



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

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

**Board of Director's Agenda**

**February 20, 2023, 7:00 pm**

**Via Zoom**

Roll Call: April Walkley, Noelle Grigsby, Carolyn Petersen, Jeff Sutton, Don Hougardy, Jade Sobek, Keith Lambert, Ben Galligan, Todd Stafek, Chamelle Abringe, Codi Thomas

Meeting called to order at 7:05 PM

**Minutes:** Approve minutes from the January 23, 2023 meeting. A motion was made and seconded. Motion passed.

**Old Business:**

**General Chair Report:** Jeff Sutton

- Finalize who we are sending to the USA-S Workshop in April – email that Jeff sent out last week – everyone agrees with who is on the list

**Admin Vice Chair:** Carolyn Petersen

- Review and approve 6 of the 12 IES Policy documents:
  - Section 5 – Financial Policies
  - Section 6 - Budget Policy
  - Section 8 – Swim Competition
  - Section 9 - Awards
  - Section 10 – Team Travel
  - Section 11 – Program and Services

Consensus is that we are not ready to adopt tonight. Todd Stafek is wondering where these policies came from. They seem outdated. These were last updated in 2018. They have been sitting on the IES Website as drafts for a while. These need to be reviewed by the sub-committees. Sections 5 and 6 need to be sent to the financial committee. Section 8 needs to go to technical planning. Todd is going to go through the documents with Carolyn and clean them up and we will revisit this next month.

**Staff Report:** Jody Broyles

**Financial Report:** Don Hougardy

Everything has been submitted to the CPA to do the annual audit and tax return. We are going to go over budget for the treasurer line item. We didn't pay anything last year but will have to pay for last year and this year in this year's budget. May go over budget \$300-\$500 this year.

**Officials Report:** Keith Lambert

Don led our first CJ training of the year – 5 or 6 people attended

Two more trainings coming up. One for deck refs and one for starters. There will be a stroke and turn training upcoming as well.

There are two folks coming in for the Swimposium (90% sure) to do trainings as well.

There were more than enough officials to run Junior Champs, especially thanks to all the new officials who participated.

We did get OQM officials for Short Course Champs.

**SafeSport:** April Walkley

April sent an email to all Safe Sport chairs for each club last week. Only two teams do not have a Safe Sport chair.

Wednesday, April 5 at 7:00 – Parent

Thursday, April 6 at 7:00 – Athlete

Friday, April 7 at 11:00 AM – Coach training

Safe Sport table covered by Russ at Junior Champs

Safe Sport table at Champs covered by April.

**Operational Risk:** Ben Galligan

Nothing to report. Jeff to work with Jody to get make sure Ben gets any Reports of Occurrence forms sent his way

**DEI Report:** Sarah Zwink

No Report

**Age Group Chair:** Russ Whitaker (not able to attend) – JR Champs report sent via email by Jody:

Things went well overall for the first year at a new facility - Finals was an awesome experience for athletes, coaches, officials & spectators!

Several areas of improvement regarding meet logistics (gym space, location of awards, staging of athletics) have already been identified and plans for improvements are already being discussed

WSU Facilities Dept was happy with how the event went from their perspective - no issues :)

Russ & Jody will be meeting next week after he gets back to do LSC financials and put together an outline of improvements for the COUG bid for next year's Junior Champs meet

**Senior Age Group Chair:** Sean Muncie

No Report

**Coaches Report:** Jade Sobek

No Report

**Athlete Rep Report:** Codi Thomas/Chamelle Abringe

Got the athlete council up and going

25 Members from 13 teams

First meeting on Saturday, February 25<sup>th</sup>

Second meeting at prelims on Saturday at Champs

They worked with April to get key chains for the Safe Sport table at Champs

**New Business:**

- Budget Realignment and Update (Don Hougardy) – In 2023 IES is taking on a much bigger responsibility at champs meets. IES will be paying pool rent, bag tags, credentials, and awards at meets. Also agreed to have a champ coordinator that we would pay to organize officials. These items were covered by the budget, but they did not have their own line items (they were under the age group budget). The officials budget included shirts and evaluators for the champs meets – recommendation is to move these items to a championship line item in the budget. Revenue would come out of regular meet fee budget. Now there should be a specific line item for champs meet fees. Going forward Don is recommending that we add two lines items to budget:

Revenue for Championship meets

Expenses for Championship meets

Don will present the revised budget with these changes next month.

See proposed changes below:

|  |                                  |                  |                    |                 |                    |  |  |
|--|----------------------------------|------------------|--------------------|-----------------|--------------------|--|--|
|  |                                  | LSC              |                    |                 |                    |  |  |
|  |                                  | Championship     |                    |                 | Officials          |  |  |
|  |                                  | Meets            |                    | Age Group       | Chair              |  |  |
|  |                                  |                  |                    |                 |                    |  |  |
|  | Income                           |                  |                    |                 |                    |  |  |
|  | From meets                       | \$ 51,952        |                    |                 |                    |  |  |
|  | General budget re-classification | 2,900 a          |                    |                 |                    |  |  |
|  |                                  | <u>\$ 54,852</u> | New budget amounts |                 |                    |  |  |
|  |                                  |                  |                    |                 |                    |  |  |
|  | Current Approved Budget          | -                | \$ 84,750          | \$ 4,800        |                    |  |  |
|  |                                  |                  |                    |                 |                    |  |  |
|  | Championship Coordinator         | 5,000            | (5,000)            |                 |                    |  |  |
|  | Pool                             | 16,500           | (16,500)           |                 |                    |  |  |
|  | Credintials and Awards           | 6,750            | (6,750)            |                 |                    |  |  |
|  |                                  | 28,250           | 56,500             | 4,800           |                    |  |  |
|  |                                  |                  |                    |                 |                    |  |  |
|  | Officials Champs shirts          | 1,200            |                    | (1,200) a       |                    |  |  |
|  | Officials evaluators             | 1,700            |                    | (1,700) a       |                    |  |  |
|  |                                  | <u>\$ 31,150</u> | <u>\$ 56,500</u>   | <u>\$ 1,900</u> | New budget amounts |  |  |
|  |                                  |                  |                    |                 |                    |  |  |
|  | Net                              | <u>\$ 23,702</u> |                    |                 |                    |  |  |
|  |                                  |                  |                    |                 |                    |  |  |

- Discussion to wave late sanction fee for SWAT sanction to run a meet on February 25<sup>th</sup> – not a board issue. Just wanted opinions. Happy to waive the late fee given circumstances.
- Bids for 2024 meets – Jeff to work with Carolyn Petersen to come up with a bid date. The way champs meets will be bid must change with financial responsibilities falling more on IES.
- New Deck Ref – can we send someone to the USA-S Workshop/referee clinic. Yes. Use the budgeted money from the official's budget. If the cost is more, it will come out of the USA-S Clinic

#### Upcoming Dates:

- March 3-5: Short Course Champs
- March BOD: Tentative March 20, 2023 at 7:00 PM via Zoom
- April 15-16: Swimposium
- April 16: HOD: Sunday, April 16, tentatively 1 or 1:30 PM in person at Whitworth, with zoom option for those
- April 20-23: USA-S Workshop

**Meeting adjourned at 7:59 PM**

Respectfully submitted  
*Noelle Grigsby*