

Maine Swimming Inc. House of Delegates  
Waterville Boys and Girls Club  
May 5, 2018

**1. Role Call (\* = Board Member):**

HOD Delegates

BYB Amanda Gleason, Taylor Rogers\*, Maddie Buck\*

CBS Suzi Boccanfuso

CCSC

CMA Joanne Olsen, Olivia Tighe\*

DEFY Matt Montgomery \*

HSC Butch Babin

KVY Mike Schmidt

LRSC Jay Morissette\*

MDIY Jim Willis\*

MMD Sara Rushton

MVSC Lindsay McMahon\*

NYCY Lia Langeveld\*

PBAY Alex Woodruff

PPSC Matt Baxter, Emily Ecker\*

PYPB Zack Mullin

SEAL Betsy Perron\*, Anne Marie Poulin

SSC AJ Rog

SYT Tate Warden

TCST Tom Manduca\*

WCCU Lori LaPointe

YWTS Will McCorkle

UN Marie Weferling\*

Guests: Mary Ellen Tynan, MSI Administrator; Steven Johnston, HSC athlete

Absent: BASA, WCY, SMAC, CCSC

**2. Welcome and Report of the General Chair**

Maine Swimming Mission and Vision Statements read.

Announcements:

Stephany Perkins has resigned her post as Operational Risk Chair.

Motion by Taylor Rogers, second by Tom Manduca. Appoint Zack Mullin to fill Stephany Perkins' term as Operational Risk Chair until 2019.

Motion passes unanimously

Matt Vogel has resigned from the Senior Vice Chair position.

Motion by Taylor Rogers, second by Marie Weferling. Appoint Mike Schmidt to fill the job position

until August 31, 2018.

Motion passes unanimously

Priorities for MSI over the next few years:

1. Increase involvement of committees and use of lay people within our organization.
2. Increasing membership. We need to take advantage of the Diversity & Inclusion program, reach out to physically challenged athletes, and create more opportunities for all.
3. The athlete reps have increased their involvement within MSI. It is now time to for the athletes to develop an athletes committee and continue to increase their involvement with MSI.
4. Development of some type of Maine Senior team. (It could be a practice group, it could be a travel group, it could be a camp.)
5. MSI volunteers and staff must continue participating in USA Swimming Conventions, Conferences & Trainings. This would include sending three non-athletes and one athlete to the USA Swimming Convention and two to the Mighty 2500 conference this fall.
6. MSI needs to develop a comprehensive 4-year plan (Quad Plan) for Sept 2020 – August 2024. This plan will need all the stakeholders within MSI to assure the success of our teams and athletes. The Quad plan would include a budget for the next Quad; future dates including meets, meetings, camps & other organized events; goals & objectives of the LSC with evaluation.

At the Eastern & Southern Zone General Chairs Meeting, there were a few items to note:

1. New by-laws for all LSC's from 67 pages to 20 pages to be enacted by this USAS this fall.
2. Mighty 2500 conference in November @ Colorado Springs.
3. Safe Sport has sent out booklets to all teams to help develop Safe Sport Mondays.

We have elected two new Junior Athlete Reps (Maddie Buck & TJ Willis) and a new Coach Rep (Jay Morissette) for the next 2 years. MSI would like to thank Athlete Reps Hannah Griffin & Sophia Kruse and Coaches Matt Vogel and John Smith for their years of service to MSI.

Maddie Buck, TJ Willis and Brooke Cloutier submitted their reports (archived on the MSI web site) following the 2018 USA Swimming Leadership Summit. At the summit, they learned the importance of having athletes involved in LSC governance and worked on developing leadership skills. TJ reported that when Indiana swimming involved more swimmers in governance, they had more swimmers qualify for Olympic trials. The swimmers agreed that the personality assessment exercises were most enlightening part of the program. All felt that participating in the conference was an extremely worthwhile experience and would recommend that we continue to send athletes to future summits.

### **3. Minutes 10/14/17**

Motion to discuss October 2017 HOD minutes by Taylor Rogers seconded by Matt Baxter.

Discussion: Matt Baxter – can you clarify changes made to P&P 21.1? How do you define a “season”? Please clarify how meets will be reimbursed. Taylor\_Rogers proposed a correction. See Agenda item #6 for correction.

Minutes from October HOD 2017 with proposed corrections accepted unanimously.

### **4. Reports**

Finance Chair:

2017-18 Income:                 \$198,890.60  
2017-18 Expenses                 \$158,567.52  
2017-18 Net Income   \$40,323.08  
Full budget report archived on MSI web page.

Motion by Jay Morissette, second by Suzi Boccanfuso: Remove \$5000 from the Swimposium revenue.  
Motion passes unanimously.

Motion by Tom Manduca, second by Jay Morissette: Change the age group and senior committee  
budget line to \$500.  
Motion passes unanimously.

Motion by Jay Morissette, second by Tom Manduca: Raise the Swimposium expenditure line to \$5000  
for bringing a guest coach speaker to the event.  
Motion passes unanimously.

Motion by Matt Baxter second by Lia Langeveld: Increase Mary Ellen Tynan's travel costs; add \$1700  
to the budget to bring the total to \$2000.  
Motion passes unanimously.

Motion by Taylor Rogers second by Tom Manduca: Approve the budget as presented with above  
changes.  
Motion passes unanimously.

#### Age Group Chair Report:

There will be a junior open water meet in Stamford Connecticut. Sign up by July 8 for Summer Zones.  
Matt Montgomery notes that it is easier to apply to host an open water meet now.

#### TPC Report:

The name "Junior Olympics" has been changed to "MSI Winter Championships" and JO Trials is now  
"MSI Winter Championship Trials".

Educating parents could go a long way to helping to ease concerns about who should be swimming at  
the championship meet. Emphasize that this meet is a lower rung on the ladder that leads to Sectionals,  
Futures, Junior Nationals, etc. and is not a state championship akin to the Y state meet.  
Suggested that instead of or in addition to presenting High Point awards, we should recognize the  
swimmers who qualify for next level meets.

The Age Group Chair Senior Chair and Coaches Rep will meet to discuss championship meet cut times  
and present a proposal at a coaches meeting before the fall HOD.

Recommendation for the HOD: Run an 800 free relay at the D2 meet in order to measure interest for  
this event. At the D2 meet, we would limit entries to one 800 free relay per team.

At MSI 3:

Proposal for the coaches committee: move the relays on the first two days of the meet to the morning session before the distance events; there is plenty of time in the morning session. This allows more time in the evening sessions for teams to have team dinners and get to bed at a reasonable hour. Consider including Paralympic events in the future.

The winter champs date is still to be determined the only available dates at UMO are March 21-24.

#### Diversity Chair Report:

Will be compiling a report on MSI teams for USA Swimming that ascertains how our LSC utilizes outreach programs and records ethnic diversity. All teams should be taking advantage of all the opportunities made available by USA swimming. This will help the sport of swimming to grow in Maine.

The outreach program gets more people in the pool, teaches more people how to swim and makes teams/clubs stronger. Outreach membership is a discounted USA membership fee (reduced to \$5) that families who are on MaineCare or reduced/free lunch at school qualify to apply. Many teams in other zones and at least one in our own zone offer discounted team/club membership rates to these swimmers. Our zone currently offers MSI meet fee reimbursement for these swimmers but does not offer team tuition reimbursement at this time.

The ethnicity box on the USA membership form is a box at the bottom of the registration form that asks the athlete/parent to check off their ethnic identity and how they define themselves as a family. Checking off this box should be the decision of the family registering and not the coach or registration delegate for the team. Checking the ethnicity box gives athletes the opportunity to be selected for USA diversity select camps and other programs that happen all over the country that are related to diversity. These programs and camps provide intense workouts, knowledgeable coaches to share their expertise and workshops to help each swimmer grow athletically and personally.

Currently, out of 1221 athletes we have 29 athletes over 10 teams that have been reported as outreach athletes (the information about these athletes is kept confidential.). Speaking with coaches from Maine and Diversity and Inclusion Chairs from the Eastern and Southern zones, this is likely an inaccurate representation of athletes. It has been determined that not all athletes are being offered the option to apply for outreach registration.

We do not have trackable information at this time about the ethnicity box on registration forms.

#### Officials Chair Report:

Officials-94 (68), Meet Refs-8 (6), Deck Refs-7 (5,) S&T-57 AOs-16

All teams except BASA have at least one official. More officials' clinics will be offered in the fall; Marie Weferling is now also a YMCA trainer.

Combined USA/YMCA clinics Sept/Oct 2017 – S&T, SR, DR, AO plus YMCA Level 1&2 and AO with Bob Menck. Went very well!

There were multiple small clinics during the year but small numbers. Marie would like to encourage participants to attend larger clinics because more knowledge is shared amongst everyone. She would appreciate it if teams in a geographical region would work together to schedule clinics.

Mark Mawhinney will the USA Swimming officials workshop in October 2018.

First OQM-March 2018 17 N2 S&T, 1 N2 AO, 1 N2 SR, 1 N2 DR. Some still need to apply for advancement. Great Job Everyone! A big thank-you to Linda Eaton and Ken Galica as well as Rich Nolan. Marie is planning another OQM for next year.

John Smith is training to be an official at Open Water Nationals. Even if he never officiates this will be a very valuable experience and helpful to the LSC.

There is an Open Water Zone Meet for Eastern Zone coming on June 30<sup>th</sup> in Waterbury Ct.

Marie will be Meet Ref at MSIII summer meet in Canada. She is willing to have apprentice meet ref if there are enough officials.

She is supportive of anyone who is qualified and wishes to advance. He or she must also show commitment to the process.

Marie would like to again attend USAS Convention.

Plan on nametags for officials. \$6.00 each. We still have some catching up to do.

Report from Officials Meeting at NE/Maine Swimposium 4/28/2018:

Speaker was Jay Thomas, USA Swimming Officials Chair

1. Unattached athletes must be allowed to compete.
2. Open Water Meet Director may not do any addition jobs.
3. The fact that the ankles cross on butterfly is not necessarily a DQ.
4. Ok for deck ref to say to the starter "Did you have anything on that start? Especially in the case of egregious false start that the starter didn't call.
5. Don't need to say right hand or left hand when a one hand touch is observed.
6. Ok to make a 15 meter call without observers at the 15 meter mark if it is egregious.
7. At finals resolve the placement of alternates before step up on blocks!  
Suggest walking over to the empty lane and say "is Bill here?". If no, go back and call the alternate. Once the alternate is called the opportunity for the original athlete is gone.
8. Timing system malfunction and no time for an athlete suggest giving her/him the time of next lower athlete but place as in order of finish. May also allow re-swim.

Office Report:

We have 1221 athletes registered. 26 are outreach athletes.

These numbers are on par with last year.

List of fines to be imposed was shared.

Motion by Taylor Roger second by Tom Manduca: Approve the fines as presented by Mary Ellen

Tynan.

Motion passes unanimously.

Please note that the administration office mailing address is changing it will be posted on the website

All-Star Meet Reports:

11 and Over All-Star meet in St. John New Brunswick

Will McCorkle, Zack Mullin, Mike Schmidt and Tom Manduca were the coaches; agreed it was a very positive trip. Our 11 and 12-year-old girls dominated the meet! This was a very worthwhile experience and good investment of our money. Tom recommends doing it again.

10 and Under All-Star meet at Brown University

Matt Montgomery was the coach. There were 100% best times. Some parents were interested in a more competitive meet but Matt felt it was appropriate for the age group and a good experience as a travel meet for the athletes.

Safe Sport Chair Report:

100% of MSI teams have a safe Sport Chair. We need to have an MSI Safe Sport workshop.

Safe Sport coordinators for teams should be educators for their teams and share info with parents.

Safe Sport Monday scenarios will be mailed directly to the Safe Sport chairs on each team.

Every team should post travel, anti-bullying, and electronic communication policies.

## **5. Elections**

Six positions beginning September 1, 2018:

General Chair – Nomination: Jim Willis

Secretary casts one vote.

Administrative Vice Chair – Nomination: Tom Manduca

Secretary casts one vote.

Finance Chair -- Nomination: Taylor Rogers

Secretary casts one vote.

Senior Chair – Nomination: Mike Schmidt

Secretary casts one vote.

Secretary – Nomination: Betsy Perron

Secretary casts one vote.

## **6. Bylaw and P&P Changes:**

Membership categories:

*Flex membership* allows for competition in two meets per calendar year excluding championship meets. Cost will be \$10 to USA Swimming and \$10 to Maine Swimming for a total of \$20. Times will not count if a flex swimmer competes in a third meet. A flex membership can be upgraded to a seasonal membership. Flex memberships can be renewed annually.

Motion by Taylor Rogers second by Marie Weferling: Accept the flex membership.

Discussion just because the MSI allows it does not mean that teams must accept this form of membership.

Motion passes with one opposed.

*Junior coach membership.*

This membership is required by USA swimming

*Individual season membership.* This will be the same cost as a seasonal membership. Jim Willis suggested that this membership would only be eligible for competition in one championship meet.

All star travel meets must require a full year around membership. This is currently reflected in the policies and procedures.

Motion to table discussion on individual seasonal memberships by Butch Babin second by Matt Montgomery.

Motion fails.

Motion made to accept individual seasonal memberships.

Motion fails

Motion by Taylor Rogers second by Tom Manduca: Define championship meets as MSI Winter Championships and MSI 3 meet.

Motion for a friendly amendment to the motion by Matt Baxter include MSI Trials as a championship meet

Motion fails by majority.

Motion to declare MSI 3 and MSI Winter Championships as championship meets passes with two opposed.

Motion by Taylor Rogers second by Jay Morissette: Season is defined as September 1- April 30 and May 1- August 31

Motion passes unanimously.

Motion by Taylor Rogers second by Tom Manduca; Instead of having a fall HOD meeting, host a coaches' education program at that time.

Discussion: It needs to be before Columbus Day so that it doesn't conflict with meet. Butch Babin offered to host this meeting at Husson. He will confer with Jay Morissette. Marie Weferling would also offer an officials clinic.

Motion passes unanimously.

Motion by Jay Morissette, second by Taylor Rogers: Host the coaches' educational meeting on September 22 and 23<sup>rd</sup>.

Motion passes unanimously.

Policy and Procedure change:

Motion by Taylor Rogers second by Lia Langeveld; amend MSI travel reimbursement policy as follows:

*Article M21:*

#### Athlete Travel Fund 21.1

The MSI athlete travel fund is established to subsidize, in whole or in part, travel expenses incurred by MSI athlete members while competing at Sectional, National or International level meets or while participating in approved Zone level camps and competitions. **Funding will be broken down into the following tiers:**

**Tier 1: Sectionals Meets (must have Eastern Zone Sectional qualifying time), Senior Zones (with Eastern Zone Sectional Qualifying Times), Futures Meets**

**Tier 2: Zone Select Camps, Junior National Championships, TYR Pro Series Meets (with Junior National qualifying times), US Open, National Championships, Disability Swimming Championships, Open Water Nationals and Junior Nationals.**

**Tier 3: National Select Camps, Olympic Trials**

**21.1** Reimbursement for athletes is not to exceed two events per season; **one Tier 1 event and one Tier 2 event. Tier 3 events will not count toward the two event per season limit.** ~~one would need to be Junior or Senior Nationals. Olympic trials and camps are automatically covered and will not count towards to two meet per season limit.~~

**21.2** In order to be eligible to apply for these funds, a swimmer must be continuously registered in MSI for the 12 months preceding the trip and must have participated in at least two MSI sanctioned meets within 12 months immediately prior to the trip. Swimmers must qualify in an individual event prior to the meet and compete in an individual event at the meet to receive financial support. Swimmers entered only in relay events are not eligible.

**21.3** The MSI Treasurer and/or Finance chair will review all swimmers requesting subsidies for eligibility. The amount of subsidy will be based on the availability of funds. ~~For USA-S meets and camps, including, but not limited to, Sectionals (must have an Eastern Zone Sectional Qualifying time), Junior National Championships, National Championships, US Open and Arena Pro Series meets, Futures Meets, Zone Select camps, and National Select camps.~~ Reimbursement is allowed for travel including airfare, accommodations, meals, and other transportation expenses. Up to \$600 will be reimbursed for **all Tier 1 events.** ~~Sectionals, Arena Pro Series, Futures Meets, Zone Select camps, and National Select Camps.~~ Up to \$1000 will be reimbursed for **all Tier 2 and Tier 3 events.** ~~for both short course and long course Junior National Championships, short course and long course Nationals, Olympic Trials, US Open, Disability Swimming Championships and Open Water Nationals~~

**21.4** Application for reimbursement must be made to the MSI Treasurer or the MSI Office Manager on the form designated for this purpose within 30 days of the event. Disbursement of funds by the MSI Treasurer will be made under the direction of the Board. Payments will be made no later than the end of the MSI fiscal year after the presentation of the proper receipts and final meet results.

#### Motion passes unanimously

Bylaw change:

Motion by Taylor Roger second Tom Manduca; Adjust the Coaches Representative tenure to begin on May 1 beginning in 2019.

Motion passes unanimously.

#### **7. Old/New Business**

Re: Championship Meet Director

Visiting USA officials were impressed with Junior Olympics but did have suggestions for training officials. Some suggestions for administration of the meet will be forthcoming.

Meet Operator discussion: Meet Operator is not a referee and should not be making decisions that the referee should make; their main responsibility during the meet is to operate the computer. Butch Babin requested timelines for future championship meets. Other request -- qualifying times for the next level meet should be posted in the heat sheets and displayed on the screen. Tom will be asking for feedback from the Meet Committee about the Meet Operator. Lia Langeveld commented that questions at the meet should be directed to the correct people. Joanne Olsen suggested that we have Meet Director trainings so we might have someone from inside the MSI run the championship meet. Mary Ellen Tynan suggested more rigorous training for championship meet directors. Butch Babin commented that the Meet Director should not be a coach. Jim Willis remarked that most Meet Director responsibilities fall before the meet begins.

#### Backstroke Ledges

Will we be having backstroke ledges at MSI 3?

Jay Morissette is not interested in using his backstroke ledges at MSI sponsored meets anymore. The model he has does not work well at the Bowdoin pool. Discussion: Could the MSI buy their own backstroke ledges or subsidize team purchases if the teams agree to share their ledges at MSI



sponsored meets?

Motion by Matt Montgomery second by Lia Langeveld: MSI should purchase 10 less expensive backstroke ledges for use at MSI run meets.

Discussion: Marie Weferling- we should research these carefully.

Motion by Tom Manduca second by Jay Morissette: Table this discussion for the Meet Committee who will then report back to the Board of Directors.

Motion passes with two opposed.

As an LSC, it has been our goal that 100% of the teams would be certified at Level I. There are only a few teams in MSI who still need to earn this certification; we are currently ranked number two in the country for having teams certified.

Discussion about September coaches' education event: Jay Morissette asked that the current coaches' representative John Smith have the event in place before he takes over in September.

MSI sponsored Safety Training for Swim Coaches will be offered on September 9 at NYCY. CPR course from 10 to 12; Safety Training course from 12 to 2.

The next HOD meeting will be May 4, 2019

Motion by Jay Morissette, second by Butch Babin: Charge a \$500 flat fee to food concessioners at the championship meets.

Motion passes unanimously.

Motion to adjourn by Jay Morissette, second by Tom Manduca.

Motion passes unanimously.

Meeting adjourned at 3:45 PM

Respectfully submitted by Betsy Perron MSI Secretary June 12, 2018