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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 |
|  |   |   |  |
|    |
| 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 MeetingBOD Meeting |