



2150 New Castle Avenue New Castle, DE 19720 302-429-6288 302-658-5666(Fax) office@maswim.org
www.maswim.org

Middle Atlantic - BOARD of DIRECTORS

Meeting Minutes

Monday, September 11, 2017
LaSalle University

Present:

Jamie Platt – General Chair
Tom Malecki – Finance Vice Chair
Kate Scheur-Safe sport Chair
Larry Schwarz-Officials Chair

Mike Seip-Staff
Fred Killion-At Large
Paul Coleman-Sr Coach's rep
Sandy Hartmann-Secretary

Zoom:

Amy Steeves-Office
Noah Jamieson-Jr Athlete Rep
Mike Ortiz-Safety Chair

Doug Cornish-Tech Planning
Brian Elko- Age Group Vice Chair
Matt Sprang-Treasurer

Phone:

George Breen-Admin Vice Chair

Absent:

Peter Gori-Athlete Rep
Ryan Hartmann-Athlete Rep

Reece Whitley-Sr Athlete Rep
Amanda Pope-Diversity/Inclusion Chair

Call to order:

The meeting was called to order at 7:04

Announcements: -September meeting should be a call in meeting due to convention and first day of age group practice.

-Jamie talked to Cherita and Irma did not have a big impact on her.

-Change policy and procedure so its updated with a meet ref and lead meet ref. And have occupational risk information also updated.

-Coach of the year: Senior: Charlie Kennedy (SSC); Age group: Jeff Faikish (NPAC)

Agenda: Approved with the addition of new business E. Travel fund committee

Minutes: Approved July BOD minutes

Elections and Appointments:

- A. Senior Chair moved out of LSC so need to find a new senior chair to finish term. All candidates to Jamie. Next year phasing out senior chair as board position getting replaced with Performance Chair. Please note that any changes in committees need to come to the board and general chair.

Finance: Audit overdue; Accountant did tax return but did the audit late. This year once the travel fund checks go out turn the financials over to the accountant so the audit will be earlier this fiscal year.

Audit issue: Since MA is cash accounting doesn't need to accrue for \$13000 for travel fund yearly for the Olympic trials year. Cash on hand. MA needs to get a cash investment plan

Cash: (1.12 million dollars between 4 banks) need to consolidate and have it make money.

1. Operating reserves at TD and PNC (PNC best bill pay)
 2. New programs (25% of operating reserves).
 3. Investment reserves: Self directed or investment advisor; Tom put a presentation in drop box about. USA swimming and a few other LSC use an investment advisor in Colorado. He will be giving a presentation at the convention (MA people to attend his talk); something needs to be in place for future boards; need an investment committee; Strategy in Section 4 of policy. Table until October meeting after convention.
- Budget: work on realistic budget with items for new programs.

New Business:

- A. **Strategic Objectives:** Board of Directors (BOD) influence the organization and the policy/procedures need to be scrubbed so they are applicable to MA swimming today but no micro manage the committees. Need a strong policy/procedure for committee chairs so committee chairs have direction. Suggested Operating manuals for committees. MA needs policy/procedures that empower committees to do tasks and need to make sure the chairs know the tasks expected of them. Need transitional tasks to give each committee as a goal for 2017-18. Board needs to pull sections of the policy/procedures to make sure they meet MA today. Will add strategic Objectives to Unfinished Business going forward for 2017-18.
- B. **Meet credential:** Banding policy for nonathletes on deck. Some board members we are now making policy to regulate everything but need to have policy to cover everything in case of an incident. This will be discussed at convention. Need to educate membership and do this going forward through the operational risk/meet director education. Motion: Adapt the banding policy in theory and table until October meeting where a comprehensive policy discussed with expected adaption 1/1/18: Approved; 1 opposed.
- C. **Tech suits:** USA swimming talking about at convention; statement in drop box adding Fina Tag as identifying tech suits go into effect 1/1/18: Approved
- D. **Developmental Meet:** Wording in drop box approved. Developmental meets no time limit for 9/10s.
- E. **Travel fund:** Budgeted \$106,000; actual \$106,363 variance of \$363 along with late requests of \$4275 but paid according to penalty of \$3420 so budget variance of \$3783 with part of that coming from club assistance: Approved

Unfinished Business:

Block Two: Approved

Meeting adjourned at 9:07 pm

Respectfully submitted,
Sandy Hartmann, Secretary