



Western Zone Executive Board Meeting August 20, 2024

In attendance:

Mike Dilli – Zone Director (non-coach)
Keith Moore – Zone Director (coach)

Lisa Vetterlein – Secretary/Treasurer
Ryan Stratton – Championship Coordinator

Not attending:

Jackson Fouras – Zone Athlete Director

Summary

The team discussed funding discrepancies for different meets and the need for increased funding for their LSC, with a focus on improving budgeting and financial reporting. They also deliberated on the appointment and term limits of various coordinators, the process for nominations and elections, and the administration and oversight of the Dei coordinator role. Lastly, they discussed the organization and funding of swim meets, proposed changes to the senior zone and age group meet bid processes, and approved a motion to move the short course senior zone meet from Irvine to Utah Tech.

Funding:

Mike informed the team about the funding discrepancies for different meets, with the short course meet not receiving funding and open water only getting \$5,000. Also expressed was frustration about a delay in a task that Joel was supposed to handle, and planned to contact Shawn for clarification, with the intention to CC several people, including Kenneth Chung and Ryan.

LSC Funding, Admin Document, and Junior Athlete Representation

Mike and Lisa discussed the need for increased funding for LSCs due to the large number of athletes they serve. Lisa requested Ryan to provide the expected financial numbers for the Zone meets to assist with budgeting. Ryan agreed to provide this information once he completed the full financial report. They also discussed the need to clean up the wording in the Admin document, with Lisa suggesting the addition of several shell statements. Keith recalled a key point from a previous discussion with Robert about the junior athlete representative's voting status. It was decided that the junior athlete representative should be a non-voting member to prevent ties and ensure smooth decision-making. Lisa and Mike agreed on this arrangement, with Mike suggesting clarifying the representative's status as having voting rights but no actual voting power.

Nominations, Elections, and Annual Meeting

The team discussed the process for nominations and elections within the organization. It was agreed that nominations must be in writing and submitted prior to the main meeting, and that elections would be held in conjunction with the annual business meeting. However, there was confusion about whether the annual business meeting should be held in conjunction with the U.S.A. Swimming annual business meeting or the

U.S.A. Swimming House of Delegates. After considering the flexibility this change would provide, the team decided to rephrase the language to refer to the House of Delegates instead.

Agenda Reduction and Committee Adjustments

The team deliberated on the redundancy of certain items in their meeting agenda and decided to eliminate 'Strike C' and 'Resolutions and Orders'. They also discussed the potential rewording of the agenda to better reflect their decisions and actions. Furthermore, Lisa, Ryan, and mdilli examined the redundancy of certain roles and committees within their organization, agreeing to eliminate a proposed section for a technical planning meeting. They decided to retain the annual business meeting of the Western Zone and confirmed that the Dei chair coordinator would manage a specific benefit.

Senior Zone and Age Group Meet Bid Process Changes

Ryan proposed changes to the senior zone and age group meet bid processes, which were generally accepted. Lisa suggested publishing these changes on the organization's website, and there was a discussion about the board of directors' authority to implement such changes without HOD approval. The group recalled a past incident where a fee increase for the senior zone meet was heavily debated but eventually passed, suggesting that a similar process might not be necessary in the future. The group agreed that any proposed changes should be justified and reported back to the HOD, with a 100% vote from the Executive Board of Directors required for approval. They also decided to ask all candidates to provide a paragraph about themselves for the upcoming annual business meeting.

Irvine backed out of hosting SCY Senior Zones.

Motion/Seconded/Approved (MSA) to approve Southern Utah Swim Association (SUSA) host this meet at UTAH Tech in St George, UT, Apr 2-5, 2025.

Key action items from the meeting:

1. Lisa to update and post the revised administrative procedures document on the Western Zone website.
2. Mike to send an email to LSC chairs and offices with a link to the posted administrative procedures document.
3. Keith to contact candidates for elections and request brief bios to be posted on the website.
4. Ryan to finalize bids for 2025-2027 Senior Zone meets and prepare a report on the quadrennial bidding process.
5. Lisa to set up Election Runner for electronic voting at the House of Delegates meeting.
6. Mike to inform Simran about the process for requesting travel support as junior athlete rep.
7. Keith to update the Western Zone website with information on the new location for 2025 Short Course Senior Zones.
8. Mike to send an email to LSCs announcing the change in location for 2025 Short Course Senior Zones.
9. Lisa to prepare and distribute minutes from this meeting.