

Minutes Board of Directors Meeting Virginia Swimming August 29, 2015

Meeting called by: General Chair

Type of meeting:

Facilitator: Admin Vice-Chair

Note taker:
Secretary

Board Members & Officers in attendance:

Art Anthony, Bob Rustin, Jim Frye, Michael Braum, Jill Rhyne, Terry Randolph, Drew Hirth, Leann Hillary, Ted Salade, Stephanie Suhling, Jessica Simons, Kevin Hogan, Kevin Mahaney, Alix Neilan, Emily Erard, David Strider, Bryan Whalin

Presenter

Board Members & Officers not in attendance:

The meeting as called to order at 1:20pm

Steve Hennessy

Introduced new members

Steve Hennessy

Review of candidates for Tech Planning

Reviewed VSI Mission Statement

Consent Agenda

Kevin Hogan

Kevin discussed how to handle consent agenda. Explained purpose and how to handle items that need further discussion. Recommend that we use this as new procedure. All members must review consent agenda then will be taken for a vote at beginning of meeting. Vote en mass to approve.

Would this be the appropriate place to mention the reports that were submitted and approved with no discussion and then the reference to them farther down can be removed? The following committee/coordinator reports were approved as part of the Consent Agenda:

Leanne reviewed minutes from previous videoconference board meeting. There were no changes or questions. ~~Leanne reviewed minutes from teleconference meeting. Asked for any changes/discussions and questions.~~ Can remove and then bring next state up into paragraph.

Leanne Hillary

A motion to accept the minutes of the June 7, 2015 teleconference meeting as amended was **made** and seconded. The minutes were approved as submitted.

Treasurer's Report

Bob Rustin

- Bob presented the treasurer's report.
- Books will close in 3 days. High on expenditures in this month with closing.
- Bob now using new account numbers. Fraudulent charges and checks appearing on SunTrust account. The old account will be closed once fraudulent charges have been resolved. Books may be reviewed by anyone who wishes.
- Motion to accept treasurer's report was made by Bob Rustin. Seconded. The report was approved as submitted

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Administrative Division Reports

Rules:

Kevin Hogan

- Rules and Regulations committee puts together list of rule changes one year prior to HOD meeting. *Members of **Board** need to review new rules and discuss anything necessary so members **of delegation** can vote **accordingly**.*
- Possible upcoming changes include: Rules to define deck-changing, consideration of 6 events per athlete during meets; Safe Sport Coordinator to be voting member of LSC board, **and changes to method used for timing adjustments**.
- VS currently does not have Safety coordinator as voting member. This is useful discussion to discuss how we want the BOD set up as an LSC.
- *Possibility of forming a safety committee. Should be some discussion about this. **Isn't this covered later***
- Procedure for taking a back-up time was discussed. Current method uses formula when using times from watches. No other swimming group recognizes this method.
- Reminder any changes to policies and procedures may be submitted to Kevin for review to make sure they are in accordance with other VA Swim policies.

Terry Randolph

Membership:

- New version of MM6 is available – would like to upgrade our system. There will no longer be support for MM5. Cost is \$199.00. We can save \$30.00 if we order by November 30th. **Need to buy add-on championship meet package. Use site license for Zones meets. VA Swim used to require clubs to have most up to date software to run meets. Remove statements** *Approval granted to order new MM6 Software.*
- *Jim Frye to write new procedure change to specify version of software clubs are required to have.* This will be submitted to the Board at least 7 days prior to the next Board meeting the meet the prior notification requirement for modifying VSI Procedures.

Mary
Turner/Michael
Braum

Kevin Hogan

Finance:

Paypal shipping fees – Bill gave explanation of service fees for CC transactions. VA swimming charges fees for our paypal costs. Proposal to have two tiered shipping fee which would consolidate 2 fees into one fee with two rates. Proposed amounts charged up to \$130.00 would pay 3% shipping fee with amounts \$130.01 and above paying 2.5%. Proposal was seconded and voted on – proposal approved!

Bill Geiszler

Club Development:

See Report Submitted

Steve Phillips

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Age Group Division Reports

Disability

David Strider

Report submitted – no new business to discuss

Zone Team Manager

Maureen Toliver

Kevin will work with Ted and Scott to come up with recommendations based on feedback in reports.

Senior Division Reports

Ted Sallade

See report submitted.

Coach Division Report

Kevin McHaney

Coach

Bill Geiszler

Proposed use of \$50k for Club Development grants – *Finance committee to work with Terry to write procedure to apply for grants – this should be brought to meeting in September. Need to decide what grants will be available and determine qualifications needed to apply for grants.*

Athlete Division Report

No Reports

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Unfinished (Old Business)

- Long course schedule made complicated by Olympic Trials. Discussions about dates for AG Champs and Senior Champs. Ted Sallade/Scott Baldwin
- Senior committee does not want to move Senior Champs meet. This can affect revenues for some clubs if meets are cancelled. Smaller clubs may have coaching issues. They feel the Zones committee should receive more help to get things accomplished in shorter timeframe. Rec for schedule not to change. These meets will not be held on the same weekend.
- Steve made Motion – to have Senior Champs and AG Champs on the same weekend in July – July 21-24. Contact Scott and ask for report – this becomes part of old business. Steve Hennessy
- Freedom Center Discussion
 - Perception that Freedom center fees are expensive and cost of use is prohibitive. After some research, Steve found that these fees are not expensive based on other facility charges. Steve Hennessy/Ted Sallade
 - Freedom center has challenges – air quality, equipment, etc. Freedom center has not done anything to improve this.
 - Steve getting good information from current contact. *Steve trying to build better working relationships with Freedom center. Asked Kevin for feedback.*
- Regional Champs now scheduled in Manassas.
- LC Summer Awards will be at new facility at JMU Manassas.
- Team assignments for Summer Awards Champs all set – seems to be well balanced.
- **Proposed Policy change to be considered at the next House of Delegates meeting: Registration Payment Policy – there is policy in place for almost one year. Have recently reworked this policy to make sure it corresponds with payment of fees.** Kevin Hogan/Mary Turner
 - **Mary explained current process for fee payments. Policy requires**
 - **Invoice to be sent at the first of month with payment due 15th of that month.**
 - **If payment not postmarked by that time a service fee would be charged.**
 - **Swimmers would be unattached if payment not received before next invoice date.**
 - **At the beginning of each month Mary and Steve reviewed clubs in arrears and gave clubs 3-day window with verbal warning before unattaching team. Most clubs responded favorably to this system.**

Reasons for this new policy:

Monday after – does not affect meet host team.

15th of month – no need to contact in meantime. Waiting until 15th would not hurt from financial standpoint. Allows more time to take care of this in a business minded method. **This is a policy change and must be approved by can be removed.** Terry made motion to approve the proposed policy change, and Bill seconded. The policy change is recommended by the board.

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Unfinished (Old Business) *I think all of this is new business*

Ted Sallade

- **Proposal for LC Zones**

- Not posted in accordance with timelines of 30 days before meeting. Discussed pros and cons. Ted felt it was our goal and objective to create more opportunities for swimmers to make times.
- Discussion about intermediate splits and how this would become very complicated.
- Terry gave historical perspective on intermediate splits.
- ***Kevin suggested interested parties getting together beforehand to discuss. They should come up with a policy. This issue will be tabled until April meeting, which will still allow changes to be made before zones meet takes place.***

Jessica Simmons

Terry Randolph

Kevin Hogan

~~Mary discussed 15-18 year olds no longer being involved in Zones. – remove this as it could give the impression that the decision has already been made to do this. I just mentioned it to let folks know that Zone selection may not be as difficult in the future.~~

Mary Turner

- **Championship meet progression: *Remains open item in old business. Terry will hand off to Jim Frye. Coordinate with others who have interest in this area.***

Terry Randolph

- Terry reminded the Board about the proposal passed at Spring meeting - new tech planning chair should implement this new process. **Senior committee to review meet announcements. remove** More people to review meet announcements ahead of time. Will allow Jim to give better feedback for meet planning. **Can all of this bullet be removed?**

Ted Sallade

- **GATR Request for Travel Funding**

- Steve and Ted discussed funding for additional meets. Need to establish a set of criterion to consider additional meets for funding (qualifying times, etc.). There is a policy in place to request additional funding. The request from Gators was pushed back to Ted. *Doug should submit request to Senior Committee as required.*
- Also discussed funding for coaches who are attending these meets.
- ***Ted to separate these two proposals so the Finance Committee can consider covering coach travel expenses with grant money.***
- ***Club development – should be used for furthering coach education. Senior group to take this on. Needs to be on expenses that were not reimbursed by club or other source.***

- **WAC Request for Abating Rebate Fees**

Steve Hennessy

- Discussion - Harold offered different date with guaranteed entries but chose not to take it.
- The timeline from CSAC meet did not exceed 4 hours.
- This request will not be entertained. **Or was request denied?**

- **Strategic Planning and Governance Session – October 17, 18 – hosted at**

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Richmond Marriott on Cox Road.

Steve Hennessy

- **USA Swimming Convention**

- Delegation has been set.
- Will schedule lunch meeting before next board meeting. *Steve will reach out to participants to schedule.*

- **QDD Merge with PM-PVS**

- *Steve has been contacted by head coach of Potomac Marlins that QDD will be merging with his team. QDD approached the team requesting this merger.* Pool would be separated in that deal.
- They have a year for this arrangement to work.
- Should existing meets be left on calendar? These dates may be bid on for other teams.

- **Nomination Committee Members (At-large HOD):** Provide at-large membership for nominating committee members. Motion to make these members at large by Jessica. Seconded and approved.

- **Creating a Safety Division**

- There is currently a large amount of info about Safety measures that need to be communicated to clubs.
- Safe sport, safety, open water and any other areas would be in this division. Education portion could be improved.
- Everyone agreed we should pursue this.

Announcements

- Deadline extension to the VSI Learn-to-swim grant
- SwimRVA accomplishments over the last three years reviewed.

Mary Turner

Steve Hennessy

Adjournment at 4:13pm

Steve Hennessy