

METROPOLITAN SWIMMING, INC.



BOARD OF DIRECTORS MEETING

Wednesday, April 26, 2017

PRESENT: John McIlhargy, Mary Fleckenstein, Monique Grayson, John Yearwood, Eric Fisher, Scott Draper, John Collins, Dave Ferris, Emily Sullivan, Matt Keane, George Rhein, Edgar Perez, Brian Hansbury, Mark Amodio and Andy Copley

EXCUSED PRIOR: David Ellinghaus, Julie Chen, Robert Frawley

GUEST: Jeff Chu

1. **WELCOME/ROLL CALL:** John "Mac" McIlhargy welcomed everyone present and called the meeting to order at 6:45pm at the White Plains YWCA in White Plains, NY
2. **ACCEPTANCE/CORRECTIONS OF MINUTES:**
We had a quorum at the meeting. The minutes of March 8, 2017 were approved as posted.
3. **GENERAL CHAIR:** John McIlhargy
 - a. **The Board held a Moment of Silence** in memory of long time USA Swimming Executive Director Chuck Wielgus
 - b. **Finance and RFP for Audit Services** – Julie Chen was not in attendance. She had put together her report to the board (11 pages) – Recommendations to re-align roles and responsibilities for Finance Vice Chair and Treasurer – External Audit Process Status as well as timeline.
 - c. **Strategic Planning** – the committee had a meeting in January.
 - d. **Eastern Zone** - The format of the annual E.Z. May meeting was changed to accommodate the addition of the USA Swimming Eastern Zone Workshop for General Chairs, Registration, Times and Safe Sport officers. Jeff Allen (Sport Development Consultant for EZ) will be in attendance.
 - e. **Policy & Procedures Update** – we must get this done ASAP.
 - f. **Submitted HOD P&P and By-Law amendments** – three (3) amendments were submitted and handed out to all.
4. **TREASURER'S REPORT:** George Rhein
 - a. George handed his 8-page report.
 - b. **Balance Sheet Comparison** (as of April 26, 2017 compared to April 26, 2016)
 - c. **Profit and Loss Comparison** (September 1, 2016 – April 26, 2017)
 - d. **Budget to Actual** (April 26, 2017)
 - e. **Recommendations** – Add a statement at the beginning of the reports (like a cover sheet) to simplify the positive or negative reports.
 - f. **All Committee Chairs** – need to give their requests for the 2017-18 Budget!
 - g. **Astoria Bank CD's** – George suggested that David Ellinghaus call the Universal Banker at the Park Avenue Branch in Huntington.

5. **FINANCE VICE-CHAIR REPORT:** Julie Chen
 - a. Julie was in Taiwan and unavailable for this meeting.
 - b. Question: Do we do a Review this year and then an Audit next year, or do we do the Audit now, and then every year or every 4 years.
 - c. Julie's proposed timeline for the External Audit is as follows:
 1. April 30, 2017 – Draft RFP forwarded to all audit members for review and comment.
 2. May 15, 2017 – All review and comment responses back to Finance Vice Chair
 3. May 22, 2017 – Complete comments and responses – Send fillers to audit firms to gain cost and timeline insights
 4. May 31, 2017 – Forward completed External Audit RFP to Board for review and approval
 5. June 2017 – When Budget and Approval have been received: Officially issue External Audit RFP to interested audit firms and select Top 3 candidates to negotiate scope of work, cost and timeline.
 6. June 30, 2017 – Award Contract and start External Audit Process.
 - d. A motion to approve the proposed timeline for RFP was made, seconded and approved by all. **Motion carries.**

6. **ADMINISTRATIVE VICE CHAIRS:** Eric Fisher and Scott Draper
 - a. Eric is still waiting to receive a few reports from the SCY season.
 - b. Scott is trying to get the updated Policy and Procedures Manual done as soon as possible.
 - c. Scott thanked Mary for her help on setting up the Galluzzi Scholarship.

7. **AGE GROUP CHAIR:** Andy Copley
 - a. This is Andy's last BOD meeting as he is stepping down as Age Group Chair.
 - b. Many thanks to Andy for a great work at the Age Group Eastern Zone Championship! Metro finished in first place in Women, Men, and Combined categories. It was a great meet.
 - c. Age Group Think Tank – there may be changes to our schedule for 2018-19

8. **ATHLETES REPRESENTATIVES:** Emily Sullivan and Matt Keane
 - a. Tommy Luchsinger and Robert Frawley (At-Large Athletes) were not in attendance at this meeting.
 - b. Great job and fast swims from all Metro Swimmers at Zones! Congratulations.
 - c. Athletes' Committee will hold meetings 4 times per year. The first one is May 4th.

9. **SAFETY COORDINATOR:** Edgar Perez
 - a. Edgar gets reports on Metro Safety issues on a regular basis.

10. **SENIOR CO-CHAIRS:** John Collins and Dave Ferris
 - a. LIAC will have his new 50 meter/9-lanes pool ready hopefully before Senior Mets (maybe).
 - b. Summer Senior Mets should be a great meet hopefully with athletes trying to qualify for US Open (August 2-6) & Speedo Junior National Championship (August 8-12) that will be held in Long Island.
 - c. There are many swimmers from Metro selected to attend "Select Camps" – Diversity, Open Water, and more.
 - d. It is very nice to see how many teams are having their swimmers reach the top levels in Metro and this is very encouraging!

11. **COACHES CHAIR:** John Yearwood
 - a. Applications for Coach of the Year are posted on the Metro Website.

- b. **Categories:**
 - Senior Coach of the Year – Lead Coach of a top performing Senior group throughout the 2016-2017 Swim Season.
 - Age Group Coach of the Year – Lead Coach of a top performing age group swim team throughout the 2016-2017 Swim Season
 - Major Player Senior Coach of the Year – Lead Coach of a Senior program that has shown major growth throughout the 2016 LC and 2017 SC seasons.
 - Must Watch Age Group of the Year – Lead Coach of an Age Group program that has shown major growth throughout the 2016 LC and 2017 SC seasons.
- c. **Winners will be announced at the May HOD Meeting** – will we give an actual award to each? This is up to John to order the awards.

12. **DIVERSITY CHAIR:** John Yearwood

Congratulations to Kiana Guarino (AGUA), Atsedemaryam Harris (UN), Evan Morales (NYSA) and Edward Park (NYSA) for being selected to attend the Eastern Zone Diversity Select Camp, June 15-18 at the University of Buffalo.

13. **TECHNICAL PLANNING:** David Ellinghaus

- a. David was unable to attend. Mary Fleckenstein presented his report to the Board.
- b. Bids for meet are coming in but there are still many that are missing. Due date was April 27, 2017.
- c. **There are many issues related to the new rule for number of officials on the bid application.**
- d. Too many teams still pay officials to officiate!!!! Mark Amodio is checking into that! Our LSC voted on the changes that are starting this 2017-18 season! Teams had 2 years to get ready for this!
- e. There will be an Online Web Clinic for New officials on May 4, 2017 at 7:30pm - The clinic will run for approximately two hours and is open to anyone who has never been a certified USA Swimming official. Contact Mark Amodio at amodio@vassar.edu to register and for log-in instructions
- f. Sanction Applications are due 30 days after the bids are accepted.

14. **SAFE SPORT:** Brian Hansbury

- a. Safe Sport Staff in Colorado Springs is overwhelmed – they need more staff to handle the phone calls and give complete attention to each call.
- b. Those present at the meeting discussed Safe Sport and where we feel Metro is and how Safe Sport affects our teams and needs. We should ask someone from USA Swimming to come to Metro to explain all about Safe Sport.
- c. Is there a punishment for erroneous claims?
- d. Bullying is one of the biggest problem!

15. **OFFICE MANAGER:** Mary Fleckenstein

- a. Travel reimbursement checks for the spring meets: 74 swimmers for NCSA; 269 eligible swimmers for Sectionals (74 of those were approved as of April 26th)
- b. Len Galluzzi Scholarship – 2 applications had been received as of this meeting.
- c. USA Swimming has a new website. Each Committee Chair needs to check the links from the Metro Website to the new USA-S website. Report all errors to the office.

16. **UNFINISHED/OLD BUSINESS:**

None at this time

17. **NEW BUSINESS:**

- a. **USA Swimming Phillips 66 Outstanding Service Award** – vote by written ballots took place at the meeting. The winner will be announced at the HOD.
- b. **Policy & Procedures and By-Law changes Requests:**
 1. P & P – Proposed change to Article 307.6 – Timers for Meets
Board recommendation: **recommends** with amendment – must declare in meet announcement
 2. P & P – Proposed change to Article 307.6/By Law 602 – Election staggering of General Chair and Administrative Vice Chair
Board recommendation: **recommends** with extension of current General Chair’s term to May 2019
 3. By-Law Article 4, 5, 6: Making Officials Chair an Elected Position
Board recommendation: **Board does not recommend**
- c. **Elections:**
 1. Age Group Chair
 2. Treasurer
 3. Technical Planning Chair
 4. Safety ChairNominations will be accepted from the floor
- d. **Recommendation to ban technical suits for 12 & under swimmers** (except at Championship Meets) – Majority of Board recommends it (1 abstention)

**Next Meeting – Mandatory House of Delegates Meeting:
Wednesday, May 17, 2017 at 6:30pm at Lehman College APEX**

A motion to adjourn the meeting was made, seconded and approved by all. Motion carries. Meeting adjourned at 8:54pm.

Respectfully submitted by Monique Grayson
May 3, 2017