



ISI Board Minutes

Tuesday, December 17, 2019 – 8:30 pm Conference Call Meeting

Roll Call/Attendance

Board Members:

Present: Travis Albang, Mike Peterson, Bobby Kelley, Eric Follmuth, Brian Ruffles, Adam Feilmeyer, Anya Koenigsfeld, Phil Barnes, Jamie Langner, Eric Crawford, Jennie Hedrick-Rosenberg, Dan Lake, Jordan Kloth*, Julie Slater, *Parker Craw, Chrissy Beagle, and Jen Matthews*

*Jordan Kloth was a voting member since one of the Senior Athlete Reps was absent

Italicized - Non-Voting board members

Absent: Ethan Johnston, Doug Kolsrud**, Tanja Avant**, Izaak Hajek, Bailey Klinkhammer, Benson Redfern

** Waiver for absence was granted

Others Present: Frank Feilmeyer, Don Spellman, Marie Koenigsfeld, Kirsten Oppel

Due to the absence of the General Chair, Ethan Johnston, the Administrative Vice Chair chaired the meeting.

Minutes from previous meeting

November 6, 2019 ISI Board Meeting Minutes

A motion was made to approve the November 6, 2019 board minutes as presented. Motion made by Jamie Langner.

Eric Fullmuth seconded the motion. No discussion. **Motion carried.**

Officer's Reports

Administrative Chair:

Travis Albang reported that he is working with TPC to update Championship Invites. The goal is to still have these meets sanctioned and published by the first of the new year. Diversity and Inclusion is working with Travis to make sure that these swimmers are included in the Silver Championships meet.

Senior Vice Chair's Report:

Mike Peterson reported that he would like to submit an application for the LSC to receive a grant from USA Swimming. The grant is the LSC Coach Mentoring program. If approved, Iowa Swimming could receive up to \$3,000 from USA Swimming to help pay for this program. He reported that in order to apply for this grant, the LSC must also contribute a matching amount. Mike presented his ideas about a LSC Coach Mentor program. He envisioned Iowa selecting coaches to travel to successful clubs throughout USA Swimming to observe and watch how these clubs operate. The deadline for LSC to apply for this grant December 20, 2019.

Funding for the matching share by the LSC was added to New Business.

Age Group Vice Chair's Report:

Tanja Advent was absent from the meeting because she was finalizing the selection process of the All Star team. Marie reported for Tanja that 102 athletes applied to be a part of this team, which is 20 percent greater than the previous year. She also let the board know that emails to all swimmers who applied would be sent within the next two days.

Technical Planning Chair:

Eric Fullmuth reported that the Technical Planning Committee had met and completed team assignments to Short Course Silver Championships along with discussing other possible changes to the LSC Championship meet. Board approval of suggested changes to the LSC's Championship meets was added to New Business of the meeting.



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Committee Reports

Finance Chair Report:

Phil Barnes let the board know that the Finance Committee had met. A template is being develop for a plan to review the LSC's financial books, but it is still a work in progress. This template should be completed and presented to the board at its January 2020 meeting.

Phil also reported that the Finance Committee completed its Fall Quarterly review. The LSC has increased revenues and decreased expenses when comparing the budget to last year, but the revenues generated to date are behind the fiscal year's budgeted number. Phil believes the increase in revenues from this year compared to last year is due to more efficient collection of Splash Fees. He also reported that the committee is also planning to review all convention expenses to verify that each of these are allocated correctly.

Officials Committee:

Phil Barnes presented this report. There have been five official clinics held in the LSC this fiscal year. He also reported that only 25 percent of the LSC's officials have completed the required concussion training and the deadline for completing this is January 15, 2020. Phil informed the board that there will be three meets this winter with national official's qualifications. These meets are the DMSY Skywalk meet, Age Group Champs and Iowa Short Course Champs.

Diversity and Inclusion Committee:

Chrissy Beagle reported that the D&I Committee is working on developing an application for ISI athletes to use to apply for assistance with travel expenses to meets within the LSC. The development of this form is a work in progress. Chrissy will have more to report on this during the January board meeting.

Chrissy also reported that the D&I Committee is looking to set up an Athlete Hospitality table to promote Diversity and Inclusion education and awareness. Additionally, she reported the committee is considering hosting a Women's Leadership workshop this spring.

Personnel Committee:

The Personnel Committee is chaired by Travis Albang and its membership includes Ethan Johnston, Phil Barnes and an athlete. Bailey Kinkhammer volunteered to serve as the athlete member to this committee.

Bobby Kelley asked if the annual evaluation of the LSC's professional staff been completed. Travis reported that this has not been done yet. Bobby pointed out that the LSC's professional positions' responsibilities and duties have continued to change during the past year and requested that when completing evaluations, the Personnel Committee also review and update each position's job description as well as review the compensation received by each staff member.

Athletes Committee:

Anya Koenigsfeld reported that the Athletes Committee is applying for a grant with USA Swimming to have ISI host a leadership council in Iowa.

Old Business

None



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New Business

Motion made to approve the coaches' recommendations for proposed dates for ISI's 2021 Championship meets. Motion made by Brian Ruffles. Seconded by Mike Peterson.

Proposed dates form Coach's Representative

Spring

Silver Championships: February 12-14, 2021

AG Championships: February 18-21, 2021

Senior Championships: February 25-28, 2021

Back-up Date for AG Champs - March 4-7, 2021

Summer

Long Course Silver Championships: July 23-25, 2021 (Alt. July 16-18, 2021)

LC ISI Championships: July 29-August 1, 2021 (Alt. July 22-25, 2021)

Notes: Spring Sectionals will be on March 11-14, 2021 in West Fargo, ND, 14U Zone Champs: August 5-8, 2021 - 2 sites not a MegaZones and Summer Sectionals: July 15-18, 2021 Minneapolis

Motion carried.

Motion made to approve changes to Athlete Request for Travel Funds. Motion made by Bobby Kelley. Seconded by Jamie Langner. Changes included the following:

1. INSTRUCTIONS: This form must be COMPLETELY filled out. Forward application, together with receipt for lodging; transportation - airfare, gas purchases receipt required or mileage; per diem \$25 per day of competition (do not include travel days) ~~(receipt not required)~~ and a statement of all funds received from other sources, if any, to the ISI Office, via email or postmarked mail. IT IS MANDATORY THAT YOU SHOW THE REQUIRED IOWA MEETS ATTENDED: 3 ISI Invitational meets for season applying and minimum of 3 individual events per meet. See page 2-3 of this form for additional information.

a. To receive ISI Athlete Travel Reimbursement funds, an athlete must show documentation of an overnight stay expense for each day during the competition for which the athlete is seeking reimbursement.

DEADLINE: The deadline for submission of the completed Athlete Travel Reimbursement: ~~Winter Short Course~~ Season shall be March 31st or 3 weeks, after the final day of competition for the final listed eligible meet, whichever is later. ~~Summer Long Course~~ Season shall be August 31st or 3 weeks after the day of competition for the final listed eligible meet of the long course season, whichever is later.

3. Athletes must compete in three (3) ISI sanctioned ~~open & closed~~ invitational meets during the season reimbursement is requested. ~~(Rules will apply at both up to two open invitational meets and closed sanctioned meet (novelty or invitational) as long as 6 or more ISI registered club teams participating in the meet and over 150 swimmers are entered to participate in the meet.)~~ Swimmers must compete in a minimum of three (3) individual events per qualifying meet. In a prelims/finals meet, swimmers must participate in finals, if qualified, in order for the event to count.

10. Early Reimbursement for Airfare: a. Airfare to Futures, JNATS, Toyota US Open and Nationals will be reimbursed immediately upon submission of airfare receipts up to \$500. The athlete will still be required to submit the reimbursement form by the deadline for the season and will be held to all the Iowa Swimming requirements in this document. Failure to fulfill all the requirements and submit the form will result in full repayment of the early airfare reimbursement to Iowa Swimming.

13. Submittal Deadline – Travel reimbursement requests must be made on ISI form APP-18a. The deadline for submission of the completed Athlete Travel Reimbursement: ~~Winter Short Course~~ Season shall be March 31st or 3 weeks, after the final day of competition for the final listed eligible meet, whichever is later. ~~Summer Long Course~~ Season shall be August 31st or 3 weeks after the day of competition for the final listed eligible meet of the ~~long course~~ summer season, whichever is later. Mailed reimbursement forms must be emailed by that date. If the request is sent as email attachment, the sender will receive an email from the ISI office stating that the form has been received. Any claims rejected on the basis of failing to meet the deadline may appeal to the ISI Board of Directors. Each case will be handled on an individual basis.

Motion made to approve to add Open Water Junior Nationals to the Athlete Travel Reimbursement Form as a B level meet. Motion made by Brian Ruffles. Seconded by Bobby Kelley.

An amendment to the motion was made to make this meet an A level meet. Motion made by Brian Ruffles. Seconded by Phil Barnes. **Motion to amend the amendment carried.**



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Motion to amend original motion carried.

Motion as amended carried.

Motion made to make the following changes to ISI Policy and Procedures Section L, I, B, 7. Motion made by Bobby Kelley. Seconded by Jamie Langner.

ISI P & P: Section L, I, B, 7.

Separate lists shall be compiled for Short Course Yards and Long Course Meters. The lists will be compiled from times swum between April 1 through March 31 each year. ~~The lists for Short Course Yards will be compiled from times swum between the dates of April 1 through March 31 each year.~~ The lists for Long Course Meters will be compiled from times swum between the dates of September 1 through August 31 each year.

Motion carried.

Motion made to increase the Professional Development line on ISI Budget by \$1,500 in support of the implementation of a coach mentoring program that would pay for travel expenses for coaches to visit clubs from other LSC's and share their experiences with the LSC. Motion made by Mike Peterson. Seconded by Phil Barnes. This is required in order to apply for a grant from USA Swimming. Brian Ruffles asked how the LSC would choose coaches to visit clubs. He was told that since this would be a program for coaches, ISCA (ISI's Coaches Committee) would be manage this. Chrissy Beagle suggested that the Coaches Committee should consider using these additional funds to bring coaches to the Iowa to teach others in a clinic held within ISI. Jamie inquired if the LSC had the funds to cover these additional expenditures. Phil answered that there are funds available to this increase. Discussion concluded.

Motion carried.

Motion made requiring valid entry times (times that can be proven using the SWIMS database) for all entries in individual events to ISI's Championship meets. Motion made by Mike Peterson. Seconded by Jamie Langner. It was pointed out that if this motion was approved, times from high school meets, YMCA meets and summer league meets which are not USA Swimming Observed swims would no longer be able to be used as proof of times for the LSC's championship meets.

Motion made to table this motion. Motion to table was made by Mike Peterson. Seconded by Brian Ruffles.

Motion to table carried.

The following changes to the LSC's Championship meet were proposed by the Technical Planning Committee:

- *The team assignments for Silver Championships were presented.*
- *For age group events, change the maximum number of entries by individuals to unlimited.*
- *For the Age Group Short Course Championships, change the entry deadline to the Thursday one week prior the meet's start date with additional entries from the Silver Championships being accepted with no late fee if received by noon of the Monday prior to the meet's start date.*
- *At ISI Championship meets, a \$100 fine will be issued to swimmers who compete and miss meet qualifying times whose entry times also cannot be proven using the SWIMS database or are not proven using results from non-USA Swimming meets.*

Bobby Kelley requested that the change to an unlimited number of events be applicable only for age group events that are not pre-seeded. Eric Fullmuth agreed to this change.

Outside of this one change, the board did not present any other objections to the changes presented and approved the TPC's proposals.

Close

A motion was made to close the meeting. Motion made by Jamie Langner. Seconded by Mike Peterson. **Motion carried.**



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Remaining Board Meeting Schedule for the 2019-2020 ISI fiscal year:

8:30 PM Tuesday, January 14, 2020	Conference Call Option only
2:00 PM Saturday, February 29, 2020	In-Peron and Conference Call options
8:30 PM Tuesday, April 26, 2020	Conference Call Option only
2:00 PM Sunday, August 23, 2020	Linn-Mar Aquatic Center – In-person option only