

## PACIFIC NORTHWEST SWIMMING -- Board Meeting Minutes Monday January 14th

### CALL TO ORDER: 7PM at the Bellevue Club

#### In Attendance:

Bob Keller - General Chair

Lisa Vetterlein – Secretary

Colleen Buchanan – Registrar

John Gagliardo - Officials Chair

Max Byers – Age Group Vice Chair

Kevin O'Shea – Senior Vice Chair

Suzanne Rychlik - Program Ops Vice Chair (Past Chair)

Nick Chevalier - Program Dev. Vice Chair

Kyle Falkner – Athlete Rep

Eva Smerekanych – Athlete Rep

Victoria Truswell – Athlete Rep

Emma Hyunh – Athlete Rep

Alice Godfred - Coach Rep

Dave Leonard – Coach Rep

Cory Keller - Safe Sport/ Risk Mgt. Coordinator

Dave Baer – Finance Vice Chair

Kiko VanZandt – Disability Swimming

Rick Cox – At Large Rep

Carolyn Ackerley - At Large Rep

### APPROVAL OF Nov. 5, 2018 MEETING MINUTES:

Dave Baer motioned to accept. John Gagliardo Seconded.

#### **Minutes approved.**

### OFFICER REPORTS

Treasurer's Report – Audra Messegee-Evans

- Discussed seeing a P&L prior YTD comparison in addition with P&L actuals vs budget

#### **Treasurers Reports approved**

Membership Report – Colleen Buchannan

- 1 team not renewing YYST
- Mentioned that 1 “flex” member had entered in their third meet (limit is two meets with the flex membership). Club was contacted.
- While researching flex exception found that athlete was in relay at champs – with a flex member on the relay (flex members are not to compete in championship meets). USA Swimming notified, that is not something caught by current programming

Officials Report: John Gagliardo - No report

Age Group Report – Max Byers

- All Star Trip Team Highlights posted on PNS website under Age Group Swimming

Senior Report – Kevin O'Shea:

- Bellevue Club Women's team placed 2<sup>nd</sup> place and their combined Team also placed 2<sup>nd</sup> at Winter Junior Nationals in Austin, TX.
- TYR Pro Series began this past weekend in Knoxville, TN. Approximately 5 PNS athletes attended.

Program Operations Report – Suzanne Rychlik

- Alignments finished for Short Course. Survey for LC meets will go out this week and will need to be completed early February.
- Calendar being developed for next year with bid packets due in April.

Program Development Report – Nick Chevalier – no report

Admin VC Report – John Skroch

- Outstanding item: By-Laws update needs to be completed by the April meeting or we can send them out electronically for review, so we can present to the HOD in May for approval. I will need a couple of people that want to work on that.

Athlete Report – Victoria Treswell

- designated contact proposal - see new business
- will appoint 3-5 athletes to manage social media (still to be overseen by board member)
- Victoria was appointed to the National Athlete Leadership Committee – congratulations Victoria!

Coach Report – Alice Godfred, Dave Leonard

- Alice attended Pacific Swim Coaches Clinic in Napa Valley, CA. Enjoyed the speakers and would like to see more information available for sending PNS coaches to clinics as such, or sponsor in our LSC.

#### Safe Sport Report – Cory Keller

##### Posted:

- There were 3 incidents in the November and December time frame. One was referred to WIAA, and the other two were referred to USA Swimming Safe Sport. In both of those situations, after communication and education by Colorado the cases have been cleared and closed.
- Safe sport table at AG in December. SS supplies will be with Colleen at PNS office

#### Finance report – Dave Baer

##### Posted:

- Coordinating filing our IRS 990 for fiscal year 2017 which is due January 15.
- Reviewing a proposal for the Audit Committee report to the board and HOD with Bob, John and Audra.
- Starting the 2019-2020 budget update process - schedule to follow after discussion with Bob & John. Plan to present at March board meeting

#### Diversity Report – Dane Wolfrom (Victoria Truswell reporting for Dane)

- Not much has happened in last 2 months. The committee meeting last week was small. Have pushed back the LGBTQ training.

#### Disability Report – Kiko VanZandt

- 6 athletes attended Para Nationals Championship in Tuscon, AZ. 6 PNS teams were represented: WAVE, FAST, VAST, CSC, IST, C
- There is a World Para Swimming Series. One of the stops will be in Indianapolis, IN in April, 2019. Kiko will be inquiring about funding for this meet.

#### USA swimming Liaison Reports – Ron VanPool – no report

### OLD BUSINESS:

- Review of the Alternative Mission Statements – Task Force update: no update
- Proposal for designation of a Club Athlete Contact – Victoria Truswell
  - Victoria present to the board the athlete committee idea for the designation of a Club Athlete Contact to be added to the Annual Club Registration form and with potential ways to disseminate information
  - Dave Baer motioned to authorize the athlete committee move forward with their plan and to present at HOD in May. Kevin O'Shea seconded

### **Motion approved**

- Financial Review Planning – Dave Baer
  - PNS will be running a self-audit and then follow up with USA Swimming regarding our financial policies and procedures to ensure all are in line.
- Offsite and Zone Workshop Planning
  - May 11 is the PNS HOD. Friday May 10<sup>th</sup> evening and 11<sup>th</sup> morning, will be our offsite follow-up to last year's Governance & strategic planning workshop.
  - Western/Southern zone workshop will be held same weekend as our HOD, thus PNS participants will attend May 17-19 Eastern/Central zone workshop
- Future Office Task Force
  - Reviewing lease with Auburn Chamber of Commerce (lease is up in April 2019 with the option to renew for 1 year). We need to visit our need for a physical office.

## NEW BUSINESS:

- Big discussion on recruiting and how it affects temperaments between coaches
- Age Group Regionals – Officials Support Proposal – John Gagliardo
  - 2019 NWAG Meet has a non-PNS meet referee and Team Lead Chief Judge.  
John Gagliardo made a motion to reimburse the Meet Referee for transportation and lodging, and the TLCJ for lodging 2019 NWAG only.  
Cory K seconded.

### **Motion passed**

Strong note added: this is a one-time only reimbursement. It will be brought up at the AG business meeting this is one time only – if their committee wants an outside head official(s), the cost will not be covered by PNS.

- Badge Holder Re-order:
  - John Gagliardo - made a motion to order 500 badge reels for \$650. As it is already an expense line item in the official's budget – no need for motion
- King County Staff Transitions
  - Donna Toombs retired. Shelby will be the contact for the control room responsibilities.
  - January 25 reception for Donna.
  - Alice G will order flowers for the reception.
- Nominations Committee
  - Looking for persons to actively find candidates for board positions that will be ending in May 2019.
- Splash Forward-for a new East side pool
  - Has hired a consultant regarding pool needs.
- Next Tech planning meeting next Wednesday 7:30 BC

Next meeting Monday March 4, 2019. Location PNS office

## MOTION TO ADJOURN

**Motion Approved** - Meeting Adjourned PM