HSL Board Meeting Minutes
May 5, 2023
Harford Aquatic Wellness Center
2213-A Commerce Road, Forest Hill MD 21050

1. Roll call of members present. (sign in sheet)
    a. Executive Board
    b. Team Representatives
    c. Call to order.
        i. Meeting called to order 07:08 PM
2. Correction and adoption of minutes from the previous meeting.
    a. Correction: Change date of meeting in header to April meeting date
    b. Minutes approved with correction by unanimous consent
3. Adoption of Agenda
    a. Agenda adopted by unanimous consent
4. Reports of officers, committees, and coordinators.
    a. President:
    b. Secretary:
        i. Reminder: Coach background check verification and certificate of general liability insurance due May 15th. *Follow up: All teams in compliance.*
        ii. Point of clarification, does BAAC need to apply as a team next year since they will no longer be BAAC? Discussion, since the team is using the same pool and keeping their name they are essentially the same team although the ownership of the club has changed. Therefore, the team does not need to reapply.
    c. Statistician (not present):
        i. Where is the final schedule? ACTION: Secretary and President will contact Statistician and facilitate distribution of a final schedule as soon as possible.
        ii. Reminders
            1. May 20 12:00 PM at HAWC - Coaches meeting
            2. May 20 1:00 PM at HAWC - Meet operations training
    d. Treasurer:
        i. Paid for meet manager update 5/10/23
        ii. Filed taxes, working on confirmation for state sales
        iii. Head tax $6 due July 1st with team rosters
    e. Head Official:
        i. Officials training ongoing
    f. By-Law Committee: no report
    g. Nominating Committee: no report
    h. Diversity, Equity, Inclusion & Accessibility Committee: not active
5. Unfinished business.
    a. Election of Officers
        i. Discussion
            1. Head Official: Schniqua Roberts unopposed, election by unanimous vote
            2. Statistician:

a. Concern expressed about one team having multiple executive committee positions, the Secretary reiterated the one-team, one vote proposal that has been presented to the board on 4 previous occasions. This would mitigate the concern about a single team having undue influence.
b. Bio for candidate Galen Ziegler was read by President, candidate Paul McEndree did not provide a written bio and volunteered to give a verbal bio
c. Vote by secret ballot: Paul McEndree - 7 votes; Galen Ziegler - 4 votes
d. No candidate received the required ⅔ majority vote. Discussion of options included having a June board meeting, holding a special meeting or postponing revote until fall board meeting. Some board members expressed that a June meeting would be inconvenient since teams would already be practicing. President announced that a vote would be held in the fall and candidates will shadow Statistician during the season to learn the ropes.
e. ACTION: Both candidates will shadow the current statistician to prepare for assuming the role following the fall vote. Candidates are responsible for coordinating with the Statistician and arranging training opportunities.

3. Treasurer: Angela Sheldon unopposed, election by unanimous vote

6. New business.
    a. No new business
7. Announcements.
    a. Next meeting - September 2024
        i. Topics of discussion
            1. Vote for Executive Committee - HSL Statistician
            2. Review of 2023 season (2023 board action items attached)
            3. President’s vision for 2024 season
8. Adjournment.
    a. Meeting adjourned: 7:48 PM

Review of Actions from 2022-2023 Off Season

September Action Items

- ACTION: Teams need to review the members of their team

email group to ensure that the right people are getting the information they need. (Note: most teams completed this during the board meeting.) STATUS: Completed 9/21/23

October Action Items

- ACTION: Statistician will develop a schedule questionnaire which will be distributed by the Secretary. Participation in the questionnaire is mandatory and teams that do not respond will not have input into the schedule development. STATUS: not distributed as of November meeting
- ACTION: Diversity, Equity and Inclusion committee will reconvene to develop and propose an amended or new rule with plenty of time for discussion and appropriate communication. STATUS: No action, committee in-active once new chair and members are identified
- ACTION: By-Law Committee - Intent was to have a by-law change for the election voting process for the October meeting. Upon investigation it was discovered that there are multiple interdependent and sometimes contradicting or competing statements about the voting process throughout the by-laws and a simple language change was insufficient. Have a by-law change motion prepared for discussion no later than the December board meeting. STATUS: No action as of end of 2023 off season

November Action Items

- ACTION: For December meeting: Statistician will develop a schedule questionnaire which will be distributed by the Secretary. Participation in the questionnaire is mandatory and teams that do not respond will not have input into the schedule development. STATUS: Nothing in official record
- ACTION: For December meeting: Diversity, Equity and Inclusion committee will reconvene to develop and propose an amended or new rule with plenty of time for discussion and appropriate communication. STATUS: Diversity committee inactive, seeking new participants and chair
- ACTION: Committee chairs submit draft terms of reference for their committee. STATUS: Draft terms received from Nominating Committee;
- ACTION: Fountain Green brought up the possibility of allowing swimmers with autism swimming past 18 as an exhibition swimmer. Could also be applied to other swimmers with unique situations. Consider insurance and how to define the swimmer category. Jim Quinn will develop a proposal; Lauren Stouten to check

with the rec council; Aqua Culture to check about insurance impact. STATUS: Complete - Draft presented at January meeting

January Action Items

- ACTION: Statistician will distribute a draft schedule prior to the February meeting for final approval at the February meeting. (Note: As many board members have already heard, it was announced the week after the January board meeting that Bel Air Athletic Club will be closing permanently in February 2023. Obviously this will impact the league. The BAAC coach has informed the secretary that BAAC will not have a swim team for the 2023 HSL season.) STATUS: Draft schedule distributed 1/4/23
- ACTION: Head official will provide All Stars meeting proposal. STATUS: Head Official provided report at February meeting, options are available for 2024 season
- ACTION: Rule change proposal - Summary of rule change: swimmers 19 to 21 would be allowed to participate in HSL events as exhibition swimmers. Head official will rewrite the proposed rule change and have the secretary distribute it prior to the next meeting for discussion and voting. STATUS: Proposed rule change not received prior to February meeting, proposed change presented at February meeting and passed subject to discussed changes
- ACTION: Team representatives need to actively look for and nominate individuals for the open executive committee positions. STATUS: No nominations presented at March meeting
- ACTION: Present the slate of nominees to the Executive Committee Secretary by March HSL Meeting, along with the bio, for distribution to the HSL membership. STATUS: No nominations presented at March meeting
- ACTION: Interested teams need to submit a hosting proposal - proposal should include who (potential hosts are encouraged to prepare joint proposals), where, proposed budget Deadline January 25th STATUS: Complete, Saturday championships will be held at Fountain Green (AM) and Arena Club (PM), Sunday Championships will be held at Aberdeen Swim Club

February Action Items

- Action: Jim Quinn forward final rule wording to the Head Official and Secretary for distribution to board members STATUS: Complete
- Action: All teams communicate preference for bye or tri meet STATUS: Complete
- ACTION: Statistician send out updated schedule STATUS: Incomplete as of March board meeting

March Action Items

- ACTION: All teams need to actively recruit for individuals with the skills and availability to serve on the executive committee STATUS: Nominations from floor: Head Official - Schniqua Roberts; Statistician - Paul McEndree
- ACTION: Nominees submit bio to Nominating Committee for consideration and distribution to board at large. STATUS: Incomplete - No bios received prior to April meeting
- ACTION: Statistician - make discussed changes and distribute final schedule to board at large and post to HSL website. STATUS: Incomplete as of May board meeting
- ACTION: (Statistician): Need updated templates for 2023 season to allow 19-21 year old swimmers to be added to the meet roster. STATUS: Complete, updated templates distributed June 6, 2023

April Action Items

- ACTION: Additional nominations please carefully review position responsibilities and submit bio to Nominating Committee (Executive Committee member responsibilities attached) STATUS: Bios received from Schniqua Roberts (Head Official); Galen Ziegler (Statistician); Angela Sheldon (Treasurer-bio on file from previous election)
- ACTION: Statistician - distribute a final schedule with all changes. STATUS: Incomplete prior to May board meeting; Update Complete: Secretary emailed 5/21/23, website updated 6/27/23
- ACTION: Does anyone need a "How to work a dolphin clinic?" Let statistician know so necessary training can be scheduled. STATUS: Complete, Statistician worked with individuals requesting Dolphin training

May Action Items

- ACTION: Secretary and President will contact Statistician and facilitate distribution of a final schedule as soon as possible. STATUS: Complete
- ACTION: Both Statistician candidates will shadow the current statistician to prepare for assuming the role following the fall vote. Candidates are responsible for coordinating with the Statistician and arranging training opportunities. STATUS: Ongoing throughout 2023 season.