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

BOARD OF DIRECTORS MEETING  
January 9, 2023  
7:30 p.m.

**AGENDA**

**CALL TO ORDER 7:36 pm  
MISSION STATEMENT Read by Larry Schwarz  
ANNOUNCEMENTS**

**CONFLICT OF INTEREST STATEMENT Read by Kate Scheuer  
APPROVAL OF AGENDA Edit to unfinished business a. Approved  
APPROVAL OF MINUTES approved**

**BLOCK ONE**

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

**AREAS FOR IMMEDIATE ACTION none**

**ELECTIONS AND APPOINTMENTS**

1. Committee appointments – K. Scheuer
   1. There were none submitted.

**FINANCE**

1. Finance Report – S. Mittman Besnoff
   1. Report in Drop Box
      1. Balance sheet is clean and matching
      2. Splash fees under budget.
      3. Expenses looking good compared to budget
   2. Finance Report approved as submitted.

**EXECUTIVE DIRECTOR REPORT**

Jamie reported on moving forward with upcoming programming for camps including the coach application for elite camp. MA will be the site of the ASCA workshop in the fall. A contract has been signed with Board Source. MA will host the Tri-state Cup Jan 14-15. Meeting with Nemours Hospital about a community drive. The USAS Workshop will be held this April in Denver. Looking at who from MA will attend.

**STRATEGIC PLANNING**

1. **no updates**

**NEW BUSINESS**

1. USA Swimming Workshop – K. Scheuer
   1. Denver April 19-22. Invitees include Safe Sport (LSC and Club)-- SSRP in SWIMS how it will look, Coach Reps—coach mental health, Officials, General Chairs
2. Governance Policy – L. Schwarz
   1. Governance Policy in drop box. Board of Directors Governing Policy. Leadership, Governance and Management. Used a document provided by USAS. Does the board want to use this. Where is the LSC going and who is responsible for getting us there?
   2. 4 part document that spells out the roles of the board and staff.
   3. Motion to develop and continue to governance policy. Approved
3. 2023 HOD – K. Scheuer
   1. April 29
   2. Brunch/lunch
   3. Give aways
   4. Meeting/ no programming.
   5. Location near office
4. Board Effect – J. Platt
   1. Board portal for communication including email and drop box combined.
   2. Any board members that need I-pads? With a 4 year commitment to board the individual will keep the I-pad, under 4 years either return to MA or pay a prorated fee. Will need to increase budget for I-pads if needed.

**UNFINISHED** **BUSINESS**

1. Middle Atlantic Swimming Outreach Program – Anthony Powell
   1. Moved to March meeting

**BLOCK TWO**

**Motion to approve block 2 as a group. Approved.**

*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

Personnel Age Group Budget DEI   
Marketing Open Water Tax/Ins/Inv. Officials

Awards Tech Planning Treasurer Equipment

Admin Review Board Zone Team

Recognition

**Meeting adjourned 8:00**

**Next meeting March 13**

**REMINDER from Kate: Hold committee meetings, take minutes/reports and put into drop box.**

**Middle Atlantic Swimming**

**Board of Directors Calendar**

|  |  |  |  |
| --- | --- | --- | --- |
|  | | | |
| 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 |