

GA SWIMMING BOD MINUTES
June 14th, 2017
BOD Conference Call Meeting

Conference Call Meeting began at 8:30 PM. Time was allowed for members to arrive.

1) Roll Call Attendance

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| In attendance: | Absent: |
| Stu Hixon (General Chair) | Jonathan Foggin – joined the call 8:53 (Technical Planning Committee Chair) |
| Steve Potter (Administrative Vice President) | Ceci Christy – joined the call 8:45 (Safe Sport Coordinator) |
| Gary Theisen (Treasurer) | Kate Dunne (Safety Chair) |
| Beth Winkowski (Senior Committee Chair) | Hanna Lee (Senior Athlete Representative) |
| Lucas Ferreira (Age Group Committee Chair) | Nate Wright (Senior Athlete Representative) |
| John Pepper (Coaches Committee Chair) | Harrison Wayner (Junior Athlete Representative) |
| Rob Scheer (Officials Chair) | Jessica Cooper (Executive Director) |
| Jason Meszaros (Secretary) | |
| Megan Kingsley (Visitor) | |

Meeting called to order at 8:32 by Stu Hixson, General Chair.

2) Approve March BOD Minutes

(Presented by Stu Hixon)

Motion to approve by Beth.

Second by Rob.

Steve asked for clarification on what we are updating in the BOD Manual and what next step will be taken. Stu explained we will discuss that in later under New Business.

No other discussion. All passed. Motion to pass notes is carried unanimously.

3) Approve April BOD Minutes

(Presented by Stu Hixon)

Motion to approve by Beth.

Second by Steve.

No discussion. All passed. Motion to pass notes is carried unanimously.

4) Current Financials

(Presented by Gary Theisen)

As submitted.

Rob states that he was recently notified of an official's clinic that takes place September 29th - October 1st in Denver, Colorado. He asks Gary for clarification that it will be expensed on this year's budget. Gary states the expenses would be accounted for in this year's budget.

Rob asks about our policy on reimbursements. Specifically, he wants to know how we handle the prepayment of airfare, hotel, etc. if something should come up and the person being reimbursed cannot attend the clinic or convention. Stu says if a person couldn't go, something would be worked out. Stu says we do not want to create a burden on someone to wait for a reimbursement, especially if they are booking airfares in advance.

Gary makes a statement that airfare reimbursements are for main cabin/coach fare. We do not reimburse for upgrades. If someone chooses to upgrade, they should send Gary the price for main cabin/coach fare and that is what will be reimbursed. Gary says he thought that policy was understood. He has had to send emails to people stating we only reimburse for main cabin/coach fare.

Gary shares that our expenses increase significantly in June. Zone Open Water expenses are not included in his report. We saved a substantial amount on transportation because we received a free bus trip due to the breakdown of last year's bus. He states that we went over budget (assuming the apparel purchase was only for the Open Water Zone Team) on apparel for the Open Water Zone Team by \$513. We were well under the total amount budgeted for the team.

Stu says from a historical standpoint we look pretty good going into June with \$60,000. He says that will be spent in June, July, and August. Gary reiterates that we are front-end loaded and that a large portion of our expenses come in the next three months.

5) Administration Reports

- a. Intern Report –
(Presented by Megan Kingsley)

A form was sent out to athletes to create a Spotify “pump-up” playlist.

Jessica and Megan have tried to get athletes more engaged with the different social media platforms. They made a form to figure out some athlete incentives for more athlete participation.

Jessica and Megan have come up with some ideas to get swimmers more involved with GA Swimming. There seems to be a lack of communication with the athletes and a lack of the athletes wanting to get involved.

Jessica and Megan are looking at ways to make the athlete rep elections more than a popularity contest. They want to attract people who genuinely want to help. They are looking for people who will be involved, attend meetings and banquets.

They are beginning to do a club spotlight to showcase each team so everyone can learn from each other and develop a sense of community within GA Swimming.

They have been pricing some options for giveaways at the Senior State Meet, Age Group State Meet and Senior Sectionals. They are looking at stickers, shirts, and socks. They have not heard anything back from the athletes, except for Nathan on how the athletes would like to use their budget. Jessica and Megan are considering moving forward with what they think the athletes would like, since the athlete have not been of much help.

Stu commented he hoped we would see more involvement from our athletes.

6) Committee Reports

No reports.

7) Old Business

a. Proposed Language for Committee Composition (Presented by Lucas Ferreira)

Lucas said his proposal is for mainly the Age Group Committee, but wanted to see if there is way to use it for other committees. He is not sure how we would apply it to other committees.

Stu looks at it as a recommendation for the Age Group Committee and then passing it on to other committee chairs to see if they want to adopt it without codifying it in the bylaws. Committee members (with the exception of Technical Planning) are appointed by the committee chair with the approval of the General Chair. Stu did not think it would work well for the officials committee because we don't have guaranteed officials that would want to be involved.

Rob stated that everything other than removal from the committee due to non-participation is already covered in other documents, including the BOD manual. We had an official that served on the Age Group Committee, but since he left we do not have an official on the Age Group Committee. Rob is working on replacing him.

Lucas is trying to make sure we have accurate representation of our swimming population. He states that most of our Age Group Committee members are from large metro teams and that can sway the discussion in way that may not represent GA Swimming as a whole. Lucas is waiting for Rob to appoint an official to the committee.

Stu says he does not see the appointment of an official in the proposal by Lucas. Stu says other than that, it looks good. Lucas states that Jessica may have edited his document to make it more readable and the statement about the official was left out. Lucas asked we wait until the discussion on the BOD manual update to give him time to find his original document.

b. Towel Vendor Review (Presented by Steve Potter)

Steve has contacted four companies. One of the companies is Wes Young. They have a deadline of the middle of the week of June 19th to return their bids. Steve will present his findings at the July BOD meeting. Stu says the towel vendor review will be placed on the July agenda.

8) New Business

a. Updating BOD Manual (Presented by Stu Hixon)

Stu says we must have a BOD Manual for LEAP certification. Each of the job descriptions are in the BOD Manual. Each of the committees are also included. Stu would like for everyone to do what Lucas has done with the Age Group Committee composition and look at their job/committee description and come to the July meeting with recommendations for the update. He does not think there is anything that would keep us from inserting those recommendations into that document.

Stu states that if you have 5 non-athletes, you must have 1 athlete. If you have 6-10 non-athletes, you must have 2 athletes. We must have %20 athlete participation. He hopes Jessica and Megan can help us get more athlete participation on committees and use that as a springboard to Jr. and Sr. Rep positions. Jonathan questions if we are in compliance with the number of athlete reps on committees. He asks if we have a minimum age/grade for participation in our committees. Steve says the minimum age for participation is 13 years of age. Jonathan says it is important for us to target those younger swimmers to participate on committees to season athletes for the Jr. and Sr. Rep positions.

b. Coach of the Year Reimbursement Petition (Presented by Beth Winkowski)

As a part of being Coach of the Year, Beth is eligible for reimbursement to the ASCA Clinic. Beth has asked that she be reimbursed to attend the ISCA clinic instead of ASCA. The expenses of sending Beth to the ISCA clinic will be the same as ASCA.

Motion to approve by Steve

Second by Rob

Gary clarifies that we would reimburse Beth for the same amount we would approve for ASCA or convention.

All passed. Motion carries unanimously.

c. Discuss Proposal to modify Athlete Rep Voting
(Presented by Stu Hixson)

Megan said she and Jessica want to modify the Athlete Rep voting. They feel it is a popularity contest. They want to find a way to increase participation in the GA Swimming community. No specifics were given. Stu shared the Jessica's suggested wording as follows:

Proposed Bylaw text: .3 ATHLETE REPRESENTATIVES - Two (2) Athlete Representatives shall be elected, one each year for a two-year term, or until their respective successors are elected. At the time of election, an Athlete Representative must (a) be an Athlete Member or a Seasonal Athlete Member in good standing; (b) be at least sixteen (16) years of age or at least a sophomore in high school; (c) be currently competing, or have competed during the three (3) immediately preceding years, in the program of swimming conducted by GSI or another LSC; and (d) have his or her place of permanent residence in the Territory and expect to reside therein throughout at least the first half of the term (other than periods of enrollment in an institution of higher education). The election of Athlete Representatives shall be conducted annually during GSI's long course senior swimming championship, or other regularly scheduled meet designated by the Board of Directors. The balloting shall take place at a meeting called for that purpose by the Athletes Committee, or failing that, at a time and in a manner designated by the Board of Directors. The Athlete Representatives elected shall be determined by a majority of the Athlete Members in good standing present and voting who are thirteen (13) years of age or older.

Suggested requirement for future Athlete Reps, which does not need to be bound in the Bylaws to offer flexibility:

- Must be an active athlete rep for respective club team for at least one year prior to election.

Gary would like to add that we do not elect someone for Jr. Rep in their Senior year of High School. Our current bylaws account for someone being in college. There could be an additional expense by having them travel across the country to attend a meeting.

Stu states By-law changes must be approved by HOD and USAS. Stu asks to table the conversation until the next meeting.

d. Bylaws Houskeeping

(Presented by Steve Potter)

Steve tell everyone that he will be on a WebEx conference call June 15th with Julie Bare. He says there is some housekeeping that needs to be done to the bylaws. He will have a fresh copy ready for submission for Leap 1 certification by end of day June 15th. He will ask about her experience with the Jr. athlete rep issue even though we can't include those changes in this submission.

e. Nominating Committee Meeting

(Presented by Steve Potter)

A Nominating Committee conference call will take place Wednesday, June 21st. The call is to establish an operating rhythm and elect a committee chair. Steve said the committee will come up with an inventory of people we want to move into leadership positions in the future.

f. Other New Business

Steve said the application to officiate at the Senior and Age Group State meets is posted. Steve asks Rob who our Meet Referees are for both State Meets.

Rob says Bruce Adams says will be the Meet Referee at Senior State. Rob will get with Hugh the morning of June 15th to discuss the who will be the Meet Referee for Age Group State. There may two Meet Referees for Age Group State.

Steve had one additional question. He asked if we sent the Open Water Zone Team to the competition without chaperones. Gary said we did send chaperones with the team. Ceci said we did a SafeSport meeting before the team left for the competition. Ceci confirmed there were chaperones on the trip.

Gary said since the Fall LSC Meeting was moved to August 26th, he needed budgets turned in to him ASAP. He must have something together well in advance of the meeting. He said he will work with Beth on meets for next years. He said he has requests for NCSA reimbursements. We have moved away from issuing reimbursements for NCSAs and using that money for Futures. Gary said we look good on travel reimbursements, so we could look at giving more for other meets or offer something for NCSA's.

Beth said she would take that to her committee, but she felt like they would like to see bigger reimbursements rather than adding another meet.

Lucas asks if Jessica could set up all of the BOD Manual documents on Google Documents, so we could edit them online.

Stu asks everyone to complete the Mandatory Online LSC Leadership Training. Rob reports the system is not working. Jason reported that he had to use Internet Explorer instead of Google Chrome to get the system to work. Stu said he will find out what is going on with the training module.

9) Adjournment

Accept a motion to adjourn

Rob makes the motion

Second by Gary

Meeting is Adjourned at 9:33 PM

Minutes submitted for approval by LSC Secretary, Jason Meszaros.