

**Hawaiian Swimming
Board of Directors Meeting Minutes
October 22, 2017
Chaminade University Henry Hall Room 207
Present:**

Page 1

Kenny Chew, General Chair, Eric Nagoshi, Records Chair, Gwenn Tomiyoshi General Membership Chair, Dean Schmaltz, Administrative Vice-Chair, Dave Coleman, Finance Vice-Chair, Larry Oshiro, Coaches Representative Senior, Reid Yamamoto, Senior Vice-Chair, Malcolm Cooper, Technical Planning, Eugene Drzymala, Official's Representative, Mike Osborne, Big Island At-Large Representative, Dustin Fukuda, Diversity/Safe sport, Curt Colby, Secretary, Jon Hayashida Coaches Rep. Junior, Sandy Drake, Officials Chair, Bobby Dugar, Treasurer, Michael Story KSC Board, Nohea Lileikis Junior Ath. Rep. Kysha Altura Senior Ath. Rep.

Call To Order: Meeting was called to order by Kenny Chew General Chair at 10:50am

Establishment of a quorum: There are 18 present.

A. Approval of Minutes

BOD Minutes of August Approved

B. Following consent agenda – Registrar's report and senior vice chair's report.
Approved.

1. Treasurer's report, Bobby Dugar

1. Financial statements in draft form submitted Sept. 17th.
 - Still working on auto deposit for endowment.
 - Working with Eugene Drzymala, Joe Glenn and Reid Yamamoto on reimbursement to streamline process. It is going well.

2. Registrar's report is already included in the consent agenda by Gwenn Tomiyoshi.

a. Gwenn added a reminder that there is a 10 day period for registration. The athletes registration needs to be submitted 10 days before they can enter a meet. Some people are sending in registrations and expecting entry into a meet that is less than 10 days away. This can not be accommodated.

b. Dean Schmaltz reminded Jon Hayashida to send out a reminder to teams about "acting as a coach" rules. Coaches must be registered with USA swimming as a coach.

Page 2

c. AO is responsible to tag unregistered swimmers and communicate with entry contact. AO will notify Meet Referee if swimmer is unregistered and they can't get in the water. Discussion.

3. General Chair Kenny Chew I have 4 things.

a. Self report from a club of code of conduct violation. Investigation showed nothing to report. It will not be recorded on the western zone report.

b. USA Swimming Convention report.

1. The structure of the board of directors will change. Things will operate differently at that level.

c. Scott Shea(California) will be our new consultant for the Western Zone his email is : SShea@USAswimming.

d. Small group for strategic planning and leap stuff. We will be working on a new mission statement and vision statement and going over our core values.

4. Administrative Vice Chair, Dean Schmaltz. Nominations for board positions coming up.

Five positions are up: Treasurer. Bobby Dugar has agreed to serve again. Registrar, Gwenn Tomiyoshi has agreed to serve again. Special Programs co-ordinator is a term limited position so Dustin Fukuda is not able to serve again. Age Group Chair, Joe Glenn will serve again and Technical Planning, Malcolm Cooper will serve again. Dean Schmaltz is getting the word out for new nominees for Special Programs. Nominations are due soon.

We also need to replace Theresa Walton on the nominating committee. She is moving to mainland.

5. Technical Planning Malcolm Cooper

a. time standards are published. Not clear when is cut off date of top 10 swimmers. Discussion.

b. Pentathlon awards. Discussion. Money, upper limit for awards? Award for top swimmer in each age.

c. All American discussion. Freshmen eligible for Academic All American this year.

d. VMAC cooling system. March good time to get cooling system shipped by boat. Need to send proposal. We would pay up front and recover cost via athlete or event charge to add to VMAC fees. Could be about 2-3 years to pay back LSC. Proposal should be brought up at the next meeting.

e. Discussion of pros and cons of Quickbooks.

6. Financial Vice Chair, Dave Coleman

Page. 3

a. discussion of Quad plan handout. Endowment at \$145,000. We will get the \$15,000 back to the money market account this month. We are running fairly even.

b. Document of how we want to present ourselves for donations for endowments. Mike Osborne and Eugene Drzymala have been working on this and making contacts. This endowment can help with travel reimbursement for athletes and coaches.

7. Age group chair. Joe Glenn is not here.

Malcolm Cooper talks about postings, Ken Suenaga is one. He has posted about uploading team manager.

State champs allows for 2 bonus events if you have one qual and 2 more "AA" times for 14 and unders. Goals is to boost entries in this meet without lowering qual times. Increase the number of splashes is part of the goal. Dean Schmaltz, our overall goal is the increase participation and retain swimmers. Qualifying and going to states is a big deal. So the 2 bonus events will help to keep swimmers motivated to stay in the sport. The idea of building and retaining Hawaiian Swimming's base is important. This measure should help.

Continued discussion. How will this affect the time line? We reduced the number of events a swimmer can swim at states from 8 to 6 to shorten the time line of the sessions. Will the 2 bonus events nullify that? Supporting the bonus events is the idea that a swimmer who has only qualified in one event is more likely to come if they can swim more events and the meet experience should be more enjoyable. Discussion of relationship of senior champs to Age Group champs in relation to the bonus events at State meet. Too much time devoted to this discussion. Let's end it.

8. Club, Athlete, and Special Programs Development Coordinator Dustin Fukuda

The swimposium went well for kids and parents. Thank you to Mike Osborne for his help.

Dean would like to have the Swimposium and coaches clinic combined every 2 years. USA swimming believes they can accommodate that possibility. This could serve us better

9. Times coordinator Malcolm Cooper

Everything is uploaded with senior champs.

Unregistered problem noted. Confusion in recon report. Birth date mix up and seasonal reg. problem. Discussion of unattached notation.

High School USA swimmers need to get their USA ID# noted in USA approved meets for them to be noted in the USA data base.

Kenny Chew: Be aware there is new type of USA swim membership called "Flex Membership" that will be coming out. It has a reduced rate and you will be able to only swim 2 events/season or year. The meet has to be age group champs or higher.
Safety Marshalls. Do they have to be registered?

10. Athlete Reps. Kysha Altura

At the convention we focused on Athlete Committees. Only a few LSCs have them. Talked about doing athlete retreats. Work on leadership, bonding skills and talk about rules. When and where can we do it and is there money? Need to form athlete committee and retreat should be for all island teams. Would other swimmers want to come out of reps.
Kenny Chew: 4 of you come to a plan and bring it to me. Dean Schmaltz: by laws say senior rep would be chair of an athlete committee. You could draw from the house of delegates for ideas as well. Some outside these groups have expressed a desire to be a part of this committee.

11. Coaches Rep. Jon Hayashida

Will send out email about policy of coaches certification.

12. Officials rep. Sandy Drake

a. Swimposium on Oahu, we had 22 participants due to last minute venue change. Big Island had good turn out, 18.

b. During convention officials changed the rule on the Freestyle portion of the Individual Medley and the Medley relay. You may come off the wall past vertical on your back but you can't kick or pull until you are past vertical on your breast.

c. Talking about rules, I just did an officials clinic on Maui. I am going over to Kauai on November 17th to do a clinic for new and certified officials and she will work at the meet.

d. We are having issues especially on Oahu with parents on the deck. Safety marshals tell them to leave and they become unruly. This is a safety issue and it interferes with officiating. I am letting the coaches and referees know you need to educate your parents about this. If someone is asked to leave the deck and they don't, the meet will be stopped until they leave the deck. Dave Coleman asked if there can be a designated area for photos. Sandy Drake said yes this is possible as long as it is not behind the block and not interfering with officials. Discussion about different pool deck configurations. Mention of behind the block rule for photos. Can one take photos behind the block but off to the side of the blocks as well? Use your judgment but keep our kids safe.

13. Magsa Sandy Drake

a. The county is looking at their relationship to us. They want to know how many kids we have swimming. I think they are looking at what to charge us.

b. We have uploaded all of our meets to swims.

c. Island aquatics and Maui Dolphins had swimmers, parents and officials at the Swimposium on Oahu.

Page 5

d. Concerning the new club, Kehei swim club Maui, they took the summer off and but they have been having a coach acting as coach. The team is not in compliance for registration but Sandy could not find anyone involved to let them know they are not in compliance. It appears the coach is not registered as well. Much discussion what are the consequences with Hawaiian swimming and USA swimming. If USA swimming is unaware of the situation, we should let them know. There may be fines. They are a shell of a team who does not have a registered coach, if they are listed as an active team that is incorrect. Swims has coach listed with expired certifications.

14. Big Island Rep. Mike Osborne

A couple of meetings regarding states. Very pleased with Maya Derado at swimposium.

15. New Business

a. Reid Yamamoto. A request for a new reimbursable meet, "American Short Course Championships" in Austin Texas.

Standards are comparable to sectionals. A motion was made and seconded to have this a reimbursable meet. It is a high standard Invitational meet. Discussion. Is a sectional cut a standard for reimbursement? We want to support our Zones and Sectionals. Does reimbursement of this meet take away from that. Will this meet continue to exist. Kenny Chew: Which is easier? Have a list of approved meets or have sectional time standards that have to be verified with each reimbursement.

Motion passes.

b. Crisis management plan.

This is one of 3 items that are required for leap 2.

Looking at handout from Kenny on this. We need to fill out positions listed on form.

We need (1) information officers. E.g. we have a hurricane coming and need to decide about a meet. They would get info to Kenny Chew. (2) Crisis communication team consists of info. Officers, Kenny Chew and a USA swim rep., legal consul Mei Nakamoto, and (3) a secondary team available to answer questions. Is Scott Shea the USA rep.? Is this under policy and procedures? We need to approve this at HOD meeting? No can be approved by board since it is under policy and procedures. Discussion of document specifics.

Crisis management plan approved.

c. COPEA. Reviewing document presented by Kenny Chew. Who controls the website?

Super users are Kenny Chew, Joe Glenn, Malcolm Cooper, and Dave coleman.

COPEA approved.

Page 6

d. Inclusion and adaptive plan policy. Include adaptive swimmers in meets. If a coach has an adaptive swimmer in a meet he should notify the meet director.
Policy approved.

Leap 2 requirements will change on November 1st so we will get this in before then.

2018 Budget Dave Coleman

We have already approved the quad plan.

We are looking at the 2018 budget or the 2nd year of the quad plan. We do a quad plan partially to show we come out even during this 4 year cycle. Our main anomaly is the Oceania year where we show a deficit but it balances out over 4 years. We need to correct some registration info but we look to come out ahead of where we projected. Even though there shows a \$20,000 deficit for 2018 we are still ahead of the game.

Discussion. What we are doing now is recommending the budget to the HOD. Question about line item related to Zone team. Answer: Team Hawaii payments in general what we take in is what we pay out.

Some Discussion about a possible discrepancy in the 2016 budget. In 2018 budget for National travel we bumped it up to \$1600? LSC business travel is at \$7000.

Sandy Drake: recommendation for travel to national meets. We are over budget in this area. That budget was made when only Sandy Drake and Dave Coleman were going to national meets. Now there are 4 or 5 going and that is a good thing to up our official's level of expertise. Sandy would like to encourage that. We are \$5000 over? Does that include Zones? Does that include full reimbursement? Answer is no. Money for housing \$500-300. We now paying travel and ½ of hotel.

In Illinois, where Sandy officiated before, 20 officials would be going to national meets. There they had a scholarship program where each official received a certain amount. We may have to move to something like that. Kenny Chew: At this point we don't fully subsidize for our athlete's travel to zones or sectionals or coaches. Challenges of getting certain levels of certification for more officials due to Sandy and Dave can only get to so many meets to observe and train and some levels require experience on the deck at national level meets. Mentoring programs can help with this. Sandy Drake, with the help of Dave Coleman, may come up with a plan of who and how officials can be reimbursed for national meets.

Dean Schmaltz: Presently how much is allocated for officials travel and coaches travel? Swimmers \$12,000 and Coaches \$5,000 and officials \$7600. An additional \$13,000 for coaches? Adding in team Hawaii coaches and chaperones \$12,000. Swimmers is \$6,000.

Discussion about \$1500 increase. Pros and cons. Falling within quad plan budget. % of swimmers reimbursement.

Page 7

Motion to increase officials reimbursement by \$1500 and for officials come up with a protocol for the future of how officials are picked to get reimbursed. 2nded
Motion is approved.

Motion to accept the budget as presented and amended. 2nded

Discussion: Diversity camp is every 2 years and officials and referees clinic every 2 years so we don't need them in the 2018 budget. So they can be taken out of the even years.

Budget approved.

16. Announcements Kenny Chew

a. Thank you to Dustin Fukuda and Mike Osborne for the Swimposium

b. Board Orientation Meeting for all new and present board members on December 17th during State Championships. Outlining responsibilities etc.

c. Goals for this year. Leap 2 and possibly Leap 3

Kenny Chew calls for adjournment. So approved.

Reminder next meeting is a HOD meeting is on Nov 11th at Senior champs.

Respectfully submitted by Curt Colby Secretary

