

HISI BOD Meeting
October 19, 2025
Pacific Club, Honolulu & Online via Zoom
Agenda/Minutes

Attendance:

In-person: David Coleman (Chair); Jon Hayashida (Admin VC); Stephanie Monahan (Officials Chair); Joseph Glenn (Senior Chair); Malcolm Cooper (AGVC, NTV, TP); Eugene Drzymala (Finance Chair); Cristina Gervais (Secretary); Deborah Christian (Treasurer); Kona Flanagan (Senior Athlete Rep); Russell Iwamura (Officials Rep); Barbara Kopra (Big Island Rep); Eddy Brattin (Big Island Athlete Rep); Aika Swanson (Maui At Large Rep); Brandon Lin (Kauai Athlete Rep)

On Zoom: Saint-Marie Gough (Operational Risk Chair); Joyce Follis (Safe Sport Chair)

Uncertain: Olivia Wong; Johanna Zeebe; Emma Nakamoto

Excused: Gwenn Tomiyoshi; Ryan Muraoka; Jasmine Mau

1. Call to Order: 9:34am
2. MISSION MOMENT: Board Responsibilities
3. Review Minutes of July 27, 2025 and September 22, 2025 (Attached)
 1. Accepted unanimously with correction to July 27, 2025 Minutes:
 - a. LCM AGC: Russell was deck ref for all sessions. (Ryan was listed as deck ref on previous minutes.)
4. Treasurer's Report (report submitted)
 1. Note: Tax returns were finished and submitted.
5. Registrar's Report (report submitted)

OLD BUSINESS/ACTION ITEMS:

1. Committee membership and scheduling update.
Note: Joe Glenn mentioned that the page on the website is difficult to upload minutes.

NEW BUSINESS:

1. Confidentiality of athlete birthdates: TM files and results pdf. USA Swimming is reminding us that birthdates for athletes shall not be posted on LSC or Club websites. Discussion on the issue and how we can move forward. (Jon and Malcolm)
 - A. Malcolm suggested deleting old TM files from the website. He will send out instructions on how to share files without birthdates.
 - B. Jon noted that corporate counsel for USA Swimming instructed LSCs to ensure that swimmers' birthdates are not posted publicly.
2. Election Ballot Recommendation (Governance Committee)

- A. Technical Planning: Malcolm Cooper
- B. Registrar: Gwenn Tomiyoshi
- C. Treasurer: Deborah Christian

There were no other nominations from the Board.

Non-Board Members may nominate individuals for inclusion on the official ballot by contacting Jon Hayashida before October 26, 2025.

The ballot will be sent out to delegates by October 28, 2025.

3. Senior Committee Motions

- A. MOTION: Senior Committee moves that the Senior Championships (Fall (November) and Summer (July) will rotate among all the islands according to the following schedule beginning in Fall 2025
 - 1. 2025/2026- OAHU/MAUI
 - 2. The remainder of the schedule will be worked on by AGC and Senior Committee.

Notes: Motion was modified to only agree to rotation as a principle. Age group and Senior Chair will negotiate locations and will come back to Board with locations and dates.

Motion passed. (Votes: 14 Yes, 1 No, 0 Abstain)

- B. MOTION: Addition to the Policy and Procedures 7.0.1.4. Adding new subsection (3):

3. The general bid process for scheduled Senior Meets is:

- **Bids for scheduled Senior Meets will open the first week of November.**
- **Bid winners will be announced on Saturday at the Fall Senior Champs during a coaches meeting.**
- **Ideal locations for meets:** Sprint Pentathlon and Knockout 50s (UH), Distance Pentathlon (Maui or Kona), LC Sprint Pentathlon (open), Senior Spring Invite (UH)
- **Criteria for winning a bid for Senior Champs:**
 - **Working with local hotels to secure good rates for traveling clubs**
 - **Able to secure pool venue for the scheduled dates**
 - ~~Ideally, there is a Meet Referee (MR) and Administrative Official (AO) on the bidder's island able to work the scheduled dates~~
 - **Provide pool time the day before the meets to traveling teams**

Notes: Stephanie made a friendly amendment to strike line related to MR and AO because the Officials' Committee selects and pays for these officials for all championship meets.

Motion passed. (Votes: 15 yes, 0 no, 0 abstain)

C. Oceanic Meet Update: Negotiations are beginning with USA Swimming. Ideal team size would be six males and six females. If agreement is reached, selection would be made in April through a qualifying meet on Oahu.

D. Fall Senior Champs update – see Senior Committee Report (attached)

4. USA Swimming Annual Summit 2025 Reports
 - A. Motions from convention if needed.
(None)
 - B. General Chair Education Session Report (report submitted)
 - C. Officials Chair Summit Report (report submitted)

REPORTS:

1. Administrative Vice-Chair
2. Financial Vice-Chair
3. Senior Vice-Chair (Report submitted; Motions under New Business)
4. Age Group Vice-Chair
5. Technical Committee Chair
6. Times/SWIMS Coordinator
7. Athlete's Representatives
 - Notes: Kona and Aika gave a recap of their USA Swimming Summit experience
8. Coaches' Representatives
9. Officials Representative
10. Officials Chair (Report submitted; 2025 USAS Annual Summit Report Submitted; USAS Officials Quarterly Call summary submitted)

Notes: Operational Risk Committee will come back with proposals for a checklist to address facility safety concerns.

Joe asked if there is a Meet Director checklist. Operational Risk Chair will work with Age Group & Senior Chair to update the checklist.
11. Safety (Operational Risk) Chair
12. SafeSport Chair
13. Neighbor Island Representatives

Notes: Barb reported that the Kamakani invitational approved as an observed meet. And we are looking at having ASCA clinic on Big Island in April 2027.

Additional Items for Discussion and Reminders:

1. Athlete recognition should be prioritized at championship meets.
2. Reminder to committee chairs that committees need to run open meetings and make sure that information is posted online.
Notes: Committee members must be members of USA swimming
3. Reminder to fill out meets for Spring on the all-island schedule. Contact Malcolm if assistance is needed.
4. Request to reconsider vote on separate age group championship meets.
Notes: Dave explained the process for a vote for reconsideration (in regard to the changes to the standards and format for the AG championships) according to Roberts Rules, noting that the motion must be made by a member who voted for the original motion, that the Board had not acted on the substance of the motion and that $\frac{2}{3}$ of the body concur on the reconsideration.
No motion was brought to the floor.
The possibility of creating a prelims-finals meet for 15-18 year olds who don't qualify for senior championships was discussed. The AG and Senior Committees will look into this possibility. Gwenn will be asked to pull statistics on the 15-18 age group that doesn't qualify for senior championships
5. Reminder to submit reports by email.
6. Coaches Rep election
Notes: Dave will contact Jasmine about coaches representative election and determine if it will be run during championships or if board needs to create ballot.
7. Approval for the Ka Makani Invitational (Big Island High School Invitational meet) to be observed with reception of the appropriate paperwork by AGC.
Notes: Approved unanimously.
8. Discussion on entry fees for Kona Dolphins Senior Invitational meet.
Notes: Regular meets follow the standard entry fee schedule. However, invitationals can charge higher fees with prior approval.

ADJOURNMENT: 11:31am

Respectfully submitted by:

Cristina Gervais

HISI Secretary