

November NTSI Board of Directors

Date: November 18, 2025

Participants: Cody Huckabay, Dan Hafner, Gordy Westerberg, Jaime Lewis, Kat Sityar, Matt Franks, Nicole Fortunato, Sean Sell, Trey Hayes

1. Opening & Attendance

- Initial concern about lack of quorum which was resolved when Gordy Westerberg and Trey joined.
- Meeting recording confirmed with AI notes in place.

2. Approval of Minutes

- Motion to approve September meeting minutes was made and approved unanimously.

3. Board Vacancies

- Safe Sport Coordinator position: Adam Dayub from Lifetime volunteered and was approved.
- DEI position: Still vacant; remains a board position without a committee.

4. Timing Equipment Update

- Jaime provided an update on timing equipment status.
- Equipment has not been regularly used and some items may need checking for operability.
- Liability issues exist, especially with trailer registrations; only two trailers are currently registered.
- Bob, the current custodian, is passionate about the equipment but the long-term sustainability is uncertain.
- Proposal discussed to donate the timing equipment to Lifetime Dallas Swim Team.
- Lifetime is willing to share equipment access with other North Texas teams.
- Legal and financial aspects discussed, including drafting a donation agreement to clarify rights and obligations.
- The donation implies no longer storing equipment at DISD; storage and maintenance responsibility would transfer to the new owner.
- Gordy suggested equipment use by DISD continue until after the high school season to avoid disruption.

- The board voted unanimously to donate the timing system equipment to Lifetime Dallas Swim Team with stipulations about team usage and formal documentation.

5. Policies & Procedures (P&P) Updates

- Clarifications made regarding the meet bid process:
 - Exceptions related to meets (bids) other than financial issues can be approved by the Technical Planning Committee (TPC).
 - Competitive Meet Bids: Only teams affected by a divisional meet shall vote in that division, not the entire LSC.
- Motion to approve corrections and additions to P&P passed.

6. Travel Policy

- The travel policy was streamlined and clarified.
- Effective date: January 1, 2026.
- Clarification on reimbursement: only one reimbursement per season allowed (e.g., either Winter Juniors or NCSAs, not both).
- Motion to approve travel policy streamlining passed.

7. Committee Reports

- Committees' written reports were circulated; no lengthy verbal reports given.
- Age Group Camp: Jaime and Trey reported successful camp with almost 100 swimmers participating.
 - Positive feedback from parents and staff.
 - Efforts to improve future camps through feedback forms and documentation underway.
- Financial Report:
 - USA registration fees revenue slightly behind budget due to timing differences in team registrations.
 - No budget amendment proposed at this time; monitoring will continue.
 - Teams registering swimmers at different paces (some bulk in December) contribute to timing differences.
- Dan reported TPC plans to start 2027 meet calendar planning early next year.

8. New Business

- Gordy Westerberg requested an exception to run his meet on a closed weekend (April 17-18).
- Proposal: Meet to be held Friday-Saturday only, as Sunday coincides with the House of Delegates.
- Motion to approve the exception passed unanimously.

9. Upcoming Meetings

- January 13th meeting planned during the daytime for attendance.
- March meeting planned as an in-person workshop-style session; location to be determined by Jaime.
- No December meeting scheduled.

Meeting Adjourned with a transition into a closed session immediately following.

Action Items:

- Jaime to send the donation agreement draft to Lifetime representatives.
 - Lifetime to review and respond to the donation proposal.
 - Jaime to follow up with teams lagging in registration numbers.
 - January meeting organization (time and agenda) to be finalized.
-