

PACIFIC NORTHWEST SWIMMING -- Board Meeting Minutes September 10, 2018

CALL TO ORDER: 7:02PM at the PNS office

In Attendance:

Bob Keller - General Chair  
Lisa Vetterlein – Secretary  
Audra Messegee-Evans – Treasurer  
Colleen Buchanan – Registrar  
John Gagliardo - Officials Chair  
Kevin O’Shea – Senior Vice Chair  
Suzanne Rychlik - Program Ops Vice Chair (Past Chair)  
Nick Chevalier - Program Dev. Vice Chair  
John Skroch - Admin Vice Chair  
Kyle Falkner – Athlete Rep  
Victoria Truswell – Athlete Rep

Emma Hyunh – Athlete Rep  
Alice Godfred - Coach Rep  
Cory Keller - Safe Sport/ Risk Mgt. Coordinator  
Dave Baer – Finance Vice Chair  
Dane Wolfrom – Diversity & Inclusion  
Ron Van Pool – USA Swimming Liaison  
Rick Cox – At Large Rep  
Carolyn Ackerley - At Large Rep  
Katie Cross – At Large Rep

Remembering John Walker:

APPROVAL OF MINUTES:

John Gagliardo motioned to accept. John Skroch seconded.

Minutes approved.

OFFICER REPORTS

Treasurer’s Report – Audra Messegee-Evans

Report emailed in advance.

Treasurers Reports approved

Membership Report – Colleen Buchannan

Report emailed out in advance.

Officials Report: John Gagliardo

- Summer Nationals 7 of the 53 officials on deck from PNS
- Clinics- several have been posted for Sept and Oct. More will be populated as the season gets underway.
- PNS and local YMCA have created a platform for new officials to become certified for PNS/USA Swimming and YMCA in a combined clinic.

Age Group Report – Max Beyers – no report

Senior Report – Kevin O’Shea

- Travel Reimbursement requests – Dane Wolfrom and Kelli Denney (did great job – Marilyn Grindrod – Zone team bonded well.
- Hall of Fame – When are we going to induct athletes into our Hall of Fame/ Suzanne Rychlik will look into.

Program Operations Report – Suzanne Rychlik

- Process of creating remaining alignments – Oct & Nov are out alignments are out. Fall Divisionals will be out soon, like after the October Challenge. Balance of meets after seeing what the Fall meets teams/sizes looks like.
- Winter Juniors in 2019 – at KCAC in discussion
- Tech planning will begin soon

Program Development Report – Nick Chevalier

- Had some preliminary talks this summer regarding a long course training camp in 2019.

Admin VC Report – John Skroch

- Policy changes emailed – see old and new business for details

Athlete Report –

- Planning an athlete meeting before short course champs.
- See New Business item.

Coach Report – Alice Godfred, Dave Leonard – no report

#### Safe Sport Report – Cory Keller

- It was a Safe summer. No incidents to report.
- Teams safe sport coordinator – will launch this fall to get all teams to have someone in this position

#### Finance report – Dave Baer

- Coming up - 990 tax form due Mid January
- Discussion about setting up an Internal audit.
- Investment committee –portfolio has received good income. Will look at diversifying.

#### Diversity Report – Dane Wolfrom –

- Attended Culture Summit in July (Business World Summit). Appreciated the business connections between their values and day to day activities.
- LGBTQ training should be done this month

#### Disability Report – Kiko VanZandt – no report

#### USA swimming Liaison Reports – Ron Van Pool

- USOC BOD has 3 NGB reps – 1 position is open this year. 1 must be non-paid.
- Sarah Hershland
- Larry Probst retiring Suzanne Lyons will take his place
- USOC more active in leadership/action at leadership level of NGB relative to safe sport

### OLD BUSINESS

- Proposal to Adopt a Consent Agenda
  - Discussion regarding:
    - Minutes approval, Treasurer Report, and Membership Report to be a part of consent agenda?
    - using a platform such as Board docs to upload reports to add to consent agenda - Suzanne Rychlik will look into
    - If reports are going to be submitted, need to have a deadline for submission
  - No additional action at this time
- LSC Evaluation – Tabled until November meeting
- AD-18-01 approved via e-mail vote 6/22/18
  - PNS Team Travel Policy approved 6/22 via email.
- Flex Membership Policy Housekeeping Update (97-01 Registration) – to reflect Bylaws approved at HOD in May of 2018.
  - 2. Individual Member Registration
    - a. Athlete Members/**Flex Members**/Seasonal Athlete Members
      - i. All swimmers participating in sanctioned activities (including club practices and workouts) must be registered athlete members of USA Swimming. The year-round membership period for renewal is from January 1 to December 31 of the following year. The year-round membership period for new membership is September 1 to December 31 of the following year. **Flex membership period is September 1 to December 31 of the following year. Flex memberships are only permitted to participate in two meets each season that may not include LSC Championship or higher meets.** Seasonal registration is offered twice each year. Season 1 is from September 4 to January 31. Season II is from April 1 to August 28.
- Approval of Policy Modification (97-05 Travel)
  - Addition of Senior Zones to Season 4
  - Kevin O'Shea moved to change the dead line due date for seasons 2,3, 4, & 5 from August 31<sup>st</sup> to August 15<sup>th</sup>. Audra Messegee-Evans seconded.

#### **Motion passed**

- Motion to accept the modified travel policy John Gagliardo. John Skroch seconded

#### **Motion passed**

- Proposal for Schedule Modification for Meet Summary and Fees (97-06 Meet Announcement)
  - 2. Special Requirements for Meet Announcements.
    - j. **A properly completed and signed PNS master Entry Summary and check for entry fees are due to the clerk of course no later than when the team checks in.**

Tabled until next meeting for re-wording

- Proposal for Flex Membership Exceeding 2 Meets (97-08 Entry Eligibility)
  - 1. Meet entry eligibility
    - v. (3) Clubs with a Flex member athlete who is shown to have competed in their third meet will be notified that the athlete in question will be upgraded to a full membership. Teams will need to submit the balance of the full membership.

Tabled until next meeting for re-wording

- Retreat Results Task Force update:
- Too many ideas to present (pillar style) or simple statement, 8-14 words. The task force Present 5 ideas to board via email by the 15<sup>th</sup>.

#### NEW BUSINESS:

- Proposal for Designation of a Club Athlete Contact – Athlete Reps:
  - Communication to athletes, each team has an athlete to disperse amongst their teammates. Would not need to serve on the committee. Discussion to Implement with Club Registration 2020 season, a poster for Club Pools, publishing a Newsletter on PNS Website. Athlete reps will come back with firmer proposal.
- Diversity & Inclusion – Disability “Merger”
  - Kiko and Dane have discussed having Disability under the “D&I” umbrella. They will explore more on how that fits within bylaws.
- USAS Convention Board of Directors Election
  - <https://www.usaswimming.org/utility/landing-pages/2018-announcement-of-board-elections>  
Bios for Applicants for the USA Swimming BOD
- Coach Reimbursement Philosophy – What is needed and permitted?
  - Athletes can gain funding 1 time each season.
  - Kevin O’Shea asking for clarification for reimbursing for coaches. John Skroch and Kevin O’Shea will look at the wording and bring back to BOD.
- Leadership Summit in April – 1 coach and 1 athlete may attend.

Next Meeting Monday, November 5 (location TBD)

MOTION TO ADJOURN by Nick Chevalier. Audra Messegee-Evans seconded  
Motion Approved - Meeting Adjourned 9 PM