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Middle Atlantic - BOARD of DIRECTORS

**Meeting Minutes**

Monday, November 13, 2017  
LaSalle University

**Present:**

Jamie Platt – General Chair  
Doug Cornish-Tech Planning  
Kate Scheur-Safe sport Chair  
Brian Elko- Age Group Vice Chair (late)  
Tom Malecki – Finance Vice Chair

Mike Seip-Staff  
Fred Killion-At Large  
Matt Sprang-Treasurer  
Paul Coleman-Sr Coach's rep

**Zoom:**

Amy Steeves-Office  
Sandy Hartmann-Secretary  
Tom Barker-Norwest

Peter Gori-Athlete Rep  
Cherita Gentilucci – MA Office

**Phone:**

Amanda Pope-Diversity/Inclusion Chair

**Absent:**

Reece Whitley-Sr Athlete Rep  
Ryan Hartmann-Athlete Rep  
George Breen-Admin Vice Chair

Larry Schwarz-Officials Chair  
Noah Jamieson-Jr Athlete Rep

**Call to order:**

The meeting was called to order at 7:05

**Announcements:** None

**Agenda:** Approved with change of Fiduciary Advisor moved first.

**Minutes:** Approved Oct BOD minutes

**A. Fiduciary Advisor:** Doug Barker from Nor West trust called. Fee only fiduciary advisor. He emailed a PowerPoint which is in Drop box and the Board went over at the meeting. It basically gave information about Norwest and the process. Described the reports that the board will be given or access to. Fees: .50% on assets and \$4000 annual fee with no transactions fees. MA needs to adapt an Investment Policy Strategy (IPS) then the advisor will follow MA's goals and objectives. Biggest thing is MA should not change IPS with the changes in the market: there will be up/downs. Discussion after Doug got off: MA has cash flow sufficient for current programs and MA is not dependent on cash reserves. Investing the reserves will allow MA to grow the budget for programs such as coach mentor program and other programs to grow swimming. Current return on a moderate IPS is 6% (or \$50,000 on what MA is investing). IRS brought up and MA will still operate as nonprofit. IPS details: Moderate (60 bonds/40 stocks and Alternative investments) vs. moderate aggressive which is the reverse. Motion: To adapt a moderate investment Policy statement: Approved with 1-against and 1-obstain.

**Elections and Appointments:**

A. Monthly reminder from the chair that he needs to know of all changes in your committee.  
Operational Risk: chair brought forward David Burnette was approved. ARB: athlete in California

so sent a list of athletes to Bonnie Keagy waiting to hear back. Cherita will send a list of committee members to Chairs and copy Jamie. Chairs please review.

**Finance:** Any differences from last year is due to timing. USA swimming took money out for registrations on Oct 31<sup>st</sup> this year vs. Nov 1<sup>st</sup> last year.

**New Business:**

- A. Covered earlier
- C. Fee structure for MA championship meets. Championship meets: Bronze, Silver, JOs and Seniors. Motion: Fees \$7 individual; \$14 relays; \$5 surcharge: Approved.
- B. House of Delegates:** April 28<sup>th</sup> at Upper Dublin; Eastern zone workshop combined with Southern zone workshop May 13-15 in Alexandria, VA. LSC pays for transportation. Mandatory to go: General chair; D&I Chair; Safe sport Chair; officials nominated to attend. Mike Gobrecht to put reminder on website.

**Unfinished Business:**

- A. **Financial Advisors:** Covered first.
- B. **Specific Strategic Objectives:** The board needs to be engaged and review the policy manual and give Fred feedback. As MA moves from a managerial board to a governance board the current board has a responsibility to change policy. Policy manual is controlled by the board. As a board, we need to make sure the policy is what the board wants:
  - i. Section 1 was wordsmithing
  - ii. Section 2 was for staff
  - iii. Section 3 was most important
- C. Policy Manual Review:** Section 1: mission statement modified to what was adapted in 2014: whistleblower statement for in future: Approved  
Section 2: Reorganized; not reference website in this section; Need to put registration table on website; Section 3: 3.6 move to Section 1. Biggest issue is committees need to share thoughts/actions to operate with transparency to the board. All board members need to have access to committees. 3.4 is good. 3.4.4 needs to have a transparency clause (expand #3). 3.4.5 responsibilities of committees needs to add #5 share on portal (dropbox); 3.2 board of directors responsibilities add non standing committees (those not appointed); 3.4.10 add what is confidential and what is not (personal and other sensitive issues); Rest of Section 3 for December meeting; Section 4 is finance so Tom will redo; Section 5& meets for January meeting.
- D. Meet Credential:** Banding forces meet personal to review credentials. Fred will wordsmith; Motion: adapt in principal banding policy effective ASAP but as of 9/1/2018: Approved

**Block Two:** Pull: Age group and Coaches pulled Rest is approved

**Age Group:** Ban on tech suits need to change working closer to Southern California's wording so officials can identify and need to decide what to do. Relook at wording with Fred and need to educate officials and public; Amend wording for Dec with list of suits.

**Coaches:** Mentor program revised and Paul is leaving to Pacific coast LSC.

**Meeting adjourned at 9:35 pm**

Respectfully submitted,  
Sandy Hartmann, Secretary