Hawaiian Swimming House of Delegates Meeting November 19, 2023 University Of Hawaii, Oahu

Attendance: Eric Nagoshi-General Chair, Mark Noetzel – Admin Vice Chair, Malcolm Cooper – Tech Planning Chair, Sandy Drake – Secretary/SafeSport Chair, Deb Christian – Treasurer, Scott Pinter – Senior Chair/Coaches Rep, Reid Yamamoto – Age Group Chair/Maui Rep, Eugene Drzymala – Finance Chair, Jon Hayashida – Governance Chair/BIS rep, Stephanie Monahan – Official's Chair, Gwenn Tomiyoshi – Registration Chair, Nina Gervais – Junior Coach Rep, Reina Lileikis – Senior Athlete Rep, Merri Wada – OSL Rep, Grant Bramer – AAA, Joe Glen- AUL, Elena Cimenial – Hickham, Ron Iwamoto – PCA, John Flanagan – KSC, Jasmine Mau – KSC, Amy McGill – Lahaina, Saint-Marie Gough – UN, Shannon Bitterman – PCA, Bella Shurley – At- Large Athlete, Finn Wirum – At-large BIS Athlete, Aika Swanson - At-large Athlete, Johanna Zeebe - At-large Athlete, Kona Flanagan - At-large Athlete, Brandon Lin - At-large Athlete, Julianna Miller - Atlarge Athlete, Kei Nishikawa - At-large Oahu Athlete, Kelli Nishikawa - At-large Athlete

MINUTES

I. Meeting Called to Order – 12:24pm

Introductions & Announcements -

A. Introductions – none

B. Appointments – Brandon Lin, Kona Flanagan, Aika Swanson, Johanna Zeebe, Bella Shurley, and Kelli Nishikawa are now at-large reps. Finn Wirum – BIS and Kei Nishikawa - OSL are new island athlete reps and were appointed to the BOD.

C. Announcement – Eric thanked the delegation for attending and for the support he's received in his first year as General Chair.

II. Administrative Reports

A. Secretary (Minutes) – May 2023 HOD in google folder and as a hand out. After review, Minutes **APPROVED**.

B. Treasurer – reports are in google folder and at the end of these minutes. Checking account balance \$227,785.68. Endowment about \$250,000.

C. Membership/Registration Coordinator – report in google folder and at the end of these minutes. Registration has been slow moving. Please encourage your families to do the registration now. Gwenn only has a few clubs who have done their club registration.

III. Chairperson Reports

A. Administrative Vice Chair – No report

B. Finance Vice Chair– Moved the endowment fund into cash. The endowment fund is for swimmers and coaches for traveling, equipment, etc. The LSC puts in \$1500 a month. The current company has not done smart movements of our funds so we are transferring the funds to Morgan Stanley on Maui. Question on how will we use the funds. Eric explained there will be a committee who will be overseeing the distributions.

C. Senior Vice Chair-

- We rebuilt the meet notice for senior champs based on Jon Hayashida's work to help us align with what most LSC's are including. I finally feel like I have my feet beneath me in this position and will be able to get things out in a timelier manner moving forward.
- For the Summer, we are going to increase bonus swims from 2 to 3.
 We are also looking at adjusting some of the qualifying times. Primarily the 200's not including free. We will be working with the new committee that Eric put together to make those adjustments.
- Once we get through Summer Champs, we will review the impact this has and make adjustments for the following Winter Champs.
- Dates for Senior Summer Championships is June 21-23, 2024 at VMAC.

D. Age Group Vice Chair – There is a new meet notice template for the sanction process. Turn in the sanction request, meet notice, and event file. Age group states is February (put in date) and JAGS (put in date). Summer Age Group Champs will be July 19-22, 2024 on Oahu.

E. Technical Planning Chair– Malcolm needs the report from the times committee for the revised time standards. Looking at OME for the Age Group Champs. Malcolm will work on reestablishing the all-island calendar.

F. Safe Sport Chair-

I attended a virtual LSC Safe Sport Chairs workshop where two representatives from the US Center for Safe Sport spoke. Notes from the meeting and my report are in the google doc file and will be included at the end of the minutes.

G. DEI Chair- DEI UPDATE as of 11/17/2023

- The fee increased to 20 cents for every registered swimmer in the LSC for the 2023 registration year. It was previously ten cents per swimmer. USA Swimming provided the registration numbers. Deb will send the check this week.
- The 2024 WZ DEI Camp and Summit will be June 17-20 held at Butler University in Indianapolis, IN and all participants will be attending a finals session at **Olympic Trials!** There will be 4 in-water sessions, plus multiple guest speakers for the athletes and summit participants with much inspirational and educational information.
- We must commit our LSC by December 1 by paying a \$225 per person non-refundable deposit (\$900 for 4 persons). The number of attendees allowed is as follows Two (2) athletes (age between 13-16) from each LSC in the Western Zone. Each LSC may also submit up to two (2) athlete alternates. One (1) DEI Chair per LSC, and one (1) other volunteer, which may include a coach, DEI Committee member and/or an official from each LSC. The full camp fee is \$425 per person. The LSC is responsible for the camp fee and transportation to and from the camp for each delegate attending.
- The LSC commitment form is attached and filled out we just need to mail a check and the form to the address on it.
- More information about the camp and summit are attached
- They have now included a section for a personal statement for the athletes. This camp is not just for the fastest swimmers in the LSC, so USA Swimming is encouraging us to weigh the personal statements of the applicants just as much, if not more than, the time standards, IMX Scores and Power Points. Alternatively, we may also choose to have athletes submit a personal statement via video or may even hold interviews with the applicants in order to make our selections.
- I will be sending out the athlete applications and qualification information after senior champs is completed (I am currently on the mainland to see a medical specialist and family and am hoping to get it sent in the next week).

H. Officials' Chair –

- With the passage of R9, certifications will be streamlined across the country. Some of our standards will change. There are 7 pods that are looking over the wording of the certifications. These pods have an official, coach, and official's chair. The standards were presented to the USA Swimming BOD and it was deferred.
- Courtney Davis will be nominated for the Open Water official's clinic held in conjunction with the Open Water National Championships.
- Age Group States, Stephanie Monahan will be the meet referee and Sandy Drake will be the Admin Referee.

I. Governance Chair –

Updates to Hawaiian Swimming's bylaws were approved by the BOD at the Hawaiian Swimming House of Delegates Meeting May 7, 2023. The updated HISI bylaws will be submitted to USA Swimming for final review. Changes were made to maintain compliance and align with USA Swimming's required changes.

J. NTV – all of the high school meets that need approval for observed needs to be turned in to Malcolm. So far, he only has the MIL Champs and the HHSAA State Championships.

IV. Representative Member Reports

A. Coach Representatives-

- 1. Senior Rep-
 - Nothing of note over the past 6 months.
 - I want to encourage the coaches to communicate with me until the next HOD meeting. If you have ideas or thoughts on the way things are currently being done, it is my job to bring these to the HISI board meetings.
- 2. Junior Rep-
 - What I have to report is that I am continuing to reach out to clubs that have not responded to the request for coach email addresses. (Many have gotten back to me, but there are still a few that have not.)
 - Nina will send out a request for any changes/updates to coaching staff and email addresses next month.
- B. Officials' Representative no report
- C. Athlete Representative- no report
- D. At-Large Maui Representative- no report

E. At-Large Hawaii Island Representative – Jon said the focus is on the championship meets that will be on the Big Island.

F. At-Large Oahu Representative – Merri said she and Eric are stepping down with the OSL and are looking for people to replace them. They have had pods running different meets, B and C, which has been successful.

V. Old Business:

- ASCA clinic has been approved and will be at HPA April 19-21. There will be a paid school on the Friday where Saturday and Sunday will be the guest speakers. HOD will be after the session on Sunday.
- Credit card has been long in getting. It will be finalizing it very soon.

VI. New Business:

1. Eric proposed an Amendment to the HISI Bylaws 6.6.1.

Bylaw Changes and Adds -

6.6.1 Term of Office

The Term of office of all members of the Board of Directors shall be two years. The Term of office for the General Chair, Admin Vice-Chair, Finance Vice-Chair, Age Group Vice-Chair, and Senior Vice-Chair shall be four years.

The term of office for the Secretary, Treasurer, Registration/Membership Coordinator and Technical Planning Chair shall be two years. MOTION APPROVED

2. Eric proposed an Amendment to the HISI Bylaws 6.6.2.

6.6.2 Commencement of Term

Each person elected or appointed to a position shall assume office January 1, and shall serve until a successor takes office, except for athlete positions. Each athlete elected or appointed to a position shall assume office August 1st, and shall serve until a successor takes office.

MOTION APPROVED

- 3. Eric made a motion to have the Senior Chair position extended for two more years. **MOTION APPROVED**
- Next proposal is to have three authorized signers (General Chair, Admin Vice Chair, Finance Chair) for checks. Deb moved to amend to add the Senior Vice Chair to the signees. MOTION APPROVED for the amendment.

It will read as:

1) HISI will have only 4 authorized signers at any given time. The General Chair, Admin Vice Chair and Finance Vice Chair and Senior Vice Chair

2) ALL check requests must be signed off by the General Chair and the Chair/Representative who's accounts the money is coming from (i.e. Age Group, Senior, Officials, etc) prior to the treasurer cutting the check.

3) Any time one of the authorized signers needs to get a cashier's check a written check request must be submitted with the General Chairs Signature and the Chair who's accounts the money is coming from (i.e., Age Group, Senior, Officials, etc) prior to the authorized signer obtaining the check. **MOTION APPROVED**

 John Flanagan proposed remove event limits for ABC age group meets from our Policies and Procedures and be in line with USA Swimming.
 MOTION APPROVED this will be effective immediately.

It will read as this:

Policy and Procedure Changes and Adds - 7.03.06 A/B/C Meets

Limited to swimmers who have achieved Hawaiian 'A' level times or slower in the event and distance offered. No individual shall be permitted to compete in more than three

(3) individual events and one (1) relay per day.

6. John Flanagan proposed to remove the requirement for a registered coach to be at the warm-up/down pool during a meet. Eric proposed a friendly amendment that if the lifeguard is designated as the first responder to remove the requirement. FRIENDLY AMENDMENT & MOTION APPROVED

It's been advised we check with legal counsel regarding this approved motion. It was also noted that it depends on the facility's requirements. Saint-Marie Gough moved to send this to the Operational Risk Committee.

MOTION APPROVED

Eric will be forming this committee.

VII. Final Comments: Results of the election:

Malcolm Cooper – Age Group Vice Chair Deborah Christian – Treasurer Gwenn Tomiyoshi – Membership & Registration Chair Malcolm Cooper – Technical Planning Chair

Congratulations to all.

VIII. Adjournment: 1:39pm

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.

TREASURER REPORT

Hawaiian Swimming

Balance Sheet - Modified Cash Basis

Cash Basis

As of October 31, 2023 and 2022

	Oct 31, 23	Oct 31, 22	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
First Hawaiian Bank Checking	227,785.68	167,511.64	60,274.04
First Western Trust - Cash & Eq	221,128.82	4,479.80	216,649.02
Total Checking/Savings	448,914.50	171,991.44	276,923.06
Total Current Assets	448,914.50	171,991.44	276,923.06
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	478,320.95	430,639.39	47,681.56
LIABILITIES & EQUITY			
Equity			
Unrestricted Net Assets	457,055.76	355,152.75	101,903.01
Net Income	21,265.19	75,486.64	-54,221.45
Total Equity	478,320.95	430,639.39	47,681.56
TOTAL LIABILITIES & EQUITY	478,320.95	430,639.39	47,681.56

Hawaiian Swimming LSC

Profit & Loss - Modified Cash Basis

For the Month Ended October 31, 2023 and 2022

	Oct 23	Oct 22
Income		
Investment Income		
Endowment Income		
Realized Gain(Loss) on M/S	-513.01	0.00
Dividend Income	603.53	838.69
Interest Income	32.23	6.96
Total Endowment Income	122.75	845.65
Total Investment Income	122.75	845.65
Program Income		
USA Swimming Registration	15,666.00	21,764.00
Total Program Income	15,666.00	21,764.00
Program Service Revenue		
Surcharge	13,785.25	9,806.25
Total Program Service Revenue	13,785.25	9,806.25
Total Income	29,574.00	32,415.90
Gross Profit	29,574.00	32,415.90
Expense		
Other Expenses Awards and Grants		

Awards-Ribbons/Labels	1,482.22	0.00		
Total Awards and Grants	1,482.22	0.00		
Operations Postage, Mailing Service	0.00	9.25		
Total Operations	0.00	9.25		
Sport Promotion Other National Meetings General Chair	0.00 667.22	3,734.22 0.00		
Total Other National Meetings	667.22	0.00		
Total Other Expenses	2,149.44	3,743.47		
Special Events and Activities Senior SC Championship Senior SC Awards	0.00	600.99		
Total Senior SC Championship	0.00	600.99		
LC AG State Championship LC AG Hospitality	0.00	1,472.79		
Total LC AG State Championship	0.00	1,472.79		
SC AG State Championship SC AG Awards	4,828.47	0.00		
Total SC AG State Championship	4,828.47	0.00		
Team Hawaii Meals	0.00	-736.04		
Total Team Hawaii	0.00	-736.04		
Total Special Events and Activities	4,828.47	1,337.74		
Other Administrative Bank Fees Gifts and Donations Investment Management Fees	615.44 10,000.00 332.70	870.56 0.00 295.83		

	Oct 23	Oct 22	
LSC Business (Meetings)	53.42	0.00	
Total Other Administrative	11,001.56	1,166.39	
Total Expense	17,979.47	6,247.60	
Net Income	11,594.53	26,168.30	

Hawaiian Swimming LSC

Profit & Loss - Modified Cash Basis

For the Ten Months Ended October 31, 2023 and 2022

	Jan - Oct 23	Jan - Oct 22
Income		
Investment Income		
Endowment Income		
Realized Gain(Loss) on M/S	-20,782.69	20,707.61
Dividend Income	3,014.81	2,882.79
Interest Income	279.30	45.23
Total Endowment Income	-17,488.58	23,635.63
Total Investment Income	-17,488.58	23,635.63
Program Income		
USA Swimming Registration	43,656.20	89,769.00
Total Program Income	43,656.20	89,769.00
Special Events Income		
Senior LC Championship	8,010.00	10,261.50
LC State Championship	15,004.00	17,006.50
SC State Championship	400.00	400.00
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	86,799.00	77,931.50
Program Service Revenue		
Sanction Fees	550.00	650.00
Surcharge	81,911.50	37,267.25
Fines	0.00	100.00
Total Program Service Revenue	82,461.50	38,017.25
Total Income	195,428.12	229,353.38
Gross Profit	195,428.12	229,353.38
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	3,218.06	2,170.74

Total Awards and Grants	3,218.06	2,170.74
Official's Development Expense		
Official's Training - Local	4,426.92	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	9,278.63	3,862.83
Operations		
Postage, Mailing Service	82.00	85.20
Total Operations	82.00	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

	Jan - Oct 23	Jan - Oct 22
Total USA Swimming Convention	8,411.79	5,373.66
Sport Promotion Other National Meetings	-71.54	3,734.22
General Chair	1,222.82	0.00
Diversity/Club Development	294.80	171.10
Total Other National Meetings	1,517.62	171.10
Total Other Expenses	23,140.73	17,057.7
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	4,743.91	944.37
Senior LC Champs Travel Reimb	2,000.00	1,300.00
Total Senior LC Championship	12,604.04	4,847.68
Senior SC Championship	1,268.17	600.99
Senior SC Awards Senior SC Champs Travel Reimb	200.00	0.00
Total Senior SC Championship	1,468.17	600.99
LC AG State Championship	4 020 20	2 249 00
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	3,496.13
SC AG Official's Expense	3,362.15	4,280.44
SC AG Hospitality	2,226.00	1,994.69
SC AG Supplies/Facility/Fees	5,238.75	6,403.69
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Total SC AG State Championship	16,119.77	16,174.95
JAG SC Championship JAG SC Awards	611.47	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	3,658.31	0.00
Team Hawaii	31,855.18	18,304.51
Airfare		
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 Sr Swimming Travel Reimb-Coach	17,900.00 4,100.00	7,700.00 2,950.00
Total Special Events and Activities	132,299.98	98,673.2
Other Administrative		
Bank Fees	2,021.23	870.81

	Jan - Oct 23	Jan - Oct 22
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	3,089.85	0.00
LSC Business (Meetings)	58.42	0.00
Professional Services		
Accounting Fees	1,550.00	3,000.00
Total Professional Services	1,550.00	3,000.00
Supplies General	87.06	0.00
Officials	0.00	22.71
Total Supplies	87.06	22.71
Total Other Administrative	18,722.22	38,135.77
Total Expense	174,162.93	153,866.74
Net Income	21,265.19	75,486.64

REGISTRATION REPORT

Registration Comparison 2014-2023

Months	2014	Run-total	2015	Run-total	2016	Run-Total	2017	Run-total	2018	Run-total		2019	Run-total
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
Nov	407	1472	426	1789	420	1492	849	1749	404	1555	Nov	288	1335
Dec	771	2243	602	2391	753	2247	707	2456	671	2226	Dec	880	2215
Jan	331	2574	304	2695	320	2569	278	2734	210	2436	Jan	262	2477
Feb	184	2758	222	2917	253	2828	132	2866	239	2675	Feb	172	2649
March	93	2851	68	2985	141	2978	149	3015	125	2800	March	77	2726
April	97	2948	68	3053	92	3078	67	3082	127	2927	April	56	2782
May	115	3063	167	3220	89	3167	102	3184	46	2973	May	119	2901
June	138	3201	143	3363	99	3272	97	3281	113	3086	June	125	3026
July	68	3269	75	3438	48	3323	25	3306	42	3128	July	56	3082
August	27	0	83	3521	11	3334	34	3340	32	3160	August	44	3126
Total	3296	3269	3521	3521	3262	3341	3340	3343	3160	3160		3126	3126

Months	2020	Run-total	Months	2021 Season	Run-Total	2022 Season		Run-total	2023 Season		Run-total	2024 Seas	on I	Run-total
Sept	753	753	June	11	11	Sept	365	365	Sept	1098	1098	Sept	748	748
Oct	448	1201	July	58	69	Oct	414	779	Oct	534	1632	Oct		
Nov	305	1506	August	43	112	Nov	536	1315	Nov	257	1889	Nov	414	

Dec	886	2392	Sept	39	151	Dec	601	1917	Dec	393	2282	Dec
Jan	153	2545	Oct	59	210	Jan	315	2232	Jan	270	2552	Jan
Feb	62	2607	Nov	204	414	Feb	48	2280	Feb	116	2668	Feb
March	73	2680	Dec	756	1170	March	107	2387	March	140	2808	March
April	6	2686	Jan	365	1536	April	137	2524	April	91	2899	April
May	0	2686	Feb	207	1743	May	82	2606	May	122	3021	May
		2686	March	118	1861	June	131	2737	June	113	3134	June
			April	89	1950	July	106	2843	July	65	3199	July
			May	120	2070	Aug	24		Aug	55	3254	Aug
			June	141	2211			2867	total		3254	
			July	81	2292							
			August	28	2320							
					2320							

HISI Safe Sport Chair – submitted by Sandy Drake Report for November 2023 HOD meeting

On Saturday, November 11, Liz Hahn, USA Swimming Program Director for SafeSport, hosted a virtual workshop for the LSC SafeSport Chairs.

Two representatives from the US Center for SafeSport were there and spoke to us all. The U.S. Center for SafeSport is an independent nonprofit committed to building a sport community where participants can work and learn together free of emotional, physical and sexual abuse and misconduct. They said that after the first quarter of 2024, they will be putting forth some new processes regarding SafeSport.

They went over the process of mandatory reporting and when and if you need to do it.

- If you hear of any child abuse or sexual misconduct with either an adult or a minor – you MUST report it immediately to the US Center for SafeSport and your local authorities (police and child welfare service.)
- If you hear of emotional/physical misconduct, violations of MAAPP, criminal chargers, or other inappropriate actions – report to the US Center for SafeSport and they will determine who should handle the situation.
- 3. Even if you see a slap on the butt a coach saying "good race", let the US Center for SafeSport figure things out.

4. Don't attempt to conduct your own investigation. Don't question anyone. Just get the general information, i.e., Time, location, and contact information. You can either call the US Center for SafeSport or file a report at USCenterforSafeSport.org.

They also discussed the do's and don'ts when being informed of misconduct. Do listen, document, be supportive, and respect privacy. Don't deny or assume, interrogate, or make promises.

I've also updated the HISI website with information regarding SafeSport and how to become a SafeSport recognized club. There are currently 5 clubs who have become SafeSport recognized. Congratulations to **Hickham Hurricanes, Kona Aquatics Club, Inc., Maui Dolphins Swim Club, Swim Kauai Aquatics, and Warrior Aquatic Club.** There are 5 clubs who have had their SSPR expire in 2023. You do need to renew every 2 years. 14 clubs have started the process. There is a total of 26 HISI swim clubs.

Please contact me for information on how to become a SSPR club. It's easier now than in the past.