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[**www.maswim.org**](http://www.maswim.org)

BOARD OF DIRECTORS MEETING  
August 8, 2022  
7:30 p.m.

**AGENDA**

**CALL TO ORDER 7:33 pm  
MISSION STATEMENT read by Andrew Austria  
ANNOUNCEMENTS Age Group Zone Team got 3rd place overall. Girls 1st and Boys 3 place.   
CONFLICT OF INTEREST STATEMENT ready by Andrew Austria  
APPROVAL OF AGENDA approved as amended.  
APPROVAL OF MINUTES**

**Attendance: Larry, Kate, Andrew, Jamie, Rob, Amy, Will, John, Mike, Anthony, Crystal, Samantha, Brian, Anthony**

**BLOCK ONE**

*These items will be discussed in the order presented, unless amended during the agenda approval process.*

**AREAS FOR IMMEDIATE ACTION**

1. Conflict of Interest/Confidentiality Agreement
   1. Still missing some board members and committee chairs as well.

**ELECTIONS AND APPOINTMENTS**

1. Committee appointments – K. Scheuer
   1. Governance committee Dan Clough to replace BJ Regatta approved

**FINANCE**

1. Finance Report – S. Mittman Besnoff report accepted as presented.
   1. End of Fiscal year at end of August.
      1. Exceeded projected deficit. No deficit to be seen
      2. Office relocation changed to asset not expence.
      3. Office is over budget.
      4. Expenses over budget by $4500 for the year.
   2. Accounting fee over budget. Look at other accounting firms. Samantha can file extensions as a board member instead of accounting firm. $3000 on 990 and audit. Can it be cheaper? Depends on firm and location. Samantha suggests looking to see if other firms and provide service and cost.
      1. $500,000 funds in First Western Trust earning very little. Should we use it elsewhere.
         1. Keep enough in liquid funds 1-2 years in account

Finance Committee? Who and what is the policy?

-other expenses $18000 bank account reconciled with quickbooks One time issue.

**EXECUTIVE DIRECTOR REPORT**

**Organize connect and reestablish**

**Strategic planning final report from Tom A.**

**Educational**

**Coaches**

**Phil coalition and Parks and Rec suit up for summer**

**Economics of Swimming**

**LSC dev leadership call**

**Women in leadership—**

**2023 workshop in Denver. Officials and safesport.**

**LSC long course championships.**

**Branding and social media.**

**DJ.**

**Posters**

**Evaluated programs and website**

**Zones**

**Processed online**

**Place**

**Gear**

**Facilitated club interaction**

**ARB issues and procedures**

**Finances worked with Amy and John**

**Worked with Committees on spending**

**MASI online presence**

**Podcast**

**Stories of us**

**Sponsorship and partnerships**

**STRATEGIC PLANNING report from Tom is in drop box**

1. Mission/Vision need to revamp per the planning meeting. September meeting will be devoted to this.
   1. Jamie put together a task force now to look at the issues. Meeting is scheduled for September 12.
2. Report submitted by Tom A to be discussed at September 12.

**NEW BUSINESS**

* 1. **Outreach and DEI**
     1. Brian motion to reimburse athletes that attended MD meet and the board review and revamp policy to allow outreach athletes to attend any meet. Motion passes
     2. Zones MA pays entry fee. DEI committee pay for gear? Club asked for entry fee reimbursement—which didn’t happen. Gear being reimbursement to club or parent? Proactive approach for outreach athlete to not pay for gear if meet deadlines and qualifications.
        1. Motion to reimburse outreach athlete entry fee and equipment fees and have DEI put to board a policy change for this. Motion passes.

**UNFINISHED BUSINESS**

1. Lifetime membership – M. Seip
   1. Life members got together and will name this person in September.
2. SWIMS 3.0 – A. Steeves
3. LEAP – L. Schwarz
   1. We have submitted LEAP 4 application and waiting to hear back.
4. Philadelphia Youth Sports Collaborative – J. Platt
   1. In ex report. Pleased with suit up for summer.
5. Committee Reports
   1. Reminder to submit reports for meetings

**BLOCK TWO**

**Age Group and Director of comp pulled. Approved expect for 2**

**Age Group: discussion about short course championship 10 & u fees. Committees of age group and coaches recommends championship fees $10 for individual events. Proposed: short course Championship meet fees for 10 & under be $10 per event. Motion passes**

**Director of Competition: concern about a club that ran 2 meets. Had a surcharge at end of meet. Instead of charging admission charged spectator fee per athlete. Sanctioned 104 meets for 2022-23. Cub that is in question has submitted 6 meet+ with same addition of $. Pre-pandemic talked about spectator fee instead of admission fees. Was not in meet information but was in check out for clubs entering the meet. For 2022-23 in meet announcement as spectator fee. Cap of “surcharge” should be in place. Motion of per swimmer max admission fee $9 per meet in lieu of daily session admission fee. Motion passes**

**Age group and DOC reports passes.**

**Next meeting Sept 12 for strategic planning report work.**

**Motion to adjourn 9:00 pm.**

*Items requiring discussion to be pulled at the appropriate time. Otherwise, all items in will be passed/defeated as a group.*

**DIVISION Reports**

**Administrative Performance Finance Operations Athlete Coach DOC**

Registration Senior Audit Safety

Convention Age Group Budget DEI  
Personnel Zone Team Tax/Ins/Inv. Officials

Marketing Open Water Treasurer Equipment

Admin Review Board Tech Planning

Recognition   
Awards

**Middle Atlantic Swimming**

**Board of Directors Calendar**

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| --- | --- | --- | --- |
|  | | | |
| May | June | July | August |
| New officers take over  Renew  banking relationships  Review State filings  EZ May meeting  Appoint Committee Chairs/staff liaisons  Review staff compensation    Request additional USAS votes    Nominees for Lifetime membership    Select USAS Delegates  New meeting schedule  BOD Meeting | Board  and committee chair orientation  Conflict of interest  Drop Box tutorial  Board Book    Lifetime recipient selected  Approve committee membership          No Meeting | Election of Coach reps                              BOD Meeting | Registration materials to clubs    Meets submitted for sanctioning    USAS registration    End of fiscal year          No Meeting |
|  | | | |
| September | October | November | December |
| Beginning of fiscal year    USAS Convention    Workshops & clinics    Strategic plan review    BOD meeting | Early registration period    BOD self-assessment & review    MANDATORY Committee meetings    No Meeting | Annual financial review initiated    Nominating committee appointed (if not elected by HOD)      BOD Meeting | Confirmation of pool availability for next SC season championships    Confirmation of pools for  this season LC champs  No Meeting |
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|  | | | |
| January | February | March | April |
| LC schedule bids received    SC schedule proposed  Budget meeting/committee budgets due    File 990 by Jan 15th  Receive financial review from accountant    April HOD plan approved    BOD Meeting | LC schedule bids approved    SC schedule approved                for bid    Nominees for Outstanding Volunteer    Delegates to EZ May       No Meeting | SC schedule to bidders    Budget meeting  Championship meets    HOD legislation prepared    Slate of nominees presented to BOD    Budget presented to BOD    BOD Meeting | SC bids due    Policy, by-laws, mission & safety review (1 each yr)    Meet host meeting    Awards ceremony (volunteer, athletes, coaches)    Elections  HOD Meeting  BOD Meeting |