

Niagara LSC Board of Directors Meeting Minutes for August 27, 2016

Call to Order:

- The meeting was called to order at 08:07pm.

Roll Call:

Position	Incumbent	Present	Absent
General Chair	Eric Lind	X	
Administrative Vice-Chair	Adam Zaczkowski	X	
Senior Vice Chair	OPEN		
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		
Junior Coach Representative	Chris Musshafen	X	
Senior Athlete Representative	Nick Burdo		
Junior Athlete Representative	Jared Kettinger	X	
Safety Committee Chair	Chris Torell		
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		
General Chairman Appointment – 2	Jim Stromski	X	
General Chairman Appointment – 3	Greg Danner		
General Chairman Appointment – 4	Shawn Parkhurst		
Immediate Past General Chair	Jim Bowen	X	
Diversity Chair	Mike Switalski	X	

Approval of Minutes from July 21, 2016 meeting:

- Motion was made to accept meeting minutes. The motion was moved and seconded.
All in favor, motion carries.

Approval of Agenda:

- Motion was made to accept the agenda as published. The motion was moved and seconded.

- All in favor, motion carries

New business:

a) Discussion of 2017 Summer Bid Calendar

- E. Stimson provided the summer bid calendar. The calendar was light and it is expected that additional events would be added. E. Stimson stated that both the May HOD meeting and the Senior Zone Meet would be added to the Calendar to be approved at the HOD meeting.
- Requested that a motion be made to accept the 2017 Summer Bid. A motion was made and seconded. All members of the Executive Committee approved the 2017 Summer Bid Calendar.

b) Discussion and approval of 2016-2017 Budget and 2016-2020

- E. Lind presented the 2017-2017 budget and 2016-2020 Quad Plan. In the budget, there were several new income and expense items added. There was significant discussion on the budget with the goal of adjusting income and expense to ensure maintaining a balanced budget over the Quad Plan.
- The following changes were made to the both the 2016-2017 Budget and 2016-2020 Plan

i. Income

1. Sponsorship: Adjustments were made in 17-18, 18-19, and 19-20 from \$10,000, 15,000, and 15,000 to \$9000, \$15,000, and \$18,000 respectively.
2. Eastern Zone Team Unsponsored Athletes, Short Course: Budget was changed in all four years from \$16,000 to \$20,000.
3. Eastern Zone Team Unsponsored Athlete, Long Course: Budgets was changed in all four years from \$3200 to \$4000.

ii. Expenses

1. Business Manager: Business Manager budgeted expense for 2017-2018 was changed from \$25,836 to \$25,976.
2. Accounting: Budget was changed in all four years from \$6000 to \$6100.
3. USA Convention: There was not anything in the budget. For 2016-2017, the budget was set at \$11,500. The following three years, the budget was set at \$11,000.
4. Eastern Zone Team Lodging Long Course: Budget was changed for all four years from \$9000 to \$13,000
5. Eastern Zone Team Clothing Long Course: Budget for all four years was changed from \$10,325 to \$10,350.
6. Eastern Zone Team Food Long Course: Budget was changed for all four years from \$2000 to \$6000.
7. Grant Program: Budget was changed from \$21,000 to \$18,000 for all four years.

Decision was made to make changes to budget and present at next HOD meeting.

- c) Discussion on USA Convention Attendees: E. Lind discussed board attendance at the USA Swimming Convention in Atlanta. Wanted to ensure that we had enough attendees.
- d) Changes to Officials Section of Policy and Procedures: J. Stromski made the following two proposals for addition and amendments to the Niagara Policy and Procedures:
 - o Proposal #1: For Niagara LSC Championship level meets (SC, LC, and Open Water), the Officials Chair is responsible for selecting the Meet Referee.
 - o Proposal #2: A member club or clubs that hosts a Niagara Championship level meet (SC, LC, and Open Water) agrees to provide travel reimbursement and lodging to the Officiating Assigned Team (Meet Referee, Team Lead Chief Judge, Lead Starter, and Administrative Referee) for the duration of the meet. Because of the meet responsibilities, this may include the Meet Referee and Administrative Referee arriving 1 day prior to the start of the meet.

J. Stromski made a motion to accept the above changes to the Niagara Policies and Procedures manual. It was seconded by A. Zaczkowski. After discussion, each proposal was voted on. Proposal #1 passed. Proposal #2 failed.

Reports of officers, committees and coordinators:

- o A. Zaczkowski
 - o All teams with outstanding surcharges and paperwork have been notified.
 - o A request was made by USA Swimming Safety Committee to provide Niagara warm-up procedures and anything on number of swimmers and warm-up times. This was provided.
 - o Eastern Zone Age Group Committee on Eastern Zone meet is scheduling a conference call to discuss results of survey.
 - o Sent out proposal on series of Long Course series of events to Senior Chair, Age Group Chair, and Technical Planning. Based on current status, this will not happen in 2016-2017 season.
- o W. Chidsey:
 - o Working through Time Standards for 2016-2017. Understand that they are due September 1, 2016
 - o Excess ribbons are available for Niagara meets. These will be distributed to the meet hosts at the HOD meeting.

- D. Evans
 - Working to set up time for internal audit with S. Snyder, A. Zaczkowski, and Sheila Studebaker.
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Adjournment:

Request motion adjourn meeting. Motion was made and seconded. ALL in favor.

Meeting adjourned at 10:53 pm