



Wisconsin Swimming Governance Committee Minutes  
October 2, 2022

- I. Call to order at 6:32 PM
- II. Attendance
  - A. Present: Kim Stoll, Rick Potter, George Geanon
  - B. Ex-Officio members present: Van Donkersgoed, Angela Monty and Kim O'Shea
  - C. Excused: Emma Jacobson, Ryan Geier
- III. Minutes of 9/11/2022 committee meeting approved.
- IV. Old Business
  - A. Board Assessment with BoardSource
    - i. Reviewed the summary report/power point presentation provided by committee members Kim Stoll and Ryan Geier.
    - ii. Kim and Ryan will present their summary and power point presentation to the BOD and HOD on October 25, 2022.
    - iii. Reviewed the recommended *Actions for Improvement* and the following action steps will be focused on for completion in December, 2022:
      - Set expectations for each board member
        - Job descriptions for each board position
        - Set expectations for meeting attendance
        - Set expectations for board/committee reports
          - Create a template each board/committee chair should use
          - Set dates for completion
          - Set expectation that each member shall read materials prior to meeting
  - B. Assessment of HOD Meeting Schedule
    - i. Purpose of review: to assess the HOD meeting schedule for efficiency and productivity
    - ii. Current schedule in WIS Bylaws
      1. Annual HOD meeting shall be held in the spring
      2. Two regular meetings may be held in January and October on the fourth Tuesday of the month
    - iii. Reviewed Summary of LSC HOD meeting schedules in the Central Zones
      1. 1 HOD meeting: 4/15= 27%
      2. 2 HOD meetings: 9/15= 60%

3. 2-3 HOD meetings: 1/15= 7% (AK With 1-2 special meetings per year)
  4. 3 HOD meetings: 1/15= 7% (WI)
  5. Wisconsin Swimming only LSC with 3 HOD meetings defined in the bylaws.
- iv. Based on the review and evaluation of the pros/cons of current meeting schedule, the Governance Committee unanimously recommends the following:
1. Maintain the Annual HOD meeting (in person) in the spring
  2. Remove the regular meetings in January and October from the bylaws
  3. The Annual HOD meeting will be the only HOD meeting held each year.
  4. Bylaws change recommended:
    - a. 4.6 ANNUAL AND REGULAR MEETINGS - The annual meeting of the House of Delegates of WISI shall be held 213 in the spring. ~~Regular meetings of the House of Delegates may be held on the fourth Tuesday of the months of 214 January and October. Regular meetings of the House of Delegates may be held in accordance with a schedule adopted by the House of Delegates or the Board of Directors.~~ (exact language from the USA Swimming LSC Bylaws Template)
    - b. Maintain Articles 4.7 and 4.8 as currently written:
      - 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 House of Delegates or the Board of Directors shall determine the location and time of all meetings of the House of Delegates. If federal, state, or local law, policy, or regulation prohibits physical gathering sufficient to conduct a House of Delegates meeting within the Territory, a House of Delegates meeting may be conducted through conference equipment by means of which all persons participating in the meeting can hear each other at the same time. In that circumstance, participation by such means shall constitute presence at that meeting.
- v. Power point presentation of these recommendations will be made to the October BOD and HOD meetings.

- C. Vacant Senior Chair BOD member position appointment by the General Chair, due to resignation: Christopher Pfaffenroth
  - i. Coach with MAC (Madison Aquatic Club)
  - ii. Lead Age Group Performance for MAC
  - iii. Previous experience as BOD member with Oregon Swimming
- D. Reviewed BOD Positions up for election at the Annual Meeting in spring, 2023:
  - i. General Chair: elected by HOD, candidate search underway
  - ii. Age Group Chair: elected by HOD, current chair eligible for second term
  - iii. Secretary: elected by HOD, current position holder eligible for re-election
  - iv. Finance Chair: elected by HOD, current chair completing an unfinished term, and eligible for election to first complete term
  - v. Operational Risk Coordinator: elected by HOD, current chair completing an unfinished term, and eligible for election to first complete term
  - vi. Officials Chair: Nominated by the Officials Committee, appointed by the General Chair with the advice and consent of BOD and the Administrative Chair
  - vii. Two Athlete Reps: Elected by Athletes
  - viii. Coach Rep: Elected by Coaches
  - ix. Safe Sport Chair: Appointed by General Chair with advice/consent of BOD, current chair completing an unfinished term and eligible for appointment to first full term
  - x. Nominating Committee to re-convene in the next month or so.

V. New Business

- A. Reviewed informational items from USA Swimming Annual Business Meeting, September, 2022:
  - i. Key legislation changes
  - ii. LEAP:
    - 1. Wisconsin Swimming scheduled for next LEAP completion by end of June, 2023
    - 2. New streamlined LEAP program to be released in January, 2023
    - 3. Resource page undergoing updating
  - iii. Swims 3.0 updates
  - iv. Operational Risk Committee update
    - 1. Certificate of Insurance: same carrier and parameters
    - 2. Meet Marshal Training Best Practice Guidelines reviewed:
      - a. Online training went live March, 2022
      - b. Online test on hold due to Swims 3.0 transformation
      - c. This is a best practice, not a USA Swimming requirement
      - d. WIS Operational Risk Chair will discuss with WIS Officials Chair.
    - 3. Recommendation for Meet Referees to be aware of indoor pool temperatures as well as for outdoor pools and open water.
  - v. Central Zone Meeting 9-25-2022

1. Starting in 2023, all Zone meetings will be in person at the spring USA Swimming Workshops
  2. Central Zone 14 and under Championship to go from 4 day to 3.5 day in 2024.
  3. See Central Zone website for changes to sessions and order of events, as well as for legislation changes.
- vi. See USA Swimming Annual Business Meeting web page for recordings of USA Swimming Committee meetings and HOD meeting: [Annual Business Meeting \(usaswimming.org\)](https://usaswimming.org/Annual-Business-Meeting)
- B. Coach Advisory Council Meeting 9-15-2022
    - i. Meeting was in person with optional Zoom attendance
    - ii. Next meeting in November
    - iii. CAC will meet Tuesday, every other month, alternating with Tech Planning Committee
- VI. Next Meeting: November 6, 2022. Due to committee chair's absence on that date, the committee voted to cancel the November 6<sup>th</sup> meeting. The next meeting will be on December 4, 2022.
- VII. Adjournment at 8:25 PM.