New England Swimming
Harvard Pilgrim Healthcare
Wellesley, Massachusetts
April 5, 2011 Minutes of Board of Directors Meeting

Members Present: Mariella Allard (UN-NE), Chuck Batchelor (ABF), Sarah Conklin (SAC), Matt Craven (SAC), Priscilla Davis (UN-NE), Andy Disco (HHS), Niko Fantakis (WYST), Joe Frazier (BGSC), Ray Grant (SSA), Olivia Jameson (NSSC), Nadine Jesionek (UN-BEST)), Laura Matuszak (GMA), Bob Menck (UN-NE), Tim Murphy (CRIM), Rick Osterberg (UN-NE), Tim Thompson (HHS), Mary Ellen Tynan (PSC), Sherry Wingfield (NAS)
Guests: Kathy Oates-Dacey, Carol Healey (NE-Office), Mary Riddell (UN-NE), JJ Sabatino (CANN), Lisa Black Sholudko (LRAC)
Members Not Present: Arthur Athanas (YNS), Jamie Bloom (WYST)

Quorum was established at 7PM

1. **Welcome and Introduction, Laura Matuszak:** To be efficient at meetings, committees key. Policy change gets referred to technical who should work with Rick to put together policy. Use technology to our advantage. New Policy & Procedure manual will be put up on the website.
2. **Consent Agenda, Laura Matuszak:** Secretary's report, treasurer's and technical reports. Motion made by Priscilla Davis and seconded by Ray Grant to approve. Motion passes.
3. **Calendar Committee, Ray Grant:** SCY Wrap-up - Went well. Meet evaluations sent to Matt Craven. With quad-plan all championship meets have been awarded for the next season. Meets in place for long course Qualifiers and Championships. Long Course calendar posted with no issues. If we need an additional Regional site, bid will be put out on the calendar.
4. **Annual Meeting, Laura Matuszak**: Date: Saturday, May 7th at Harvard Pilgrim. Schedule a little different than in years past. Some board members will be here to set up coffee, check-in, etc. Each chair should be prepared to speak about the highlights of what the committees have been doing. Slate of Officiers needs to be posted 20 days in advance. Age Group Chair (Matt cannot run again), Technical Chair and Treasurer., Board of Review Members (4), 2 members of Nominating Committee.. Annual Meeting will be followed by Strategic Planning from 1-5PM, then task forces.
5. **Office Report , Carol Healey:**
    a. all Board Members need to be registered. Zone chaperones will need to be registered.
    b. Birth Certificates: Swimmers ages need to be proven. Get it, document it, shred it. For ages 19 & under. Maybe start it now for new swimmers registering with New England Swimming. RayGrant makes a motion for Carol Healey to work out policy to require proof of age for new swimmers registering for the first time as of 9/1/2011 with a stipulation to request documentation if needed for discrepancy of swimmers registered prior to 9/1/2011. Seconded by Tim Murphy. Discussion: require for all athletes, but how to phase it in. Rick Osterberg moves to amend the motion that this be required for all athletes. Seconded by Mariella. Motion carries. Call a vote for motion as amended. Motion passes, but not unanimous
    c. Issue with teams registering "in name only" coaches. They are not coaching but saving seats on deck,.
    d. Official's reimbursement at Championship meet, - Bob Menck asked if hotel reimbursement please be transferred to another official. Priscilla Davis makes motion to approve, seconded by Chuck Batchelor. Motion passes.
6. **All-Star Trip**, **Nadine Jesionek:** – Black Heritage Meet - extend deadline to April15th, Inclusion meet will be an approved meet moved to the fall (no site yet, looking at October, single day). Eastern Zone is hosting a Zone Diversity Select Camp in Philadelphia in June.
7. **Zones, Sherry Wingfield**:
    a. Will be held in State College again. Rooms in same hotel. Thinking about applications to encourage coaches and athletes. Set a deadline prior to 14 & unders to get applications in. Laura, Sherry and Carol to work on it.
    b. Zone meeting is May 14th – Sherry, Jamie, Niko would like to go.
8. **Athlete's report:** Athletes must handle applications for Athlete Reps. Athlete reps are responsible for towels for distance meet..
9. **Officials Report, Bob Menck:** 25 officials at 12 & unders. Starting up with Clinics. Bob will attend Nationals Officials Chair meeting on Father's Day. Laura thanked officials for their service.
10. **Coaches report, Tim Thompson:** Junior Coaches Rep – 1 application so far.
11. **Other:**
    a. Laura Matuszak:
        i. no policy of who goes to Zone meeting - refer to Technical for guidelines.

   ii. Foundation – Arthur has done a lot of work. Neither Southern California nor Indiana Swimming have instituted a Foundation. Can accomplish same thing with a specified fund.

b. Ray Grant:
   i. Swimmer in Indianapolis went into cardiac arrest in the pool. Suggests that New England Swimming send letter of thanks to Jim Bailey for sending out plane to get the swimmer who collapsed in Indianapolis and Meghan Healey should be recognized at Annual Meeting. Remind coaches to stay current in CPR and comfortable in AED.
   ii. We need a protocol on how to handle meet evaluations. They should not go directly to the meet director. Technical should decide how to handle meet evaluations.

c. Priscilla Davis: There is a safety workshop in Minneapolis in July. Would like to take others with her.

d. Matt Craven:
   i. Reinforced that coaches need to be up to date on CPR..
   ii. Meet evaluations should be taken seriously. Should also get feedback from athletes.

e. Mariella Allard: Bullying between athletes. There is no USA policy for bullying and coaches need to know how to deal with it. Really a sportsmanship issue.

f. Carol Healey: Reminded board about our schedule to follow throughout the year.

Motion made by Rick Osterberg to adjourn, seconded by Ray Grant.. motion passes.