

**NEW ENGLAND SWIMMING
BOARD OF DIRECTORS MEETING
JUNE 10, 2014**

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MEET FEES MOTION #1

Moved by Laura Matuszak, seconded by Rick Osterberg. Motion passes.

Change the following sections of the New England Swimming Rules and Regulations for Competition:

II. SWIM MEET POLICIES AND PROCEDURES

I. Meet Entry Fees, Surcharges, Awards and Subsidy Policy

a. Entry Fees:

Individual Events: ~~\$4.00~~ \$5.00 (calendar meets)

Distance Events: \$5.00 (calendar meets)

g. Admission Fees: Admission fees are limited to ~~\$3.00~~ \$5.00 per person per session for non-championship calendar meets.

This policy will take effect on September 1, 2014.

MEET PHOTOGRAPHY MOTION #1

Moved by Laura Matuszak, seconded by Rick Osterberg. Motion passes.

Replace the following sections in the New England Swimming Rules and Regulations for Competition:

II. SWIM MEET POLICIES AND PROCEDURES

E. Meet Announcement

- **PHOTOGRAPHERS ON DECK:** As per New England Swimming policy, professional photographers contracted by [Host Club] or press photographers who have been approved in advance by the Meet Director are allowed on deck. Email the Meet Director with questions and requests.

Use of audio or visual recording devices, including a cell phone, is not permitted behind the starting blocks, including in any spectator area behind the starting blocks, nor in any other marked NO CAMERA ZONE.

Host teams may designate NO CAMERA ZONES in order to further restrict filming on deck. NO CAMERA ZONES will be clearly designated.

A section titled "SAFETY" which must include:

- Use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms, locker rooms, behind the blocks, or in any marked NO CAMERA ZONE.

This policy will take effect on September 1, 2014.

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PROOF OF QUALIFYING TIMES MOTION #1

Moved by Laura Matuszak, seconded by Rick Osterberg. Motion passes.

Change the following sections of the New England Swimming Rules and Regulations for Competition:
II. SWIM MEET POLICIES AND PROCEDURES

M. Championship and "End of Season" Meet Policies (see Official Glossary for definition)

~~Qualifying times may be achieved at New England calendar meets and at most other meets (high school, Y, boys and girls clubs, rec leagues etc.) for Age Group Championship Meets (not senior meets). These results must be produced by method stated in the Meet Announcement. Dual meets may be used if there are at least two teams with at least five swimmers from each club in each event, and if the referee signs the results.~~

All qualifying times used for entry into New England Swimming End-of-Season Qualifying Meets and New England Swimming Championship Meets must be entered into the USA Swimming SWIMS system.

This policy will take effect on September 1, 2014.

CALENDAR MEET REQUIREMENT MOTION #1

Moved by Laura Matuszak, seconded by Rick Osterberg. Motion passes.

Change the following sections of the New England Swimming Rules and Regulations for Competition:
II. SWIM MEET POLICIES AND PROCEDURES

M. Championship and "End of Season" Meet Policies (see Official Glossary for definition)

6. Qualifying Times

There is no minimum number of New England Swimming Calendar meets in which a swimmer must participate in order to enter New England End-of-Season Meets and/or New England Championship Meets ~~with the exception of Senior Championships (see below).~~

N. New England Senior Championship Meet Special Policies

~~1. Meet Entrants~~

~~A swimmer must have swum in one New England Swimming calendar meet in the preceding 11 months in order to swim in the New England Senior Championship Meet.~~

This policy will take effect on July 1, 2014.

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CHAMPIONSHIP MEET DECK ACCESS MOTION #1

Moved by Laura Matuszak, seconded by Rick Osterberg. Several amendments were moved, seconded, and adopted. Motion passes as amended.

Add following section to the New England Swimming Rules and Regulations for Competition:

II. SWIM MEET POLICIES AND PROCEDURES

M. Championship and "End of Season" Meet Policies (see Official Glossary for definition)

21. New England Championship Meet Deck Access:

All athletes and coaches must visibly display the New England Swimming Championship Meet ID card, provided by the host team, to be allowed on deck.

Coach deck passes will be distributed to participating teams based on the number of meet entries:

- 1-3 swimmers in individual events or 1 relay only team with any number of alternates: 1 deck pass
- 4-6 swimmers in individual events; 2 deck passes
- 7-9 swimmers in individual events; 3 deck passes.
- 10-20 swimmers in individual events; 4 deck passes
- 21-30 swimmers in individual events; 5 deck passes
- 31-40 swimmers in individual events; 6 deck passes
- 41-50 swimmers in individual events; 7 deck passes.
- 51 or more swimmers in individual events; 9 deck passes

Unattached swimmers with a team shall be included in above schedule even if listed on separate entry blank.

- Unattached swimmers not with a team: 1 deck pass

At the discretion of the meet host, additional deck passes may be available for purchase for no more than \$35.00, payable to the meet host team. Additional deck passes must be purchased before the meet begins. Deck passes are not transferrable between teams.

Administrative Note: Re-number item 21 "Meet Hosting Policies" to 22.

This policy will take effect on September 1, 2014.

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CHAMPIONSHIP MEET SUBSIDY MOTION #1

Moved by Laura Matuszak, seconded by Rick Osterberg. One amendment was moved, seconded, and adopted. Motion passes as amended.

Change the following sections of the New England Swimming Rules and Regulations for Competition:
II. SWIM MEET POLICIES AND PROCEDURES

M. Championship and "End of Season" Meet Policies (see Official Glossary for definition)

4. Meet Subsidy Policy

New England Swimming recognizes that increased expenses impact "end of season" meets. Accordingly, subsidies are to be given to teams running these meets. There will be no additional Swimmer Participation Fee allowed for these meets and all current entry fees and surcharges remain the same.

New England Age Group Championships ~~\$3,000.00~~ \$4,000.00

New England Open Championships \$5,000.00

~~New England Senior Circuit Meet \$5,000.00~~

New England Senior Championships ~~\$5,000.00~~ \$10,000.00

New England Senior Elite Meet: No subsidy unless designated as a
championship meet by the New England Senior Committee.

New England Open Water Championships \$1,000.00

This policy will take effect on July 1, 2014.

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CHAMPIONSHIP MEET RELAY RULE MOTION #1

Moved by Laura Matuszak, seconded by Rick Osterberg. Motion passes.

Change the following sections of the New England Swimming Rules and Regulations for Competition:
II. SWIM MEET POLICIES AND PROCEDURES

M. Championship and "End of Season" Meet Policies (see Official Glossary for definition)

14. Relays at New England Championship Meets

- a. Teams are limited to 2 relays per team, each of which must achieve any qualifying standard time.

Administrative Note: According to all New England Championship Meet notices, the CUT PROTOCOL for the meet, if the meet is oversubscribed, includes cutting relays to 1 per team.

Administrative Note: Update relay rules from January 2014 board meeting and letter order each separate item, b-e.

This policy will take effect on September 1, 2014.

CHAMPIONSHIP MEET COACHES NOTES MOTION #1

Moved by Laura Matuszak, seconded by Rick Osterberg. One amendment was moved, seconded, and adopted. Motion passes as amended.

Add the following section to the meet template used for New England Swimming Championship Meets:
COACHES NOTES: All coaches must check-in with the control table upon arrival at the pool. Heat sheets, scratch cards, and relay cards for that session will be available at the Clerk of Course/Control table.

- Coaches must provide their cell phone numbers for emergency purposes when they pick up their deck passes at the beginning of the meet.

This policy will take effect on July 1, 2014 for meets starting on or after September 1, 2014.

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CHAMPIONSHIP MEET EVENT FLIGHTING MOTION #1

Moved by Laura Matuszak, seconded by Rick Osterberg. Motion passes.

Change the following sections of the New England Swimming Rules and Regulations for Competition:
II. SWIM MEET POLICIES AND PROCEDURES

M. Championship and "End of Season" Meet Policies (see Official Glossary for definition)

15. Format for the 400 I.M. & 400/ 500 Freestyle Events at NES Championship Meets
The following format ~~will be offered~~ may be offered at the discretion of the Meet Referee for New England Championship Meets.

- Flight A: The fastest 4 or 5 heats of girls will be swum slowest to fastest (with the top three heats circle seeded) followed by the fastest 4 or 5 heats of boys swum slowest to fastest (with the top three heats circle seeded).
- Flight B: The Flight A heats will be followed by the remaining heats swum fastest to slowest, alternating girls and boys. (These heats may be swum at the end of the session.)

This policy will take effect on July 1, 2014.

CHAMPIONSHIP MEET ANNOUNCEMENT CHANGES MOTION #1

Moved by Laura Matuszak, seconded by Rick Osterberg. Motion passes.

Add the following section to the meet template used for New England Swimming Championship Meets:

RESERVE THE RIGHT TO MAKE CHANGES: After a meet is sanctioned and before the meet begins, any change to the meet format must be approved by the NES Technical Chair. Any change to the meet format after the meet begins will be at the discretion of the Meet Referee, and will be presented to the coaches at a coaches meeting.

This policy will take effect on July 1, 2014.

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MEET ENTRY POLICY UPDATE MOTION #1

Moved by Laura Matuszak, seconded by Rick Osterberg. One amendment was moved, seconded, and adopted. Motion passes as amended.

Change the following sections of the New England Swimming Rules and Regulations for Competition:
II. SWIM MEET POLICIES AND PROCEDURES

I. Meet Entry Fees, Surcharges, Awards and Subsidy Policy

k. Teams That Owe Meet Fees *[Moved from section J]*

If a team has been unsuccessful in collecting meet fees from a team that entered a meet, the team can refer the problem to the New England Swimming Board of Review which can prohibit the team from entering any other meet until past fees have been paid. A meet host has the right to not invite teams into their 75%, but the remaining 25% is to be open to all, unless a Board of Review decision allows a team to be excluded.

K. Staffing

Registered Non-Athletes *[Moved from section JJ]*

USA Swimming requires that all meet directors, referees, starters, stroke and turn judges, and Admin Officials, serving in an official capacity in a sanctioned or approved meet, must be members of USA Swimming, and all persons acting in any coaching capacity in a sanctioned or approved event must be coach members of USA Swimming. The Meet Referee, or designated Official, should check and verify the non-athlete membership cards for compliance.

J. Meet Entry Policies *[Replace entire section.]*

1. General policies for all meets

- a. All New England Swimming meets, except "end of season" meets, must abide by the four hour limit for each age group within a session. Host teams must carefully estimate the number of entries ("splashes") that will fit into the time allotted.
- b. In all cases, entries received before entries are opened for a meet shall be considered received at the moment entries are opened, and shall be considered tied in sequence with any other entries received before entries are opened.
- c. Lottery: If a meet becomes oversubscribed, and if there are two or more entering teams tied in sequence of receipt, a lottery shall be conducted by the New England Swimming office to determine the sequence that the tied teams will be accepted into the meet. The New England Swimming office will share the results of the lottery with all teams participating in the lottery.
- d. If a meet becomes full or oversubscribed, the host team must notify the New England Swimming office so that the meet may be listed as "Full" on the NES web site. Additionally, the list of teams accepted and not accepted into a meet must be submitted to the New England Swimming office.
- e. A host team may not reduce the number of allowable events per team as a

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- way of reducing the size of the meet unless this is clearly listed in the meet announcement in the entry cut protocol.
- f. Entering teams must be notified of their acceptance into the meet within 48 hours of submitting their entry, or within 48 hours of the first date of entries, whichever is later.
 - g. Host teams must accept updated times until seven days prior to the first day of the meet.
 - h. Accepted teams must send payment for their entry within 4 calendar days of the notification. Accepted teams that do not send payment within 4 calendar days will forfeit their entry, but will still be held liable for payment of the entry fee and will be referred to the Board of Review. At the discretion of the host team, entering teams may be released from this liability.
 - i. All "unattached" swimmers must be declared in writing before the meet begins.
 - j. Host teams who violate the entry procedure shall be fined \$1000, payable within 30 days to New England Swimming.
2. Procedures to limit entries: Host teams may choose one of two methods to limit entries into their meet, which are detailed below. The method to be used must be specified in the meet announcement.
- a. 75%/25% Procedure
 - i. The host team may reserve up to 75% of the entries ("splashes") for their own team and any other local or non-local team. These 75% of entries are guaranteed entry into the meet.
 - ii. Teams that are included in the 75% of guaranteed entries must submit their entry and payment to the host team no later than 7 calendar days before the first date of entries, or the host team may remove them from the 75% of guaranteed entries.
 - iii. If the host team under-estimates the entries for the reserved 75% of entries, the host team must cut swimmers or entries from their own team first, and then follow the entries cut procedure in the meet announcement.
 - iv. Entries will open at 12:00am on the first date of entries.
 - v. Entries received on the same calendar day (12:00am through 11:59pm local time) shall be considered tied in sequence with any other entries received on that calendar day.
 - vi. Entries received before the first date of entries shall be considered tied in sequence with any entries received on the first calendar day of entries.
 - b. First-Come-First-Served (FCFS) Procedure
 - i. The host team may reserve entries only for their own team.
 - ii. Entries will open at 12:00am on the first date of entries.
 - iii. Entries received at the same clock second shall be considered tied in sequence with any other entries received on that clock second.
 - iv. Entries received before the first date of entries shall be considered tied in sequence with any entries received in the first clock second of the first day of entries.

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This policy will take effect on July 1, 2014.

ILLEGAL ENTRIES PENTALTIES MOTION #1

Moved by Laura Matuszak, seconded by Rick Osterberg. Motion passes.

Add the following sections of the New England Swimming Rules and Regulations for Competition:

II. SWIM MEET POLICIES AND PROCEDURES

H. Meet Host and Meet Entries Policy

1. Registration [Section number added, content unchanged]
2. Four-Hour Rule [Section number added, content unchanged]
3. Illegal Entries
 - a. Any of the following will be deemed an illegal entry:
 - i. Entry does not conform to the qualifying time standard.
 - ii. Entry was not achieved in the time frame stated in the meet invitation.
 - iii. Swimmer competed in the incorrect age group or sex.
 - iv. Swimmers entered into the meet outside of the parameters stated in the meet announcement (ie. below or above stated time standards).
 - b. If an illegal entry is discovered after the entries have been sent in and prior to the competition, the host club shall contact the club or person responsible for the entry and have them take corrective action. If no action is taken, the entry will be scratched and the entry fee forfeited.
 - c. If a suspected illegal entry is discovered after the event is swum, the meet director, meet referee, or designated NES officer may challenge the entry.
 - i. Proof-of-Time: The burden of proof shall be borne by the challenged club or by the individual if unattached. The proof of time must include the name and date of the meet where time was achieved and a copy of the event results as it appears in the USA-S national database or the official meet database. The proof of time must be submitted within 7 days of being challenged.
 - ii. Restoration of Time: If, upon receiving documentation in the required timeframe, the entry is deemed to be legal, the event must be rescored and re-awarded. A corrected copy of the meet results

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must also be published.

4. Penalties and Fines

- a. A fine of up to \$100 per event may be assessed for any of the following:
 - i. Entries using fraudulent and/or non-verifiable entry times that are not in accordance with entry guidelines
 - ii. Illegal entries (see section above for definition)
 - iii. Swimmer not registered with USA-S prior to the first day of the meet
 - iv. Submitting a document that indicated a swimmer is properly registered with USA-S for a meet when, in fact, that swimmer is not properly registered.
 - v. Entering a swimmer as attached to a club when, in fact, that swimmer is unattached. (Applies to NES and non-NES competition)
- b. Any event in which a swimmer illegally participates shall be rescored and any corrections to the awards shall be made.
- c. If the swimmer is representing a club in competition, the fine will be levied on the club; if unattached, the fine will be levied on the swimmer.
- d. Assessment of Penalties and Payment of Fines
 - i. Meet officials will immediately report violations to the NES Administrative Vice Chairman or NES Office who will bring the issue to the NES Board of Directors or Executive Committee. If appropriate, fines will then be assessed.
 - ii. Unless the swimmer was swimming unattached, all fines for the violations under this policy are imposed on the club the swimmer was representing in the competition.
 - iii. Fines are considered due and payable immediately upon receipt by the violating club. Fines levied by meet officials may be paid on the spot to the Meet Director who shall forward any payments received to the NES Office. In all other circumstances fines shall be remitted directly to the NES Office. Fines not remitted within fourteen (14) days shall automatically be doubled.
 - iv. Should a fine remain unpaid after thirty (30) days, the swimmer and the club they were representing shall be notified by the NES Office

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and suspended from competition within the jurisdiction of NES until such time as the fine is paid. The assessment of any fine or penalty may be appealed to the NES Board of Directors within 30 business days of notification of the fine.

This policy will take effect on July 1, 2014.