



## Niagara Board of Director's Meeting Agenda

October 25, 2017 9:15 PM

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes from:
  - a. July 17, 2017 BOD Meeting
  - b. August 21, 2017 BOD Meeting
  - c. September 10, 2017 BOD Meeting
  - d. September 20, 2017 BOD Meeting
  - e. October 8, 2017 HOD Meeting
5. Secretary Nomination & Vote
  - a. A candidate, Colin Adams (TWST), was presented by the Nomination Committee after the HoD. I originally put out a consent resolution to appoint Colin to the position, but during the responses there were indications of interest by others and I withdrew the resolution, so the other interest could be vetted. Since that time, no further information on the other interest has been presented. If the information is provided prior to the BoD meeting, I'll send it out so that everyone can review it. If not, I will make a resolution appointing Colin as interim Secretary until the HoD can vote on it at the Spring meeting. C
6. Status of Speedo Contract
7. Next LEAP Meeting
  - a. The next LEAP meeting will be Saturday, 12/16, at University of Buffalo. Eric is arranging meeting space. Per Jane Grosser, this will run 9am - 5pm and we can count it as a 'Retreat' for LEAP requirements. Question, should we, as a whole, plan to meet and stay at a hotel just off campus Friday night so we're all in town and rested for Jane?

8. Open Water Policy & Procedures Proposal (Attached)
9. Allow Bradford Y to Register as a Niagara Team (Attached)
10. Safe Sport Sanction Language (Attached)
11. PACK Coach Training Request (Attached)
12. Change to Niagara Outreach Registration Qualification (Attached)
13. At-Large Athlete BOD Member Discussion
  - a. There appears to be a conflict within the By Laws between the limitation on the number of BoD members associate with one team (3) and USA Swimming's mandate of 20% athlete involvement. Eric has been in contact with USA Swimming's Governance folks and can give us more details.
14. Payment by Credit Card Process & Fee (Tentative)
  - a. The mechanism is in place, the Finance Committee is discussing what the 'Convenience Fee' will be. If that is determined, the motion will be to start accepting payments by credit card with the associated convenience fee.
15. BOD Travel Policy
  - a. There was some nice email discussion on the topic. Do we need to be more granular/specific about what the policy should be? Here are some of the outstanding questions:
    - 1) 2 to a room by default, but what should the policy be for someone (Leo!) who wants their own room. Should Niagara pick up 50% of the cost?
    - 2) Reimbursement of expenses prior to travel. Yes or no?
16. Reports of officers, committees and coordinators:
17. Adjournment

Niagara LSC Board of Directors Meeting Minutes for October 25, 2017

1. Call to Order:
  - o The meeting was called to order by Jim Stromski at 9:17pm
2. Roll Call:

<b>Position</b>	<b>Incumbent</b>	<b>Present</b>	<b>Absent</b>
<b>General Chair*</b>	Jim Stromski	X	
<b>Administrative Vice-Chair*</b>	Brad Boyle		X
<b>Senior Vice Chair*</b>	Kim Corby	X	
<b>Age Group Vice Chair*</b>	Sara Smith	X	
<b>Finance Vice Chair*</b>	Doug Evans	X	
<b>Secretary</b>	Sara Smith	X	
<b>Treasurer</b>	Adam Zaczkowski	X	
<b>Senior Coach Representative*</b>	Phil Baretela	X	
<b>Junior Coach Representative*</b>	Seth Williams		X
<b>Senior Athlete Representative*</b>	Spencer Schultz	X	
<b>Junior Athlete Representative*</b>	Molly Hewett	X	
<b>Safety Committee Chair</b>	Leo Gibbons	X	
<b>Technical Planning Chair</b>	Ryan Callan	X	
<b>Member/Registration Coordinator</b>	Eric Stimson	X	
<b>General Chairman Appointment</b>	Brooks Howard	X	
<b>General Chairman Appointment</b>	Shawn Parkhurst		X
<b>General Chairman Appointment</b>	Alex Lapoint	X	
<b>General Chairman Appointment</b>	Nick Burdo	X	
<b>Immediate Past General Chair</b>	Eric Lind		X
<b>Diversity Chair</b>	Mike Switalski	X	

3. Approval of Agenda
  - a. Motion to approved, seconded, all in favor, motion carries.
4. Approval of Minutes from:
  - a. September 10, 2017 BOD Meeting
  - b. September 20, 2017 BOD Meeting
  - c. October 8, 2017 HOD Special Meeting

Motion to accept all meeting minutes as presented, seconded, no discussion, motion carries. Adam Zaczkowski abstains from 10/8/17 meeting minutes as he was not in attendance

5. Secretary Nomination & Vote

- a. A candidate, Colin Adams (TWST), was presented by the Nomination Committee after the HoD. I originally put out a consent resolution to appoint Colin to the position, but during the responses there were indications of interest by others and I withdrew the resolution so the other interest could be vetted. Since that time, no further information on the other interest has been presented. If the information is provided prior to the BoD meeting, I'll send it out so that everyone can review it. If not, I will make a resolution appointing Colin as interim Secretary until the HoD can vote on it at the Spring meeting.

Motion to appoint Colin Adams as secretary, seconded, no discussion, motion carries.

6. Status of Speedo Contract

- a. Doug Evans would like to see language in the contract that acknowledges the contract can be reopened if we hit \$30,000.00 during the year. Sara will take this back to Marie

7. Next LEAP Meeting

- a. The next LEAP meeting will be Saturday, 12/16, at University of Buffalo.
- b. Eric is arranging meeting space.
- c. Per Jane Grosser, this will run 9am - 5pm and we can count it as a 'Retreat' for LEAP requirements.
- d. Question, should we, as a whole, plan to meet and stay at a hotel just off campus Friday night so we're all in town and rested for Jane?
- e. Won't be attending: Sara Smith, Adam Zaczkowski, Ryan Callan is unsure

8. Open Water Policy & Procedures Proposal (Attached)

- a. Motion (Adam Zaczkowski) that there should be \$0.00 surcharge for individuals and relays and \$0.00 sanction fee, seconded (Eric Stimson), discussion, motion carries.

9. Allow Bradford Y to Register as a Niagara Team (Attached)

- a. Board of Directors agrees and supports Jim in bringing this topic to the general chair of AM and pushing this matter to the Spring 2018 Niagara House of Delegates.

10. Safe Sport Sanction Language (Attached)

- a. Motion to add to policies and procedures that we incorporate the attached announcement to be read prior to each session of every sanctioned meet in Niagara, seconded, discussion, motion carries

11. PACK Coach Training Request (Attached)

- a. Motion to approve coach training request provided both coaches are in good standing at the time of the clinic, seconded, no discussion, motion carries. Kim Corby abstains.

12. Change to Niagara Outreach Registration Qualification (Attached)

- a. Motion to modify section (a) on the Outreach Application to use 200% of the Federal Poverty Guidelines for establishing the income threshold for Niagara Outreach Membership qualification immediately, seconded, discussion, motion carries.

13. At-Large Athlete BOD Member Discussion

- a. There appears to be a conflict within the By Laws between the limitation on the number of BoD members associate with one team (3) and USA Swimming's mandate of 20% athlete involvement. Eric has been in contact with USA Swimming's Governance folks and can give us more details.
- b. Will move this discussion offline to discuss amongst those that are impacted by this bylaw.

14. Payment by Credit Card Process & Fee (Tentative)

- a. The mechanism is in place, the Finance Committee is discussing what the 'Convenience Fee' will be. If that is determined, the motion will be to start accepting payments by credit card with the associated convenience fee.
- b. Motion that we set an electronic convenience fee of \$5.00 USD per Niagara LSC registration for electronic payment method, seconded, discussion, motion carries.

15. BOD Travel Policy

- a. There was some nice email discussion on the topic. Do we need to be more granular/specific about what the policy should be? Here are some of the outstanding questions:
  - 1) 2 to a room by default, but what should the policy be for someone (Leo!) who wants their own room. Should Niagara pick up 50% of the cost?
  - 2) Reimbursement of expenses prior to travel. Yes or no?
- b. Motion to withdraw this agenda item to be included in next meetings discussion, seconded, no discussion, motion carries

16. Reports of officers, committees and coordinators:

- General Chair – Jim Stromski – No Report
- Admin Vice Chair – Brad Boyle – No Report
- Senior Vice Chair – Kim Corby –
- Age Group Vice Chair – Sara Smith – No Report
- Finance Vice Chair – Doug Evans –
  - Investment Task Force meeting last week
    - In the process of drafting a mission statement
    - Looking at options for asset structure and increasing assets to fund operations and/or athlete development
- Treasurer – Adam Zaczkowski –
  - In the budget everyone should be aware that account numbers so that financial statement and budget agree line-by-line
  - Niagara YTD P&L 2017-2018 as of 10/20/2017
- Sr. Coach Rep – Phil Baretela – No Report
- Jr. Coach Rep – Seth Williams – No Report
- Sr. Athlete Rep – Spencer Schultz – No Report
- Jr. Athlete Rep – Molly Hewett – No Report
- Safety Committee Chair – Leo Gibbons –
  - October Safety Report attached
- Tech Planning Chair – Ryan Callan – No Report
- Member/Registration – Eric Stimson –
- Officials Chair – Brooks Howard –
  - October Official's Report attached
- Diversity Chair – Mike Switalski – No Report

3. Adjournment

- Motion to adjourn; seconded; all in favor. Meeting adjourned at 10:49pm.