

Ohio Swimming, Inc. Board of Directors Meeting

Conference Call – July 16, 2018 8:30 pm

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

UNAPPROVED MINUTES

1. Call to Order and Roll Call

BOD members:		BOD Members:		BOD Members:	
General Chair – Todd Billhimer	x	Senior Athlete Rep – Braydon Kime	x	Operational Risk Coord. – John Pristash	x
Admin Vice Chair – Michael Yeager	x	Junior Ath Rep – Jack Banks	x	Sanctioning Chair – Anissa Kanzari	x
Senior Vice Chair – Chris McKinney	x			Disability Swimming Chair – Jim Peterfish	x
Age Group Vice Chair – Kevin Rachal	x			Officials Chair – Pam Birnbrich	x
Secretary – Mark Johnson	x			Technical Planning Chair – Kyle Goodrich	
Treasurer – Joe Waller	x			Safe Sport Co Chair – Lew Timberman	x
Coaches Chair – Kris Moellenberg	x			Diversity/Inclusion Chair – Terry Anchrum	x
Asst. Coaches Chair – Dan Cherok	x				
Committee and Coordinators:					
Camps – Craig Schoenlein	x	Ath Rep – Bridget Parker		Office – Erin Schwab	x
Open Water – Chip Carrigan	x	Ath Rep – Peyton Farrell		Office – Kristi Princell	
Zone Team – Brent Peaden		Ath Rep – Caroline Holmes	x		
High School – Rich Morris	x	Mark Koors - Governance	x	Jerry Ferritto - Governance	x

2. Approve Agenda - AGENDA **APPROVED**

3. Consent agenda

- a. Adoption of June 2019 Minutes - **APPROVED**
- b. Code of Regulations -
- c. Camps funding request for 2019-2020 – Friendly amendment was made to have Craig make change such that Outreach program participants would be paid directly by Ohio Swimming for camps.
- d. Treasurers report from June and July 2019 – Mike to lead ad-hoc committee looking for “incentives” to have clubs pay on time.
- e. Asst Coaches Chair – Coach of the Year proposal – Dan to work with Kris to clean up policy before August BOD meeting.

4. Old Business

5. New Business

- a. CAC Open Water Reimbursement request – Chip to head ad-hoc committee looking into coming up a policy for the cancellation of OSI championship meets.
- b. MAAPP Updates

6. Announcements

- a. Senior meet was well run. Kudo’s to the officials and staff for putting this on.
- b. Board retreat will be August 24 in Cincinnati at Full Throttle Indoor Karting.

7. Next BOD Meetings – August 20, 2019 8:30 pm.

8. Adjournment at 9:50 pm



Code of Regulations
(Bylaws)
of
Ohio Swimming, Inc.

**a Local Swimming Committee
of
USA Swimming, Inc.**

To the extent these required Code of Regulations conflict with applicable law, applicable law prevails .

REQUIRED LSC CODE OF REGULATIONS

ARTICLE 1

NAME, OBJECTIVES, TERRITORY AND JURISDICTION

- 1.1 NAME - The name of the corporation shall be Ohio Swimming, Inc. (OSI).
- 1.2 OBJECTIVES - The objectives and primary purpose of OSI shall be the education, instruction and training of individuals to develop and improve their capabilities in the sport of swimming. OSI shall promote swimming for the benefit of swimmers of all ages and abilities, in accordance with the standards, rules, regulations, policies and procedures of FINA, USA Swimming, and OSI and its Articles of Incorporation.
- 1.3 GEOGRAPHIC TERRITORY - The geographic territory of OSI is as set forth in Article 603 of the USA Swimming Rules and Regulations. OSI shall be divided into four (4) geographical commissions as listed in the OSI Policies and Procedures.
- 1.4 JURISDICTION - OSI shall have jurisdiction over the sport of swimming as delegated to it as a Local Swimming Committee by USA Swimming to conduct swimming programs consistent with OSI's objectives and those of USA Swimming and to sanction, approve, observe and oversee competitive swimming events within the Territory and to conduct competitive swimming events within the Territory, its Region and its Zone (as those terms are defined in Part Six of the USA Swimming Rules and Regulations). OSI shall discharge faithfully its duties and obligations as a Local Swimming Committee of USA Swimming in accordance with these Code of Regulations, the USA Swimming Rules and Regulations and all applicable policies and procedures.
- 1.5 COMPLIANCE WITH USA SWIMMING AGREEMENTS - OSI shall comply with all agreements between OSI and USA Swimming.

ARTICLE 2

MEMBERSHIP

- 2.1 MEMBERS - The membership of OSI shall consist of the clubs, organizations and individuals who have registered with OSI as set forth in the USA Swimming Corporate Bylaws, including seasonal athlete membership, seasonal club membership, flex membership, and single event open water athlete membership.
 - .1 MEMBERS - A Member's status is subject to the Member's continued satisfaction of the criteria for membership and compliance with the Member's responsibilities under these Code of Regulations, the USA Swimming Rules and Regulations, the rules, regulations, policies, procedures and code of conduct of OSI and USA Swimming.
 - .2 MEMBERSHIP A PRIVILEGE NOT A RIGHT - Membership in OSI and USA Swimming is a privilege and shall not be interpreted as a right. Membership may be terminated by the Zone Board of Review, the National Board of Review, or the U.S. Center for SafeSport in accordance with Part Four of the USA Swimming Rules and Regulations.
- 2.2 MEMBERS' RESPONSIBILITIES
 - .1 COMPLIANCE - Each Group and Individual Member shall abide by the codes of conduct and ethics, policies, procedures, rules and regulations adopted by USA Swimming and OSI, including its obligations and responsibilities set forth in these Code of Regulations.
 - .2 RESPONSIBILITY FOR INFRACTIONS - A Group Member or Individual Member, as defined in USA Swimming Rules and Regulations, may be held responsible for infractions of the policies, procedures, rules, regulations or codes of conduct or ethics adopted by USA Swimming or OSI, including its responsibilities as set forth in these Code of Regulations.

ARTICLE 3

DUES AND FEES

- 3.1 MEMBERSHIP FEES - Membership fees shall be as established in the USA Swimming Corporate Bylaws. Local fees, as permitted, shall be as established by the OSI Board of Directors.
- 3.2 SANCTION, APPROVAL AND OTHER FEES
 - .1 SANCTION AND APPROVAL FEES - The OSI Board of Directors shall establish reasonable fees, procedures, and documentation required of an applicant for a sanction or approval for, or observation of, a swimming competition to be conducted within the Territory.

- .2 SERVICE CHARGES - In addition to, or in place of, a sanction or approval fee, the OSI Board of Directors may establish a reasonable service charge consistent with the nature of the event.
 - .3 PAYMENT - Each applicant for a sanction, approval or observation shall submit with its application the fees and any service charges specified by OSI. If any of the sanction or approval fees or service charges are due at a time following the submission for sanction or approval, the applicant shall promptly pay those fees or service charges to OSI when due in accordance with OSI's fee schedule.
 - .4 FINES - The OSI Board of Directors may establish fines for noncompliance with policies adopted by the OSI House of Delegates and/or the Board of Directors.
- 3.3 FAILURE TO PAY - Membership rights may be suspended in accordance with the USA Swimming Corporate Bylaws (Delinquent Dues and Fees).

ARTICLE 4 HOUSE OF DELEGATES

- 4.1 MEMBERS - The House of Delegates of OSI shall consist of the Group Member Representatives, the Board of Director Members, the Governance Committee members, the committee chairs and coordinators, the Non-Athlete At-Large House Members, and Athlete At-Large House Members appointed.
- .1 GROUP MEMBER REPRESENTATIVES - Each Group Member in good standing shall appoint from its membership a Group Member Representative and one or more alternates. The appointment shall be in writing, addressed to the Secretary of OSI and duly certified by the chief executive officer or secretary of the appointing Group Member. The appointing Group Member may withdraw one or more of its Group Member Representatives or one or more of its alternates and substitute a new Group Member Representative or new alternate by written notice, addressed to the Secretary of OSI and signed by the chief executive officer or secretary of the appointing Group Member. The representatives of any Group Member are not required to be Individual Members of OSI or USA Swimming.
 - .2 BOARD OF DIRECTORS - Board of Director Members as designated in Section 5.1.
 - .3 GOVERNANCE COMMITTEE – Governance Committee Members as designated in Section 7.3.
 - .4 NON-ATHLETE AT-LARGE HOUSE MEMBERS - Up to ten (10) non-athlete members of the House of Delegates may be appointed as At-Large House Members by the General Chair with the advice and consent of the Board of Directors. At-Large House Members shall hold office from the date of appointment through the conclusion of the annual meeting of the House of Delegates following such appointment or until their successors are appointed to the House of Delegates.
 - .5 ATHLETE AT-LARGE HOUSE MEMBERS - A sufficient number of athletes to ensure that Athlete Members constitute at least 20% of the voting membership of the House of Delegates shall be appointed by the Athletes Committee and shall hold office from the date of appointment through the conclusion of the annual meeting of the House of Delegates following such appointment or until their successors are elected to the House of Delegates.
 - .6 OTHER MEMBERS – Committee Chairs and Coordinators shall serve as members of OSI House of Delegates.
- 4.2 ELIGIBILITY - Only Individual Members in good standing shall be eligible to be appointed as at-large members of the House of Delegates.
- 4.3 DOUBLE VOTE PROHIBITED - An Individual Member entitled to vote in House of Delegates meetings may only have one vote regardless of the number of positions held by such member.
- 4.4 VOICE AND VOTING RIGHTS OF MEMBERS - The voice and voting rights of members of the House of Delegates and of individuals shall be as follows:
- .1 GROUP MEMBER REPRESENTATIVES, BOARD MEMBERS, AT-LARGE HOUSE MEMBERS AND OTHER MEMBERS - Each of the Group Member Representatives, the Board Members, the At-Large House Members and other members shall have both voice and vote in meetings of the House of Delegates.
 - .2 INDIVIDUALS - Individuals who are not members of the House of Delegates may attend open meetings of the House of Delegates and its committees and be heard at the discretion of the presiding officer.
- 4.5 DUTIES AND POWERS - The House of Delegates shall oversee the establishment of policies, procedures and programs. In addition to the duties and powers prescribed in the USA Swimming Rules and Regulations, USA Swimming Corporate Bylaws, or elsewhere in these Code of Regulations, the House of Delegates shall:

- .1 Elect the officers, Athlete Representatives, Coach Representatives, and members of the Administrative Review Board, and the committee chairs and coordinators listed in Articles 6 and 7;
 - .2 Review, modify and adopt the annual budget of OSI recommended by the Board of Directors;
 - .3 Call annual, regular and special meetings of the House of Delegates;
 - .4 Ratify or prospectively modify or rescind policy and program established by the Board of Directors, except any action or authorization by the Board of Directors with respect to contracts or upon which any person may have relied shall not be modified or rescinded;
 - .5 Establish joint administrative committees, or undertake joint activities with other sports organizations where deemed helpful or necessary by OSI;
 - .6 Amend the Code of Regulations of OSI in accordance with Section 9.3; and
 - .7 Remove from office any persons elected by the House of Delegates (Board Members, members of the Administrative Review Board, or committee chairs or coordinators) who have failed to attend to their official duties or member responsibilities or have done so improperly, or who would be subject to penalty by the Zone Board of Review for any of the reasons set forth in Article 404.1.3 of USA Swimming Rules and Regulations. However, no such individual may be removed without receiving thirty (30) days' written notice by the Secretary or other officer designated by the House of Delegates specifying the alleged deficiency in the performance of the member's responsibilities or specific official duties or other reason and an opportunity to respond in writing within twenty (20) days to such allegations.
- 4.6 ANNUAL AND REGULAR MEETINGS - The annual meeting of the House of Delegates of OSI shall be held in the Spring. Regular meetings of the House of Delegates may be held in accordance with a schedule adopted by the Board of Directors.
- 4.7 SPECIAL MEETINGS - Special meetings of the House of Delegates may be called by the Board of Directors or the General Chair. Should the Board of Directors or the General Chair fail to call the annual or scheduled regular meetings or should a special meeting be appropriate or helpful, a meeting of the House of Delegates may be called by a petition signed by at least *five (5)* group members of the House of Delegates.
- 4.8 MEETING LOCATION AND TIME - All meetings of the House of Delegates shall take place at a site within the Territory. The Board of Directors shall determine the location and time of all meetings of the House of Delegates.
- 4.9 OPEN MEETINGS/CLOSED SESSIONS - House of Delegates meetings shall be open to all members of OSI. Issues pertaining to personnel, disciplinary action, legal, tax or similar affairs of OSI shall be deliberated and decided in a closed session which only House of Delegates members may attend. By a majority vote, the House of Delegates may decide to go into closed session on any matter deserving of confidential treatment or of personal concern to any member of the House of Delegates.
- 4.10 QUORUM - A quorum of the House of Delegates shall consist of those members present and voting.
- 4.11 VOTING - Except as otherwise provided in these Code of Regulations or the Parliamentary Authority, all motions, orders and other propositions coming before the House of Delegates shall be determined by a majority vote.
- 4.12 PROXY VOTE - Voting by proxy in any meeting of the House of Delegates shall not be permitted.
- 4.13 NOTICES
- .1 TIME - Not less than twenty (20) days' written notice shall be given to each member of the House of Delegates for any annual, regular or special meeting of the House of Delegates. See Section 14.1.3 for the various permitted means of notice.
 - .2 INFORMATION - The notice of a meeting shall contain the time, date and site. For special meetings of the House of Delegates, the expected purpose (which may be general) of the meeting shall be stated. If an expected purpose is the amendment of the Code of Regulations, a copy of the proposed amendment shall be included in the notice. Failure to have included in the notice any germane amendments subsequently adopted by the House of Delegates at the noticed meeting shall not be the basis for any claim that the amendments as so adopted are invalid.

ARTICLE 5
BOARD OF DIRECTORS

- 5.1 MEMBERS - The Board of Directors shall consist of the following officers, committee chairs, coordinators and representatives of OSI, together with those additional members designated in Sections 5.2 and 5.3:
- .1 General Chair
 - .2 Administrative Vice-Chair
 - .3 Finance Vice-Chair
 - .4 Coach Chair
 - .5 Athlete Representatives (2)
 - .6 Secretary
 - .7 Treasurer
 - .8 Senior Vice-Chair
 - .9 Age Group Vice-Chair
 - .10 Safe Sport Chair
 - .11 Officials Chair
 - .12 Athlete At-Large Board Members [as needed]
- 5.2 ATHLETE AT-LARGE BOARD MEMBERS – A sufficient number of athlete members shall be appointed as At-Large Board Members such that athletes constitute at least twenty percent (20%) of the voting membership of the Board of Directors at any given time (taking into account the Athlete Representatives). The Athlete At-Large Board Members shall meet the same requirements as the Athlete Representatives set forth in Section 6.2.1. All At-Large Board Members shall hold office from the date of their appointment through the conclusion of the second annual meeting of the House of Delegates following such appointment, or until their successors are appointed.
- 5.3 EX-OFFICIO MEMBERS - The following persons shall be ex-officio members of the Board of Directors:
- .1 The Immediate Past General Chair of OSI, if the Individual Member is in good standing;
 - .2 Ohio Swimming Permanent Office Staff
 - .3 Members of the USA Swimming Board of Directors who are Individual Members in good standing;
 - .4 USA Swimming Committee Chairs who are Individual Members in good standing.
- 5.4 LIMITATIONS
- .1 No more than four (4) Members of any Group Member shall serve on the Board of Directors at any time.
 - .2 No employee of OSI may serve as a voting member of the Board of Directors.
- 5.5 VOICE AND VOTING RIGHTS OF BOARD MEMBERS - The voice and voting rights of Board Members and individuals shall be as follows:
- .1 BOARD MEMBERS - Each Board Member shall have both voice and vote in meetings of the Board of Directors and its committees.
 - .2 EX-OFFICIO BOARD MEMBERS - Unless entitled to vote under another provision of these Code of Regulations, the ex-officio members shall have voice but no vote in meetings of the Board of Directors and its committees.
 - .3 GENERAL - Anyone may attend open meetings of the Board of Directors and its committees and be heard at the discretion of the presiding officer.
- 5.6 DUTIES AND POWERS - The Board of Directors shall act for OSI and the House of Delegates during the intervals between meetings of the House of Delegates, except that it shall not remove a Board Member, an Administrative Review Board member, or other person not appointed by the Board of Directors or amend these Code of Regulations. Any actions taken are subject to the exercise by the House of Delegates of its powers of ratification or prospective modification or rescission. In addition to the powers and duties prescribed in the USA Swimming Rules and Regulations or elsewhere in these Code of Regulations, the Board of Directors shall have the power and it shall be its duty to:
- .1 Establish and direct policies, procedures and programs for OSI;
 - .2 Oversee the conduct by the officers of OSI of the day-to-day management of the affairs of OSI;
 - .3 Appoint Athlete At-Large Board Members if they are not appointed in a timely fashion;
 - .4 Provide advice and consent to appointments proposed by the General Chair as required under these Code of

Regulations or the OSI Policies and Procedures;

- .5 Cause the preparation and presentation to the House of Delegates of the annual budget of OSI and make a recommendation to the House of Delegates concerning the approval or disapproval thereof;
- .6 Approve the annual review/audit;
- .7 Call regular or special meetings of the Board of Directors or the House of Delegates;
- .8 Retain such independent contractors and employ such persons as the Board shall determine are necessary or appropriate to conduct the affairs of OSI;
- .9 Appoint other officers, agents, or committees or coordinators, to hold office for the terms specified. These appointees shall have the authority and perform the duties as provided in these Code of Regulations, the OSI Policies and Procedures or as may be provided in the resolutions appointing them, including any powers of the Board of Directors as may be specified, except as may be inconsistent with any other provision of these Code of Regulations. To the extent not provided elsewhere in these Code of Regulations, the Board of Directors may delegate to any officer, agent, or committee or coordinator the power to appoint any such subordinate officers, agents, or committees or coordinators and to prescribe their respective terms of office, authorities and duties; and
- .10 Remove from office any Board Members, committee chairs, or committee members or coordinators of OSI who were appointed by the Board and who have failed to attend to their official duties or member responsibilities or have done so improperly, or who would be subject to penalty by the Zone Board of Review for any of the reasons set forth in Part Four of the USA Swimming Rules and Regulations. However, no At-Large Board Member, or committee chair or coordinator may be removed without receiving the thirty (30) days' written notice specifying the alleged deficiency in the performance of the member's responsibilities or specific official duties or other reasons and an opportunity to respond in writing within twenty (20) days to such allegations.

- 5.7 MEETINGS - Board of Directors meetings shall be open. Matters relating to personnel, disciplinary action, legal, taxation or similar affairs shall be deliberated and decided in a closed session which only Board Members are entitled to attend. By a majority vote on a motion of a question of privilege, the Board of Directors may decide to go into closed session on any matter deserving of confidential treatment or of personal concern to any member of the Board of Directors.
- 5.8 PARTICIPATION THROUGH COMMUNICATIONS EQUIPMENT - Members of the Board of Directors may participate in meetings of the Board of Directors through conference equipment by means of which all persons participating in the meeting can hear each other at the same time. Participation by such means shall constitute presence at a meeting.
- 5.9 REGULAR MEETINGS - Regular meetings of the Board of Directors shall be held in accordance with a schedule adopted by the Board of Directors.
- 5.10 SPECIAL MEETINGS - Special meetings of the Board of Directors may be called by the General Chair. Should the Board of Directors or the General Chair fail to call regular meetings or should a special meeting be appropriate or helpful, a meeting of the Board of Directors shall be called at the written request of any three (3) Board Members.
- 5.11 QUORUM - A quorum of the Board of Directors shall consist of a majority of the voting members.
- 5.12 VOTING - Except as otherwise provided in these Code of Regulations or the Parliamentary Authority, all motions, orders and other propositions coming before the Board of Directors shall be determined by a majority vote. A motion, order or other proposal the effect of which is to override policy or program established by the House of Delegates shall be determined by a two-thirds vote after at least fourteen (14) days' written notice.
- 5.13 PROXY VOTE - Voting by proxy in any meeting of the Board of Directors shall not be permitted.
- 5.14 ACTION BY WRITTEN CONSENT - Any action required or permitted to be taken at any meeting of the Board of Directors may be taken without a meeting if all the Board Members entitled to vote consent to the action in writing and the written consents are filed with the records of the respective meetings. These consents shall be treated for all purposes as votes taken at a meeting.
- 5.15 MAIL/EMAIL VOTE - Any action which may be taken at any regular or special meeting of the Board of Directors, except elections, or removals of appointed Board members, committee chairs and members, may be taken without a meeting. If an action is to be taken without a meeting, the Secretary, by first class mail, postage prepaid, or email, shall distribute a ballot to every Board Member entitled to vote on the matter. The ballot shall set forth the proposed action, provide an opportunity to specify approval or disapproval, and provide a reasonable time (but in no event less than the period specified in Section 5.16) within which to return the ballot to the Secretary. Action by ballot shall be valid only when the number

of votes cast in favor of the proposed action within the time period specified constitutes a majority of the votes entitled to be cast.

5.16 NOTICES

- .1 TIME - Not less than three (3) days' written notice shall be given to each Board Member for any annual, regular or special meeting of the Board of Directors. (See Section 14.1.3 for the permitted means of notice.)
- .2 INFORMATION - The notice of a meeting shall contain the time, date and site and in the case of special meetings, the expected purpose.

ARTICLE 6 OFFICERS AND DIRECTORS

6.1 OFFICERS - The officers shall be as listed herein and shall be elected by the House of Delegates at its annual meeting.

- .1 General Chair
- .2 Administrative Vice-Chair
- .3 Finance Vice-Chair
- .4 Senior Vice-Chair
- .5 Age Group Vice-Chair
- .6 Secretary
- .7 Treasurer

6.2 OTHER DIRECTORS

- .1 ATHLETE REPRESENTATIVES - One (1) Athlete Representative shall be elected by the House of Delegates, for a two-year term or until their respective successors are elected. They shall be designated as the Junior Athlete Representative in their first year and Senior Athlete Representative in their second year. At the time of election, the Athlete Representative must (a) be an athlete member in good standing; (b) be at least a sophomore in high school or at least 16 years of age, (c) have actively served on the OSI athlete committee in the current year of election, (d) have served as an athlete at-large OSI Board member in the current year of election, (e) be currently competing, or have competed within the three (3) immediately preceding years, in the program of swimming conducted by OSI or another LSC; and (f) have his or her place of permanent residence in the Territory and expect to reside therein throughout at least the first half of the term (other than periods of enrollment in an institution of higher education).
- .2 COACH REPRESENTATIVES - One (1) Coach Representatives shall be elected by the House of Delegates, in odd years for a four-year term, or until a successor is elected. They shall be designated as Coach Vice Chair in their first two years and become the Coaches Chair in their third and fourth years. The election of the Coach Representative shall be conducted at the annual meeting of the House of Delegates and determined by a majority vote of the members of the House of Delegates present and voting, or, failing that, at a time and place and in a manner designated by the Board of Directors.

.3 COMMITTEE CHAIRS/COORDINATORS/AT-LARGE BOARD MEMBERS

- A. The following committee chairs/coordinators/at-large Board members shall be elected by the House of Delegates:
 1. Officials Chair
- B. The following committee chairs/coordinators/at-large Board members shall be appointed by the General Chair with the advice and consent of the Board of Directors:
 1. Safe Sport Chair

6.3 ELIGIBILITY - Only Individual Members of OSI in good standing shall be eligible to hold office and must maintain their eligibility throughout their term of office.

6.4 DOUBLE VOTE PROHIBITED - An Individual Member entitled to vote in Board of Directors meetings may only have one vote, regardless of the number of positions held by such Member.

6.5 OFFICES SPLIT OR COMBINED

- .1 OFFICE HELD BY TWO PERSONS - Any office other than General Chair, Finance Vice-Chair and Treasurer, may be held jointly by two Individual Members. Two individuals who are sharing an office shall share one vote.

- .2 OFFICES COMBINED - Any office other than General Chair may be combined with any other office except that the offices of Finance Vice-Chair and Treasurer may not be combined.

6.6 TERMS OF OFFICE

- .1 TERM OF OFFICE - The terms of office of all members of the Board of Directors shall be two (2) years, except the Coach Representative which shall be four (4) years.
- .2 COMMENCEMENT OF TERM - Each person elected or appointed to a position shall assume office upon election or appointment and shall serve until a successor is chosen.
- .3 CONSECUTIVE TERMS LIMITATION - No Individual Member who has served two successive terms shall be eligible for re-election or appointment to the same position until a lapse of one term. A portion of any term served to fill a vacancy in the position shall not be considered in the computation of this successive terms limitation.

- 6.7 DUTIES - The duties of the officers and other Board Members shall be to attend and participate in all meetings of the House of Delegates and the Board of Directors and as defined in these Code of Regulations, the OSI Policies and Procedures, and applicable state laws.

- 6.8 RESIGNATIONS - Any officer may resign by submitting a written resignation to the General Chair or the Board of Directors specifying an effective date of the resignation. In the absence of a specified effective date, any such resignation shall take effect upon the appointment or election of a successor.

6.9 VACANCIES AND INCAPACITIES

- .1 OFFICE OF GENERAL CHAIR - In the event of a vacancy in the office of General Chair, or of the General Chair's temporary or permanent incapacity, the Administrative Vice-Chair shall become the acting General Chair until an election can be held at the next meeting of the House of Delegates to fill the remaining term, if any, of the former General Chair, or until the General Chair ceases to suffer from any temporary incapacity. While serving as acting General Chair, the Administrative Vice-Chair shall vacate the office of Administrative Vice-Chair, except in the case of the General Chair's temporary incapacity. If the General Chair is to be absent from the Territory, the General Chair may, but is not obligated to, designate the Administrative Vice-Chair as acting General Chair for the duration of the absence.
- .2 OFFICES OF ATHLETE OR COACH REPRESENTATIVES OR ANY POSITION ELECTED - In the event of a vacancy or of the permanent incapacity of a person holding the office of Athlete Representative or Coach Representative, or person who has been elected, the General Chair may appoint, with the advice and consent of the Board of Directors, an eligible member to serve the remainder of the term of office or until the respective body shall elect a successor.
- .3 DETERMINATION OF VACANCY OR INCAPACITY - The determination of when an office becomes vacant or an officer becomes incapacitated shall be within the discretion of the Board of Directors or the House of Delegates with the advice and consent of the electing body. The determination as to when the General Chair is temporarily incapacitated shall be made, where the circumstances permit, by the General Chair and otherwise shall be within the discretion of the Board of Directors, subject to any subsequent action by the House of Delegates.

- 6.10 REMOVAL OF DIRECTORS - Directors may be removed in accordance with 4.5.7 and 5.6.10 of these Code of Regulations.

6.11 OFFICERS' POWERS GENERALLY

- .1 AUTHORITY TO EXECUTE CONTRACTS, ETC. - The General Chair and Administrative Vice-Chair each may sign and execute in the name of OSI deeds, mortgages, bonds, contracts, agreements or other instruments duly authorized by the OSI Policies and Procedures, the Board of Directors or the House of Delegates, except in cases where the signing and execution thereof shall be expressly delegated by the Board of Directors to another officer or agent, expressly requires two or more signatures or is required by law to be otherwise executed. Additional signing authority may be provided by standing resolutions of the Board of Directors or the House of Delegates.
- .2 ADDITIONAL POWERS AND DUTIES - Each officer shall have other powers and perform other duties as prescribed in the OSI Policies and Procedures or by the House of Delegates, the Board of Directors, the General Chair, the respective division chair, the delegating officer, or these Code of Regulations.
- .3 DELEGATION - Officers of OSI may delegate any portion of their powers or duties to an individual or a committee, except that neither the Finance Vice-Chair nor the Treasurer may delegate duties to the other without

the consent of the Board of Directors. In addition, the authority to sign checks, drafts, orders of withdrawal or wire transfers shall not be delegated other than by the Board of Directors. Except as otherwise provided in these Code of Regulations and with the consent of the Personnel Committee, any officer may delegate any portion of that officer's powers or duties to the paid staff of OSI. A delegation of powers or duties shall not relieve the delegating officer of the ultimate responsibility to see that these duties and obligations are properly executed or fulfilled.

6.12 DEPOSITORIES AND BANKING AUTHORITY

- .1 DEPOSITORIES, ETC. - All receipts, income, charges and fees of OSI shall be deposited to its credit in the banks, trust companies, other depositories or custodians, investment companies or investment management companies as the Board of Directors determines.
- .2 SIGNATURE AUTHORITY - All checks, drafts or other orders for the payment or transfer of money, and all notes or other evidences of indebtedness issued in the name of OSI shall be signed by the General Chair, the Treasurer or other officer or officers or agent or agents of OSI, and in the manner, as shall be determined by the Finance Vice-Chair, the Finance Committee or the Board of Directors.

ARTICLE 7 DIVISIONS, COMMITTEES AND COORDINATORS

7.1 DIVISIONAL ORGANIZATION AND JURISDICTIONS, STANDING COMMITTEES AND COORDINATORS - The divisions of OSI shall each be chaired as indicated below with respective duties, jurisdiction and responsibilities described in the OSI Policies and Procedures.

- .1 GENERAL CHAIR DIVISION – General Chair
- .2 ADMINISTRATIVE DIVISION - Administrative Vice-Chair
- .3 AGE GROUP DIVISION - Age Group Vice-Chair
- .4 SENIOR DIVISION - Senior Vice-Chair
- .5 FINANCE DIVISION - Finance Vice Chair
- .6 ATHLETES DIVISION - Senior Athlete Representative
- .7 COACHES DIVISION - Coach Chair

7.2 ELECTED, EX OFFICIO AND APPOINTED CHAIRS AND COORDINATORS

- .1 ELECTED CHAIRS AND COORDINATORS - Committee chairs and coordinators who are not Board members, but are elected by the House of Delegates, a committee or division, are as follows:
 - A. Administrative Review Board
- .2 EX-OFFICIO CHAIR - Certain other committee chairs are designated ex-officio by virtue of an office currently held.
- .3 APPOINTED CHAIRS AND COORDINATORS - The chairs of all other committees and all other coordinators shall be appointed by the General Chair with the advice and consent of the Board of Directors and the respective division chair. The appointed committee chair or coordinator shall assume office upon appointment or the date designated by the General Chair and shall serve until a successor is appointed and assumes office.

7.3 COMMITTEES - In addition to the standing committees listed herein, the Board of Directors and the House of Delegates are each authorized to establish additional committees to meet programming needs. Except as otherwise provided in these Code of Regulations or the OSI Policies and Procedures, members of each committee shall be appointed by the General Chair with the advice and consent of the respective division chair and the chair of the committee. Athlete members of each committee shall be appointed by the General Chair with the advice of the Senior Athlete Representative. Athlete membership shall constitute at least twenty percent (20%) of the voting membership of every committee. The division chair shall be an ex-officio member, with voice and vote, of each committee within the respective division.

7.4 STANDING COMMITTEES & COORDINATORS

- .1 ATHLETES COMMITTEE
 - A. CHAIR - The Senior Athlete Representative or his/her designee shall be the chair of the committee.

- B. MEMBERS - The Athletes Committee shall consist of the Athlete Representatives, the Athlete At-Large Board members, the 15 appointed athlete committee members and the immediate past Senior Athlete Representative.
- C. DUTIES - The Athletes' Committee shall have general charge of the business and affairs of the Athletes of OSI, and shall undertake such activities (a) delegated to it by the Board of Directors or the General Chair or (b) undertaken by the Committee as being in the best interests of the Athlete Members, OSI, USA Swimming and the sport of swimming

.2 FINANCE COMMITTEE

- A. CHAIR - The chair shall be the Finance Vice-Chair.
- B. MEMBERS - The members of the Finance Committee shall be the Finance Vice-Chair, the Treasurer, the General Chair, the Administrative Vice Chair and a sufficient number of athletes so as to constitute at least twenty percent (20%) of the voting membership of the Committee.
- C. DUTIES -
 1. To develop, establish where so authorized, or recommend to the Board of Directors, and supervise the execution of policy regarding the investment of OSI's working capital, funded reserves and endowment funds, within the guidelines, if any, established by the Board of Directors or the House of Delegates. The Finance Committee shall also regularly review OSI's equipment needs (both operational and office) and the various methods available to finance the acquisition of any needed equipment and make a determination and recommendation of the best financing method.
 2. To conduct a review or audit or recommend an independent auditor to conduct the required annual review or audit of the books of OSI. If conducted internally, a minimum of three (3) committee members with a sufficient number of athletes to constitute at least 20% of the voting membership, must conduct the review or audit. The Treasurer cannot be a member of the group performing the audit, but can be present to provide clarification, information and answer questions.
 3. To submit the review or audit and other reports and make recommendations to the Board of Directors with regard thereto.
 4. To consult with the officers, committee chairs and coordinators and prepare and present a proposed budget for consideration and approval by the Board of Directors and the House of Delegates. The officers, committee chairs and coordinators shall provide promptly such financial information (current and projected) and budget proposals as the Finance Committee may request. The proposed budget may contain alternatives.
 5. To complete and submit any state and local reports and filings.

.3 GOVERNANCE COMMITTEE

- A. CHAIR - The chair shall be elected annually by the Governance Committee from among its own members.
- B. MEMBERS - The Governance Committee members shall be appointed by the General Chair with advice and consent of the Board of Directors. The Committee shall be comprised of five (5) Individual Members of Ohio Swimming Inc. in good standing and have some board operations or executive level experience. The committee shall be comprised of three (3) Non-athlete members, the immediate past General Chair (if so desired) and an athlete member. Geographical representation will be considered in the selection of candidates. Each member shall serve a four-year term, staggered so that one-fourth (1/4) of the non-athlete members are appointed each year. The athlete member shall be appointed annually. No Governance Committee members shall be members of the OSI Board of Directors at any given time while serving on the Governance Committee. After completion of two consecutive terms, members are not eligible for re-appointment to the Governance Committee until after a lapse of two years. A portion of any term served to fill a vacancy in the position shall not be considered in the computation of the successive term limitation. In no case shall the General Chair serve on the Governance Committee.
- C. QUORUM - When making nominations, a quorum for any meeting of the Governance Committee shall consist of a majority of its voting members. For all other meetings, a quorum shall consist of those members present and voting.
- D. DUTIES

1. To assist in periodic evaluation of the mission and vision statements and the Code of Regulations of OSI;
2. To aid in the development of operating policies regarding conflict of interest (Board and staff), document retention, ethics, whistle-blower, procurement, contract review, grievance and other employment-related practices, etc.;
3. To aid in the development of personnel practices procedure including job descriptions and annual review of staff;
4. To ensure that the Board's focus remains on the strategic plan;
5. To aid in the development of expectations and processes for accountability of Board members;
6. To develop criteria for the qualities and required characteristics of Board officers;
7. To lead Board succession planning by assessing current and anticipated needs for Board composition and identifying and recruiting potential Board members;
8. To nominate Board members and Administrative Review Board members to be elected by the House of Delegates consistent with the matrix of skills, demographics, and talents needed;
9. To publish the slate of candidates to the OSI membership at least twenty (20) days prior to the election. Additional nominations may be made from the floor of the House of Delegates by voting members of the House of Delegates;
10. To design and implement Board orientation and an ongoing program of Board education and development; and
11. To lead periodic assessment of the Board's performance (as a whole and of individual members) and make recommendations to enhance Board effectiveness.

.4 OTHER STANDING COMMITTEES AND COORDINATORS

- A. Camps/Clinics
- B. Disability Swimming
- C. Diversity & Inclusion
- D. Officials
- E. Open Water
- F. Operational Risk
- G. Personnel
- H. Safe Sport
- I. Technical Planning
- J. Zone Team

1. MEMBERS – The members of the standing committees shall be outlined in the OSI Board & Committee Orientation Manual.
2. DUTIES – The duties of the standing committees shall be outlined in the OSI Board & Committee Orientation Manual.

7.5 DUTIES OF CHAIRS AND COORDINATORS GENERALLY - The duties of the General Chair, the division chairs, committee chairs, and coordinators (in addition to those provided elsewhere in these Code of Regulations) shall be as follows:

- .1 Preside at all meetings of the respective division, committee or subcommittee;
- .2 See that all duties and responsibilities of the coordinator or the respective division, committee or sub-committee in his or her charge are properly and promptly carried out;
- .3 Appoint such committees or sub-committees as may be necessary to fulfill the duties and responsibilities of the coordinator or division or committee, respectively;
- .4 Communicate with the General Chair, respective division, coordinator, committee or subcommittee members and the staff to keep them fully informed;
- .5 Appoint a member as secretary of the committee or subcommittee charged with taking minutes of each meeting and forward reports or minutes of all meetings to the staff; and
- .6 Perform the other specific duties listed in OSI's Policies and Procedures or as may be delegated by the General Chair, the respective division chair or committee chair, the Board of Directors or the House of Delegates.

- 7.6 DUTIES OF COMMITTEES GENERALLY - Except as otherwise provided in these Code of Regulations, the duties of the committees shall be prescribed by the OSI Policies and Procedures.
- 7.7 REGULAR AND SPECIAL MEETINGS - Regular and special meetings of committees or sub-committees of OSI shall be held as determined by the respective Vice-chairs or committee or sub-committee chair.
- 7.8 OPEN MEETING/CLOSED SESSIONS - Meetings of committees and sub-committees, other than a Personnel Committee meeting, shall be open to all members of OSI. Matters relating to personnel, disciplinary action, legal, taxation and similar affairs shall be deliberated and decided in a closed session which only the respective members are entitled to attend. By a majority vote, a committee or sub-committee may decide to go into closed session on any matter deserving of confidential treatment or of personal concern to any member of the committee or sub-committee.
- 7.9 VOICE AND VOTING RIGHTS OF COMMITTEE MEMBERS - Each Committee member shall have both voice and vote in their respective meetings.
- 7.10 ACTION BY WRITTEN CONSENT - Any action required or permitted to be taken at any meeting of a committee may be taken without a meeting if all the committee members entitled to vote consent to the action in writing and the written consents are filed with the records of the meetings. These consents shall be treated for all purposes as a vote taken at a meeting.
- 7.11 PARTICIPATION THROUGH COMMUNICATIONS EQUIPMENT - Members of any committee may participate in a meeting of the committee or through conference equipment by means of which all persons participating in the meeting can hear each other at the same time. Participation by such means shall constitute presence at a meeting.
- 7.12 QUORUM - Except as otherwise provided in these Code of Regulations or in the resolution or other action establishing a committee, a quorum of any committee shall consist of those members present.
- 7.13 VOTING - Except as otherwise provided in these Code of Regulations or the Parliamentary Authority, all motions, orders and other propositions coming before a committee shall be determined by a majority vote.
- 7.14 PROXY VOTE - Voting by proxy in any meeting of a committee shall not be permitted.
- 7.15 NOTICES
- .1 TIME - Except as otherwise provided in these Code of Regulations or the resolution or other action establishing a committee, not less than three (3) days' written notice shall be given for any meeting of a committee.
 - .2 INFORMATION - The notice of a meeting shall contain the time, date, and site.
- 7.16 RESIGNATIONS - Any committee chair or member or coordinator may resign by submitting a written resignation to the General Chair or the Board of Directors specifying an effective date of the resignation. If such date is not specified, the resignation shall take effect upon the appointment of a successor.
- 7.17 VACANCIES - The determination of when the position of an appointed committee chair, committee member or a coordinator becomes vacant or the person becomes incapacitated, if not made by the person, shall be within the discretion of the Board of Directors. In the event of a vacancy or permanent incapacity, the General Chair, with the advice and consent of the Board of Directors and the respective division chair, shall appoint a successor to serve until the conclusion of the incumbent's term. A temporary incapacity may be left unfilled at the discretion of the General Chair or an appointment may be made for the duration of the temporary incapacity.
- 7.18 DELEGATION - With the consent of the Board of Directors or the respective division chair, a committee chair or a coordinator may delegate a portion of their powers or duties to another officer of OSI, or to another committee, subcommittee, or coordinator, or with the consent of the Board of Directors, to the paid staff of OSI. Notwithstanding any delegation, the ultimate responsibility for the delegated duties and obligations shall remain with the delegator.
- 7.19 APPLICATION TO COMMITTEES AND ADMINISTRATIVE REVIEW BOARD - Sections 7.5 through 7.18 shall apply to all committees, unless otherwise provided in these Code of Regulations, in the resolution creating the committee or in the OSI Policies and Procedures. These provisions shall also apply to Administrative Review Board meetings but shall not apply to its hearings or deliberations.

ARTICLE 8
ANNUAL AUDIT, REPORTS AND REMITTANCES

OSI shall submit any reports and remittances required by the USA Swimming Corporate Bylaws, by the USA Swimming Board of Directors, the President/CEO of USA Swimming or by any agreement between OSI and USA Swimming. Reports required to be submitted to USA Swimming by OSI include annual financial and federal tax reports and the annual audit or review.

ARTICLE 9
ORGANIZATION, AMENDMENT OF CODE OF REGULATIONS AND DISSOLUTION

- 9.1 NON-PROFIT AND CHARITABLE PURPOSES - OSI is organized exclusively for charitable and educational purposes and for the purpose of fostering national or international amateur sports competition within the meaning of section 501(c)(3) of the IRS Code. Notwithstanding any other provision of these Code of Regulations, OSI shall not, except to an insubstantial degree, (1) engage in any activities or exercise any powers that are not in furtherance of the purposes and objectives of OSI or (2) engage in any activities not permitted to be carried on by: (A) a corporation exempt from federal income tax under such section 501(c)(3) of the IRS Code or (B) a corporation to which contributions, gifts and bequests are deductible under sections 170(c)(2), 2055(a)(2) and 2522(a)(2) of the IRS Code.
- 9.2 DEDICATION OF ASSETS, ETC. - The revenues, properties and assets of OSI are irrevocably dedicated to the purposes set forth in Sections 1.2 and 9.1 of these Code of Regulations. No part of the net earnings, properties or assets of OSI shall inure to the benefit of any private person or any member, officer or director of OSI.
- 9.3 AMENDMENTS - Any provision of these Code of Regulations not mandated by USA Swimming may be amended at any meeting of the OSI House of Delegates by a two-thirds (2/3) vote of the members present and voting. Amendments so approved shall not take effect until reviewed and approved by the USA Swimming Rules and Regulations Committee. Changes to Required LSC Code of Regulations shall be effective on the date established in the amending USA Swimming legislation.
- 9.4 DISSOLUTION - OSI may be dissolved only upon a two-thirds (2/3) vote of all the voting members of the House of Delegates. Upon dissolution, the net assets of OSI shall not inure to the benefit of any private individual, unincorporated organization or corporation, including any member, officer or director of OSI, but shall be distributed to USA Swimming, to be used exclusively for educational or charitable purposes. If USA Swimming, is not then in existence, or is not then a corporation which is exempt under section 501(c)(3) of the IRS Code and to which contributions, bequests and gifts are deductible under sections 170(c)(2), 2055(a)(2) and 2522(a)(2) of the IRS Code, the net assets of OSI shall be distributed to a corporation or other organization meeting those criteria and designated by the House of Delegates at the time of dissolution, to be used exclusively for educational or charitable purposes.

ARTICLE 10
INDEMNIFICATION

- 10.1 INDEMNITY - OSI shall indemnify, protect and defend, in the manner and to the full extent permitted by law, any Indemnified Person in respect of any threatened, pending or completed action, suit or proceeding, whether or not by or in the right of OSI, and whether civil, criminal, administrative, investigative or otherwise, by reason of the fact that the Indemnified Person bears or bore one or more of the relationships to OSI specified in Section 10.3 and was acting or failing to act in one or more of those capacities or reasonably believed that to be the case. Where specifically required by law, this indemnification shall be made only as authorized in the specific case upon a determination, in the manner provided by law, that indemnification of the Indemnified Person is proper in the circumstances. OSI may, to the full extent permitted by law, purchase additional insurance to that provided by USA Swimming, and maintain insurance on behalf of any Indemnified Person against any liability that could be asserted against the Indemnified Person.
- 10.2 EXCLUSION - The indemnification provided by this Article 10, shall not apply to any Indemnified Party whose otherwise indemnified conduct is finally determined to have been in bad faith, self-dealing, gross negligence, wanton and willful disregard of applicable laws, rules and regulations, of the USA Swimming Rules and Regulations, of the USA Swimming Code of Conduct or these Code of Regulations or who is convicted of a crime (including felony, misdemeanor and lesser crimes) involving sexual misconduct, child abuse, violation of a law specifically designed to protect minors or similar offenses, or who is found by the Zone Board of Review, the National Board of Review, or the U.S. Center for SafeSport to have committed actions which would be the basis for such a conviction and, in each case, the otherwise indemnifiable conduct (or failure to act) was, or was directly related to, the predicate acts of the conviction or finding.
- 10.3 INDEMNIFIED PERSONS - As used in this Article 10, "Indemnified Person" shall mean any person who is or was a Board Member, Administrative Review Board member, Group Member Representative, officer, official, coach, committee chair or member, coordinator, volunteer, employee or agent of OSI, or is or was serving at the direct request of OSI as a

director, officer, Group Member Representative, meet director, official, coach, committee chair or member, coordinator, volunteer, employee or agent of another person or entity involved with the sport of swimming.

- 10.4 EXTENT OF INDEMNITY - To the full extent permitted by law, the indemnification provided in this Article shall include expenses (including attorneys' fees, disbursements and expenses), judgments, fines, penalties and amounts paid in settlement, and, except as limited by applicable laws, these expenses shall be paid by OSI in advance of the final disposition of such action, suit or proceeding. If doubt exists as to the applicability of an exclusion to OSI's obligation to indemnify, OSI may require an undertaking from the Indemnified Person obliging him to repay such sums if it is subsequently determined that an exclusion is applicable. In the case of any person engaged in the sport of swimming for compensation or other gain, if OSI determines that there is reasonable doubt as to such person's ability to make any repayment, OSI shall not be obligated to make any payments in advance of the final determination. This indemnification shall not be deemed to limit the right of OSI to indemnify any other person for any such expenses to the full extent permitted by law, nor shall it be deemed exclusive of any other rights to which any Indemnified Person may be entitled under any agreement, vote of members or disinterested directors or otherwise, both as to action in an official capacity and as to action in another capacity while holding such office.
- 10.5 SUCCESSORS, ETC. - The indemnification provided by this Article shall continue as to an Indemnified Person who has died or been determined to be legally incompetent and shall apply for the benefit of the successors, guardians, conservators, heirs, executors, administrators and trustees of the Indemnified Person.

ARTICLE 11 PARLIAMENTARY AUTHORITY

ROBERT'S RULES - Robert's Rules of Order Newly Revised shall govern OSI and any of its constituent or component parts, committees, etc., in the conduct of meetings in all cases to which they apply and in which they are not inconsistent with these Code of Regulations and any special rules of order OSI, the House of Delegates, the Board of Directors or its divisions, committees, etc., may adopt.

ARTICLE 12 MISCELLANEOUS

- 12.1 EFFECT OF STATE LAW CHANGES (SEVERABILITY) - If any portion of these Code of Regulations shall be determined by a final judicial decision to be, or as a result of a change in the law of the State of Ohio become, illegal, invalid or unenforceable, the remainder of these Code of Regulations shall continue in full force and effect.
- 12.2 FISCAL YEAR - The fiscal year of OSI shall end on the last day of August.
- 12.3 TAX STATUS; INTERPRETATION OF CODE OF REGULATIONS - It is intended that OSI shall have and continue to have the status of an organization which is exempt from federal income taxation under section 501(c)(3) of the IRS Code and to which contributions, bequests and gifts are deductible for federal income, estate and gift tax purposes under sections 170(c)(2), 2055(a)(2) and 2522(a)(2) of the IRS Code, respectively. Similarly, it is intended that OSI shall have that or similar status under the applicable state and local laws as will exempt it from taxation to the maximum extent possible to the extent not contrary to applicable federal requirements. These Code of Regulations shall be interpreted accordingly.

ARTICLE 13 ADMINISTRATIVE REVIEW BOARD

- 13.1 INTRODUCTION - USA Swimming was organized as the National Governing Body for the sport of swimming under the Amateur Sports Act of 1978, as amended by the Ted Stevens Olympic and Amateur Sports Act of 1998, both federal laws. These laws require USA Swimming to establish and maintain provisions for the swift and equitable resolution of all disputes involving any of its members. This Article, together with Section 602.2 and Part Four of the USA Swimming Rules and Regulations, are intended to provide a mechanism for resolving in an orderly and fair way all manner and kinds of disputes that may arise among its members in connection with the sport of swimming. Accordingly, OSI has established the Administrative Review Board to hear complaints and appeals regarding administrative matters within OSI which do not rise to the level of Code of Conduct violations and are not appeals of sanction decisions. The Administrative Review Board shall have no jurisdiction to hear complaints regarding conduct that may violate the USA Swimming Code of Conduct or otherwise violate the policies, procedures, rules and regulations adopted by USA Swimming, or conduct that may bring USA Swimming, OSI or the sport of swimming into disrepute. This Article, together with Part Four of the USA Swimming Rules and Regulations, is intended to provide a fair hearing before a group of independent and impartial people. This Article and Part Four of the Rules shall be construed accordingly.

13.2 ADMINISTRATIVE REVIEW BOARD ORGANIZATION

- .1 Establishment - The Administrative Review Board of OSI shall be independent and impartial.
- .2 Members - The Administrative Review Board shall have at least three (3) regular members, at least one of whom shall be an athlete member, and at least one (1) alternate member. At least three (3) members (including the athlete) of the Administrative Review Board shall hear each case. No hearing shall proceed without the required athlete representation. The House of Delegates may increase the number of regular or alternate members by resolution but subsequent to the adoption of these Code of Regulations may only decrease the number of regular or alternate members upon the expiration of the term of office of any incumbent members.
- .3 Election; Term of Office; Eligibility
 - A. Election - The House of Delegates shall annually elect three (3) regular members (includes 1 athlete) and two (2) alternate members (1 athlete and 1 non-athlete) of the Administrative Review Board. The Administrative Review Board shall determine the alternate athlete and non-athlete members.
 - B. Term of Office - The term of office shall be two (2) years. Each member shall assume office upon election and shall serve until a successor takes office. The exception being that any case in progress at the time of selection shall continue with the same panel until conclusion of the proceeding.
 - C. Eligibility - Each regular member of the Administrative Review Board shall be an Individual Member of OSI and USA Swimming. In no case shall members of the Board of Directors serve on the Administrative Review Board.
- .4 Chair Elected by Board; Other Officers - The Chair of the Administrative Review Board (the "Chair") who must be a regular member, shall be elected annually by a majority vote of the regular members of the Administrative Review Board. The Chair shall annually appoint a Vice-Chair and a Secretary of the Administrative Review Board, each of whom must be regular members.
- .5 Meetings - The Administrative Review Board shall meet for administrative purposes as necessary, to elect the Chair, to adopt rules and procedures and to conduct other business as may be helpful or necessary to achieve the purposes of the Administrative Review Board and efficiently exercise its duties and powers. Other meetings may be called by the Chair or any two regular members. When meeting for administrative purposes, Section 7.19 shall apply to the Administrative Review Board.
- .6 Participation Through Communications Equipment - Members of the Administrative Review Board may participate in a meeting or hearing of the Administrative Review Board, and any hearing may be conducted, in whole or in part, through conference telephone or similar equipment by means of which all persons participating in the meeting can hear each other at the same time. Participation by these means shall constitute presence in person at such a meeting or hearing.
- .7 Quorum - A quorum for any administrative meeting of the Administrative Review Board shall be fifty percent (50%) of its regular members.
- .8 Resignations - Any regular or alternate member of the Administrative Review Board may resign by submitting a written resignation to the Chair, the General Chair or the Board of Directors specifying an effective date of the resignation. In the absence of a specified effective date, any such resignation shall take effect upon the appointment or election of a successor.
- .9 Determination of Vacancy or Incapacity - The determination of when an office becomes vacant or an officer becomes incapacitated shall be in accordance with 6.9.
- .10 Substitutions for Member - In the event that a regular member of the Administrative Review Board is unable or unwilling to promptly act for any reason, recuses herself or himself or is disqualified in any particular circumstance, the Chair (or, if the person so unable or unwilling to act or recused or disqualified is the Chair, the Vice-Chair; or failing that, the General Chair) shall appoint an alternate to act in the regular member's place in respect of that circumstance.

13.3 GENERAL

- .1 Administrative Powers - The Administrative Review Board shall have the powers and the duty to:
 - A. administer and conduct the affairs and achieve the purposes of the Administrative Review Board,

- B. establish policies, procedures and guidelines,
 - C. elect the Chair,
 - D. call regular or special meetings of the Administrative Review Board,
 - E. retain attorneys, agents and independent contractors and employ those persons which the Administrative Review Board may determine are appropriate, necessary or helpful in the administration and conduct of its affairs, and
 - F. take such action as may otherwise be appropriate, necessary or helpful in the administration and conduct of its affairs, the achievement of its purposes and the efficient exercise of its duties and powers.
- .2 Rule Making Powers - The Administrative Review Board shall have the power and the duty to promulgate reasonable rules and procedures consistent with the corporation laws of OSI with respect to any matter within its jurisdiction or appropriate, necessary or helpful in the administration and conduct of its affairs. Such rules and procedures shall have the same force and effect as if they had been adopted as part of these Code of Regulations.
 - .3 Exercise of Powers and Decisions - Except for authority and power granted to the Chair, the exercise of the authority and powers of the Administrative Review Board and the decision of matters which are the subject of a hearing shall be decided by a majority vote of the Administrative Review Board. The views of any dissenters shall be included in the record of the proceeding if requested by the dissenters. The exercise of the Administrative Review Board's authority and power shall be solely in its discretion and the interests of justice and the sport of swimming.
 - .4 Timeliness of Petition - The Administrative Review Board need not exercise its jurisdiction with respect to a complaint the subject matter of which occurred, or concerns or is founded on events which occurred, more than ninety (90) days prior to the date the complaint is received. A determination not to exercise its jurisdiction as a result of the untimeliness of a complaint may be made by the Chair alone and may be the subject of a request for rehearing and, thereafter, appeal to the Zone Board of Review pursuant to Part Four of the USA Swimming Rules and Regulations.

ARTICLE 14 CONVENTIONS AND DEFINITIONS

14.1 CONVENTIONS -

- .1 TERMS GENERALLY - Whenever the context may require, any pronoun or official title shall include the corresponding masculine, feminine and neuter forms. The words "include", "includes" and "including" shall be deemed to be followed by the phrase "without limitation". The singular shall include the plural and the plural shall include the singular as the context may require. Where the context permits, the term "or" shall be interpreted as though it were "and/or". Captions have been used for convenience only and shall not be used in interpreting the Code of Regulations.
- .2 CAPITALIZED TITLES - Capitalized titles, such as Secretary or Treasurer, when appearing alone shall refer to OSI positions and not to USA Swimming or another organization.
- .3 NOTICE DEEMED GIVEN; LAST KNOWN ADDRESS -
 - A. Notice by Mail - Notice given and other writings delivered by first class mail, postage prepaid, and addressed to the last known address shall be deemed given or delivered upon the postmark date for all purposes under these Code of Regulations.
 - B. Notice by Email - Notice given and writings delivered by electronic mail to the last known email address shall be deemed given or delivered for all purposes under these Code of Regulations.
 - C. Last Known Mail or Email Address - For all purposes under these Code of Regulations, the last known mail or email address of a member of OSI shall be the mail or email address on file with OSI or in SWIMS.
- .4 TIME PERIOD CONVENTION - In computing time periods established by these Code of Regulations, the initial time period (days or hours) shall not be included but the last period shall be included.
- .5 WAIVER OF NOTICE CONVENTION - Untimely or insufficient notice for any meeting held under the authority of these Code of Regulations shall be considered to have been waived if a member attends or

participates in the meeting to which such notice referred or to which notice was lacking without, at the earliest opportunity, raising an objection of untimely or insufficient notice having been given for such meeting. If the member is a Group Member Representative, then the relevant Group Member shall be treated as having waived the untimely or insufficient notice to the same extent.

14.2 DEFINITIONS - When used in these Code of Regulations, the following terms shall have the meanings indicated in this Section, and the definitions of such terms are equally applicable both to the singular and plural forms.

- .1 ARTICLE - a principal subdivision of these Code of Regulations.
- .2 CERTIFICATE OF INCORPORATION - the document filed with Secretary of State of Ohio pursuant to which OSI was formed.
- .3 ATHLETE REPRESENTATIVE - an Athlete Member elected or appointed to represent athletes in the House of Delegates and/or Athlete Members elected to the Board of Directors and appointed to the Athlete Committee.
- .4 BOARD MEMBER - a member of the Board of Directors.
- .5 BOARD OF DIRECTORS - the Board of Directors of OSI.
- .6 CODE OF REGULATIONS - these Code of Regulations as adopted and amended from time to time by, and in effect for, OSI.
- .7 COACH REPRESENTATIVE - a Coach Member elected to represent the coaches in the House of Delegates and on the Board of Directors.
- .8 COACH CHAIR – the Coach Representative most senior in terms of office.
- .9 FINA - the Federation Internationale de Natation, the international governing body for the sport of swimming.
- .10 GROUP MEMBER REPRESENTATIVE - an individual appointed to represent a Group Member in the House of Delegates.
- .11 HOUSE OF DELEGATES - the House of Delegates of OSI as established by Article 4 of these Code of Regulations.
- .12 IMMEDIATE PAST GENERAL CHAIR - the individual who is the immediate past General Chair of OSI.
- .13 IRS CODE - the current United States Internal Revenue Code.
- .14 LOCAL SWIMMING COMMITTEE / LSC - OSI as defined by the USA Swimming Corporate Code of Regulations.
- .15 COMMISSION – one of the four (4) geographic commissions within Ohio Swimming Inc.
- .16 MEMBER - a Group Member or an Individual Member.
- .17 INDIVIDUAL MEMBER – Athlete Members, Coach Members, Officials, other Non-athlete members and Life Members of USA Swimming.
- .18 NATIONAL BOARD OF REVIEW - the National Board of Review of USA Swimming established pursuant to Part Four of the USA Swimming Rules and Regulations. Where the context requires, a reference to the National Board of Review shall include a reference to the USA Swimming Board of Directors when that body is acting upon an appeal from the National Board of Review.
- .19 POLICIES AND PROCEDURES - the principles, rules, and guidelines of OSI, as amended and adopted by the Board of Directors or the House of Delegates.
- .20 SECTION - a subdivision of the Articles of these Code of Regulations.
- .21 TERRITORY - the geographic territory over which OSI has jurisdiction as a Local Swimming Committee.
- .22 USA SWIMMING - USA Swimming, Inc., a Colorado nonprofit corporation which is the national governing body for the United States for the sport of swimming.
- .23 OSI – the Ohio not-for-profit corporation to which these Code of Regulations pertain.
- .24 ZONE BOARD OF REVIEW - the Board of Review of the Zone in which OSI is located, which Zone Board of Review is established pursuant to Part Four of the USA Swimming Rules and Regulations. Where the context requires, a reference to the Zone Board of Review shall include a reference to the National Board of Review when that body is acting upon an appeal from the Zone Board of Review.

From: Yeager Sport Services sports@yeager.cc
Subject: Fwd: MAAPP
Date: July 16, 2019 at 4:44 PM
To: Mark Johnson mark.johnson256@gmail.com

YS

Thanks,

Michael

"Knowing what's right doesn't mean much unless you do what's right." - Theodore Roosevelt

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Date: Mon, Jul 15, 2019 at 11:16 AM
Subject: MAAPP
To: <sports@yeager.cc>

Hi - at the Illinois Swimming meet I attended this weekend, they read the statement below at the Coaches meeting and at every Officials and Timer meeting. Additionally, restrooms and locker rooms were clearly marked as Athlete or Adult. Have we provided any specific guidance to our host facilities about these requirements? I was planning to discuss with Terri Shannon today, but wanted to check with you first to see if anything else had been sent out by Ohio Swimming. Should we add this to the BOD call as well? On our National Officials Chair call last week, they spent 30 minutes on this topic, even stating that we should self-report if we find ourselves in a one-on-one situation accidentally with a minor athlete in a restroom or locker room. Obviously, Miami has limited facilities and I want to ensure we are covered. Please advise.

Thanks.

Sent from my iPhone

Officials and timers briefing MAAPP:

- *This meet is conducted according to current USA Swimming Rules, including the Minor Athlete Abuse Prevention Policy.*
- *Make sure all interactions with athletes are observable and interruptible.*
- *Deck changing is prohibited. Report instances of deck changing to the meet*

referee/meet director.

- *There is a separate locker room/restroom for athletes and all other adults. Make sure that you are only using the facility marked for you.*

Cincinnati Aquatic Club Reimbursement for Cancellation of OSI Open Water Championships

Cincinnati Aquatic Club is requesting that Ohio Swimming reimburse them for \$5,184.03 of unrecoverable expenses from the cancellation of the Ohio LSC Open Water Championships.

Justification:

- Cincinnati Aquatic Club made correct and proper decision to cancel meet due to high E-coli count.
 - No suitable alternative venues were available, due to same reason.
 - (East Fork Lake, Caesar Creek State Park, etc.) also had a State of Ohio swimming advisory warning post on their Beachguard website.
- Cincinnati Aquatic Club returned, cancelled or avoided as many expenses as possible after the meet was cancelled.
- Total Cincinnati Aquatic Club expenses incurred without penalty were \$7,987.48 of which \$2,803.45 are reusable in future meets.
- Total Cincinnati Aquatic Club losses (non-reusable) for the Meet are \$5,184.03, supported with receipts.
- Cincinnati Aquatic Club is also foregoing an estimated \$4,000 in anticipated net surplus meet proceeds.

Request

- Ohio Swimming cover Cincinnati Aquatic Club Loss of \$5,184.03 from the following:

The Open Water Championship Budget/Expenses 26-Jun-19		
Revenues	Swimmers	0
Total Revenues		\$0.00
Expenses		
Meet Sanction Fee	\$10.00	Ohio Swimming
T-shirts - Swimmers	\$4,109.16	PROforma
Lanyards	\$254.09	Namify
Check-in Tags	\$868.86	Bag Tags
Labels for Check-in Tags	\$28.83	Meijer
Truck Rental and Gas	\$422.93	\$340.27 (Rental) + \$82.66 (Gas)
Embroider Back Packs and Jackets	\$487.92	Madison Print Shoppe
Rental Tents, Tables, Chairs	\$1,072.50	The Alleen Company
State Park Permit Fee	\$40.00	Hueston Woods
Print Finish and Check-in	\$10.02	Staples
New Timing Watches	\$668.00	Nielsen-Kellerman
Open Water Website Renewal (Chip)	\$15.17	Go Daddy
Tengen Radio Connections (Chip)	\$26.07	Amazon
Invitations - Parchment Paper (Chip)	\$92.53	Walmart
Invitations - Toner (Chip)	\$156.91	LD Products
Water Testing (Chip)	\$60.00	Q LABORATORIES
Total Expenses		\$7,987.48
Net Surplus/Deficit		(\$7,987.48)
Not Reusable		\$5,184.03

Motions

1. Form an ad-hoc committee to investigate a potential policy with regards to cancelled OSI Championship Meets and financial reimbursements that may result from said cancellation.
2. Reimbursement for CAC the amount of \$5,184.03 which is reasonable and customary for the cancellation of the OSI Open Water Championship to be credited towards the 2018-2019 Open Water Budget.

Proposed Changes to OSI Coach of the Year Award (COTY)

Award: Plaque and \$1000 reimbursable travel stipend per category

4 total awards:

Age-group Coach: *Large Team & Small Team*

Senior-group Coach: *Large Team & Small Team*

- Voting is done at JO Meet for Age-group Coach and Senior Championships for Senior Coach
 - Voting is done **by team**, rather than by individuals

Process:

Saturday

- Nomination ballots consisting of all listed Ohio LSC teams distributed on Saturday (source: OSI Website)
- **Teams select top 5 teams** from nomination ballot
- Nomination ballots collected and tallied
- Voting ballots created with top 5 nominated large teams & small teams

Sunday

- Voting ballots distributed
- **Teams vote for One Team each** from Large and Small team categories
- Voting ballots collected and tallied

Sunday Afternoon – Finals

- Coach Chair approaches Winning team to inform them of award
- **Head Coach of winning team decides who will receive COTY** award from their coaching staff
- Winner announced on _____(date)

Questions:

- Announcement at _____
 - End of Meet ?
 - Fall HOD ?
 - Spring Banquet ?
- Large Team/ Small Team Awards
 - What determines our delineation?
- Possible rule that recipient cannot win travel stipend 2 years in a row?
- Use gift-card awards instead of travel stipend?
 - Examples: Gift cards from Finis, Speedo, Arena, Rogue Fitness, etc.
- Any identifiable unfairness in the process?

Ohio Swimming - Camps / Clinics

GOAL: To provide all the athletes within Ohio Swimming the opportunity and environment to develop themselves, through education and training techniques, into the best swimmer that they dream to be.

To aid in the accomplishment of this goal, the OSI clinics will run “Day Camps” in partnership with the Fitter and Faster Swim Tour. These camps will be priced at a level to make it affordable to all Ohio Swimming athletes.

Focus will be to allow athletes from all ability levels the opportunity to attend a swim camp that will challenge them through education and training. These clinics are not to be considered “learn to swim” programs. All attendees must be a registered USA / Ohio swimmer.

Types of Camps / Clinics:

The topics covered at the clinics will be decided upon by the LSC coaches in the various commissions in which the clinics will be held. Fitter and Faster will customize these camps to match what local coaches / teams would like to have (stroke specific, starts & turns, breakouts, etc.).

Fitter and Faster will provide the clinicians that they keep on staff. These clinicians include Olympians and World Class swimmers. Local coaches are highly encouraged to participate in the planning and running of the clinic. The clinicians and coaches meet prior to the session to review what the athletes will be doing in the session. Coaches who participate in the clinic may also be able to receive ASCAA certification credits.

Locations and Timing of Camps / Clinics:

To allow for the greatest impact to as many Ohio Swimming athletes possible, these Camps / Clinics will be held in each of the 4 Ohio commissions (Northwest, Central, Cincinnati, and Dayton). The first year, the clinics will be held in two commissions. The second year, the clinics will be held in the remaining two commissions. Ideally the clinics will be held in the spring and fall so to not interfere with the athletes training with their home club. The actual site and timing of the clinics will vary based upon pool availability.

First series of camps to begin in the fall of 2019. Fitter and Faster recommends limiting the number of clinic participants to no more than 48 athletes per session (approx. 6 athletes per lane). This equates to 12 – 18 athletes per clinician. As stated previously, each clinic can be custom and will differ slightly depending upon what topic is covered and who the clinicians are (different teaching techniques).

To maximize the number of participants, an email from OSI to the teams in the commissions will be sent announcing and promoting the partnership between OSI and Fitter and Faster. As the clinics get scheduled, an “invitation” will be sent to the teams in the commission where the clinic is to be held. This “invitation” will highlight the clinic and explain how many sessions will be available, what will be covered in the sessions and instructions as to how to enroll in the clinic. The size and number of sessions of the clinic, which are to be shared between the teams, may vary with each clinic.

Ohio Swimming - Camps / Clinics

Cost of Camps / Clinics:

The cost of the camps will vary depending upon the number of sessions, number of clinicians used, cost of site rental, clinician travel cost, etc. These itemized costs are “covered” by the session cost per athlete as charged by Fitter and Faster. Historically, the clinic fee has been between \$90 and \$130. The clinic fee paid by the athletes attending the clinic will include a small gift from OSI and Fitter and Faster (e.g.: swim cap, water bottle or a t-shirt).

OSI Cost Breakdown of gift:

Number of athletes per clinic – 48 athletes per session, 2 sessions per day, 2 days per clinic, 2 clinics per year:

	Clinic One	Clinic Two
Day One - Session 1	48	48
Day One - Session 2	48	48
Day Two - Session 3	48	48
Day Two - Session 4	48	48
Clinic Athlete Count	192	192
Annual Athlete Count		384

24oz Bottle Cost breakdown:

	Clinic One
Order Quantity	400
Extended Bottle Cost	\$1,600
Set Up Cost – 3 color	\$165
Shipping	\$155
Gross Cost	\$1,920
Shipping To Clinics	\$80
Net Bottle Cost	\$2,000

A hospitality area will be available for the clinicians, coaches and volunteers at each of the clinics.

	Clinic One	Clinic Two
Day One - Session 1	\$75	\$75
Day One - Session 2	\$75	\$75
Day Two - Session 3	\$75	\$75
Day Two - Session 4	\$75	\$75
Annual Hospitality		\$600

Ohio Swimming - Camps / Clinics

To support the effort to allow all registered USA/Ohio Swimmers the opportunity to attend these clinics, OSI will offer to cover the cost of a session for a limited number of athletes. This amount may vary by each clinic based upon the number of outreach athletes in attendance in the commission where the clinic is held. The identification and notification of this process will be handled through the OSI Outreach program. The annual frequency and amount will be limited to one session per athlete per year.

Annual Fee Offset	\$9,600
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The registrations process for the clinics will be handled through the Fitter and Faster website. To aid in this process, once a camp has been established, a link to their website will be placed on the Ohio Swimming website under the “Athletes – Camps” tab. From this site, the athlete will be able to easily register for selected clinic and session(s). Having Fitter and Faster handle this portion of the registration allows them to efficiently resolve any issues with session changes, refunds, etc.

Budget Request:

To accomplish these goals, I respectfully request an annual budget in the amount **\$12,200**. This amount is simply itemized as follows:

Clinic Fee Offset:	\$9,600
OSI Clinic Gifts:	\$2,000
Hospitality:	\$600
<u>Budget Request:</u>	<u>\$12,200</u> (reduction of \$9,800 from 1st submission)

Thank you for your consideration.

Craig Schoenlein

OSI Camps / Clinics Coordinator

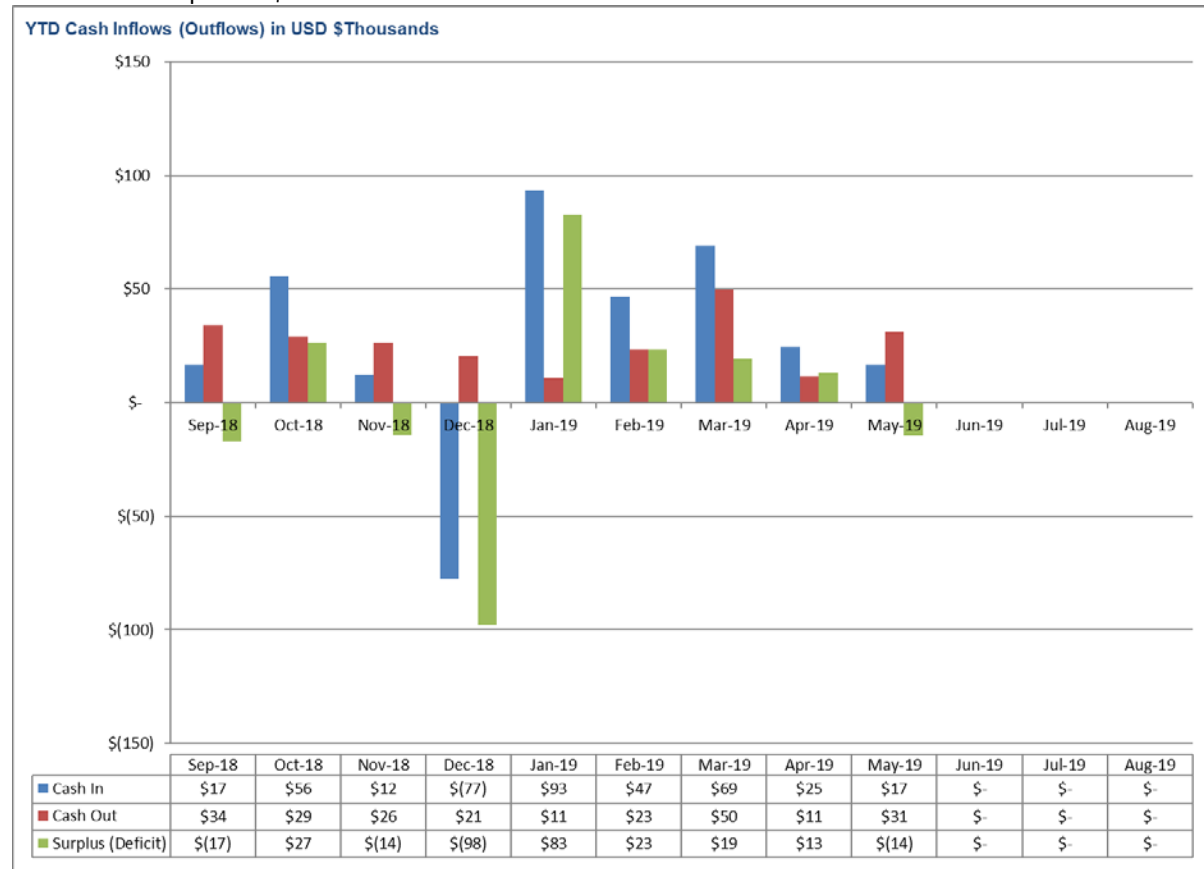


Treasurer's Report Ohio Swimming BOD June 2019 Meeting

To: Ohio Swimming BOD
From: Joseph Waller
Date: July 13, 2019
Re: OSI Treasurer's Report

1. YTD Financials as of fiscal May (P9)

- a. Inflows = \$257K vs our \$299K budget, or 86% YTD
- b. Outflows = \$236K vs our \$346K budget, or 68% YTD
- c. YTD Net Surplus = +\$21K



2. P&L Actual versus Budget = +\$21K YTD Favorable Variance versus -\$47K Budget = +\$68K Favorable Variance

Main Drivers of Surplus (Deficit)			
Planned Use of Reserves			\$ (47,549)
Membership/Dues NET			\$ (36,195)
Prior year income received in current year			\$ 47,834
Prior year expenses paid in current year			\$ (23,602)
Credit Card Fees YTD			\$ (367)
Senior Travel Fund Overspend			\$ -
All Other			\$ 80,838
Surplus (Deficit) YTD			\$ 20,959



Treasurer's Report Ohio Swimming BOD June 2019 Meeting

3. Other Matters

- a. A catch-up is still needed for Senior Travel reimbursements. In April, the BOD approved an additional \$34K to be allocated from excess reserves to reimburse the higher than anticipated requests. Travel spend has far outpaced the prior year. The BOD in the June BOD meeting approved a revised policy for LC and going forward.
- b. The budgeting process is well underway with the Budget Committee holding Call #1 on June 26 and Call #2 on July 9th.
- c. Balance Sheet and Reserves: OSI continues to maintain a healthy balance sheet including sufficient reserves. Excess reserves are estimated at \$20K as of May 31, 2019 prior to cash outlays for additional travel expenses, so it is possible that the excess reserves will be depleted after the outstanding travel reimbursements are disbursed.

Respectfully Submitted,

Joseph Waller

OSI Treasurer

Ohio Swimming
Balance Sheet
As of May 31, 2019

May 31, 19

ASSETS

Current Assets

Checking/Savings

Edward Jones

Olympic Trial Funds (Reserved) 28,000.00

Edward Jones - Other 308,419.48

Total Edward Jones 336,419.48

Edward Jones Money Market 36,050.21

FMB Checking 3,945.43

Total Checking/Savings 376,415.12

Total Current Assets 376,415.12

TOTAL ASSETS 376,415.12

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

Payroll Liabilities 472.94

Total Other Current Liabilities 472.94

Total Current Liabilities 472.94

Total Liabilities 472.94

Equity

Opening Bal Equity 220,316.78

Retained Earnings 134,666.38

Net Income 20,959.02

Total Equity 375,942.18

TOTAL LIABILITIES & EQUITY 376,415.12

Ohio Swimming
Profit & Loss Budget vs. Actual
September 2018 through May 2019

	Sep '18 - May 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Memberships/Dues(USA Swim)				
2018 Income Recieved in 2019	47,834.00			
Athlete	437,829.03	474,500.00	-36,670.97	92.27%
Athlete Expense	-375,476.00	-390,400.00	14,924.00	96.18%
Club Membership Dues	12,555.00	13,525.00	-970.00	92.83%
Club Membership Dues Expense	-4,600.00	-4,820.00	220.00	95.44%
Non Athlete	56,871.00	62,415.00	-5,544.00	91.12%
Non Athlete Expense	-46,140.00	-52,155.00	6,015.00	88.47%
Outreach	160.00	375.00	-215.00	42.67%
Outreach Expense	-446.76	-375.00	-71.76	119.14%
Seasonal Swimmers	12,971.00	27,170.00	-14,199.00	47.74%
Seasonal Swimmers Expense	-12,190.00	-21,450.00	9,260.00	56.83%
Total Memberships/Dues(USA Swim)	129,367.27	108,785.00	20,582.27	118.92%
Other Income				
Approved/Meet Observation Fees	1,900.00	2,000.00	-100.00	95.0%
Interest and Dividends (Edward	0.00	184.00	-184.00	0.0%
Interest Income(Ckg/Saving)				
Dividends	196.79	230.00	-33.21	85.56%
Total Interest Income(Ckg/Saving)	196.79	230.00	-33.21	85.56%
Misc.	4,420.00	2,050.00	2,370.00	215.61%
Total Other Income	6,516.79	4,464.00	2,052.79	145.99%
Sanctions & Meet Revenue				
Entry Fees	60,098.50	100,000.00	-39,901.50	60.1%
Facility Fund (Reserved Fund)	36,301.50	59,250.00	-22,948.50	61.27%
Sanctions	6,624.50	3,100.00	3,524.50	213.69%
Senior Circuit Entry Fees	6,300.75	5,000.00	1,300.75	126.02%
Travel Fund (Reserved Fund)	12,272.50	18,000.00	-5,727.50	68.18%
Total Sanctions & Meet Revenue	121,597.75	185,350.00	-63,752.25	65.6%
Total Income	257,481.81	298,599.00	-41,117.19	86.23%
Expense				
Operations				
2018 Expenses Paid in 2019	23,601.93			
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%
Coach Representatives				
Coach Education/Training	2,240.00	1,000.00	1,240.00	224.0%
Coach of Yr Clinic, Scholorshp	0.00	2,000.00	-2,000.00	0.0%
Coach of Yr Plaques	0.00	200.00	-200.00	0.0%
Total Coach Representatives	2,240.00	3,200.00	-960.00	70.0%
Disability Swimming Coodinator	1,000.00	3,000.00	-2,000.00	33.33%
Donations	0.00	2,000.00	-2,000.00	0.0%
General Chairman	0.00	10,000.00	-10,000.00	0.0%
General Chairman(Discretionary)	452.63			
Interest Expense	720.34			
LSC Conventions/Clinics/Dues				
Central Zone Dues	0.00	100.00	-100.00	0.0%
D&O Insurance	510.00	525.00	-15.00	97.14%
House of Delegates Meeting	1,581.12	1,975.00	-393.88	80.06%
USAS Convention	26,773.37	20,270.00	6,503.37	132.08%
Workshops	926.58	1,957.00	-1,030.42	47.35%
LSC Conventions/Clinics/Dues - Other	683.00			
Total LSC Conventions/Clinics/Dues	30,474.07	24,827.00	5,647.07	122.75%
Officials Chair				
Background Check	2,495.00	5,000.00	-2,505.00	49.9%
Background Check Renewals	0.00			
Official Dues (\$6.00)	-1,068.00	-1,800.00	732.00	59.33%
Officials Chair(Tshirts&Badges)	232.74	599.04	-366.30	38.85%
Officials Travel	8,021.91	15,360.00	-7,338.09	52.23%
Wkshops,Meetings,Recog,Training	1,767.19	2,788.80	-1,021.61	63.37%
Total Officials Chair	11,448.84	21,947.84	-10,499.00	52.16%
Outreach/Diversity				
CZ Diversity Select Camp	1,248.00	2,000.00	-752.00	62.4%
Diversity	0.00	2,000.00	-2,000.00	0.0%
Diversity/Inclusion Clinic	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	10,112.70	13,000.00	-2,887.30	77.79%
Outreach Travel	1,000.00	2,500.00	-1,500.00	40.0%
Total Outreach/Diversity	12,360.70	24,000.00	-11,639.30	51.5%
Permanent Office				
Bank Charges	1,087.05	85.00	1,002.05	1,278.88%
CC & Electronic Fees	366.63	0.00	366.63	100.0%

Ohio Swimming
Profit & Loss Budget vs. Actual
September 2018 through May 2019

	Sep '18 - May 19	Budget	\$ Over Budget	% of Budget
Office Expense	10,024.53	10,271.04	-246.51	97.6%
Payroll Expenses	4,704.57	92,437.35	-87,732.78	5.09%
Payroll Wages	54,018.52			
Subcontractor Work	7,870.00	3,150.00	4,720.00	249.84%
Worker's Compensation	105.00	310.00	-205.00	33.87%
Total Permanent Office	78,176.30	106,253.39	-28,077.09	73.58%
Safe Sport Coordinator	809.60	2,400.00	-1,590.40	33.73%
Safety Coordinator	0.00	600.00	-600.00	0.0%
Secretary	107.00	100.00	7.00	107.0%
Senior Vice-Chairman	0.00	100.00	-100.00	0.0%
Treasurer				
Audit	5,420.00	6,000.00	-580.00	90.33%
Tax Prep	2,895.00	2,900.00	-5.00	99.83%
Taxes	100.00	100.00	0.00	100.0%
Total Treasurer	8,415.00	9,000.00	-585.00	93.5%
Total Operations	169,806.41	209,128.23	-39,321.82	81.2%
Recognition Banquet				
Recognition Banquet Exp	4,234.93	13,920.00	-9,685.07	30.42%
Recognition Banquet In	-5,680.00	-4,500.00	-1,180.00	126.22%
Total Recognition Banquet	-1,445.07	9,420.00	-10,865.07	-15.34%
Swimmer Support				
Awards				
Age Group	12,524.77	15,000.00	-2,475.23	83.5%
Seniors	573.47	530.00	43.47	108.2%
Total Awards	13,098.24	15,530.00	-2,431.76	84.34%
Championship (Facility Reserved)				
SC Jr. Olympics	6,517.50			
SC Regionals	12,696.42			
SC Sr Championships	6,517.50			
Championship (Facility Reserved - Other)	0.00	59,250.00	-59,250.00	0.0%
Total Championship (Facility Reserved)	25,731.42	59,250.00	-33,518.58	43.43%
Meets				
Distance Meets	5,000.00	5,000.00	0.00	100.0%
Senior Circuit Meets	7,500.00	9,000.00	-1,500.00	83.33%
Total Meets	12,500.00	14,000.00	-1,500.00	89.29%
Open Water Programs				
Open Water-Awards	0.00	430.00	-430.00	0.0%
Open Water Camps	0.00	3,360.00	-3,360.00	0.0%
Zone Team-Open Water	0.00	2,030.00	-2,030.00	0.0%
Total Open Water Programs	0.00	5,820.00	-5,820.00	0.0%
Senior Travel Fund (Reserved)				
Open Water	0.00	1,900.00	-1,900.00	0.0%
Short Course	12,561.84			
Senior Travel Fund (Reserved) - Other	0.00	25,000.00	-25,000.00	0.0%
Total Senior Travel Fund (Reserved)	12,561.84	26,900.00	-14,338.16	46.7%
Zone Team				
Zone Team Coaches	0.00	1,100.00	-1,100.00	0.0%
Zone Team Expenses	0.00	77,000.00	-77,000.00	0.0%
Zone Team Income	-6.00	-72,000.00	71,994.00	0.01%
Zone Team - Other	4,275.95			
Total Zone Team	4,269.95	6,100.00	-1,830.05	70.0%
Total Swimmer Support	68,161.45	127,600.00	-59,438.55	53.42%
Total Expense	236,522.79	346,148.23	-109,625.44	68.33%
Net Ordinary Income	20,959.02	-47,549.23	68,508.25	-44.08%
Net Income	20,959.02	-47,549.23	68,508.25	-44.08%

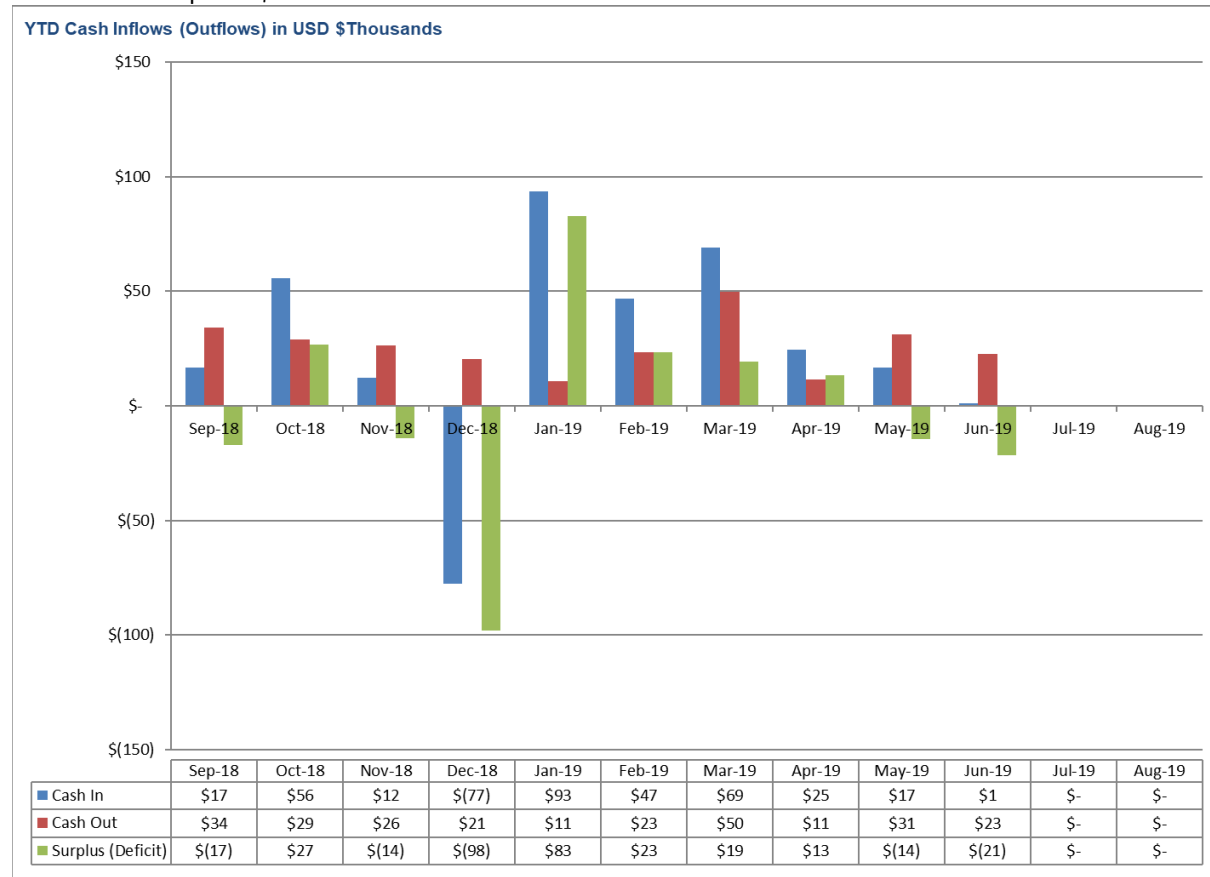


Treasurer's Report Ohio Swimming BOD July 2019 Meeting

To: Ohio Swimming BOD
From: Joseph Waller
Date: July 13, 2019
Re: OSI Treasurer's Report

1. YTD Financials as of fiscal June (P10)

- a. Inflows = \$259K vs our \$299K budget, or 87% YTD
- b. Outflows = \$259K vs our \$346K budget, or 75% YTD
- c. YTD Net Surplus = \$0



2. P&L Actual versus Budget = +\$0K YTD Favorable Variance versus -\$47K Budget = +\$47K Favorable Variance

Main Drivers of Surplus (Deficit)			
Planned Use of Reserves			\$ (47,549)
Membership/Dues NET			\$ (47,191)
Prior year income received in current year			\$ 47,834
Prior year expenses paid in current year			\$ (23,602)
Credit Card Fees YTD			\$ (1,518)
Senior Travel Fund Overspend			\$ -
All Other			\$ 71,593
Surplus (Deficit) YTD			\$ (434)



Treasurer's Report Ohio Swimming BOD July 2019 Meeting

3. Other Matters

- a. A catch-up is still needed for Senior Travel reimbursements. In April, the BOD approved an additional \$34K to be allocated from excess reserves to reimburse the higher than anticipated requests. Travel spend has far outpaced the prior year. The BOD in the June BOD meeting approved a revised policy for LC and going forward. The future travel budget will be a fixed number, so overspend will be controlled going forward.
- b. The budgeting process is well underway with the Budget Committee holding Call #1 on June 26 and Call #2 on July 9th.
- c. Balance Sheet and Reserves: OSI continues to maintain a healthy balance sheet including sufficient reserves. Excess reserves are estimated at \$20K as of June 30, 2019 prior to cash outlays for additional travel expenses, so it is possible that the excess reserves will be depleted after the outstanding travel reimbursements are disbursed. With only 2 months left in the fiscal year, it is possible that a \$47K deficit may be avoided, subject to collection of outstanding A/R from memberships (approximately \$42K is in the >60 day category).

Respectfully Submitted,

Joseph Waller

OSI Treasurer

Ohio Swimming
Balance Sheet
As of June 30, 2019

Jun 30, 19

ASSETS

Current Assets

Checking/Savings

Edward Jones

Olympic Trial Funds (Reserved) 28,000.00

Edward Jones - Other 308,419.48

Total Edward Jones 336,419.48

Edward Jones Money Market 13,922.58

FMB Checking 4,810.55

Total Checking/Savings 355,152.61

Other Current Assets

Clearing account -0.08

Total Other Current Assets -0.08

Total Current Assets 355,152.53

TOTAL ASSETS 355,152.53

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

Payroll Liabilities 603.08

Total Other Current Liabilities 603.08

Total Current Liabilities 603.08

Total Liabilities 603.08

Equity

Opening Bal Equity 220,316.78

Retained Earnings 134,666.38

Net Income -433.71

Total Equity 354,549.45

TOTAL LIABILITIES & EQUITY 355,152.53

Ohio Swimming
Profit & Loss Budget vs. Actual
September 2018 through June 2019

	Sep '18 - Jun 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Memberships/Dues(USA Swim)				
2018 Income Recieved in 2019	47,834.00			
2019 Income Recieved in 2020	0.00	0.00	0.00	0.0%
Club Membership Dues	12,755.00	13,525.00	-770.00	94.31%
Club Membership Dues Expense	-4,760.00	-4,820.00	60.00	98.76%
Flex Membership Upgrade	53.00			
Non Athlete	57,966.00	62,415.00	-4,449.00	92.87%
Non Athlete Expense	-48,660.00	-52,155.00	3,495.00	93.3%
Outreach	114.60	375.00	-260.40	30.56%
Outreach Expense	-446.76	-375.00	-71.76	119.14%
Premium Athlete	447,473.62	474,500.00	-27,026.38	94.3%
Premium Athlete Expense	-396,076.00	-390,400.00	-5,676.00	101.45%
Seasonal Swimmers	20,647.00	27,170.00	-6,523.00	75.99%
Seasonal Swimmers Expense	-12,880.00	-21,450.00	8,570.00	60.05%
Total Memberships/Dues(USA Swim)	124,020.46	108,785.00	15,235.46	114.01%
Other Income				
Approved/Meet Observation Fees	1,900.00	2,000.00	-100.00	95.0%
Interest and Dividends (Edward	0.00	184.00	-184.00	0.0%
Interest Income(Ckg/Saving)				
Dividends	311.91	230.00	81.91	135.61%
Total Interest Income(Ckg/Saving)	311.91	230.00	81.91	135.61%
Misc.	4,420.00	2,050.00	2,370.00	215.61%
Total Other Income	6,631.91	4,464.00	2,167.91	148.56%
Sanctions & Meet Revenue				
Entry Fees	66,750.50	100,000.00	-33,249.50	66.75%
Facility Fund	38,140.50	59,250.00	-21,109.50	64.37%
Sanctions	3,986.00	3,100.00	886.00	128.58%
Senior Circuit Entry Fees	6,300.75	5,000.00	1,300.75	126.02%
Swimmers Surcharge	0.00	0.00	0.00	0.0%
Travel Fund (Reserved Fund)	12,885.50	18,000.00	-5,114.50	71.59%
Total Sanctions & Meet Revenue	128,063.25	185,350.00	-57,286.75	69.09%
Total Income	258,715.62	298,599.00	-39,883.38	86.64%
Expense				
Operations				
2018 Expenses Paid in 2019	23,601.93			
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	0.00	0.00	0.0%
Coach Representatives				
Coach Education/Training	2,240.00	1,000.00	1,240.00	224.0%
Coach of Yr Clinic, Scholarship	0.00	2,000.00	-2,000.00	0.0%
Coach of Yr Plaques	0.00	200.00	-200.00	0.0%
Total Coach Representatives	2,240.00	3,200.00	-960.00	70.0%
Disability Swimming Coordinator	1,000.00	3,000.00	-2,000.00	33.33%
Donations	1,500.00	2,000.00	-500.00	75.0%
General Chairman	0.00	10,000.00	-10,000.00	0.0%
General Chairman(Discretionary)	452.63			
Interest Expense	720.34	0.00	720.34	100.0%
LSC Conventions/Clinics/Dues				
Central Zone Dues	0.00	100.00	-100.00	0.0%
D&O Insurance	510.00	525.00	-15.00	97.14%
House of Delegates Meeting	1,581.12	1,975.00	-393.88	80.06%
USAS Convention	26,773.37	20,270.00	6,503.37	132.08%
Workshops	926.58	1,957.00	-1,030.42	47.35%
LSC Conventions/Clinics/Dues - Other	683.00			
Total LSC Conventions/Clinics/Dues	30,474.07	24,827.00	5,647.07	122.75%
Officials Chair				
Background Check	2,551.00	5,000.00	-2,449.00	51.02%
Background Check Renewals	0.00			
Official Dues (\$6.00)	-1,242.00	-1,800.00	558.00	69.0%
Officials Chair(Tshirts&Badges)	245.44	599.04	-353.60	40.97%
Officials Travel	8,621.91	15,360.00	-6,738.09	56.13%
Officials Travel Olympic Trials	0.00	0.00	0.00	0.0%
Wkshops,Meetings,Recog,Training	2,546.29	2,788.80	-242.51	91.3%
Total Officials Chair	12,722.64	21,947.84	-9,225.20	57.97%
Outreach/Diversity				
CZ Diversity Select Camp	1,248.00	2,000.00	-752.00	62.4%
Diversity	0.00	2,000.00	-2,000.00	0.0%

Ohio Swimming
Profit & Loss Budget vs. Actual
September 2018 through June 2019

	Sep '18 - Jun 19	Budget	\$ Over Budget	% of Budget
Diversity/Inclusion Clinic	0.00	2,000.00	-2,000.00	0.0%
Learn To Swim	0.00	0.00	0.00	0.0%
Multicultural Camp Inc	180.00			
Multi Cultural Camp	0.00	2,500.00	-2,500.00	0.0%
Outreach-Gear	10,128.51	13,000.00	-2,871.49	77.91%
Outreach Travel	1,000.00	2,500.00	-1,500.00	40.0%
Total Outreach/Diversity	12,556.51	24,000.00	-11,443.49	52.32%
Permanent Office				
Bank Charges	37.00	85.00	-48.00	43.53%
CC & Electronic Fees	1,518.10	0.00	1,518.10	100.0%
Office Expense	10,853.79	10,271.04	582.75	105.67%
Payroll Expenses	5,273.24	92,437.35	-87,164.11	5.71%
Payroll Wages	59,704.68	0.00	59,704.68	100.0%
Subcontractor Work	9,500.00	3,150.00	6,350.00	301.59%
Worker's Compensation	105.00	310.00	-205.00	33.87%
Permanent Office - Other	0.00	0.00	0.00	0.0%
Total Permanent Office	86,991.81	106,253.39	-19,261.58	81.87%
Safe Sport Coordinator	809.60	2,400.00	-1,590.40	33.73%
Safety Coordinator	0.00	600.00	-600.00	0.0%
Secretary	107.00	100.00	7.00	107.0%
Senior Vice-Chairman	0.00	100.00	-100.00	0.0%
Treasurer				
Audit	5,420.00	6,000.00	-580.00	90.33%
Tax Prep	2,895.00	2,900.00	-5.00	99.83%
Taxes	100.00	100.00	0.00	100.0%
Total Treasurer	8,415.00	9,000.00	-585.00	93.5%
Total Operations	181,591.53	209,128.23	-27,536.70	86.83%
Recognition Banquet				
Recognition Banquet Exp	13,678.00	13,920.00	-242.00	98.26%
Recognition Banquet In	-5,680.00	-4,500.00	-1,180.00	126.22%
Recognition Banquet - Other	0.00	0.00	0.00	0.0%
Total Recognition Banquet	7,998.00	9,420.00	-1,422.00	84.9%
Swimmer Support				
Awards				
Age Group	12,524.77	15,000.00	-2,475.23	83.5%
Open Water-Awards	422.35	430.00	-7.65	98.22%
Seniors	573.47	530.00	43.47	108.2%
Awards - Other	0.00	0.00	0.00	0.0%
Total Awards	13,520.59	15,960.00	-2,439.41	84.72%
Championship Facility				
Open Water Championship	0.00	0.00	0.00	0.0%
SC Jr. Olympics	6,517.50			
SC Regionals	12,696.42			
SC Sr Championships	6,517.50			
Championship Facility - Other	0.00	59,250.00	-59,250.00	0.0%
Total Championship Facility	25,731.42	59,250.00	-33,518.58	43.43%
Meets				
Distance Meets	5,000.00	5,000.00	0.00	100.0%
Senior Circuit Meets	7,500.00	9,000.00	-1,500.00	83.33%
Total Meets	12,500.00	14,000.00	-1,500.00	89.29%
Open Water Programs				
Open Water Camps	0.00	3,360.00	-3,360.00	0.0%
Zone Team-Open Water	976.00	2,030.00	-1,054.00	48.08%
Total Open Water Programs	976.00	5,390.00	-4,414.00	18.11%
Senior Travel Fund (Reserved)				
Open Water	0.00	1,900.00	-1,900.00	0.0%
Short Course	12,561.84			
Senior Travel Fund (Reserved) - Other	0.00	25,000.00	-25,000.00	0.0%
Total Senior Travel Fund (Reserved)	12,561.84	26,900.00	-14,338.16	46.7%
Zone Team				
Zone Team Coaches	0.00	1,100.00	-1,100.00	0.0%
Zone Team Expenses	0.00	77,000.00	-77,000.00	0.0%
Zone Team Income	-6.00	-72,000.00	71,994.00	0.01%
Zone Team - Other	4,275.95			
Total Zone Team	4,269.95	6,100.00	-1,830.05	70.0%
Total Swimmer Support	69,559.80	127,600.00	-58,040.20	54.51%
Total Expense	259,149.33	346,148.23	-86,998.90	74.87%
Net Ordinary Income	-433.71	-47,549.23	47,115.52	0.91%
Net Income	-433.71	-47,549.23	47,115.52	0.91%