

Wisconsin Swimming, Inc.
Board of Directors Orientation Manual
2023-2024

- I. The Board: [Wisconsin Swimming - LSC Board \(teamunify.com\)](https://teamunify.com)
 - a. Elected members
 - b. Appointed members
 - c. Committee Chairs and Coordinators
 - d. Wisconsin Swimming Staff
 - e. Board Responsibilities and Structures – FAQs: [Board Responsibilities and Structures — FAQs - BoardSource](#)
 - f. [Board Member Expectations and Responsibilities](#)
 - g. [Wisconsin Swimming Board of Directors Structure and Election Cycle](#)
 - h. [Governance in Form 990](#)
 - i. Glossary of Non-Profit Governance (Board Source): [Glossary.pdf \(boardsource.org\)](#)
- II. Bylaws: [wi-bylaws-approved-hs-05-01-2023](#)
- III. [Strategic Framework: Wisconsin Swimming - LSC Board Strategic Plan \(2021\)](#)
 - a. Mission, Vision and Value Statements
 - b. Finalized 5/20/2021, BOD approval 10/26/2021
 - c. Goals
- IV. Finance
 - a. Budget Effective September 1, 2023 - August 31, 2024: ([XLS](#)) ([PDF](#))
 - b. Management Report for period ending 7/31/2021: [5-31-23 financial statements Wis Swimming](#).
- V. Board Policies: [LSC Policy-manual-full---approved-by-hod---4-29-2023](#)
 - a. Athlete Representatives and the Athlete Liaison: Policy 13
 - b. Team Travel: Policy 14
 - c. Website Guidelines: Policy 16
 - d. Whistleblower Policy: Policy 17
 - e. Bylaws, Policies and Procedures Approval Process: Policy 20
 - f. Nominated and Appointed LSC Positions and Term Limits: Policy 21
 - g. Wisconsin Swimming Delegates to the USA Swimming House of Delegates and Aquatic Sports Convention and Other USA Swimming-Sponsored Events: Policy 23
 - h. LSC Photography: Policy 27
 - i. Document Retention and Destruction: Policy 29
 - j. Crisis Management Plan: Policy 30
 - k. Policy and Statement of Principles on Ethical Behavior and Conflict of Interest: Policy 31
 - l. Children’s Online Privacy Protection Act (COPPA) Compliance: Policy 32

- m. Electronic Communications and Social Media: Policy 34
- n. MAAPP 2-0 Effective 9/1/2021: [Microsoft Word - 2021 lao maapp 2-0 customizable-6-9-21 \(3\).docx \(usaswimming.org\)](#)

VI. Other Information

- a. Annual Board Calendar: [2023 WISCONSIN SWIMMING ADMINISTRATIVE CALENDAR Board of Directors/Committees/Office/Clubs - Google Docs](#)
- b. [Minutes of LSC Meetings](#)
 - i. [WSI BOD - April 2023 Meeting Minutes - Google Docs](#)
 - ii. [2023 Wisconsin Swimming Board of Directors June Meeting Minutes - Google Docs](#)
 - iii. [2023 Wisconsin Swimming House of Delegates April Minutes - Google Docs](#)
- c. S.2330 – Empowering Olympic, Paralympic, and Amateur Athletes Act of 2020: [Text - S.2330 - 116th Congress \(2019-2020\): Empowering Olympic, Paralympic, and Amateur Athletes Act of 2020 | Congress.gov | Library of Congress](#)