

Hawaiian Swimming
Board of Directors Meeting Minutes
October 2, 2016
Chaminade University

Present:

Kenny Chew, General Chair, Dean Schmaltz, Administrative Vice-Chairman, Dave Coleman, Finance Vice-Chair, Bobby Dugar, Treasurer, Dustin Fukuda, Club, Athlete Special Events Diversity, Larry Oshiro, Coaches Rep Jr., Reid Yamamoto, Senior Vice-Chairman, Joe Glenn, Age Group Vice-Chairman, Malcolm Cooper, Technical Planning, Jeffrey Collins, Sr. Athlete Representative, Lia Foster, Sr. Athlete Representative, Noah Carlson, Jr. Athlete Representative, DJ Hwang, Jr. Athlete Representative, Eugene Drzymala, Official's Representative.

Call To Order: Meeting was called to order by LSC General Chair at 10:30 a.m.

A. Approval of BOD Minutes of August 28, 2016

Action Taken: Motion to accept the BOD Minutes of August 28, 2016. Moved and seconded. Corrections were made. Approved unanimously with corrections.

B. Reports

1. Treasurer's Report

a. New Treasurer

- Bobby Dugar has been named Treasurer. An email from the General Chair, dated 9/12/16 , was sent to the Board to notify them of the appointment, and to solicit any objections. No objections were made.

2. Registrar's Report- Not present, see attached report.

a. Registration Forms

- The club registration and athlete registration forms were updated.

3. Admin Vice-Chair

a. Club Official Quota Data

- Athlete and official count data for 2016 was presented and explained. This information will be distributed to the clubs. Club will have a chance to make corrections if their official's shifts were not included.

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- The 2016-2017 registration fee will be \$250 per official short of their quota for teams not meeting their required quota. Teams meeting the quota will pay a \$100 club registration fee. Teams exceeding the quota by 20% or more will have their registration fee waived.
- The preliminary reports shows 13 teams below their quota. The data appears to have improved over last year.

b. Changes 14.01, 14.03 and 14.14

- A proposal was made to make the following changes to Article XIV. Club Official Quota (**see attached**)
 - 1.) Change "may" to "shall" in Section 14.01.
 - 2.) Remove meet director session credit in Section 14.03.
 - 3.) Create Section 14.14 defining a way for teams "not in good standing" to become "in good standing". Clubs must increase their number of certified deck officials to the required level of their quota prior to their annual registration being approved for the next calendar year.

Action Taken: Motion to accept the proposed changes to 14.01, 14.03, and 14.14. Moved and seconded. The proposal was approved unanimously discussion.

- A decision was made to exempt military clubs, with 80% of athletes dependents of active military, from the official quota in Section 14.09 for another year.
- Question raised as to why officials sessions from previous clubs don't count towards current club when transferring in from out of state. Those sessions don't help the official shortage in Hawaii.
- Appeals made to the Board regarding the official quota and exemptions will be considered.

4. Technical Planning

a. Equipment

- More pads, a battery and new chargers were ordered. All were tested and are in good working condition.
- There was a problem with SST that will be looked at.

b. Zones

- Zone time standards were put onto the forms we use. They will be looked at to get ready to post.
- Zones is in Roseville next year. Anticipate that the meet notice will be out by March.

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c. Records sub-committee

- Record sub committee will be meeting.

d. Quad Plan Schedule

- A quad plan schedule draft was submitted. This schedule reflects 4 years of meets like age-group, zones, sectionals, national etc. and allows cross-over to be viewed. The Quad plan schedule will be up for HOD approval.

e. Notes from Convention

- Concussion information was on hand at Convention. There are signs and requirements that teams may not be aware of. Information can be shared with all the clubs.
- Meet marshals were an important topic at Convention. Meet marshals should arrive 15 min before the venue opens and see the meet director for a briefing. Suggestion to emphasize that meet marshal requirements are a USA Swimming rule.
- There was a suggestion for shorter meets so not that we're not losing athletes to soccer and other activities. One idea is to do shorter fun meets.

f. VMAC Cooling

- There are efforts in progress to work on the cooling issue.

g. High School Swimming

- High school teams shouldn't be starting practice until November 7th since the high school championship meet is now February 10 & 11th.
- Should we remind coaches to keep club and HS swimmers separate? This is for insurance.

Action needed: Malcolm will send an email requesting that the coaches rep remind the club coaches of this important rule.

5. Finance Vice-Chair

a. Quad Plan Budget

- Having a Quad Plan /budget is a requirement for leap 2, We have never done it before. A draft for 2017-2020 was presented to the Board for review. There was a lengthy discussion analyzing various areas of the budget.
- Question as to if Hawaiian Swimming athlete count will continue to increase. Speculated growth was discussed.
- Expenses are projected to increase. Caution of committing 24,000 per year to the endowment instead of 15,000 per year, which was the amount approved by the Board. Fee increases were not a part of this budget.

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Action needed: Budget Committee will review the Quad
Plan Budget Draft and make a recommendation to the Board

b. New email accounts

- Google email accounts have been set up with hawaiianswimming.org addresses. The email connects back to your regular email. The titles can be changed.
- Using Google email accounts makes using their other products, like Google Hangouts, easier. The security is good. It could be used to cut down on costs by not flying everyone to every meeting. This will also be a good way to archive our communication and decisions. There is no charge for this service due to our non-profit status.

6. Age Group Vice Chair

a. Virtual Pentathlon

- This meet was successful. Awards were purchased and will be distributed. Big Island Swimming plans to participate next year. Considering LC format for next year.

b. Meet notices

- Meet notices for meets have been posted through October.
- Age Group Championships meet notice will be posted in the next 2 weeks
- Mokihana is postponing a meet due to a conflict with SAT testing.
- There are 2 new requirements for meet notices; 1.) no drones. 2.) no deck changes. This wording must be in all meet notices for all meets.

7. Senior Vice Chair

a. Senior Meets

- Still working on planning for the 10/21 senior meet at UH.
- Senior Championships will be held at the UH pool. Requesting an earlier start time since it's a holiday. Request for tentative warm ups at 2 and competition at 330.

b. Oceania

- 2018 Oceania will be held in Papa New Guinea. Dates are not available yet.

8. Club Athlete and Special Events Chair

a. Safe Sport

- Working on setting up a separate tab for safe sport.
- Much of the information from Convention for Safe Sport was regarding the LGBT community and bullying.

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b. Diversity Camp

- 2018 diversity camp in San Diego. Anticipating cheaper flights which will be easier on the budget.

c. Athlete Safe Sport Meeting

- An email was drafted and will be sent out for the athlete safe sport meeting.

d. Zones

- Zone cuts were made significantly faster in some age groups/events. It may be harder to get a large team of qualifiers.

e. Swimposium

- Need to find a venue and a date to get this event on the calendar for the spring.

9. Times Administrator- not present, no report

10. Athlete Representatives

a. Athlete Safe Sport Meeting

- They are currently planning a safe sport meeting for athletes. Plan to have 2 representatives from each team, from every island. Ideally 1 male and 1 female 13 & over, preferably 15-16 age group. Question if transportation can be provided for outer island athletes, to and from the airport and Chaminade. Yes, adults can volunteer to pick them. Suggestion to organize the transportation once a list is confirmed.

b. Convention Reports

- Reports from Convention have all been emailed.

11. Coaches Representative

- Announcement for any reimbursement forms to give to Larry and he will forward them to Lynne.

12. Official's Representative- present, no report

13. Maui Representative- not present, no report

14. Big Island Representative- not present, no report

C. Old Business

1. Records Keeping Appointment

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Eric Nagoshi was named Records Keeper. An email from the General Chair, dated 9/12/16 , was sent to the Board to notify them of the appointment, and to solicit any objections. No objections were made.

2. Lifetime USA Swimming membership

An email proposal was made in July to award Dave Coleman a lifetime membership to USA swimming. A majority of Board members voted to approve this proposal. The award was given to Dave at Convention in September.

D. New Business- none

E. Announcements:

1. Regional coach clinic is this weekend as well as the CLDMS201 class.

Action needed: Malcolm will create a reimbursement form for coaches traveling from the neighbor islands.

**Action Taken: Motion for adjournment. Motion passed unanimously.
Meeting adjourned at 12:39pm.**

Next Meeting

No meetings are currently scheduled for 2017

Attachments

Attachment 1 Registrar's Report

Attachment 2 Club Official Quota

Respectfully submitted, Alexa Heiss, Secretary

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USA Swimming, Inc.

9/30/2016 11:47:31 AM

Year to Date Sept Report

LSC: HI

Athlete	
Athlete	359
Athlete Outreach	8
Total:	367
Non-Athlete	
Individual	35
Life	2
Total:	37

Article XIV. CLUB OFFICIAL QUOTA

Section 14.01 Purpose

Each Hawaiian Swimming club is required to maintain a specified level of certified deck official support for meets on an ongoing basis or be subject to an annual registration fee assessment commencing with the annual 2016 club registration. Failure to comply ~~may~~ **shall** cause the participating Group Member to be deemed “not in good standing”.

Section 14.02 Ratio

Each Hawaiian Swimming club is required to provide one (1) “active” certified deck official per sixteen (16) “competitive” athletes who compete in more than one (1) Hawaiian Swimming sanctioned meet during the swimming year (September 1 to August 31). This number is the club’s “quota”. The quota is rounded up for a partial quota of eight (8) or more athletes and rounded down for a partial quota of less than eight (8) athletes.

Section 14.03 Active Certified Official

An “active” official is a registered certified deck official who provides at least ten (10) sessions of service at four (4) or more Hawaiian Swimming age group program or senior program meets throughout the swimming year. Intra-squad and inter-squad meets are excluded and shall not be applied toward the quota calculation. An official who meets or exceeds this level of service in a swimming year satisfies one quota unit for a given team. ~~Meet Directors, who are registered with Hawaiian Swimming as a non-athlete member, are credited with one (1) session credit per session of a meet for which they serve as Meet Director.~~

Section 14.04 Transfers

Officials who transfer from one Hawaiian Swimming club to another Hawaiian Swimming club during the swimming year shall have their first ten (10) sessions of the swimming year count towards their former team and their remaining sessions towards their current team.

Section 14.05 Registration Fee Assessment

For each active official a club is short of the calculated quota, the club will be assessed a fee of \$250 due with their annual registration fee for the next swimming year.

Section 14.06 Registration Fee Incentive

Clubs that exceed their quota by 20% (rounded up to the nearest whole number) will have their annual registration fee for the next swimming year waived.

Section 14.07 Exceptions – Active Duty Military Personnel

Active duty military personnel, or their spouse, who officiate less than ten (10) sessions per swimming year will have their quota prorated.

Section 14.08 Exceptions – Family Emergencies

If an official has a family emergency and cannot fulfill their session requirement in a swimming year, another official on the club may step up and complete more sessions for the official who cannot because of the emergency. This exception must be approved by the Officials’ Committee Chair.

Section 14.09 Exceptions – Military Clubs

Clubs whose athlete membership comprises ~~50%~~ **80%** or more athletes who are dependents of Active Duty Military Personnel ~~shall have their Club Official Quota reduced by 50%~~ **are exempt from the quota.**

Section 14.10 Exceptions – Non-Competitive Clubs

Clubs whose athlete membership competes in less than five (5) Hawaiian Swimming age group program meets during the swimming year are exempt from the quota.

Section 14.11 Apprentice Recognition

New volunteers receive credit for each session they train or “shadow”. New members shall receive credit retroactively for each session they train or “shadow” once they are registered as a USAS non-athlete member.

Section 14.12 Unattached Athletes

Athletes who compete as unattached, but do not need to compete as unattached per USAS rules, are allocated to the club they practice with for purposes of calculating the quota.

Section 14.13 Reporting

Each club shall submit with their annual club registration form: 1) a report listing their competitive athletes (including the number of meets swum for each athlete), and 2) a report listing their deck officials (including sessions and meets worked for each registered deck official) from the USA Swimming Officials’ Tracking System (OTS).

Section 14.14 Failure to Comply

Group Members declared “not in good standing” for failure to have met their quota must increase their number of certified deck officials to the required level of their quota prior to their annual registration being approved for the next calendar year. It is recognized that new officials may not achieve the level of an “active” official as defined above prior to the start of the registration (calendar) year. As such, new officials must have completed all of the requirements to be added to the USA Swimming Officials’ Tracking System (OTS) AND have started training as an “apprentice”.