

# HAWAIIAN SWIMMING HOUSE OF DELEGATES MEETING

Minutes – March 18, 2012

## Roll Call

Attending: Ming Chow (Delegate Hickam Swim Club), David Coleman (General Chair), Malcolm Cooper (Age Group Vice-Chair), Sandy Drake (Officials Chair), Peggy Glasgow (Finance Vice-Chair), Jon Hayashida (Senior Vice-Chair), Ron Iwamoto (Club, Athlete and Special Events Development Coordinator), Lynne Nakamura (Treasurer), Larry Oshiro (Junior Coach Representative), Ken Suenaga (Safety Coordinator), Gwenn Tomiyoshi (Registration/Membership Coordinator), Theresa Watton (Delegate Kamehameha Swim Club), Reid Yamamoto (At Large – Maui)

## Reading, correction and adoption of minutes of previous meeting (attached)

- **Accepted unanimously**

## Reports of officers

- General Chair:
  - Drowning Prevention Program is part of the mission of the USA Swimming Foundation and big concern nationally. Partnering with community groups and local government to develop anti-drowning measures and programs.
    - Identify opportunities and impediments (e.g., Maui schools and county has expressed interest, but schools don't generally have pools on campus. This requires transportation which is very expensive.) What sort funds are available? Are community foundations open to programmatic grants? Have we clearly identified the problem for our island state?
    - Each island should investigate the opportunities they may have for drown-proofing/swimming lesson programs.
  - Diversity Programs: Diversity Mission Statement for USA Swimming: USA Swimming is committed to increasing the multicultural, ethnic, and socioeconomic diversity of the sport to achieve and foster an inclusive swimming environment that fosters the growth of swimming at all levels.
  - USA Swimming is trying to respond to the changing demographics of the nation. They are attempting to move our membership demographics to more closely represent actual ethnic make-up in the nation.

- Hawaiian Swimming is seen as an example of such a diverse membership. Our challenge is to increase our outreach to the Native Hawaiian and Pacific Islander communities and increase non-athlete involvement from these communities at all levels of leadership in the LSC.
  - <http://www.diversityinaquatics.com/>
  - <http://www.usaswimming.org/DesktopDefault.aspx?TabId=1653&Alias=Rainbow&Lang=en>
  - see the accompanying presentation from the Diversity Summit in November (not presented at the Delegates meeting)

### Senior Committee

- Senior Championships June 2012: request to change the date to prior to June 18, which is the last date to qualify for Olympic Trials. KSC made the request. There are a number of swimmers who are within reasonable reach of the standards for Trials. In general, Senior Committee was asked to insure that our Senior Championship is scheduled in the future prior to the deadlines for Trials.

**Action: The Senior Committee moved that the Senior Championship meet be re-scheduled to June 14-16 (Th at 4:30/6:00pm; Friday/Sat 7:30/9:00; Friday Finals 2:30/4:00, Saturday Finals 1:30/3:00) if the other meets can be rescheduled, including possible use of Sunday, June 17. Second by Reid Yamamoto. Passed by unanimous vote.**

- **Senior Committee will be using non-conforming times for entries at all senior meets.**

### Age Group Chair

- Discussion on using non-conforming times for Age Group: Are Oahu Meets using non-conforming times? We want to move to using nonconforming times for all events. Could be problematic for BC meets. Use of parameters makes it difficult. Age Group will come back with a recommendation.
- Meet Manager 4 is out there. It is compatible with MM3. It does run MeetMobile. It is not necessary though they will no longer do updates.
- Team Unify program changes the entry time on some of its entries. Peggy will send an example to Malcolm who will follow up with Team Unify to work on the problem.
- Two bids for LC Champs: HSC and KSC. VMAC Pool. KSC has declined. HSC awarded meet.
- Hawaiian LSC Short Course Championships:
  - Punahou has bid for December 13-16 at their pool.
  - Ken will check with Toshi on available VMAC dates for the December 2012 meet.

- Age Group did not set a final date for the meet, but will present a final schedule for Board approval in May. This schedule should include the bids for SC champs. There are three possible weekends being considered because of the Christmas calendar date. With the semester closing on December 14 in the public schools, it appears the weekend dates may be expanded. Age Group will publish a formal bid deadline.
- Age Group Committee members: the Committee is seeking volunteers. Please contact Malcolm.
- Two new computers were ordered: \$5600.00. MAGSA needs a new computer.
- Zones Coordinator discussion: Malcolm and Ron will work on the Team Hawaii coordinator position. Anyone interested should contact them.

#### Registration/Membership: Update

- Athletes: 2398 (March 18); Non-athlete members: 293; 30 clubs; 1 organization MAGSA;
- Transfer Fee is Hawaiian LSC. The issue was raised as to whether the fee should be waived when a team is dissolved.
- **Action: When a team is disbanded, we will waive the transfer form fee (\$5.00) for 60 days from the time on notification to the LSC Registrar. All swimmers become automatically unattached from the time of notification of the LSC Registrar. The receiving club must file a transfer form for the swimmer. Passed unanimously.**
- Pearl Harbor Aquatics notified the LSC of its dissolution in late January.
- **Action: All PHA swimmers are eligible for the transfer fee waiver until April 30, 2012. Passed unanimously.**
- The updates on the Athlete Protection Program have been posted on USA Swimming. The live link is now on the Hawaiian Swimming site under the Athlete Protection sub-section on the Coaches tab.

Ron Iwamoto (Club, Athlete, and Special Event Coordinator): The LSC is eligible for a Swimposium in 2013. Ron will put forward some eligible dates after consultation with Age Group and Senior Committees. We are looking for Saturday/Sunday dates after April 2013. Ron will contact Bill Krumm directly on the Club Development event planned for fall. This may be in conjunction with the Coaches Clinic.

Sandy Drake (Officials Committee):

- Everybody is now on OTS.
- 12 officials need to complete their re-certification. She will notify them again.
- Name badges for current officials will be ordered tomorrow.
- JAGS great turn out for the meet. Fun meet!
- Western Zone Sectionals: Dar Gerber was a Deck Referee.
- Island Reps: set except for Oahu. Jenny Warren has been approached for Oahu.

- Athlete member for the committee is being contacted.
- Olympic Trials: Sandy Drake was asked to attend by the National Officials Committee.

Treasurer:

- Bank: duplicate statements will be sent to Finance Vice-Chair (Peggy); new signatories have been set for the checking account; Bank is looking into the process for changing the name on the account to be consistent with the Bylaws.
- The final financial reports for Team Hawaii and the Short Course Championships from the Big Island Association (which includes possible reimbursements for the meet) have not been received. We know what the final amounts for expenditures and revenues, but it is not yet clear how these are to be assigned to specific line items in the budget.
- Semi-annual Audit: Financial Chair will set the audit in May with the scheduled Board meeting. Treasurer will have the necessary information set for the May audit.
- March 31, 2012 is deadline for the Big Island Associate financial report. They must report by then or face possible fines payable by the member teams.

### **Presentation and approval of the annual budget**

- Action: The 2012 Budget was presented by Peggy Glasgow, Finance Vice Chair. It was passed unanimously. See attached Budget. The major expense contributing to the overrun of \$59,000+ was the \$36,000.00 expense for the LSC participation on the 2012 Oceania team for USA Swimming. They are contributing \$14,000.00 to the expenses for the team.

### **NEW BUSINESS**

- **Action: Motion to purchase a new laptop computer for the LSC to used by MAGSA. Passed unanimously.**
- **Action: Change to the Bylaws Recommended by the Board of Directors. It was moved and seconded to change Section 604.5 in the Bylaws as follows and adopt the schedule of meetings for 2012 as listed below.**

### **604.5 ANNUAL AND REGULAR MEETINGS**

The annual meeting of the House of Delegates of Hawaiian Swimming shall be held in the month of ~~December~~ November each year or during the Hawaii State Age Group Short Course Championship, at which time the election of officers

shall be held. The officers' terms shall commence on January 1. Regular meetings of the House of Delegates shall be held ~~quarterly~~ in accordance with a schedule adopted by the Board of Directors.

**2012 - LSC Board and House of Delegates Meeting Minutes - 2012**

January Executive Committee	April Executive Committee	July Board of Directors	October House of Delgates
February Board of Directors	May Board of Directors	August Executive Committee	November House of Delegates Elections
March House of Delegates	June Executive Committee	September Board of Directors	December Executive Committee

Passed.

Records: Technical Committee is in charge of keeping the data and current records for the LSC. The form for notifying the committee (Dean Schmaltz, Chair) will be re-posted to the site and the procedures for such reports placed in the current Policies and Procedures Manual. Coaches are encouraged to examine the record listing carefully and report any issues with the current list as soon as possible to the Technical Committee.

Adjournment at 12:55pm.

**Hawaiian Swimming House of Delegates  
Minutes  
November 20, 2011**

**Bylaws Changes**

**604.1.2 NON-ATHLETE AT-LARGE HOUSE MEMBERS** - Up to ten (10) *at-large non-athlete* members of the House of Delegates may be appointed *as At-Large House Members* by the General Chair with the advice and consent of the Board of Directors. *Additionally, a sufficient number of athlete members-at-large shall be appointed by the General Chair with advice and consent of the Board of Directors to constitute at least 20% of the voting membership of the House of Delegates.* The At-Large House Members shall hold office from the date of appointment through the conclusion of the annual meeting of the House of Delegates following such appointment or until their successors are appointed to the House of Delegates.

**604.1.3 ATHLETE REPRESENTATIVES** Two (2) Athlete Representatives shall be elected, one each year, for a two- year term, or until their respective

successors are elected. At the time of election, the Athlete Representative must (a) be an Athlete Member in good standing, (b) be at least sixteen (16) years of age or at least a sophomore in high school, (c) be currently competing, or have competed during the three (3) immediately preceding years, in the program of swimming conducted by Hawaiian Swimming or another LSC and (d) [have his or her place of permanent residence reside](#) in the Territory and expect to reside therein throughout at least the first half of the term ([other than periods of enrollment in an institution of higher education](#)). The election of the Athlete Representatives shall be conducted annually during Hawaiian Swimming's Long Course Age Group Swimming Championship, or other regularly scheduled meet designated by the Board of Directors.

605.2 AT-LARGE BOARD MEMBERS - *The Board of Directors shall have five (5) At-Large Board Members. The House of Delegates or the Board of Directors by resolution may reduce the number, but not increase it to more than five (5). Any reduction in the number of At-Large Board Members shall not take effect until the terms of office of the incumbents expire or become vacant. [The House of Delegates or the Board of Directors by resolution may create classes of At-Large Board members, such as an At-Large Board Membership to be held by a Coach Member. A sufficient number of athlete members shall be selected as At-Large Board Members to constitute at least twenty percent \(20%\) of the voting membership of the Board of Directors at any given time \(taking into account the ! J!](#)*

[Athlete Representatives](#)). The athlete At-Large Board Members shall meet the same requirements and be selected at the same time and place as the Athlete Representatives set forth in Section [604.1.2]. All At-Large Board Members shall hold office from the date of their election (or appointment, as the case may be) through the conclusion of the annual meeting of the House of Delegates following such appointment or until their successors are elected or appointed.

607.3 MEMBERS AND EX-OFFICIO MEMBERS OF STANDING COMMITTEES - Except as otherwise provided in these Bylaws or by the Board of Directors, members of each standing committee shall be appointed by the General Chair with the advice and consent of the respective division Vice-Chair and the chair of the committee. [Notwithstanding anything herein to the contrary, a sufficient number of athlete members shall be appointed to each committee to constitute at least twenty percent \(20%\) of the voting membership of such committee. The athlete committee members shall meet the same requirements as those of Athlete Representative set forth in Section \[604.1.2\].](#) The division Vice-Chair shall be an ex-officio member (with voice and vote) of each standing committee within the respective division.

Passed unanimously.

## Rules and Regulations Changes

[New] **Section 4.04 Open Water Sanction Applications:** Applicants for sanction of an open water competition shall complete the application approved by USA Swimming. Before an open water competition is sanctioned by the LSC, the LSC sanction officer shall submit the completed sanction packet to USA Swimming for review and approval.

[renumber following sections]

[New] **Section 9.11 Requirements of Membership** – All members of the Hawaiian Swimming House of Delegates, Board of Directors, persons with password access to the USA Swimming database, and any committee, sub-committee, or division of Hawaiian Swimming, appointed or elected, must hold an individual membership in USA Swimming pursuant to the provisions of Article 502 USA Swimming Rules and Regulations, unless otherwise specified by the Hawaiian Swimming Board of Directors and USA Swimming Board of Directors.

[renumber following sections]

Passed unanimously.

Meeting adjourned

Respectfully submitted,

David Coleman

General Chair