

**Minutes – House of Delegates
April 27, 2019
Waterville Boys and Girls Club**

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

**MESI HOD
April 27, 2019**

Present:

BYB Maddie Buck
CBS Suzi Boccanfuso
CCSC Taylor Rogers
CMA Marcel Da Ponte, Carrie Peabody
DEFY Matt Montgomery
GPS Zach Mullin
HSC McKenna
KVY Mike Schmidt
LRSC Haily Harper, Jay Morissette, Brian Savage
MDIY TJ Willis, Jim Willis
NYCY Trevor Edmunds
PBAY Morgan Schreiber
PPSC Zoe Siegel, Matt Baxter
SEAL SEAL John Smith, Marcy Scharf
SSC AJ Rog
WCY Aaron Winslow
YWTS Ryan Pare
Guest via ZOOM Mary Ellen Tynan

Absent:

BASA
MMD
MVSC
SMAC
SYT
WCCU

Mission and Vision statements read.

MINUTES

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MOTION by Jay Morissette, second by Taylor Rogers. Approve May 5 2018 Minutes with the following changes: correct the spelling error and change backstroke “wedges” to “ledges”.

Motion passes unanimously.

REPORTS

TREASURER Taylor Rogers & Lia Langeveld

Checking \$159,000.00 ; CD \$29,500.00; Savings \$5,014.00.

LRSC needs reimbursement for backstroke ledges.

SENIOR CHAIR/AGE GROUP CHAIR REPORT - Mike Schmidt

A report on what I accomplished this year in these dual roles is going to be brief. I spent my entire tenure in both positions being reactive and not proactive. I can think of two instances where I actively contributed, from the Senior Chair perspective, that would be in the modification of the prompt for the senior scholarship application, and from the Age Group Chair perspective, it would be in the planning of the 10 and under all star clinic. In each of these instances I was helped along by others who were much further along in the process than I was, so I make no claim to any accomplishment in my first year.

I did learn some things about MESI governance during my first year. Senior Chair is on most of the committees, and if not on for that position, then Age Group Chair is also on most of the committees. The committee work provided me with some insight into how things get done, and an appreciation for Jim, Jay, Taylor, Marie and Mary Ellen who do the lion’s share of the work in making sure things move forward, events take place and we have a swim season each year. With all this committee experience, I think I was asked two questions about my board work, both pertaining to the banquet, a committee I wasn’t on.

As the year went on I had moments where I would ask myself what exactly am I supposed to be doing, aside from logging into whatever committee I got Zoom link to attend. I looked at the job descriptions for each position in the By-Laws and the New Board Member Orientation Manual, which wasn’t time consuming since they both say the same thing which is that I have “general charge over the division”. Not sure what that means from an operations perspective, but it sounds good. Even with having “general charge” over two divisions I still didn’t know what I was supposed to be doing or how I could help, other then continuing to log on when I got the Zoom invitations.

I went back and read all the HOD minutes going back to 2003 to see if the yearly reports from the respective chair positions would give me an indication on what I

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was supposed to be doing. The actual reports weren't attached or included, so it wasn't much help in adding to my understanding. It wasn't until the February meeting with Jane Grosser that I gained some understanding of what I was supposed to be doing. That's when I learned that part of our strategic planning had been to establish some type of training opportunity for senior level swimmers.

I do have some thoughts about how this can be done in a meaningful way to prepare some of our senior swimmers for National level competitions, and in particular to enhance the opportunity for some of our swimmers to make Olympic Trial cuts (which I saw was also part of our 4 year plan). This would be to look to provide what we can't provide, and that is 3-4 opportunities over the next year for swimmers on this track to have short training trips where they can get in some long course training in preparation for a meet or meets where they are going to attempt to make a OT cut. I think the process for starting a committee to work under the Senior Chair position has or is already being contemplated, and I would like to see this authorized and undertaken over the summer so that a plan can be proposed by the committee to aid some of our senior swimmers in this objective for the 2019-2020 season.

Please accept this as my report for the 2018-2019 season, and to the extent it did not fit the proper form for a report I would only add that having "general charge" has its privileges.

Discussion: The 10& Under All Star event will be a clinic/bowling at LRSC in May; the 11&Up Event will be on June 15-16 in Attleboro.

DIVERSITY AND INCLUSION John Smith

Here are some of the things discussed with the Eastern Zone D&I Chairs and action plans I propose we as Maine swimming adopt.

February Meeting:

- Regional Summit Re bid- moving forward looking to go to Maryland June 6-9.
- List 3 topics for presenters so we can secure speakers

National Committee Update

- Looking to step back and educate the USA board on how to reach LSC D&I Chairs using the knowledge base library on the D&I website- try to evolve the website into a quick and easy library for safe sport and D&I
- Project "dive in" and "non athlete outreach" membership on hold for now
- looking to re write policy and procedures

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-voted to shorten terms of committee members on National Committee, invite zone directors to be present and have a voice at meetings

question- was there any discussion at National about gender Identification?- some discussed in terms of the direction D&I was heading but for now assume ethnicity statement- "don't limit to gender ID but orientation" (all LGBTQ communities)

recommendation- with questionnaires in regards to a "safety plan" to follow when someone ID's themselves- the guidelines in place now are general but we should also follow STATE/COUNTY guidelines

-At HOD, take time to inform meet directors/hosts/officials to address person who ID's as "different genders/ID"

MID ATLANTIC has in place a "Best Guide policy" - this is a test for meet directors/host teams (Mid Atlantic operates in 3 states- Public indecency laws are in place in all 3 but Pennsylvania is the most strict- they follow their rules as in Penn it is a misdemeanor)

-take aways= don't try to change minds but rather work with minds that are willing to change and be compliant with state laws

Tasks for LSC's

-how do we make gains within our own LSC?

EZ Budget

-\$5000 in addition to the \$10,000 to ensure money spent is being utilized throughout the Eastern Zone -will be presented to the board (USA) for a vote

-should have recommendation for "athlete exchange" not just "Multicultural teams"

Multicultural Camp Summit

- work on a plan prior to next year's convention-deadline APRIL 13 to be reviewed in Chicago in MAY

Other Items

-*SWIM SUIT EXEMPTIONS*- (From National Chair rules and regulations)- Muslim athletes needed it. Suits needed to cover more of the body than what is expressed in the USA Swim guidelines

-*DOWNSIZING*- In Virginia, D&I was taken off as a "Voting" board member- as USA Swimming is looking to downsize board sizes-

Suggestion - look at the current size of the LSC board and be wary of a down size

March Meeting

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NATIONAL COMMITTEE UPDATE

- Make sure to review Transgender guidelines at LSC HOD meetings-Reporting demographics/ethnicity very important
- every LSC has a link to D&I on LSC Websites
- highlight athlete privacy - the athlete is the only one who can tell people and decides who can or cannot know about their choices

MAINE LSC tasks

1. work on check the box initiative
 - for those not interested in this - remind them this is a priority of the National Committee- we cannot supply adequate funding for these swimmers if we don't have the data
 - work with registrar and email directly the families about the check the box program and the importance of this program
2. Look into the HS state guidelines in place and model our guidelines similar to theirs- Attached to email
3. bring findings to board at HOD

Three swimmers and Zach Mullins to attend the Diversity Select Camp

OFFICIALS CHAIR Marie Weferling

We held 16 clinics and a total of 20 learning activities.

S&T clinics-7 26 students participated, 11 completed the certification, 2 haven't finished.

We have a total of 104 officials. AO-24,

S&T-92

SR-25

DR-15 MR-8

We have 9 Nationally certified officials. We have more who have passed evaluation at multiple positions but have not applied for national certification.

BASA-0 BYB-10 CBS-3 CCSC-0 CMA-7 DEFY-1 GPS-1 HSC-4 KVV-3 LRSC-17 MDIY-3

MMD-2 MVSC-2 NYCY-1 PBAY-6 PPSC-10 SEAL-10 SMAC-2 SSC-10 SYT-0 TCST-6

UN-2 WCCU-2 WCY-0 YWTS-2

Steve Pellegrino and Bill Morrison may teach S&T classes in addition to Nicole, John Bliss & me.

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Winter Champs in March went well. It was our first meet with a team of chief judges led by Bill Morrison and they did an excellent job. We had our 2nd OQM meet with Bob Menck. Linda Eaton was AR and did quite a bit of teaching with AOs and AR. A total of 55 Maine officials worked the meet! Five officials were formally evaluated this year. (21 evals last year)

Just about all our officials have nametags minus a few new officials.

I am available to run classes this spring and summer as requested.

I will be attending the USA Swimming meeting of LSC officials chairs in June. Budget Suggestions for next year: Continue to buy nametags for officials-\$200.

6 new Motorola radios and headsets, chargers approx \$1800. Right now we have 6 radios in good condition but that is not enough to run a big meet. We used Linda Eaton's radios from Colorado for Winter Champs this year and last year. This would cover CJs, DRs, AOs, MR, Evaluator.

1-2 officials per year to workshops.

We need to continue to show appreciation for our officials with nametags, shirts, (which we have been doing) and other small items to say thank you.

I will continue as Officials chair until August 31, 2019. I will do what ever I can to support the incoming officials chair.

ATHLETE REPS Olivia Tighe

There will be northern and southern volunteer days coming up in the spring. Southern: cleanup at the Kiwanis outdoor pool in Portland; northern: clean up at Camp G. Pierce Webber.

Working on improving use of social media platforms to keep swimmers updated and informed.

OFFICE Mary Ellen Tynan

As of April 25, 2019

Athlete Registrations:

Year Round Athletes: 901 vs 1119 last year Seasonal Total: 162 vs 206 last year

Flex Athletes: 52 (counted in year round) Outreach Athletes: 28 vs 26 last year

Total: 1091 vs 1327

Non-athlete Registrations:

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Coaches: 75 (5 with alerts) vs 84 last year

Officials: 110 (1 alert and several without adequate sessions or testing- see officials report) vs 110 last year Other: 23 (2 alerts) – portal does not give report of others..

FINES LEVIED:

CCSC - \$148.35 – late payment

DEFY - \$71.32 – late payment

GPS - \$103.47 – late payment

KVY - \$670 – late entry for champs

MDIY - \$33.60 – late payment

NYCY - \$200 – swimming unregistered athlete at champs, \$27.84 – late payment SYT - \$32.32 – late payment

SSC - \$100 – allowing unregistered swimmer in meet plus \$100 loss of meet deposit

WCY - \$29.30 – late payment

YWTS - \$26.38 – late payment

Total: \$1442.56

Above report reflects a national trend toward decreasing athlete membership; our LSC is down about 200 swimmers. There is also a decrease in the numbers of coaches and an increase in the level of officials.

MOTION by Taylor Rogers, second by Lia Langeveld to approve fines.

Motion passes unanimously.

ALL STAR EVENTS Taylor Rogers, Mary Ellen Tynan

Per recent Eastern Zone meeting:

If competing outside your LSC, you need to comply with that LSC's suit rules.

Age Group and Sectional Meets – If you earn a 1000 cut, you can swim the 1650 and vice versa.

Spring Zones will be 14 & U only. They are guaranteed 4 events (excluding the 400 IM and 500)

2020 Spring Sectionals open for Long Course bids.

SAFE SPORT CHAIR Matt Montgomery

UPDATES

We had a table with Safe Sport material in the field house at UMO during the Maine Winter Championships to help raise awareness of the program among our members.

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At least 600 people visited the table throughout the meet. We plan to replicate the table with the materials purchased at other large Maine Swimming events. Maine Swimming spent \$262.80 on the items for the table.

I will be attending the Eastern Zone Workshop in Chicago May 17-19. There will be a Safe Sport Chair's Workshop.

INCIDENTS

We had one Safe Sport incident this past season that was reported to the National Office. Though ultimately nothing was deemed inappropriate to have occurred, we did learn some very important things:

Meet Officials: If it is determined that an interview of athletes needs to be conducted, do so in the presence of the athlete's coach or parent and with meet staff of the other gender.

Coaches: If your team is sharing a lane with another team during warmups (especially those from another LSC), speak to your athletes about lane etiquette. What may be acceptable on your team when passing a swimmer (ie. Physical contact like grabbing ankles) may not be appropriate with swimmers from another team.

REMINDERS

All clubs are required to have the following:

- • A Club Safe Sport Representative. It is recommended that this person not be the Head Coach.
- • An action plan to address bullying.
- • An electronic communication policy.
- • A team travel policy.

Templates from all of these policies are available on the Maine Swimming website under the "Safe Sport" tab, as well as other useful information for running meets, including [Pre-Meet Risk Assessment](#) and [A Resource Guide for Safe Sport at Meets](#).

OPEN WATER:

An LSC championship would need to be in late August after sectionals; in past Seals open water event drew 100-150 swimmers, mostly masters, instate.

Easter Zone would like to run an open water circuit
Consider for 2020

Could share services and costs with NES

MET will put JS in touch with NES Open Water committee rep.

TPC & COACH REP Jay Morissette

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I sent out an email requesting idea's for topics and/or potential speakers for the "Tom Manduca" talk series.

Lyndsey McMahon: leadership in coaching

John smith: George Kennedy, leadership in coaching/ Tools to help with Stress and Anxiety in Teenagers Susy bocanfuso: sport psychology and mental health in athletes

Jim Willis: G. Kennedy, Mental health, nutrition, life skills and other ways to improve ourselves and our athletes.

Will McCorkle: Susan Teeter (Princeton)/ communication and different ways to interact and how to deal with different behaviors of swimmers, parents and co-workers.

Need potential date for said talk

Minutes Coaches Meeting 4/22/19

Recommendations for the BOD: -

for winter champs 2020 relays will be 10&u, 12&u, 14&u and 11&up – teams all get 1 relay per age group (10&u, 11-12,13-14, 15&up) and additional using the "formula" for additional relays. –

for 12 and under 500 frees have a finals heat of gender and age (10 & U girls, 10 & U boys, 11-12 Girls and 11-12 boys) the rest swum combined gender. –

senior recognition will be done during Saturday finals –

move Sunday prelim relays to Sunday finals first event –

put breaks into the 12&under sessions. –

if a swimmer is not registered by entry deadline, there is a \$100 fine and a 24 hour window to get registered –

Events will be 10 & U, 11-12, 13-14 and Open. For the Open events there will be 15-16 and open cut times. Any swimmer with an open cut time may enter and compete in the Open events. –

in any "championship" heat of events 500y and shorter, they are not allowed to be mixed gender -high point awards will be awarded to 10&u, 11-12,13-14,15-18

OPERATIONAL RISK Zach Mullin

Maine Swimming had a safe year in regards to Operational Risk.

Notable occurrences are the safety precautions taken with backstroke wedges during warm ups. Kids are instructed to only use them during sprint lane designations, as to avoid the wedges flying into another swimmers face.

I did receive a spreadsheet a few months ago from USA Swimming with numbers of injuries based on LSCs. Maine, alongside many other small LSCs, does not seem to be reporting injuries. We are either really safe or not feeling it necessary to report. I know that for my team, all incident reports are filed with the YMCA and I'm

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assuming most teams are similar. I don't think this is something we need to change, but perhaps noted at least.

In regards to the kind of injuries reported across the country, most are during practice and have to do with backstroke collisions and slipping on deck. That's usually up to the coach/lifeguard/swimmers to avoid, but there were also a lot of injuries during dry lands. We could definitely invest in more training for coaches in this area. Using the gym equipment in a safe manner, and getting the proper instruction on how to facilitate safe dry lands. More information on the different kinds of drylands for various age groups would be relevant. I think we focus a lot on the stroke technique, and could use some more training on dry land programs that don't accidentally hurt the kids.

Discussion: Many of our teams do not report injuries to USAS. Reports of injuries that happen at Y's go to the Y's. Do Y teams need to report to USAS as well? What is the best practice? Zach Mullin will confirm with USAS.

BUDGET

MOTION by Lia Langeveld and Suzi Buccanfuso to increase support for open water LSC Championship to \$8,000 and up to \$2,000 for a team event.

Discussion: need a plan in place to support open water events – marketing, recruitment of swimmers, training, etc.

Should we have an Open Water Camp? Alex Meyer is interested in running a clinic. Several of higher level open water opportunities for swimmers (Nationals, Zones, etc) that are more attainable than higher level pool events.

Motion passes with 3 opposed.

MOTION by Mike Schmidt, second by Holly Hatch to adjust budget to reflect projected \$3000.00 income from Open Water event.

Motion passes.

Need to discuss P&P At BOD re: including Eastern Zone Spring Championships in list of meets eligible for athlete reimbursement.

MOTION by Matt Baxter, second by Lia Langeveld to adjust budget to reflect \$6,000.00 for athlete reimbursement to include spring zone competition.

Motion passes with one opposed.

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MOTION by Matt Baxter and second by Mike Schmidt to increase budget to \$10,000 for athlete reimbursement to include spring and summer zone competitions

WINTER CHAMPIONSHIPS

Very important to educate parents that we need to provide a championship meet for all athletes regardless of age. This is a USAS requirement and should be published in the championship meet packet.

Officials at Champs

Layout for AO table and communication logistics between deck and AO table will be addressed by the Championship Committee.

Matt Baxter asked if there were a meet survey available; thought this would be a useful and perhaps required tool. Karen Tonello, from Porpoises, has a useful online survey she could share with the meet committee.

Difficulty with relays and bonus entries in registration will be addressed.

Very satisfied with Alan the meet director.

ELECTIONS

Nominating committee consisted of Taylor Rogers, Mike Schmidt, Olivia Tighe, Brian Savage

Administrative Vice Chair: Lia Langeveld second by Marcel DaPonte nominated Taylor Rogers.

Secretary casts one vote for Taylor Rogers

Age Group Vice Chair: Taylor Rogers, second by Marcel DaPonte nominates Kelsey Gillespie.

Secretary casts one vote for Kelsey Gillespie.

Treasurer: Marcel DaPonte, second by Taylor Rogers, nominates Lia Langeveld.
Secretary casts one vote for Lia Langeveld.

Financial Vice Chair: Lia Langeveld, second by Taylor Rogers, nominates Holly Hatch to fill this position through 8/31/2020.

Secretary casts one vote for Holly Hatch.

TPC Chair:

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Taylor Rogers, second by Holly Hatch nominates Brian Savage.
John Smith, second by Marcy Scharf nominated Marcel DaPonte.
HOD elects Marcel DaPonte

Occupational Risk Chair:

Lia Langeveld second by Morgan Schreiber nominates Trevor Edmunds.
Marcel DaPonte second by Taylor Rogers nominated Carrie Peabody.
MOTION by John Smith, second by Holly Hatch to have co- chairs for this position
Motion passes unanimously.
Secretary casts one vote for Carrie Peabody and Trevor Edmunds.

Officials Chair: Taylor Rogers, second by Mike Schmidt nominates Nicole Viele.
Secretary casts one vote for Nicole Viele.

Diversity and Inclusion Chair:

John Smith nominated.
Zack Mullin nominated.
MOTION to have co-chairs for Diversity and Inclusion Chair.
Motion passes.
Secretary casts one vote for John Smith and Zack Mullin.

Nominating and Governance Committee for 2020:

Taylor Rogers second by Marcel DaPonte nominates Brian Savage.
Taylor Rogers, second by Lia Langeveld nominates Olivia Tighe.
Marcel daPonte, second by Marcy Scharf nominates Jack Pillsbury.
Secretary casts one vote each for Brian Savage, Olivia Tighe and Jack Pillsbury.

BYLAWS

NOTES ON NEW USA SWIMMING BY-LAW RECOMMENDATIONS

A. USA Swimming is encouraging a reduction in the size of the Board of Directors.
Over the past few years, MESI has made a reduction to the BOD so that it now stands at 16 voting members. USA Swimming has named 7 core BOD members .

1. 1 General Chair
2. 2 Administrative Vice-Chair
3. 3 Finance Vice-Chair
4. 4 Senior Vice-Chair
5. 5 Age Group Vice-Chair 6 Secretary

7 Treasurer

Other positions suggested:

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1. Safe Sport
2. Coach Rep
3. Athlete Reps (2)

Positions MESI includes:

1. Officials
2. Operational Risk
3. Diversity & Inclusion
4. Athlete At-Large board members

The BOD has recommended keeping our BOD as it exists now excepting taking the non-voting position of Camp/clinic Coordinator and rolling it as a committee under the Age Group Chair and the Disability Coordinator and rolling it under D & I. The BOD also recommended that the Safe Sport Chair become an elected position instead of an appointed position.

Moving forward, the Finance Committee, Senior Committee, Age Group Committee, Safe Sport Committee and Diversity & Inclusion Committees will become active working committees to support the Chairs. These Committees must have at least 20% athlete representation.

B. USA Swimming is requiring the establishment of a Governance Committee. They have allowed the LSCs the ability to decide if they wish to establish a separate Governance Committee or establish a Governance/Nominating Committee. Most smaller LSCs have established the joint committee and MESI has followed this protocol.

C. USA Swimming allows for 1 Senior Athlete Rep and 1 Junior Athlete Rep. the other Athlete Reps will be At-Large Athlete Board Members. They can be elected at the same time as the others. Maybe the one with the most votes becomes the Junior Athlete Rep the At-Large Athlete Rep?

D. A significant amount of language has been moved out of the Bylaws (which are controlled by the House of Delegates) and into the LSC Policies and Procedures document (which is controlled by the Board of Directors) for simplified LSC governance.

E. Group Member Representatives (i.e., Club Representatives) are no longer required to be individual members of MESI Swimming/USA Swimming.

F. Safe Sport Chair will no longer have term limits along with Secretary, Treasurer and Technical Planning.

G. Finance Committee will have one non-board member. This can be an athlete or a non-athlete. Allows for someone with a Finance background not on the Board to be part of the committee.

Motion: Taylor Rogers second by Trevor Edmunds to accept proposed bylaw

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changes as recommended by USAS.

Motion passes unanimously.

MOTION: Taylor Rogers second by Holly Hatch to make bylaw changes effective 9/1/19.

Motion passes unanimously.

Jim Willis Thanks Olivia Tighe and Emily Ecker for their service as athlete reps.

MOTION: Taylor Rogers, second by Marcel daPonte to schedule the next annual meeting on the day to the MESI banquet.

Motion passes unanimously.

MOTION: Taylor Rogers, second by Holly Hatch to adjourn.

Motion passes unanimously.

Respectfully submitted by Betsy Perron, MESI Secretary, on September 9, 2019