

Virginia Swimming Board of Directors Meeting

Monday, November 22, 2021
8:00 pm (Zoom Conference)

MINUTES

Call to Order

John Stanley

The meeting was called to order at 8:07 pm

Consent Agenda

- BoD minutes from October 24, 2021
- Governance Committee Report
- DEI report
- Open Water Report
- Senior Committee Report
- Executive Director's Report
- Treasurer's Report

Motion: The motion to adopt the consent agenda was approved.

Division/Committee Reports

- General Chair Report **(no report)** John Stanley
- Administrative Vice-Chair Report Bryan Wallin
 - Officials – Officials Committee meeting on December 15 to discuss SC meet referees for championship meets.
 - Open Water – Scott Baldwin confirmed that one more athlete is needed for the OW committee. The committee will develop a budget for an Open Water season. The Zone has some money that may be available. The committee will need up to \$2000 for equipment like buoys for other areas of the LSC. Drew Hirth offered lane lines.
 - Rules & Legislation – no report
 - Technical Planning – no report; Bryan will follow up with Steve Hennessey.
 - To date, there are a total of 66 sanctioned meets which includes 10 for Potomac Valley and 6 for Maryland.
- Senior Vice-Chair Report **(report submitted)** Richard Hunter
- Age Group Vice-Chair Report **(no report)** MC Banks
 - Age Group Comm.
 - Zones Coordinator
- Finance Vice-Chair Report **(no report)** Brian Cann
- Safe Sport Vice-Chair Report Maureen Tolliver
 - Operational Risk – no report
 - Safe Sport –
 - **New Membership Requirements:** All adults who interact with athletes will need to be registered members of USA Swimming. Meet monitors are part of this new requirements, but timers are not. Clubs are going to initiate a way to engage members and create a team of individuals who know their job at each meet. Clubs can use people who are already members like chaperones. Morgan Cordle suggested that we develop a list of non athlete members from each team that will be available on the website.
 - **Safe Sport Recognition:** VSI is still in top 10 (by percentage) of LSCs with Safe Sport Recognized Clubs. Some teams are working on the recertification.
- Diversity, Equity, & Inclusion Chair Report **(report submitted)** Jihan Minson

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- Athlete Committee's Report Allison Dodd
 - The athlete reps for committees have been filled except for the OW position.
- Coach Committee's Report Morgan Cordle
 - Stephanie Neal (SMAC) has been contacted to serve on the Coach Committee.
- Executive Director's Report **(report submitted)** Mary Turner
- Governance Committee Kevin Hogan
 - Strategic Planning segment #1
 - Mission & Vision Statements (see attachment)
 - Kevin presented the Mission/Vision statements and Core Values for the BOD to review and consider. The BOD agreed to the following language. The language will be finalized at the January 2 meeting.
 - Core Values – athlete focused, excellence, inclusion, integrity
 - Mission Statement – Virginia Swimming creates opportunities that promote sportsmanship and develop excellence through competitive swimming.
 - Vision Statement – the vision statement was not finalized.
 - December 10 deadline to return the objectives and milestones for strategic initiatives to Kevin
- January 2 Retreat Mary Turner
 - The retreat will be at Red Salt restaurant in Richmond from 9:00-5:00 pm. Snacks and lunch are included. Send Mary shirt size for each board member.

Old Business

- Athlete endowment-impact on PVS Ongoing
- Championship season taskforce Ongoing
 - Age Group and Senior Committees will hear from Tech Planning with a championship meet schedule for the committees to consider for the 2023 season.
- 2022 Zone AG Champs John Stanley
 - No update. The Zone has taken no action to find a replacement location.
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New Business

- US Swimming Coaches Clinic – Greensboro Morgan Cordle
 - USA Swimming is putting on a coach clinic during the Open. The Coach Committee asks for a \$200 reimbursement (mileage/per diem for food) for 10 coaches (\$2000 max for the LSC.) This would be for continuing education for coaches who wish to attend. There is money in the coach mentorship budget. This would not count as one of the coach reimbursements for the year. It will not be for coaches traveling with athletes.

Motion: The motion to approve the \$200 reimbursement for 10 coaches to attend USA Swimming Coach Clinic in Greensboro during the Open was approved.

- BOD Meeting - February 7 John Stanley
 - The next meeting is Monday, February 7 at 8 pm
- Spring HOD Date Change

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- HOD is normally the 3rd week of April. Due to a USA Swimming meeting in Denver that Virginia Swimming BOD members will have to attend, the date of the HOD will need to change.
- John proposed April 10 with a BOD meeting April 9, TIDE has the Spring Showcase meet that weekend.
- Drew proposed to move HOD to April 3.

Motion: The BOD agreed to move the HOD to Sunday, April 3, 2022.

- USA Swimming Delegates from Virginia Swimming
 - The BOD needs to nominate delegates to the spring HOD. It was proposed that the General Chair, Age Group Chair, Senior Chair and Coach Committee Chair serve as delegates to the USA Swimming House of Delegates.

Motion: The motion to approve the General Chair, Age Group Chair, Senior Chair and Coach Committee Chair as delegates to the USA Swimming HOD was approved.

Adjournment *(Next meeting: Jan. 2, 2022 in person retreat, Richmond)*

The meeting was adjourned at 10:04 pm.

In attendance: John Stanley, Bryan Wallin, Bob Rustin, Brian Cann, Drew Hirth, MC Banks, Kevin Hogan, Scott Baldwin, Jihan Munson, Morgan Cordle, Allison Dodd, Richard Hunter, Maureen Tolliver, Emily Fagan, Mary Turner

Virginia Swimming Financial Summaries 2021-2022

10/5/2021

*** Revenue ***	Budget	September	YTD
USAS Registration	485,200	12,810	12,810
VS Registration	113,400	3,525	3,525
Flex registration	10,000	410	410
USAS Club Dues	2,940	70	70
VS Club Dues	1,860	30	30
Meet Sanctions	4,900	20	20
Meet Rebates	168,000	3,373	3,373
Sales & Misc.	2,000		
Championship Meet Revenue	50,000	44	44
Sectionals Meet Revenue	10,000		
Zone Meet Revenue	50,000	10,169	10,169
LC Zones Team	26,150		
Clinics and Swimposium Revenue	1,500		
Zone Meeting Revenue			
Awards Banquet	\$20,000		
Interest - Checking	25	3	3
Interest - Reserve	500	30	30
Endowment Income	\$50,000	6,213	6,213

Total Revenue	\$996,475	\$36,696	\$36,696.25
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*** Expenses ***			
USAS Registration	485,200	1,064	1,064
USAS Club Dues	2,940		-
			0
Travel - US Open	-		0
Travel - Winter Nationals/Paralympic/Other	22,500		-
Travel - Summer Nationals	13,500		0
Travel - Olympic Trials / World Team trials	-		-
Travel - National Youth Team	1,500		0

Travel - Discretionary	3,000		0
National Meet Travel - Coaches	9,000	800	800
			0
Senior Champ Meet Support	10,000		0
Va. Championship Meet Expenses	50,000		-
Zone Meet Expenses	50,000	322	322
Sectionals Meet Expenses	10,000		-
LC Zone Team Support	68,150	34	34
Champ Meet Awards	22,000		-
			-
Staff Salaries	82,400	6,867	6,867
Payroll Taxes	6,300	525	525
Benefits	-		0
Webmaster			0
Web Upgrades	1,000		0
Administration Expenses	15,000	1,351	1351
Supplies & Misc.	3,000	148	148
Awards Banquet	35,000		0
National Convention	7,500		0
Zone Meeting	-		0
Equipment	500		0
Officials Workshops / Training /Travel	20,000	1,700	1700
USAS Workshops	6,000		0
VS Camps & Clinics	6,000	7,416	7416
VS Workshops	500		0
Diversity, Outreach Reimbursements	10,000	264	264
Diversity / Travel, Other			0
Make a Splash/Learn to Swim Grants	10,000		0
Safe Sport Programs	6,000		0
Coach Mentoring Program	2,000		0
Athlete Scholarships	6,000		0
Club Grants			0

Endowment Funding	50,000		0
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Total Expenses	\$1,014,990	\$20,490	\$20,490.18
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Net Income / Loss	(\$18,515.00)	\$16,206.07	\$16,206.07
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Beginning Funds	\$298,358		\$298,358
Inflow (Outflow)	-\$18,515		\$16,206
Transfer to savings	\$800		\$30
Transfer to / From Savings	\$0		
Ending Funds	\$279,843		\$314,533
Endowment	\$134,059		\$134,059
BOD Restricted Funds	\$30,865		\$30,865
Virginia Swimming Savings	\$252,540		\$252,570

Total Funds	\$697,305.94		\$732,027
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Virginia Swimming
Diversity, Equity and Inclusion Committee Report
September 28, 2021

Members Present: J. Minson, G. Hair, J. Simons, D. Smith, K. Harrington, O. Geddes, M. Richter, P. Donahue, G. Kimbel, D. Travis

Notetaker: D. Travis

Combining DEI/Disability Mission Statement

- Adjust the definition of disability to include physical and intellectual disabilities
- The group will cover athletes who qualify for Para and Special Olympics and other activities
- Make sure the statement is inclusive ... include a clause that says, "including, but not limited to..."

Action Item: Mission statement update will become part of the updating the DEI/disability website working group.

Activities

- Would we be interested in doing camps that address disabilities and diversity? Yes – set up similar to the IMX camp September 26, 2021.
- Provide education to coaches on dealing with swimmers with disabilities

Website - DEI Section

- Been completely overhauled
- Disability upgraded needed
- Trying to make the site user friendly for parents and coaches

Action Item: Committee will make this a working group at the October meeting.

Goals

- Creating a team atmosphere rather than a cliquish atmosphere – roundtable discussion
- In order to reach these goals we need to advertise what we are doing and work with partners to bring in the best resources
- Coaches training yearly for dealing with swimmers for disability and DEI
- Camps DEI, or Diversity
- Is it possible for each club to have a point person for DEI Education?

- Have a roundtable to discuss and share ideas about increasing diversity on swim teams

Action Item: Working Group breakout will occur at the October meeting.

Initiatives

- Have a person from every team on the call or a contact person to communicate with to share ideas with from the call

Long Term Goals

- Make swimmers within these categories comfortable within the competitive circuit
- Create diverse coaching staffs so the coaches are reflective of the athletes they are trying to bring in
- How can we incentivize coaching staff to have a more diverse staff and/or a more diverse team?

How do we address accessibility?

- Busses
- Working with the local school districts (Waynesboro)
- Foster homes
- Middle school lessons (Christiansburg)
- VSI has grants to help with costs for those on free and reduced lunch
- Fliers to go home with students to reach parents of underserved communities

Future meeting dates: Last Tuesday of the month 8pm – October 26, 2021

Virginia Swimming
Finance Committee Report
BOD Meeting 10/24/21 @ 7:00 PM

New Committee Members: Chris Sowers, Fiona Williamson

1. Internal Audit

- a. Finance Committee members received a copy of the Quicken 2020-2021 Transactions Report to look at and raise questions about the individual transactions from Revenues and Expenses.
- b. Responses from Committee members are due by October 31st.

2. External Audit

- a. Harris, Hardy, Johnstone will report whether the financial statements properly reflect Virginia Swimming's performance and condition and create Form 990.
- b. Bob is planning on having this finished by the end of October and Form 990 is due to IRS by January 15th, 2022.

Senior Committee Report: October, 2021

1. Sr. Committee Composition Changes

- Returning members
 - Jeff Kincaid resigning his position
 - Mike Salpeter filling the vacant position

2. Working Groups to continue w/ updates of progress, status, next steps at October Meeting

- Commonwealth Classic
 - Chad Onken, Jon Kaplan, Steve Hennessy (Tech planning)
 - Decision to pursue this meet, along with Tech Planning, as a “baby step” to making adjustments to more targeted competition
- Senior Circuit
 - Richard Hunter, Steve Hennessy, Morgan Cordle, Peter Maloney
 - Goal is to use focus on the Commonwealth Classic for 2022-2023 and then circle back to the Senior Circuit given data/information/feedback received. This can be run in conjunction with Commonwealth Classic(culminating meet) or independently
- Camps and Clinics
 - Peter Maloney, Megan Garland, Peter Maloney, Delwyn Jones, MC Banks
 - Continuing IMX camp and looking at growing camps from ground up with more age group/developmental focus to start small and grow them into something that may service our athletes

3. Strategic Priorities

- Providing opportunities: Coaches and athletes
 - Connecting coaches for travel meets like Juniors by reaching out to clubs with new qualifiers (or just a few) to help coordinate travel logistics and/or answer questions and create a better experience for all.
- Driving Performance:
 - Sharing knowledge, working together, incentives, targeted goals for LSC, increased record keeping on athletes qualified for various competitions (Trials, Nats, Jr's, Futures, etc.). Mary will provide data to review (historical and current)
 - Incorporate discussions into Senior Committee meetings, at least every other meeting, with the intention of sharing knowledge and connecting coaches. An additional goal is to make sure we are discussing things that can impact the LSC/athletes from performance end and not just covering logistical items as they come up.

4. Swimmer of the Year voting completed

- Boys: 15-16: Bobby DiNunzio (TIDE), Aidan Duffy (NOVA)
- Girls: 15-16 Zoe Dixon (NOVA), Samantha Tadder (TIDE)