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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**

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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 MeetingBOD Meeting |