

Midlakes Swim League Spring General Meeting Minutes

Tuesday, April 17, 2018 at 7:00 pm

Begins: 7:02 pm

- 1) League Meeting Schedule
 - a. TBD – 2 weeknights TBD MM and TM trainings TBD (late May/ Early June)
 - b. TBD – weeknight TBD Coaches meeting Edgebrook (maybe a weeknight)
 - c. TBD - multiple TBD Officials training TBD - 3 class + 3 deck

Dragos Lazar – new Official in charge (Frank Castro doing well.)

- 2) Meet Schedule and Division Alignment
 - a. Dual meets begin – June 19/21
 - b. Division Champs – July 21
 - c. League Champs – Prelims – July 23-25; Finals Sunday, July 29 at KCAC

- 3) Reports
 - a. Communications – Cindy McGee
Midlakes website has been updated
Parent rep are responsible for updating clubs page – please send updated info to Midlakes Communication Director
Parent Reps to make sure their individual club pages work – if not please reach out to Midlakes Communication Director
If leaving the position, please let Cindy know via email – only make the change when asked for
Club pictures – only changes when you send a new one
We rely on parents to communicate changes

 - b. Coach Reps – Laura Halter / Candis Brink
Coaches meeting – what works for them? Should it be on a weekday or weekend?
Feedback is welcome – night or weekend?
Safe sport learning for all coaches
Looking at adding additional events for kids – more races in meets
New coaches – need to reach out early for help; Laura and Candis are available to advise
Do a practice meet – so not panicked that first week. Ask for help

 - c. Officials – Dragos Lazar – already contacted Officials; 5 shirt orders per club
New officials? Shirts – limit 5 per club – please send sizes to Dragos
Can buy more than 5 shirts if you need more (Midlakes pays for 5 shirts – if you want more, your club can pay separately for them)

 - d. Merchandising – Jonathan Alford – did this last year, but Deb Lurie has offered to manage 2018
Somerset has offered to help

- 4) Financial / Treasurer report – Neil Butler
 - a. Roster / check requirements (Nancy Anderson)
Due: Certificate of Insurance
Annual fees –
Swim Team: \$185
Diving \$60

Waterpolo \$50

JUNE 1 –

Holdharmless agreement signed (if you need it – it is posted on website)

Roster for team

Check \$10/swimmer

- b. Financial report & budget (See attached)
 - Required to start season with \$24,000
 - 2017 = profit of \$6500
 - Refund from SPLASH to team prorata basis in 2017
 - End of Feb balance was \$36,812
 - When we get to \$44,000 we refund to clubs on pro-rata basis
 - Still will need to pay insurance \$12,000
 - We have a **NEW LEAGUE ADDRESS** –

Any teams that are going to be selling gear will need to pay sales tax; every club needs to report that when t-shirts are sold at champs meets

- c. Improving Governance - Treasurer/Bookkeeper check/audit process
 - Revising check and balance issues in our system- measure of governance to improve things
 - d. Merchandising sales tax resolution – have been paying twice; but looking at resolving
- 5) Administrative reminders and issues
- a. Meet sanctioning: approve prior to competitive season
 - Approval for special meets – sanctioned meets -- requests must be in before start of season
 - Can have unsanctioned meets but times will not count
 - b. Coach certification: First Aid, CPR and Coaches Safety Training must be submitted
 - Can a kid – member – under age 15 ½ - be on deck as a coach? They are a volunteer and covered by insurance of the club.
 - c. Concussion & Hold Harmless (UPDATED form): may use cloud system (DocuSign, etc)
 - Must say you are a member of the club.
 - d. Weather guidance: See website
 - National weather service guidance – geared toward thunder and lightening storms
 - Use your pool rules – and best judgment to be safe
 - e. Board Positions
 - i. New Division Reps – Div III - Nick Siripipat (NW) and Div IV - Bob Wohlman (OL)
 - ii. Awards – *Sarah Duran has volunteered to*
 - f. 2018 Operating Plan and By-Law changes
 - i. *Vote - 6-place expansion (see page 3)*
 - Motion on the floor: Bob Wohlman*
 - Second by Nick Siripipat*
- YES: 22 Opposed: None

- 6) Board Mission / Standing Committee initiatives

a. Improving Governance – Fiduciary duty & Risk management

i. For 2018 – SafeSport sexual harassment/assault training

- *Athlete training – for Coaches and End of Season meet directors*
- *Margaret (MICC) to provide recommendations- give teams option for one parent rep from each team*
- *Lead Officials – pre dual meet meetings (timers, coaches, officials) – use safe sport checklist*
- *Make kids aware – up to teams to do - For kids – Safe sport coloring book – preparing for meet, etc.*

ii. *Completed* - Eligibility policy (see page 4)

Clubs to clarify their own rules; manage risk

Issue is liability and fiduciary duty to the league or manage the risk to the league – insurance only applies to those members

At midlakes event - Insurance only applies to those members that are actual members –

2 layers of liability -- Club liability and midlakes

Midlakes will require a document that identifies and defines membership in your club. Must provide to Midlakes Communications Director prior to start of season.

b. Competitive Structure - 2018 focus “pods”

i. *Test for 2018* – Event program (see page 5)

*Proposal to test this season: to create more events for kids to score and be challenged
50 free for older swimmer*

9-10 to do 25 free (50 free is a lot for new swimmers)

100 free – to younger kids

Crescendo relay

Coaches should discuss prior to meet to be sure they both want to do this and have enough kids to fill the spots

ii. *In-progress* - Division Alignment formula

Meet scheduling process-treats everyone equal

Division alignment – respect the fact that we have some geographic issues

Learn from other leagues and formula to treat all equal

Still in process – for fall meeting

iii. *In-progress* - Champs - process improvements

Removing friction from process

Submitting prelims electronically instead of in person at Samena

Standardizing meet information for champs and prelims

7) Championship hosting

a. Prelims volunteers

Sr. MIBC – with MICC, MSC to assist

Jr Girls Newport Hills
Jr Boys Samena

b. Division breakouts and host volunteers

B Champs:

- Div 1 Edgebrook
- Div 2** Tam O'Shanter
- Div 3 KG Monarchs
- Div 4 Snoqualmie Ridge
- Div 5 woodridge

Midlakes Summer Swim Schedule - 2018

Schedule shows "A" meet hosts; host reverses for "B" meets

	Seeds	Division I	Division II	Division III	Division IV	Division V
Meet 1	1-6	MIBC at NHST	KLA at TRI	KGR at MH	WR at NW	WR at NW
June 19 - B	2-5	EB at MSC	TOS at OL	SW at KGM	KGK at SR	HW at NYC
June 21 - A	3-4	SAM at MICC	FW at SS	RH at PL	PLAT at STC	
Meet 2	1-5	MSC at NHST	TOS at KLA	KGR at KGM	NW at SR	WR at HW
June 26 - B	2-4	EB at MICC	SS at OL	SW at PL	KGK at PLAT	
June 28 - A	3-6	MIBC at SAM	FW at TRI	MH at RH	NYC at STC	NYC at STC
Meet 3	1-4	NHST at MICC	SS at KLA	PL at KGR	PLAT at NW	WR at NYC
July 3 - B	2-3	SAM at EB	OL at FW	RH at SW	STC at KGK	
July 5 - A	5-6	MSC at MIBC	TRI at TOS	MH at KGM	SR at HW	SR at HW
Meet 4	1-3	NHST at SAM	KLA at FW	RH at KGR	NW at STC	NYC at WR
July 10 - B	2-6	MIBC at EB	TRI at OL	MH at SW	HW at KGK	HW at KGK
July 12 - A	4-5	MICC at MSC	TOS at SS	KGM at PL	SR at PLAT	
Meet 5	1-2	EB at NHST	OL at KLA	KGR at SW	NW at KGK	HW at WR
July 17 - A	3-5	SAM at MSC	FW at TOS	KGM at RH	STC at SR	
July 19 - B	4-6	MICC at MIBC	SS at TRI	PL at MH	PLAT at NYC	PLAT at NYC

July 21
 July 23, 24, 25
 July 29 (Sunday)

Division Champs
League Prelims
League Championships

Cross-division
 Note: "SR" = former TPC

Seeding	Division I	Division II	Division III	Division IV	Division V
1	NHST	KLA	KGR	NW	WR
2	EB	OL	SW	KGK	HW
3	SAM	FW	RH	STC	NYC
4	MICC	SS	PL	PLAT	
5	MSC	TOS	KGM	SR	
6	MIBC	TRI	MH		

Meet 5 - "A" and "B" days are reversed
 Seeds determined by 2017 dual "A" record, head-to-head result, dual "B" record, then League Championship points
 No Division moves in 2018

Cross-Division meets combine "A" and "B" on Thursday and DO NOT count for dual-meet records
 No "B" meets in Division V; however, they may be scheduled on agreement of BOTH team representatives

2018 Spring Operating Plan and By-Law updates and considerations

1) *Vote for 2018 Operating Plan update – Dual Meet Event Places and Scoring*

A. Amendment requirements

- a. Operating Plan: Vote by simple majority of membership present

B. Problem / Opportunity

- a. 5-3-1 system weighted heavily toward fastest kids; 1st-place alone outscored others combined
- b. Provide up to double the kids more opportunity for efforts to impact meet, ribbons, be recognized

C. Current language

- a. Operating Plan; Section P. Scoring

1. Dual Meets:

Place	1	2	3
Individual	5	3	1
Relay	8	4	2

Note: A team may not receive points for all three places. If one team places first, second and third, the third place point shall be awarded to the swimmer from the opposing team.

D. Proposal – Approve testing from 2017

- a. Only slight feedback was:
 - i. Relay scoring may be weighted more heavily toward bigger teams
 - ii. 4-lane pools less affected
- b. Points of consideration:
 - i. This is less about scoring itself and more about meaning for kids' efforts
 - ii. 8 new individual test events offsets any impact of relay weighting
 - iii. For 4-lane pools - still better

Place	1	2	3	4	5	6
Individual	7	5	4	3	2	1
Relay	14	10	8	6	4	2

Note: A team may enter up to three swimmers or relays per scoring heat

~~**Note:** A team may not receive points for all three places. If one team places first, second and third, the third place point shall be awarded to the swimmer from the opposing team.~~

2) 2018 Bylaws update - Eligibility policy to provide flexibility, clarify intent of rules, and manage risk

A. By-Laws: ARTICLE III: Membership Dues and Rights, Part C, "Eligibility"

- i. All contestants in league-sponsored meets must be **certified** members of the club they represent with the exception of diving which shall be governed...
- ii. **(New Part C, 2.)** Only club members are eligible to swim for a member team. Club membership is determined by that club's by-laws.
 - a) Each club shall provide a copy of its by-laws prior to the first day of practice.
 - b) A new club shall provide a copy of its by-laws prior to the first day of practice.
 - c) The league should be notified of any change to the membership requirements of a team prior to the first day of practice.
 - d) An eligible participant is one who:
 - a. has the swimming privileges of the club's swimming facilities during the summer swim league season.
 - i. Summer swim league season is defined from the first eligible day of Midlakes practice through the end of League Championships.
 - e) **(former Part C, 1, a)** Participation will not be allowed:
 - a. If membership in the club is a result of **seasonal or part-time** employment
 - i. If a coach is also a swimmer, proof of club membership must be provided
 - b. Due to inconsistent...policy - participants must have been admitted...on the same basis as all other members and without regard to ability.
 - c. By using the membership of another family for the purposes of swimming

B. Benchmark policies / language considered

- a. **ASA:** 108 teams, 6 Divs, 17,000 swimmers
 - i. "Only club members are eligible to swim for a member team. Club membership is determined by that club's by-laws. Each new club in the league shall provide a copy of their by-laws prior to their first year of competition. The league should be notified of any significant changes to the membership requirements of a team."
- b. **SSSL:** 16 teams, 2 Divs, XX swimmers
 - i. "Any swimmer is eligible to compete...whose family is a dues paying member meeting the normal financial responsibility of that swim club to include full use of the pool for the entire summer season for the entire family or is a child of the manager or head coach. "
- c. **GRAL:** 30 teams, 4 Divs, 3,700 swimmers
 - i. "The roster shall contain a certification by the President or Membership Chairman of the member club that all swimmers on the roster are members in good standing of the member club. A swimmer is a member in good standing if the swimmer has full use of the swimming facilities of the club and has been admitted to membership, paid all applicable dues and fees, and complied with all rules and regulations of the member club..."
- d. **NVSL:** 102 teams, 6 Divs, 17,752 swimmers
 - i. "Families of OWNERS, APPROVED RENTERS and APPROVED USERS...shall be eligible..."
 - ii. An APPROVED USER is one
 - a) whose family has the full swimming privileges of the pool,
 - b) Swimmers who have individual swimming privileges rather than family privileges shall not be eligible to compete..."

3) *Test for Summer 2018 - Dual meet events*

A. Amendment requirements

- a. Operating Plan: Vote by simple majority of membership present

B. Problem / Opportunity

- a. More fun; more actual place ribbons
- b. Same goals as 6-Place/Scoring system: Provide more kids opportunity to be recognized for efforts
- c. Shift some Exhibition heats to Scoring events

C. Current language

- a. Operating Plan; Section O. Order of Events

D. Proposal for 2018 season

- a. Test Freestyle “ladder” for Girls and Boys 10&U, 11-12, 13-14, and 15&U age groups
- b. Test Multi-age “crescendo” Freestyle relay for Girls and Boys (1 heat each)
- c. See slides

4) In-progress for 2018 - Champ Host financial guidance and distribution

A. Amendment requirements

- a. Operating Plan: Vote by simple majority of membership present

B. Problem

- a. League provides guidance that host clubs may generate \$4,100 per meet
- b. Costs vary widely; profitability is far less; best practices not shared

C. Current language

a. Operating Plan; APPENDIX B

- i. The following information has been added to the Operating Plan in order to formalize the financial agreement between the league and the clubs who host championship swim meets

<u>Revenue Source</u>	<u>Division of Profits</u>	<u>Estimated Profits</u>
Fee distributed to championship meet host Distributed from <u>Midlakes</u>	Guaranteed amount	\$900
Ad Money Distributed from <u>Midlakes</u>	Ad money collected is split and shared between the 9 hosts	Approx. \$400 based on sales
T - Shirt Money Based on the formula set in N.2. of the Swim Operating Plan	Determined by formula	Approx. \$600 based on sales
Program Sales Price and printing costs determined by host clubs	Host clubs maintain profits of program sales	Approx. \$100-\$200 in profit
Concessions - each host club keeps profit League Champs Finals hosts receive no concession money	Host clubs maintain profits of concession sales	\$2000 is a conservative est.
	Possible Total	<u>\$4100 is a conservative est.</u>

D. Proposal / Approach

- a. Collect hosting financial information over 2-year period
- b. Identify best practices to share – concessions, hospitality, parking, vendors, etc
- c. Resolve merchandising sales tax
- d. Identify advertising rates/approach

Summary - All Champs P&L									
Category profit	League 2016	Prelim Meets				Division Champs			
		2015	2016	2016	2016	Div 1 2016	Div 2 2016	Div 3 2016	Div 4 2016
Midlakes revenue	\$ 1,533	\$ 1,572	\$ 1,533	\$ 1,533	\$ 1,533			\$ 1,533	\$ 1,533
Concessions	\$ -	\$ 236	\$ 2,020	\$ 258	\$ 466			\$ -	\$ -
Heat Sheets	\$ -	\$ 222	\$ 116	\$ 400	\$ 166			\$ -	\$ -
Merchandising Net	\$ 2,463	\$ 151	\$ 321	\$ 610	\$ 439			\$ -	\$ 650
Hospitality	\$ (775)	\$ (2,861)	\$ (1,104)	\$ (363)	\$ (400)			\$ (200)	\$ -
Parking Net (incl subsidy)	\$ -	\$ (559)	\$ (1,683)	\$ -	\$ (577)			\$ -	\$ -
Materials & Labor	\$ (48)	\$ (250)	\$ (496)	\$ (400)	\$ (460)			\$ (1,400)	\$ (1,533)
Special vendors	\$ -	\$ 1,000	\$ 552	\$ -	\$ -			\$ -	\$ -
Net to Hosts	\$ 3,174	\$ (489)	\$ 1,261	\$ 2,038	\$ 1,167			\$ (67)	\$ 650
Margins									
Concessions		13%	77%	34%	33%				
Heat sheets		51%	26%	65%	53%				
Merchandising		10%	15%	30%	24%				