



500 Creek View Road, Suite 101 Newark, DE 19711 302-861-6760

www.maswim.org

BOARD OF DIRECTORS MEETING – March 8, 2021 8:00 PM ZOOM ONLY

Minutes

CALL TO ORDER: 8:02pm

ANNOUNCEMENTS

CONFLICT OF INTEREST STATEMENT: Andrew Austria read the Middle Atlantic Conflict of Interest Statement

APPROVAL OF AGENDA: approved

APPROVAL OF MINUTES: approved

ATTENDANCE: Kate Scheuer, Larry Schwarz, Will Gallagher, Andrew Austria, Brian Elko, Doug Cornish, Samantha Mittman Besnoff, Dan Clough, Patric Mills, Sofia Pejic, Christina Cappola, Jamie Platt, Mike Seip and Amy Steeves

Guests: Rebecca Soni, Caroline Burkle, Claire Singley

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 Operational Risk Committee

- a. Committee appointments – K. Scheuer

FINANCE

- a. Finance Report – S. Mittman Besnoff

The finance report is in dropbox. The report was presented by Samantha.

EXECUTIVE DIRECTOR REPORT—Jamie Platt

- a. Rise Athletes: Rebecca Soni, Caroline Burkle, and Claire Singley

A presentation was made about the Rise Athlete Program. A mentoring program for athletes, clubs and parents.

Looking to MA for support for scholarships.

NEW BUSINESS

- a. April BOD Meeting – K. Scheuer

April 12 meeting will be held to discuss any items needed for the HOD meeting on May 8

The proposed budget will be voted on to recommend the house approve it at the HOD meeting.

- b. Fees for observed meets – M. Seip

Mike presented a request to charge a fee for observing meets. Observed meets require the same work by Mike as approved meets.

- c. Middle Atlantic Swimming House of Delegates – L. Schwarz

- i. Bylaw updates

- i. Proposed adding the Personnel committee as a standing committee

- ii. Virtual Site

- i. Will provide members a link to attend the meeting virtually again this year

- iii. Operations run through Newark Office

- i. Jamie, Amy, Mike and Kate will be in person in the Newark Office to run the meeting.

- iv. DEI-see New Business

- d. Eastern Zone Workshop (May) – K. Scheuer

Middle Atlantic Swimming advocates the growth and development of a diverse swimming community through education, innovation and a commitment to excellence.

- a. The 2021 Eastern Zone Workshop will be held virtually the first weekend of May
- e. June 30th USA Swimming HOD Meeting – K. Scheuer
 - a. A special HOD meeting to approve bylaw changes

UNFINISHED BUSINESS

- a. Budgeting process – S. Mittman Besnoff
 - a. Samantha presented the 2021-22 budget for board review to recommend approval at the HOD meeting in May. The budget projects an estimated \$244,000 loss for the 2021-22 year. This is in keeping with previous budgets.
- b. Invoice System – S. Mittman Besnoff
 - a. The office is invoicing clubs for sanction and meet fees. The system is working well.
- c. Championships Series Update – B. Elko
 - a. Senior Champs will be April 24
 - b. Age Group champs will be virtual with a window of meet dates. Details to be released.
- d. Policy Manual – L. Schwarz
 - a. Found in Dropbox. No issues were brought to the board over any changes
- e. DEI – K. Scheuer
 - a. Presentation to create a DEI board position. USA Swimming is pushing for LSC's to add the position. The board recommends the position be added. This will be presented to the HOD for a bylaw change to add DEI as a board position.

BLOCK TWO

Approved as a block

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

DIVISION REPORTS

<u>Administrative</u>	<u>Performance</u>	<u>Finance</u>	<u>Operations</u>	<u>Athlete</u>	<u>Coach</u>	<u>DOC</u>
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						

Meeting Adjourned: 10:10

Respectfully Submitted,

Amy Steeves
Secretary

**Middle Atlantic Swimming
Board of Directors Calendar**

May	June	July	August
New officers take over	Board and committee chair orientation	Election of Coach reps	Registration materials to clubs
Renew banking relationships	Conflict of interest		Meets submitted for sanctioning
Review State filings	Drop Box tutorial		USAS registration
EZ May meeting	Board Book		End of fiscal year
Appoint Committee	Lifetime recipient selected		
Chairs/staff liaisons	Approve committee membership		
Review staff compensation			
Request additional USAS votes			

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Nominees for Lifetime membership Select USAS Delegates New meeting schedule BOD Meeting	No Meeting	BOD Meeting	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 15 th 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