



Niagara Board of Director's Meeting Agenda

February 27, 2019 9:15PM

1. Call to Order
2. Roll Call
3. Approval of minutes for 1/30/2019 and 2/7/2019 BOD meetings
4. Athletes
5. Leadership Summit Attendees (Athlete Reps and Coach Reps)
6. Eastern / Central Zone Workshop (May 17 - 19) attendees (J. Stromski) meeting schedule attached
7. Zone Meeting (April 12 - 13) (J. Stromski) meeting schedule attached
8. Authorize the General Chair to hire an Executive Director as of 5/1/2019 and no later than 6/1/2019 (A. Zaczowski)
9. Reports Questions

Niagara LSC Board of Directors Meeting Minutes for
February 27, 2019

Position	Incumbent	Present	Absent
General Chair*	Jim Stromski	X	
Administrative Vice-Chair*	Colin Adams	X	
Senior Vice Chair*	Kim Corby		X
Age Group Vice Chair*	Sara Smith	X	
Interim Finance Vice Chair*	Peter Koenig		X
Secretary	Colin Adams	X	
Treasurer	Adam Zaczkowski	X	
Senior Coach Representative*	Seth Williams	X	
Junior Coach Representative*	Phil Baretela	X	
Junior Athlete Representative*	Molly Brennan	X	
Senior Athlete Representative*	Molly Hewett	X	
Safety Committee Chair	Leo Gibbons	X	
Technical Planning Chair	Will Chidsey	X	
Member/Registration Coordinator	Eric Stimson		X
General Chairman Appointment	Brooks Howard	X	
General Chairman Appointment	Shawn Parkhurst		X
Immediate Past General Chair	Eric Lind	X	
Diversity & Inclusion Chair	Mike Switalski	X	
Disability Chair	Courtney Christ	X	
At Large Athlete	Alex LaPointe	X	
At Large Athlete	Maddie Panus	X	

1. Call to Order – 9:15
2. Roll Call – see attendance list
3. Approval of minutes for 1/30/2019 and 2/7/2019 BOD meetings
 - a. Motion to accept the minutes as presented:
 - i. Discussion – Corrections: Maddie Panus listed twice, Cathy Durance is spelled incorrectly and Phil and Set’s roles are switched in the report section.
 - b. Motion to accept minutes as amended and seconded.
 - i. All in favor and motion carries
4. Athletes:
 - a. Molly H – On 2/12 posted the Jr athlete rep opportunity on Instagram and received 1 application from Suzanne Sokolowski from WEBS who will submit a video intro. Athletes will hold a meeting after the morning session of Golds on Friday to solicit more nominations. If there are more, voting will be held on Survey Monkey to be announced on Sunday. All attendees will receive a drawstring bag.
 - b. Molly B – Working with Courtney to create a hashtag for Golds for Intagram.
 - c. Jim suggested that the athletes attending the upcoming conferences to post their experiences on the Instagram page to reach the intended audience the other LSC athletes instead of a formal report.
5. Leadership Summit Attendees (Athlete Reps and Coach Reps)
 - a. Seth and Mike Gleason from Canadaiqua will be attending. Both are very excited and looking forward to it.
6. Eastern / Central Zone Workshop (May 17 - 19) attendees (J. Stromski) meeting schedule attached
 - a. The BoD approved 6 people to attend this workshop and, based on the attached meeting schedule and that the Officials Chair is asked to send a Referee (not Brooks), Jim suggests myself, Eric S., Leo, Mike, Colin (as Admin VC), and an Official to be named.
 - b. All agreed that the recommendations made sense. Need to coordinate logistics
 - c. Brooks is working on his recommendation for a representative
 - d. Registration is open now but not a lot of time to waste
7. Zone Meeting (April 12 - 13) (J. Stromski) meeting schedule attached
 - a. Suggest Jim S, Will Chidsey, Peter (Adam cannot attend), and at least one Molly.
 - b. Will won’t be able to attend due to a conflict but he would like to discuss an alternative with Tech Planning Committee. In the past, it has was acceptable to allow another from Committee.
 - c. The athletes will need to confirm with their parents who and if they can go.
8. Authorize the General Chair to hire an Executive Director as of 5/1/2019 and no later than 6/1/2019 (A. Zaczowski)
 - a. There are details that still need to be worked out, but we want to initiate the process by having the BoD approve the hire. Details will be presented for the March BoD call.
 - b. Motion was seconded

- c. Discussion – This topic has been an ongoing discussion for years as it was looked at as a best practice from other successful LSCs
 - d. Jim wants to get it going as the role has been identified in the budget process in the last third of this year.
 - e. Will wants to make sure that we initiate a process to identify and vet the best candidate and not just hand it off to anyone.
 - f. All in favor in proceeding with hiring an Executive Director
 - i. Motion carries
9. Reports Questions or Other Comments:
- a. 5 athletes identified to use the disability classification and 3 will be using them at Golds and 1 used it a Silvers
 - b. Eric Lind asked Adam about the budget for an update on where the LSC stand. Adam said the athlete's expenses are down comparatively speaking, Zone Team expenses are unknown right now. In general, things look pretty good despite expecting a planned loss. Need to get the income sitting out there due to the transition from Brad to Colin.
 - c. Transition is complete between Brad and Colin for the Admin VC
 - d. Additional discussion about the Tech Suit ban and Jim, the Mollys, Brooks and Seth will get on a call to discuss a plan to prepare for the Zone meet.

Reports of officers, committees and coordinators:

- o General Chair – Jim Stromski – Report attached
- o Admin Vice Chair – Brad Boyle – No Report
- o Senior Vice Chair – Kim Corby – No Report
- o Age Group Vice Chair – Sara Smith – No Report
- o Finance Vice Chair – Peter Koenig – No Report
- o Treasurer – Adam Zaczkowski – Report Attached
- o Sr. Coach Rep – Seth Williams – No Report
- o Jr. Coach Rep – Phil Baretela – No Report
- o Sr. Athlete Rep – Molly Hewitt – No Report
- o Jr. Athlete Rep – Molly Brennan – No Report
- o Safety Committee Chair – Leo Gibbons – Report Attached
- o Tech Planning Chair – Will Chidsey – No Report
- o Member/Registration – Eric Stimson –
- o Officials Chair – Brooks Howard – No Report
- o Diversity Chair – Mike Switalski – No Report
- o Disability Chair - Courtney Christ - Report Attached

Adjournment

- Motion to adjourn; seconded; all in favor. Meeting adjourned at 9:50pm.



**2019 Eastern Zone Spring
Meeting
April 12-13, 2019
Sands Casino Bethlehem PA**



Please find the general information for the 2019 Eastern Zone Meeting attached. Please pay careful attention to the room reservation information and cutoff date. Please feel free to contact Mike Seip at mikeseip@masswim.org with any questions you may have.

Friday:

3:00 – 4:00 PM Budget Task Force
4:00 – 5:30 Technical Planning
5:30 – 6:30 General Chairs
6:30 – Welcome Reception: Hors d'oeuvres and Beverages

Saturday:

8:30 - 9:30 Breakfast
9:00 – 10:00 Athletes
10:00 – 12:00 General Meeting
Lunch served immediately at the conclusion of the General Meeting

HOTEL INFORMATION:

Sands Hotel Bethlehem, 77 Sands Boulevard, Bethlehem PA 18105, o: (484) 777-7497 f: (484) 777.7101
Hotel Reservation Department: (877) 726-3777, Group Code: GSW0419, **Cutoff Date: March 13th**
The Group rate is \$169 for Friday night

Additional Information:

The Sands is a full-service casino which includes numerous restaurants, an outlet mall and an event center. On Friday April 12, 2019 Chicago is appearing at the Sands Event Center at 8:00 PM, tickets may still be available at: <https://www.sandseventcenter.com/events/>.



WORKSHOP

CHICAGO, IL • MAY 17-19, 2019



Start	End	Meeting	Room
Friday, May 17th			
4:00pm	5:30pm	Registration	Ballroom Foyer
5:30pm	7:30pm	Keynote/Buffer Dinner	Ballroom
Saturday, May 18th			
7:00am	8:00am	Breakfast	Ballroom & Mezzanine Foyer
8:00am	5:00pm	Safe Sport	Salon A
8:00am	5:00pm	Times	Artist
8:00am	5:00pm	Diversity & Inclusion	Author
8:00am	5:00pm	Op Risk/Safety	Salon E
8:00am	5:00pm	Meet Referee Workshop	Salon D
8:00am	10:00am	Registration/SWIMS 101	Swing
10:15am	12:00pm	Registrars - Advanced SWIMS	Blues
8:00am	12:00pm	LSC GC/Admin/Staff	Salon C
12:00pm	1:00pm	LUNCH (on own)	
1:00pm	5:00pm	Registration Workshop	Salon B
1:00pm	5:00pm	LSC GC/Admin	Jazz
Sunday, May 19th			
7:00am	8:00am	Breakfast	Ballroom & Mezzanine Foyer
8:00am	10:00am	Zone Directors with GC/Admin	Salon B
8:00am	12:00pm	Zone Directors with GC/Admin	Artist
8:00am	10:30am	Diversity & Inclusion	Author
8:30am	11:30am	Times/Registration	Salon C
8:00am	12:00pm	Safe Sport	Salon A
8:00am	12:00pm	Op Risk/Safety	Salon E
8:00am	12:00pm	Meet Referee Workshop	Salon D



General Chair Report
Prepared by: Jim Stromski
2/27/19

Jim Bowen has submitted a first draft of new By Laws. Currently under review by E. Stimson, A. Pelletier, and J. Stromski.

Tech Suit ban enforcement. Will be presenting process to the Mollys, Seth, Phil, and Brooks shortly and we will discuss later this week so that information can be posted and distributed at the championship meet.

The Athlete Wellness program is progressing well. Have had one call with Samantha and Alex and Maddie have done a great job keeping it moving. Alex is engaging the MSW program at Nazareth for assistance in setting things up and the group still has some program mapping to do.

2019 Phillips 66 Outstanding Service Award nominations. We have one nomination (June Mundt) so far. If there are others who you think are deserving, nominate them soon!

A reminder to those approved to attend the Zone Workshops in Chicago this coming May should be making their travel arrangements. There is a promo code that can be used if flying United and it can be found here:

<https://www.usaswimming.org/articles-landing-page/2017/03/27/member-travel-portal>

Will be scheduling the next LSC-wide Info and Q&A call for Wednesday, 3/13, at 9pm.

Date – 2/28/19

Subject – Monthly Safety Report / 2019.2

From – Leo Gibbons, Jr. / Operational Risk & Safe Sport Chairperson

To – Niagara BOD & Chairs



1. Safe Sport Club Coordinators –
 - We currently have 69 actives to date
 - 1 has expired USA Membership CSST
2. Reports of Occurrence – (3) (6 YTD) (2018 = 43) *
 - FKVL / M / 8 / Practice-Locker Room / Slip-Trip-Fall / Face-Mouth / Cut-Lip
 - GRSC / F / 10 / Practice-Starting / Other / Face-Nose / Bloody Nose
 - HAWK / M / 16 / Practice-Starting / Lift-Strain / Knee / Dislocation
3. New Athlete Protection Training –
 - Went active on Learn Platform 2/4/19
 - 3 new courses from U.S. Center for Safe Sport
 - Annual refreshers now replace the 2 year requirement
4. Safe Sport Club Presentations – (0)
 - EMAC and TTAC requested info on 2/2/19
 - GRSC is tentative on schedule for April
5. Athlete Wellness Incentive –
 - I have been in contact with Samantha Livingstone several times
 - We agreed that Safe Sport will be a key component of the AWI

2/27/19

Disability Report

There are 5 athletes classified to date.

1 athlete attended Silvers with the times (UNAC).

3 athletes are entered in Golds with the times.

Have received push back about the nontraditional athletes not getting their own heat in prelims, can look at for future years.

Next disability call: 3/19 will cover Silver and Gold participation, number of athletes using the classification and what other LSCs have for programming.

Niagara Swimming, Inc.
Profit & Loss Budget vs. Actual
September 2018 through August 2019

	<u>Sep '18 - Aug 19</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
4030 · LEAP Funding	0.00	2,500.00	-2,500.00	0.0%
4040 · Investments				
4041 · Brokerage Account	0.00	13,663.50	-13,663.50	0.0%
4042 · Interest-Savings	1.74	17.50	-15.76	9.94%
Total 4040 · Investments	1.74	13,681.00	-13,679.26	0.01%
4070 · USA Swimming Registration	366,727.26	447,155.00	-80,427.74	82.01%
4080 · Meet Sanctions	2,150.00	5,000.00	-2,850.00	43.0%
4090 · Swim Meet Surcharges	11,961.70	43,750.00	-31,788.30	27.34%
4110 · Eastern Zone Team Athlete Fees				
4130 · Long Course				
4131 · Team Dues	0.00	25,300.00	-25,300.00	0.0%
4132 · Clothing and Cap Sales	0.00	350.00	-350.00	0.0%
Total 4130 · Long Course	0.00	25,650.00	-25,650.00	0.0%
Total 4110 · Eastern Zone Team Athlete Fees	0.00	25,650.00	-25,650.00	0.0%
Total Income	380,840.70	537,736.00	-156,895.30	70.82%
Expense				
5100 · Administrative Expense				
5101 · Accounting				
5102 · Treasurer Stipend	3,000.00	6,000.00	-3,000.00	50.0%
5103 · Audit & Tax Prep	0.00	1,500.00	-1,500.00	0.0%
5104 · Char 500	100.00	100.00	0.00	100.0%
Total 5101 · Accounting	3,100.00	7,600.00	-4,500.00	40.79%
5105 · Bank Service Fees	617.43	1,550.00	-932.57	39.83%
5115 · Convention	13,952.48	15,000.00	-1,047.52	93.02%
5130 · Equipment	40.99	600.00	-559.01	6.83%
5135 · Internet Services	389.94	780.00	-390.06	49.99%
5140 · Meetings				
5142 · EZ Spring Meeting	0.00	3,500.00	-3,500.00	0.0%
5143 · NI House of Delegates				
5144 · Fall Meeting	1,095.00	3,000.00	-1,905.00	36.5%
5145 · Spring Meeting	375.00	3,000.00	-2,625.00	12.5%
Total 5143 · NI House of Delegates	1,470.00	6,000.00	-4,530.00	24.5%
Total 5140 · Meetings	1,470.00	9,500.00	-8,030.00	15.47%
5150 · Postage	34.61	100.00	-65.39	34.61%
5160 · Registrar Stipend	4,500.00	6,000.00	-1,500.00	75.0%
5165 · Supplies	279.97	500.00	-220.03	55.99%
5175 · Travel	464.31	4,000.00	-3,535.69	11.61%
Total 5100 · Administrative Expense	24,849.73	45,630.00	-20,780.27	54.46%
5300 · Club Strengthening				
5310 · Club Clinic	0.00	500.00	-500.00	0.0%
5315 · Club Recognition Program	800.00	1,200.00	-400.00	66.67%

Niagara Swimming, Inc. Profit & Loss Budget vs. Actual September 2018 through August 2019

	Sep '18 - Aug 19	Budget	\$ Over Budget	% of Budget
5320 · Coach Training	6,044.81	8,000.00	-1,955.19	75.56%
5325 · Coach Mentoring	0.00	1,000.00	-1,000.00	0.0%
5335 · Outreach	0.00	10,000.00	-10,000.00	0.0%
5340 · Athlete Travel Reimbursement				
5341 · Washington IMX	0.00	3,000.00	-3,000.00	0.0%
5342 · Adaptive	0.00	250.00	-250.00	0.0%
5343 · Speedo Sectionals	0.00	7,000.00	-7,000.00	0.0%
5344 · Futures	0.00	6,000.00	-6,000.00	0.0%
5345 · NSCA Juniors	0.00	3,900.00	-3,900.00	0.0%
5346 · ISCA Juniors	0.00	1,500.00	-1,500.00	0.0%
5347 · EZ SC Age Group Champs	0.00	2,000.00	-2,000.00	0.0%
5348 · EZ Open Water Champs	0.00	500.00	-500.00	0.0%
5349 · Eastern Zone Senior	0.00	1,500.00	-1,500.00	0.0%
5350 · Arena PSS	0.00	1,125.00	-1,125.00	0.0%
5351 · Junior Nationals - Summer	0.00	1,350.00	-1,350.00	0.0%
5352 · Junior Nationals - Winter	1,875.00	2,625.00	-750.00	71.43%
5353 · P66 Nationals	0.00	550.00	-550.00	0.0%
5354 · AT&T Winter Nationals	0.00	550.00	-550.00	0.0%
Total 5340 · Athlete Travel Reimbursement	1,875.00	31,850.00	-29,975.00	5.89%
Total 5300 · Club Strengthening	8,719.81	52,550.00	-43,830.19	16.59%
5400 · Eastern Zone Affiliation				
5410 · EZ Per Athlete Fee	0.00	1,500.00	-1,500.00	0.0%
Total 5400 · Eastern Zone Affiliation	0.00	1,500.00	-1,500.00	0.0%
5500 · Eastern Zone Age Group Champs				
5550 · Long Course				
5551 · Lodging	0.00	12,500.00	-12,500.00	0.0%
5552 · Selection Committee	0.00	250.00	-250.00	0.0%
5553 · Coaching	0.00	2,500.00	-2,500.00	0.0%
5554 · Food	0.00	3,500.00	-3,500.00	0.0%
5555 · Transportation	0.00	9,000.00	-9,000.00	0.0%
5556 · Clothing				
5557 · Apparel	58.20	5,000.00	-4,941.80	1.16%
5558 · Caps	0.00	2,000.00	-2,000.00	0.0%
Total 5556 · Clothing	58.20	7,000.00	-6,941.80	0.83%
5559 · Meet Entry Fees	0.00	2,500.00	-2,500.00	0.0%
5561 · Administrative	0.00	500.00	-500.00	0.0%
5562 · Misc	0.00	250.00	-250.00	0.0%
Total 5550 · Long Course	58.20	38,000.00	-37,941.80	0.15%
Total 5500 · Eastern Zone Age Group Champs	58.20	38,000.00	-37,941.80	0.15%
5650 · LSC Supported Meets				
5651 · LC Super Circuits	0.00	6,000.00	-6,000.00	0.0%
Total 5650 · LSC Supported Meets	0.00	6,000.00	-6,000.00	0.0%
5700 · Officials	1,632.32	6,000.00	-4,367.68	27.21%

Niagara Swimming, Inc.
Profit & Loss Budget vs. Actual
September 2018 through August 2019

	Sep '18 - Aug 19	Budget	\$ Over Budget	% of Budget
5701 · Officials - Recognition	0.00	1,000.00	-1,000.00	0.0%
5750 · Athlete Committee	1,720.48	2,500.00	-779.52	68.82%
5800 · Registration				
5801 · USA Swimming Registrations				
5803 · Athlete (Full Year)	242,856.00	301,538.00	-58,682.00	80.54%
5804 · Athlete (Seasonal)	30.00	3,503.00	-3,473.00	0.86%
5805 · Athlete (Outreach)	1,230.00	1,740.00	-510.00	70.69%
5806 · Athlete (Single Meet)	110.00	0.00	110.00	100.0%
5807 · Athlete (Flex)	3,410.00	20,520.00	-17,110.00	16.62%
5808 · Non Athlete	42,058.00	44,413.00	-2,355.00	94.7%
5810 · Club & Organization	5,110.00	5,286.00	-176.00	96.67%
Total 5801 · USA Swimming Registrations	294,804.00	377,000.00	-82,196.00	78.2%
Total 5800 · Registration	294,804.00	377,000.00	-82,196.00	78.2%
5950 · Board Discretionary Fund	902.46	5,500.00	-4,597.54	16.41%
6600 · Payroll Expenses	0.00	10,000.00	-10,000.00	0.0%
Total Expense	332,687.00	545,680.00	-212,993.00	60.97%
Net Ordinary Income	48,153.70	-7,944.00	56,097.70	-606.16%
Other Income/Expense				
Other Income				
7001 · Returned 2017 2018 Grant Prog	596.00	0.00	596.00	100.0%
7002 · Returned 2017 2018 Reg Deposits	690.00	0.00	690.00	100.0%
Total Other Income	1,286.00	0.00	1,286.00	100.0%
Other Expense				
7101 · 2017 2018 Grant Prog Reissues	416.00	0.00	416.00	100.0%
Total Other Expense	416.00	0.00	416.00	100.0%
Net Other Income	870.00	0.00	870.00	100.0%
Net Income	49,023.70	-7,944.00	56,967.70	-617.12%

Cash Balances on Hand

Checking:	\$	30,627.40
Savings:	\$	20,001.34
Investments	\$	625,469.03
Total	\$	676,097.77