

Hawaiian Swimming
Board of Directors Meeting
Pacific Club - Honolulu
January 21, 2024
Agenda/Minutes

Attendance – Eric Nagoshi, Malcolm Cooper, Eugene Drzymala, Sandy Drake, Scott Pinter, Deb Christian, Chloe Inouye, Lily Barrett, Jasmine Maui, Parker Muench, Russell Iwamura, Stephanie Monahan, Saint Marie Gough, Reina Lileikis, Gwenn Tomiyoshi, Jon Hayashida, Nina Gervais

Meeting Called to Order – 9:31am

- A. Introductions – Eric thanked everyone for coming to Honolulu for this meeting. He recapped his first year in leadership. Eric went through the BOD manual which included all the job descriptions. He’s going to have each member look at it and give feedback. By the end of the year, he wants to be able to include it into our Policies & Procedures.
- B. Announcements – Eric is reappointing a few positions. SafeSport Chair – Sandy Drake, Official’s Chair – Stephanie Monahan, Operational Risk – Saint Marie Gough, NTV – Malcolm Cooper, Webmaster – Malcolm Cooper, Governance – Jon Hayashida and Dave Coleman.

I. Administrative Reports

- A. Secretary Minutes – October minutes in the google doc folder.

APPROVED

- B. Treasurer Report – reports in google doc folder and in handouts. She included the year for 2023 and the monthly reports. She’s not sure of the status of the First Western Trust. Eric told Eugene he has the authority to pull out of the Trust and go with Morgan Stanley. The HISI credit card is in Eric’s name. There was a question if he has to be in attendance of the event. The answer is yes.
- C. Registration – report in google folder and at the end of these minutes. At the end of December, we had a total of 2099 registered athletes. We are

down about 200 from the last year. Gwenn updated coaches saying their required certifications are now embedded into SWIMS in their account so they can see if they are deficient.

D. National Times Verification Admin – Malcolm has updated the high school Invitationals. Everything else is updated.

II. Chairperson Reports

A. Admin Vice Chair – no report

B. Finance Vice Chair – Eugene submitted the Quad budget proposal. It doesn't look like Oceania will happen this year. For this year's budget, we'll get triple the amount in interest from the Trust. Eric asked to table this budget so they can go through some of the things proposed.

C. Senior Vice Chair – reimbursement requests for short course champs have been submitted to Deb.

D. Age Group Chair – JAGS and Age Group Champs meet announcements are posted on the website. AG Champs is OME only. He said with OME teams will have to figure out their costs for entries. Sanctions processed except 1/21 dual meet since still waiting on some info; and I have a request for an April meet, but only sent in Sanction Request + Meet Announcement on pdf.

I updated the Sanction request form, but want to get Sanction request, Meet Announcement (.doc minimum or .doc+ .pdf) and also MM + TM files for meet.

When I post the meet, I upload all of them to TU web (Meet | [Island-Name] | [Year]) so someone can find in case of emergency needing access.

Finally, goal is posting 30-days ahead but with change of personnel, some getting posted late.

E. Technical Planning Chair – working on time standards. We are using last year's standards for this short course year.

F. Safe Sport Chair – see report

G. DEI Chair – no report

- H. Officials' Chair – status quo on R9. Courtney Davis has been nominated for the Open Water clinic. Age Group Champs has been approved as an OQM.
- I. Governance Chair – since he and Dave were just reappointed, they have plans to have a meeting before February 15. Jon turned in HISI By-Laws to Derek Paul, chair of USA Swimming Rules & Regulations.

III. Representative Member Reports

- A. Coach Representative – Nina is now the Senior Coach representative. The Junior Coach position is open. Nina has been updating the coach's contact information. Sandy Drake nominated Jasmin Mau as the Junior Coach Representative. Jasmin accepted the nomination. Nina will send out a vote to coaches for placing Jasmin as Junior Coach Rep.
- B. Officials' Representative – No report. Russell thanked everyone for the support during the last few months.
- C. Athletes Representative – Reina said they are thinking of doing senior recognition during short course states instead of long course since more people are still here. Reina will talk to her athlete committee on when and where to do it.
- C. At-Large Maui Representative – no report
- D. At-Large Hawaii Island Representative – Jon said BIS is having issues with the County. Dave Gibson and BIS has been able to work with them to get the ok to have meets.
- F. At-Large Oahu Representative – The Chair position is vacant. There has been one nomination and waiting for any others. Grant Bremer is the Admin Vice Chair, Saint Marie Gough is the Events Chair, and Eugene is the Finance Chair. Saint Marie reported that at a meet at VMAC, they didn't like the way the pool area was left after a B/C meet so they've frozen all their permits for those meets.

IV. Old Business:

Our endowment money is just 'there'. We're not losing or gaining money. Eric asked Eugene what's the timeline to move the endowment. Sandy

provided minutes showing Eugene as being the authorized person to move the funds. Eric asked Eugene to give the Governance Committee the proposal from Morgan Stanley.

Tech planning needs to have island meet information sent to him.

V. New Business:

1. In our P&P Section 18.07- *CONFIRMATION OF MEMBERSHIP ON CLUB PORTALS All swimmers must be confirmed as members of USA Swimming prior to being allowed to participate in sanctioned meets. In general, if membership of a swimmer is disputed at the time of the meet, this confirmation will be done online either by DeckPass or through use of the USA Swimming Club Portals.*

The use of DeckPass has become obsolete. Do we need to remove this?

Motion to change *DeckPass or through use of the USA Swimming Club Portals* to USA Swimming online platform. **APPROVED**

2. Eric went through the BOD's emails and confirmed they are updated.
3. The new check process will start February 1st. Requests for reimbursement will require 2 signatures with check signing 1.
4. ADHOC has been working and will have information for the April HOD.
5. Working with Deb, Eric found we have \$16,000 and he'd like to use it to support sending coaches to the ASCA clinic. \$400 will be given to coaches who want to attend. There are dorms available for \$95/night.
6. Mitch Gold is the new advisor for our LSC. He will be attending our Age Group States in Kona. Eric encourages everyone to reach out to him as he's open to helping.
7. New Committees – We need to approve the committees.

Athlete Committee consists of: Reina Lileikis (Chair), Parker Muench, Chloe Inouye, Finn Wirum, Lily Barrett, Kei Nishikawa

Governance Committee – Jon Hayashida (Chair), Dave Coleman, Jeff Meister, Kenny Chew, Curt Colby, Reid Yamamoto, Reina Lileikis, Parker Muench

Finance Committee – Eugene Drzymala (Chair), Eric Nagoshi (ex-officio), Deborah Christian, Mark Noetzel, Peggy Glasgow, Bob Pellettieri, Parker Muench, (need one more adult member and one more athlete)

Operational Risk – Saint Marie Gough – Chair, Haylie Kaichi Athlete, Joyce Follis, Erin Freel, Reid Yamamoto

Officials Committee – Stephanie Monahan – Chair, Corey Farah – Athlete, Shota Ferreira – athlete, Brandon Lin – athlete, Anuschka DeAguiar, Dar Gerber, Shannon Wignet, Russell Iwamura

Safe Sport – Sandy Drake – Chair, Heather Edwards – HICK, Marie Williams – SKA, Xander Hurst – HSC Athlete

Sandy made a motion to change the number of members from at least four additional members to three. **APPROVED**

Tech Planning – Malcolm Cooper – Chair, Nina Gervais, Reid Yamamoto, Curt Colby, Saint Marie Gough, Stephanie Monahan, Aika Swanson, Chloe Inouye

Age Group Committee – Malcolm Cooper – Chair, Nina Gervais, Reid Yamamoto, Curt Colby, Saint Marie Gough, Stephanie Monahan, Aika Swanson, Chloe Inouye

Senior Committee – Scott Pinter – Chair, Eric Nagoshi, Mark Noetzel, Ryan Ong – Athlete

DEI Committee – Joyce Follis – Chair,

Coaches Committee - Nina Gervais – Chair, Scott Pinter, Jasmin Maui

8. Eric will be sending all the committee chairs the schedule for meetings. He wants each committee to make sure they meet. Either Zoom or another online platform. He wants the chairs to go through their specific section in the Policy & Procedures and submit any

changes they feel is needed. This needs to be done for our April HOD. The BOD/HOD/Committee schedule is attached to the end of the minutes.

9. There was an email with concerns of parents being on deck. Eric asked each league to handle their situations. There is also concern regarding warm up/down with no coach supervision. Eric asked Saint Marie and the Op Risk committee with guidance from the officials committee and tech planning to write up guidance for warm up/down procedures.
10. Malcolm proposed to use the provisional time standards that the ADHOC committee is working on to be used for long course states this summer once approved by the BOD. **APPROVED**

VI. Final Comments:

VII. Adjournment: 11:34am

Respectfully submitted by:

Sandy Drake

Hawaiian Swimming Secretary

HAWAIIAN SWIMMING MISSION AND VISION:

VISION: Hawaiian Swimming promotes the highest level of swimming for each member.

MISSION: Providing opportunities to learn competitive skills that create champions in life.

REGISTRATION COMPARISON 2014_2023_rev_093023

<i>Months</i>	<i>2014</i>	<i>Run-total</i>	<i>2015</i>	<i>Run-total</i>	<i>2016</i>	<i>Run-Total</i>	<i>2017</i>	<i>Run-total</i>	<i>2018</i>	<i>Run-total</i>		<i>2019</i>	<i>Run-total</i>
Sept	252	252	588	588	347	359	369	369	608	608	Sept	424	424
Oct	813	1065	775	1363	689	1065	531	900	543	1151	Oct	623	1047

Dec	645	2099												
Jan														
Feb														
March														
April														
May														
June														
July														
Aug														

**Hawaiian Swimming LSC
Profit & Loss - Modified Cash Basis
For the Month Ended December 31, 2023 and 2022**

Dec 23 Dec 22

Income			
Investment Income			
Endowment Income			
Dividend Income	1,277.78	1,351.48	
Total Endowment Income	1,277.78	1,351.48	
Total Investment Income	1,277.78	1,351.48	
Program Income			
USA Swimming Registration	12,589.00	5,220.00	
Total Program Income	12,589.00	5,220.00	
Special Events Income			
Senior SC Championship	51.50	10,084.50	
Total Special Events Income	51.50	10,084.50	
Program Service Revenue			
Sanction Fees	250.00	0.00	
Surcharge	3,299.75	12,820.75	
Total Program Service Revenue	3,549.75	12,820.75	
Total Income	17,468.03	29,476.73	Gross Profit 17,468.03
29,476.73			
Expense			
Other Expenses			
Official's Development Expense			
Official's Training - Local	1,155.69	0.00	
Total Official's Development Expense	1,155.69	0.00	
Sport Promotion	0.00	929.17	
Total Other Expenses	1,155.69	929.17	
Special Events and Activities			
Senior SC Championship			
Senior SC Champs Travel Reimb	0.00	1,496.28	
Total Senior SC Championship	0.00	1,496.28	
SC AG State Championship			

SC AG Official's Expense 1,247.88 0.00
Total SC AG State Championship 1,247.88 0.00
JAG SC Championship
JAG SC Awards 2,174.77 0.00
Total JAG SC Championship 2,174.77 0.00 **WZ Diversity Select Camp** 900.00 0.00 **Total Special Events and Activities** 4,322.65 1,496.28

Other Administrative
Bank Fees 500.16 208.80 **LSC Business Travel** 446.65 0.00 **Professional Services**
Accounting Fees 1,500.00 0.00

Total Professional Services 1,500.00 0.00

Supplies
General 47.58 0.00

Dec 23 Dec 22

Total Other Administrative 2,494.39 208.80 **Total Expense** 7,972.73 2,634.25 **Net Income** 9,495.30 26,842.48

Hawaiian Swimming LSC Profit & Loss - Modified Cash Basis For the Twelve Months Ended December 31, 2023 and 2022

Jan - Dec 23 Jan - Dec 22

Income

Investment Income
Endowment Income
Realized Gain(Loss) on M/S -20,782.69 20,707.61 **Dividend Income** 4,925.58 4,423.05 **Interest Income** 0.00 45.23
Total Endowment Income -15,857.11 25,175.89 **Total Investment Income** -15,857.11 25,175.89

Program Income
USA Swimming Registration 63,211.20 106,434.00 **Total Program Income** 63,211.20 106,434.00

Special Events Income
Senior LC Championship 8,010.00 10,261.50 **Senior SC Championship** 10,749.50 10,084.50 **LC State Championship** 15,004.00 17,006.50 **SC State Championship**
SC State Championship; Late Fee 100.00 436.00 **SC State Championship - Other** 25,617.00 17,327.50

Total SC State Championship 25,717.00 17,763.50

JAG SC Championship 6,168.00 0.00 **Team Hawaii Payments** 31,900.00 32,900.00

Total Special Events Income 97,548.50 88,016.00

Program Service Revenue
Sanction Fees 800.00 650.00 **Surcharge** 92,037.00 50,088.00 **Fines** 0.00 100.00

Total Program Service Revenue 92,837.00 50,838.00 **Total Income** 237,739.59 270,463.89 **Gross Profit** 237,739.59

270,463.89

Expense

Other Expenses
Athlete Representative
Graduating Athlete Recognition 704.17 1,660.00 **Total Athlete Representative** 704.17 1,660.00

Awards and Grants

Awards-Ribbons/Labels 5,122.95 2,584.24 **Total Awards and Grants** 5,122.95 2,584.24

Official's Development Expense

Official's Training - Local 5,582.61 0.00 **Official's Social** 970.26 0.00 **Official's Uniforms** 0.00
243.25 **Official's National Travel** 3,881.45 3,619.58

Total Official's Development Expense 10,434.32 3,862.83

Operations

Postage, Mailing Service 147.75 85.20 **Total Operations** 147.75 85.20

USA Swimming Convention

Travel-Airfare, Ground 6,378.69 4,104.10 **Hotel** 1,747.08 1,269.56 **Other Expenses-Meetings,
Gifts** 286.02 0.00

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**Hawaiian Swimming LSC
Profit & Loss - Modified Cash Basis
For the Twelve Months Ended December 31, 2023 and 2022**

Jan - Dec 23 Jan - Dec 22

Total USA Swimming Convention 8,411.79 5,373.66

Sport Promotion -71.54 4,663.39 Other National Meetings

General Chair 1,222.82 0.00 **Diversity/Club Development** 929.80 171.10

Total Other National Meetings 2,152.62 171.10 **Total Other Expenses** 26,902.06 18,400.42

Special Events and Activities

Senior LC Championship

Senior LC Awards 1,022.44 1,277.14 **Senior LC Official's Expense** 1,911.12 0.00 **Senior LC
Hospitality** 2,926.57 1,326.17 **Senior LC Supplies/Facility/Fee** 4,800.44 944.37 **Senior LC
Champs Travel Reimb** 2,000.00 1,300.00

Total Senior LC Championship 12,660.57 4,847.68

Senior SC Championship

Senior SC Awards 1,569.22 895.75 **Senior SC Hospitality** 2,757.65 2,736.28 **Senior SC
Supplies/Facility/Fee** 5,205.95 2,467.49 **Senior SC Champs Travel Reimb** 200.00 1,496.28

Total Senior SC Championship 9,732.82 7,595.80

LC AG State Championship

LC AG Awards 4,029.30 3,248.00 **LC AG Official's Expense** 3,218.01 200.00 **LC AG
Hospitality** 1,241.89 3,472.79 **LC AG Supplies/Facility/Fees** 2,650.61 2,671.76

Total LC AG State Championship 11,139.81 9,592.55

SC AG State Championship

SC AG Awards 5,292.87 6,741.85 **SC AG Official's Expense** 4,010.03 4,280.44 **SC AG
Hospitality** 2,226.00 1,994.69 **SC AG Supplies/Facility/Fees** 5,238.75 6,403.69

Total SC AG State Championship 16,767.65 19,420.67

JAG SC Championship

JAG SC Awards 2,786.24 0.00 **JAG SC Official's Expense** 789.86 0.00 **JAG SC Hospitality**
1,639.47 0.00 **JAG SC Supplies/Facility/Fees** 617.51 0.00

Total JAG SC Championship 5,833.08 0.00

Team Hawaii

Airfare 31,855.18 18,304.51 **Hotel** 16,021.14 17,423.04 **Meals** 6,592.71 7,965.27 **Ground
Transportation** 3,184.60 3,452.47 **Uniforms** 3,697.14 6,192.57 **Meet Fees** 3,680.00 2,640.00
Supplies 279.11 259.58 **Coordinator/Manager** 0.00 569.61

Total Team Hawaii 65,309.88 56,807.05

Sr Swimming Travel Reimb-Athl 18,500.00 8,900.00 Sr Swimming Travel Reimb-Coach 4,100.00
 2,950.00 WZ Diversity Select Camp 900.00 0.00

Hawaiian Swimming LSC Profit & Loss - Modified Cash Basis For the Twelve Months Ended December 31, 2023 and 2022

Jan - Dec 23 Jan - Dec 22

Other Administrative	
Bank Fees	2,892.83 1,525.21
Business Registration	3.50 3.50
Gifts and Donations	10,000.00 33,008.00
Investment Management Fees	1,244.16 1,230.75
IT/Web Expenses	668.00 0.00
LSC Business Travel	3,868.49 0.00
LSC Business (Meetings)	58.42 0.00
Professional Services	
Accounting Fees	4,405.08 4,256.54
Total Professional Services	4,405.08 4,256.54
Supplies	
General	134.64 0.00
Officials	0.00 22.71
Total Supplies	134.64 22.71
Total Other Administrative	23,275.12 40,046.71
Total Expense	195,120.99 168,560.88
Net Income	42,618.60 101,903.01

Hawaiian Swimming Balance Sheet - Modified Cash Basis As of December 31, 2023 and 2022

Dec 31, 23 Dec 31, 22 \$ Change

ASSETS

Current Assets

Checking/Savings

First Hawaiian Bank Checking 247,006.62 192,387.75 54,618.87 First Western Trust - Cash & Eq 222,760.29 6,020.06
 216,740.23

Total Checking/Savings 469,766.91 198,407.81 271,359.10

Other Current Assets

Other Receivables 600.00 0.00 600.00 **Total Other Current Assets** 600.00 0.00 600.00 **Total Current Assets** 470,366.91

198,407.81 271,959.10

Fixed Assets

Furniture and Equipment

Office Equipment 2,614.69 2,614.69 0.00 Accum Depreciation-Office Equip -2,614.69 -2,614.69 0.00 Meet Equipment
 36,522.58 36,522.58 0.00 Accum Depreciation-Meet Equip -36,522.58 -36,522.58 0.00

Total Furniture and Equipment 0.00 0.00 0.00 Total Fixed Assets 0.00 0.00 0.00

Other Assets

Equity Securities-Endowmt(cost) 29,406.45 258,647.95 -229,241.50 Total Other Assets 29,406.45 258,647.95 -229,241.50 TOTAL

ASSETS 499,773.36 457,055.76 42,717.60

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Credit Cards

Hawaiian Air Credit Card 99.00 0.00 99.00 Total Credit Cards 99.00 0.00 99.00 Total Current Liabilities 99.00 0.00 99.00 Total

Liabilities 99.00 0.00 99.00

Equity

Unrestricted Net Assets 457,055.76 355,152.75 101,903.01 Net Income 42,618.60 101,903.01 -59,284.41

Total Equity 499,674.36 457,055.76 42,618.60 TOTAL LIABILITIES & EQUITY 499,773.36 457,055.76 42,717.60

HISI BOD Committee Report
 Safe Sport
 Submitted by Sandy Drake, Chair
 January 21, 2024

The HISI Safe Sport Committee currently consists of 4 members: Sandy Drake – MDSC - Chair, Heather Edwards – HICK, Marie Williams – SKA, Xander Hurst – HSC Athlete.

Our committee’s mission is to inspire a culture of athlete and member protection at all levels of Hawaiian Swimming.

Responsibilities of our committee include but not limited to:

1. Continually reviewing and provide feedback on USA Swimming and HISI’s member protection policies, guidelines, and educational programs.

2. Raise the awareness of member protection and the availability of member protection educational resources within the swimming community, including HISI and club levels.
3. Spread information from USA Swimming Safe Sport staff to club representatives when appropriate. This could include newsletters, emails, and other forms of communication.

In searching for members for this committee, I wanted to have their club's Safe Sport representative. I found it difficult to get members who are in compliance with our P&P rule - Section 18.10 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.

This requires the members of the Safe Sport Committee to be a registered member of USA Swimming. In searching HISI club's websites to locate the Safe Sport representative, there were very few who are also registered members. The current members I've asked are registered. I think in the future it will be difficult to find enough people to fill out the committee.

Would the BOD be willing to set the committee for Safe Sport as an exception?

The number of HISI clubs that have achieved Safe Sport recognition is currently at 5 with 2 of those clubs expiring at the end of January 2024. There are 6 other clubs who previously had achieved SSPR, but their status expired in 2023.

Clubs looking to become Safe Sport Recognized, USA Swimming has free, pre-made graphics and art templates for the clubs to use. These can be used in heat sheets and around the pool deck for upcoming practices and meets. If a club is interested, please contact Sandy Drake – sandydrakemaui@gmail.com.

Club Safe Sport representatives can also contact Sandy for any word documents that are already completed which they may use to become Safe Sport recognized.

-Timeline for all Committees -

January

Board Meeting - Present committee members to the BOD for approval.

February/March

Committee Meetings - Review Hawaiian Swimming Policy and Procedures and start working on initiatives for the year.

April

Board Meeting - Present changes to the HISI P&P to the BOD for approval and present draft of changes to the bylaws to be voted on at the October HOD meeting.

May/June

Committee Meetings - Work on bylaw changes as well as start discussing initiatives/projects for next year.

July

Board Meeting - Present final changes to the bylaws to be presented at the October HOD meeting. Present any additional changes to the HISI P&P to the BOD for approval.

August/September

Committee Meetings - Finalize initiatives/projects for next year.

October

House of Delegates Meeting - Present changes to the bylaws to the HOD for approval.

November/December

Committee Meetings - Wrap up and reflect on the year, be ready to present in January to the BOD the names of committee members for approval.