



OKS MISSION STATEMENT: To develop excellence, integrity, and growth in swimming in a safe environment for all.

OKS VISION STATEMENT: Develop inclusive competitive opportunities and relationships that promote leadership, excellence, and growth.

OKS BOARD OF DIRECTORS MEETING AGENDA

Monday, October 16th, 2023 - 6:00 PM

Location: Jenks Aquatic Center / Jenks, OK
(Officials Room)

Google Meet joining info

Video call link:

<https://meet.google.com/usu-xbjz-qbb?hs=224>

Or dial: +1 240-617-0100 (PIN: 695316831)

- **Call to order** (GC)
- **Read Mission/Vision** (GC)
- **Roll** (S)
- **Conflict of Interest Declaration** (S)
 - Declaration of Conflict of Interest (S): Is any member aware of any conflict of interest (that is, of a personal interest or direct or indirect pecuniary interest) in any matter being considered by this meeting which should now be reported or disclosed or addressed under the USA-Swimming Conflict of Interest Policy”. If a board member determines there to be a conflict of interest at any point during the course of the meeting when a specific subject is being discussed and or action is being taken, a declaration of a conflict of interest should be made at that time.
- Additions to the Agenda (GC)
- Approval of Agenda (GC)
- Approval of Minutes (GC)

- **Athlete Representatives**
- **Finance Vice- Chair**
 - USSA Swimming ABM Update
 - Financials Update
 - Mileage Reimbursement - Discussion/Update
 - Proposed Sanction Fees for non-championship observed meets and related approval process changes
 - Approval to close the old travel bank account at Arvest (last used in 2019 & was to support travel funding for workshops/conferences
- **Championship Meet Committee** - (Chad Englehart, Comm Chair
 - Recommendations for 2025 Winter Championship Meet Host.
- **DEI Chair**
- **General Manager**
 - 2024 OKS funded meet for swimmers and officials
 - Updates to bylaws
 - October 29th Central Zone Meeting - we get 5 votes & at least one of these must be an athlete
- **Adjourn**
 - November Board Meeting, 11/20/23 – Jenks, OK and Google Meets



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OKLAHOMA SWIMMING BOARD OF DIRECTORS

MEETING MINUTES

September 2023

A regular meeting of the OKS Board of Directors was held on Friday, September 15th, 2023 at the Hilton Garden Inn in Edmond Oklahoma.

Denis Mink, General Chair, called the meeting to order at **6:02 PM** with the reading of the OKS Mission and Vision statements. No board conflicts were noted.

ATTENDANCE

Present: Denis, Scott, Jennifer, Chad, Pam, Lynne, Beth, Tyler, Griffin, Marissa, Alexis, Bob, Annie (phone)

Absent: Terri, Carole, Josie

Guests: Dana Skelton, USA Swimming Team Services Representative

AGENDA

With no additions presented, the **Published Agenda was approved by Unanimous Consent**

PREVIOUS MINUTES

Bob Staab, OKS General Manager, reviewed the scribes errors in the August Minutes. Denis requested a motion to **Approve the August Minutes with scribes errors**. The motion was made by **Jennifer** and seconded by **Chad**. The motion **passed** with no nay votes.

CHAMPIONSHIP COMMITTEE

A full report from the Meet Committee was provided to the board. Denis requested a motion to **Approve all recommendations of the Championship Meet Committee**. The motion was made by **Lynne** and seconded by **Beth**.

During discussion, Chad answered questions from the board regarding high point calculations, and other recommendations in the report. An amendment to the motion was made and approved by unanimous consent to donate remaining awards to the DEI committee; as new one are being ordered for the meets.



The amended motion **passed** with no nay votes.

USA SWIMMING LSC TEAM SERVICES

Dana Skelton, the new team services representative for the LSC, joined the meeting via video. Dana is replacing Jay Chambers as our representative. Dana provided a brief introduction of herself and her background and reiterated her role as Oklahoma Swimming's primary point of contact with USA Swimming.

FINANCE

The August Financials were reviewed by Jennifer as published with the Agenda and on OKS.org.

Jennifer also presented for discussion information regarding mileage reimbursement rates. The board deferred any decision pending further consideration by the Finance Committee and research by Jennifer and Scott.

Per Jennifer's request, the Budget Discussion item was moved to the end of the remaining agenda items.

DEI

Beth reviewed the report provided to the board. Alli Denison has been asked by Beth (and agreed) to assist as necessary with ongoing DEI activities. Chad recommended for Beth to meet with coaches in advance of any presentations to team families. No further action was taken by the board.

GENERAL MANAGER REPORT

Bob Staab, OKS General Manager, updated the Board on a number of operational items:

Trainings: Reminder to board to check status of required USA Swimming training and complete as necessary

Zones: Working with Pam on the Zones survey regarding LSC choices for location and dates. Discussed as a board the desired LSC feedback

Reports of Occurrence: 1 noted in the second quarter

2024 BUDGET

Jennifer presented the 2023 forecast actuals and the draft 2024 budget. Denis asked for a motion to **Approve the 2024 Budget as presented by Jennifer**. The motion was made by **Lynne** and seconded by **Scott**.

Discussion on the budget resulted to changes to multiple line items including (but not limited to): Athlete/Coaches/Officials reimbursements, various LSC Operating expenses, the Zones Multicultural Meet, Awards and the addition of a Sponsorship Line item



Denis asked for a modified motion to **Approve the 2024 Budget as amended by the Board**. The motion was made by **Lynne** and seconded by **Pam**. The motion **passed** with no nay votes.

ADJOURNMENT

With no additional business, Denis requested a motion to **Adjourn**. The motion was made by **Chad** and seconded by **Griffin**. The motion **passed** with no nay votes.

The meeting adjourned at **8:50 PM**.

The next regularly scheduled meeting of the OKS Board of Directors will be **Monday, October 16th, 2023** at the Jenks Trojan Aquatic Center and Google Meet.


DRAFT

Championship Meet Committee meeting- October 12, 2023

Committee Members

- Chad Englehart- Senior Chair- Committee Chair- present
 - Pam Bradley- Age Group Chair- present
 - Lynne Gorman- OKS Coaches' Rep- **had to leave meeting early**
 - Craig Hanson- OKS Officials' Rep- present
 - Tyler Bell- OKS Senior Athlete Rep- **Not present**
 - Griffin Craig- OKS Senior Athlete Rep- present
 - Alexis Seldon- OKS Junior Athlete Rep- present
 - Marissa Williams- OKS Junior Athlete Rep- present
 - Bob Staab (general manager) non-voting- present
1. Discussion of Chair's previous ruling that a submitted bid was out of order-
 - The original bid process received a bid for a combined east/west D2 meet. Since that was not a meet the committee has approved or put out for bidding the chair ruled the bid "our of order" and sent it back to the club to modify or rescind. The club chose to rescind the bid. This action was submitted to the committee for review and the committee voted 6-0 to uphold the chair's decision.
 2. 2025 Spring/Winter meet hosts-
 - D2 East- one bid- Swim Tulsa selected with a 6-0 vote and one recusal
 - D2 West- one bid- Sooner Swim Club selected with a 6-0 vote and one recusal
 - Senior State- one bid- Splash Club selected with a 5-0 vote and two recusals
 - Age Group State- 2 bids- Jenks was selected with a 4-0 vote and two recusals
 3. Championship meet P&P discussion and clarification- Document #413

- Revised Document #413 submitted for Board approval. Original text highlighted in yellow will be removed. Text highlighted in green will be added.
- Section 1- we officially defined the 6 OKS Championship meets as they currently exist. There was some question about the ability to bid on a meet that did not actually exist. The committee clearly defined the current 6 meets with the understanding that these could change if OKS membership or external circumstances warranted the change.
Committee vote was 7-0
- Section 2- we better defined the 3 types of acceptable bids for OKS championship meets and the OKS priority each type was given. The defining of the 3 meets was a relatively short discussion. Whether or not to weigh the options and give greater value to specific options was a longer discussion. Committee vote was 7-0
- The committee also approved 7-0 to clean up the wording section 2.2
- Item tabled- the committee wanted to create an addendum to the document that would further define the meet host responsibilities and expectations. This addendum would also better define the OKS Board's role in the hosting of each event.

| | | |
|---|--|---|
|  | <h2>Policies and Procedures</h2> | |
| <p>Subject: OKSI Championship Meets</p> | <p>Document Number: 413 Version Number: 03</p> | <p>Effective Date: November 1, 2023 Last Revision: October 16, 2023</p> |

1. OKSI will hold the following Championship meets
 - 1.1. Winter/Spring Championships
 - 1.1.1. East Division II Championship
 - 1.1.2. West Division II Championship
 - 1.1.3. 14-under Age Group Championship
 - 1.1.4. Senior State Championship
 - 1.2. Summer Championships
 - 1.2.1. Division II Championship
 - 1.2.2. State Championships
2. A bid date shall be established by the Board of Directors and announced to the Group Members of OKSI.
 - 2.1. The meets will be Club hosted unless no Club bids and then it will be hosted by the LSC. Meet bids will be accepted using the following definitions and priorities.
 - 2.1.1. (priority one) By a member organization(s) (club(s)) to host
 - 2.1.2. (priority two) By a member organization (club) to host in conjunction with all OKSI member organizations
 - 2.1.3. (priority three) If no member organization (club) bids to host, then it will be hosted by the LSC.
 - 2.2. The request for bids shall be announced at least one month before the close of the bid process. Winter Championship bids will open September 1, close October 1, and be announced by November 1 of the year before. Summer Championship bids will open March 1, close April 1, and be announced by May 1 of the year before. Effective for Championship Meets beginning in 2024.
*Winter 2023 and Summer 2023 bids will open September 1, 2022, close October 1, 2022 and be announced by November 1, 2022.
 - 2.3. Group Members wanting to host the championship meet will submit their bid to the Board of Directors using an online form.
 - 2.4. The Championship Meet Committee will recommend the host Club to the OKSI Board of Directors for approval.
3. The Championship Meet Committee will recommend Championship date and formats to the Board of Directors for approval.
 - 3.1. The Board of Directors can make changes to the schedule if needed.

4. The format of OKSI Championship Meets shall be determined by committee.
 - 4.1. The Championship Meet committee is composed of the:
 - 4.1.1. Age Group Vice Chair
 - 4.1.2. Senior Program Chair, Committee Chair
 - 4.1.3. Coaches Rep
 - 4.1.4. Athlete Members of the Board of Directors
 - 4.1.5. OKSI Officials Chair
 - 4.1.6. OKSI General Manager, non-voting
 - 4.1.7. Other members as requested by the General Chair

5. The Meet Referee and Admin Referee for OKSI meets shall be appointed by OKSI.
 - 5.1. The Officials Chair shall recommend the Meet Referee and Admin Referee for all OKSI championship meets to the Meet Committee.
 - 5.1.1. The selection criteria for Meet Referee include:
 - 5.1.1.1. A qualified referee with MR-2 certification for the LSC Championship or MR-1 certification for the Division II meet.
 - 5.1.1.2. An official being developed for the next level of meet (zones, sectionals, etc)
 - 5.1.1.3. Balancing the assignments among the qualified individuals.
 - 5.1.1.4. The skillset and experience of the referee.
 - 5.1.2. The selection criteria for the Admin Referee include:
 - 5.1.2.1. A qualified Admin Referee for the LSC Championship, or a qualified Admin Official (AO-2) for the Division II meet.
 - 5.2. The Board of Directors will have final approval.

| Change Log | | | | | |
|------------|----------|--|-------------------------------------|-----------|----------------|
| Version | Date | Description of Change / Sections | Author or Editor | Authority | Control Number |
| 01 | 06-03-19 | Restructure of P&P / whole document Bid schedule / 1. Meet format committee / 3, 3.1, 3.2 Meet Ref and Admin Ref appointment process and criteria / 4. | D. Mink | BOD | OKS-0005 |
| 02 | 06-20-22 | Host / 1.1 Bid process / 1.2 Date and format / 2 Committee members / 3.1 Official approval /4.1 and 4.2 | C. Englehart B. Staab | BOD | OKS-0010 |
| 03 | 10-16-23 | Meets / 1 Bids / 2.1 | C. Englehart Champ Meet Comm. | BOD | |



Oklahoma Swimming Mission Statement: To develop excellence, integrity, and growth in swimming in a safe environment for all.

Oklahoma Swimming Vision Statement: Develop inclusive competitive opportunities and relationships that promote leadership, excellence, and growth.

2024 Funded Meets and Guiding Principles

| Meet | Travel | Daily | Maximum Allowed |
|---|--------|-------|-----------------|
| Tier 1 | | | |
| US Olympic Team Trials | \$250 | \$100 | \$1150 |
| Tier 2 | | | |
| Open Water Nationals | \$200 | \$90 | \$470 |
| USA Swimming Summer Championships | \$200 | \$90 | \$650 |
| Speedo Winter Junior Championships | \$200 | \$90 | \$560 |
| Toyota US Open | \$200 | \$90 | \$560 |
| Tier 3 | | | |
| TYR Pro Swim Series Meets | \$150 | \$80 | \$470 |
| Futures Championships | \$150 | \$80 | \$470 |
| Central Zone Championships | \$150 | \$80 | \$470 |
| Central Zone Open Water Championships | \$150 | \$80 | \$310 |
| Tier 4 | | | |
| Region VIII Central Sectional Championships | N/A | \$50 | \$200 |
| 18 & Under Spring Cup Meet | N/A | \$50 | \$200 |

Goals-

- To financially assist our top athletes in participating at the most elite levels of competitive swimming.
- To encourage exposure of our top Oklahoma swimmers to the top swimmers in the nation.
- To improve Oklahoma Swimming by increasing athlete participation at the sport's highest levels. Great athletes return to Oklahoma clubs and inspire the future.

Funding Guidelines-

- Athletes must provide documentation (expense receipts).
- Daily stipend is paid starting the first day athlete competes and stops the last event swam.
- There is no change in funding of days between start and finish regardless of competition. For example, swim an individual event day 1 and 4, then the athlete is eligible to receive 4 days of funding.
- The athlete must provide lodging receipts in order to receive funding.
- Tiers 1 and 2 also receive support from Region 8.
- No support for "relay only" participants. All meets.
- Expenses submitted greater than 30 days from the conclusion of the event will not be accepted

Funding Limits- (Submit date of January 1st - December 31st of each year)

- A swimmer can receive funding up to \$2,000 from OKS in a single year.
- Tiers 1-4: Swimmer can receive funding up to 2 meets a year in each Tier. Tiers are independent.
- Tiers 1 and 2 also This includes para-events of parallel level of competition. Oklahoma Swimming supports para-athletes and their coaches.



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2024 Funded Meets and Guiding Principles For Officials

| Meet | Travel | Daily | Maximum Allowed |
|---|--------|-------|-----------------|
| Tier 1 | | | |
| US Olympic Team Trials | \$250 | \$100 | \$1150 |
| Tier 2 | | | |
| Open Water Nationals | \$200 | \$90 | \$470 |
| USA Swimming Summer Championships | \$200 | \$90 | \$650 |
| Speedo Winter Junior Championships | \$200 | \$90 | \$560 |
| Toyota US Open | \$200 | \$90 | \$560 |
| Tier 3 | | | |
| TYR Pro Swim Series Meets | \$150 | \$80 | \$470 |
| Futures Championships | \$150 | \$80 | \$470 |
| Central Zone Championships | \$150 | \$80 | \$470 |
| Central Zone Open Water Championships | \$150 | \$80 | \$310 |
| Central Zone Multi Cultural Meet | \$150 | \$80 | \$390 |
| Tier 4 | | | |
| Region VIII Central Sectional Championships | N/A | \$50 | \$200 |
| 18 & Under Spring Cup Meet | N/A | \$50 | \$200 |

For Para-meets, please submit a request to OKS Officials Chair, Craig Hanson.

Goals-

- To financially assist our officials in participating at the most elite levels of competitive swimming.
- To encourage exposure of our top Oklahoma officials to the top swimmers and officiating in the nation.
- To improve Oklahoma Swimming by increasing officials participation at the sport's highest levels. Great officials return to Oklahoma clubs and inspire future success.

Funding Guidelines-

- Please see OKS Policy & Procedures 314 for full details
- ~~Receipts and/or mileage~~ Itemized receipts (not credit card statement), may include either mileage or gas receipt not both, must be provided for documentation to receive funding.
- Expenses submitted greater than 30 days from the conclusion of the event will not be accepted.

Funding Limits- (Submit date of January 1st - December 31st of each year)

- An official can receive funding up to \$1600 from OKS in a single year (does not include reimbursement for the OKS Championship Meets).

Registered Coaches

31

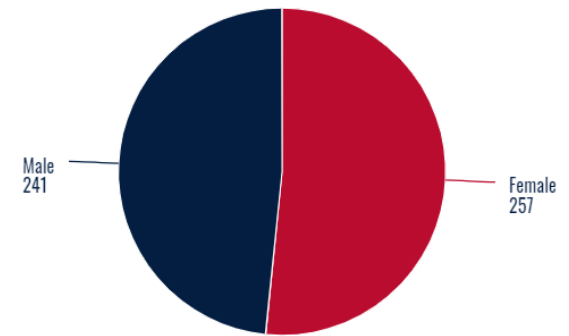
Registered Athletes

498

Member Type by Age Group

| Category | Detail | Members | | | | | Grand Total |
|--------------------------|-------------------|------------|-------|-------|-------|-----------|-------------|
| | | 10 & Under | 11-12 | 13-14 | 15-18 | 19 & Over | |
| Athlete | Flex Athlete | 16 | 5 | 1 | | | 22 |
| | Outreach Athlete | 5 | 3 | 1 | 1 | 1 | 11 |
| | Premium Athlete | 108 | 98 | 110 | 112 | 15 | 443 |
| | Seasonal Athlete | 10 | 4 | 7 | 2 | 1 | 24 |
| Athlete Total | | 139 | 110 | 119 | 115 | 17 | 500 |
| Non-Athlete | Administrators | | | | | 8 | 8 |
| | Coach | | | | | 32 | 32 |
| | Junior Coach | | | | 1 | | 1 |
| | Official | | | | | 34 | 34 |
| | Other | | | | | 20 | 20 |
| | Provisional Coach | | | | | 2 | 2 |
| Non-Athlete Total | | | | | 1 | 96 | 97 |

Athlete Competition Category Breakdown



2024 Registrations as of 10/10/2023