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Mission Statement: To promote and support the achievement and development of athletes, coaches, volunteers and clubs in competitive swimming.

OSI Board Meeting
Wednesday, February 5, 2020- 7:30 pm, Zoom Conference Call

Attendees	Jacki Allender, Victor Brasil, Quinn Brown, Julie Carpenter, Fallon DeWitt, Debbie Laderoute, Marilyn Loitz, Emily Melina, Chris Pfaffenroth, Lissa Parker, Shelly Rawding, Mark Rienets, Brad Robbins, Rex Watkins, Paul Windrath
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TOPIC	DISCUSSION/ RECOMMENDATION	ACTION/ FOLLOW UP
Welcome, Agenda Items/Consent Agenda, Special Announcements		

The meeting was called to order at approximately 7:30 pm by General Chair Shelly Rawding, who welcomed the attendees via conference call. Debbie Laderoute taped the minutes of the meeting as Lissa Parker, OSI Secretary, was late to join in. These announcements were highlighted:

- Congrats to the athletes for receiving funding for the Leadership Summit as proposed/ discussed at the January meeting. Quinn said that the \$2,000 check for this from USA Swimming will be in the form of a reimbursement check.
- Shelly also thanked Debbie Laderoute for getting OSI a spot in the “Swimposium” funding in 2021. This will provide additional funding, an athlete and official from USA Swimming for our Mini Expo that fall.

Items to be pulled for discussion from the standing agenda was Safe Sport and Athlete reports. Also pulled- Mark Rienets asked that we add elections for the Officials Chair to be discussed and Shelly asked that we pull the Senior Chair report in case there were any financial issues to discuss.

Treasurer's Report- Paul Windrath

Paul Windrath submitted a written report (see attached). He updated the balance sheet from 2019. We won't be adding any charges to clubs whose credit cards are being updated, as we can see their current status in Team Unify now. This will save us any failures in the auto draw process. The treasurer's report was approved.

Past Minutes

The past minutes from the January 2020 Board meeting were difficult for the group to view- in the future these should be sent out as a pdf file rather than a Word document. Paul Windrath has a correction that he will send to Lissa Parker. The January minutes will be re- sent out for approval to be voted on at the February Board meeting.

Chair Reports

General Chair Report	Shelly Rawding submitted a written report. She has been working with Danny and Debbie, looking for more volunteers to help organize the Age Group Select All Star Camp on April 25th. She has initiated work on a newsletter template and has started to find people for a task force to look at Top 5 funding. She reminded the Board members to take the online leadership course if they have never taken it.
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Admin Chair	No report.	
Senior Chair	See New Business.	
Age Group	No report.	
Coaches Rep.	No report.	
Officials	See New Business.	
Risk	Operational Risk- no report.	
Safe Sport	Jacki Allender said that she is still trying to connect with someone from each Oregon team regarding Safe Sport. USA Swimming Safe Sport plans to roll out some new materials at the May Zone workshops.	
Diversity	Diversity, Equity & Inclusion- no report.	
Athletes	No other report- Funding for Athletes Leadership Summit has been approved with matching USA Swimming funds of \$2,000.	
Other	No other reports such as Age Group Camps, Zones reports.	
New Business		
Definition – Senior Swimming	<p>Brad Robbins had brought up the issue of defining senior swimming at the end of the January OSI Board meeting. Brad said that the USA Swimming definition is pretty clear, however he would like to focus on the intention of what senior swimming means for entries in the OSI senior championship meets. He brought up 10-year old's that were listed as relay only swimmers at the last State Championships that were also doing time trials and using the state meet like a 'last chance meet'. He is asking for clarification about the intention for these meets.</p> <p>Discussion was held about how we can become more specific with language for the meet information for the state level senior meets. A suggestion was made to create a task force that includes Senior, Age Group Chairs and TPC to look into this. Because of timing this would have to be included in next year's meet information- this year has already gone out.</p> <p>A motion was made to create a task force for this- Brad Robbins and Christopher Pfaffenroth will also participate along with Senior Chair, Age Group Chair and TPC. Fallon DeWitt volunteered to participate as well as an athlete. This was approved.</p>	Task Force will be created to clarify senior categories for state meets
OSCA/ State Entity	<p>Paul Windrath reported that the Oregon Swimming Coaches Association is not a registered entity with the State of Oregon. He has spoken with Rick Guenther and Jody Braden, and they do not have an interest in maintaining the association as it stands. (see Paul's written report on details, and options presented). OSI cannot continue collecting funds for OSCA in this manner, however we could make OSCA a subcommittee of OSI and then classify it as professional development under revenue and expenses.</p> <p>We would not have to dissolve the existing account, we can close it and set up a different account i.e. like the Zones account. This would also help us focus the group and simplify the symposium and clinics.</p> <p style="text-align: right;">(see next page)</p>	Make OSCA a Sub-Cte. Under OSI

OSCA/ State Entity Contd.	<p>A motion was made to have OSCA close their activities as a separate entity. These discussion points were discussed before a vote:</p> <ol style="list-style-type: none"> 1) Minimum legal fees to set this up per Paul 2) May have to add the subcommittee to our policies and procedures 3) OSI is already collecting the OSCA Membership fees 4) OSI will manage OSCA's annual financial filing documents 5) This subcommittee would fall under the Coach's Chair <p>This was approved.</p>	Approved OSCA as a Sub Cte.
Catalyst Law Firm	<p>Paul also spoke about using the Catalyst Law firm group to get advice on setting the OSCA subcommittee situation set up- they specialize in non- profit organizations. He added that it makes sense to retain them if needed again as an ongoing expense. They would charge an hourly fee of \$325.00. After discussion the Board agreed that we would use Catalyst Law Firm, LLC as the preferred counsel to be used as necessary on a project basis.</p>	Approved to use Catalyst Law Firm as needed
Senior Chair	<p>Emily Melina expanded upon her written report. We will be taking the "senior camp" athletes that we invite to the World Cup meet in Budapest at the end of October. She suggests we do something like this every quad leading up to Olympic Trials. Paul asked some clarification for the quad budget. Emily thinks it should be evaluated after this year. It takes the place of the senior training camp. We are trying to make it as accessible as possible for the first try. Also suggested was making sure athletes have their passport eligibility in mind for overseas travel.</p> <p>For OSI long course all- star seniors training 9futures and above) can we approve using the MHCC pool for renting it at up to \$700.00 an hour? Discussion was held as to whether this should come out of the travel fund. This would be more like a camp format and selected athletes and coaches invited. Emily anticipates timing would be early spring with six weeks to plan ahead. She explained how PNS does this as well. She would probably host two at first and see how they go. Also discussed were details of setting this up and getting coaches to volunteer and make it an inclusive process.</p> <p>Paul detailed potential expenses- it is not that significant. Paul does not think we need to make a motion to fund the LC training pool fees as a separate line item, we have some flexibility. It does not need to be a line item. After further discussion it was decided to make a motion- Paul made a motion to approve \$1,200 for long course practice in 2020. This was approved.</p>	Approved \$1,200 to pay for LC senior training at MHCC
Officials Chair	<p>Mark Rienets brought up finding an officials chair as Julie Carpenter's term is ending this year. We need an advisory ballot sent out for the next officials chair; nominations need a time period allowed for appointment of candidates to the HOD. The lead up starts in March. He thinks the officials committee needs to solicit interested parties. After we acquire suitable three candidates, we will have a ballot for voting. He also said that there is some language and cleanup to be done between the P&P and the existing OSI Bylaws regarding this selection process. The terms don't match. Julie said that it should be three two-year terms.</p>	Process initiated for finding Officials Chair

Newsletter	Shelly Rawding bought up topics that she will use for the first newsletter that will be going out and detailed what they are. If anyone would like to add anything else, please let her know. We are trying to make it easy to access and have links on it that point to the website. The group felt that it was easy to read and that it looks good. It will be published every other month.	Info.
OSI Office	Debbie Laderoute submitted an office report which included current membership numbers.	Info.
Old Business		
Select Camp	Shelley is looking for assistance with the Age Group Select Camp on April 25 th and working on the selection criteria as well. We may have it in Corvallis. There is room at David Douglas but not at Mt. Hood. She would like to move it to different location statewide for athlete access.	Need volunteers
Next Meeting		
The next regular Board meeting by Zoom conference call is scheduled for March 4, 2020 With no other business, the meeting was adjourned at approximately 8:40 PM.		