

Wyoming Swimming Inc.  
Board of Directors Meeting  
November 12, 2023  
Zoom Platform

The meeting was called to order at 5:34 pm.

**Members in attendance:**

- Emily Swett- General Chair, Cody Country Aquatics Team
- Mary Ellen Tynan-WYSI Admin
- Dayna Gripp-Officials Chair, Buffalo Swim Club
- Ashlynn Mathes-Athlete at Large, Laramie Swim Club
- George Mathes-Finance Chair, Laramie Swim Club
- Erik DeClue-Senior Athlete Chair, Lander Swim Club
- Kevin Montez-Senior Athlete Representative, Laramie Swim Club
- Shelley Hood-Safe Sport Chair, Capitol City Aquatics
- Sarah DeLay-Vice Chair, Capitol City Aquatics
- Daniel Diver-Treasurer, Powell Swim Club
- Jennifer Page-WYSI Admin/Sanction Chair

**Members absent:**

- Jill Roberston-Governance Chair, Lander Swim Club
- Lara Robertson-Junior Athlete Chair, Lander Swim Club
- Tori Bailey-Coaches Rep, Casper Aquatics Swim Club

George motioned to approve the Oct 22<sup>nd</sup>, 2023 minutes. Sarah seconded. Motion carried.

**Chair Report**

**A. General Chair**

- a. Emily attended the USA Swimming Annual Business Meeting in Colorado Springs, CO.
- b. There were 47 of 50 General Chairs at the meeting.

**B. Vice Chair**

- a. 2023 Summer State bids. Working with Dayna on a bid request for Summer State.
- b. Top 5 times from 2022-2023. Need to work with Brent Moore and Jennifer Page to verify and send out certificates. Need to have a plan for generating Top 5 results in the future.

**C. Treasurer Report:**

- a. Nothing to report.

**D. Officials Chair:**

- a. 5 new S&T officials but we need to encourage more to start training.

**E. Safe Sport Coordinator:**

- a. Requested that clubs send contact information to WYSI for their Safe Sport Coordinator.
- b. Developing a "Safe Sport" Workgroup as a mentor community.

**F. Age Group Chair and Senior Chair:**

- a. Nothing to report.

**G. Coaches Rep:**

- a. Bowling opportunity after the 2023 David Schmitt Memorial. WYSI can help fund, but need to develop proposal more.

**H. Governance Chair:**

- a. Not present.

**I. Athlete Rep:**

- a. Nothing to report.

**J. Admin Report:**

- a. Drafted job descriptions of all BOD positions.
- b. Feedback on job descriptions is due back by Wed, Nov 8<sup>th</sup>.
- c. Making minor changes on the website to update to "best practices via USA Swimming".
  - i. Adding results to the website.
  - ii. Top times for the season should be run every 2-4 weeks and posted on the website.
  - iii. Committees need to be posted on the website.
  - iv. Wyoming Records. Working with Brent and Emily on this.

**Old Business:**

**A. Job Descriptions-Mary Ellen**

- a. Notes submitted about sequence for terms of each position.
- b. Discussion related to the admin vice-chair position.
  - i. Delegation of many responsibilities. Does the admin vice chair currently do all of the requirements?
- c. Post the draft board requirements as a google doc so that it is accessible.
- d. Update P&P in December.

**B. Athlete Recognition (Top 5) for 2022-2023 Season-Sarah**

- a. Certificates can be sent to clubs so that they can do a local recognition.
- b. Approval of 2022-2023 certificates by the coaches, and then they can get sent out.
- c. Emily will send a communication to clubs via constant contact to notify them that a celebration will occur in the spring of 2024, and Top 5 times for 2022-2023 will be distributed soon.

**C. Swimposium-2024**

- a. Mary Ellen will draft a letter to USA documenting how far people would have to travel to have a joint Wyoming/Montana Swimposium. Meeting with Jane Grosser to communicate what it would take to make the Swimposium successful.

**D. Athlete Trip to Olympic Trials**

- a. 3-day Olympic trial trip.
- b. Lara and Ashlynn are looking into what athletes would need to do to apply for the trip. Daniel is looking as financials.
- c. Ticket confirmation and dormitory reservation.
- d. Have athletes selected by Winter State 24.

## **New Business**

### **A.** 2024 WYSI Winter State Championship

- a. Qualifying times standards have gotten slower in the 2023-2024 season which could result in more swimmers at the WYSI Winter State Championship. How do we keep the meet moving in a reasonable fashion with more swimmers?
  - i. Remove awards for all events.
  - ii. Separate sessions. 13&over (Session 1), 12&under (Session 2), Finals (Session 3)
  - iii. Move awards into the Commons area.
  - iv. Expand finals to include 10 swimmers.
  - v. Be prepared to recognize the top 3 places in all events immediately after the event.
  - vi. Award timed finals during the "Finals" portion of the meet in the evening.
  - vii. Championship meet committee will discuss and bring ideas back to the BODs.

### **B.** Consent Agenda

- a. Committees will meet ~5 days before BOD meeting and submit a report.
- b. Reports can be "pulled" to discuss with full BOD's. If the report is not requested to be discussed, it is automatically accepted for the record.
- c. If report is not submitted, then the committee chair has to give the update at the meeting.
- d. WYSI BOD will begin using consent agendas beginning with the Dec 2023 meeting.
  - i. Deadlines will be communicated in advance.

### **C.** Appointment of Committees

- a. Send a list of committees to Mary Ellen.
- b. Target Dec to have committee identified.

### **D.** Treasurer position discussion

- a. Daniel motioned to move to December meeting. Sarah 2<sup>nd</sup>. Motion carried to move the discussion to December.

The next BOD meeting will be held on Sunday, December 10, 2023 via Zoom.

Kevin motioned to adjourn the meeting. Sarah 2<sup>nd</sup>.

Meeting was adjourned at 6:52 pm.

Signed By:

Approval Date: