

ILLINOIS SWIMMING, INC.
BOARD OF DIRECTORS MEETING
Wednesday, November 12, 2014 @ 7:00pm
Location: ISI Office, Des Plaines IL

*For those who cannot attend in person:
Conference Call 1-800-977-8002 (call in number) 356158# (participant code)*

Agenda

1. Roll Call
2. Adoption of October 2014 BOD Meeting Minutes
3. Consent Agenda
(This Consent Agenda groups the routine, informational and self-explanatory not-controversial items together for approval. All items on the Consent Agenda will be enacted with one motion for an up or down vote after allowing anyone to request that a specific item be moved to the full agenda for individual attention.)
 - a. Reports from Staff
 - Executive Director Report Submitted
 - b. Reports of Officers
 - General Chair Report Submitted
 - Executive Committee
 - Audit Committee
 - Budget Committee
 - Personnel Committee
 - Administrative Vice Chair
 - Rules & Regulations Committee
 - Senior Vice Chair
 - Senior Committee
 - Age Group Vice Chair Report Submitted
 - Age Group Committee
 - Program Operations Vice Chair Report Submitted
 - Treasurer Report Submitted
 - Finance Committee
 - Coaches Representative Report Submitted
 - Coaches Committee
 - Athlete Representative
 - Athletes Committee
 - c. Reports of Non-Officers, Committee Chairs and Coordinators
 - Membership/Registration Coordinator Report Submitted
 - Officials Committee Chair
 - Safety Coordinator
 - Safe Sport Committee Chair Report Submitted
 - Diversity and Inclusion Chair
 - Open Water Chair
 - d. Reports of Ex-Officio Members Report Submitted
4. Items from Consent Agenda Pulled for Discussion

5. Action Items from Reports
 - a. Approval of Auditor Engagement Proposal
 - b. Advice and Consent to General Chair Appointment
 - Senior Vice Chair (Replacement) – Michael Laurich (ACAD)
 - c. Others TBD

6. Unfinished (Old) Business
 - a. LEAP 3 Status
 - b. Website (Team Unify) Implementation Update
 - c. Central Zone General Chair Conference Call
 - Implementation of Zone Board of Review and Sanction Appeal Panel

7. New Business
 - a. Leadership and Strategic Planning Session Follow-up Proposal (Task Forces)
 1. Appoint Co-Chairs
 - a. Athlete Performance Task Force (Jeff Arce and Senior Vice Chair)
 - b. Communication Task Force (Blake Mock and Pam Lowenthal)
 - c. Governance Task Force (Steve Mitchell and Pete Kozura)
 2. Purpose of Each Task Force
 - a. Review and refine tactical objectives of each key strategic area
 - b. Develop and initially execute (if able) specific implementation plans for each objective - who is responsible, how to proceed, timeline for completion
 - c. Identify at least three (3) Key Performance Indicators (metrics) for measuring impact of overall strategic goal (establish baseline, definition of success and frequency of reporting results/trends)
 - d. Propose transition from Task Force to ongoing operational activity
 3. Each Task Force to report recommendations to BOD/HOD in April 2015
 - b. Finance Committee Proposal
 - Develop Revenue Recommendations for April 2015 HOD Meeting (include postponed legislation from October 2014 HOD Meeting & General Chair championship meet fee proposal)
 - c. Safety Reports
 - d. Committee Appointments
 - e. Board Communication

8. Upcoming Meeting Schedule

a. BOD Meeting	Jan. 14, 2015
b. BOD Meeting	Feb. 11, 2015
c. BOD Meeting	April 8, 2015
d. HOD Regular Meeting	April 19, 2015

9. Adjournment

ILLINOIS SWIMMING, INC.
BOARD OF DIRECTORS MEETING

Wednesday, November 12, 2014 @ 7:00pm

Location: ISI Office, Des Plaines IL

For those who cannot attend in person:

Conference Call 1-800-977-8002 (call in number) 356158# (participant code)

Agenda

1. Roll Call
2. Adoption of October 2014 BOD Meeting Minutes
3. Consent Agenda
(This Consent Agenda groups the routine, informational and self-explanatory not-controversial items together for approval. All items on the Consent Agenda will be enacted with one motion for an up or down vote after allowing anyone to request that a specific item be moved to the full agenda for individual attention.)
 - a. Reports from Staff
 - Executive Director
 - b. Reports of Officers
 - General Chair
 - Executive Committee
 - Audit Committee
 - Budget Committee
 - Personnel Committee
 - Administrative Vice Chair
 - Rules & Regulations Committee
 - Senior Vice Chair
 - Senior Committee
 - Age Group Vice Chair
 - Age Group Committee
 - Program Operations Vice Chair
 - Treasurer
 - Finance Committee
 - Coaches Representative
 - Coaches Committee
 - Athlete Representative
 - Athletes Committee
 - c. Reports of Non-Officers, Committee Chairs and Coordinators
 - Membership/Registration Coordinator
 - Officials Committee Chair
 - Safety Coordinator
 - Safe Sport Committee Chair
 - Diversity and Inclusion Chair
 - Open Water Chair
 - d. Reports of Ex-Officio Members
4. Items from Consent Agenda Pulled for Discussion

5. Action Items from Reports
 - a. Approval of Auditor Engagement Proposal
 - b. Advice and Consent to General Chair Appointment
 - Senior Vice Chair (Replacement) – Michael Laurich (ACAD)
 - c. Others TBD

6. Unfinished (Old) Business
 - a. LEAP 3 Status
 - b. Website (Team Unify) Implementation Update
 - c. Central Zone General Chair Conference Call
 - Implementation of Zone Board of Review and Sanction Appeal Panel

7. New Business
 - a. Leadership and Strategic Planning Session Follow-up Proposal (Task Forces)
 1. Appoint Co-Chairs
 - a. Athlete Performance Task Force (Jeff Arce and Senior Vice Chair)
 - b. Communication Task Force (Blake Mock and Pam Lowenthal)
 - c. Governance Task Force (Steve Mitchell and Pete Kozura)
 2. Purpose of Each Task Force
 - a. Review and refine tactical objectives of each key strategic area
 - b. Develop and initially execute (if able) specific implementation plans for each objective - who is responsible, how to proceed, timeline for completion
 - c. Identify at least three (3) Key Performance Indicators (metrics) for measuring impact of overall strategic goal (establish baseline, definition of success and frequency of reporting results/trends)
 - d. Propose transition from Task Force to ongoing operational activity
 3. Each Task Force to report recommendations to BOD/HOD in April 2015
 - b. Finance Committee Proposal
 - Develop Revenue Recommendations for April 2015 HOD Meeting (include postponed legislation from October 2014 HOD Meeting & General Chair championship meet fee proposal)
 - c. Safety Reports

8. Upcoming Meeting Schedule

a. BOD Meeting	Jan. 14, 2015
b. BOD Meeting	Feb. 11, 2015
c. BOD Meeting	April 8, 2015
d. HOD Regular Meeting	April 19, 2015

9. Adjournment



A Local Swim Committee of USA Swimming

Board Of Directors Report

General Chair

November 12, 2014

1. House of Delegates Meeting participation statistics (not including Board of Directors, Committee Chairs, Coordinators and At-Large Members in attendance):

<u>Spring 2014</u>	<u>Fall 2014</u>
75 clubs represented	66 clubs represented
(63 % of registered clubs)	(55 % of registered clubs)
30 athlete reps	29 athlete reps
(40 % of clubs represented)	(44 % of clubs represented)
2. Accepted Resignation of Mike Cunningham as Senior Vice Chair. This was due to Mike's acceptance of a coaching position with CATS that created a conflict with Bylaw 605.4. Thank you Mike for your service on the Board and leadership of the Senior Committee.
3. Open Water Committee Appointments - *appointed by General Chair with advice and consent of the Chair of the Committee*
 - Chair - Heather Fort (BNY)
 - Scott Walker - Coach (ACAD)
 - Melanie Walker - Coach (ACAD)
 - Jayne Spittler - Official (SCT)
 - Jacob Weber - Coach (COHO)
 - Eric Thuneman - Coach (HOSC)
 - Hannah Sakaluk - Athlete (BNY)
4. Gave instructions to the Nominating Committee to begin activities (see attached email).
5. Summary of Leadership and Strategic Planning Session (see attachment). Proposal for follow-up under "New Business".
6. Report from Jacob Ayers (WHTN):

"The ISI Enduro Meet was a success again this year. We ran 9 heats (7 last year). Last year we ran the meet in December, this year in October. We would be open to either date again next year - or possibly even alternating each year to accommodate HS boys one year, HS girls the next. Also, we had discussed with Jeff the possibility of including an Age Group portion of this meet (run the 1000 for 12&O, 500 for 12&U, or something like that), but since there is a stipend involved, the two committees would have to discuss the sharing of the stipend."



A Local Swim Committee of USA Swimming

7. Please congratulate Jayne Spittler on her appointment by Jim Sheehan as Chair of the Convention Education Committee for 2015, a USA Swimming National Committee. Per our Bylaws (605.3), Jayne is now an Ex-Officio Member of the ISI Board of Directors. Welcome Jayne!

8. Executive Committee

- In a closed meeting conducted on October 15, 2014, the Illinois Swimming (ISI) Executive Committee unanimously approved the following action:

MOTION - A vote of NO CONFIDENCE in Bob Welch, Ex-Officio Member of the Board of Directors, to continue as an effective and respected member of the Board of Directors as a result of his conduct at the 2014 ISI Annual House of Delegates Meeting and lack of attendance at scheduled meetings of the Board of Directors. The Executive Committee further requests that Bob Welch resign his Ex-Officio Member position on the Board of Directors and strongly encourages Bob Welch to reconsider his participation on the ISI Nominating Committee.

9. Audit Committee

- a. Audit Report is expected for January 2015 BOD Meeting
- b. Auditor Engagement Proposal (see attachment)

10. Budget Committee – no report


11. Personnel Committee – no report

Action Items:

1. Approval of Auditor Engagement Proposal
2. Senior Vice Chair (Replacement) Appointment – *appointed by General Chair with advice and consent of the Board of Directors*
 - Michael Laurich (ACAD)

Respectfully submitted,

Stephen Mitchell

From: Stephen Mitchell srm14645@aol.com 
Subject: Welcome to the Nominating Committee
Date: October 16, 2014 at 3:37 PM
To: Andrew Hodgson ahodgson@swimntsc.org, Jayne Spittler jaynespittler@sbcglobal.net, Bob Welch bob.welch3@gmail.com, coachmkavanaugh@gmail.com, ddt1326@yahoo.com
Cc: Kim Mozdierz-Frank kitome4@gmail.com, Pete Kozura pete.kozura@ilswim.org

Congratulations and thank you for volunteering and being elected to serve on the ISI Nominating Committee. This important committee is purposely established to be an independent entity in our organization and is an integral part of the governance process. Your acceptance of duty to be a steward of this process is greatly appreciated.

Please find below information from our Bylaws (604.8) that describes the charge of this committee including: 1) the roles and responsibilities of this committee; 2) guidance on conducting meetings and timelines for publishing a slate of nominees; 3) the positions that you will be creating a slate of candidates for our next election of BOD officers, Committee Chairs and Coordinators; 4) the rules surrounding the eligibility of candidates and terms; and 5) a sample application form that has been used by previous Nominating Committees to gather information on potential candidates.

To get started, it is my recommendation that you first meet (via conference call or in person) to appoint a Chair - the ISI office can provide a conference call number and/or be the meeting location. Second, you review the Bylaws (Article 605) to further understand the roles of the positions being elected and establish minimum criteria for consideration of candidates. Third, you may want to contact the eligible current members in these elected positions to see if they will be seeking re-election. And finally, you can utilize E-Blast, the ISI website or other available communication tools to solicit potential additional candidates, using an application form. However, the committee is free to determine its own procedures for seeking and vetting candidates.

CHAIR ELECTED BY NOMINATING COMMITTEE - The Chair of the Nominating Committee shall be elected annually by a majority vote of the members of the Nominating Committee present at a meeting called promptly after the members are elected or appointed.

DUTIES OF NOMINATING COMMITTEE - A slate of candidates for election as the officers or committee chairs specified in Section 606.1 and the members of the Board of Review to be elected at the next annual meeting shall be prepared by the Nominating Committee. The Nominating Committee may in its discretion nominate a slate of one person for each position to be filled or may nominate more than one candidate for one or more of the positions.

PUBLICATION OF NOMINATIONS - Nominations by the Nominating Committee shall be published by distributing a slate of candidates together with the positions for which they have been nominated to each member of the House of Delegates and to each Group Member not less than twenty (20) calendar days prior to the election. This notice may be combined with the notice of the meeting pursuant to Section 604.14.1 where convenient. See Section 616.1.5 for the methods which may be used for the distribution.

ADDITIONAL NOMINATIONS - Additional nominations may be made from the floor of the House of Delegates by any member of the House of Delegates eligible to vote.

MEETINGS AND NOTICES - Meetings of the Nominating Committee shall take place at a site within the Territory when called by the Chair or any three members of the Committee with a minimum of ten (10) days' notice required. Pertinent provisions of Sections 607.5 through 607.10 and Section 616.1.5 also shall apply to the Nominating Committee's meetings and notices.

QUORUM - A quorum for any meeting of the Nominating Committee shall consist of not fewer than four (4) members. The committee shall act by a majority vote of its members voting in any meeting at which a quorum is present. If the Nominating Committee is larger than five members, the quorum shall be adjusted to maintain the quorum at or above 4/5ths of the membership.

Positions to be elected at the Regular Meeting of the House of Delegates (currently scheduled for April 19, 2015)

- **Age Group Vice Chair**
- **Program Operations Vice Chair**
- **Treasurer**
- **Safety Coordinator**
- **Officials Committee Chair**
- **Membership/Registration Coordinator**
- **Safe Sport Committee Chair**
- **Senior Vice Chair***

ELIGIBILITY - Only Individual Members in good standing shall be eligible to hold office and must maintain their eligibility throughout their term of office.

TERM OF OFFICE - The terms of office of all elected members of the Board of Directors shall be two years.

** exception - only one year term to complete remaining two year term of position due to resignation, currently filled by General Chair appointment*

COMMENCEMENT OF TERM - Each person elected to a position shall assume office upon election and shall serve until a successor takes office.

CONSECUTIVE TERMS LIMITATION - Except for the Secretary, Treasurer, and the Membership/Registration Coordinator, no Individual Member who has been elected by the House of Delegates and served four successive years shall be eligible for re-election

PAUL W. ASHEIM, LTD.
CERTIFIED PUBLIC ACCOUNTANTS
1275 EAST BUTTERFIELD ROAD
WHEATON, ILLINOIS 60189

(630) 682-0777 FAX (630) 682-0037

October 2, 2014

Mr. Scot Warren
Treasurer, Board of Directors
Illinois Swimming Incorporated
1400 E. Touhy Ave, Suite #245
Des Plaines, Illinois 60018

Dear Scot:

We are pleased to have had the opportunity to discuss with you the proposed engagement of the services of our firm by Illinois Swimming Incorporated (ISI).

This letter is to confirm our understanding of the services we will provide ISI for the period ending August 31, 2015.

We will audit the financial position of Illinois Swimming Incorporated as of August 31, 2015 and the related statements of activities, functional expenses and changes in net assets, and cash flows for the year then ended, and the related notes to the financial statements.

Audit Objective

The objective of our audit is the expression of an opinion about whether your financial statements are fairly presented, in all material respects, in conformity with accounting standards generally accepted in the United States of America. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of your accounting records and other procedures we consider necessary in the circumstances to enable us to express such an opinion. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add an emphasis-of-matter or other-matter paragraph. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or to issue a report as a result of this engagement.

Audit Procedures

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from ISI's attorneys as part of the engagement, if utilized, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also request certain written representations from you about the financial statements and related matters.

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to ISI or to acts by management or employees acting on behalf of ISI.

Because of the inherent limitations of an audit, combined with an inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that material misstatements, fraud, or other illegal acts may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform you of any material errors, any fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform you of any violations of laws or governmental regulations or other illegal acts that come to our attention, unless they are clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our audit will include obtaining an understanding of ISI and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed and cannot be relied on to identify deficiencies in the design or operations of internal control. However, during the audit, we will communicate to you internal control related matters that are required to be communicated under professional standards. During the course of our audit we may also observe opportunities for economy, in or improved controls over your operations. We will bring such matters to your attention either orally or in writing.

Management Responsibilities

You are responsible for establishing and maintaining internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America. Although we may advise you about appropriate accounting principles and their application, the selection and method of application are responsibilities of management. You are also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within ISI from whom we determine it necessary to obtain audit evidence. Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting ISI involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting ISI received in communications from employees, former employees, or others. In addition, you are responsible for identifying and ensuring ISI complies with applicable laws and regulations.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all confirmations we request. Our fee proposal is based, in part, on your providing an adjusted general ledger and other required schedules and will locate any documents from your file documents selected by us for testing.

Paul W. Asheim is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

We will prepare the U.S. 990 income tax return and the AG 990-IL report for the fiscal year ending August 31, 2015.

Mr. Scot Warren
Illinois Swimming Incorporated
October 2, 2014

We will also be available to answer any accounting/QuickBooks questions from the office administrator that may arise during the year. We will also work with you throughout the term of this engagement to continue to refine the accounting policies and procedures as deemed necessary, keeping in mind that good internal accounting controls requires segregation of duties to the fullest extent practicable.

Our fee proposal is based, on part, on your providing adjusted general ledger and other required schedules and pulling documents from your files. Our fees for services rendered above will be \$7,495.00 including expenses (the same as the prior two years). Our invoices for these fees will be rendered each month as work progresses and are payable upon presentation. The breakdown of the total charges will include the following:

- A. Audit and management letter
- B. Preparation of tax returns
- C. Incidental assistance and miscellaneous expenses

The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. We will advise you promptly if circumstances develop that require us to extend our work significantly.

We shall be pleased to discuss this letter with you at any time. We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy of this letter and return it to us.

We are pleased to have this continued opportunity to serve Illinois Swimming Incorporated and look forward to having a long and mutually rewarding relationship with you.

Very truly yours,

Paul W. Asheim, Ltd.
Certified Public Accountants

APPROVED:

By: _____

Date: _____



ILLINOIS SWIMMING BOARD OF DIRECTORS 2014 – 2019 STRATEGIC FRAMEWORK



Core Values: Competitive Success, Leadership, Commitment, Innovation, Safety

Vision: To inspire excellence through innovation and leadership.

Mission: To offer our members programs which promotes swimming and achieves excellence through education, innovation and committed leadership.

Focus Areas

- ✓ COMMUNICATION
- ✓ ATHLETE PERFORMANCE
- ✓ GOVERNANCE

Summary: The Board of Directors of Illinois Swimming met on Saturday and Sunday October 11-12, 2014, at the O'Hare Marriott in Chicago, IL to construct a strategic plan that will act as a guide for the future of Illinois Swimming for the next two-five years. The entire Board of Directors of Illinois Swimming was invited to participate, 21 members were invited to attend, and 18 participated. The program presented by the LSC Governance consultant (Jane Grosser) included a Saturday Governance and Strategic Planning session followed by a Sunday morning Strategic Planning Session.

Within the framework of the governance session, and along with the above identified focus areas, the BOD developed specific goals in each of the areas along with timelines for completion and point people for each goal. The document created was designed to be a working document to be reviewed by the rest of the leadership team and the membership as a whole over the next few months, to gain ownership and buy in from the entire Illinois Swimming membership. This document will require review and evaluation in some aspect at each meeting of the Illinois Swimming Board of Directors.

Participants in attendance at the planning session include: Steve Mitchell (General Chair), Kim **Mozdzierz**-Frank (Admin. Vice Chair), Blake Mock (Program Operations), Scot Warren (Treasurer), Mike Cunningham (Senior Chair), Jeff Arce (Age Group Chair), Nancy Reese (Coaches Representative), Tim Stefel (Officials Chair), Carlos Ceja (Diversity and Inclusion Chair), Judy Busse (Secretary), Heather Fort (Open Water), Ryan Counihan (Safe Sport Chair), Chris Kearney (Athlete), Van Donkersgoed (Athlete), Bob Welch (ex-officio-Past General Chair), Michael Lawrence (ex-officio), Pete Kozura (Staff), Pam Lowenthal (Staff).

Attached are the specific goals, objectives, and action steps related to each focus area of the 2014-2019 priorities: Communication, Governance, and Athlete Performance. Each goal was presented and affirmed by the whole group at the conclusion of the session.



**ILLINOIS SWIMMING BOARD OF DIRECTORS
2014 – 2019 STRATEGIC WORKSHEET: October 2014**

KEY AREA: COMMUNICATION					
STRATEGIC GOAL	MEASURABLE OBJECTIVES	ACTION STEPS	TASK What needs to be done?	WHO? Responsible Party	WHEN? Deadlines/Milestones
Cross communication across all committees via a task force	Melding of projects posted on the website to show cross communication.	Development of task force from existing members of each committee	Appointed members and scheduled meetings	Task force	
Website	Statistics from website hits Content up to date	Implementation of website Oversight from communications committee to review updated info	Monthly rotation	Scot Warren Executive Director	January 1 st live website On going
E-Blast	Content value, and how is it	Determining capabilities and distribution of material.	Education and evaluation	Task Force	Spring 2015 HOD
Social Media	Task force recommendation	Review the value of social media and how it is used in Illinois Swimming	Report to the BOD	Task Force	Spring 2015 HOD
STRATEGIC GOAL	MEASURABLE OBJECTIVES	ACTION STEPS	TASK What needs to be done?	WHO? Responsible Party	WHEN? Deadlines/Milestones
Workshops	Quantitative evaluation	More cross functional events	Planning and scheduling	Committee Chair	Spring 2015 HOD
External Board Communication to Membership	Parameters of timeliness and content	What should be communicated, when it should be communicated, who is responsible and how it will be implemented.	Discovery	Task Force	Spring 2015 HOD
Policy and Procedures Manual		Updated and posted	Approval of board	Kim Frank/	Living evolving document
Best Practices		Search of best practices from other areas (USA Swimming, Other LSC's, Outside organizations).		Task Force	On going exchange of ideas



ILLINOIS SWIMMING BOARD OF DIRECTORS 2014 – 2019 STRATEGIC WORKSHEET: October 2014

KEY AREA: ATHLETE PERFORMANCE					
STRATEGIC GOAL	MEASURABLE OBJECTIVES	ACTION STEPS	TASK What needs to be done?	WHO? Responsible Party	WHEN? Deadlines/Milestones
National Level Qualifiers (USA JRs, Seniors, WCT (US OPEN), Olympic Trials, Legends?)	Number of Achievers (USA Meets)	- We need to get kids going to these; if they qualify they should go!	-Develop a financial assistance program	-Senior Committee	Already being worked on!
	Mentor Program	-Illinois swimmers mentor/showcase in helping develop the future	- Host a series of events thru the year	- Athlete committee with coaches committee	Spring 2015 HOD
	Host a local national caliber meet	Partner with another local LSC (Indiana, Iowa or Wisconsin) Myrtha pool?	-Communicate with local LSCs - Speak with local arena	-Senior Committee Office	Fall 2015 HOD
STRATEGIC GOAL	MEASURABLE OBJECTIVES	ACTION STEPS	TASK What needs to be done?	WHO? Responsible Party	WHEN? Deadlines/Milestones
More Achievers in the Time Standards 14 and Under (AAA-AAAA)	Number of Achievers	Education of time standards More Full Time Coaches	Bag Tags Benefit Package (Group open to additional participants) Reduce Coach to swimmer Ratio (20:1) Coach Continuing Education	BT- Carlos and Heather BP- Office Coach-Swimmer Ratio- Coaches Committee Continuing ed- Coaches Committee	Spring 2015 HOD
	Increased Participation at the Regional level and up	-Session adjustments -Create a team atmosphere	-Evaluate the meets and near misses	Age Group Committee	Spring HOD 2015



ILLINOIS SWIMMING BOARD OF DIRECTORS 2014 – 2019 STRATEGIC WORKSHEET: October 2014

KEY AREA: ATHLETE PERFORMANCE					
STRATEGIC GOAL	MEASURABLE OBJECTIVES	ACTION STEPS	TASK What needs to be done?	WHO? Responsible Party	WHEN? Deadlines/Milestones
Swimmer Retention and Competing past the age of 14	Number of 15 and Older athletes participating in Meets	-Offer variety of meet formats -Senior only meets -Foster relationship with IHSA -Shorter events (50's for USA Meets and Longer at IHSA)	-Meeting with IHSA (more observed meets, waivers to swim events not offer at IHSA Meets) -Senior Committee work on meets and formats	-IHSA Steve/Pete/ JUDY -Meets- Mike C.	-IHSA 2016 Quad -Meets- HOD Spring 2015
	Increase number of registered 15 and older year round athletes	Parent Education	-Offer Parent education opportunities on the benefits of swimming (start early)	- Parent Ed- Heather and Jeff	- Parent Ed- Fall 2015 HOD
		Swimmer Education	- Swimmer education (post club swimming opportunities benefits of swimming 200's and beyond)	-Swimmer Ed- Chris, Jeff and Mike C.	-Swimmer Ed- Spring 2015
		Coach Education	- Coach education opportunities (clinics and opportunities to see what the best do)	-Coach Ed- Nancy and Mike	-Coach Ed- Summer 2015
STRATEGIC GOAL	MEASURABLE OBJECTIVES	ACTION STEPS	TASK What needs to be done?	WHO? Responsible Party	WHEN? Deadlines/Milestones
Increase VCC and IMX participation and performance	Illinois VCC Champ	Recognize on the website	Create on web Post Pic at end of season on site	Jeff	When we launch Teamunify site January 1, 2015
	Illinois IMX Champ	Recognize on the website	Create on Web Post Pic at end of season on site	Jeff	When we launch Teamunify site January 1, 2015
	Illinois IMR Champ				



ILLINOIS SWIMMING BOARD OF DIRECTORS 2014 – 2019 STRATEGIC WORKSHEET: October 2014

KEY AREA: GOVERNANCE					
STRATEGIC GOAL	MEASURABLE OBJECTIVE	ACTION STEPS	TASK What needs to be done?	WHO? Responsible Party	WHEN? Deadlines/Milestones
Creation of Governance committee to enhance corporate governance and succession planning for board members and committee chairs	Propose rules changes for 2016 legislative session to create standing committee	Create rules changes before 2016	Review rule book and USAS by laws template and review other less templates Propose rules changes	Bob	Spring 2015 HOD presentation of proposal, for validation and approval at 2015 fall Hood
	Develop pipeline of potential board members and division chair	Each committee chair and board member provide list of three to five replacements	Kickoff meeting with chairs	Kim & Steve	Spring 2015
	Develop mechanism to review and score Board of Directors performance to report annually to HOD against stated and approved objectives	Online survey to members for review of bod against board approved business plan	Create question are to members regarding BOD performance Create score card based upon survey and performance measurements	Bob, Kim, Pete, and Scott	Fall 2015
	Board Orientation Session	Develop program			After Spring HOD elections
STRATEGIC GOAL	MEASURABLE OBJECTIVES	ACTION STEPS	TASK What needs to be done?	WHO? Responsible Party	WHEN? Deadlines/Milestones
Governance: review relationship with staff and volunteer's roles of responsibilities	Review of job descriptions	Committee chairs to review current job descriptions	2015 Review job descriptions	Chairs	Spring 2015
		Descriptions Personnel committee		Pete	Spring 2015
Establish Key Performance Indicators for each committee and programs with in.	Division chair to provide definition of success and measurement of success for each.	Each committee to develop Definitions and measurements to be submitted with all budget request	Develop kip for current programs	Current programs Division chairs and Pete	Pete Spring 2015



1400 E Touhy Avenue
Suite 245
Des Plaines, IL 60018
847.824.1596

To: Board of Directors
Fr: Pete Kozura
Re: Report for Nov 12, 2014

Audit process ongoing. Audit results to be presented at Jan '15 BOD meeting.

Working with property management broker and building management regarding office lease extension and relocation. Our current lease is in effect until next fall, working to get favorable rent terms with early extension. Building management has presented new rental agreement (see attached). Last year of our current lease has been renegotiated down resulting in a savings of approx. \$3,900. Subsequent lease rentals are favorable to previous agreement. Additionally electrical rate has been renegotiated from \$0.87 /sq. ft. to \$0.74 / sq. ft. Relocation of office space to comparable size space on 4th floor would take place mid to end of Dec with building management being responsible for the actual move and any costs inherent in the move (phones, internet, I.T., etc.).

Finalizing summer championship meet hotel room blocks.

Inquiries into Athlete Banquet in conjunction with Spring HOD meeting in Bloomington.

Sponsorship Updates –

Discover / Student Loans has agreed to become Title Sponsor of all Championship Meets with a one year agreement with first right for extension. Working with Discover on agreement and have begun initial implementation and activation discussions and timelines.

Awaiting final word from Kiefer as “The Official Supplier of Team Illinois”. Expect to hear from them by end of week (Nov 14).

**TOUHY OFFICE PLAZA
1400 EAST TOUHY AVENUE
DES PLAINES, ILLINOIS**

LEASE SUMMARY

TENANT: Illinois Swimming, Inc., an Illinois corporation

DATE OF LEASE: ^{March} February 9, 2010 P.K.

SUITE NO.: 245 TP

RENTABLE AREA OF PREMISES: 1,336 square feet

COMMENCEMENT DATE: May 1, 2010

TERMINATION DATE: October 31, 2015

TERM: five (5) years, six (6) months

OWNERSHIP TAX STOP: Base Year 2010

OPERATING EXPENSE STOP: Base Year 2010

TENANT ELECTRICAL EXPENSE BASIC CHARGE: No less than \$0.87 per square foot

SECURITY DEPOSIT: \$3,184.00

REAL ESTATE BROKER: Emily Smith of Chicagoland Commercial Real Estate

TENANT'S SHARE OF TENANT IMPROVEMENTS: N/A

BASE RENT SCHEDULE (excluding Tenant Electrical Expense):

PERIOD	PERIOD AMOUNT	MONTHLY AMOUNT
May 1, 2010 through August 31, 2010	\$5,876.00	\$1,469.00
September 1, 2010 through September 30, 2010	\$0.00	\$0.00
October 1, 2010 through August 31, 2011	\$19,107.00	\$1,737.00
September 1, 2011 through September 30, 2011	\$0.00	\$0.00
October 1, 2011 through August 31, 2012	\$19,679.00	\$1,789.00
September 1, 2012 through September 30, 2012	\$0.00	\$0.00
October 1, 2012 through August 31, 2013	\$20,273.00	\$1,843.00
September 1, 2013 through September 30, 2013	\$0.00	\$0.00
October 1, 2013 through August 31, 2014	\$20,878.00	\$1,898.00
September 1, 2014 through September 30, 2014	\$0.00	\$0.00
October 1, 2014 through August 31, 2015	\$21,505.00	\$1,955.00
September 1, 2015 through October 31, 2015	\$4,028.00	\$2,014.00

October 30, 2014

Illinois Swimming, Inc.

Lease Amendment Proposal
Touhy Office Plaza
Des Plaines, IL 60018
First Amendment to Lease

Dear Emily:

Per recent conversations regarding the extension of the lease for Illinois Swimming, Inc. at Touhy Office Plaza; I have revised the proposal to reflect the relocation to suite 410. This 5 year proposal has been restructured to reflect significant savings in rent and the stops will be adjusted to the most current year.

Commencement Date: November 1, 2015

Termination Date: October 31, 2020

Term: 5 years

Rentable Area: 1,341 sq. ft.

Suite: 410

	Adjustment Period	Period Rent	Monthly	PSF
1,336 sq. ft.	11/01/14-12/31/14	3,507.00	1,753.50	15.75
1,341 sq. ft.	01/01/15-10/31/15	17,600.63	1,760.06	15.75

Extension Period	Period Rent	Monthly	PSF
11/01/15-11/30/15	-	-	15.75
12/01/15-10/31/16	19,361	1,760.06	15.75
11/01/16-11/30/16	-	-	16.25
12/01/16-10/31/17	19,975	1,815.94	16.25
11/01/17-11/30/17	-	-	16.75
12/01/17-10/31/18	20,590	1,871.81	16.75
11/01/18-11/30/18	-	-	17.25
12/01/18-10/31/19	21,205	1,927.69	17.25
11/01/19-10/31/20	23,803	1,983.56	17.75

Stops: Tax Stop 2015

Operating Stop: 2015

Electricity: .74 sq. ft.

Also attached is the drawing with the scheme of the new space. Please note that landlord will absorb all costs to relocate Illinois Swimming and will relocate them without interruption of business.

As always, it is a pleasure to work with you, please have your client review the information, have them sign below and return to my attention.

As soon as we receive your acceptance by email, fax or mail, we will have our attorney prepare a lease amendment for execution.

Should you have a question, please contact me at (847) 297-7710 or send me an email.

Very truly yours,

Agreed and Accepted
Illinois Swimming, Inc.

Maria B. Martinez
Assistant Vice President



Illinois Swimming
Oct 2014
Financial Report

Balance Sheet:

Assets totaled \$893K as of October 31, 2014. On a year over year basis, assets decreased by \$99K or 10%. The change was driven by the draw down in cash and savings (-\$92K) as cash balances were drawn down to fund '14 program costs.

Income:

Our year to date operating income was \$25K. QuickBooks has not yet been updated our staff to reflect the '15 budget adopted by the House of Delegates. The BOD needs to modify it '15 plans to reflect the need to provide a Banquet for swimmer recognition, although the awards and certificates have been distributed.

Based upon a review of our '15 convention expenses, we have reserves to consider partial funding of the 3 members of Illinois Swimming that were not part of our funded delegation. I recommend funding of up to \$400 per person.

Reserves:

Based upon our current cash position of \$270K we have adequate cash reserves to cover approximately 9 months of budgeted general and administrative expenses. Looking at YTD registrations, we tracked registrations consistent (higher athlete and lower non-athlete) with our prior year. Illinois Swimming's cash position will increase with the receipt of '15 registrations.

9:14 AM

11/10/14

Accrual Basis

Illinois Swimming
Balance Sheet
As of October 31, 2014

	Oct 31, 14	Sep 30, 14	\$ Change	% Change	Oct 31, 13	\$ Change	% Change
ASSETS							
Current Assets							
Checking/Savings							
1010 · Checking Account - Wintrust	72,719.74	957.16	71,762.58	7,497.5%	0.00	72,719.74	100.0%
1040 · Checking-Fifth Third Bank	-2,586.68	-3,348.52	761.84	22.8%	80,505.41	-83,092.09	-103.2%
1045 · Money Market - Fifth Third	2,931.83	8,441.37	-5,509.54	-65.3%	20,453.23	-17,521.40	-85.7%
1070 · CD-JP Morgan	197,232.38	197,268.00	-35.62	0.0%	262,240.00	-65,007.62	-24.8%
Total Checking/Savings	270,297.27	203,318.01	66,979.26	32.9%	363,198.64	-92,901.37	-25.6%
Accounts Receivable							
1200 · Accounts Receivable	625.00	0.00	625.00	100.0%	4,000.00	-3,375.00	-84.4%
Total Accounts Receivable	625.00	0.00	625.00	100.0%	4,000.00	-3,375.00	-84.4%
Other Current Assets							
1210 · Miscellaneous Receivables	0.00	8,610.00	-8,610.00	-100.0%	0.00	0.00	0.0%
1300 · Investments-Athlete Fund	612,776.00	605,995.00	6,781.00	1.1%	615,593.00	-2,817.00	-0.5%
1400 · Prepaid Expenses	2,000.00	2,000.00	0.00	0.0%	0.00	2,000.00	100.0%
Total Other Current Assets	614,776.00	616,605.00	-1,829.00	-0.3%	615,593.00	-817.00	-0.1%
Total Current Assets	885,698.27	819,923.01	65,775.26	8.0%	982,791.64	-97,093.37	-9.9%
Fixed Assets							
1500 · Computer Equipment	25,820.97	25,820.97	0.00	0.0%	24,968.70	852.27	3.4%
1510 · Office Furniture	14,180.65	14,180.65	0.00	0.0%	14,180.65	0.00	0.0%
1600 · Accumulated Depreciation	-36,260.07	-36,260.07	0.00	0.0%	-33,713.07	-2,547.00	-7.6%
Total Fixed Assets	3,741.55	3,741.55	0.00	0.0%	5,436.28	-1,694.73	-31.2%
Other Assets							
1800 · Deposits	3,184.00	3,184.00	0.00	0.0%	3,184.00	0.00	0.0%
Total Other Assets	3,184.00	3,184.00	0.00	0.0%	3,184.00	0.00	0.0%
TOTAL ASSETS	892,623.82	826,848.56	65,775.26	8.0%	991,411.92	-98,788.10	-10.0%
LIABILITIES & EQUITY							
Liabilities							
Current Liabilities							
Accounts Payable							
2000 · Accounts Payable	577.15	10,503.39	-9,926.24	-94.5%	2,239.45	-1,662.30	-74.2%
Total Accounts Payable	577.15	10,503.39	-9,926.24	-94.5%	2,239.45	-1,662.30	-74.2%
Other Current Liabilities							
2300 · Deferred Revenue	0.00	0.00	0.00	0.0%	775.00	-775.00	-100.0%
2500 · Club Overpayments	10,511.08	10,511.08	0.00	0.0%	15,766.62	-5,255.54	-33.3%
Total Other Current Liabilities	10,511.08	10,511.08	0.00	0.0%	16,541.62	-6,030.54	-36.5%
Total Current Liabilities	11,088.23	21,014.47	-9,926.24	-47.2%	18,781.07	-7,692.84	-41.0%
Total Liabilities	11,088.23	21,014.47	-9,926.24	-47.2%	18,781.07	-7,692.84	-41.0%
Equity							
4000 · Net Assets-Unrestricted	187,055.85	187,055.85	0.00	0.0%	266,577.14	-79,521.29	-29.8%
4100 · Net Assets-Athlete Assistance	669,265.00	669,265.00	0.00	0.0%	577,033.00	92,232.00	16.0%
Net Income	25,214.74	-50,486.76	75,701.50	149.9%	129,020.71	-103,805.97	-80.5%
Total Equity	881,535.59	805,834.09	75,701.50	9.4%	972,630.85	-91,095.26	-9.4%
TOTAL LIABILITIES & EQUITY	892,623.82	826,848.56	65,775.26	8.0%	991,411.92	-98,788.10	-10.0%

9:24 AM

11/10/14

Accrual Basis

Illinois Swimming

Profit & Loss Budget Performance

October 2014

	Oct 14	Budget	Sep - Oct 14	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
5000 · Revenue-Athlete Registration	575,526.00	517,181.00	742,174.00	787,501.00	1,240,000.00
5010 · Revenue-NonAthlete Registration	22,741.00	27,926.00	36,387.00	42,086.00	110,000.00
5020 · Revenue-Transfers	1,066.00	1,460.00	1,756.00	2,620.00	5,000.00
5030 · Revenue-Club Registration	8,400.00	8,200.00	10,800.00	13,200.00	23,800.00
5050 · Revenue- Outreach Athl Regist	530.00	570.00	590.00	817.50	2,500.00
5100 · Revenue-Swimmer Surcharge	0.00	62.00	0.00	62.00	110,000.00
5110 · Revenue-Sanctions	250.00	14,375.00	19,050.00	14,375.00	31,500.00
5111 · Revenues - Diversity	0.00	0.00	0.00	0.00	0.00
5120 · Revenue - Zones	550.78	0.00	3,636.85	0.00	8,000.00
5130 · Open Water Entries	0.00	0.00	0.00	0.00	0.00
5140 · Revenue-Open Water Entries	0.00	0.00	0.00	0.00	2,000.00
5160 · Grants for Outreach Entry Prog	180.00	190.00	200.00	272.50	600.00
5210 · Revenue-Officials Clinics	718.00	1,380.00	3,050.00	3,360.00	10,500.00
5300 · Revenue-% Meet Fees	0.00	48.96	0.00	48.96	155,000.00
5310 · Championship-Senior Meet Entry	0.00	0.00	0.00	0.00	42,000.00
5315 · Championship-Age Group Entry	0.00	0.00	0.00	0.00	204,000.00
5400 · Revenue-Athlete Recogn.Banquet	0.00	0.00	0.00	0.00	0.00
5730 · Age Grp Jr Elite Camps	0.00	0.00	0.00	0.00	8,215.00
5740 · Sponsorships	625.00	4,021.52	625.00	5,896.52	90,000.00
5900 · Revenue-Miscellaneous	50.00	0.00	50.00	0.00	6,000.00
9000 · Interest Income	-35.16	3.22	-33.72	6.40	200.00
Total Income	610,601.62	575,417.70	818,285.13	870,245.88	2,049,315.00
Cost of Goods Sold					
6000 · Athlete Registration	479,440.00	441,550.00	619,788.00	667,550.00	1,040,000.00
6010 · Non Athlete Registration	19,708.00	26,450.00	30,524.00	38,300.00	92,258.00
6030 · Club Registration	2,800.00	3,010.00	3,640.00	4,760.00	8,330.00
6050 · Outreach Athlete Registration	385.00	510.00	425.00	675.00	1,250.00
6070 · Lifetime Memberships	0.00	0.00	1,000.00	0.00	0.00
6301 · Chmp Meet Expense Webcasting	0.00	0.00	0.00	0.00	0.00
6302 · Champ Meet Expense	0.00	0.00	0.00	0.00	32,000.00
6350 · Club Support National Meet	0.00	0.00	0.00	0.00	120,000.00
6400 · Officials Clinic	785.36	1,044.00	3,776.36	1,416.00	12,000.00
6410 · Officials National Meets	500.00	0.00	500.00	0.00	6,800.00
6420 · Officials Supplies	577.15	0.00	577.15	0.00	0.00
6440 · Officials Meet Certification	0.00	0.00	0.00	0.00	0.00
6490 · Officials - Misc	0.00	0.00	0.00	0.00	0.00
6497 · Program Operations - Open Water	0.00	0.00	0.00	0.00	0.00
6498 · Program Operations - Disability	0.00	0.00	0.00	0.00	0.00
6499 · Program Operations - Diversity	0.00	0.00	0.00	0.00	0.00
6500 · Zones Stipend	0.00	0.00	0.00	0.00	0.00
6501 · Open Water	0.00	0.00	0.00	0.00	10,000.00
6502 · Program Ops Build a Pool Grant	0.00	0.00	0.00	0.00	2,500.00
6503 · Disability and Inclusion	0.00	0.00	0.00	0.00	12,000.00
6504 · Safe Sport	0.00	0.00	0.00	0.00	6,000.00
6510 · Zones	0.00	0.00	0.00	0.00	0.00
6610 · Stipends-Senior Champs	0.00	0.00	0.00	0.00	16,500.00
6700 · Age Group Camps	0.00	0.00	0.00	0.00	0.00
6702 · Age Group	0.00	0.00	0.00	0.00	27,000.00
6711 · Senior Nat LC Training Program	0.00	0.00	0.00	0.00	3,000.00
6720 · Senior Elite Meet	0.00	0.00	0.00	0.00	32,000.00
6730 · Junior Elite Camp	0.00	0.00	0.00	0.00	40,000.00
6731 · Sr Champs Enhancement	0.00	0.00	0.00	0.00	0.00
6750 · Championship-Senior Meet Exp.	0.00	0.00	0.00	0.00	39,060.00
6760 · Championship-Age Group Meet Exp	0.00	0.00	0.00	0.00	189,720.00
6820 · Awards	408.27	9.00	917.89	9.00	27,000.00
6830 · Athlete Awards Banquet Expenses	0.00	0.00	0.00	0.00	0.00
6900 · Coaches Education	150.00	0.00	150.00	0.00	3,000.00
6910 · Coaches Meetings	0.00	0.00	0.00	0.00	9,000.00
6940 · Sponsorship Expenses	0.00	0.00	0.00	0.00	1,750.00
6950 · Public Relations	2,500.00	2,500.00	2,500.00	2,500.00	10,000.00
Total COGS	507,253.78	475,073.00	663,798.40	715,210.00	1,741,168.00
Gross Profit	103,347.84	100,344.70	154,486.73	155,035.88	308,147.00

9:24 AM

11/10/14

Accrual Basis

Illinois Swimming
Profit & Loss Budget Performance
October 2014

	Oct 14	Budget	Sep - Oct 14	YTD Budget	Annual Budget
Expense					
7000 · Office Salaries	19,842.12	14,580.08	32,292.20	27,263.16	180,000.00
7010 · Payroll Taxes	1,572.28	1,239.06	2,551.34	2,307.96	16,000.00
7015 · Retirement Contribution	995.99	1,000.00	1,991.98	2,000.00	12,000.00
7040 · Employee Health Insurance	1,912.02	1,819.34	3,824.04	3,638.68	28,000.00
7070 · Professional Development	0.00	0.00	0.00	0.00	500.00
7100 · BOD Discretionary Fund	0.00	6.94	0.00	6.94	1,200.00
7200 · Rent Paid	1,955.00	1,955.00	2,051.86	1,955.00	22,154.00
7300 · Utilities	96.86	125.00	96.86	250.00	1,500.00
7400 · Telephone	436.08	299.54	436.08	589.08	3,715.00
7510 · Office Supplies	1,138.96	1,016.39	2,430.09	1,059.55	10,000.00
7520 · Postage	200.00	87.48	665.60	534.60	5,000.00
7540 · Printing	2,555.00	1,219.00	2,851.00	1,219.00	2,000.00
7550 · Copier expense	0.00	0.00	0.00	0.00	400.00
7610 · Web Site Expense	207.19	30.00	414.38	30.00	11,000.00
7620 · Payroll Processing Fee	177.75	98.75	279.50	160.50	1,400.00
7640 · Safety	0.00	0.00	0.00	0.00	0.00
7650 · Board Review	0.00	0.00	0.00	0.00	500.00
7700 · Depreciation Expense	0.00	0.00	0.00	0.00	2,547.00
7820 · Professional Fee Accounting	0.00	0.00	0.00	0.00	7,495.00
7850 · Ancillary Accounting Fees	0.00	0.00	368.75	281.25	2,500.00
7900 · Legal Expenses	0.00	0.00	0.00	0.00	0.00
8000 · Insurance	685.00	659.00	685.00	659.00	1,900.00
8250 · Dues and Subscriptions	0.00	0.00	100.00	0.00	300.00
8500 · Conventions-meetings	2,102.17	17,947.13	20,627.83	24,727.41	35,000.00
8550 · Entertainment	483.72	264.78	1,049.28	264.78	3,000.00
8560 · Travel	0.00	0.00	0.00	0.00	0.00
8800 · Miscellaneous	0.00	0.00	0.00	0.00	-0.01
8820 · Bank Charge	67.20	0.00	67.20	0.00	1,200.00
Total Expense	34,427.34	42,347.49	72,782.99	66,946.91	349,310.99
Net Ordinary Income	68,920.50	57,997.21	81,703.74	88,088.97	-41,163.99
Other Income/Expense					
Other Income					
9010 · Investment Income	348.00	323.00	809.00	783.00	13,167.00
9020 · Unrealized gain(loss)investment	6,433.00	16,008.00	-57,298.00	37,777.00	79,065.00
9510 · Investment Expenses	0.00	0.00	0.00	0.00	0.00
Total Other Income	6,781.00	16,331.00	-56,489.00	38,560.00	92,232.00
Net Other Income	6,781.00	16,331.00	-56,489.00	38,560.00	92,232.00
Net Income	75,701.50	74,328.21	25,214.74	126,648.97	51,068.01



**Age Group Vice Chair Report
Board of Directors Report
November 7, 2014**

Age Group Committee Members- Jeremy Messerole, Jacob Weber, Jacob Ayers, Kate Chronic, Teresa Fish, Alessio DeRossi, Tony Gallagher, Mirko Markov and Mark Hoeffler

Championship Meets

- All packets being worked on for posting
- Time Standards posted along with time standard file for use with meet manager

Camps

- Camp application and scoring
 - o Will be posting camp criteria and scoring
- Info on when coaches need to apply for coaching
 - o Application being completed and will be available as a pdf to be submitted to the ISI office online
- 11-12 Grand Prix Camp May 2015
- 13-14 OTC Camp applying for dates from the OTC

Sincerely
Jeff Arce



Vice Chair of Program Operations
Board of Directors
November 13th, 2014

1. Working with Pete and Jacob to create and Save the new Meet packets in a Library. This goes for Regional, Age Group, and Senior meet packets.
2. Meet Director Packet has been posted to the website and was included in an email blast. Pam and I are working on a training clinic, probably included in with the Officials training and Coaches safety training.
3. Working with the Officials committed to come up with a way to split the training and certification between Deck Referee and Meet Referee. This will benefit those that become a Deck Referee from being put into a large meet as a Meet Referee when they do not feel they are ready to run a large meet and for teams to just place a Referee's name on a Meet Packet in order to get the meet sanctioned and the team not informing the Referee that they will be the Meet Referee. The officials committee is working on a progression so Referees feel ready to run larger meets (if they want) and we have better prepared Officials as they move up and get ready to be a Referee in a Championship meet.
4. National Evaluators have been confirmed for the Senior champ meets for the following. March 2015, July 2015, and March 2016
5. Will be working with Pam and the officials committee to strengthen the Policy and procedure for the High School Season ending meets and which ones can and will be observed using the USA swimming Rules. Goal is to have out for end of Boys High School season 2015

Respectfully submitted,
Blake Mock
Vice Chair of Program Operations
Illinois Swimming



Coaches Rep Report
November 7, 2014

- The Coaches Committee “met” via a conference call on 11/4. All present were in agreement that the Mentoring Program, Coaches Certification and Continuing Education are three good areas to focus on.
- Pam gave an update on the IL-IN Mentoring Program after a conference call with Tony Young (IN Swimming) and MJ Truex (USA Swimming). We need to finish the part of the program where IN sends coaches to visit IL clubs, then hopefully apply for another grant to run a similar program again. The current grant is good through 2014, but we are waiting to find out if USA Swimming will allow us an extension to finish the program in 2015. Pam/Tony pitched the idea of an interactive program where 2 IN coaches would shadow an IL coach for a day or two of practices, and at a meet. Program would be open to 4 IN coaches total, 2 each with a different IL coach.
- So far I have only received two responses from the posted Google doc designed to gather information regarding what coaches want to see at other clubs. I will try to match those two individuals up with an appropriate coach/club based on their responses. The committee does not want to give up on this and we will choose different times of the year to advertise the Google doc.
- The Coaches Committee would like to set up socials at each of the 7 Regional sites. The 5 coaches on the committee are each at a different Regional site. We would need to find 2 other coaches to host socials at the remaining 2 sites. We will utilize the FB page, website and the meet hosts to promote these events.
- Pam gave an update on working with Chicago Park District to set up coaches certification classes. They have already set up a class for January, and we will ask them to also look at scheduling a class after Memorial Day, and another one after Labor Day. We are also planning to post a schedule of classes and a resource list with certified instructor information on the coaches page of the new website.
- We discussed promoting the Coaches Education Grant as a means for clubs to send coaches to clinics or to take advantage of other continuing educational opportunities. Since a lot of assistant coaches work full-time in addition to coaching part-time, we also considered having some of the top coaches in Illinois run clinics for assistant coaches. This would require less travel, and be easier to adapt to busy schedules.
- Tom Rieman volunteered to put together a monthly newsletter outlining continuing education opportunities and other resources coaches may not know about. He is targeting December for the first issue. Tom is also going to come up with a short list of questions for a potential survey regarding coaches’ tenure, level, salary, etc. The committee has not decided if this is something we will pursue, but if we end up moving forward, participation would be voluntary and information would be kept confidential.
- We also discussed the possibility of bringing in a speaker like Russell Mark in for a clinic at the Fall HOD.

Respectfully submitted,
Nancy Reese
nancy@teamcoho.org

The **vision** of Illinois Swimming is to inspire excellence through innovation and leadership.

The **mission** of Illinois Swimming is to offer our members programs which promotes swimming and achieves excellence through education, innovation and committed leadership.



Safe Sport Chair Report Illinois Swimming B.O.D 2014



To: Illinois Swimming B.O.D
From: Ryan Counihan
Date: November 12, 2014
Re: Report to the BOD

Safe Sport Mission Statement: USA Swimming is committed to safeguarding the wellbeing of all of its members, with the welfare of its athlete members as the top priority.

Up Coming Events

- Poster board contest "**Mean Stinks**". The Safe Sport committee will be sending out a flyer with information the beginning of December. My goal is to have all the clubs encourage the swimmers to be a part of this historical event. The 1st place poster will be the featured design of the Illinois Swimming Age Group Championship Bag Tag.
- We will be having a raffle at the Age Group State meet for the parents that showed proof they took the parent training. We will send out an e-mail closer to Age Group State with more information.
- CHAMPS swim club would like me (Safe Sport) to come and give the parent/athlete training to the club. We have not picked a date yet.

Training and Education

- Coming in spring 2015 "**Swim Staff Select**". This will help find the most qualified applicants for your swim club. Swim staff select will be able to create a job description specific to your needs, review applications and have screening tools along with a correspondence section. Other features will be: you can create your own interview questions, reference checking module and more and it's all FREE.

Updated Stats on how many parents and athletes have taken the training course for Illinois

Illinois had 216 swimmers (ages 12 and up) take the athlete protection training online. Back in March we only had 41 athletes. Illinois had 239 parents take the Parent course (old number was 180). Please share with your parents the FREE

Respectfully Submitted
Ryan K Counihan
Safe Sport Chair
coachryan@lwsagators.org



Safe Sport Chair Report
Illinois Swimming B.O.D 2014



Monthly Comparison

October	2014	2015
Athletes	8831	9220
Outreach	102	77
Non-Athletes	529	379
Lifetime Membership Clubs	43	40

Athlete Breakdown Totals as of November 7, 2014

Athlete Age Groups	Female	Male	Total
8 and Under	1430	1076	2506
9 yr olds	974	656	1630
10 yr olds	1116	711	1827
11 yrs olds	1014	719	1733
12 yr olds	946	707	1653
13 yr olds	774	583	1357
14 yr olds	427	407	834
15 yr olds	258	361	619
16 yr olds	195	349	544
17 yr olds	96	282	378
18 yr olds	10	37	47
19 and over	12	17	29
Total Athletes as of 11/7/2014			13157

Year To Date	2014	2015*
Athletes	19692	13017
Outreach	275	140
Non-Athletes	1805	792
Clubs	119	68

*Calculated on 11/7/2014

Report on Leap 3 Update:

The following requirements have not been met, nor updated:

Number of Officials participating in National Meets

Athlete Committee members roster

Athlete Newsletter



INTERNATIONAL RELATIONS COMMITTEE

Members: Michael Lawrence, (Chair), Brandon Drawz, Gregory Eggert,, Michael Klueh, Dr. Jim Miller, Dale Neuburger, Bill Rose, Bruce Stratton, Ron Van Pool, Jim Wood, Carol Zaleski, Bob Bowman, Fernando Canales, Sid Cassidy, John Leonard, Teri McKeever, Aaron Peirsol, Bill Schalz, Gregg Troy, Peter Vanderkaay, Bill Wadley, Tim Bauer, Garrett Weber-Gale, Emily Hanson, Chip Peterson

STRATEGIC PRIORITIES

- Autonomy and Sovereignty of the Federation
- Organizational Relationships
- Leadership Development
- Sport Development
- Sport Fairness
- Athlete Safety

2014 FINA EXTRAORDINARY CONGRESS

There is not a lot to report at this time. The upcoming FINA Extraordinary Congress in Doha, in conjunction with the World SC Championships, has several items of note on the agenda (report to follow), including:

- Discussion and award of Open Water World Cup Meets;
- Discussion and voting on proposed amendments to the FINA Code:
 - legislation clarifying the fact that the Referee and Starter must both "observe and confirm" starting before the starting signal
 - legislation recognizing World Junior Records
 - legislation to allow the dolphin kick to come at any time after the start and turn prior to the first Breaststroke kick

Changes to the FINA Code would become USA Swimming Rules with effective date TBD.

The Committee next meets in January 2015 in Colorado Springs.

Robert Welch

9526 S Kildare Ave
Oak Lawn, IL 60453
312-339-8219
bob.welch3@gmail.com

My Fellow Members,

As you are, all aware Steve and the executive committee passed a motion exclaiming the Board of Directors has no confidence in me as a board member. The action was taken at an inappropriately called meeting of the executive committee and an inappropriately close session. The executive committee is a subset of the board of directors, which can take action on behalf of the board in situations where time is of the essence, and it is not possible for the matter to wait until a meeting of the board of directors as a whole can be convened. Any actions they take are to represent you as board member, which is why the actions of the executive committee are required to be ratified by the board at the first available full meeting of the board of directors.

ISI Bylaws

605.8 Meetings Open; Executive (Closed) Sessions Board of Directors and Executive Committee meetings shall be open to all members of ISI and USA Swimming. Matters relating to personnel, disciplinary action, legal, taxation or similar affairs shall be deliberated and decided in a closed executive session which only Board Members or Executive Committee members, respectively, are entitled to attend. By a majority vote on a motion of a question of privilege the Board of Directors or the Executive Committee may decide to go into executive session on any matter deserving of confidential treatment or of personal concern to any Board of Directors member or the Executive Committee.

605.7.3 MEETINGS AND NOTICE - Meetings of the Executive Committee shall be held at any time or place within the Territory when called by the General Chair or any three (3) members of the Committee with a minimum of three (3) days' notice required. Pertinent provisions of Sections 607.5 through 607.11 and Section 616.1.5 shall apply to the Executive Committee meetings and notices.

Summary of above means that a call for a meeting of the executive committee requires a minimum 3-day's notice, to the entire board of directors. The committee then meets on the approved day and if quorum present votes to go into closed session. I received no notice of the request for an executive committee meeting, nor did at least one other board member. Without proper notification to the board as a whole, which the executive committee represents, they can take no action. The argument that the meeting was "closed" again was done so improperly as a majority vote on a motion of the question of privilege, must be first taken by the executive committee in an open meeting, which is open to all Illinois swimming members, thus requiring proper notification of the meeting. No proper notification of the meeting, then any action at the meeting is mute.

I ask that you hold Steve and the members of the executive committee accountable and make them follow the bylaws. This action all started because I spoke up and wanted to hold all of us as board members accountable for our failure to host the Athlete Annual Banquette. We failed to follow our rules then, and now we have another action where we have failed to follow the rules. Our bylaws is not like the "pirate code" and just some loose guidelines, they are a mandate from our membership on how we are to act, and we seem to be on a continuing track of only following the part of the rule that serves our purpose.

As was just reinforced at our strategic meeting weekend, as a member of a non-profit board we all must remember what our duties are:

Robert Welch

9526 S Kildare Ave
Oak Lawn, IL 60453
312-339-8219
bob.welch3@gmail.com

-2-

Duty of Care: The duty of care describes the level of competence that is expected of a board member and is commonly expressed as the duty of "care that an ordinarily prudent person would exercise in a like position and under similar circumstances".

Duty of Loyalty: The duty of loyalty is a standard of faithfulness; a board member must give undivided allegiance when making decisions affecting the organization.

Duty of Obedience: The duty of obedience requires board members to be faithful to the organization's mission.

I, as always, am proud to serve as a member of Illinois Swimming board of directors is, it is a job, which demands much and offers few rewards. We can and must do better in how we govern if we are to maintain the confidence and trust of our members. I am not looking to be a rabble-rouser, but I will continue to use my parliamentary power of voice, and when permitted my vote to insure that we do not stray from our bylaws and rules.

Respectfully submitted

Bob Welch