HSL Board Meeting Minutes
Date: March 8, 2017
Location: Harford Aquatic Wellness Center

1. Roll call of members present.
   a. Executive Board
      i. President - present
      ii. Secretary - present
      iii. Statistician -
      iv. Treasurer - present
      v. Head Official –
      vi. Ex-Offiico -
   b. Team Representatives
      i. Aberdeen (AB) - present
      ii. Aqua Culture (AQ) - present
      iii. Arena Club (AR) - present
      iv. Bel Air (BA) - present
      v. Belcamp (BP) - present
      vi. Emmorton (EM) - present
      vii. Fallston Club (FC) - present
      viii. Fountain Green (FG) -
      ix. Joppatowne (JT) -
      x. Maryland Golf (MG) -
      xi. North Harford (NH) -
      xii. Rockspring (RS) - present
      xiii. Valleybrook (VB) - present
   c. Call to order.
      i. Meeting called to order 7:20 PM
2. Correction and adoption of minutes from previous meeting.
   a. Correction: BAAC sent regrets for February board meeting
   b. Motion: February meeting minutes adopted pending noted correction.
3. Reports of officers, committees, and coordinators.
   a. President:
      i. No Report
   b. Secretary:
      i. Simplification of email communication workflow – all team communication will be through a team group.
         1. Each team group email will be teamname@HarfordSwimLeague.org. Each team needs to verify the email addresses associated with their team email address and inform the secretary of changes to the team distribution group. The team email list should include team board representative(s) and coach(es) emails at a minimum. Other emails may be included at the team's discretion. It is recommended that each team identify at least one alternate for their representative to avoid missing key messages and reminders.
         2. All communication with a team representative or coach should use the teamname@HarfordSwimLeague.org address and should be copied to Secretary@HarfordSwimLeague.org so that a record of communication is maintained on the HSL server.
         3. The Board@HarfordSwimLeague.org address will distribute to all of the team groups and executive board members via President@HarfordSwimLeague.org,

Secretary@HarfordSwimLeague.org, Statistician@HarfordSwimLeague.org, Treasurer@HarfordSwimLeague.org, and HeadOfficial@HarfordSwimLeague.org

4. If it is necessary to communicate with the HSL Executive Committee without sending to the whole board the email address Executive_Committee@HarfordSwimLeague.org can be used.
5. All official communication related to the HSL should cc: Secretary@HarfordSwimLeague.org to maintain a copy of communication on the HSL data server.
6. Simplification to a single group for each team will help to avoid situations where teams are not being notified of board meetings and trainings, etc. Including reps and coaches on the same list will ensure that representatives are able to knowledgably support coaches.

c. Statistician
   i. No report
d. Treasurer:
   i. No report
e. Head Official:
   i. No report

4. Unfinished business.
   a. Motion: Add 15-18 100 freestyle event immediately following 15-18 50 freestyle event single heat boys and girls.
      i. Motion Proposed by: Head Official Seconded: Rock Spring
      ii. Discussion:
         1. There was a discussion about the age group for the 100 free event. Proposal options were 13-18 or 15-18. Consensus was that the event was being added to offer an event the high school swimmers would be familiar with and since high school age spans both 13-14 and 15-18 age groups event should be a combined 13-18 event.
         2. Smaller teams were concerned about the ability to field a sufficient number of older swimmers to make the event viable for their teams. There were also concerns about the impact of adding an event to an already crowded time line. These concerns led to a discussion of limiting the event to a single heat or allowing multiple heats. There is no heat limitation for any of the events in the HSL meet template; however, to mitigate the concerns of smaller teams and timeline concerns the additional heats may only be added by agreement between competing teams.
      iii. Vote: Passed 10 Aye – 3 No
   b. Motion: Bylaw amendment – remove automatic end of season team placement and insert new team placement and division balancing procedure
      i. Discussion
         1. Background:
            a. Current Bylaw :

2.1.1 HSL Divisions

2.1.1.a. Team Placement. *The HSL has adopted a structure which segregates the participating teams into two (2) divisions. At the end of each season, the winning team from Division II will move to the Division I conference and the last place team of the Division I conference will move to the Division II conference.*

2.1.1.b. *Division Balancing. The HSL board will determine the divisional structure for the upcoming season at the October meeting. Any new* *team(s) added to the league will be placed in the division which balances the number of teams per division. In the event that the divisions are balanced, the final decision for the initial placement of the team(s) will be by a majority vote of the active teams present at the October meet.*

b. Review Bylaws amendment procedure: ***6.1 AMENDMENTS:*** *All proposed amendments to this document shall be pre-filed, in writing, with the Executive Committee two (2) weeks prior to presentation to the HSL Board. The Executive Committee shall review the proposed amendment for structure and wording. The HSL Board members shall have 30 days to review the proposed amendments and come prepared to vote at the meeting subsequent to the meeting where the amendments were presented. . All amendment changes shall be approved by a vote of the HSL Board. For ratification of the amendment(s), a quorum shall be established per item 3.7 of these Bylaws.*

2. Concern was expressed that the current automatic team placement based on dual meet standings does not apply well to the league as it is currently formatted. This motion was first introduced at the February board meeting and
3. Two motion options were proposed:
   a. Motion 1 – The HSL board will meet in the fall of each year and review the previous summer season meet result and discuss team placement and division balancing and vote on structure for following summer season.
   b. Motion 2 - Score each set of dual meets based on fantasy league scoring. Team placement will be based on fantasy league ranking.
      i. Note: the fantasy meet “results” will be used for team placement only and not published. Chris Bley is working on defining the fantasy league process using processes that have been used for years in some larger leagues.
4. There was also a discussion of a single division or 3 division structure. Discussion decided that this was a different discussion for a later date.
5. Status quo – if no motion is successful the current automatic team placement will remain in place.

ii. Vote scheduled for April 5, 2017

c. Topic: Dolphin Wireless timing system

i. Discussion

1. Arena Club representative reported that their cost for 6 lanes 3 stop watches per lane was approximately $4,500.
2. Concern was expressed about expertise required to operate systems. Teams using a dolphin system reported that there is some training required for the computer operator but no significant change for the volunteer timers. Smaller teams indicated that even if systems were available they did not have the manpower or expertise to use a dolphin system for their home meets.
3. Treasurer noted that if the league purchases system they are an asset that must be declared for personal property tax. Currently the league does not have any assets.
4. The President has a goal that in several years every meet would have a dolphin system at their meet
5. Teams that currently have dolphin systems indicated that they may be able to bring their systems to away meets.
6. Discussion of how to pay for league purchase of system included reinstitution of a team tax or an increase of the head tax.
7. Discussion was tabled for continuation at a later date.

5. New business.

a. Topic: Ribbons
    i. Discussion
        1. Ribbon inventory is not available for all teams which is increasing the ribbon purchase cost based on purchasing default amounts of ribbons. The board needs accurate ribbon inventory counts from all teams.
        2. Several teams expressed that they would like to purchase custom heat ribbons. Each team needs make a decision about heat ribbons and communicate with board if they are opting out of using league provided heat ribbons. At the meeting the following teams indicated that they are opting out of using league provided heat ribbons; RS, NH, VB, AR

6. Announcements.
    a. Next meeting
        i. Wednesday, April 5; 7:00 PM , Harford Aquatic Wellness Center 2213 Commerce Drive, Forest Hill, MD 21050 (adjacent to Forest Hill / Hickory Activities Center) – note this is not the Aqua Culture Swim School location, the entrance for Harford Aquatic Wellness Center is on the opposite end of the building from the Parks and Rec Activity Center.
        ii. Motions to be considered
            1. Bylaw amendment – remove automatic end of season team placement and insert new team placement and division balancing procedure
        iii. Topics of discussion
            1. Modify meet document submission timetable and procedures
7. Adjournment.
    a. Meeting adjourned: 8:50 PM