

Personnel Committee Report –

- In mid-July, Marie Koenigsfeld separated from service as IASI's Operations Administrator. Marie served in that position for several years and contributed to the organizations success as we transitioned from a "home based" business run by a single person to a committee driven organization with an expanding professional staff. We recognize and appreciate her contributions to Iowa Swimming and look forward to her continued involvement as a parent volunteer and as a credentialed USA Swimming official.
- The Personnel Committee examined the job descriptions of the Operations Administrator, Registration Coordinator, and the new Communications Coordinator positions and realigned responsibilities to improve efficiency and effectiveness. The updated job descriptions were used to create job postings for the vacant positions. Both the Operations Administrator and the Communications Coordinator position are now posted on the IASI website (Home > Job Postings). The direct link, <https://www.gomotionapp.com/team/lscis/page/home/job-postings>, has been sent to all members of the IASI BOD and club contacts. Once Jen Mathews returns from pre-planned PTO this coming week, we will also send an announcement to all IASI newsletter contacts. The positions are open for application until September 15, 2024, and we have already accepted applications. The Personnel Committee has appointed a three-person task force to review the applications, interview candidates, and select new staff members. We are hopeful to be fully staffed in early October 2024.
- Performance Reviews for remaining staff have been prepared and are scheduled to be reviewed with staff before the end of this fiscal year.
- The Personnel Committee structure has been finalized, is attached to this report, and we request approval of this structure from the BOD.

Sanction Committee Report –

- Sanction requests have been submitted for review, and the sanction committee is just starting the sanctioning review process for the upcoming SC season.
- Recent changes to the job description of the Operations Administrator places more responsibility on the Sanctioning Committee to not only review incoming sanction requests, but to issue the sanction letters once approved. We believe that this will speed up the sanctioning processing time as fewer people will be involved. However, it has slowed down review as we are developing new processes and systems to accomplish this.
- Meets which have been submitted so far are being sent to reviewers now for initial review. Clubs are encouraged to submit meet announcements as soon as possible, but at least 60 days prior to competition to avoid late sanctioning fees which are based on the date the sanction request was submitted, not the date the sanction is issued.
- To accommodate faster turn around times, we are adding two new reviewers to the committee

Upcoming Items –

- As I enter my second full term, I feel as if we have accomplished a great deal, but we still have several major objectives to achieve:
 - Establishment of an IT Committee
 - Publication and maintenance of meet announcement templates for facilitate host clubs
- With staffing changes upcoming, a high priority will be placed on making sure they are able to get off to a fast start

Finally, I would like to recognize Bobby Kelley's final BOD meeting as General Chair. His tireless commitment to Iowa Swimming has helped our organization become a leading example of a volunteer led organization run by a strong culture of committees. Thank you, Bobby, for your service to Iowa Swimming.