

## PACIFIC NORTHWEST SWIMMING -- Board Meeting Minutes April 29, 2019

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

#### In Attendance:

Bob Keller - General Chair  
Lisa Vetterlein – Secretary  
Audra Messagee-Evans – Treasurer  
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)  
John Skroch - Admin Vice Chair  
Kyle Falkner – 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  
Dane Wolfrom – Diversity & Inclusion

Kiko VanZandt – Disability Swimming  
Rick Cox – At Large Rep  
Carolyn Ackerley - At Large Rep

#### Not Present:

Katie Cross – At Large Rep  
Nick Chevalier - Program Dev. Vice Chair  
Eva Smerekanych – Athlete Rep

#### Additionally attending:

Grace Brown – Clean Sport  
Shana Brown – Storm Aquatics

### APPROVAL OF MINUTES:

John Gagliardo motioned to accept. Alice Godfred Seconded. (thank you John for taking last meetings minutes)

### **Minutes approved.**

### OFFICER REPORTS

Treasurer’s Report – Audra Messagee-Evans

Report emailed in advance.

Membership Report – Colleen Buchannan

Report emailed out in advance.

Haselwood Family YMCA joined as a seasonal club

Officials Report: John Gagliardo

- The Annual Meeting of Officials was held 17 April 2019:
  - Aline Bensen, David Guffey, and Brad Tucker – whose terms were expiring – were re-elected for a 2-year term
  - The “Official Of The Year” for 2018 was presented to David Guffey as the 2018 recipient. Congratulations David!
- David Coddington and Ron Van Pool are removing themselves from our list of Clinicians. Ron will be moving out of the LSC in the coming weeks and David is stepping away from some of the many roles he plays as a PNS official. The success and high regard that PNS officials have achieved in recent years can in many ways be directly attributed to both David and Ron.

Age Group Report – Max Byers

- The team for AG zones should be announced early next week. Applications for staff are due May 1. Applications have been received and staff will be announced soon.

Senior Report – Kevin O’Shea

- Task force for travel met and came up with some changes, was tabled until next Board meeting with written proposal with ability for implantation for summer travel.

Program Operations Report – Suzanne Rychlik

- Scheduling committee met. Working to fill remaining meet host needs.

Program Development Report – Nick Chevalier

- (John Skroch for Nick) Calendar submitted – planning for similar meets / formats / order of events next year

Admin VC Report – John Skroch - defer report until new business agenda items

Athlete Report – no report

- Grace Brown- Clean Sport Athlete member has no direct committee chair is asking for \$500 current fiscal year, and \$500 next fiscal year to aid in awareness and advertising for a “no doping” sport. Continued under “Old Business” budget

Coach Report – Alice Godfred, Dave Leonard

- Coach of the Year awards for Developmental, Age Group, and Senior categories will be determined and awarded soon.
- “She Leads” conference – athletes Camden Martin (ESC) and Alexia Hawkins (WEST) attended wrote up reports on their and confirmed they feel it was very valuable. (a good read)
- “Leadership Summit” athletes Kieran Watson (OCA) and Cuauhtemoc Garcia (MET) – along with coach Keith Freeman (OCA) , attended the leadership summit in CO Springs and will be reporting back to LSC at HOD as a requirement of the athletes attending. (Kudos to Alice for pushing to get athletes to attend from Kevin O’Shea)
- Carolyn Ackerley questioned about officials being required at meets so that times count.

Safe Sport Report – Cory Keller

Submitted online – went briefly over few minor incidents in PNS and graphs country wide.

Finance report – Dave Baer

- Performed audit committee review of PNS books and records. Records are in good order and well organized. Policies are being followed with appropriate segregation of duties to protect against fraud.
- Draft budget is prepared for review at this meeting.

Diversity Report – Dane Wolfrom

- Exploring to offer 2-3 diversity trainings sessions (looking for good month, September was preferred). A session for athletes, another for board members, possibly a third. Remains in the works.
- May have Seattle Sounder liaison at HOD to promote the PNS at the Sounders game.

Disability Report – Kiko VanZandt – no report

## OLD BUSINESS

- Proposal for Designation of a Club Athlete Contact – proposal not available in print – work was done, and will be presented at HOD
- Alternate Mission Statement Update – will be continued at May strategic planning meeting May 10-11.
- Hall of Fame Nominations and Recognition – please send in nominations to PNS office (see website for criteria) nothing brought forth at this time. Bob Keller will look into.
- Review of Nominations Slate:
  - Admin Vice chair – John Skroch, previously appointed to fill term – running for position
  - Senior Vice Chair – Kevin O’Shea Term limited out
  - Program Ops – Suzanne Rychlik – previously appointed to fill term – running for position
  - Treasurer – not running for re-election
  - Safe Sport – not running for re-election
  - At Large Member – Rich Cox, running for position
  - 2 Athletes members will be heading out of state to college and the athlete will need to fill those positions Up for Current
- Approval of USA Swimming Revised (approved 2018) LSC Bylaws
  - Dave Baer moves to accept the bylaws with the changes as discussed today. John Skroch seconded.

**Motion passed.** New updated Bylaws will be posted and presented at HOD
- Zoom Conferencing – previously deferred, not discussed
- Future Office Task Force – previously deferred, not discussed
- Approval of Proposed 2019-20 Budget
  - Dave Baer moved to add a line item “Clean Sport” for \$500 in our 2018-2019 budget John Gagliardo seconded.
  - John Skroch moved to approve the 2019-2020 budget as proposed with stated

changes. Suzanne seconded.

**Budget approved.**

NEW BUSINESS:

- SplashForward Status Report & Funding Request.

Susan Pappalardo gave an update presentation on the SplashForward Project. Splash Forward Requested a \$20K investment from PNS in this project. Suzanne Rychlik moved to allot the \$20K, Alice Godfred seconded. Discussion followed: Is it part of 2018-2019 budget or next budget? Prior to 501 3 C status or after 501 3 C status.? Was advised there was no impact if they are or not a 501 C3. This facility would be a benefit to PNS.

**Motion passed** to add as a line item under current budget.

- 2020 Zone Championship Meet Dates Revision – Dates are as follows:
  - July 28 – Aug 1 Senior Zones
  - Aug 5-8 Age Group Zones
- Proposal for Revision to Policy AD-97-07 to adjust swimmer surcharges and event fees
  - Adjustments are typically adjusted every quad and are run through technical planning. Note\* It may be brought up at HOD, a proposal from the floor by a team to increase the surcharge and splash fee on specific meets.
- Proposal for PNS to Publicize “Local” Swim Camp Offerings - deferred
- Review of Meet Announcement Revisions for Photography
  - John Skroch moved to add to meet information, Alice Godfred seconded.

**Motion passed** The policy will be amended to include the following in the meet announcement

RECORDING DEVICES & MEDIA NOTICE: In compliance with USA Swimming Rules and Regulations: The use of audio-visual recording devices, including cell phones, are not permitted in locker rooms, changing areas or restrooms. Recording devices (cell phones, cameras, PDA's, etc.) are not permitted behind the starting blocks during the entire meet. This meet may be covered by the media, and/or Professional photographer taking photographs, video, web casting and other forms of obtaining images of athletes participating in the meet. Entry into the meet is acknowledgement and consent to this fact. Photographers should have visible credentials and background checks prior to arrival on deck and with Meet Director approval, Photographers may have access to the pool deck and must abide by USA Swimming and facility camera/photograph restrictions. In the event of any disputes regarding video recording, the Referee's decision shall be final and binding.

- Application for attending 2019 Convention will be posted soon and due to Bob Keller by May 20<sup>th</sup>.

MOTION TO ADJOURN: Multiple, seconded - multiple

**Motion Approved** - Meeting Adjourned PM 9:10PM

Next Meetings:

PNS Board Retreat, Friday May 10, 5:00 P.M. – Saturday, May 11, 10:00 A.M., Marriott Courtyard, Federal Way

PNS House of Delegates Annual Meeting, Saturday, May 11, 11:00 A.M., WKCAC Banquet Hall

PNS Board Meeting, Monday, June 3, 2019 Location TBA