

Niagara LSC Board of Directors Meeting Minutes for November 19, 2015

Call to Order:

- The meeting was called to order at 9:04pm.

Roll Call:

Position	Incumbent	Present	Absent
General Chair	Eric Lind	X	
Administrative Vice-Chair	Adam Zaczkowski	X	
Senior Vice Chair	Shane Logan	X	
Co-Age Group Vice Chair	Joanne Butters		X
Co-Age Group Vice Chair	Christine Regelsberger	X	
Finance Vice Chair	Doug Evans		X
Secretary	Sara Smith	X	
Treasurer	Steve Snyder	X	
Senior Coach Representative	Becky Sapio	X	
Junior Coach Representative	Chris Musshafen	X	
Senior Athlete Representative	Nick Burdo		X
Junior Athlete Representative	Jared Kettinger	X	
Safety Committee Chair	Chris Torell	X	
Co-Technical Planning Chair	William Chidsey	X	
Co-Technical Planning Chair	Ryan Callan	X	
Member/Registration Coordinator	Eric Stimson	X	
General Chairman Appointment – 1	Bob Matlack	X	
General Chairman Appointment – 2	Jim Stromski	X	
General Chairman Appointment – 3	Greg Danner	X	
General Chairman Appointment – 4	Shawn Parkhurst		X
Immediate Past General Chair	Jim Bowen	X	
Guest	Mike Switalski	X	

Approval of Minutes from October 29, 2015 meeting:

- Comment – Jim Bowen requested his name be removed from the motion regarding the update to the policies and procedures.
- Motion to accept the meeting minutes – Eric Stimson
- Second
- All in favor, motion carries

Approval of Minutes from October 2, 2015 meeting (in Kansas City):

- Motion to accept the meeting minutes (with changes) – Jim Bowen
 - o Jim Bowen requested “senior vice chair and finance vice chair names be updated with previous successors”
- Moved – Jim Bowen
- Second
- All in favor, motion carries.

Approval of Agenda:

- Motion to approve agenda:
 - o Jim Bowen would like to add 1 item – “Motion to discuss donation in honor of Francis Klier” added to unfinished business.
 - o Jim Stromski would like to discuss situation with uncertified Administrative Officials
- Motion to approve agenda with additions – Eric Stimson
- Second
- All in favor, motion carries

Unfinished business:

a) Discussion of uncollected meet fee’s from 2014-2015:

- o Eric Lind -> All uncollected meet fee’s outlined in previous meeting minutes have now been collected by Adam Z. and sent to Steve Snyder.
 - o Will Chidsey added that this is in regards to splashes. Awards still being worked on and reviewed.

b) Discussion of donation in honor of Francis Klier:

- o Previous discussion in September but never formalized
 - o Motion that Niagara LSC make a \$500 memorial donation to “Our Lady of Victory Homes of Charity” in the name of Francis Klier (motion by Jim Bowen).
 - o Second
 - o All in favor, motion carries
 - o (Jim Bowen will send voucher to Steve Snyder)

New Business:

c) Request for funding of 2017 EZ Diversity Summit

- 1) Mike S. requesting permission to submit a bid for Niagara Swimming to host the Eastern Zone Summit
 - o Motion to authorize Niagara LSC bidding on 2016-2017 Eastern Zone Summit by Bob Matlack
 - o Seconded by Adam
 - o All in favor (one abstention)

- 2) Mike S. requested \$5,000 to commit to hosting 2016-2017 Eastern Zone Summit in Niagara LSC
 - o Further discussion postponed to next meeting to discuss finances further
- d) Discussion of Niagara LSC Document Retention Policy**
 - o Eric Stimson suggests that we adopt a policy which clarifies how long individuals should be holding onto documents that are specific to their jobs
 - o Consider how long you need forms for, lists of forms and other documents that individuals need for future reference and send to Eric so he can develop a motion for this policy for future discussions
- e) Discussion of valid forms of ID for coach/official verification**
 - o Eric Stimson would like to begin the discussion that with the use of a smart phone, printing documents, etc. that we reconsider our policy of validating credentials – consider accepting deck pass in addition to printed credentials
- f) Discussion of uncertified administrative officials:**
 - o Jim will handle the referee in question
 - o No other action taken against the team in question

Reports of officers, committees and coordinators:

- o Adam Z. – no report
 - o Received renewal for niagarazoneteam.org web domain
- o Shane – no report
- o Chris – in the process of opening coaches registration for zones to be due 12/31/15, planning uniforms and working on bids for apparel
- o Sara – no report
- o Steve – no report
- o Becky – no report
- o Jared – no report
- o Chris T. – no report
- o Chris M. – no report
- o Will – 2,000-3,000 ribbons for each place, tech planning meeting, update on lsc cut times
- o Eric –
 - o Working on updating board of director's handbook and job descriptions – board members will need to sign off on job duties/descriptions so that transition between jobs is smoother in the future.
 - o Registration – trying to convey the importance of not letting team registrations become invalid. 1 club no head coach registered but still practicing, 1 club registration expiring at end of year, 5 invalid registrations

- Committee's that are meeting between board of director meetings should be submitting meeting minutes – send to Sara Smith & Eric Lind to review & post.
- Jim Stromski – seems to be welcoming surge of interest in officiating in the southern tier
- Mike S. –
 - Committee is identifying which clubs would be good candidates for partnerships with Make a Splash
 - Composing a letter to continue to get words out about checking the ethnicity box on the registration forms
 - Seen an increase in number of people checking box since they've begun tracking (2 years ago 43%. Last week 60%)
- Eric Lind
 - Working with Doug Evans on putting together a finance committee and also working towards an internal audit
 - Regarding performance of our LSC – went through top times on USA Swimming effective 11/13/15
 - 13 Niagara Athletes in the top 20 in USA Swimming in their age group (all females)

Adjournment:

Motion to adjourn (Eric Lind) moved (Eric Stimson) seconded ALL in favor

Meeting adjourned at 10:50 pm