

Hawaiian Swimming Board of Directors Meeting

July 14, 2024/July 21, 2024

Via Zoom / VMAC

******This is a postponed meeting since we had no quorum on July 14th.******

Attendance:

Agenda/Minutes

I. Meeting Called to Order –

Introductions & Announcements

A. Introductions –

B. Appointments –

C. Announcement –

II. Administrative Reports

A. Secretary (Minutes) – January 2024 BOD minutes are in the google drive folder and at the end of this report.

B. Treasurer – Reports in google drive and at the end of this report.

C. Membership/Registration Coordinator – Report in google drive and at the end of this report.

III. Chairperson Reports

A. Administrative Vice Chair –

B. Finance Vice Chair–

D. Senior Vice Chair–

E. Age Group Vice Chair –

F. Technical Planning Chair–

G. Safe Sport Chair–

H. DEI Chair-

I. Officials' Chair –

J. Governance Chair –

K. NTV –

L. Operational Risk –

IV. Representative Member Reports

A. Coach Representatives–

1. Senior Rep-.

2. Junior Rep-

B. Officials' Representative –

C. Athlete Representative–

D. At-Large Maui Representative-

E. At-Large Hawaii Island Representative –

F. At-Large Oahu Representative –

V. Old Business:

VI. New Business:

VII. Final Comments:

VIII. Adjournment:

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.

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
Balance Sheet - Modified Cash Basis
As of June 30, 2024 and 2023**

	Jun 30, 24	Jun 30, 23	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
First Hawaiian Bank Checking	226,011.58	234,721.67	-8,710.09

	<u>256,088.20</u>	<u>242,890.38</u>	<u>13,197.82</u>
	<u>485,241.88</u>	<u>484,826.97</u>	<u>414.91</u>
Investment Account - Cash & Eq	2,542.10	7,214.92	-4,672.82
Total Checking/Savings	<u>228,553.68</u>	<u>241,936.59</u>	<u>-13,382.91</u>
Other Current Assets			
Receivable - Misailidis	<u>600.00</u>	<u>0.00</u>	<u>600.00</u>
Total Other Current Assets	<u>600.00</u>	<u>0.00</u>	<u>600.00</u>
Total Current Assets	229,153.68	241,936.59	-12,782.91
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	<u>-36,522.58</u>	<u>-36,522.58</u>	<u>0.00</u>
Total Furniture and Equipment	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Fixed Assets	0.00	0.00	0.00
Other Assets			
Equity Securities-Endowmt(cost)	256,088.20	242,890.38	13,197.82
Total Other Assets			
TOTAL ASSETS			
	<u>711.47</u>	<u>0.00</u>	<u>711.47</u>
	<u>711.47</u>	<u>0.00</u>	<u>711.47</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Credit Cards			
Hawaiian Air Credit Card	711.47	0.00	711.47
Total Credit Cards			
Total Current Liabilities			

Total Liabilities	711.47	0.00	711.47
Equity			
Unrestricted Net Assets	499,674.36	457,055.76	42,618.60
Net Income	-15,143.95	27,771.21	-42,915.16
Total Equity			
TOTAL LIABILITIES & EQUITY	484,530.41	484,826.97	-296.56
	<u>485,241.88</u>	<u>484,826.97</u>	<u>414.91</u>

Hawaiian Swimming LSC
Profit & Loss - Modified Cash Basis
For the Six Months Ended June 30, 2024 and 2023

Income			
Investment Income			
Endowment Income			
Realized Gain(Loss) on M/S	4,413.13	-20,269.68	24,682.81
Dividend Income	3,104.52	1,701.16	1,403.36
Interest Income	<u>0.91</u>	<u>0.00</u>	<u>0.91</u>
Total Endowment Income	<u>7,518.56</u>	<u>-18,568.52</u>	<u>26,087.08</u>
Total Investment Income	7,518.56	-18,568.52	26,087.08
Program Income			
USA Swimming Registration	24,557.00	24,446.00	111.00
Total Program Income	<u>24,557.00</u>	<u>24,446.00</u>	<u>111.00</u>
Special Events Income			
SC State Championship			
SC State Championship; Late Fee	0.00	100.00	-100.00
SC State Championship - Other	21,853.50	25,617.00	-3,763.50
Total SC State Championship	<u>21,853.50</u>	<u>25,717.00</u>	<u>-3,863.50</u>
JAG SC Championship	9,339.00	6,168.00	3,171.00
Team Hawaii Payments	9,200.00	25,700.00	-16,500.00
Total Special Events Income	<u>40,392.50</u>	<u>57,585.00</u>	<u>-17,192.50</u>
Program Service Revenue			
Sanction Fees	450.00	300.00	150.00
Surcharge	39,326.25	57,980.75	-18,654.50

Total Program Service Revenue			
	39,776.25	58,280.75	-18,504.50
Total Income	112,244.31	121,743.23	-9,498.92
Gross Profit	112,244.31	121,743.23	-9,498.92
Expense			
Other Expenses			
Athlete Representative			
Graduating Athlete Recognition	820.16	0.00	820.16
Total Athlete Representative	820.16	0.00	820.16
Awards and Grants			
Awards-Ribbons/Labels	1,721.78	733.18	988.60
Total Awards and Grants	1,721.78	733.18	988.60
Coaches Development Expense			
Coaches Clinic	22,202.65	0.00	22,202.65
Total Coaches Development Expense	22,202.65	0.00	22,202.65
Official's Development Expense			
Official's Training - Local	0.00	4,426.92	-4,426.92
Official's Social	361.54	307.32	54.22
Official's National Travel	4,430.19	1,516.62	2,913.57
Total Official's Development Expense	4,791.73	6,250.86	-1,459.13
Operations			
Postage, Mailing Service	0.00	9.90	-9.90
Total Operations	0.00	9.90	-9.90
USA Swimming Convention			
Travel-Airfare, Ground	0.00	6,378.69	-6,378.69
Hotel	0.00	1,747.08	-1,747.08
Other Expenses-Meetings, Gifts	0.00	286.02	-286.02
Total USA Swimming Convention	0.00	8,411.79	-8,411.79
Sport Promotion	0.00	-71.54	71.54
Other National Meetings			
Diversity/Club Development	0.00	294.80	-294.80
Total Other National Meetings	0.00	294.80	-294.80
Total Other Expenses	29,536.32	15,628.99	13,907.33
Special Events and Activities			
Senior LC Championship			
Senior LC Awards	1,007.19	721.39	285.80
Senior LC Hospitality	0.00	2,926.57	-2,926.57
Senior LC Supplies/Facility/Fee	2,957.00	4,743.91	-1,786.91
Total Senior LC Championship	3,964.19	8,391.87	-4,427.68
Senior SC Championship			
Senior SC Awards	482.29	460.29	22.00
Senior SC Champs Travel Reimb	800.00	0.00	800.00
Total Senior SC Championship	1,282.29	460.29	822.00
LC AG State Championship			
LC AG Awards	2,235.16	3,423.57	-1,188.41
LC AG Supplies/Facility/Fees	3,497.85	1,017.10	2,480.75

Total LC AG State Championship	5,733.01	4,440.67	1,292.34
SC AG State Championship			
SC AG Awards	0.00	464.40	-464.40
SC AG Official's Expense	12,128.95	2,762.15	9,366.80
SC AG Hospitality	3,788.35	2,226.00	1,562.35
SC AG Supplies/Facility/Fees	11,184.81	5,238.75	5,946.06
Total SC AG State Championship	27,102.11	10,691.30	16,410.81
JAG SC Championship			
JAG SC Official's Expense	1,003.77	789.86	213.91
JAG SC Hospitality	968.21	1,639.47	-671.26
JAG SC Supplies/Facility/Fees	4,122.75	617.51	3,505.24
Total JAG SC Championship	6,094.73	3,046.84	3,047.89
Team Hawaii			
Airfare	32,964.76	29,861.20	3,103.56
Hotel	0.00	14,136.30	-14,136.30
Uniforms	817.10	1,361.79	-544.69
Total Team Hawaii	33,781.86	45,359.29	-11,577.43
WZ Diversity Select Camp	6,209.84	0.00	6,209.84
Total Special Events and Activities	84,168.03	72,390.26	11,777.77
Other Administrative			
Bank Fees	949.88	1,343.59	-393.71
Business Registration	0.00	3.50	-3.50
Gifts and Donations	3,000.00	0.00	3,000.00
Investment Management Fees	1,055.00	594.19	460.81
IT/Web Expenses	2,302.62	288.00	2,014.62
LSC Business Travel	5,756.40	2,168.49	3,587.91
LSC Business (Meetings)	620.01	5.00	615.01
Professional Services			
Accounting Fees	0.00	1,550.00	-1,550.00

Total Professional Services	<u>0.00</u>	<u>1,550.00</u>	<u>-1,550.00</u>
Total Other Administrative	<u>13,683.91</u>	<u>5,952.77</u>	<u>7,731.14</u>
Total Expense	<u>93,972.02</u>	<u>33,416.24</u>	
127,388.26			
Net Income	<u><u>-15,143.95</u></u>	<u><u>27,771.21</u></u>	<u><u>-42,915.16</u></u>

Registration Comparison 2014-2024

<i>Months</i>	<i>2014</i>	<i>Run- total</i>	<i>2015</i>	<i>Run-total</i>	<i>2016</i>	<i>Run-Total</i>
Sept	252	252	588	588	347	359
Oct	813	1065	775	1363	689	1065
Nov	407	1472	426	1789	420	1492
Dec	771	2243	602	2391	753	2247
Jan	331	2574	304	2695	320	2569
Feb	184	2758	222	2917	253	2828
March	93	2851	68	2985	141	2978
April	97	2948	68	3053	92	3078
May	115	3063	167	3220	89	3167
June	138	3201	143	3363	99	3272
July	68	3269	75	3438	48	3323
August	27	0	83	3521	11	3334
Total	3296	3269	3521	3521	3262	3341

<i>2017</i>	<i>Run- total</i>	<i>2018</i>	<i>Run-total</i>		<i>2019</i>	<i>Run- total</i>
369	369	608	608	Sept	424	424
531	900	543	1151	Oct	623	1047
849	1749	404	1555	Nov	288	1335
707	2456	671	2226	Dec	880	2215
278	2734	210	2436	Jan	262	2477
132	2866	239	2675	Feb	172	2649
149	3015	125	2800	March	77	2726
67	3082	127	2927	April	56	2782
102	3184	46	2973	May	119	2901
97	3281	113	3086	June	125	3026
25	3306	42	3128	July	56	3082
34	3340	32	3160	August	44	3126
3340	3343	3160	3160		3126	3126

<i>Months</i>	<i>2020</i>	<i>Run- total</i>	<i>Months</i>	<i>2021 Season</i>	<i>Run- Total</i>	<i>2022 Season</i>		<i>Run- total</i>
Sept	753	753	June	11	11	Sept	365	365
Oct	448	1201	July	58	69	Oct	414	779
Nov	305	1506	August	43	112	Nov	536	1315

Dec	886	2392	Sept	39	151	Dec	601	1917
Jan	153	2545	Oct	59	210	Jan	315	2232
Feb	62	2607	Nov	204	414	Feb	48	2280
March	73	2680	Dec	756	1170	March	107	2387
April	6	2686	Jan	365	1536	April	137	2524
May	0	2686	Feb	207	1743	May	82	2606
		2686	March	118	1861	June	131	2737
			April	89	1950	July	106	2843
			May	120	2070	Aug	24	
			June	141	2211			2867
			July	81	2292			
			August	28	2320			

2023 Season		Run- total	2024 Season		Run- total
Sept	1098	1098	Sept	748	748
Oct	534	1632	Oct	292	1040
Nov	257	1889	Nov	414	1454
Dec	393	2282	Dec	645	2099
Jan	270	2552	Jan	265	2364
Feb	116	2668	Feb	82	2446
March	140	2808	March	62	2508
April	91	2899	April	31(part)	2539
May	122	3021	May	81	2620
June	113	3134	June	82	2702
July	65	3199	July		
Aug	55	3254	Aug		
total		3254			

