# South Carolina Swimming
# Board of Directors (BOD)
## Meeting Minutes
## February 13, 2005

The BOD Meeting of SC Swimming was attended by the following:

| | |
|---|---|
| V. Montgomery | M. Beckwith |
| T. Bunch | O. West |
| K. Easty | J. Ballard |
| E. Miller | P. Jamieson |
| C. Miller | T.J. Liston |
| Lisa Liston | D. Jones |
| J. Grossman | J. Smith |
| D. Horton | T. Conley |
| K. Aselton | C. Giese |
| S. Bonine | R. Heaton |
| W. Sprague | P. Wright |
| A. Carter | Ja. Chatlosh |
| B. Orton | P. Lister |
| C. Collins | B. Ohning |

The meeting was called to order by General Chair, Vicky Montgomery, at 8:42 a.m. The Minutes of the 9/04 BOD meeting were approved without exception.

The General Chair provided board members with a written summary of meetings she attended at the USA Swimming (USAS) convention in 1/05. A copy of the summary is attached hereto.

The General Chair reported that Bill Sprague has been appointed the Age Group Chair and that T.J. Liston is the new Time Standards Chair. USAS requested that each LSC nominate an official for the Maxwell Award. The SCLSC has nominated Kent Easty for their consideration. The national BOR has dismissed the case brought against the LSC by Mr. T. Nash regarding 2004 state meet eligibility.

The Administrative Vice-chair reported that 19 clubs had been sent Exception reports and that 17 times remain unproven. $500 in fines has been collected. She elaborated that the submitted entry time is the time that must be proven and that it is a fineable offense to use a LC time to enter a SC event in order to obtain a better seeding.

Committee agendas should be sent to the Administrative Vice-chair at least 3 weeks prior to the 4/05 HOD meeting. If there are any discussions which are anticipated to take a lot of time, she should be advised accordingly so that she can take this into account when scheduling the meetings.

There is no newsletter currently in production. A volunteer is needed to produce/edit the newsletter. Consideration will be given to charging the new office worker with responsibility for producing the newsletter.

Matt Beckwith has resigned as office administrator effective 2/18/05. A temporary service is working with Pam and they have a good prospect for a replacement who is good at data processing, customer service and has good references.

The question of whether or not to maintain a state office was briefly discussed. A committee was appointed to address this issue and have a recommendation for the BOD by the 4/05 meeting. The designated committee members are Dena Goeckner, Owen West, Bill Sprague, T.J. Liston, Scott Bonine, and Kent Easty. Administrative Vice-chair Pam Lister was appointed Chair.

Pam Lister presented the All State Banquet report for Gwen Clarke who was absent. She reported that All State plans are proceeding according to schedule. More details regarding this year's banquet will be e-mailed to coaches soon.

Jason Chatlosh, Athlete Junior Rep, reported that the Jennifer Smith Award nomination forms have been sent to club reps.

Committee chairs were reminded that committee meeting minutes should be sent to the LSC Secretary.

The use of the website as a marketing and promotional tool was discussed briefly. Timely website posting of announcements and information is still a problem. Ideally, the state office worker will be charged with website responsibilities. A primary issue with USAS at the present time is privacy and the website. No more information than name, age, club, and awards/honors should be posted on a website. No other identifying information such a DOB or address should be posted. No individual photos should be posted without express and signed permission. Hytek software might need to be revised with privacy issues in mind.

State records achieved by college swimmers will be recognized by the SCLSC if the swimmer was swimming under an LSC club banner (not a college banner) when the record was set and the race was USAS observed.

The Age Group Committee needs to review how developmental meets (and other meets) are being run and to verify that they are being handled in conformity with P&P, especially post-meet recons, etc. Pam will send a note to the committee chair about reviewing P&P.

The <u>Finance Vice-chair</u> submitted two reports to the Board – 1) a Balance Sheet through 1/31/05 and 2) a Profit & Loss Budget vs. Actual statement for 9/04 –1/05. Copies of those reports are attached hereto. He and the treasurer reported that the current budget looks solid. Membership is ahead of pace. The Zones and All State expenses are the only budget items which are questionable and could present problems in the future. The Finance Vice-chair projects a small loss by the SCLSC by the end of the fiscal year.

The General Chair reported that there has been no change in the on-going controversy regarding the CCST donation to the SCLSC. The question of whether or not the LSC had ever received the Sportstiming contribution for sponsoring the I.M. Tough Award could not be answered and will be investigated by the General Chair.

The <u>Senior Vice-chair</u> reported that medals have been ordered at a cost of @ $13,000. The medals will last for 5 seasons and the cost will be budgeted over that period of time. Medals are for LC, SC and Open Water State Championships and it was pointed out that only a small portion of that expense was for Open Water awards.

Using Hytek software was, once again, urged. Its much more efficient for membership and proof of time verification in meet preparation.

LC State Meet time standards will not be reviewed until after SC State Champs, but LC time standards will be reviewed and/or revised by the HOD meeting in 4/05.

Concern was expressed about SCLSC swimmer numbers by the Senior Chair. The LSC has @ 1,900 registered swimmers, but only @ 500 compete in meets. The Senior Chair requested that this issue be reviewed by the Technical Planning committee.

Coaches were urged to encourage SCLSC swimmer participation in the 5/21 "Under the Bridge Swim" in Charleston though it is not USAS or USMS sanctioned.

The Senior Chair noted that the differences between the Jennifer Smith Award and the Jennifer L. Smith Memorial Swimming Scholarship need to be elaborated and made clear to coaches and swimmers.

Coaches were reminded that Scholastic All-American forms have been posted on the USAS website.

The <u>Age Group Vice-chair</u> reported that he has had only 1 response to the I.M Tough Award. He has no numbers, no applications, and no T-shirts. T.J Liston advised that he would be in contact with Sean Stockton and that he will try to expedite resolution of these problems and issues. It was emphasized that any AG issues, queries, or information that previously went to Sean Stockton should be resubmitted to Bill Sprague.

Dave Horton reported regarding Zones' planning. Coaches were urged to provide updated and corrected e-mail addresses. Zones' expenses will be greater this year since the meet will be held in Texas and this presents a significant challenge to the LSC.

A motion to fund Zones in the SCLSC budget at @ $15,000 did not pass. Consideration was that a more accurate and detailed accounting was needed before the Board could endorse a 2005 Zones' budget.

After further and more detailed budgetary discussions, a motion was proposed and seconded that the Board should authorize up to $15,000 for Zones 2005 and that, depending on the number of swimmers traveling to the Zones meet, the Zones' swimmers will be called upon to contribute between $601 and $721 as outlined in the budget fact sheet provided by Dave Horton. The motion was passed by the Board.

The Safety Chair reported that the SCLSC injury rate is low. 75% of injuries occur at practice and 25% at meets.

Current P&P needs to be amended to address the issue of swimmers diving during warm-ups. SCLSC is one of the few LSC's where this is a violation. Until the P&P is amended, the Board should recommend to Chief Officials that DQ's resulting from violation of the diving rule be overturned. If diving continues to be an infraction, it should be a miscellaneous infraction, not enforceable with a DQ. Additionally, it should be clearly noted in meet materials that diving during warm-ups is a violation in the SCLSC. It was noted that the problem is currently being handled with discretion by Meet Referees.

The General Chair thanked and commended the Secretary on behalf of the LSC for all of the work done in establishing the Scholarship Fund. The Secretary reported that either 9 or 10 applications had been received for the Jennifer Leigh Smith Memorial Swimming Scholarship and that they would be forwarded to the screening committee in the coming week. The scholarship recipient will be announced at the All State Banquet, probably by a member of the Smith family. The application process went fairly smoothly and coaches are encouraged to promote the scholarship among their eligible swimmers. The SCLSC should look into ways of increasing the scholarship endowment so that more scholarships can perhaps be offered in the future.

All coaches were urged to provide the Secretary with the names of their club HOD representatives when requested.

The Treasurer reported that, as of this date, membership is slightly up and the SCLSC is slightly ahead of budget. As noted previously, the only 2 budget issues which might present problems are Zones and All State costs. Accounts have been balanced and recorded as of 1/31/05 as shown on the attached documents.

The Coaches' Association balance is now @ $10,800, up $2,175.

CAT parent, Lee Woods, has been recommended to replace Kent Easty as Finance Vice-chair. Mr. Woods works in finance and comes highly recommended. He will be addressing the Board in the future with recommendations about investing SCLSC monies in CD's. The Board approved The General Chair's appointment of Lee woods as Finance Vice-chair.

The Technical Planning Chair presented board members with a tentative meet schedule for SC/LC 2005-2006 and requested they review it and comment. It will be discussed in more detail at the 4/05 committee meeting.

Pam Lister presented the report for the Membership/Registration Coordinator who was absent. As in the past, electronic registration is strongly encouraged. New sanction packets will be out prior to the 2005-2006 SC season. Any questions regarding sanctions should be addressed to Dena Goeckner and any e-mail inquiries from Dena should be answered promptly. Additionally, membership and sanction related fines have been substantial this year and should be paid promptly. It should be noted that some of those fines increase on a weekly/monthly basis if unpaid.

SCLSC has a total registration of 2,057 members. Of this total, 1,875 are athletes. SCLSC has 2 swimmers participating through the outreach program which reduces USAS fees. Some LSC's are also taking care of outreach swimmer meet entry fees. Dena should be contacted for more details on the outreach program.

The Legislative Chair reported that a "proposed legislation" form would be sent out in the coming week. Legislation must be returned to him and published by 3/10/05 in order to be approvable by the HOD with less than a 90% vote. 3 proposals have been received already. One involves relays at State Champs. A second addresses the issues of age and college swimmers and a third involves reimbursement of senior athletes.

The Officials Chair reported that he wants to switch to a 2 year re-certification schedule and that this does not appear to violate the P&P. There are 12 new officials and training sessions are planned for Columbia and Charleston in 3/05. Certification cards have just been received and will be distributed soon.

The chair noted that a lot of meets are not being sufficiently covered by Officials and that registered Officials need to be reminded that they need to be available to officiate meets in their area regardless of whether or not their child is participating in it.

The Coaches Representative announced that Ed Spencer, a USAS master consultant, will make a presentation to coaches on the Friday night of All State.

The Coaches Handbook has been updated. A draft is in place and will be presented to the Board and the coaches for suggestions.

SCHSL meets have not been USAS observed for the past 2 years despite efforts to have them officially observed and certified. The problem seems to be with the SCHSL, not USAS. This is a significant problem which needs to be resolved. It is also important for the SCLSC to maintain a good relationship with SCHSL. Further contact will be made with SCHSL officials to try to expedite resolution of this problem in time for next school year's meets.

"Coach of the Year" nomination forms are now in place. Ideas of appropriate recognition for "Coach of the Year" should be discussed with Scott Bonine.

The Athletes' Representatives reported that 3 athletes had agreed to write for the newsletter, Cathryn Collins, Molly Stanton, and Brielle Weinstein. Clubs need to inform the Athlete Reps of their designated representative. Club reps must be at least 13 years of age. As previously reported, the athletes' lock-in considered for All State weekend has been cancelled and the Jennifer Smith Award nomination forms have been sent to clubs.

The question of sending 2 athlete representatives to the USAS national convention was discussed briefly, but no decision was made on this matter.

The Adaptive Swimming Committee Chair reported that attempts to establish adaptive swimmer time standards at this time are premature. Classification procedural manuals are available and classification of adaptive swimmers is necessary even to determine events they are eligible to swim. The SCLSC needs to send volunteers to classification workshops and begin to establish classification procedures within the LSC. Each club needs to appoint a representative/liaison for Adaptive Swimming to inform the public of Adaptive Swimming programs.

Adaptive swimmers should be welcomed by clubs and the SCLSC and coaches and others are encouraged to review Adaptive Swimming materials on the USAS website. Additionally, the chair had copies of procedural and informational manuals related to Adaptive Swimming which are available through the USAS website and can be reviewed at the SCLSC.

Zones' regulations related to Adaptive Swimming are vague and the liability aspect of Adaptive Swimming is substantial not only for injuries sustained, but also for not offering services. LSC responsibility with regard to handlers and added costs incurred by adaptive swimmers needs to be detailed and spelled out.

It was recommended that within 2 weeks T.J. Liston, Bill Sprague, and Pam Lister will provide information to clubs regarding club rep/liaison and they will make recommendation of someone to take the classification course noted above.

The Board of Review had nothing to report.

The Marketing Committee had nothing to report.

The Nominating Committee had nothing to report.

The Scholarship report was given earlier in the meeting by the Secretary.

Newly reviewed/revised LC Time Standards will be issued prior to the 4/05 HOD meeting.

Observed Swims/Top 16 had nothing to report.

Website problems were discussed earlier in the meeting. The idea of a paid consultant to maintain the website continues to be considered as does the thought that an SCLSC office worker could maintain the website. T.J. Liston volunteered to assist in inputting information onto the website though he does not feel he can provide assistance with website design.

In Old Business, committees have not been fleshed out. Athlete names for appointment to committees have been given to the Administrative Vice-chair and to Jeff Chatlosh. Warm-up procedures were addressed and discussed earlier by the Safety Chair. There has been no progress in the public school initiative.

A recommendation was made that Technical Planning and Sanctions develop a venue contract for future use. Such an action will need to be addressed in P&P and passed at the HOD meeting.

The BOD meeting adjourned at 12:21 p.m.