# South Carolina Swimming
# Board of Directors (BOD)
## Meeting Minutes
## September 25, 2005

Roll Call

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

| | |
|---|---|
| V. Montgomery | S. Bonine |
| L. Woods | P. Lister |
| R. Diggelmann | Ja. Chatlosh |
| O. West | K. Easty |
| P. Wright | J. Smith |
| D. McDonough | J. Grossman |
| B. Hitchins | D. Horton |
| D. Goeckner | J. Chatlosh |
| B. Weinstein | D. Thomas |
| T. Callaway | |

The meeting was called to order by General Chair, Vicky Montgomery, at 7:30 a.m. The Minutes of the 06/05/05 BOD meeting were approved without exception.

The General Chair reported the 2006 Jennifer Leigh Smith Swimming Scholarship is being worked on again this year. The General Chair reported the Smith Scholarship would be awarded at the All State Banquet in April. Roy Dessloch is the Chair for that committee. Owen West has been working very hard to set up the possibility to allow anyone interested in donating towards the Smith scholarship fund to have the opportunity to do so through United Way.

The General Chair reported she has spoken to Patricia Gettys and Roy Copelan on high school approval. Patricia Gettys is to speak to the high school coach's committee and did not foresee any problems with getting the high school meet approval. The General Chair stated that Roy Copeland would allow the high schools meet approval if the coach's committee approved it. The General Chair has not heard from either of the parties in the past couple of weeks and will follow up with Roy Copeland this week.

The Coaches Representative reported there should be a form available on the website to request the swims be observed. These forms would then be delivered to the referees to observe and sign off on the swims at the high school meets.

The Senior Vice-Chair requested clarification on the process of observed swims. The General Chair reported Spring Valley had not requested a sanction number from

USA swimming for the high school meets. The General Chair reported the high school league must approve the process for observed swims.

The Coaches Representative reported an observed swim can take place anywhere. The Coaches Representative reported that as long as the two USA swim officials are in agreement then it will count regardless of whether the host team went through the LSC and or USA Swimming.

The General Chair reported the Merger Committee was under "New Business" and would be reported on later.

The General Chair reported on the 2005 USA Swimming Convention reports from the attendees. The General Chair referred to the Age Group Chair's (Jim Smith) reports and promised to forward the Secretary's (Charlotte Rupp) reports. The Athletes Reports are to be forthcoming.

The General Chair reported on the CCST donation. The General Chair reported that the City of Charleston may be forwarding a letter to the SC LSC that they may be giving up claims to the donated money. The City of Charleston by giving up their claims to the money may be asking the SC LSC in return to put the money towards specific programs such as the merger, developmental money, and marketing. This would eliminate further future legal issues for the SC LSC in regards to using the donated money.

The General Chair reported on the next winter meeting was to potentially be a phone conference and the Technical Planning Chair is working on that and should be discussed and voted on during the approval of the upcoming HOD schedule for the following year later in the meeting.

The General Chair reported no General Chair's conference took place in August so nothing new to report at this time.

The General Chair reported there was no news to report regarding displaced clubs. USA Swimming has dealt with a great deal of that and the area is pretty well covered at this time.

The Admin Vice-Chair reported on the office inventory that the LSC owns. The inventory list will be reviewed and requested guidance from the BOD. The Admin Vice-Chair agreed to send out the accounting of inventory the SC LSC has to everyone on the BOD. The Admin Vice-Chair reported there are a scanner that is not working and a computer not working. The computer is to be looked at to determine if salvageable. The General Chair reported that the information on the 1998 computer consists of word documents which are literally a history of the SC LSC since 1995 and must be saved and available for future reference. The hard drive was requested to be pulled and / or saved.

The Admin Vice-Chair reported a new fax machine was purchased from Staples and it is up and running. The Admin Vice-Chair reported long range they are looking at cutting the supplies cost. They have begun purchasing more cost effectively and sometimes that involves purchasing in bulk.

The Admin Vice-Chair reported that a computer had originally been leased in 2003 and the lease expires in July 2006. The office committee would like to get out of the lease right now as it is costing more every year than purchasing a computer. The office committee will be researching the costs to get out of the lease early and purchase a new computer.

The Admin Vice-Chair addressed the office space contract. Our contract with the law firm may require the SC LSC office move to a different room. One of the attorneys may sell the law firm after retiring during this year. The new SC LSC office would be the same size as the old one, same rent expense, and located in the same building. The General Chair asked if the Bellsouth cable would have to be rewired again. The SC LSC is paying approximately $250 / month and the going rate as researched by the General Chair is approximately $800 / month. The Admin Vice-Chair indicated this would have to be looked into.

The Admin Vice-Chair reported on committee reports. The committees have done a better job letting her know when they have added individuals to the committees. The Athlete Chair has done a better job in getting athletes added to the committees. The committee list will be updated after this weekend's meeting.

The Admin Vice-Chair reported on the current newsletter status. The Admin Vice-Chair promised to get a newsletter out.

The Admin Vice-Chair reported on the struggle regarding website status. Jeff Chatlosh is to assist Tori Blum over this weekend with items that she needs help with to make the transition of the transfer of duties of the website to office smooth. The Admin Vice-Chair indicated Tori will be unable to do anything with the website until the registration process is over. The software for the website has been purchased by the SC LSC as of September 1st. The LSC owns the "dotcom". Jeff Chatlosh owns the "dot.org". The Admin Vice-Chair reported they will notify everyone once Tori takes full responsibility for updating the website.

The Admin Vice-Chair reported on All State 2006 will be held in Columbia, SC. The awards will be a heavier focus for 2006. The top ten long course & short course swimmers in each age group will be listed in next year's programs. The athletes have been asked to look into new awards to promote the sport and encouraging swimmers. The athletes have been asked to consider the gifts to be given to athletes for All State.

The Admin Vice-Chair announced the team assignments for the All State Banquet April 22-23, 2006:

Registration – YSSC
Decorations – Carolina Aquatics & Palmetto Aquatics
Door Prizes – Mount Pleasant Swim Club & Rays
Awards – Clemson Aquatic Team & NYST

The Admin Vice-Chair reported on the All State Banquet 2005 grant proposal requesting $5,000 and an additional $2,000 prepared by Gwen Clark to the Town of Mount Pleasant. Gwen Clark has reported the Town of Mount Pleasant has decided not to award any grants due to the construction of a new Mount Pleasant visitor center being constructed. There is further research going on regarding the grant money. The Admin Vice-Chair reported a letter will be going to the Town of Mount Pleasant letting the town know that the LSC chose that destination based upon the possibility of receiving the grant money.

The General Chair recommended the grant money is probably not coming and we should close that portion of the budget out and report the $5,000 - $7,000 loss.

The Admin Vice-Chair reported on the finalized exception reports for short course 2005. The fines have all been collected. The fines will be doubled if late. There is a reduction in late exception reporting due to the increase in fines. There is a $100 fine if the time is not proven and if late it is doubled.

The Admin Vice-Chair reported there are teams that have past due exception reports at this time: Anderson, Cyclone, ESA, EAC, Carolina Aquatics, Team Greenville, Myrtle Beach, and H2A – granted an extension (Bill Orton).

The Admin Vice-Chair reported there was an issue with a coach on a team that is no longer in existence who had written an insufficient funds check to the SC LSC. The coach has been contacted on several occasions by the Treasurer to no avail. The coach has been approached and indicated he would not be able to pay the full amount at this time. The General Chair, Admin Vice-Chair, and the Treasurer developed a 6 month payment plan for the coach to pay the money to the LSC. The coach has made the first payment.

The Coach's Chair requested in the future these types of issues regarding debt should have been brought before the BOD and voted on. The General Chair was in agreement and pointed out that this was probably the only way to get the money and cheaper than incurring more costs by going to small claims court.

The Admin Vice-Chair discussed legislation written regarding a club not in good standing with the LSC. The addition to the legislation – "Any fine not paid within 30 days of formal notification from the Administrative Vice-Chair will then place the member, coach, or club in bad standing with the SC LSC and will not be allowed to register with the SC LSC until all fines are paid." "Bad standing" was clarified to specify that as a club could not compete as a club but the athletes could still compete".

The Finance Vice-Chair submitted 3 reports to the Board – 1) Balance Sheet for 08/31/2005; 2) Profit & Loss Budget vs. Actual Statement 09/01/04 through 8/31/05; and 3) Profit and Loss Budget Overview September 05 thru August 06. Copies of those reports are attached hereto.

The Treasurer touched on highlights for the balance sheet. The Treasurer indicated there is no longer a money market account. The SC LSC now only has two accounts – Wachovia checking account and the Edward Jones Investment account. The Edward Jones Investment account amount of (874.50) represents accrued investment fees. This fee represents a one-time transaction fee that will accrue over time. The fee will increase over time as the securities are rolled over.

The Treasurer reported on the Other Assets amount of $12,571.37. This amount represents the prepaid medals purchased by the SC LSC and will continue to decrease as those items are used over time. The original purchase price of the medals was approximately $13,500. The other amount in other assets of $675 represents 06 spending and was the amount prepaid for convention attendees. This will reverse out in September.

The Treasurer reported on Accounts Receivable of $4,119.16 includes the debt receivable previously touched on for NSF registration checks that will be collected over the next 6 months and registration amounts not paid in full in 05. The Treasurer reported most of the past due registration amounts have now come in during September. This is an area where the SC LSC will have to do a better job in collecting registration money timely.

The Treasurer touched on highlights for the Profit & Loss Budget vs. Actual. One of the main reasons for income over expenses is the SC LSC continues to take in more money for the travel fund than is reimbursed out to athletes. The Finance Committee has discussed setting aside the travel fund in a reserve account to avoid co-mingling of funds. This will be similar to how the Coaches Association fund is treated. The BOD agreed to this treatment of the travel fund. The Treasurer indicated that this may change the treatment of the item on the Profit & Loss Budget Overview.

The Treasurer highlighted the fine income amount of $2,600. On the expense side, the Treasurer highlighted that even though the grant money was not received for the 05 All State Banquet, a good job was done to control expenses. The Treasurer reported Office Expense was over budget due to two employees actually being employed in the LSC office at one time, a contract employee expense, and investments in other items for the office.

The Treasurer handed out a more detailed Profit & Loss statement for the period of September 2004 through August 2005 for those interested.

The Treasurer reported that interest income will increase over time as the investment period continues and estimates receiving approximately $4,000. This amount is being reported on a conservative basis.

The Finance Vice-Chair reported on introducing a new investment policy. The current policy limits the amount of money the SC LSC can earn (the income portion). The current policy does not allow capital appreciation. The Finance Vice-Chair recommended breaking up the SC LSC money into three accounts – operating account, investment account – liquid & close by in CD's, & investment account – a portion of the money to go out and grow the capital. The Finance Vice-Chair reported on modeling the SC LSC investment money after the USA Swimming investment policy.

The Finance Vice-Chair reported he did design the portfolio to allow the SC LSC to get capital back if needed and that would involve transaction fees if that ever occurs. 50% of the money is in liquid securities. The other 50% is liquid at a cost (the goal is to grow capital).

The Finance Vice-Chair reported at this time the SC LSC has been too conservative. The Finance Vice-Chair reported the following amounts will gradually come in and be reinvested:

| **Date of Maturity:** | **Amount of Maturity:** |
|---|---|
| November 14, 2005 | $10,000 |
| May 8, 2006 | $10,000 |
| November 2006 | $10,000 |

The Finance Vice-Chair and General Chair clarified 15% of Meet Profit amount budgeted for 06 as compared to the total actual amount in 05. The budget for 05-06 was prepared back in May and at that time the LSC was on budget to receive $12,500. The LSC also lost a meet during the summer and had lost a facility.

J. Grossman requested copies of all the meet closeouts to use in preparation of proposing legislation. It was reported those reports were available at the SC LSC office.

The General Chair reported on the cost of the zone budget $37,000 for 06. The amount can be adjusted once we find what the zone costs will be for 06. The expense amount budgeted was looking at the past 5 years expenses. There should be a significant savings traveling to Atlanta in 06 vs. Houston in 05. The true net expense for Zones 05 to the SC LSC was approximately $16,100 (athletes paid $22,800 / zone expense $38,900). The General Chair requested the Age Group Committee develop a LSC philosophy for zones and a certain dollar amount required by the athletes to pay every year.

The Senior Vice-Chair reported on reimbursement policies. The reimbursement procedure will remain the same and update the reimbursement form will be updated and made more accessible on the SC LSC website. The changes for this year are to bring

Junior Nationals back in as a reimbursable meet and to change the meet name from Junior Championships to represent Spring Championships.

The Senior Vice-Chair reported Jacque Grossman has been asked to develop a proposal for reimbursing open water swimmers.

The Senior Vice-Chair reported the Senior Committee will leave the time standards alone for 2006 short course and long course. The schedule for senior meets will be forthcoming in the next couple of weeks. Spring Championships for 06 will have 2 standards.

The Senior Vice-Chair reported the Senior Committee discussed a reimbursement policy for YMCA National swimmers and did not support proposing one. The Senior Vice-Chair reported that Junior National relay-only swimmers will now be eligible for reimbursement for time trials.

The Senior Vice-Chair reported the Senior Committee endorsed adding all the senior level meets in reference to the Howard Wheeler Award in the P&P. The Senior Committee identified the meets in order of importance for the P&P: 1$^{st}$) Olympic Trials, 2nd) Nationals, 3rd) Spring Championships, 4th) U.S. Open, and 5$^{th}$) Junior Nationals.

The Age Group Vice-Chair reported on the status of the IM Tough awards. The IM Tough Award T-shirts (approx. 100) were forwarded to someone (Doug?) in the LSC by Lisa Liston. The Age Group Vice-Chair reported they may look for another sponsor of the award.

The Age Group Vice-Chair reported he has been researching the developmental awards and where everything is. Brad Hitchens has received a box of awards and requested the LSC purchasing labels. No ribbons will have to be ordered this year.

The Age Group Vice-Chair deferred to Dave Horton to report on 05 Zones. The 05 zones team finished 7$^{th}$ overall. The 05 zone team received a lot of compliments during the travel and during the meet. The 05 zone team was in first place for the first time ever after the first day. The 05 zone team had several wins.

The General Chair reported that the 05 zones coaches were professional for the most part and the athletes were well behaved. The General Chair said there were two great captains for 05 zone team. The General Chair commended Roger Diggelmann for being a team player.

The Coach's Chair recommended the positive feedback from the 05 zones be placed on the SC LSC website.

The Age Group Vice-Chair requested questions from BOD regarding the convention. The Age Group Vice-Chair reported on the discussion at the southern zone meeting at the convention surrounding the 05 zones open water being cancelled. The

Age Group Vice-Chair reported adaptive swimmers now wish to be referred as disabled swimmers.

The Age Group Vice-Chair reported there may be a possibility of adjusting the southern zone meets (08 & on) to spring because of school start dates which would pattern after other zones. The Age Group Vice-Chair reported on a meeting discussion regarding developmental meets. One LSC is contributing funds to the host team of developmental meets and guaranteeing officials at these meets.

The Age Group Vice-Chair reported he is supportive of developmental meets for swimmers and plans to work on a developmental program that the entire SC LSC is supportive of.

The Age Group Vice-Chair requested that the LSC purchase the awards for the Palmetto/Spring Champs meets.

The General Chair requested the Age Group Vice-Chair research if host clubs would be willing to do it and the costs associated with the LSC purchasing the awards.

The Age Group Vice-Chair reported on the LSC database top 10 times. He offered to continue to post the top 10 times on the CAT website and hopefully it will then go on the SC LSC website.

The Admin Vice-Chair reported there is potentially a link that will be set up on the SC LSC website to the CAT website top 10 times.

The General Chair requested the Coaches Committee consider the possibility of working towards doing away with the mounds of paper generated from the exception reports and get this information in a database that would make it easily accessible.

Dave Horton reported the information for the 05-06 Zones Scholastic All American Select Camps available on line. Girls ages 12-13 and boys ages 13-14 are usually selected. Dave Horton has the information available for coaches. Dave Horton requested the Age Group Vice-Chair and LSC consider hosting “racing camps” in the future. Dave Horton discussed altitude and training camps must be applied a year out to reserve space – ages 13 and over. There is a standard required in order to apply. Dave Horton said to access the USA Swimming website for more information.

The Safety Chair was not present. The General Chair did talk to Bryan Ohning and he indicated he does not have the time to devote to this position and will step down and defer position to another individual who is eager to take it on. The General Chair is looking into a possible candidate.

The Secretary was not present. The General Chair reported Charlotte Rupp did attend the USA Swimming convention on the BOD’s behalf and Tori would forward convention notes to the BOD.

The Technical Planning Chair reported on the 2006 LC schedule. The Technical Planning Committee voted to have the LC State Championship on July 26-29. (Wednesday through Saturday) The 2006 LC bid form has been updated and presented to the committee.

The Technical Planning Chair reported November 7, 2005 as the deadline for submitting bids for the 2006 LC meets. There will be no teleconference to award bids. There will be a Technical Planning meeting on November 13, 2005. He is hoping to be back on track to plan meets out one year in advance.

The Technical Planning Chair discussed developing a process to evaluating meets in the future. This would be used in the rewarding of bids in the future. This may consist of developing an evaluation form.

The Officials Chair discussed difficulty in getting officials for the approved Wednesday through Saturday 06 LC State Championships.

The Technical Planning Chair challenged the meet host to make sure over the next year that they work hard to have the officials needed for the 06 LC State Championships.

The Membership/Registration Coordinator passed out updated forms that covered information required by meet hosts. The Membership/Registration Coordinator reported there is still one meet to close out for the LC season and there were over $2,000 in fines assessed and of that over $800 in unregistered swimmers fines.

The Membership/Registration Coordinator reported 11 clubs have renewed so far and 546 swimmers registered as of Friday afternoon.

The Membership/Registration Coordinator proposed the following regarding the outreach program: outreach swimmers would be responsible for their own $7 outreach fee each year and the SC LSC would reimburse the outreach swimmers for only their meet fees. Travel fees would not be reimbursed by the LSC.

The Coaches Chair recommended maybe sponsoring swim clinics to bring new swimmers to the sports rather than the proposed outreach program. This would allow the LSC to reach those kids that need support.

The Senior Vice-Chair recommended that each area work out their own outreach program rather than being an endorsed program by the LSC.

The Age Group Chair reported on issues discussed at the USA swimming convention in their outreach seminar.

The Age Group Chair agreed to chair an outreach committee. There will be a committee put together soon.

The Legislative Chair reported the P&P manual has been updated and being reviewed. (overhaul of obsolete/incorrect sections). The updated P&P has been circulated to the prior legislative chair for review. The Legislative Chair reported he hopes this process to be completed soon.

The Legislative Chair reported there were 9 new pieces of legislation coming up in new business.

The Coaches Chair, Technical Planning Chair, and the Treasurer recommended a deadline of updating and getting current legislation updated to the P&P after each HOD meeting.

The General Chair requested more time to review the updated P&P before posting on the website.

Jeff Chatlosh discussed the issues surrounding updating the P&P.

The Legislative Chair agreed to a deadline of 30 days to update and incorporate new legislation into the P&P after each HOD meeting.

The Coach's Chair reported he is working on a speaker for the 06 All State Banquet. He did have a question regarding who will cover the cost for the guest speaker. The Coaches handbook is available for review.

The Coach's Chair reported the Coaches Committee may contribute money towards the 06 zone head coach since it involves working and planning over a year. The current stipend is about $500 and is covered by the LSC. The Coaches Chair reported they are also looking at how the zone selection process works.

The Athlete Chair presented the athlete report. There were two athletes who traveled to the USA Swimming convention and thought it was a good experience. Jason Chatlosh reported $7.50 per swimmer per open water starting the year after.

The Athlete Chair challenged the LSC to provide guides for new attendees to the LSC HOD. The Athlete Chair and athlete's committee recommended that in the future two athletes always attend the convention and requested funding for two next year.

The Athlete Chair reported the 06 All State Banquet activity will be a dance. The athletes requested a pancake breakfast the morning of the HOD on Sunday to get more athletes to attend.

The Age Group Chair reported on the discussion at the USA Swimming convention for LSC's to include an open water swimmer at the zone meets.

The General Chair thanked the athletes for attending the USA Swimming convention.

The BOD meeting adjourned for a lunch break at 10:30 a.m.

The BOD meeting reconvened at 12:00 p.m.    Athletes report was continued.

The Athlete Chair reported on the Athlete's Committee meeting. There were only seven athletes that attended and this is the lowest attendance record in 4 -5 years. The Athlete Chair emphasized to coaches to get athletes to attend: Anderson, Carolina Aquatics, Eastside, Hilton Head Aquatics, MOW, MPSC, Palmetto Aquatics, Rays, Swim Spartanburg, Sumter, Spartanburg Swim School, YSSC, & YCSC. Due to poor attendance, it was decided to have another athletes meeting on Sunday October 16th at 9:30am in Columbia. The meeting will be about 2-21/2 hours.

The Athlete Chair reported the athlete's committee requested for All State 06 navy blue hoodies sweatshirts with the following printed: SC palmetto tree in the corner on the front and on the back in silver and or white writing "South Carolina Swimming".

The General Chair asked that a design of what the athletes wanted be put on paper and turned over to Jacque Grossman and Pam Lister.

The Ex Officio Paul Jamieson was not present.

The Officials Chair discussed the breast stroke change allowing a one downward butterfly kick that became effective on September 21, 2005. This is allowed and not required. This can take place immediately after the start and immediately after the turn. The butterfly kick has to be during or after the arm pull. The Officials Chair reported on the change regarding the backstroke start. The toes do not have to be below the water. The athlete is still not allowed to curl toes over the gutter and or stand in the gutter at the start. The information will be forwarded to all coaches, officials, and placed on the SC LSC website.

The Officials Chair reported on officials' attendance at meets. The Officials Chair reported he cannot require officials to work developmental meets. The Officials Chair is planning on running an Official's clinic at the SC State Championship between prelims and finals. There would be one official designated to run the clinic and allow the others to get rest between the two sessions. There is a possibility an officials clinic may be held at the 8 & under championships.

The Officials Chair reported an official's clinic is going to be held October 22nd starting at 11:30am in Greenville. The Officials Chair reported an official's training session may also take place at the Rays meet – October 28 – 30. The Officials Chair asked this information be placed on the website. The Officials Chair indicated he will send information regarding clinics and or training sessions to Tori at the office and ask her to forward. The Officials Chair asked that all clubs ensure that the individuals attending the clinics be USA registered prior to showing up.

The Officials Chair was requested to ask the Officials Committee to develop a pamphlet with questions and answers on about becoming an official. Basically, it would serve as a recruitment brochure.

The Officials Chair reported he will be attending the Official's Chairs workshop in Omaha Nebraska October 7th – 9th. The workshop is in Omaha because that is where the 2008 Olympic Trials will be taking place.

The Officials Chair recommended that 8 & under parents be recruited to serve as officials. This will alleviate any issues with developmental meets being covered.

The Merger Committee Chair was not present. The Coach's Chair reported the committee gathered a lot of information but had not planned on making a specific recommendation either way. The Coach's Chair reported the committee felt like that financially and from a facility standpoint that SC LSC would not have much to bring to the new LSC.

The General Chair requested the Merger Committee to continue to work and research our LSC operations specifically as compared to other LSC's and make a presentation at the November 2005 HOD meeting. The General Chair clarified the original Merger Committee request made in April and will try to get information to all clubs for there reference.

The Committee Chair for Adaptive Swimming was not present. The General Chair discussed getting disabled swimmers onto teams. There are no time standards at this time that have been developed by the Adaptive committee. The General Chair reported there are no recommendations on how an adaptive swimmer could qualify for Zones at this time.

The Coach's Chair requested the LSC BOD find a person who can take on this leadership role and generate excitement since nothing has really been done thus far.

The Senior Vice-Chair recommended the LSC be prepared to address the adaptive issue since the SC LSC is behind in tackling this issue in comparison to other LSC's.

Dave Thomas reported the chairman for the disability committee the Georgia LSC lives in Augusta, Georgia and would likely be willing to assist with information regarding how they are running their programs. He would be able to provide information on how they began the program and he also has information on how to get funding.

The General Chair asked that Jim Keogh serve as the Acting Chair for adapted swimming.

The Admin Vice-Chair reported there are two athletes swimming high school in Columbia that are adaptive.

The General Chair reported the Board of Review Committee Chair Dave Horton had to excuse himself from all the complaints that occurred over the summer. The Board of Review Committee met and took action. One of the complaints has resurfaced and asked for a re-hearing. Under the current LSC By-Laws that re-hearing cannot occur and the complaint would have to be re-directed to the National BOR.

The Marketing Chair was not present. The General Chair reported the LSC needs someone to chair this committee and felt it was important. The Marketing Committee has really done nothing over the last two years. The BOD discussed if the Marketing Committee should remain.

The Admin Vice-Chair recommended the Nominating Committee find someone to chair this Marketing Committee.

The Nominating Chair was not present. The General Chair will research the Nominating Committee that was elected in June.

The Scholarship Chair was not present. The General Chair believes the Smith family is still interested in awarding the Jennifer Smith Scholarship next year at the 06 All State Banquet.

The Age Group Chair reported the Time Standards committee elected to keep the same time standards for short course and long course.

Jeff Chatlosh reported on new state record forms. The website responsibility is beginning to be transferred to the SC Swimming office personnel (Tori). Jeff Chatlosh reported there were approximately 10 errors on uploading times and congratulated and thanked everyone for their efforts. Jeff Chatlosh explained the procedure of Observed Swims for High School and told coaches that the Observed form would be distributed to them for the meets.

In Old Business, the General Chair reported there was no information.

Tom Callaway requested for the record that the Office Committee report how many times they have met since charged with the office responsibility.

The Admin Vice-Chair reported the committee has met twice and there are no recommendations made to date. There are four individuals on the committee including the Admin Vice-Chair. The information was addressed in earlier BOD minutes.

In New Business, the Finance Vice-Chair reported the budget/audit/finance committee met in between BOD sessions. The committee did audit and review selected transactions from the past two months and everything reconciled. The Finance Vice-Chair indicated the committee will be working to develop a more delineated structure for the actual audits that will take place.

The Legislative Chair presented new legislation:

R-1 involves qualifications to swim in the state meet in regards to swim a relay. All Swimmers shall meet qualifying time standards for State Short and Long Course Championships with the exception of relay-only swimmers. This piece of legislation was supported by the Age Group Committee and not supported by the Coach's Committee. The BOD voted not to endorse this legislation.

R-2 runs concurrently with R-1. All swimmers shall meet qualifying time standards for State Short and Long Course Championships with the exception of relay-only swimmers. Only 1 relay would score. Friendly amendment requested by the original author to section c) SCLSC – registered teams in good standing may enter an unlimited amount of relays per event. This piece of legislation was supported by the Age Group Committee and not supported by the Coach's Committee. The BOD voted not to endorse this legislation.

R-3 Time standards for the next SCLSC State short-course championships must be achieved from the first day of competition of the previous long-course SCLSC State championship meet until the entry deadline of said SCLSC State short-course meet.

Time standards for the next SCLSC State long-course championship must be achieved from the first day of competition of the previous SCLSC State short-course championship until the entry deadline of said SCLSC State long-course championship.

Entries which are prior to the qualifying period will not be accepted. Hosting team can request proof of time or use the list of times from results collected by the Top-10 list tabulator.

The time standards committee shall create a downloadable file for Team Manager which includes current SCLSC State Championship time standards.

R-3 was pulled for discussion.

R-4 skipped in the initial numbering – no legislation presented.

R-5 Add a new Section II.C.15 as follows:

The meet host of the SCLSC State Championships, short-course and long-course, shall post the meet psych sheet within 72 hours following the meet entry deadline. Coaches will then have 48 hours upon notice of posting to review psych sheet and notify hosting team of any corrections. Coaches can not change athlete's events or times once entries are received by hosting team (except as currently stated in the P&P where non-conforming times can be changed within 24 hours of notification by the host team to the athlete's coach). Only omissions can be corrected at the published cost of the event. The The BOD voted to endorse this legislation.

R-6 Legislation expands the meaning to include proof of times for all events.

Change to:

II.C.4. A fine of $100.00 (effective Summer 2005) will be levied against the club (if unattached, against the swimmer) when a swimmer fails to swim a time equal to or faster than the qualifying standard for each event at the long course or short course state championship meet and the club (or the swimmer if unattached) is unable to prove, using official meet results, that he or she has met the qualifying time standard or the entered time, in that event in a meet held during ~~since the last like-course state championship~~ the qualifying time period. This fine must be paid (or the time must be proved) within 45 days from the date of notification. If the fine is not paid within 45 days, it will be doubled. This notification will be made through an exception report that will be generated by the host club and sent with the meet results. The Administrative Vice-Chair will enforce the fines.

This legislation was pulled for November after a few friendly amendments.

R-7 Change to*:* Add a new subparagraph to section II.C. as follows: An athlete who and any relay which participate at the SCLSC State Championships, short-course and/or long-course, who/which, after completion of a point-scoring event, do not equal or exceed the qualifying time standard for said event, is not eligible to score points in said event. The BOD voted not to endorse this legislation. This legislation was pulled.

R-8 Legislation regarding a new LSC Investment Philosophy separates the money into two groups of money in order to achieve two components of growth – one is income and the other is capital appreciation.

**A. <u>Operating Account</u>**

Objective: 1. Preservation of principal;
2. Liquidity.

Guidelines: 1. Provide liquidity to meet day-to-day operating budget needs;
2. Excess cash will be proportionally swept into the investment account, as fixed income and capital appreciation.

**B. <u>Investment Account</u>**

Objective: Account will be designed to achieve, over the long term, the two components of total return: income and capital appreciation.

1. **Income Portfolio:** Target is 50% of account value.

Objective: 1. Preservation of principal;
2. Generation of income.

Guidelines: 1. No issues purchased with greater than 20 year maturity;
2. Follow recommendations of investment advisor with regard to percentage of portfolio at differing maturities;
3. Interest payments will be swept to cash account within investment account. This will serve to supplement operating account when needed. If not needed, cash will purchase additional investments in capital appreciation portfolio;
4. Principal from maturing securities will be used initially to establish capital appreciation portfolio and when fully funded, will add to ladder of fixed income investments.

**2. Capital Appreciation Portfolio:** Target is 50% of account value.

Objective: 1. Preservation of principal;
2. Long-term appreciation of assets.

Guidelines: 1. High quality mutual funds are the preferred security to achieve objective. Growth & Income and Growth mutual funds provide diversification and professional management.
2. All dividends and capital gains are to be reinvested.
3. Asset allocation target will be 80% Growth & Income and 20% Growth.

**C. <u>Oversight</u>**

1. Members of the Finance Committee are responsible for oversight of all financial operations aspects of the SCLSC. The Financial Vice-Chair is responsible for oversight of the Operating and Investment accounts in concert with the Treasurer.

2. Members of the Finance Committee should meet quarterly, either face-to-face or telephonically to address any issues to be brought to the General Chair and Board.

3. Treasurer will keep records for all Operating and Investment Account activities. In the case of the former, bank statement, check register and all related request/approval documents will suffice. In the case of the latter, the statement (monthly or quarterly) and all trade confirmations and 1099s will suffice.

The BOD voted to endorse this legislation.

R-9 Legislation regarding administrative fines.

Change to:

## IX. Fines

### A. Administrative

7. <u>Any fine not paid within thirty days of formal notification from the Administrative Vice-Chair, will then</u> <u>place the Member, Coach, or Club in bad standing with the SCLSC and will not be allowed to register with the SCLSC until fines are paid.</u> If any fine is unpaid it is subject to accrual from the original date and said accrual must be paid in full if the Board of Review does not find in favor of said <u>Member, Coach or Club.</u> If the fine is not subject to accrual during this period, the fine will be doubled.

Defined/clarified "bad standing". Friendly amendment - Will cause the member, coach, or club to be suspended. Suspended clubs may not compete as a team. The individual swimmers of that club must compete as unattached. A coach or member will not be allowed full privileges until fine is paid. Clubs will not be allowed to register with the SC LSC until fines are paid.

The legislation was pulled and will be presented in November.

R-10 Awards to clubs – awards must be received and or postmarked within a 15 day period. If the visiting club is not there to pick up at the end of the meet, the host team is responsible for sending out the awards.

The legislation was pulled and will be presented in November.

R-11 Legislation deletes developmental meets from being required for sending entries to registration 3 days prior to the meet to the SC Swimming office. This allows entries the morning of the meet without being subject to fines.

The BOD voted not to endorse this legislation.

The <u>General Chair</u> asked the athlete committee to map out what they want in the way of a pancake breakfast at the All State banquet and have ready to present to the All State Committee.

Resolutions and Orders – Thanks went out from the BOD to Dave Thomas for attending the meeting.

Jacque Grossman discussed items from convention. She reported on Select Camps and clarified open water meets required for national championships. Zones will qualify as one of the meets needed for open water national championships.

The <u>General Chair</u> asked how many athletes have signed up for an IMAX account. This is available for all swimmers on the USA swimming – Myusaswimming.

The <u>Coach's Chair</u> recommended for everyone to access the information on the USA Swimming website and not wait to receive a handout.

The BOD meeting adjourned at 1:52 p.m.