



MAINE SWIMMING, INC. | Board of Directors - Meeting Minutes

Date: April 11, 2022 at 6:30PM

Location: 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.

✓ Taylor Rogers <i>General Chair</i>	<p>1. Call to Order & Reading of Mission, Vision & Core Values</p> <p>a. MISSION: Create opportunities and provide resources to promote excellence in Maine swimming.</p> <p>b. VISION: Maine Swimming - You CAN get there from here!</p> <p>c. CORE VALUES: Sportsmanship. Excellence. Leadership. Fun.</p> <p>2. Roll Call</p> <p>Guests: Lucy Shaw (CMA), Nate Chessey (USA-S), Brendan Hansen (USA-S), Audrey Cohen (SMAC), Brady Hale (SSC)</p> <p>3. Appointment of Karin Tonello as Safe sport Chair.</p> <p>Motion by Holly and second by Kyle to approve Taylor's appointment of Karin Tonello as Safe Sport Chair due to the vacancy created by Matt Montgomery's resignation. Motion passes unanimously.</p> <p>4. Reading & Approval of Minutes</p> <p>a. January 24, 2022 - Mary Ellen Tynan</p> <p>b. Motion made by Holly and second by Ali to accept the minutes as presented. Motion passes unanimously.</p> <p>5.. Reports - Consent Agenda</p> <p>a. Finance Report</p> <p>b. Senior/Age Group Report</p> <p>c. Athlete Report</p> <p>d. DEI Report</p> <p>e. Coach Committee Report</p> <p>f. Technical Planning Report</p> <p>g. Operational Risk Report</p> <p>h. Officials Report -</p> <p>i. Safe Sport Report</p> <p>j. Office Report</p> <p>Motion to approve Age Group, Athletes, DEI, Operational Risk and Safe Sport reports made by Holly, second Kyle. Motion passes unanimously.</p> <p>Pulled reports: Officials, Senior, Finance and TPC (No coaches report).</p> <p><u>Officials:</u> Taylor had a question on the official's report. Does USA Swimming allow Assoc Meet refs? Yes per Mary Ellen, LSCs can create levels as needed.</p> <p><u>Finance:</u> Bank accounts: \$146,482.52 in bank, \$2,714 checking, \$103,267.93 SAVINGS, \$20,500.59 CD, \$5638 line of credit available of total \$15,000. Finance committee discussed per diem for the April Workshop in Denver, CO as some meals are included. Signed Elizabeth Beisel books – 5 raffled at banquet and 4 raffled off at clinic. Athlete Summit notebooks – one to Maine archives and remaining donated. Check box was successful and team info was posted. One community grant in process and will be presented to the Board when complete. Started budget work for HOD. Discussed LCM meet fees for Colby. Athlete reimbursement – Stacey has been doing actual reimbursements.</p> <p><u>Senior:</u> Met last Thursday to discuss a decision on Colby. Senior training with North Shore Y training. Work with Y coach Arthur to provide 50 M training. No charge. Taylor question on Impact award – need to be a senior? No per Jim.</p> <p><u>Technical Planning Committee: Technical Planning</u> – Paul: Reviewed summer champs at Colby. Athlete committee input overwhelmingly positive. Centrally located is a plus. Jim is working on timelines and will present at coaches' meeting. Also looked at Colby for 2023 and being proactive in reserving. Possible use of dorm rooms vs hotels 7/14-7/16 2023.</p> <p>Motion to approve finance, senior, TPC and official reports..Motion Alli, second Kyle. Motion passes unanimously.</p>
✓ Brian Savage <i>Administrative Vice-Chair</i>	
✓ Jim Willis <i>Senior Vice-Chair</i>	
✓ AJ Rog <i>Age Group Vice-Chair</i>	
✓ Holly Hatch <i>Finance Vice-Chair</i>	
✓ Stacy Kennard <i>Treasurer</i>	
✓ Carrie Wood Peabody <i>Secretary</i>	
○ Henry Clauson <i>Officials Chair</i>	
✓ Zack Mullin <i>DE&I Chair</i>	
✓ Karin Tonello <i>Safe Sport Chair</i>	
✓ Kyle Bauer <i>Operational Risk Chair</i>	
○ Marcel Da Ponte <i>Coach Rep</i>	
✓ Ali Bragg <i>Senior Athlete Representative</i>	
✓ Ethan Schulz <i>Junior Athlete Representative</i>	
✓ Emma Farnham <i>Athlete At-Large</i>	
✓ Abby Hollis <i>Athlete At-Large</i>	
✓ Mary Ellen Tynan <i>Office Administrator</i>	



MAINE SWIMMING, INC. | Board of Directors - Meeting Minutes

Date: April 11, 2022 at 6:30PM

Location: 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.

6. Unfinished Business

a. Committee Appointments

- i. Age Group - AJ., Margo, Jim, Marcel, Jeff Ward, Dana or Keith, Collin, Nori, McKayla, Brady
- ii. Safe Sport

Motion to approve committee members as listed in the reports made by Kyle and second by Ali. motion passes unanimously!

b. **Trials and Champs Review**

Holly as Meet Director reports on Champs – she was not at trials. Three days is a lot to pack in a Champs meet. It was successful. More swimmers than expected. All went smoothly at the Bath Y – access to everything that was required to run meet. Changed to fewer high point awards to really celebrate. Step and repeat banner was a hit. People loved the photographer but people are not really buying anything. Estimate \$7,000 in profit that we can put to good use toward Community Grant and other ideas we have.. Paul added goody bags were a hit. Holly thanked Mary Ellen and Sponge for all prep work for champs. Mary Ellen recommended it go back to 3.5 days or consider other formats. Ethan stated that timing of champs was tough with other championship meets like Sectionals and possible looking at scheduling. Ali said all went smoothly, noting warm up and cool down was not great. Gave the meet a 9 out of 10. Paul noted that kids lost interest in Trials meet since they were allowed so many bonus events. Taylor, speaking as a coach, would like us to look at the distance events and the number of athletes. Holly gave kudos to the athletes for the book drive. Collected so many books for the Bath YMCA library.

Carrie left the meeting

c. **USA Swimming Workshop - April 21-24 in Denver**

Mary Ellen, Taylor, Marcel, Zack, Ali and Ethan. High attendance for an LSC our size. Ethan is rooming with Aaron Zhu from NE and Ali with a rep from Pacific Northwest

d. **Brendan Hansen Clinic and Meet**

Mary Ellen has 55 athletes for the meet and will open to NES. Still needs a starter. 15-16 coaches are signed up for the coach clinic. Kyle asked the age limit for the clinic. He has an 11 year old whose father is a starter. We will need help from the athletes for check-in.

e. **Banquet**

Sign-ups coming now. Up to about 120 and picking up every day. Closes on the 14th. Board members are free. Will need athlete help.

update - 11 year olds may come to clinic as per text from Brendan

Brendan left the meeting.

6. New Business

a. **Governance Policies**

i. Policy 602.5 - Repercussion for Club Non-compliance (club boards, head coaches) – If a club is not in compliance due to alerts on accounts of head coaches or club board members, swimmers will need to compete as unattached until the alerts are resolved. Jim motions to approve and second by Sponge. This is just a way to make sure everyone is properly registered and we are already doing it in practice.

ii. Per diem effective immediately - All policies referencing per diem will be changed from \$60 to “the IRS per diem allotment for the location in which the meet is held as approved for the fiscal year and reported on the [GSA website](#).” Jim makes a motion to approve and second by Sponge. Sponge makes an amendment to change from to meet or event and Jim seconds. Amendment passes unanimously. Mary Ellen classifieds wording might be slightly different based on the way it is mentioned in the P & P. Motion passes unanimously.

iii. New Membership Category – An \$11 LSC fee (similar to the other annual registration categories) will be instituted in regards to the new membership category. Jim motion and Ethan second. Paul asks for clarification. Mary Ellen explains the new administrative category and our LSC fees for other memberships. Motion passes unanimously.

iv. Warm-up Policy - Jim motions to approve and second by Holly. Holly noted it seems like we are late to the game on this. Was there a problem? Clarifies for MESI. Sponge asks why we have our own and not follow USA-S. We will have a link in the meet announcement. Mary



MAINE SWIMMING, INC. | Board of Directors - Meeting Minutes

Date: April 11, 2022 at 6:30PM

Location: 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.

Ellen will assign number in P & P. Paul had questions about how sprint lanes, etc will work. That is up to the host team. Sponge asked about what the penalty is for violation. Meet Referee has the right to discipline someone not following. We can always charge the \$100 fine and the Meet Referee can kick someone out of the meet. Motion passes with one abstention (Sponge).

b. House of Delegates Prep

- i. **Slate** - Taylor noted to change name from Nominating committee to Governance Committee. Motion made by Zack and second by Stacy. Motion passes unanimously. Taylor reminds everyone that someone can be nominated from the floor of the house.
- ii. **Budget** - we will not take a preliminary look at the committee budgets and then have another BOD to address the entire budget. Mary Ellen shared the committee budgets from last year with updates so far from committees. Committee chairs should have their requested budgets to Holly by April 22nd to give the Finance Committee some time for consideration. Mary Ellen will send the document to Holly so that she can send it out.

c. Summer Champs

Summer champs will be at Colby. TPC is finalizing the order of events and Mary Ellen will send out to teams to get a preliminary number of expected swimmers so we can open to NES, if room. Mary Ellen posted room blocks and they are a little pricey. Let her know if blocks are full. Dorms will be available next year. Colby will run concessions and work on hospitality. We will need everyone's help because we are renting the pool and running it ourselves. Kyle said the restaurants around Waterville might be willing to sponsor. Holly asked Kyle if some of his parents could help with sponsorship in the area.. Holly stated that the Finance Committee would like to make a motion to change the participation fee to \$25 for championship meets effective immediately. Second by Stacy. Motion passes unanimously.

Zack left the meeting

Taylor asked Ali to put out on social media that we will be at Colby.

d. Athlete Policy

Ethan presented the "[Removal from Office](#)" Policy" - to make sure we get the best people on the Board and committees. Ethan consulted with Jack Swanson on the USA-S AEC. Taylor gives Ethan kudos as he was working on it in the car on the way to Sectionals.

i. Ethan makes a motion to include new policy 323. Second by Ali. Motion passes unanimously.

ii. Ethan makes a motion to add to current Policy 406. Second by Ali. Motion passes unanimously.

Taylor noted this is the first policy of any LSC that we know of. They are actually missing from the USA-S by-law template and might want to submit for those changes.

e. Holly wanted to thank all the volunteers and it is National Volunteer Month.

f. Eastern Zone Age Group Meet - Mary Ellen -Eastern Zone still does not have allocation for the Age Group Zone Meet August 3-6 and Colby is interested. Mary Ellen will pursue more with Tom and get information on the finances from the Eastern Zone.

g. Ali mentioned it looks like this is Ali and Emma's last meeting . Ali thanked everyone for being so great to work with. Taylor said Ali and Emma had big shoes to fill and far exceeded expectations. Emma has been an exemplary secretary for their committee. Ali's leadership has been incredible under very extenuating services.

7. Announcements

- a. Finance Committee will meet the 26th
- b. Next BOD - Monday, May 2nd at 6:30PM
- c. HOD - Monday, May 23rd at 6:30PM
Motion by Holly and second by Kyle. Motion passes unanimously.
- d. Board Orientation needs to be before BOD. April 25th for Karin, Brady and Audrey at 6:30PM.

8. Adjournment - motion by Ali and second by Ali to adjourn. Motion passes with one against (Kyle)



MAINE SWIMMING, INC. | Board of Directors - Meeting Minutes

Date: April 11, 2022 at 6:30PM

Location: 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.

--	--