



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Puget Sound Swimming Association (PSSA)
Corrected
September 12, October 10, 2023, Special Meeting
These are the 10-10-23 notes.

Attendees:

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| 1. Tom Wunderlich, Snohomish | 8. Jenn Radford, SVYA |
| 2. Marilyn Grindrod, Bremerton | 9. David Millican, Whatcom |
| 3. Jackie Barrat, South Sound | 10. Jan Haanio, Morgan |
| 4. Nicole Evanson, Grays Harbor | 11. Chris Fako, Level 2 Bremerton |
| 5. Joseph Shelly, Skagit | 12. Suzanne Pinkston, Level 2 Bremerton |
| 6. Earl Long, Regional Officials Coordinator | 13. Keegan McAdams, Snohomish Coach/Level 2 |
| 7. Shannon Millican, Whatcom | 14. Dan Wolber, Level 2 Bremerton |

Introductions

After everyone in attendance was introduced, Jackie explained there would be a short business meeting as the primary purpose of the meeting was to be an overview of the Swim Meet 101 – Meet Directing.

Business Meeting

Items deferred to the November 14, 2023, PSSA Business meeting.

Both the September 12, 2023, Business meeting notes and Treasurer report are deferred to the November meeting.

Meet fee payment options:

As a follow up to the September 12, 2023, discussion of options for payment of meet fees to PSSA, the group opted to not change the current payment practice. The request was to outline the current practice in these minutes. The current practice is:

- Prior to the meet:
 - Each team sends their meet fees to the PSSA Treasurer
- Following the end of the meet:
 - The host team completes and submits the meet report to those PSSA designees assigned to receive the report. One of those designees is the Treasurer.
 - Along with the copy of the report sent to the Treasurer, the host team will send copies of expenses, i.e. pool rental, life guard costs (if not included in pool rental), and other cost associated with hosting the meet.
 - The Treasurer will:
 - Reimburse the host team for these expenses out of the meet fees collected from the teams who participated in the meet.
 - Will distribute 25% of funds remaining from the meet fees to the host team. The remaining balance goes into the PSSA bank account..

Note: There was reference to checking the by-laws regarding funds. After the meeting Earl checked and the by-laws contain the following explanation in *Article X. Distribution of Funds*:

(a) All entry fees, membership dues and fees and all associated fees belong to PSSA. All monies, receipts, bills, etc. shall be turned in to the Treasurer no later than 120 days from completion of the activity.

(b) All net profits from spectator programs and results sheets, all concessions, and other enterprising ventures in conjunction with championship tournaments, carnivals, clinics, or exhibitions shall be the sole property of the host teams.

Officials Update:

Earl reported except for the November 16th Administrative Officials (AOs) class, the virtual series has come to an end. Unfortunately, PSSA has fallen short of the goal of 25 new Level 1s. There were several recertifications but only the addition of one new Level 2 and two new AOs. With the addition of the new officials the total number of PSSA officials are:

	Level 1s	Level 2s	AO
Current	40	22	17
New	<u>11</u>	<u>1</u>	<u>2</u>
Total	51	23	19

The next step is to host a couple of in-person Level classes. Skagit is working with Jim Cornforth to set up a class in the north end. Earl asked the teams to work with one of the trainers to arrange a time to host a Level 1 class.

Swim Meet 101 – Meet Directing

The remainder of the meeting was turned over the Shannon for the Swim Meet 101 – Meet Directing presentation. That presentation was recorded and will be posted to the PSSA website. All teams are asked to have the people responsible for preparing meet information including swimmer registration watch the recording:

Next steps on Swim meet 101

Following the presentation, the group discussed the following next steps:

- The group felt there are a couple items that need to be revised on the meet announcement and meet report. The action step is Shannon will make a couple edits to the documents based on tonight’s discussion. The report will be sent to those who attended tonight’s meeting for their final review.
- The group acknowledge that tonight’s meeting was intended to be a review of the 101 – Meet Directing and finalize the meet announcement and meet reports so that the reports can be used for the rest of the 2023-24 season.
- The group agreed that attention can now be geared to the Swim Meet 101 Training, Part Two – for Coaches. This training will need to be scheduled at times that best fit the work schedules of the coaches. Since coaches are at practice in the evening, the training will most likely occur during the day or on weekends.
- Rily, Marilyn, and Tom volunteered to serve as the work group the plan the Swim Meet 101 Training, Part Two – for Coaches. This will include promoting the importance of such a training with YMCA upper management to include Branch and aquatics directors. They will consider sending out surveys to determine the best time to host the 101 for coaches.

Adjournment and next meeting

The next PSSA Business meeting will be Tuesday, November 14, 2023, at 7 p.m. The schedule for the remainder of the 2023-24 season is:

- November 14th
- December 12th
- January 9th, 2024
- Date of 2024 Y State = January 27th and 28th