

## Draft

### Minutes of the January 7, 2007 VSI Board of Directors Meeting

Present were Bill Geiszler, Walter Smith, George Homewood, Jessica Simons, Terry Randolph, Mary Turner, Lee Gibbs, Kevin Hogan, David Strider, James Wolfle, Michael Downs, Steve Henessey , and Bob Rustin. The meeting was called to order at 12 noon. The minutes of the September 30-October 1, 2006 Board meeting stood as approved.

Audit – Walter Smith, Bill Geiszler, and Bob Rustin sent the form to USA Swimming for review by their finance committee. The audit obligation has been completed. The BOD accepted the audit report as submitted. George suggested that an audit be done by when treasurers change. It can be a transition audit done internally.

By-laws Amendments – The proposed by-law amendments were drafted to include athlete rep inclusion at the HOD and various other committees. For example, the changes add a 4<sup>th</sup> delegate per club who need to be an athlete 14 years or older. The athlete reps to the BOD are called at large. The same change was made for the coach's rep. Some committees underwent minor changes. The Web master and Athletes Committee were added. USS was changed to USA. Bill Geiszler move to recommend them to the HOD in April, seconded by Lee Gibbs and the motion passed.

Policy Amendments – Mary Turner moved that VSI table the requirement that chaperones background checks be done until the Fall HOD meeting. The motion was withdrawn. Bill Geiszler amended that motion to state that the policy shall be implemented on Sept 1, 2007, seconded by Mary. The amended motion passed with one nay and will be recommended to the HOD in April.

1. Background screening shall be done through the current mechanism in place with USA Swimming.
2. All candidates for office on the VSI Board of Directors shall have passed the background screening program.
3. All members of the VSI Board of Directors must have a current background screening.
4. All VSI designated chaperones must have a current background screening.

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5. All background screening records shall be maintained by the VSI Administrator.

This section shall become effective on 1 September 2007.

Bill Geiszler moved that the Age Group Committee develop a pilot program for background screening for Zone chaperones to be brought to the April BOD meeting. This was seconded by Walter Smith and passed. Please see attached documents.

Sanction Treaty with PVS – When meets are held by VSI in PVS territory (and vice versa), the sanction fee assessed by the LSC in which the meet is being held will be \$100 when all of the following conditions are met:

- The meet must be sponsored by the out –of-territory LSC or one of its member clubs.
- A minimum of eighty percent (80%) of the athletes participating in the meet must be from the out-of-territory LSC,
- Responsibility for staffing of the met is handled by officials from the out-of-territory LSC.
- Meet Announcement preparation is the responsibility of the out-of-territory LSC.
- Meet announcement and results are posed on the out-of-territory LSC'S web site.
- Verification of athlete registrations (both pre and post meet) is performed by the out-of-territory LSC.
- The loading of times into SWIMS is performed by the out-of-territory LSC.
- Warm-up and safety procedures of the out-of-territory LSC are followed with Report of Occurrence reports, if any, submitted to both LSC'S, in addition to USA Swimming and Risk Management Services, Inc.
- The effective date will be January 1, 2007.

The “Sanction Fee Treaty” will become effective only if VSI also enters into this agreement.

Maryland Swimming is also considering joining in this agreement with PVS and VSI.

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James Wolfle moved that this policy be adopted, seconded by Steve Henessey and the motion passed.

Operating Procedures – See attached documents. Walter Smith moved that they be adopted, seconded by Terry Randolph and passed.

Nominating Committee – Terry has no report. Individuals are needed for the committee.

Spring Weekend 2007 – There may be a referee clinic. Plans are still in flux. A Team Manager and Meet Manager class may be held. The BOD will meet at 6:00 p.m. on April 28, 2007 at the Holiday Inn.

Athlete Committee and Reps – 11 clubs have submitted names for athlete reps.

Corporate Credit Card – Wachovia may be the card of choice. It should be finalized in 2-3 weeks. The intent is to have 3 cards with an aggregate account limit.

Championship Meet Committee – A handbook is being developed. Meets for the Short course season are well underway.

Eastern Zone Meet – Bill Geiszler moved that VSI give the team manager a gift card for \$350 and a gift card for \$200 to the assistant team manager. This was seconded by Jessica Simons and the motion passed unanimously.

Spring Zones – The motel has been reserved. James would like to add an extra day of travel on the front end to make the team more competitive. The Board agreed.

Fall 2007 Swimposium – PVS would like to host a joint venture on one of the first two weekends in October. The VSI banquet is locked in for October 7, 2007. VSI is in favor of this venture, but the 7th is not available.

All Star Meet – A proposal and budget will be presented at the BOD April meeting.

2007-2008 Template Schedule – This will be discussed in April. The 13 and over meets are just not happening at the expected rate so that concept may need to be revisited. A Senior Circuit is needed or else LSC senior

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meets. There should be some flexibility on the district level on the level and age swimmer involved.

2008 Eastern Zone Meet – VSI will take care of the finances for the GMU Freedom Center and the Open water swim. PV will take care of the finances at the GNU Patriot Center. A motion was made to that effect and seconded. At the end of the day, expenses will be tallied and any overage divided.

Zone Apparel – Harold will supply the team for Zones 2007. A bid request will be presented to the BOD in April for 2008 to be sent to outside vendors. This will include all the “extras” Harold supplies.

Other Business - No host has been found for the AAA HS State meet. The New Wave swim team of NC would like to participate in our SC Senior Champs. SNOW of PV may also make a request. Mary will contact NWST in the affirmative.

## Reports

- There are 5259 athletes for 2006-2007. There are a total of 837 no athletes registered and 47 clubs. Athletes are down 472, non athletes 119, and clubs 4. VSI has had 80 non athletes go through the screening process. 69 are coaches, the rest are either board members or non-coach members who are competing their certifications. Bill believes we are on target for the same number of athletes in 2006 as we had in 2005.
- Finance – no report
- Treasurer – no report
- Age Group – James will look at putting a camp together based on the IMX. The Championship medals are in color now at a 4% increase in cost. Hasty is still the supplier.
- Senior – Kevin is working on the Senior Champs meet information. Senior Champs LC 2007 will be held at GMU Fairfax. Coaches are still calling for a senior circuit, but aren't speaking up at meetings when the vote is taken to restart the circuit. There are currently 3 camps in the planning stage (a diversity camp in Charlottesville, an open water camp in Virginia Beach, and an age group regional camp in Fredericksburg). Two additional camps may happen (an IMAX and a distance camp).
- Diversity – Pete was added to the National Committee, Would it be possible for VSI to partially fund a Diversity team to attend a Diversity

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- meet in NC next year? VSI would need a lot more information before committing to anything.
- Athletes – no report
- Club Development – Peter Clark will visit VSI in February. He is our USA rep.
- Disability – Lee is on the National Disability Committee. A rebate is available from USA swimming for disabled participants to the host club of the meet in which they compete.'
- Safety – no report
- Top 16 – Certificates have not yet been received. Intermediate splits are not being put into Team Manager online. Terry has been appointed to the Times & Recognition Committee.
- Records – no report
- Walter has been appointed to the National LSC Development Committee.
- Equipment – Matt recommends that VSI buy 2 more CTS 6's and u additional set of the relay judging pads. 1.2.0.4 is the only version that works on the CTS 6. The Board approved the purchase.
- Officials – Jim Frye replaced Skip Gaskill as a Northern District official's co-chair. Michael Downs replaced John Thompson (National Certifications). Help is needed in finding an athlete for the committee. The Swimposium was well attended. Tom Colasurdo has modified the official's database to include national and advanced certifications. Cathy Rudolph is investigating the purchase of new blanks for name tags. The committee needs to complete the criteria for advanced certifications. Mike Willard will be the meet ref for Age Group Champs 12 & under prelims at FEAC. All Thursday events, 13-14 prelims, and all 11 and over finals will be at MAC. An officials travel reimbursement policy needs to be discussed at the committee level and brought back to the BOD in April.
- Technical Planning – The 2006-2007 calendar has been updated. LC meets in June and July have been added. Team assignments for the region champs have been posted to the VSI website. The templates for the district and region champs have also been posted to the website and sent to the host team's point of contact. Team assignments for summer awards have been posted as well. The team assignments for the Commonwealth Games will not be determined until after the April HOD.

Mary would like to have meet sanction fees deducted from rebates. Bill Geiszler proposed to charge a sanction fee for only those sanctioned

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meets that are not required to file a meet financial report and pay meet rebate fees. Thus the 50 or so meets on the VS schedule would not require a sanction fee, but dual meets, tri meets, etc. that do not charge entry fees would pay a sanction fee. We could also consider increasing the fee from \$20 to \$25 or \$30. This will require a policy change and will be brought to the BOD in April.

SNOW has their new pool under construction. They would like to bid on meets held in the Northern Region.

George moved that the March BOD meeting be cancelled, seconded by Mary.

The meeting was adjourned at 4:00 p.m.

Respectfully Submitted,

Jessica Simons