

Metropolitan Swimming
Board of Directors Meeting
July 27, 2016

1. Call to Order: John McIlhargy called the meeting to order at H2M Office, 538 Broadhollow Rd, Melville, NY at 6:38 pm.
2. Roll Call: John McIlhargy, Eric Fisher, Mark Amodio, Matt Keane, Emily Sullivan, Dave Ferris, Scott Draper, Julie Chen, Andy Copley, George Rhein, Robert Frawley, Mary Fleckenstein
3. Absent/Excused: Excused prior: Monique Grayson, John Yearwood, Dave Ellinghaus, Jonah Montgomery, Tom Luchsinger. Absent: John Collins, Edgar Perez, Brian Hansbury (stuck in traffic)
4. General Chair: John McIlhargy
 - a. Very busy few weeks for Metro – Warrior Games, Senior Mets, JO's, Zones
 - b. Thanks to LIAC for a successful fast JO meet – well done!
 - c. Eastern Zone Meet – hosted by Metro – all pulling together to make it the best ever. H2M will be providing timers for the finals session.
 - d. Warrior Games – great job by all. Well run, military said best one ever. Jon Stewart interview is posted on web site. Thanks to the officials that came out to support the meet. Thanks to Nassau County and Scraggy Hill Elementary for the use of the chair lifts.
 - e. Important that we get the Metro name out in the community – let people know who/what we are. Part of Strategic Planning to promote Metro to summer leagues and other swim organizations. Time for more growth.
 - f. Welcome to our new athlete at large Robert Frawley from NYAC.
 - g. Board responsibilities – Reminder that we are board members and must conduct ourselves well in public – we represent Metro all the time.
 - h. Policy and Procedures manual is outdated and new Admin Chairs are given the task to update as soon as possible. Scott will lead this effort. P&P is wet side of Metro – remove all items that are already in by-laws. By-laws supersede policy manual.
 - i. Would like to see board members more involved in running Metro hosted meets – especially upcoming zone meet.
5. Finance/Treasurer: Julie Chen/George Rhein
 - a. Expense forms were distributed and explained
 - b. Julie asked how budgets are formulated, as this will help her in her new role as finance chair. Where do numbers come from? All Chairs need to send in budget request forms. It would be helpful to hand out previous budgets and who is responsible for what line items so chairs have a starting point.
 - c. George explained how the line items were derived. It was done by Corinne and George to be in line with what is reported to USA Swimming.
 - d. Discussion on levels of audit and which step to take next. Third party review is the right first step working toward a full audit.
 - e. Chairs need some direction on how to figure out budget needs, Julie is glad to help. We realize that this is a volunteer base.
 - f. Discussion on directions to take to be sure our finances are secure.
 - g. Books will be looked at to be sure that clubs are clear and no outstanding payments are due and that all payments have been credited correctly.
 - h. Budget will be presented to House at the September meeting.
 - i. Development of a simple finance report to look at individual “Financial Buckets” relative to chair responsibilities and individual line items.(Age Group Spending, Admin Spending, Senior Spending etc.)
6. Admin Vice Chairs: Scott Draper/Eric Fisher
 - a. Meet reports coming into Eric slow – paperwork must be sent in in a timely manner.
 - b. Past years meet reports have not be received by the new admins – need to clear the 2015-2016 SC season

- c. Eric has established a drop box to help eliminate unnecessary paperwork and keep reports available to future use. – Requests \$100 to purchase full drop box program
 - d. Meets reports – how accurate are numbers when reporting finances. Data used to help determine future entry fee increases
 - e. Scott will be setting up a meeting soon to work on Policy and Procedure revamping.
 - f. Len Galluzzi scholarship – board is moving forward with the scholarship – Len was a leader in Metro for many years, it is an honor to have a scholarship in his name. Scott will work with Don Galluzzi on the logistics on making this happen as part of our scholarship program.
7. Age Group Chairs: Andy Copley/Jonah Montgomery:
- a. John McIlhargy announced that Jonah Montgomery is taking a leave as Age Group Chair for personal reasons and wishes him well.
 - b. Andy proposed a stipend for zone coaches, as some teams don't pay coaches for attending. Long discussion followed about coaches should be honored to represent Metro and should be willing to be at the meet. Teams should encourage their coaches to attend and pay them. USA Swimming does not compensate National Team coaches for meets. Coach owned teams - it would be considered the price of running the team. We don't reimburse coaches for other meets. We do supply room and meals to coaches to see their swimmers swim. How do we get coaches to want to come – incentive especially at a home meet?
 - c. Discussion about Strategic Planning – marketing Metro – how do we let teams know the resources available to them – rather than just taking problems. We need to teach parent run teams what Metro is – maybe a seminar for new teams and parent run teams – to help show the value of Metro
8. Office: Mary Fleckenstein
- a. Report is attached
9. Athlete Reps: Emily Sullivan/Matt Keane/Robert Frawley/Tom Luchsinger
- a. Athletes sent out request to all Metro athletes about committee interest – about 7-10 expressed serious interest. Looking for guidance on how to get them involved and what their responsibilities would be
 - b. Committees must have athlete representation – all important with emphasis on Senior, Age Group and finance
 - c. Athletes looking forward to zones and helping out where they can.
10. Senior Chairs: Dave Ferris/John Collins
- a. Issue with entries for senior mets and deadlines. We need to clarify what denotes a correction. OME is not easy to work with when you have a larger team – not clear cut, easy to miss an entry and it is not group sensitive
 - b. Responsibility of the coach to be sure entry is correct
 - c. Proposed:
 - 1) Entry will close Tuesday one week prior to meet (9 days).
 - 2) Entries will be posted by Thursday – one week prior to meet – by noon
 - 3) Teams will have 48 hours (Saturday at noon) to make corrections (includes forgotten entries)
 - 4) During the 48 hours – a sliding scale will be developed to determine the cost of the corrections. This will be posted in the meet announcement. Committee to determine will be Dave Ferris, Eric Fisher, and Mark Amodio
 - 5) Saturday at noon – the meet is closed except for NEW qualifiers of that weekend.
 - 6) New qualifier entry will be Monday at 3:00pm so meet personnel can prepare for the meet.
 - 7) There will be no exceptions permitted to the above rules. Entries after the deadline will not be accepted.
11. Officials: Mark Amodio
- a. Mark asked for a by-law change to be more in line with other LSC's with the officials chair reporting directly to the General Chair. Officials Chair to write up By-Law request for next HOD meeting.
12. Unfinished/Old Business: none at this time

13. New Business:

a. A request came in from Gay Silverman from Silver Streaks outlining her journey with her swimmer with disabilities trip to para olympic trials. We do reimburse the athlete as we would to able bodied Olympic trials. Gay has asked for compensation for herself as a coach and for special needs assistant that had to travel with them to facilitate the support and safety of the swimmer at the meet. The total cost was absorbed by Silvers Streaks.

Coaches are not reimbursed at any level for attendance at the meet. We will help fund the special needs assistant as part of our continued support of the swimmers with disability program. Motion was made and all were in favor.

14. Next Meeting: September 17, 2016 – Mandatory House of Delegate Meeting 9:00 am Lehman College

15. Adjournment: Motion to adjourn was made at 9:15 – all in favor

Respectfully submitted:

Mary Fleckenstein
For Monique Grayson

Report to the Board
Office Administration
July 27, 2016

Registration ending 2015

as of July 27, 2016

11,059 athletes	11,135 athletes
146 other non-athlete	132 other non-athletes
629 coaches	661 coaches
319 officials	370 officials
Total 12,215 registered members	12,236 registered members
84 registered clubs	91 registered clubs/organizations

Registration numbers are up from last year at this time. Officials/other reflect moving many admin. officials to the official category this year. Many are duplicate (coach, official, other) so only show once.

Coaches still not getting their certifications in on time. They receive an email generated by USA Swimming reminding them they have 30 days. Many calls and emails the day/night before or during a meet. Not sure how to make it any clearer to coaches that if a certification is expired they can NOT be on a pool deck in any capacity.

Also, **officials/meet directors not checking credentials on deck.** Coaches with expired certifications are allowed on deck. Referees and meet directors are not allowed to accept an updated certification if the coaches card is expired. The coach must submit to the office and the certification must be entered in the database. DECK PASS is live – if it is not on

deck pass it has not been entered. Coaches can also print a temporary card from deck pass. There are no excuses for coaches not to have proof of membership and certification. This is a huge liability.

Reminder that we no longer print official's cards – they must print their certification card from OTS.

Reminder that Coaches Safety Training online certificate must be submitted with a current approved lifeguard certificate or a skills sheet.

We should be all set for Zones next week – we are sending 240 swimmers, 7 coaches, 6 chaperones, 2 managers. Entries finalized and sent yesterday. Sharks, Middies and Sachem working very hard to host a great meet. It would be great to see volunteers for the meet to help out.

Website has had no major issues. Peter has done a great job getting things posted in a timely manner.

Short Course 2016-2017 schedule is posted – sanctions will start soon.

Registration materials will be emailed, snail mailed and posted on the Metro site after August 20th. If posted too soon, teams send in and we can't accept until after September 1.