



Board of Directors Meeting Minutes October 26, 2016

Attendance	23 of 26 voting teams present (88%)																							
	Amador		Fulton/ElCamino	x	Rio Vista	x																		
	Arden Hills	x	Galt	x	Rocklin	x																		
	Arden Park	x	Glen Oaks	x	Rollingwood	x																		
	Carmichael	x	Gold River	x	Sac Town	x																		
	Del Norte	x	Highlands		Sunrise	x																		
	Dixon	x	Johnson Ranch	x	West Sacramento	x																		
	Elk Grove	x	Laguna Creek	x	Woodcreek	x																		
	Fair Oaks	x	Rio Del Oro	x	Woodland	x																		
	Folsom	x	Rio Linda																					
Start	Meeting started at 7:02 pm																							
Special Hearing	A) We convened a special hearing of the NCSL Board of Directors as called for by resolution at the August 24, 2016 Board of Directors meeting. The meeting sought to address Carmichael Beavers 2017 compliance plan and potential sanctions for bylaw violations in 2016. B) Carmichael Beavers sent 5 board members to the meeting to include the new Team President Shelly Eyraud and Thad Palmer, the team’s NCSL League Representative. C) Ms. Eyraud presented the team’s compliance plan for FY2017 and fielded questions from the League’s Officers and Directors. D) After the question and answer session, the NCSL Board of Directors convened and unanimously determined Carmichael Beavers will be sanctioned with probationary status for 12 months due to multiple bylaw violations during the 2016 swim season. E) Starting at the December 2016 NCSL Board Meeting, Carmichael Beavers will not have a vote at league meetings, but must provide a team representative.																							
Officer’s report	A) Secretary-Mike Burgenger • Took roll call for Meeting and determined we had a quorum (88%). • Provided overview of agenda and minutes from last meeting (August). B) President-Steffi Jones • Championships Schedule: <table><tr><td>Conference</td><td>Location</td><td>Dates</td></tr><tr><td>Comstock</td><td>UOP, Stockton, CA</td><td>July 15-16, 2017</td></tr><tr><td>Gold Rush</td><td>Brooks Pool, Woodland, CA</td><td>July 22-23, 2017</td></tr><tr><td>Eureka</td><td>Brooks Pool, Woodland, CA</td><td>July 15-16, 2017</td></tr><tr><td>Mother Lode</td><td>Vista HS, Folsom, CA</td><td>July 22-23, 2017</td></tr><tr><td>Nugget</td><td>ARC, Sacramento, CA</td><td>July 15-16, 2017</td></tr></table> • Safety Council: Discussed the idea of adopting a League Code of Conduct and the role safety council members will play in disseminating information at the team level. We do not envision team safety officers attending League Board meetings.						Conference	Location	Dates	Comstock	UOP, Stockton, CA	July 15-16, 2017	Gold Rush	Brooks Pool, Woodland, CA	July 22-23, 2017	Eureka	Brooks Pool, Woodland, CA	July 15-16, 2017	Mother Lode	Vista HS, Folsom, CA	July 22-23, 2017	Nugget	ARC, Sacramento, CA	July 15-16, 2017
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	C) Commissioner of Records-Teresa Folsom: No Report D) Registrar-Monica Lopez: No Report E) Treasurer- Jeff Grubbs: Provided Financial Statements as of 10/23/2016 F) Vice President of Championships-Travis Bill: No Report G) Vice President-Emily Phillips Annual Review Committee: Put out a call for participation from one member team of each conference with the following teams volunteering: Comstock: Kathy Myers, Johnson Ranch Gold Rush: Steve Pyburn, Woodcreek Eureka: Gary Short, Dixon Mother Lode: Tammy McLean, Rollingwood Nugget: Darrin DeFlores, Rio Vista
Old Business	A) Vote on USA Swimming Observed Champs Meets- - Delayed until December B) Swimmer Recruiting - Reminded all member teams of the bylaw prohibition on coaches recruiting swimmers from other teams - Rocklin and Arden Park are both looking for head coaches for the 2017 season
New Business	A) Meet Scheduling Teams should be respectful of all teams when scheduling meets prior to the announcement of championship dates. Ideally, teams will refrain from scheduling meets until the agreed upon League scheduling meeting.
Adjournment	Meeting adjourned at 8:05 PM
Next Meeting	January 25, 2017 – 7:00 PM

Northern California Swim League

Board Meeting Sign In Roster for: 10/26/2016

Team	Rep Name	Additional Attendee	Rep Email	Rep Phone
Amador				
Arden Hills	Sam Savinovich	Adrian Lepe	leaguerep@ardenhillssofters.com	916 2077609
Arden Park	Jason Marshall		JRM4075@GMAIL.COM	916-769-4452
Carmichael	Thad Palmer	Boyd Varona	Lebrack2000@yahoo.com	916 730 0142
Del Norte	Jeff Jungk	Grey Warriner	jeffjungk@comcast.net	916 801 8135
Dixon	DAVID CALLISON		SDAVIDCALLISON@YAHOO.COM	480 543 9993
Elk Grove	James Jungk		Elk Grove League - Rep	
Fair Oaks	CHRIS			
Folsom	Erik Neess		ERIKNEESS@yahoo.com	916-844-1400
Fulton-El Camino	ERIC SWEIVEN		esweiven@gmail.com	916 949 0324
Galt	Mike Roper			
Glen Oaks	Kathy Olsen		rolsen@winfirst.com	217-06447
Gold River	John Calkin		leaguerep@goldriverstingrays.org	803-4264
Highlands				
Johnson Ranch	KATHY MYERS		leaguerep@johnsonranchbarracudas.com	916-765-0217
Laguna Creek	Kat Chappell		Kathleenchappell@hotmail.com	916-753-8400
Rio Del Oro	Mike Solander		msolanderm@gmail.com	916-284-4807
Rio Linda				
Rio Vista	Varrin D'Amico			
Rocklin	Kelly Parker		Kelly@KMASSOC.NET	925 10394624
Rollingwood	Tammy McLean	Lee Owens	mcleantammy@hotmail.com	
SacTown	Kevin Williams	Darrell Goldie	kevsource@me.com	916 595 4696
Sunrise	Samantha Archey		samanthasteph@ymail.com	916 949 0144
West Sacramento	Christine Sibayan	Michael Campisi	Christine.Sibayan@gmail.com	916-267-5714
Woodcreek	STEVE PYBURN		League rep@woodcreekseawolves.com	916-704-2340
Woodland	Jon Hanson	Richard Smith	Jonh@electrorep.com / Richsmith@lshw.com	916 802 5659 / 530 254 5141
President	Steff Jones			
Vice President	Emily Phillips		phillipsemilyanne@gmail.com	916 281 521
VP-Championships				
Treasurer				
Secretary	Mike Burgenger		mpt_mburgenger@gmail.com	
Records Commissioner	Teresa Folsom			
Registrar	Mike			
Legal Council Reps				

agenda

Northern California Swim League: Board of Directors Meeting

October 26, 2016 • 7pm • Arden Park Club House

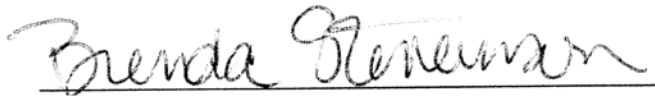


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- 1 Special Hearing-Carmichael Beavers
 - a. Review of Compliance Documents
 - b. Presentation by Carmichael Beavers Board President – Shelly Eyraud
 - c. Questions from League Directors and Officers
 - d. Resolution Vote (if necessary)
 - 2 Board of Director's Meeting-Officer's Report
 - a. Opening of Meeting/Call to Order (Steffi Jones)
 - b. Secretary (Mike Burgenger)
 - i. League Rep Sign-In
 - ii. Review and Approval of Minutes from September 28, 2016– Corrected Vote
 - c. President (Steffi Jones)
 - i. Championships Update
 - ii. Safety Council Volunteers
 - d. Commissioner of Records (Teresa Folsom)
 - e. Registrar (Monica Lopez)
 - f. Treasurer (Jeff Grubbs)
 - i. Financials Update
 - g. Vice President-Championships (Travis Bill)
 - h. Vice President (Emily Phillips)
 - i. Annual Review Committee Update
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- 3 Old Business
 - a. Vote for Johnson Ranch Bylaw Addition: Observed Swims
 - i. – Possibly Delayed to December Meeting
 - b. Limitation on Recruiting - Coaches
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- 4 New Business
 - a. Dual Meet Scheduling for 2017
-
- 5 Adjournment

SECRETARY'S CERTIFICATE
CARMICHAEL SWIM TEAM, INC.
A CALIFORNIA NON-PROFIT CORPORATION

I, Brenda Stevenson, the Secretary of the Carmichael Swim Team Inc., a California Non Profit Corporation (the "Corporation") certify that the resolution of the Board attached here to as Exhibit A was validly adopted by the Board of Directors of the Corporation at a regular meeting of the Board held on October 11, 2016.

Dated: Effective as of October 11, 2016.

A handwritten signature in cursive script, reading "Brenda Stevenson", is written over a horizontal line.

Brenda Stevenson

EXHIBIT A

RESOLVED THAT, the Board hereby adopts the Carmichael Beavers Northern California Swim League Swimmer Registration Compliance Plan attached hereto as EXHIBIT A-1.

Exhibit A - 1

Carmichael Beavers Northern California Swim League Swimmer Registration Compliance Plan

(Adopted by the Board of Directors on October 11, 2016)

Background

During the 2016 swim season the Beavers violated the NorCal bylaws requirement to have all swimmers registered with NorCal at least 24 hours prior to a meet. The Beaver Board desires to adopt a compliance plan to ensure that similar violations do not occur in the future.

Compliance Plan

- 1. Early Registration.** Mandatory online NorCal registration at same time as Beaver registration (laptops/iPads/cell phones).
- 2. Follow-up on Norcal Registration report.** Beaver Registrar will follow up on League Report vs. Beaver enrollment and will follow-up with any missing league registrations. President to confirm Registrar has followed up on League report prior to start of April practices.
- 3. No Swim Rule.** Board members will be on deck at all practices and will confirm swimmer league registration. Swimmers who are not registered will not be permitted to swim until registered. Swimmers will be allowed to swim if swimmer family can provide proof of NorCal registration.
- 4. Audit prior to Time Trials.** One week prior to Time Trials, the team Registrar will audit the Team registration against League registration which shall be verified by the League Representative. The Registrar will follow-up with any missing League registrations. Swimmers who

are not registered with the league will not be allowed to swim at Time Trials.

5. **Audit prior to first swim meet.** The steps in number 4 above shall be implemented prior to the first meet.
6. **Ban on swimmers in violation of 24-hour rule.** The Registrar shall notify the President, League Representative and Head Coach by noon the day prior to the meet. Swimmers not registered in compliance with the 24-hour rule will not be able to swim at that meet.
7. **Ban on swimmers in violation of any other League bylaws.** If the League has any other swimmer registration regulations (i.e. a June 15th cutoff date) the procedure in number 4 shall be applied to any such rule. Swimmers in violation of these rules will not be allowed to swim at any meet that they are ineligible to swim under League rules.
8. **Responsibility for Compliance Plan.** The team President shall be responsible to ensure that the Team is in compliance of the Compliance Plan at all times.
9. **Communication of Compliance Plan.** A copy of this plan, as updated by the Board from time to time, will be included in the Team Parent Handbook, posted on Team Website and included in swimmer registration packets.

Carmichael Beaver Statement regarding swimmer registration Infraction and Compliance Plan

Background

During the Beaver's first meet of the year last season, the Beavers were at Folsom in a non-conference meet. At that time, the Beavers were rebuilding their swimmer enrollment base and at least half of our swimmers were new to the team. At that time our Board believed that all of our swimmers needed to be registered with the league by June 15th. We were not aware of the league's position that all swimmers had to be registered 24 hours prior to swimming in any meet until Steffi called Thad the Friday before our Folsom meet. Prior to the Folsom meet we registered all of our swimmers with the league who would be swimming in the Folsom meet. We understand now, that we were in violation of the 24-hour advance registration requirement. We did not realize at that time that the 24-hour requirement was important to the league and intended to be strictly enforced. We apologize for committing this technical infraction. We did not want to disappoint our new swimmers who were looking forward to their first meet and who would be critical to growing our membership base and we thought that as long as they were registered prior to the meet we would be at least within the spirit of the rule.

Compliance Plan

At our August 9th Carmichael Beaver Board meeting, the Board passed a resolution requiring all swimmers be registered with the league before May 1st. We intend to implement this resolution by the following methods:

1. Computer/tablets at all of our public registration events;
2. Computer/tablets available at swim practice;
3. Our registrar and League rep will monitor our enrollment list to our league registration list and will be responsible for following up with swimmer families who are not registered with the league; and
4. Implement a policy of not allowing swimmers to swim at practices until their league registration is complete.

Closing Remarks

On behalf of the Beaver Board and our President, Shelly Eyraud, we again are sorry for the amount of time that this has taken for the league's Board and Officers. We hope that our compliance plan will allow us to be compliant with the league's registration requirements on a go forward basis. If the League Board and or its officers have any further questions for the Beavers related to this issue, Shelly has asked that those questions be sent to her by email so that she can respond to them. I regret that I am not in a position to engage in a question and answer session at this time. Thanks you for the opportunity to explain what happened and how we are seeking to fix it in the future. We believe we are a good fit for the league and we hope to prove ourselves as an upstanding member of the league for years to come.

New ByLaw:

Addition to EXHIBIT B

XI. Observed Swims

Conferences, at their discretion, and by majority vote of conference Teams, may choose to have their championship meet observed by assigned USA Swimming officials pursuant with USS Rule 202.7 as it pertains to the meet being a season-culminating Championship. Official times achieved as observed swims may be submitted into the SWIMS database if conditions outlined in USS Rule 202.7 are met. The conference teams are responsible for following the process outlined in USS Rule 202.7.

Northern California Swim League

Balance Sheet

As of October 23, 2016

Assets:

Cash - Checking	\$ 123,681
Accts Receivable	0
Pool Deposit - City of Folsom	1,000
Total Assets	<u><u>\$124,681</u></u>

Liabilities:

Accounts Payable	\$ 0
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Equity:

Reserve Funds	124,681
Total Liabilities & Equity	<u><u>\$124,681</u></u>

Income Statement

January 1 Through October 23, 2016

Revenue:

	<u>Budget</u>	<u>Actual</u>
Swimmer Fees	\$74,000	\$ 71,138
Team Fees	2,600	2,600
Champs - Vendors	3,400	3,281
Champs - Apparel	15,000	16,658
Total Income	<u>95,000</u>	<u>93,677</u>

Champs Expenses:

Apparel	11,000	11,832
Pools	25,000	27,242
Awards & Pins	14,000	14,392
Security, Hosp, Equip	10,000	8,957
Total Champs Expense	<u>60,000</u>	<u>62,424</u>

Admin Expenses:

Office/Rent/Tax	1,500	999
Insurance	15,500	18,913
Total Admin Expense	<u>17,000</u>	<u>19,912</u>
Total Expenses	<u>77,000</u>	<u>82,335</u>
Net Income	<u>18,000</u>	<u>11,341</u>

Northern California Swim League

Summary of Championship Meet Costs

2016



As of 10/23/16

Revenue:	Comstock	Gold Rush	Eureka	Motherlode	Nugget	Total
Team Billings	\$18,813	\$16,569	\$13,894	\$12,930	\$8,932	\$71,138
League Fees	500	500	500	500	600	2,600
Apparel Sales	4,924	2,823	2,951	3,912	2,048	16,658
Vendor Rebates	562	495	658	563	1,004	3,281
Total Revenue	\$24,799	\$20,387	\$18,002	\$17,905	\$12,583	\$93,677

	July 15-16th	July 15-16th	July 22-23rd	July 15-16th	July 22-23rd	
Championship Costs:	@ UOP	@ Roseville	@ Woodland	@ Vista del Lago	@ Vista del Lago	Total
Pool	6,832	5,868	5,342	4,600	4,600	\$27,242
Hospitality	682	541	426	536	503	2,687
Deck Operations	134	837	1,147	979	829	3,926
Security		586	586	586	586	2,344
Awards	2,288	2,288	2,288	2,288	2,288	11,442
Label Pins	780	687	576	536	370	2,950
Apparel	3,498	2,005	2,096	2,779	1,455	11,832
Total Champs Cost	\$14,214	\$12,812	\$12,461	\$12,304	\$10,632	\$62,424
# Swimmers	1,308	1,152	966	899	621	4,946
Champs Cost Per Swimmer	\$10.87	\$11.12	\$12.90	\$13.69	\$17.12	\$13.14

Administration Costs:	Spread based on swimmer count					
Ins, Office, Rent...	\$5,266	\$4,638	\$3,889	\$3,619	\$2,500	\$19,912
Total Admin Costs	\$5,266	\$4,638	\$3,889	\$3,619	\$2,500	\$19,912

Net Income/(Loss)	\$5,319	\$2,937	\$1,652	\$1,982	(\$548)	\$11,341
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Champ Vendors Paid:

Hagen's Orange

Hagen's Orange

Hagen's Orange

Jolin's Clothing

Hagen's Orange
Maui Waui

Hagen's Orange
La Mex Taqueria
Jolin's Clothing