

**Hawaiian Swimming**  
**House of Delegates Meeting Minutes**  
**November 16, 2013 University of Hawaii – Manoa Classrooms**

**Present:**

David Coleman, LSC General Chair  
Wendy Shigeta, Secretary  
Larry Oshiro, Sr. Coaches Rep, MAN  
Dustin Fukuda, Jr. Coaches Rep  
Reid Yamamoto, Maui At Large, SUNA  
Mike Osborne, Big Island At-Large  
Jon Hayashida, Senior Vice Chair  
Gwenn Tomiyoshi, Registration & Membership Chair  
Rebecca Walton, Junior Athlete Rep  
Kevin Frifeldt, Senior Athlete Rep  
Sandy Drake, Officials Chair  
Malcolm Cooper, Age Group Vice Chair  
Dean Schmaltz, Technical Planning  
Linda Lileikis, Finance Chair  
Ken Suenaga, Safety Officer, PCA  
Roger Babcock, AAA  
Larry Williams, AUL  
Ivan Batsanov, IOL  
Shawn Donohue, IA  
Theresa Walton, KSC  
Donna Ching-Foster, PAQ  
Merri Wada Tanji, BOWS  
Ryan Muraoka, SPL  
Blake Marr, SSSC  
William Brown, SKA  
JiaLin Sun, SUNA  
Marcelle Arakaki, HSC  
Victor Wales, UH  
Kevin Flanagan, KSC  
Travis Suemori, AAA

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**Call To Order:** Meeting was called to order by LSC General Chair at 12:07 p.m.

**A. Approval of Minutes: *House of Delegates Meeting Minutes of April 4, 2013***

**1. Action: *Reviewed and approved unanimously without correction***

**B. Treasurer's Report (presented by the General Chair)**

**1. Informational:**

- 1) 2012 Tax returns filed by CPA.
- 2) Financial Statements for 2013 January to September were turned in to General Chair on October 16 and will be posted after this meeting.
- 3) Program reports for 2013 JAG SC & LC Championships, AG LC Championship, and Senior LC Championship were submitted to General Chair.
- 4) 2012 & 2013 Budget vs Actual Summary was submitted to Finance Vice-Chair and Technical Planning to prepare the Quad Budget
- 5) High priority is being made to collect Meet Financial Reports and payments from Clubs that are past due. Clubs were notified and are expected to respond. Currently still 6 outstanding. 1 sanction fee is outstanding. No late fees have been levied as of yet, however recommendation of the Treasurer is that fees be imposed for late items as of today (11/16/13).

**2. Action: *Treasurers Report was reviewed and approved unanimously.***

**C. Finance Vice Chair Audit Report**

1. Informational: Audit report done for the period January 2013 – June 2013. Audit report will be uploaded to the website next week. Most of the findings had to do with registration (having each team registrar understand the fees and mathematical errors mostly in registration). Reimbursables and receipts were in line.

**2. Action: *Finance Vice Chair Report reviewed and approved unanimously.***

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#### **D. Registrar's Report**

##### **1. Informational:**

- 1) Currently (for the 2014 swim season) we have the following registered:

**Athletes Total: 1224**

**Non-Athlete Total: 127**

**Clubs/Organizations Total: 11 Clubs, 2 Organizations**

- 2) **Informational:** Some coaches' Athlete Protection Training was extended until December 31, 2013. Coaches should not wait until December 30<sup>th</sup> to do it as the system will be bombarded and you may not get your card right away.
- 3) **Informational:** If coaches want access to their Club Portal, contact Registrar and she will give you the Club Portal password. The Club Portal is a good tool to see status of coaches, athletes, and officials with the club.
- 4) **Informational:** Coaches' safety training will take more than a day to complete, so plan ahead. May take about a month as you need to register through the Red Cross website first, be given access to the online test (which may take 2 weeks), do the test, and then do the water portion. If you already have lifeguard certification, you do not need to do the water portion, but you still need to do the online test (link should be on USA Swimming

##### **2. Action: Registrar's Report was reviewed and approved unanimously**

#### **E. Elections**

1. **Action:** Floor opened for nominations for any of the positions.
  - 1) Age Group Vice Chair – no additional nominations
  - 2) Treasurer – no additional nominations. Moved that Lynne Nakamura be declared Treasurer as there were no other nominations on the ballot. Approved unanimously.

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- 3) Registrar – no additional nominations. Moved that Gwenn Tamayoshi be declared Registrar as there were no other nominations on the ballot.  
Approved unanimously.
  - 4) Technical Planning Chair – no additional nominations. Moved that Dean Schmaltz be declared as there were no other nominations on the ballot.  
Approved unanimously.
  - 5) Club, Athlete, and Special Program Development Coordinator – Dustin Fukuda was nominated from the floor. Dustin accepted the nomination. E-mail received by Sandy Drake from Stewart Jeffries nominating himself.
  - 6) Nominating Committee – Reid Yamamoto was nominated from the floor. Reid accepted the nomination. Delegates will be contacted to fill in the other spots on the Committee.
  - 7) Those who did not vote yet voted with the option of writing in the new nominees for Club, Athlete, and Special Development Coordinator. The other contested office was for Age Group Vice-Chair.
2. **Informational:** Results of the election are as follows:
- Age Group Vice-Chair:** Malcom Cooper
  - Treasurer:** Lynne Nakamura
  - Registration Membership Coordinator:** Gwenn Tamayoshi
  - Technical Planning Chair:** Dean Schmaltz
  - Club, Athlete, and Special Programs Development Coordinator:** Dustin Fukuda
  - Nominating Committee:** Reid Yamamoto

Term of office for all positions will be January 1, 2014 – December 31, 2015 with the exception of the Nominating Committee whose term of office will be January 1, 2014 – December 31, 2014.

3. **Action:** Motion to destroy the ballots. ***Motion passed unanimously.*** Ballots will be destroyed.

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**F. USA Swimming Standard Template for Bylaws**

1. **Informational:** Every year after convention on legislative years. The USA House of Delegates mandates some changes of bylaws. At the last Board of Directors Meeting, the following changes have been recommended and are presented to the HOD for consideration and vote:

1) **Delete Article 610 Board of Review Organization** – local Board of Review will be eliminated and will go, instead to a Western Region Board of Review.

**Action:** Motion made to delete Article 610. Motion seconded.  
***Motion passed unanimously.***

2) **Addition to Section 611.3:** “LSCs are required to update their bylaws and send a copy to [bylaws@usaswimming.org](mailto:bylaws@usaswimming.org) within 60 days of the effective date of any changes to the Required LSC Bylaws by the USA Swimming HOD or the LSC HOD.

**Action:** Motion made to add Section 611.3 to our Bylaws. Motion seconded. ***Motion passed unanimously***

3) **Change to Section 604.8 Nominating Committee: 604.8.1 MEMBERS OF THE NOMINATING COMMITTEE; ELECTION** – The Nominating Committee shall comprise not fewer than five (5) individual Members. The Nominating Committee members shall be elected biennially by the House of Delegates and will serve until their successors are elected. If the House of Delegates does not act in a timely fashion the Board of Directors shall elect a Nominating Committee to serve until their successors are elected. A number greater than five (5) may be designated from time to time by either the House of Delegates or the Board of Directors. Each nominating Committee member shall be a member of the House of Delegates and no more than two (two-fifths if there are more than five (5) members of the Nominating Committee) shall be Board Members or Executive

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Committee members. Section 606.3 shall apply to member of the Nominating Committee but service as the immediate past General Chairs shall not be counted for that purpose. If any member of the Nominating Committee resigns or otherwise becomes unable to participate in its affairs, the General Chair, with the advice and consent of the Board of Directors, shall appoint a successor to serve until the next meeting of the House of Delegates. In no case shall the General Chair serve on the Nominating Committee.

Change is basically to restrict Board Members to no more than 2/5 of the Nominating Committee.

**Action:** Motion made to change Section 604.8 in our bylaws.  
Motion seconded. ***Motion passed unanimously.***

**4) BOD has recommended a change to Bylaws regarding the number of Athlete Delegates to serve on the Board of Directors**

Background: Currently have 17 voting members on the Board of Directors with 2 athlete members. At minimum, in order to be in compliance with the Bylaws, we should have at least 20% athlete representation on the Board and on all Committees. So we will need to have at least 3 Athlete Representatives on the Board. If the HOD decides not to adopt the proposed amendment, the General Chair will appoint a third Athlete Representative to sit on the Board of Directors in order to be in compliance.

Proposed amendment to Section 604.1.3 and 604.1.3.1 to read

**604.1.3 ATHLETE REPRESENTATIVES**

**~~Two (2)~~ Five (5) Athlete Representatives shall be elected. One athlete from the Big Island, from Maui, and from Kauai will be elected by athletes from their respective islands, and two (2) athletes will be**

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elected from Oahu by athletes residing on Oahu. In even years (beginning in 2014) the representatives from the Big Island, Kauai, and one representative from Oahu, will be elected by August 15. In odd years, the representative from Maui and the second representative from Oahu will be elected by August 15. Each island may decide on the date of its elections and will follow the process outlined in 604.1.3.1.

Representatives are elected 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 term of office begins September 1 of the year in which the representative is elected.

#### 604.1.3.1 Elections Process for Athlete Representatives

The election process for the Athlete Representatives shall be conducted in a manner consistent with Section 606.2.1 in the Bylaws, except that only Athlete members in good standing are eligible to vote for the Athlete Representatives. Only Athlete members from the island represented by the Athlete Representative may vote for that island representative. The Senior Athlete Representative outgoing representative will conduct the elections and all ballots shall be returned to the outgoing representative Senior Athlete Representative in order to be counted at the designated meeting for the elections. Only Athlete Members who are present at the designated meeting will be eligible to vote in case of a tie in the

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balloting. The athlete who receives the most votes of the ballots cast and counted for the respective office through this process shall be elected.

**Discussion:**

- Question as to how the distribution of representatives was decided. Was it based upon the actual distribution of athlete residence or was it just 2-1-1-1? Answer: the proposal is not based on actual athlete residence. It was based on geographic representation. KSC coach suggested that we look at a true representation for the athletes. This could be done, but it may mean a large number of Athlete Representatives (if you start with Kauai and Kauai has one representative, then proportionately would need to add additional representatives for each of the other islands). This would be good in involving more athletes, but it could entail more cost and also may be difficult to attain a quorum at meetings. The purpose of the current proposal was to get input from the different geographic segments of the State. Concern is that if the athletes are voting on issues, they should have true representation.

**Action:**

Motion to table the proposed Bylaws change regarding the number of Athlete Representatives to the Board of Directors. Board of Directors will get more information regarding the number of athletes on each island and will look at how to best represent the athletes. In order to be in compliance, the General Chair will work with the current Athlete Representatives to get possible names of athletes from the different islands who may be willing to be appointed by the General Chair to the Board until the Bylaws can be amended.

***Motion passed unanimously.***

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- 5) The last item discussed at Convention is optional for LSCs to adopt (the Board of Directors did not recommend the adoption of this proposed change):

**Administrative Review Board (New Article 610)**

COMMENTARY NOTE: Each LSC may adopt the following Article to allow the LSC to internally handle administrative matters which do not rise to the level of a Code of Conduct violation. LSCs which do not adopt this Article should retain the Article 610 numbering and note: “[Intentionally Deleted.]” where the Article title would otherwise be.

ARTICLE 610

ADMINISTRATIVE REVIEW BOARD

610.1 INTRODUCTION - USA Swimming was organized as the National Governing Body for the sport of swimming under the Amateur Sports Act of 1978, as amended by the Ted Stevens Olympic and Amateur Sports Act of 1998, both federal laws. These laws require USA Swimming to establish and maintain provisions for the swift and equitable resolution of all disputes involving any of its members. This Article, together with Section 602.2 and Part Four of the USA Swimming Rules and Regulations, are intended to provide a mechanism for resolving in an orderly and fair way all manner and kinds of disputes that may arise among its members in connection with the sport of swimming. Accordingly, XXSI has established the Administrative Review Board to hear complaints and appeals regarding administrative matters within the LSC. The Administrative Review Board shall have no jurisdiction to hear complaints regarding conduct that may violate the USA Swimming Code of Conduct or otherwise violate the policies, procedures, rules and regulations adopted by USA Swimming, or conduct that may bring USA Swimming, XXSI or the sport of swimming into disrepute. This Article, together with Part Four of the USA Swimming Rules and Regulations, is intended to provide a fair hearing before a group

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of independent and impartial people. This Article and Part Four of the Rules shall be construed accordingly.

**610.2 ADMINISTRATIVE REVIEW BOARD ORGANIZATION -**

**.1 ESTABLISHMENT-** The Administrative Review Board of XXSI shall be independent and impartial.

**.2 MEMBERS-** The Administrative Review Board shall have at least three (3) regular members, at least one of whom shall be an athlete member, and at least one alternate member. At least three members of the Administrative Review Board shall hear each case, with a sufficient number of athlete members to constitute at least twenty percent (20%) of its membership. No hearing shall proceed without the required athlete representation. The House of Delegates may increase the number of regular or alternate members by resolution but subsequent to the adoption of these Bylaws may only decrease the number of regular or alternate members upon the expiration of the term of office of any incumbent members.

**.3 ELECTION; TERM OF OFFICE; ELIGIBILITY -**

A. Election- The House of Delegates shall biennially elect regular and alternate members of the Administrative Review Board:

B. Term of Office - The term of office shall be two (2) years. Each member and alternate member shall assume office upon election and shall serve until a successor takes office.

C. Eligibility - Each regular and alternate member of the Administrative Review Board shall be an Individual Member of XXSI and USA Swimming. In no case shall elected members of the Board of Directors serve on the Administrative Review Board.

**.4 CHAIR ELECTED BY BOARD; OTHER OFFICERS -** The Chair of the Administrative Review Board (the "Chair") who must be a regular member, shall be elected biennially by a majority vote of the regular members of the Administrative Review Board. The Chair shall biennially appoint a Vice Chair and a

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Secretary of the Administrative Review Board, each of whom must be regular members.

- .5 MEETINGS - The Administrative Review Board shall meet for administrative purposes as necessary, to elect the Chair, to adopt rules and procedures and to conduct other business as may be helpful or necessary to achieve the purposes of the Administrative Review Board and efficiently exercise its duties and powers. Other meetings may be called by the Chair or any two regular members. When meeting for administrative purposes, those provisions of Article 607 that are specified in Section 607.20 shall apply to the Administrative Review Board.
- .6 PARTICIPATION THROUGH COMMUNICATIONS EQUIPMENT - Members of the Administrative Review Board may participate in a meeting or hearing of the Administrative Review Board, and any hearing may be conducted, in whole or in part, through conference telephone or similar equipment by means of which all persons participating in the meeting can hear each other at the same time. Participation by these means shall constitute presence in person at such a meeting or hearing.
- .7 QUORUM - A quorum for any administrative meeting of the Administrative Review Board shall be fifty percent (50%) of its regular members.
- .8 RESIGNATIONS - Any regular or alternate member of the Administrative Review Board may resign by orally advising the Chair or by submitting a written resignation to the Chair, the General Chair or the Board of Directors specifying an effective date of the resignation. In the absence of a specified effective date, any such resignation shall take effect upon the appointment or election of a successor.
- .9 INCAPACITIES AND VACANCIES - Determination of Vacancy or Incapacity - In the event of a vacancy in the office of the Chair, or other members of the Administrative Review Board, the LSC shall have in place reasonable written and published rules consistent with the laws of the state of incorporation of the LSC to determine when such membership on the Administrative Review Board becomes vacant or a Chair or member becomes incapacitated. The determination as to when the

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Chair is temporarily incapacitated shall be made, where the circumstances permit, by the Chair and otherwise shall be within the discretion of the Administrative Review Board, subject to any subsequent action of the Board of Directors.

- .10 SUBSTITUTIONS FOR MEMBER - In the event that a regular member of the Administrative Review Board is unable or unwilling to promptly act for any reason, recuses herself or himself or is disqualified in any particular circumstance, the Chair (or, if the person so unable or unwilling to act or recused or disqualified is the Chair, the Vice Chair; or failing that, the General Chair) shall appoint the alternate member or, if the alternate member is not available, a disinterested Individual Member to act in the regular member's place and stead in respect of that circumstance.
- .11 LEGAL ADVICE - Where appropriate or helpful, the Chair may consult the USA Swimming General Counsel, the Chair of the USA Swimming Rules or Officials Committees or of the Bylaws Subcommittee or an attorney (who need not be a member of XXSI, USA Swimming or the Administrative Review Board) retained by the Administrative Review Board or the Chair regarding any issue raised by a Proceeding.

#### 610.3 GENERAL -

- .1 ADMINISTRATIVE POWERS - The Administrative Review Board shall have the powers and the duty to:
  - A. administer and conduct the affairs and achieve the purposes of the Administrative Review Board,
  - B. establish policies, procedures and guidelines,
  - C. elect the Chair,
  - D. call regular or special meetings of the Administrative Review Board,
  - E. retain attorneys, agents and independent contractors and employ those persons which the Administrative Review Board may determine are appropriate, necessary or helpful in the administration and conduct of its affairs, and

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F. take such action as may otherwise be appropriate, necessary or helpful in the administration and conduct of its affairs, the achievement of its purposes and the efficient exercise of its duties and powers.

.2RULE MAKING POWERS - The Administrative Review Board shall have the power and the duty to promulgate reasonable rules and procedures consistent with the corporation laws of the LSC with respect to any matter within its jurisdiction or appropriate, necessary or helpful in the administration and conduct of its affairs. Such rules and procedures shall have the same force and effect as if they had been adopted as part of these Bylaws.

.3 EXERCISE OF POWERS AND DECISIONS - Except for authority and power granted to the Chair, the exercise of the authority and powers of the Administrative Review Board and the decision of matters which are the subject of a hearing shall be decided by a majority vote of the Administrative Review Board. The views of any dissenters shall be included in the record of the proceeding if requested by the dissenters. The exercise of the Administrative Review Board's authority and power shall lie solely in its discretion and the interests of justice and the sport of swimming.

.4 TIMELINESS OF PETITION - The Administrative Review Board need not exercise its jurisdiction with respect to a complaint the subject matter of which occurred, or concerns or is founded on events which occurred, more than ninety (90) days prior to the date the complaint is received. A determination not to exercise its jurisdiction as a result of the untimeliness of a complaint may be made by the Chair alone and may be the subject of a request for rehearing and, thereafter, appeal to the Zone Board of Review pursuant to Part Four of the USA Swimming Rules and Regulations.

**DISCUSSION:** Why did USA Swimming make it an option versus a requirement? Probably to give LSCs of different sizes an option to implement if it is necessary (larger LSCs may have more disagreements that may need an Administrative Review Board at the local level).

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**ACTION:** Motion to accept the change to the Bylaws to include the establishment of an Administrative Review Board. ***Motion was defeated unanimously.*** This change will not be made to the Bylaws.

## **G. OLD BUSINESS**

### **1. Crisis Management Plan**

**Informational:** USA Swimming came out with some new information regarding Crisis Management Plan that is not covered in our current Emergency Action Plan.

**Action Needed:** Sr Vice Chair will look at what USA Swimming has already published regarding the Crisis Management Plans and will make amendments to our current Emergency Action Plan and will present it to the Board of Directors. Continue as Old Business.

## **H. NEW BUSINESS**

### **1. LSC Quadrennial Plan (LEAP Two requirement)**

**Informational:** In order to move to LEAP Two (LSC Certification Levels through USA Swimming), would need to have a Quadrennial Plan which includes a budget. LEAP One is required, LEAP Two is the next level of excellence and if an LSC moves to LEAP Two, USA swimming will pay the LSC by refunding some money per athlete. The Quadrennial Plan would include a schedule of major meets (not all meets) and a related budget, but it can always be changed as it is a planning document. We are actually in the midst of a Quadrennial Plan. The coaches already voted on the dates for the meets in 2010 and the Quadrennial Plan was developed based on that vote. Clarification: What we have currently is a Quad Schedule, not a Quad Plan since the budget is not currently tied into the schedule. Need to tie the budget into the schedule Although the dates for the championship meets have been scheduled through 2015-2016, anyone can ask for reconsideration of dates at any point. .

#### **Discussion:**

- Question: Would the proposed change for the ages of the State Championships affect the current Quadrennial Plan? No, because the dates have been set, it would just be a matter of how the meet is structured and who would participate.

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- General Chair expressed that the LSC should be very careful about changing the dates of the upcoming long course champs at this point unless there is a very good reason to change it because people will complain that they've already made plans.
  
- Clarification: The motion to change long course championships from July to June was for 2013. There is no current open motion to change the dates of long course championships.

**2. Sr. Committee Proposal to change Hawaiian Swimming age Group Championship to only include swimmers age 14 and under**

**Informational:** Board of Directors approved this proposal to present to the HOD.

**History:** 3 - 4 years ago, this proposal was first brought up based upon a desire for better time management and to reduce the number of days that the kids would miss school. One of the issues back then were that they didn't want to split up teams and it would be more costly. Nothing changed at that time. The reason it is being brought up again is that time management is becoming a bigger issue and it is affecting the officials (last championship meet, many officials had to officiate both prelims and finals and had only about 45 minutes to 1 hour rest between timed finals and finals). Western Zones and other LSCs are adopting this 14 and under split.

***Pros presented as part of the proposal:***

- This would align better with Western Age Group Zones which is only for swimmers 14 and under.
- Provide opportunities for 10 and under to swim the 500 free and 11-12 year olds to swim the 200 Breast, 200 Back, 200 Fly, and 400 IM.
- This change would reduce the length of the meet by reducing the number of events from 146 to 102 and reducing the number of heats for longer events 400 and over.
- Could move to a 3 day format.
- Shorter sessions may attract more volunteers and retain 14 and under athletes in swimming.
- Reduce the conflicts with USA Swimming Events for senior level swimmers as senior swimmers would be swimming at the Senior Championships which would be earlier.

***Cons presented as part of the proposal:***

- Team would be split for championships

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- Added expense for coaches and parents with athletes in both age group and senior division.
- Number of officials may be impacted as we don't know if most of the officials have kids in a particular age group
- Younger athletes won't be able to watch the older athletes at the age group championships
- Teams may require additional staff to man both meets

***Other suggestions that have been brought to the attention of the Sr. Committee since it was first proposed:***

- Change the maximum number of events an athlete can enter from 8 to 6
- Look at the time standards to make sure that there are not a lot of swimmers over impacting certain events

**Discussion:**

- Difficult to say whether it would be a pro for officials if we're not sure how the split would impact the number of officials we can get. The thing we really need to consider is how it affects the swimmers.
  
- Hypothetical timelines have been figured and with a 14 and under meet with added 200 Back, Breast, Fly and 400 IM and 500 free for 10 and unders, it would be about a 2 hour prelim and 2 ½ - 3 hour finals in 3 days (currently it is about a 3 hour morning session and 4 hour afternoon session not including distance and warm ups). While the athletes may get some rest if they're not swimming distance events, the coaches and officials do not get much rest. May affect how well the officials are able to officiate.
  
- While the meets should be for the kids, reality is that we need officials and some officials have commented that it is difficult to commit to the Age Group Championships because it is so long.
  
- If the problem is with the officials, we should try to get more officials rather than change the format of the meet.
  
- Not sure why there is now a time management issue as the meets don't seem to be any bigger or any smaller.
  
- Whether officials are happy or not happy should not be a factor. What is best for the kids should be the biggest concern.
  
- Shorter prelims and finals would be better for the kids.

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- One of the things a split meet would provide is the opportunity for the 10 and under kids to swim the 400 IM and the 11-12 year olds the opportunity to swim the 200 strokes in a championship format (prelims/finals). If we don't want to be on the same platform as Western Zones and not introduce these events for our younger kids, can keep the same format. But if we want our swimmers to compete at Age Group Sectionals and Zones we need to provide them opportunities to swim these events. They don't have the opportunity to swim these events unless we open it up at Sr. Meets and Distance Meets which has been considered as well.
- There is a new officials quota that Clubs will have to follow so this may alleviate the concerns with officials
- Concern as to why this proposal is coming from the Senior Committee rather than from the Age Group Committee.
- The proposal was actually formulated with input from the Officials Chair, the Age Group Chair, and the Senior Chair. The Senior Chair introduced the proposal because of the retainment of age group swimmers affects the senior events.
- Feel that it is strange to give the 11-12 , 13 -14 year olds opportunity to swim the 200 strokes at States, but once they turn 15 then they won't have the opportunity to swim them again from Sr. Champs until March. Our senior distance swimmers also won't be able to swim distance events (due to high school season) until March. For our older distance swimmers, this will be a disadvantage. Suggestion that the Sr Meets be opened up to 11-12 with certain times to swim the 200 strokes rather than take away opportunities for the senior swimmers.
- Feel that we should not be compared to other LSCs as we are very unique. Need to really consider quality over quantity. As far as missing school, this will happen in college as well and the kids need to learn early how to plan and organize.
- Suggestion to expand the Age Group Championship meet to 5 days.
- Suggestion that this issue be brought before the Head Coaches.
- Results of the online survey reviewed (attached) – 228 responses
- USA Swimming has reiterated that one of the biggest issues for the retainment of young swimmers is the length of the meets for parents. If meets are too long, parents will not want their children to swim. This may be true for regular classified meets, but it does not

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seem to be true for championship meets. Parents go into championship meets knowing that it is a prelim/finals format and will be long, but it is a big deal for parents to have swimmers that qualify and they are willing to go to the meet. Especially for the military clubs, the championship meets are a huge deal as this may be the only opportunity to swim at a championship meet before they have to move.

- Concern that, for some of the older swimmers, the Age Group Championships provide them more of an opportunity to make finals as when they swim at Senior Champs, because it is open, they may not have an opportunity to make finals as they could if they were swimming just between their age peers.

- Many of the athletes themselves are against this motion to change the ages.

**Action:** Motion to table this current motion to change the structure of Age Group Championships pending a coaches' discussion and coaches' vote to be done at the upcoming Short Course Age Group Championships in December. Head coaches would be provided ballots by the Coaches' Representatives and the vote would be counted by the Coaches' Representatives. However the votes come out, that will be the decision that will be adopted. If the coaches vote to change the format, the change would be effective with the 2014-2015 swim season (so it would not effect the current season or the LC Championships in July). ***Motion passed with some nay votes.***

### **3. Western Zones Cut-Off**

To help plan better for Age Group Western Zones, propose that Team Hawaii be set by May 31<sup>st</sup>.

#### **Discussion:**

- Concern that May 31<sup>st</sup> may be too soon a deadline, especially for the younger swimmers who can develop very quickly in a short amount of time. By setting a May 31<sup>st</sup> deadline, may be excluding some of your top tier young athletes from the opportunity.

- Suggestion that there be an actual Zones Coordinator who could coordinate things and alleviate some of the problems encountered with this last Zones.

- Regardless of the cut-off date, there should be an opportunity to invite athletes who are near Zone times to round out the relays.

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- Last year, there was no one who stepped up to coordinate Zones. Dustin has volunteered to coordinate Zones for next year.
- We are a unique LSC with different travel needs.
- Suggestion that the date be left up to the Coordinator because they can determine how much time they will need.
- Having the cut-off at States would benefit many swimmers as training is geared toward doing well at States. If a swimmer makes Zones at States as a 10 year old, they may never make Zones again. But having a late cut-off date is hard, but maybe should be left up to the person who is the Coordinator.
- The price for the trip may be better the earlier you can plan.
- Having the cut-off at States seems too late for effective planning and leaving the date up to the Coordinator seems like a lot of pressure on them. Less pressure if the LSC sets the date.
- Does the LSC have a goal for Zones? It would make a difference if we are trying to win Zones as opposed to just providing our kids the opportunity to participate and have a good time.

**Action:** Proposal to set the Annual Western Zone Age Group Championship qualification date as May 32, 2014 for the 2014 Zone Meet brought to question. **Hand vote taken. Those for: 9. Those against: 10. Abstention: 4. Proposal defeated.** The Committee will have to reconsider. If you have a reasonable date, contact the Age Group Committee for consideration.

#### **4. PERMANENT OFFICE AND STAFF EMPLOYEE PROPOSAL**

**Informational:** Review of financial status. The thing that irritates Clubs and Coaches the most is the day to day tasks which must be done through volunteers. Question is whether we are at the point in which the complexities of these day to day tasks would be better served by a paid staff person rather than by volunteers.

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**Discussion:**

- At a certain level of complexity, the volunteers spend so much time on the nitty gritty day-to-day tasks, that they don't have time to spend on policies and what is in the best interest of the swimmers and the sport.
  
- It is not true that dues will be raised by \$30 on January 1<sup>st</sup>. USA Swimming voted that dues will be raised from \$1 a year to \$2 a year. Initially will need to use reserves to pay for the position. If we raise dues according to the schedule presented, registration income will pay for the position by year 5.
  
- Many of the LSCs are moving toward this model of having a paid staff member.
  
- Projections based on a constant membership of 3000.
  
- Punahou Aquatics shared that in their experience, having a paid staff really helped to further develop their club and provided continuity and better communication.
  
- City & County is going to be raising the dues. This will already mean larger fees for the kids and clubs and raising LSC dues may be a burden on families.
  
- Suggestion to possibly consider a part-time person rather than full-time. Concern is that, at the LSC level, there are so many duties that full-time is really needed.

**Action Needed:**

- General Chair will develop a draft of job duties for the Board of Directors meeting in January
  
- Hope to present a more detailed proposal to the HOD in April.

**I. BUDGET**

Budget will be sent out at a later time.

**Action:** Motion for adjournment. Motion passed unanimously. **Meeting adjourned at 2:52 p.m.**

**NEXT MEETING:** The next meeting is a Board of Directors Meeting on January 12, 2014

**Respectfully submitted, Wendy Shigeta, Secretary**

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