



Developing, Improving, and Supporting Competitive Swimming in the Inland Empire

Vision: Provide a positive atmosphere for swimmers of all abilities to achieve and sustain lifelong success.

Minutes from House of Delegates Meeting
Sunday, October 6, 2019
Tri-Cities Court Club, Kennewick, WA.

The meeting was called to order at 11:15am by John Pringle.
Perfect fall day 50 degrees - tough to be indoors.

Roll Call

IES Board and Committee members in attendance:

John Pringle - General Chair, Keith Lambert - Administrative Vice Chair, Sean Muncie - Senior Chair, Jade Sobek - Age Group Chair, Donald Hougardy - Finance Vice Chair, Holly Howard - Secretary, Jennifer Tonkyn - Coaches Representative, Riana Scott - Senior Athlete Representative, Laurel Skorina - Junior Athlete Representative, Jeff Sutton - Operations Risk Chair, April Walkley - Safe Sport Chair, Jody Rash - Registration and Times Coordinator, Steve Hudlet - Officials Coordinator, Dave Cutter - Sanctions Coordinator, Greta Alderson - Swim-a-thon Coordinator, Todd Stafek - Treasurer, Records Coordinator and past IES General Chair, Chris Engledown - Open Water Coordinator.

Absent: Chance Younkin - Equipment Coordinator,
Nicole Engledow - Disability Coordinator.

Other members in attendance: see attached sheet which had all people in attendance on it.

Member Representatives from the following teams:

Baker Swim Team Absent- excused with no fine A motion was made seconded and passed with a voice vote.

Representatives for each team signed in.

- Coeur d'Alene Area Swim Team:
- Cougar Aquatics:
- LaGrande Swim Club:
- Ellensburg Area Swim Team:

- Lewis and Clark Neptunes:

Mission: Developing, Improving, and Supporting Competitive Swimming in the Inland Empire.

- Moses Lake Manta Rays:
- Pendleton Swim Association:
- Sandpoint West Aquatic Club (SWAC):
- Spokane Area Swimming (YMCA):
- Spokane Waves Aquatic Team (SWAT):
- Tri-City Channel Cats:
- Velocity Swim Club:
- Walla Walla Swim Club:
- Vandal Aquatic Club:
- Yakima YMCA Swim Club:

Call for additions to New Business:

- Athletes Presentation
- Coaches Presentation
- Age Group Zones
- Safe Sport Recognition Rewards Program Awards
- Policy – Procedures and Bylaws

Old Business:

- Championship Committee Report – Jeff Sutton

Consent Agenda:

Verbal Report : Jody Rash- Registration and Records report.

(Apology from the Secretary that Jody Rash's report was not available in hard copy at the meeting. However it was in the packet that had been uploaded and shared on the website before the meeting).

Club Registrations 2018-2019, overall numbers are down, However in 2018 the Flex Option for registration started and the numbers showed an increase especially among 10-u. This increase comes from seasonal growth and registration for summer leagues has dropped. Almost 60% of the Flex members eventually transfer into full year round membership- which is a positive trend and good for IES. (noted in some other LSC's that trend is not being borne out).

Don Hougardy stated that there is a timing issues regarding the numbers for this year, from the way USAS releases the information. There was brief discussion about whether there would be a large bump based on the upcoming Olympic year as has occurred in the past.

- Minutes from H.O.D. from April 14, 2019 and Consent Agenda were accepted (motion/seconded and passed by voice vote) as amended with the addition of the change to note that a representative from Cougar Aquatics was in attendance at the Spring H.O. D. meeting.

INLAND EMPIRE SWIMMING

2020 Budget (*Budget B approved 10/6/2019*)

	<u>2020 Budget A</u>	<u>2020 Budget B</u>	<u>Preview 2021 Budget</u>
Revenues:			
Meet Fees	\$ 113,000	\$ 137,000	\$ 137,000
Registration Fees	23,500	23,500	26,000
Sanction Fees and other	1,000	1,000	1,000
Total	<u>137,500</u>	<u>161,500</u>	<u>164,000</u>
Operating Expenses:			
Administration	31,750	31,750	33,338
Equipment Maintenance	1,000	1,000	1,050
USAS Annual Convention	13,520	18,500	15,900
USA-S Seminars and Workshops	6,000	9,000	9,000
General Chair	700	700	735
Admin. Vice-Chair	250	250	263
Finance Vice-Chair	1,000	1,000	1,050
Safe Sport Chair	900	2,000	2,100
Safety Chair	300	500	525
Officials Chair	3,850	3,850	4,043
Records Chair	800	800	840
Other	-	-	-
Subtotal	<u>60,070</u>	<u>69,350</u>	<u>68,844</u>
Operating Revenues (Expenses)	<u>77,430</u>	<u>92,150</u>	<u>95,156</u>
Program Expenses:			
College Scholarships	700	700	700
Senior	25,200	25,200	\$ 26,460
Age Group	63,000	63,000	66,150
Camps - (Athlete Leadership Summit)	-	1,000	-
Coaches	1,500	1,500	1,500
Other	-	-	-
Subtotal	<u>90,400</u>	<u>91,400</u>	<u>94,810</u>
Net Revenues (Expenses)	<u><u>\$ (12,970)</u></u>	<u>750</u>	<u>346</u>
Transfer From / (To) Reserves		<u><u>(750)</u></u>	<u><u>(346)</u></u>
		<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

INLAND EMPIRE SWIMMING

2020 Budget (*Budget B approved 10/6/2019*)

	<u>2020 Budget A</u>	<u>2020 Budget B</u>	<u>Preview 2021 Budget</u>
Revenues:			
Meet Fees	\$ 113,000	\$ 137,000	\$ 137,000
Registration Fees	23,500	23,500	26,000
Sanction Fees and other	1,000	1,000	1,000
Total	<u>137,500</u>	<u>161,500</u>	<u>164,000</u>
Operating Expenses:			
Administration	31,750	31,750	33,338
Equipment Maintenance	1,000	1,000	1,050
USAS Annual Convention	13,520	18,500	15,900
USA-S Seminars and Workshops	6,000	9,000	9,000
General Chair	700	700	735
Admin. Vice-Chair	250	250	263
Finance Vice-Chair	1,000	1,000	1,050
Safe Sport Chair	900	2,000	2,100
Safety Chair	300	500	525
Officials Chair	3,850	3,850	4,043
Records Chair	800	800	840
Other	-	-	-
Subtotal	<u>60,070</u>	<u>69,350</u>	<u>68,844</u>
Operating Revenues (Expenses)	<u>77,430</u>	<u>92,150</u>	<u>95,156</u>
Program Expenses:			
College Scholarships	700	700	700
Senior	25,200	25,200	\$ 26,460
Age Group	63,000	63,000	66,150
Camps - (Athlete Leadership Summit)	-	1,000	-
Coaches	1,500	1,500	1,500
Other	-	-	-
Subtotal	<u>90,400</u>	<u>91,400</u>	<u>94,810</u>
Net Revenues (Expenses)	<u><u>\$ (12,970)</u></u>	<u>750</u>	<u>346</u>
Transfer From / (To) Reserves		<u>(750)</u>	<u>(346)</u>
		<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

- **Budget Approval Don Hougardy**

Don Hougardy stated that the fiscal year ends 12/31/19, so the budget is built on only partial real numbers, though it should be close to on target.

There were 2 options for the proposed for the 2020 budget year.

- There is an estimated shortfall of \$12,970 if no changes are made to the revenue stream. Proposed Budget 1 (Meet fees, Registration fees, Sanction fees and other).
- Budget 2 has an increase of \$3.00 on the Meet fees (all meets including Development meets) and \$5.00 fee on Championship meets. The additional \$2.00 on The Championship meets will be divided. \$1.00 to the Athlete Leadership Summit and \$ 1.00 to fund officials travel to national meets.
- In 2020 the national convention will be smaller, yet there will be an increase in the regional workshops so there will be more expenses to attend those.
- SafeSport is another area that will receive additional funds.
- The slight net revenue funds will go back to the reserves account.

Budget discussion:

John Pringle spoke that IES was a a very well run small LSC. The fact that we have a paid staff member is impressive; something that many other LSC approximately our size (under 2500 swimmers) do not support. This helps keep the LSC running smoothly and efficiently.

Todd Stafek declared that we are living up to our mission statement as we continue to support swimmers as they qualify for higher level meets His example highlighted the reimbursements for travel to Age Group and Senior zone meets.

Don stated that the 2020 Olympic Trials are coming up and that IES is willing to support any athlete and coach who qualifies and attends the Trials, solely representing IES/ club.

- Motion and second was made to accept the 2020 Budget B as presented. Motion passed voice vote. see attached approved budget.

Unfinished Old Business:

- Section 8: Keith Lambert presented Section 8 which covers financial assistance options detailing how are athletes reimbursed. Previously Section 8 had been approve by the H.O.D. though was never implemented. This version had been slightly(mildly) updated and now is in place.
- Championship Committee: Jeff Sutton
 - Jeff Sutton and his committee reworked the Short course championships meet to be held at University of Idaho pool. The major changes were having a 3 day meet with access to the pool facility at 1pm on Friday (Thursday night setup).

- The events are proposed to be all swum as combined gender, though the finals will be swum split out by age and gender.
- There were additions of 50s of all strokes for each age group, while leaving the same relay opportunities with entry limit at 8 events.
- There was discussion on the need to increase the Friday participation.
- Todd thanked Jeff for running an excellent and productive committee.
- A motion was made to accept the proposed changes for the Championship Short Course format. The motion was seconded and passed by voice vote.

• Bylaws: Keith Lambert

Keith reported that US Swimming mandates that IES (and all other LSC's) align their bylaws as well as adopt and sign an Affiliate Agreement by 12/31/19. All changes need to be voted on by the H.O.D. and approved by US Swimming before the deadline.

Keith presented that the board was not ready to have those changes voted on today and that there were 3 options to consider to fulfill the USA Swimming requirements:

- 1) Vote to allow the board to make the needed changes to align correctly. The changes The board accepted report would submit to US Swimming. However the changes will be completed and posted and comments accepted. It is planned to be completed by Thanksgiving.
- 2) Hold an additional H.O.D. meeting in early / mid December to discuss the changes and vote to accept.
- 3) On Monday, December 16th, hold a video conference call over the Blue Jeans network (50 phone line capacity).

After a discussion, a Motion was made to make the changes and review at the Spring H.O.D... This motion was not seconded.

- A second Motion was made to accept that the necessary changes to align the current IES bylaws with USA Swimming requirements be made by the IES board members before 12/31/19. The changes will be posted with a crosswalk highlighting old to new for review. The Motion was seconded and passed with a voice vote.

Jody Rash spoke that the IES board has begun monthly meetings via Blue Jeans video conference set up. Jody attested that the LSC board calendar will be posted along with the needed links on the website. All these meetings are open to the public and participation was encouraged.

John Pringle declared that there is a vacant board spot to cover diversity and equity. The two-year position has a voice, but no vote on the board. If anyone is interested, please contact John Pringle.

New Business:

Athlete Presentation:

Mission: Developing, Improving, and Supporting Competitive Swimming in the Inland Empire.

Senior Athlete Representative, Riana Scott, spoke to the assembly covering that there were 12 athlete representatives at the meeting before the H.O.D. and that they would like to plan for an Athlete Leadership Summit, to be held on the Saturday before the Spring 2020 H.O.D.

The swimmers on the planning committee are: Riana Scott LGSC, Zachery Washburn MRA, Christian Cutter VS, Luke Matlock WWSC, Laurel Skorina WWSC, Izzy Ruckhaber SAS Nicholas Walkley TCCC.

The Summit would be “By Athletes for Athletes” and open to 13 and over swimmers with a few selected younger swimmers. Riana hopes that Jack Swanson, from USA Swimming could be a presenter. The goal is to awaken the understanding of IES swimmers to how the LSC operates and how they need to be involved in the governance. Currently it is a requirement that 20% of committees be made up of swimmers, which is not always fulfilled.

The proposal was to have a main speaker (Jack Swanson) and then some break out sessions, including a practice before. The goal is to have 100 athletes at the summit and 150 at the swimposium.

Don Hougardy declared that the budget that had just been approved set aside \$1,000 for the summit to support the Athlete Leadership Summit

A motion was made to support the Athlete Leadership Summit to be held on the weekend of the Spring H.O.D. The Motion was seconded and passed with a voice vote.

Coaches Presentation:

Jennifer Tonkyn, coach representative to the board, presented

- 1) How to increase the number of swimmers who attend the short course and long course championship meets. After discussion in the coaches meeting they were supporting a name change
 - The coaches proposed a name change respectively to Short Course Junior Olympics and Long Course Junior Olympics.
 - Motion made to rename both short course and long course championship meets to be Short Course Junior Olympics and Long Course Junior Olympics. The Motion was seconded and passed with a voice vote.
- 2) How to increase and encourage athletes attending Age Group and Senior Zones meets? The suggestion was to have an A-cut as usual, and then to have a B-cut for swimmers that were close to making the A-cut. These swimmers would primarily be available for the relays, though if available spots arose they have the chance to swim regular events.
 - The times to achieve the B-cut would be 1 second off each hard A-cut per 50 yards. Only including the 5/100/200 events for each stroke.
 - The swimmers would be ranked and would be selected by the Age Group Chair and the Age Group Coach.
 - The new B cuts would be carefully explained, so that people understand that this is a Selection Meet.
 - Motion made to incorporate the b-cut standards for Age Group Zones and Senior Zones meets. The Motion was seconded and passed with a voice vote.

2020 Age Group Zones:

2020 Age Group Zones will be held in Gresham, OR from August 5 - 8, 2020. Inland Empire Swimming is cohosting with Snake River Swimming. Jody Rash is Meet Director and Western Zones Championship Coordinator. Meet Referee: Deb Baldwin

- The Steering committee consists of Keith Lambert, John Pringle, Jade Sobek, Ryan Stratton (Snake River) and Jody Rash. The committee will start meeting regularly after November 1st.
- The main area leads need to be filled and more information will certainly be coming. What can we do to support the meet, as it is always a challenge to get volunteers. Proposed putting a one-page announcement in each IES meet program in 2020 to help raise local club support and awareness.
- Jody discussed reaching out to Gresham area outfits/organizations to hire workers/for the days. Having these people should certainly decrease the stress of putting needing volunteers each day.
- More frequently that senior level meets are posted not in their home pools and having this opportunity is a wonderful chance to earn money and gain experience.

Don Hougardy supported the meet and he reiterated that this was an important meet as well as an opportunity to see how we can work together with Snake River Swimming with the potentiality of a Shared Services Agreement coming to pass. So this Zones meet is beneficial on many levels, and will **definitely** take many people to make it happen.

Safe Sport Recognition Program Awards:

Clubs earned tickets for a chance to win SSRP raffle. tickets were drawn by Keith and John. Winners go to Vandal, PSA, East, LCN, WWSC, and CAST.

April wants IES to be the first LSC to have all clubs reach those goals. Please reach out to her for more information. April remains supportive of all clubs and is pushing all IES clubs to adopt the following:

- Increased portal use is a must to complete the SSRP
- Having "Safety" or Safe Sport in the club mission statement,
- Putting a Safe Sport tab on club websites with documents as directed on portal,
- Establishing custom team MAAPP for each club and be listed under Safe Sport Tab on team page.

John Pringle thanked Greta Alderson for all her many years of help to IES.

Coach of the year: Sean Muncie

Official of the year: Mike Muira

Spring H.O.D. April 18 - 19, 2020

Motion made to adjourn the meeting 1:15pm.

Respectfully submitted by: Holly T. Howard



**House of Delegates Meeting
Kennewick WA
Date: October 6, 2019**

		REGISTRATION FOR:	REGISTRATION FOR:
Code	Club Name	Group Member Representative (One person designated by and from each club may vote.) (Print Name/Signature)	Alternate Group Member Representative (Print Name/Signature)
BST	Baker Swim Team	N/A	
CAST	Coeur d'Alene Area Swim Team	Hope McWilliam	
COUG	Cougar Aquatics	Dean Huss Whitaker	Karly Gomez
EAST	Ellensburg Area Swim Team	Layne Holt	R.
LCN	Lewis Clark Neptunes	[Signature]	
LGSC	LaGrande Swim Club	Tatiana Ricker	Amanda Welch
MRA	Moses Lake Manta Rays	Steve Washburn	
PSA	Pendleton Swim Association	Tony Nelson	
SAS	Spokane Area Swimming/ Spokane YMCA	Darcy Klein	Kirsty Whitney
SWAC	Sandpoint West Aquatic Club	Mike Brosnol	Mike Dean
SWAT	Spokane Waves Aquatic Team	Dean [unclear]	
TCCC	Tri-City Channel Cats	Brooke Pool	
VS	Velocity Swim Club	Jana Sutton	JOHN APGAR
WWSC	Walla Walla Swim Club	Erika Miller	
VAN	Vandal Aquatic Club	Jody Rasmussen	[Signature]
YYST	Yakima YMCA Swim Team	Roger Coburn Greta Alderson	R. Col Hula Alderson

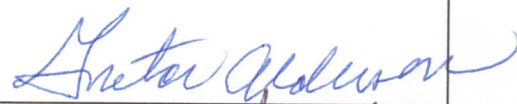
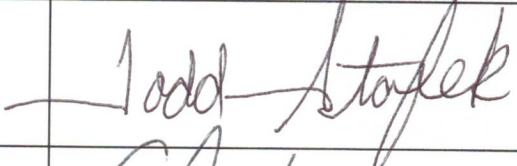
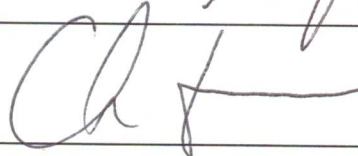


**House of Delegates Meeting
Kennewick, WA,
October 6, 2019**

Name	Executive Board of Directors	Signature
John Pringle	General Chair	
Keith Lambert	Administrative Vice-Chair	
Sean Muncie	Senior Chair	
Jack Jeff Sobek	Age Group Chair & Diversity Chair	
Don Hougardy	Treasurer <i>Finance V. Chair</i>	
Holly Howard	Secretary	
Jennifer Tonkyn	Coaches Representative	
Riana Scott	Senior Athlete Representative	
Laurel Skorina	Junior Athlete Representative	
Board of Directors		
Jeff Sutton	Operations Risk	
April Walkley	Safe Sport	
Jody Rash	Registration & Times Coordinator	



House of Delegates Meeting
Moses Lake, WA
October 14, 2018

Name	Committees	Signature
Steve Hudlett	Officials Coordinator	
Chance Younkin	Equipment Coordinator	
Dave Cutter	Sanctions Coordinator	
Greta Alderson	Swim-a-thon Coordinator	
Todd Stafek	Records Coordinator & Past IE General Chair	
Chris Engledow	Open Water Coordinator	
Nicole Engledow	Disability Coordinator	

P1

IES

H.O.D.

10/6/19

All Attendees Please Sign

Print Name

Signature

Club

Holly Howard

Holly Howard

WWSC

Brooke Pool

Brooke Pool

TCCC

Tia Pollock

Tia Pollock

TCCC

Darey Allen

Darey Allen

SAS

Kristy Whitney

Kristy Whitney

SAS

Christy Wersland

Christy Wersland

EAST

Karly Gomez

Karly Gomez

Cougars

Tatiana Ricker

Tatiana Ricker

LGS

Enka Miller

Enka Miller

WWSC

Steve Washburn

Steve Washburn

MRX

Amanda Welch

Amanda Welch

LGS

Jerry Pash

Jerry Pash

VAN

Daniel Cutler

Daniel Cutler

VS

Jana Sutton

Jana Sutton

VS

Jeff Sutton

Jeff Sutton

VS

Russ Whitaker

Russ Whitaker

Coug

Jim Tonkyn

Jim Tonkyn

TCCC

Tony Nelson

Tony Nelson

PSA

John Adams

John Adams

VELOC

Ben Marcia

Ben Marcia

SWAT

Ben Williams

Ben Williams

CAST

Laurie Holt

Laurie Holt

EAST

Steve Huellet

Steve Huellet

CAST

John Pringle

John Pringle

VS

Don Howard

Don Howard

VAN

Kiana Scott

Kiana Scott

WIN

HOD 10/6/19

Print Name	Signature	Club
Christian Cutter	Christian Cutter	VS
Nicholas Warkley	Nicholas Warkley	TCC
Zachary Washburn	Zachary W.	URA
Laurel Skorina	Laurel & Tracie	WNSW
Izzi Buckhaber	Izzi Buckhaber	SAS
Noel Scott	Noel Scott	LGSC
Isaac Aimentel	Isaac Aimentel	VAC
Simon Miura	Simon Miura	VAC
Kennedy Kruse	Kennedy Kruse	LGSC
Luke Mallock	Luke Mallock	WUSC
Anna Werstrand	Anna Werstrand	EAST
Roger Coburn	R. Coburn	YVST