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Board of Directors ZOOM May 11, 2020 7:00 pm EDT

MINUTES

CALL TO ORDER 7:01pm

ATTENDANCE Christina Cappola, Dan Clough, Casey Coble, Cherita Gentilucci, Crystal Keelan, Tom Malecki, Sophia Pecjic, Jamie Platt, Kate Scheuer, Larry Schwarz, Mike Seip, Matt Sprang, Amy Steeves, Carlton Taylor

ANNOUNCEMENTS: None

APPROVAL OF AGENDA: Approved

APPROVAL OF MINUTES: April, 2020 Approved

Block One

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

Areas for Immediate Attention: None

Elections and Appointments

A. Committee appointments J Platt

Casey—asked for the following coaches committee members to be approved: Tyler Santagelo, Mike Rinde Andrew Austria, Strohm Edwards. Was looking for members that want to be involved. New members of the coaches committee are approved.

Finance

A. Finance Report T. Malecki

Report shows 3rd quarter. Included income statement through April that starts to show reduction of income in registration and meet fees. We are \$30-\$40,000 below last year. Travel fund variance is due to timing of payment.

USA Swimming grant—Middle Atlantic sent 14 letters to clubs about the grant. USAS is granting approximately \$3000 per club. Middle Atlantic's portion will be \$40-70000 total. Filed our tax return in April.

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NEW BUSINESS

- A. USA Swimming Convention J. Platt
Convention has been cancelled for 2020. Convention will be held virtually. Logistics are still being figured out. MA delegates as voting members are in our bylaws. Kate will attend a Convention Education Committee meeting and will find out more about the structure. A virtual convention should allow more to attend.
- B. Lifetime Membership M. Seip
Mike will contact current LIFE members to select a new LIFE member
- C. Board of Directors Calendar Update J. Platt
2nd page of agenda includes the Board Calendar. This has been updated to include the new dates due to COVID 19. Red items are deferred until we can have a HOD meeting. Casey noted that new coach member is usually elected at Sr. Champs. With Sr. Champs being cancelled for this summer, we will wait until after the crisis to elect new coach member.

UNFINISHED BUSINESS

- A. House of Delegates Meeting J. Platt
In considering a LSC virtual meeting the advice from USA Swimming is to follow state laws for our area. Not specifically prohibited but maybe not in our best interest. Options are available. One is an informal informational meeting. Include reports from officers and committee chairs to get information to our membership. There would be no voting for legislations or elections. Another option is to hold a formal meeting. Only include legislations needing to vote and elections.
Our Lawyer recommends MA wait on HOD as PA law says each member must have a fair and equal voice. He suggests we wait until we can have an in person meeting.
There has been no requests from clubs about holding the HOD. The HOD meeting that includes elections will result in large turnover of board members.
It is recommended we modify our bylaws to accommodate a virtual HOD meeting. Can't do this now but for the future.
- B. Transition Task Force L. Schwarz
Continuing with interviews, checking references now. After complete, will recommend few for in person interviews with board and MA staff. Timing for in person interviews remains in question. Keeping to the expected time line with some delay. Board will have a closed session on Wednesday for Transition work. Bring Cherita in for the interview?

Block Two

Block two approved with Registration and Performance being pulled for discussion

Performance:

Recommends that all sanctioned meets through August 31 be cancelled.

There is an appeals process to zone board of review that a team with a sanction in place can appeal to hold the meet. Mike Seip has reached out to clubs that hold summer meets that this will happen. No

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team is surprised. The board needs to vote to cancel meets that are already sanctioned through August 31.

Mike will grant such sanctions quickly if USA Swimming changes the dates meets are cancelled and if the meets comply with new rules. Other LSCs have already "cancelled" sanctioned meets. We can look at their wording for cancellations.

Issues include:

Not being able to follow our approved schedule

Teams/Athletes ready for Long Course

Pool Availability

Number of non-championship meets scheduled after USA Swimming allows meets

Using the word postponing instead of cancelling implies we will have the meet later.

F&M will not allow meets this summer

Suggested that we issue a statements that includes creating opportunities to get into the water. That our current schedule is not viable. We have the ability to sanction meets that fit the rules as they come to us.

Athlete Rep view is that the older athletes are thinking about getting back in the water not necessarily about when they can compete.

Board approved cancelling Middle Atlantic sanctioned meets through August 31, 2020.

Registration: my report.

USA Swimming is starting the 2021 registration year June 1 instead of the traditional September 1 this year. This is done to encourage new membership by giving individuals an extra 6 months of the 2021 year. USA Swimming is also raising fees by \$2 for individual membership. Middle Atlantic raises fees every other year by \$5. We will offer the early discount start in June.

Tom presented financial scenarios that show the impact on raising fees and not raising fees.

Keep our increase in fee structure as is.

Registration report was accepted and approved.

Meeting Adjourned: 8:18pm.

Respectfully Submitted

Amy Steeves

Secretary

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

DIVISION REPORTS

Administrative

Performance

Finance

Operations

Registration

Travel

Convention

Director of Competition

Bylaws/ P&P/ Legislation

Recognition

Admin Review Board

SWIMS

Website

Awards

Personnel

Senior Programs/Meets

Age Group Programs/Meets

Age Group Zone Team

Open Water

Technical Planning

Athlete

Recognition

Newsletter

Audit

Budget

Taxes/Ins./Invest

Marketing

Treasurer

Coach

Recognition

Safety

Diversity

Officials

Equipment

ADJOURNMENT NO LATER THAN 10:00 PM

Items in red are deferred until after the next HOD or until an appropriate date

**Middle Atlantic Swimming
Board of Directors Calendar**

May	June	July	August
<p>New officers take over</p> <p>Renew banking relationships</p> <p>Review State filings</p>	<p>Board and committee chair orientation</p> <p>Conflict of interest</p>	<p>Election of Coach reps</p>	<p>Registration materials to clubs</p>

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<p>EZ May meeting</p> <p>Appoint Committee Chairs/staff liaisons</p> <p>Review staff compensation</p> <p>Request additional USAS votes</p> <p>Nominees for Lifetime membership</p> <p>Select USAS Delegates</p> <p>New meeting schedule</p> <p>BOD Meeting</p>	<p>Drop Box tutorial</p> <p>Board Book</p> <p>Lifetime recipient selected</p> <p>Approve committee membership</p> <p>BOD Meeting</p>	<p>BOD Meeting</p>	<p>Meets submitted for sanctioning</p> <p>USAS registration</p> <p>End of fiscal year</p> <p>No meeting</p>
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September	October	November	December
<p>Beginning of fiscal year</p> <p>USAS Convention</p> <p>Workshops & clinics</p> <p>Strategic plan review</p> <p>BOD meeting</p>	<p>Early registration period</p> <p>BOD self-assessment & review</p> <p>MANDATORY Committee meetings</p> <p>BOD Meeting</p>	<p>Annual financial review initiated</p> <p>Nominating committee appointed (if not elected by HOD)</p> <p>BOD Meeting</p>	<p>Confirmation of pool availability for next SC season championships</p> <p>Confirmation of pools for this season LC champs</p> <p><i>BOD or No meeting</i></p>

January	February	March	April

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LC schedule bids received	LC schedule bids approved	SC schedule to bidders	SC bids due
SC schedule proposed	SC schedule approved for bid	Budget meeting	Policy, by-laws, mission & safety review (1 each yr)
Budget meeting/committee budgets due	Nominees for Outstanding Volunteer	Championship meets	Meet host meeting
File 990 by Jan 15 th	Delegates to EZ May	HOD legislation prepared	Awards ceremony (volunteer, athletes, coaches)
Receive financial review from accountant		Slate of nominees presented to BOD	Elections
April HOD plan approved		Budget presented to BOD	BOD Meeting
BOD Meeting	BOD Meeting	BOD Meeting	HOD Meeting