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Middle Atlantic - BOARD of DIRECTORS

**Meeting Minutes**

Monday, January 13, 2020  
Deke's BBQ in Philadelphia

**In person:**

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

Matt Sprang-Performance Chair (late)  
Mike Seip-Staff  
Casey Coble-Coach's Rep-late  
Patrick Mills-At large

**Zoom:**

Cherita Gentilucci – MA Office  
Amy Steeves-Office

Fred Killian-Operations Chair

**Absent:**

Aidan Daly-Athlete Rep  
Noah Jamieson-Jr Athlete Rep  
Ryan Hartmann-Athlete Rep  
Geoff Scheuer-Senior Chair  
Sandy Hartmann-Secretary  
David Burnette-Operational Risk

Peter Gori-Athlete Rep  
Reece Whitley-Sr Athlete Rep  
Brian Elko- Age Group Vice Chair

Doug Cornish-Tech Planning  
Carlton Tayler-Diversity/Inclusion Chair

**Call to order:** 6:01 PM

**Announcements:** JO bids for LCM was reopened since there was no bids. Due back on the 22<sup>nd</sup>. Mini champ's east that was supposed to be at Parkland, school not available so moved to Emmaus. BLUE is still the host. Syd Cassidy Urban 20/20 marathon hall of fame on May 2 in NYC and MA put a table together to honor him. Let Jamie (Eastern Zone meeting in Chicago May 1-3 so conflict). Mike Sept named the national Safety chair for minis.

**Agenda:** Approved

**Minutes:** Approved December minutes.

**Areas for Immediate Action:** None

**Strategic Plan:** How we are doing and how we are going. Strategic Plan on a google drive. Several areas:

1. Engagement: To increase the dry side athletes and constitutes in the LSC.
  - a. Marketing Engagement and Programs: Started on Marketing. All Star meet with NJ dialogue with NJ about this. Black Heritage Meet-Carlton oversees. Fred will contact this week to see where we are. Athlete Rep summit-Larry working on. Senior Camp-

no; Nothing under engagement; Marketing working on RFP. Assign the areas to a committee or person to get work going for a target date.

### **Elections and Appointments:**

1. Fred put in resignation: Serve until MA finds a replacement; asking for input for nominations and open up for elections at HOD. Appreciate everything Fred has done for a board and for Mid Atlantic Swimming.
2. Governance Committee: Bonnie resigned; Bill Platt appointed to committee; swim parent and lawyer from Lehigh Valley. Motion to appoint to governance committee: Approved. Governance committee will get up to speed and he needs to register for MA swimming.

**Finance:** 990 extension application going out this week. Getting budget for 2020-21 together to bring to the February meeting. Budget in dropbox and vice chairs need to go over budgets and Tom needs to know any changes from this year. Tom will put out a request to Vice Chairs and Vice Chairs need to get input from committees.

### **New Business:**

1. **Long Course Schedule Bids:** Start to get bids in. And will be posted as they arrive.
2. **Short Course schedule:** Doug will be putting out the information as is done every year. Desired number of each type of meets. Board needs to approve the schedule for March meeting.
3. **2020 LC Senior Champs:** Proposal that matches what we did in past. Request MA paying hospitality for coaches and officials and waive the splash fees. No other bid. Have we gotten financial information to support this request? Last year asked for financial records. \$26,011 in expenses and \$34,000 revenue. Profit of \$8000. No one else to host and with facility fees including \$10000 in hospitality. 4000-5000 in splash fees. Cost of Bucknell is expensive and no other options. Not enough money to run a meet like that. Motion to approve proposed offer: Approved Would like a financial report immediately after the year to present to board. Budgeted \$11000 for the meet so it's in the budget because the chair asked for it. So, this \$11000 should be put out with the RFP for the bids. Next year should have another bid. Who should reach out to get the bids: Senior Chair.

### **Unfinished Business:**

1. **Governance Committee:** Group assessment data: first slide. Just a baseline so sees changes in the future. 7 responses so low on numbers and no athletes respond. Long term plans need to be made clearer to the board. Agendas need to improve; and reports are not be putting in enough in advance so not prepared all the time. Governance committee might put in recommendation. Governance committee to work on education and development of the board-major initiative once election is over. There are things that the board is trending towards like board orientation. Individual member performance: mirrors how felt as a group. Not read reports because put in there not in advance. New bylaws changed; the most recent by laws PDF'd in Cherita folders-New bylaws will be sent to Mike to post on the website. Policy Manual in the process of getting changing. Board organization needs to be updated on the website. Good start and will move forward from here. Do a survey monkey instead of paper/pen going future. Start to develop resources for the board.
2. **Special Elections Proposals:** Couple of positions where the term expires in 2020 and not elected until 2021 so need something in place. Larry made this proposal last meeting. Motion: **Finance and Performance Vice Chair:** From the report "WHEREAS, Middle Atlantic Swimming adopted new Bylaws in 2019 which stipulate 3-year terms for elected members of its Board of Directors instead of the previous 2-year terms, and WHEREAS, the Bylaws provide that the term of the present Finance Vice-Chair and Performance Vice-Chair expire in 2020 yet the next cycle for 'year 2' election does not occur until 2021, and WHEREAS, it is

necessary to adjust the initial term of these elected members to achieve this arrangement, THEREFORE, the Middle Atlantic House of Delegates approves this resolution to allow that the election of the Financial Vice-Chair and the Performance Vice-Chair in 2020 shall be for a 1-year term only, to be followed by subsequent election in 2021 and thereafter for the prescribed 3-year terms. "It's more Finance vice chair is more concerning; do we have someone for four years or 7 seven years. The one-year term that will not count against them. Can see if the person is a good fit before elected for another year. Recommendation of the Governance Committee: "one-year term that will not count against the person as a term." We stretched term limits to 6 years so person in the position for longer. This is an issue for the HOD, but it needs to get approved by the Board first. Motion: Accept Governance Committee proposal for Performance vice chair and finance vice chair that the one term does not count against the term limit: Approved.

**Coach's Rep:** Governance committee recommendation in dropbox. Coach rep could possibly serve for 8 years. If we don't accept the resolution for 5 years. Motion: Accept resolution as recommended by Governance Committee.

**Operations Vice Chair:** Two more years left on Fred's position. So, what do we do? General chair appoints for two years or election for the last two years. There is a lot of turn over this election cycle. No governance committee recommendation, just asking for guidance. Not represented at election-only 12% of members show up (reality of situation but another issue). Search to find someone to fill this role. HOD to elect per the bylaws. And the thoughts that no one comes to the HOD is not the issue right now. Governance will nominate someone but the HOD needs to elect that person. Board is handicapped because numbers are low. Must stay within the bylaws. If the General chair appoints, the board needs to approve. By our bylaws the general chair can appoint with the board's approval. The bylaws comes from USA swimming template which states 2 year not three-year terms. No motion needs to be made. Appoint with advice and consent vs election. Does the Governance Committee need to find a candidate or not? Or we could put someone in that position until April or for two years beyond that. Timing an issue. Need someone in there to help the general chair out-new general chair. Decide how long will the appointment be in the position-bylaws say can appoint until next election (April 2020) or end of the term (April 2022). Governance committee recommends option 2. Can nominee be the candidate in April: No. Bylaws allow us to decide each situation. This position was unfilled for 2 years before. The governance committee will not seek a candidate because they were not told to.

2. **Suit Sponsorship:** Kate was supposed to reach out and didn't. Tabled for February.
3. **Marketing:** Told to wait until January. 2/29/2020 the deadline. Marketing company originally sent to, 3Cs, and Mike G to post on website and social media. Media blast on Swimswam. Coming back to Matt via email.

**Block Two:** Pull Performance & Admin report. Rest of block two approved as a whole.

Performance Report: Age group budget. Brian passed this along. Has to do with All Star meet with NJ and the George Breen Select camp both in April.

George Breen Select camp: Budget variance of \$7000 to cover the rest of the items for George Breen: Guest speaker, breakfast, & lunch. Budgeted \$5000. Primary difference brings it in lines with how run in past year. Motion to approve budget variance of \$7000 for camp: Approved.

All star dual meet: Don't know specifics but a 50/50 split of costs with NJ. This is MA's side. Gear is the biggest difference. Costs of the day splitting 50/50 but MA has specific costs. 100 athletes. Winter zone outfitting \$15000 \$150 per swimmer. Coach's travel was not in this report. Meet is a one day. .56 a mile travel cost. Question of not getting a bus: no. It will be close so simple. Summer zones a travel stipend (250). With first year, tough to look at costs. This is in line with our motto for performance. Empowering a committee give them money and that's what you are getting if you want more ask for Budget variance.

This is part of the idea of not going to the winter zones (which cost 35,000). How many coaches? Coach costs are overinflated. This is overinflated. Motion: proposed budget with a financial report due by 45 days after the meet: Approved. Matt will be in touch with Brian.

Admin Report: not in dropbox. Preceding with discovery phase and determined the staff gaps and realigned those. Finalizing a new job description. New Executive director to finalize. Will get a budget together to start the job search by February meeting. Very good process.

Performance and Admin report: approved

**Meeting adjourned at 7:40 PM**

Respectfully submitted,  
Sandy Hartmann, Secretary