

M S I House of Delegates  
October 14 2017  
Waterville Boys and Girls Club

Present:

Taylor Rogers BYB, Suzi Buccanfuso CBRY, Colby Prouty CCSC, Joanne Olsen CMA, Matt Montgomery DEFY, Butch Babin HSC, Mike Schmidt KVY, Jay Morissette, Sophia Kruse LRSC, Jim Willis MDIY, Sara Rushton, Mackenzie Burton MMD, Lia Langeveld, Josh Roberts NYCY, Marie Weferling PBAY, John Cloutier, Phil Napolitano PPSC, Zack Mullin PYBY, Betsy Perron, Anne Marie Poulin SEAL, AJ Rog SSC, Tom Manduca , Mackenzie Treadwell TCST, Noreen McCleod WCCU, Aaron Winslow WCY, Will McCorkle YWTS,

Guests: Kim Prouty, Mary Ellen Tynan (via Zoom).

Teams unrepresented:

SYT, SMAC, MVSC, BASA

Welcome by Jim Willis. He had just attended USAS conference. United States Swimming is changing the makeup of its national board, moving to more of a professionally run organization.

There will be new membership categories (Flex and Junior Coach). We will need to determine as an LSC if we want to enact Flex but Junior Coach is mandatory. This will be an agenda item for the next Board of Directors meeting; we will vote on new membership categories at the Spring HOD meeting.

Minutes from May 13, 2017:

*Motion* by Taylor Rogers second by Tom Manduca: Adopt the minutes. No discussion.

Vote: Motion passes unanimously

**REPORTS**

Finance Chair – Taylor Rogers

Reimbursement forms are online and need to be filled out within 30 days of the event. Exact information and receipts need to be provided.

The balance of our checking and savings accounts totals \$151,000.

Coaches Rep – John Smith (absent)

In a letter to the General Chair, John requested that we review different types of membership including individual memberships.

Safety Chair-Stephany Perkins (absent)

Safety is now referred to as “Operational Risk”. We have a new email address for the Operational Risk chair, Stephanie Perkins: [msioperationalrisk@gmail.com](mailto:msioperationalrisk@gmail.com)

### Diversity Chair – Lindsay (absent)

Lindsay sent in a report. - Most recent D and I meeting for the Eastern Zone was held the first week of October by conference call, she was on the call for about half the meeting before the system kicked her out. All D&I chairs reported their conference experience and talked about the upcoming D&I camps. They would like to see the D&I chair from Maine there next year.

#### **What our Zone has done**

- \*Sent two swimmers to Diversity camp
- \*Sent D&I chair to Summit Summer 2017
- \*Created own budget line for D&I
- \*Created a D&I committee of John Smith, Marie Weferling, Lindsay McMahon and Tholia Hallett

#### **Goals for our Zone**

*\*Encouraging ALL teams reporting outreach, including YMCA teams.*

Reason: In order for us to receive assistance from USA swimming we need to have accurate representation, Rural areas, and areas like Maines cities are severely under- represented in the sport and in USA swimming. USA swimming would like to start programs to help growth and development in these areas, similar to what they have done in inner cities, without accurate information, they cannot do that.

*\*Zone wide swimming safety day where our zone's clubs and teams dedicate on day of regular practice to bring a water safety day to the community. I would like to talk about each team willing to volunteer, sending a date for their community and then send a report upon completion.*

Reason: USA swimming encourages these programs they cultivate water safety, it is a preventable death, create interest in the sport, youth learn great lessons through service projects and volunteering.

### Officials Chair – Marie Weferling

Update on Clinics

August 24- S&T Wiscasset 2 participants.

September 30- S&T USA and YMCA I USA Starter/YMCA II

October 1- USA/YMCA AO clinic USA Deck Ref Q&A

USA Deck Ref Clinic

November 5- USA S&T clinic Bath Y 9-11am.

Other clinics as requested. Please ask.

I attended USAS convention. See report.

Rule change: Medley Rule clarifying the Lochte rule. On freestyle portion of the IM or Medley Relay swimmer may leave the wall past vertical towards the back but may not kick or pull until past vertical towards the breast.

Planning an Officials Qualifying meet for Winter Champs. Evaluators: Linda Eaton, Ken Galica and Marie Weferling.

### Registration – Mary Ellen Tynan

We currently have 328 year round athletes and 37 non-athletes registered.

Two fines have been levied against the Westbrook Seals – one for canceling the Sebago Challenge open water competition and one for turning in the financial report from the Swim Your Own Age meet past the submission deadline.

All registration documents are available on-line. Club Registrations are due 12/1 if you want to receive the discount. Clubs must consist of at least one coach and one registered athlete.

### Safe Sport

*Motion* by Tom Manduca second by Taylor Rogers. Nominate Matt Montgomery as the Safe Sports Chair

Secretary Betsy Perron submitted one vote in favor.

There is a Safe Sport Fellowship available to athletes the application is due October 28.

There is good information online about safe sport issues such as bullying, etc. There is a free program on USA swimming site to help clubs in the hiring process and to make sure you are in compliance with Safe Sports best practices

### Convention

Attendance Reports are available at the MSI web site.

Other news from the Convention:

**Athlete Protection Training:** There is a new two part process called “LEARN”. Please do your athlete protection training early because the site will be busy towards the end of the year and it will take a long time to process your certification if you wait to the last minute.

**Tech suits:** Many other LSC’s have joined Maine in tech suit bans for young swimmers. United States Swimming has started a task force to investigate if policies should be on the national, zone or LSC level.

There will be a Board Orientation for new board members on October 24 at 8 PM. This will be a Zoom conference. All new and returning board members please refer to the new Board of Directors Manual and sign and submit the documents at the end.

Athlete Reps will investigate the use of Geo filters for Snapchat at the Bowdoin Open.

We have instituted a formal review procedure for contracted employees.

Jim Willis will be meeting with YMCA executive directors in USA swimming Board of Directors to promote swimming and the MSI agenda.

### Committees

*Motion* by Tom Manduca, second by Taylor Rogers: Add the Operational Risk, Safe Sport, and Disability Chairs to the Diversity and Inclusion Committee. Though each of the divisions represented have different missions, we should combine them for the sake of operational efficiency.

Motion tabled for the next Board of Directors meeting.

MSI is Maine's Swim Team. It is our goal to develop an all-star program that will represent our region and promotes athlete development within our LSC. The Senior Chair and the Athlete Reps will work together to develop recommendations for this.

From Swim BIZ: make sure to promote the idea that swimming is a team sport. For instance, always feature photos of multiple kids on social media rather than focusing on just one athlete at a time.

### Board of Directors and Coaches Retreat at Camp Jordan

The 2017 program emphasized the Board of Directors. The 2018 program will emphasize coaches. A coach mentoring program has been proposed. One format that other LSC's have found to be successful is a "Speed Dating"-style exchange among veteran and novice coaches.

Suggestion: Do the retreat on the fall HOD weekend.

### Athlete Representatives

#### **Future Ideas:**

- Volunteer Appreciation Video
  - Shown at Winter Champs, slideshow of why people volunteer. Athlete reps could take videos at meets as well as club athlete representatives at practices/individual team functions. Then, captains could email these to [msiathletereps@gmail.com](mailto:msiathletereps@gmail.com) and they can be assembled
- Swimming Movie Event
  - Little kids watch Waterhorse, older swimmers watch Jaws on a projector with tubes in the pool
- Clinic
  - Older swimmers help new/younger swimmers learn the format of meets. Then relays of swimmers from different teams of different ages.
- Swim/clinic
  - Clinic morning, relay teams (similar to Bates swim camp format where kids from different club teams are combined together and the separated into relays with kids from other club teams) in the afternoon after the clinic {find central location to enable kids from North and South to be able to attend}

Idea: Each rep could be the “leader” of an event. Others will still help put it on, but this way each rep has a project to organize and expand their ideas. Athlete Committee will be meeting together soon, date TBD

### Spring Athlete Leadership Conference

We can send a coach and 1-2 athletes. We will determine the selection process at a future date. Jim Willis suggested that any athlete who attends should be a sophomore or junior.

### Budget (see MSI web site)

Coaches and officials should be taking advantage of available reimbursements.

*Motion* by Lia Langeveld, second by Marie Weferling to accept budget.

Discussion:

It appears that we are budgeting for a loss, but in reality all the money allocated won't get spent.

Motion passes with unanimous vote.

## **Old/New Business**

### Policies and Procedures

1. Change in official policy M17.1: :It is the responsibility of the host club to arrange for a proper number of officials: one Meet Referee, one Administrative Referee or Administrative Official, one starter and two stroke & turn officials. *Officials other than the Referee and Administrative Official may act in more than one officiating capacity only when sufficient qualified officials are not available.* Failure to do so will result in loss of sanction deposit and may result in not obtaining sanction for future meets *or the meets being cancelled.*
2. Policy 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 MSI while participating in approved Zone level camps and competitions. *Reimbursement for athletes is not to exceed two meets per season; one would need to be Junior or Senior Nationals. Olympic trials and camps are automatically covered.*

***Amended 5/5/18 to replace with the following:*** Policy 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**

**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.~~

3. **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.
4. **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~~
5. Policy M22.6 - MSI may provide a stipend for a coach at long course zones when five or more swimmers are present of up to \$400 and 4 or fewer swimmers are present up to \$200. MSI Vice Admin may provide more money at the discretion of the board of directors.
6. Policy 29 – Crisis Management plan

Motion by Taylor Rogers, Second by Marie Weferling: Accept proposed changes to 17.1 (in italics)

Discussion: Intent is not to kick data out of a meet if host team is short of officials due to an emergency. Meet must be planned with a full slate of officials to receive a sanction.

Motion passed unanimously.

Motion by Taylor Rogers, second by Tom Manduca: accept proposed changes (in italics) to 21.1

Motion by Taylor Rogers, second by Lia Langeveld: amend proposed changes to include “and will not count towards total # of meets per season” following sentence about Olympic Trials and camps.

Amendment passes unanimously.

Motion to accept with amendment passes unanimously.

*Motion* by Taylor Rogers, second by Tom Manduca: Accept changes to M22.6 (in italics)

*Motion* by Taylor Rogers, second by Suzi Buccanfuso: Amend change ; remove "Vice Admin and change "more money" to "funds".

Amendment passes unanimously.

Motion passes unanimously.

*Motion* by Taylor Rogers, second by Tom Manduca: create a crisis management policy.

Motion passes unanimously.

*Motion* by Taylor Rogers, second by Tom Manduca: Create a new policy.

"All teams must have a properly registered official by February 15, or the team will compete unattached at MSI Junior Olympics. "

*Motion* by Jay Morissette, second by Taylor Rogers to amend motion to read "All teams must have a properly registered official, not including the AO by February 15 of the current season, or the team will compete unattached at MSI Junior Olympics. "

Discussion: Only one club is without an official or an official in training, currently.

Marie will consider shadows at Bowdoin and JO's.

Motion to amend passes with one opposed.

Motion to accept new policy with amendment passes with one opposed.

### Membership Fees

Mary Ellen Tynan suggests increasing seasonal memberships to \$41 in 2018-19.

*Motion* by Tom Manduca and second by Taylor Rogers: change the Policies and Procedures to reflect a yearly seasonal membership increase that matches increases in full memberships.

Discussion: Almost 25% of our memberships are seasonal.

Motion passes unanimously.

### BOD Orientation Manual

*Motion* by Taylor Rogers, second by Tom Manduca: Accept the BOD orientation manual.

Motion passes unanimously.

Reminder: everyone needs to sign the forms at the end of the manual and submit them to Mary Ellen.

### Teleconference for HOD

There were a few requests for HOD attendance by teleconference, but the House of Delegates meeting is not a suitable use of this technology. Though, the General Chair may approve the use of teleconferencing if a member is away on MSI or USAS business.

### Seals Appeal

Team was fined \$100 for not submitting financial information from the SYOA meet by the deadline. It was an oversight on the part of the Seals and once they were made aware of the past due situation, they submitted the report immediately.  
Appeal fails: 9 in favor, 13 opposed, 2 abstaining

### Leap 2

Application nearing completion; MSI will receive \$1000 upon completion.

CPR and Safety Training Courses will be offered to the LSC. Dates TBD.

Lia Langeveld and Trevor Edmunds - Southern Maine

Taylor Rogers and Matt Cook - Northern Maine

### Swimposium

New England Swimming will be holding its Swimposium on the last weekend in April in Newton MA and Maine Swimming is encouraged to participate. Jay Thomas (officials' topics) and David Benzel (parents' topics) will be presenting and there will be an Athlete Clinic as well.

### Awards Banquet

Alternate dates/seasons discussed. Goal is to get more athletes to attend. Athletes suggested that it is more important to make changes to the event itself, rather than the timing; the most important factor to consider is that we need to make it interesting to kids.

Suggestions: combine it with an event sponsored by the Athlete Reps - mentoring plus a fun activity/relay carnival; make it like a "Golden Goggles" event; send "snail mail" invites to all members of MSI; Coaches and MSI need to market it better.

*Motion* by Jay Morissette, second by Taylor Rogers: set date for 2018 annual banquet in April.

Discussion: Avoid school breaks if possible.

Athletes prefer a spring date.

Tom would like the Athlete Reps to share their input with him about the banquet.

*Motion* passes unanimously.

### Next BOD meeting

1<sup>st</sup> weekend in December via Zoom.

### Bowdoin Open

Entries due 10/22.

### Spring HOD

May 5<sup>th</sup> in the afternoon.

*Motion* by Taylor Rogers, second by Tom Manduca to adjourn.



Respectfully submitted by Betsy Perron, MSI Secretary  
November 9, 2017