Colorado Swimming, Inc.
Board of Directors Meeting
Sunday December 17, 2023, 1:00 pm – Maggiano's, 7401 S. Clinton St. Englewood, CO

Roll Call: Barbie Barker, Frank Orten, Brian Wixted, Allyson Angle, Ingrid Briant, Meghan Hershey, Madison Mintenko, Anna Jorstad, Callie Marks, Scott Powell, Rich LeDuc, Jackie Stiff, Debbie Schmidt, Ken Ebuna

The regular meeting of the Colorado Swimming Board of Directors was called to order at 1:05 pm, the President being in the chair and the Secretary being present.

Any Changes or additions to the agenda (New Business, Late or Revised reports): Webmaster, Swimposium, and All-Star Meets were added to the agenda as new business.

Pull Reports, Adoption of Agenda and Acceptance of Consent Agenda: General Chair, Finance Chair, Technical Planning, Governance Committee, Coach's Rep., and DEI Reports were pulled. **Motion to approve and adopt agenda and accept consent agenda was adopted.**

Reading, Correction, and Adoption of July 22, 2023 Meeting Minutes: Motion to approve July 22, 2023 board meeting minutes was adopted.

Board of Directors (voting members)
General Chair – Barbie Barker
Administrative Vice Chair – Frank Orten
Finance Vice Chair – Brian Wixted
Senior Vice Chair – Allyson Angle
Age Group Vice Chair – Open
Secretary – Ingrid Briant
Treasurer – Open
Coach Representatives – Megan Hershey, Jen Koschmann
Senior Athlete Representative – Leala Lara
Junior Athlete Representative – Madison Mintenko
Senior At-Large Athlete Representative – Anna Jorstad
Junior At-Large Athlete Representative – Callie Marks
Diversity, Equity, and Inclusion – Rich LeDuc
Officials – Scott Powell
Safe Sport – Open

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CSI Staff
Executive Business Manager - Jackie Stiff
Times, Records, Meet Entries- Linda Seckinger

Ex Officio Members (non-voting members)
Past General Chair – Tristan Cross
Technical Planning - Shawn Smith
Seasonal Club Representative – Kevin Ketterer
Seasonal Athlete Representatives – Otis Shin, Wilder Anderson
Geographic Zone Representatives – Maria Strait, Allyson Angle, Melinda Hunzeker, Debbi Schmidt, Sean Stockton
Operational Risk - Brian Wixted
Disability – Open
Open Water – Meghan Hershey
Governance Chair – Ken Ebuna/Dan Lake

Unfinished (Old) Business:

1) **Timing of HOD meeting (Sunday, October 6th, 2024)** – The House of Delegates meeting will be held on Sunday October 6, 2024, after the USA Swimming meeting, which will be held the last weekend in September.
2) **Status update re: bylaw changes** – the bylaw changes discussed and approved at the 2023 House of Delegates meeting and those required by USA Swimming were submitted to USA Swimming and approved. Barbie will post the revised and approved version to the website within the next week or so.

New Business:

1) **Open Position Appointments** – Barbie went over the various open positions and her thoughts on who she would like to appoint. She asked for the Board's advice and consent. Barbie would like to appoint Meghan Hershey to fill the remainder of Vinny's term as Age Group Chair since he resigned and would like to appoint Anna Kelly to fill the remainder of Bill Bartel's term since he resigned. Barbie is waiting to hear on prospects for Disability and SafeSport and will do a little research on Club Development as she wants to fill that position. A new Coach's Rep. will be elected since Meghan is assuming the position of Age Group Chair. The Board consented to Barbie's appointments.

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2) **Review of Signature Authorities –checks, documents** – The Board reviewed signature authorities so that everyone understands who has the power and authority to sign on behalf of CSI. The Finance Chair (Brian Wixted), Treasurer (Anna Kelly), General Chair (Barbie Barker), and Executive Business Manager (Jackie Stiff) are authorized to sign CSI bank accounts and checks. The following individuals currently have CSI credit cards: Executive Business Manager (Jackie Stiff), Age Group Chair (Vinny Pryor, will be transitioned to Meghan Hershey), Head Chaperone (Ingrid Briant), General Chair (Barbie Barker), Age Group Coordinator (Kristen Sanchez). The General Chair (Barbie Barker) and Executive Business Manager (Jackie Stiff) have authority to execute and sign contracts on behalf of CSI.
3) **Junior camp overbudget request** – the reasons the camp went over budget (e.g., increased t shirt costs, more coaches) were discussed. **Motion to approve funding this year's junior camp in full, including the overage above the $4000 budgeted amount, was adopted.**
   Motion to increase the budget for every camp in the LSC's budget that needs it to $5000 was adopted.
4) **LSC Communications** – Jackie discussed how CSI's free MailChimp account has limited capability and is not meeting our needs. For example, we have a need to email up to one thousand members at a time and the current system only allows us to email up to one hundred individuals. Jackie would like to investigate other platforms and options so we can communicate more effectively with our members. The board authorized Jackie to do this research. Allyson and Frank will assist her, and they will present a proposal of other options to the executive committee.
5) **Create Membership Committee** – the board discussed creating a Membership Task Force to evaluate membership trends and make suggestions, as discussed and requested at HOD. Frank, Rich, and Anna volunteered for the Task Force and will reach out to Todd and Dale, who spoke on this issue at HOD. They will report back on their progress at the next Board meeting.
6) **Chance Sports – potential alliance** – Ingrid reported on her initial research about and communication with this relatively new nonprofit that seeks to close financial gaps for children from low-income families who want to play competitive club sports. The organization is seeking to expand into more sports across the front range and it is a potential opportunity to make swimming accessible to more kids. Ingrid will have an initial exploratory meeting with the

group in January and will report back at the next board meeting. Allyson and Madison expressed interest in staying in the loop and working in this area as well.

7) **Succession Planning** – Governance is working on suggestions in this area and will report back to the board.
8) **Strategic Plan** – Barbie mentioned that she would like to focus on one strategic plan topic at each board meeting, with possible working group meetings in between board meetings as needed. The current plan is to discuss Promote the Sport in February, Committees in May, and Leadership in July.
9) **Costco Card** – It was suggested that CSI obtain a Costco card to purchase items items for All Stars and Zones trips. The consensus was CSI probably needs multiple cards. **Motion to approve two memberships for CSI at $60 each (for a total of $120) was adopted.**
10) **Webmaster** – the desire to have timely CSI website updates was discussed. Meghan Hershey has a person who is quite competent in this area and is interested in updating the CSI website. Meghan will reach out to her.
11) **Swimposium** – The desire to return to a more robust Swimposium with tracks for officials, parents, coaches, and athletes was discussed. Consensus was to have a more robust program as in years past if the budget and USA Swimming funding allows it.
12) **All Star Meets** – Ken will send Meghan Hershey (Age Group Chair) information on other possible All Star meets that would provide more competition for CSI top athletes and potential involvement by a second tier of athletes. We will ensure that athletes are part of any discussion regarding meet possibilities that are explored.

Pulled Reports:

General Chair – A question was raised as to who will have ownership of the strategic plan and who will assign tasks and ensure we stay on track. Barbie relayed that her vision is that each board member is responsible for coming to meetings prepared to have input and contribute to the discussion. Barbie will take ownership of the overall plan and assign follow up tasks as needed. The need to hold board members accountable for fulfilling duties was discussed. It was suggested that, in addition to educating board members about job duties during orientation, perhaps

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Governance could add to the orientation the provision about how board members can be removed from their positions if they do not fulfill their duties.

Finance –Brian reported that preparation of the tax return will be underway within the next several weeks.

Technical Planning—in connection with the recent work of the Technical Planning Committee, Ken reminded the board that all standing committees should prepare minutes so that others on the committee and the board are apprised of their work.

DEI – Rich discussed the status of the June camp.

Coach's Rep. – the desire to educate coaches and members of the LSC about our outreach program was discussed. We have a program and process but not all seem to be aware of it. Jackie, Rich, and Jen will review and refine the process and report back to the board.

Governance :

Orientation – the new member board orientation will be next Wednesday.

Retreat – Governance proposed September 14 as a possible retreat date. A suggestion was made for the retreat to happen after early October, when new board members are in place. There was no consensus as to when the retreat should happen, and we will continue to discuss this.

BOD Assessments – Governance will resend the Board Assessment to those who have not yet completed it.

Voting Tally/Remote Voting – Jackie will produce a proposal regarding how to handle voting for remote participants in future meetings.

Special HOD –Ken asked for a roll call vote on the issue of whether to call a Special Meeting of the House of Delegates to discuss the issues outlined in the Governance Report. Votes in favor: zero; Votes opposed: 6 (Barbie Barker, Brian Wixted, Allyson Angle, Meghan Hershey, Jen Koschman, Callie Marks) ; Abstain: Madison Mintenko, Anna Jorstad; Present: Frank Orten ; Absent: Ingrid Briant. **The motion to hold a special meeting of the house of Delegates did not pass.**

Resolutions and Orders: The next scheduled board meeting will be Sunday, February 25th, 2024 from 1:30-3:30. Written reports from each board member, representative, and committee will be due to Jackie Stiff by Monday, February 19th.

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Additional 2024 BOD meeting dates discussed: Sunday, May 5 at 10 am; July date TBD (possibly July 27 but that is the Futures meet so perhaps the weekend before July 20-21); Sunday September 8 (budget).

Adjournment: **The meeting adjourned at 3:24 pm.**

Ingrid Briant, Secretary