

Governance Committee Meeting Minutes

February 21, 2020 at 11AM via Zoom

Mission: Create opportunities and provide resources to promote excellence in Maine swimming.

Vision: Maine Swimming: You CAN get there from here!.

Core Values: Sportsmanship, Excellence, Leadership, Fun

ATTENDEES: Jack Pillsbury, Taylor Rogers, Brian Savage, Mike Schmidt, Mary Ellen Tynan

ABSENT: Olivia Tighe

Taylor called meeting to order at 11:05AM.

DIVERSITY COMMITTEE: Heavy make-up of Southern representation

SENIOR COMMITTEE: Male dominate but representative of the coaches working with senior athletes.

OFFICIAL'S COMMITTEE: We struggle running meets in the north and one reason is officials. It would be nice to have an official from the north on the Officials Committee. Mary Ellen notes that most of our experienced officials are not from the north because not many meets are held up there.

We need to get more meets in the north because expense of travel to the south is too much. Taylor will meet with some coaches from the north to discuss.

AGE GROUP COMMITTEE: Taylor noted it might be good to have a parent on that committee as it is their kids participating in these events. Taylor even suggested Suzi from CBS

TECHNICAL PLANNING: Mary Ellen said we need to look at the committee. It used to be assigned positions (mostly committee chairs) and now it's not. Need to have Senior Chair, Officials Chair Age Group Chair, Coaches Rep.

Taylor pointed to the list of teams and involvement on committees. Kyle Bauer is one who needs to get even more involved and Sponge says he is really interested. Taylor asked Sponge to reach out to Kyle and see what he might be interested in.

Mary Ellen noted that Will McCorkle (TCST) is resigning and moving away. Need to get someone from that team around.

Should TPC change be discussed at BOD for change to the By-laws? We need to find people who want to do the work. TPC had meeting with half committee missing. Mike is having the same issue with his Senior Committee. If chairs are non-responsive on committees should they be in their position. Mike noted Marcel and Jack are the only ones he gets responses from.

Sponge volunteered for Mikes committee

SLATE OF NOMINATIONS: We need to wait to hear from general public if people are interested in position. Betsy would like to rotate off from Secretary. It is time. She is tired. Taylor was thinking of Carrie Peabody or Karin Tonello. Taylor will check with them this weekend.

Secretary: Carrie or Karin

Senior Chair: Mike

General Chair: Taylor

Admin vice Chair: Sponge

Finance Chair: Holly

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Treasurer – officially vote in Stacy

Governance – Mary Ellen, Mike, Kyle and or Jim??

Discussion regarding Taylor. Mike and Sponge feel it is definitely what we need. Mary Ellen, Mike and Taylor up. If Taylor is General Chair she cannot be on Governance so suggest Jim. Taylor will talk to Jim. Kyle Bauer might be a good person. If Olivia cannot stay on, Jack suggested Keegan McKenney. Sponge suggested Evan Willertz too.

Taylor discussed overall limit of consecutive time on the board. Eight years on and two years off is a standard. Mike agrees good standard for largely populated areas but we don't have a big body to pull from. Maybe long term plan

STRATEGIC PLAN REVIEW: Taylor pulled strategic plan off website and filled it up more. We have missed some deadlines so she turned it into a working document. Taylor will update and share in folder. Taylor will check in with committees and making sure everyone is following strategic plan and sticking with it. Mike will handle Senior stuff. Taylor asked Sponge to check in with Marcel about it. There is stuff with Diversity they need to work towards and Taylor will touch base with John and Zack. Holly is working on fundraising.

BOARD ANALYSIS AND SELF-EVALUATION: Taylor asked if any changes needed to be made. Nothing brought up. Taylor will make adjustments for every committee and have governance collect the data and send a report to the committee. Best for Governance should handle so it will get done. Target to complete soon. Summary of our committee (see attached documents)

Taylor reviewed the Governance Committee self-evaluation and accomplishment and what we can help other committees move forward with in the next year.

Governance Committee makeup is half US and Half YMCA, Mike's team is almost have USA registered. LRSC and CCSC are not even close. Mary Ellen asked what it would take to get kids over. 850 USA swimmers currently and 1400 YMCA swimmers. Huge group to pull from.

Taylor reviewed the staff evaluation and adjusted some of the questions. Changed name to Office Administrator since that is in the by-laws. Digital format for all. Evaluation for Meet Manager too. Mary Ellen will send out with meet evaluation links.

ON-BOARDING AND ORIENTATION: Taylor said we got almost no feedback from the committee chairs as far as job descriptions. Taylor will move forward using Board Source. Expectation for orientation is never to read from the manual. This should be expected ahead of time with then a presentation about the board. Mike notes is assumes people would read before but no guarantees but what else can you do?

Need to change board culture. Mary Ellen asked if consent agenda is helping or hurting. Sponge suggested people need to answer 1-3 questions about the Orientation Manual. The more we get people reading the stuff the better off we will be. Mike like the consent agenda because it creates structure. We really need to set expectations. Need Board mentoring and that should be formalized. Mike noted

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that when he has gone to the meetings with Jane, that is the only time he has received role clarification and what he needs to do as a committee chair.

As part of the orientation manual, Taylor really wants to include a flow chart.

Mary Ellen asked where Meet Director training should fall? Does it fall under TPC? Needs to have an exam. Goal of Mary Ellen to formalize a better process. Or could it all under Governance? Taylor suggested we create it and revise it and pass it off to TPC. Sponge asked why it wouldn't fall under Meet Committee? Meet Committee is fall championship meets. Should we get rid of Meet Committee? Sponge suggested changing format of Meet Committee. Suggested to put under Governance for now not TPC yet.

Next meeting Wednesday after Winter Champs – March 25th to discuss slate of nominations and Orientation Manual.

Meeting adjourned at 12:25PM/

Respectfully Submitted,

Mary Ellen Tynan