contribution deduction under Section 170(b)(1)(A) and has been classified as an organization that is not a private foundation under Section 509(a)(2).

#### **Uncertain Tax Positions**

Accounting standards require management to evaluate tax positions taken by the Organization and recognize a tax liability if the Organization has taken an uncertain position that more likely than not would fail to be sustained upon examination by the Internal Revenue Service. As discussed above, the Organization is exempt from federal income taxes and management believes the Organization has not engaged in any activities that would disqualify it from tax-exempt status or incur a tax obligation for the years ended August 31, 2021 and 2020. The Organization believes their estimates are appropriate based on current facts and circumstances. The Organization is subject to routine audits by taxing jurisdictions; however, there are currently no audits for any tax periods in progress. The Organization believes it is no longer subject to income tax examinations for years ended prior to August 31, 2017. The Organization's policy with regard to interest and penalty, if incurred, is to recognize interest through interest expense and penalties through miscellaneous expenses.

#### **Net Assets**

Net assets are classified as without donor restrictions and with donor restrictions.

Net assets without donor restrictions include the general and board designated net assets of the Organization and are available for general operations of the Organization.

Contributions of cash are included in net assets with donor restrictions if they are received with donor stipulations that limit the use of the donated asset to a specific time period or purpose or in perpetuity. Contributions that are restricted by the donor are reported as an increase in net assets without donor restrictions if the restriction expires in the reporting period in which the contribution is received.

When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), net assets with donor restrictions are reclassified to net assets without donor restrictions and are reported in the statements of revenues, disbursements, and changes in net assets – modified cash basis as net assets released from restrictions.

At August 31, 2021, net assets without donor restrictions were \$467,010 (August 31, 2020 - \$427,581). The Board has designated \$28,000 for Olympic travel funds at August 31, 2021 and 2020. There were no net assets with donor restrictions as of August 31, 2021 and 2020.

#### **Advertising Costs**

Advertising costs are expensed as incurred. There is no advertising expense at August 31, 2021 and 2020.

#### Subsequent Events

In preparing these financial statements, the Organization has evaluated events and transactions for potential recognition or disclosure through November 23, 2021, the date the financial statements were available to be issued.

#### NOTE C - LOANS RECEIVABLE

Loans receivable as of August 31, 2021 and 2020, consists of:

	2021	2020
Amount due within one year	\$ 1,030	\$ 1,880
Amount due in one to five years		1,410
Total	\$ 1,030	\$ 3,290
Total	\$ 1,030	\$ 3,29

At August 31, 2021 there was no provision for uncollectible accounts, and no allowance was written off or recovered the year. There were no changes in the Organization's accounting policies during the period. There have been no purchases or sales of financing receivables. One club which had been approved for a loan and received a check from the Organization as of August 31, 2020 determined that the loan was no longer needed and the check for \$1,840 was voided during fiscal year 2021. The other club began repayment on the loan in November 2020. The remaining loan has maturity date in May 2022 and is guaranteed by an individual related to the club.

#### **NOTE D - INVESTMENTS**

The cost basis of investments as of August 31, 2021 and 2020, are as follows:

	2021		2020	
American Bond Fund	\$	94,079	\$	-
Capital Income Builder		72,208		79,934
Growth and Income Fund		78,231		138,917
Income Fund of America		88,092		85,090
Moderate Growth Inc Fund		71,158		68,883
Money Market Mutual Fund		58,584		51,656
Common Stock		1,059		1,059
	\$	463,411	\$	425,539

The Organization has the ability to borrow money based on the value of its investment accounts. At August 31, 2021, the Organization had an approved line of credit balance of approximately \$244,000 (August 31, 2020 - approximately \$211,000), but the actual amount the Organization is eligible to borrow could differ from the approved balance based on changes to the investment account balance. The interest rate on any borrowing is 4.75% (August 31, 2020 - 5.25%). At August 31, 2021 and 2020, there were no amounts drawn on this loan account.

#### **NOTE E - RELATED PARTY TRANSACTIONS**

The Organization collects membership dues from individuals and families who wish to become members of Ohio Swimming and its national affiliate USA Swimming. Ohio Swimming paid \$370,018 to USA Swimming for USA Swimming's portion of membership revenue collected for the year ended August 31, 2021 (August 31, 2020 - \$444,927). These amounts are treated as agency transactions and, therefore, are not included in cash receipts or cash disbursements on the statement of revenues, disbursements, and changes in net assets – modified cash basis. At August 31, 2021, the Organization owed approximately \$35 to USA Swimming (2020 - approximately \$13,000 owed to USA Swimming).

The Organization reimburses a company that is partially owned by the assistant treasurer for various expenses paid on the Organization's behalf. The total amount paid to this company for the year ended August 31, 2021 was \$45,195 (2020 - \$35,105).

#### NOTE F - CONCENTRATIONS. RISKS. AND UNCERTAINTIES

The Organization maintains cash balances at one financial institution. The cash balances in a financial institution during the year may exceed the \$250,000 amount insured by the Federal Deposit Insurance Corporation (FDIC). At August 31, 2021 and 2020, the Organization's cash was below the threshold of the FDIC insurance limits.

The Organization invests in various mutual funds and common stock. Mutual funds and common stock are exposed to various risks such as interest rate, market, and credit risks.

The COVID-19 pandemic has continued to impact the business subsequent to year end including, but not limited to, the ability of member swim clubs to host swim meets, clinics, and other events. The pandemic may also impact membership as the uncertainty surrounding the virus continues and some pools have not opened for the clubs to use. Additionally, the pandemic may impact the ability to collect on loans receivable in the future. The volatility of the stock market due to the pandemic may negatively impact the Organization's investment balances. Management believes the Organization is taking appropriate action to mitigate the negative impact. However, the full impact of the COVID-19 pandemic is unknown.

#### **NOTE G – LIQUIDITY AND AVAILABILITY**

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of August 31, 2021 and 2020, comprise the following:

	2021		2020	
Cash and cash equivalents	\$	2,569	\$	(1,248)
Current portion of loans receivable		1,030		1,880
Investments		463,411		425,539
	\$	467,010	\$	426,171

The Organization regularly monitors the availability of resources required to meet its operating needs and other contractual commitments, while also striving to maintain approximately one year of cash disbursements in its investment account. As described in Note D, the Organization also has the ability to draw on a line of credit associated with its investment accounts.

#### **NOTE H – PAYCHECK PROTECTION PROGRAM**

The Organization received \$15,400 cash proceeds from the first draw of Paycheck Protection Program loan during fiscal year 2020. Full forgiveness of the loan was recognized at August 31, 2020, and notification of the forgiveness was received during fiscal year 2021.

Included in cash receipts for the year ended August 31, 2021, is \$15,400 of proceeds from the second draw of Paycheck Protection Program Ioan. The Small Business Administration granted full forgiveness of the second draw Ioan on October 26, 2021.