



BoD Minutes

February 8, 2023

This meeting began at 8:30pm via ZOOM

BoD members present

Steve Potter (DAQ) General Chair
Lucas Ferreira (GA) Admin Vice-Chair
Rob Copeland (SCAT) Finance Vice-Chair
Kevin Sullivan (OAC) Treasurer
Nancy Harmon (SCAT) Secretary
Hugh Convery (GA) Senior Vice-Chair
Sydney Pepper (DYNA) Age Group Vice-Chair

Jason Swain (SMAC) Coaches Chair
Tommie Jackson (CAD) DE&I Chair
Ed Saltzman (DYNA) Officials Chair
Rachel Todebush (SPAC) Senior Athlete Rep
Holly Mattson (HURR) Junior Athlete Rep
Will Guichard (SA) Junior Athlete at-large

BoD members absent

Ceci Christy (UNAT) Safe Sport Chair

Grace Ann Byerly (TWS)- Senior Athlete at-large

GASI Swimming staff present

John Pepper, Business Manager
Veronica Burchill, Director of Social Media
Lora Thompson, Registrar

GASI Swimming staff absent

Others present

Karl Krug (SPAC) Governance Chair
Brook Kubik (SA) Operational Risk
Wil Bayer (SA)
Wes Hamborg (WRA)
Greg Gillette (ASL)

Teresa Coan (CW) Disability Chair
Eric Pingel (SA)
Astrid DeLeon (SPAC)
William Rankine (WRA)

Call to order, approval of minutes

L. Ferreira called the meeting to order at 8:33pm. Mission and vision statement of Georgia Swimming (GASI) presented

Motion: H. Convery to approve BoD minutes from January 11, 2023 (R. Copeland 2nd)
Discussion: no discussion
Vote: Unanimous approval
Resolution: January 11, 2023 minutes approved

APPROVED

Officer Reports

Age Group Chair: no report (special request to go first).

- There needs to be a change to Age Group State meet information, using the incorrect Para Standards. Will be sent to Sanctions for the update.
- Zone coaches are needed.
 - Open Water has been selected.
 - Age Group Head coach still needed. Understand it is the same week as Futures.
 - Application is due by Friday 17, 2023, first day of Age Group State.

Discussion: L. Ferreira noted that it was mentioned in the biweekly newsletter but perhaps an email to the coaches is needed. S. Pepper stated that she would be sending out her usual plea.

General Chair (S.Potter) no report

S. Potter just wanted to remind anyone who wants to submit legislation for approval for the April HoD there is a timing deadline, if not met must wait until August to submit new proposals.

Discussion: B. Kubik asked for the deadline date. H. Convery responded 30 days before, therefore March 15, 2023. J. Ferreira concurred. K. Krug reminded everyone to use the form and correct formatting when doing so.

Admin Vice-Chair (L. Ferreira) no report

Task force (L. Ferreira, J. Foggin, A. Hamborg) met to update the BoD manual. They are behind because they feel it needs more restructuring than anticipated. They are however, expecting to have updates ready by Spring HoD. The BoD manual does not need to be approved by the HoD but they'd like to have it available for review. M. Wardwall (PAC) has been added to the committee to help with the process.

Finance Committee (R. Copeland, K. Sullivan) no report,

- Finance meeting held last night. Talked about financials and P&L. Working with Kevin to get them finalized and out to BoD.
- Discussed Registration process and will support opting in to having USA Swimming collect all fees and reimburse the LSC, at a 4% cost, next year. Will be working through details over the next couple of months.
- Working on the Travel Fund and making sure good communications and procedures are in place between the Finance Committee and the Travel Fund Committee.

Discussion: L. Thompson indicated that she had sent an email to the BoD earlier today concerning processing all fees through USA Swimming next year. L. Ferreira responded that we would discuss this later in new business.

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Discussion: L. Ferreira asked about outstanding Finance items from last month's BoD meeting; have they been finalized? R. Copeland replied that most have been cleaned up and recategorized but that is why they didn't get the statement out to the BoD. They wanted to make sure everything was addressed.

Discussion: K. Sullivan commented that he turned the budget vs. actuals into R. Copeland. He is taking salaries and breaking them down to spread across the months. K. Sullivan noted that registration shows behind mostly because of the way we are collecting them this year, but this should be remedied in the future when USAS collects all the fees.

Discussion: H. Convery reiterated that using QuickBooks reports budget vs. actuals is very frustrating. He really likes actuals vs. previous years at the same time. He strongly suggests using this report. K. Sullivan stated that shouldn't be a problem.

Senior Chair (H. Convery) report submitted

- Long Course Senior State details are set and ready to be filled out by the host team. Details will be ready to go to the HoD.
- H. Convery sent a proposal for an amendment to the policy manual, where the original intent was to designate where money from the two types of fines (missing finals, proof of times) from the state meets are to go. When he got into writing the amendment, he discovered that our policy currently states that the swimmer is responsible for the fines and cannot swim until fees are paid. This is not how we are currently doing it and have not been for some time. We are still legal because our Meet Information states that the club is responsible for the fine and they may not swim if they have unpaid fines. He corrected the Policy manual to state the club is responsible for the fines. He added language to say fines from the Senior State meet would go to the Senior Travel Fund and the Age Group State meet fines would go to the Zone Team Travel budget. We further stated that we are not in any hurry for this change, and this does not have to go in front of the HoD. L. Ferreira asked that we take it up in new business.
- The National Travel Fund Committee had questions about 2-line items that applied to Para athletes. The Para committee flushed them out but now there are 3 meets to be funded, one of which has already been paid out. The meet added is the next meet and the biggest of the three. It is a World Series event, a selection meet for International meets. It will be held in Indy. They are suggesting \$500 per athlete. The Senior Committee approved the proposal for the Boards consideration with the stipulation that the annual cap would be the total of the greatest two amounts (\$800). H. Convery felt the athletes needed to know if this is approved before next BoD. L. Ferreira didn't think it needed BoD approval. R. Copeland felt that since funds are coming out of the travel fund, no further approval is needed. K. Sullivan agreed that since there is a cap it shouldn't be an issue. K. Krug, (Governance) feels we need to vote on it since it is changing the policy manual. Discussion continued as to the chart that lists meets. Para does not set their schedule in time to be in the overall schedule and this might be a problem. J. Swaim reiterated that if the cap is in place, it won't be a problem. H. Convery will investigate adding that language and have it ready for the next BoD meeting.

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- Committee started discussion about Senior State next December. A request was made to look at the 3rd weekend in December(13th) a weekend GASI has never used before. They found that weekend had already been reserved by an out of state team, of which no one on the committee was aware. The issue became the ability of others to reserve facilities (Georgia Tech) before GASI can set their calendar. It is a weakness in our system, earliest we can request a facility is 6 months, this gives outside organizations the ability to request Sanctions before GASI. The Committee felt there should be policy in place to request that they must wait until GASI has set their calendar. J. Swaim asked if there is a policy that says we cannot bid outside of the 6 months. No, we currently have no provision to request outside our window. E. Saltzman noted that this is not a Sanction issue, it's a question of how we can get around someone getting a reservation on a pool and then coming to get a Sanction, money talks. We assume that Georgia Tech will give the pool to us, and in this case, they did not. We are not a priority with Georgia Tech.
 - Wil Bayer (SA) noted that he, and Chris Davis Jr, are consultants on the meet. Originally GT had “no meets allowed this weekend” on their calendar. He doesn't believe GASI would have gotten this weekend even if they had asked. This is an International Age Group meet with a very wealthy donor behind it.
 - K. Krug suggested this if we refused the Sanction, it would keep the meet from happening. H. Convery said. this meet is a FINA (World Aquatics) meet and it does not need a USA Swimming Sanction. K. Krug understood, but it will be mostly USA Swimming swimmers. It is the power of the Sanction committee to not grant the Sanction. It (Sanction Committee, facilities) needs to consider Georgia Swimming first
 - W. Bayer reiterated that they had to get the whole staff at GT onboard to make this meet happen. H. Convery noted that this decision came from above Merrie. He believes E. Saltzman is right, we should continue to work to find a way to get ahead of this happening again. It doesn't happen often, but it is hard for the LSC when it does. There needs to be more protection in the Sanction process.
 - K. Krug noted perhaps we need to protect weekends and put it into policy and procedures.
 - S. Potter added that he worked with CUSA to protect a week in March, but it took a 10year financial agreement. Tech had no room to negotiate. Perhaps we need to investigate locking in protected weekends for 5years.
 - H. Convery noted that we really can't do that because our schedule is based on USAS schedule for Nationals and Juniors that change on a whim. He is not proposing anything right now but feels this is an issue that needs to be addressed. We should be careful granting sanctions to outside entities; looks like we should at least notify the Senior and Age Group chair.
 - J. Pepper, we need to look at this from a business perspective. If we know we want to use a facility, two or three years down the road. Why can't we put down a deposit?
 - L. Ferreira, our championship weekends are protected. We do a very good job of controlling our own organization we need to find a way to do the same for outside entities.
 - Wil Bayer reminded us, as the consultant on this meet, the Senior Chair, Age Group Chair, Technical Planning Chair were all notified. This became an issue when the Senior Committee wanted to use the 3rd weekend in December to hold Senior State. We need to plan these things out and not just make changes on the fly.

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- L. Ferreira restated we need to find a way to control requests from outside of our LSC.
- W. Bayer presented his initial budget from Senior State, showing about a \$9500 profit to require additional funds from the LSC. Still waiting on bill form Georgia Tech.

Diversity (T. Jackson) DE&I committee report submitted

- Diversity meet, key officials, referee, starter, a couple of Stroke an Turn, but as of now, no entries for the meet. Sent an email out to teams waiting to hear. Would like to encourage teams to bring their athletes.
- Clinic in April, trying to get Mariska for the speaker, looking for an athlete. Will be discussing at meeting tomorrow.

Secretary (N. Harmon) Current minutes show both Rob Copeland, Finance Vice Chair, and Nancy Harmon, associated with SCAT. The team has a new name Peachtree Aquatic Club (PAC), going forward we will indicate PAC as the team association. L. Thompson advised, make sure to go into member record and initiate a member transfer. She will approve it.

Business Reports:

Registrar (L. Thompson) no report

Registration gets better daily. Our numbers are right on target with last year.

Business Manager (J. Pepper, V. Burchill)

V. Burchill report as submitted, feel free to check it out, continuation from January. Nic Fink will be our in-person speaker to the winning club team for the Canned Food Drive. Working on the interviews for the podcast, as well.

Discussion: S. Potter, please read the reports. Good Stuff. L. Ferreira, reports are very extensive.

Committee Reports:

Coaches Chair (J. Swaim) no report

- Conference set.
 - H. Convery requested possibly changing the time. We can discuss that here.
 - Friday, April 14, 2023. Executive Board meeting will be 7:30pm-8:30pm at the New York Life Office, right next to the hotel.
 - Hotel is Home2Suite, in Macon, on Bass Avenue (links coming), block \$100-\$102/night
 - Saturday, April 15, 2023, HoD meeting will be at 8:00am-11:00am, at the Sports Hall of Fame
 - Conference 11:00am-2:00pm, lunch
 - Chris Plumb from Carmel will be the headliner.
 - Caleb Weir (SA) will talk about his journey with Katie Christopherson winning Junior Nationals.
 - Bethany from Sea Wolves will give a dryland presentation,

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- Allyson Sweeney from Georgia Southern will talk about recruiting and team culture, her athletes, and her program at Georgia Southern.
- USAS are sending Dana Skelton (Age Group) and Terry Jones (stroke mechanics)
- Possibly, Jos Smith from University of Utah.
- In-water session Northside Pool (SMAC home pool)
- 6:30pm-8:30pm social at the Piedmont Downtown Brewery.

Discussion: L. Ferreira says schedule sounds great but historically the HoD is held in the afternoon. Can the schedule be modified to accommodate coaches wanting to get in an early morning practice? J. Swain stated that he could possibly move the HoD to 4:30pm-6:30pm, We need to budget 2 ½ to 3 hours, per S. Potter. There will be legislation as well as elections to cover. L. Ferreira noted that we probably won't be finalizing the schedule tonight, therefore, need to get information out to coaches and work on the exact schedule to be approved at the next meeting. J. Pepper stated he'd get something out to the coaches to let them know of the events. J. Swain will finalize the detail and have it ready for review for the next BoD.

Open Water (Meredith Green) not present, no report.

As a reminder, L. Ferreira indicated that S. Pepper reported earlier that we are covered for OW Zone Coaches.

Governance: K. Krug

- Survey went out over a week ago. We have about 20 responses. We've broadened the survey to include all positions to get a head start on interest should a position become available before the next election cycle. This will give us a base in which to start a needed search. We will continue to send out the survey weekly. Looking for 40-50 responses.
- Appointment of Technical Planning Chair: The Governance Committee has recommended to S. Potter to temporarily fill the role of Technical Planning with Wes Hamborg. He has graciously offered to return to this position, as he previously filled this role. This is someone who is knowledgeable about building the calendar and is willing to fill the position until April when the position will be filled with the newly elected Chairman of the BoD.

Motion: R. Copeland to appoint Wes Hamborg as interim Technical Planning Chair

(E. Saltzman 2nd)

Discussion: no discussion

Vote: Unanimous approval

Resolution: Wes Hamborg Technical Planning Chair approved

Discussion: L. Ferreira reiterated that the survey was expanded to give Governance a base in which to work when filling positions. Please take the time to fill it out. K. Krug also noted that there is now a form available to present changes at the HoD. Please use it when making proposals to expedite the HoD meeting and help L. Ferreira and Governance implement accepted changes.

Safe Sport (C. Christy) not present, no report

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Operational Risk (B. Kubik) Report submitted

Finished document on severe weather; it's on the Google Share Drive under Operational Risk folder. Any feedback, suggestions or changes feel free to shoot the committee an email.

Technical Planning (open) no report

Athletes Committee: (R. Todebush)

- Canned food drive is up and running. Coaches, please push this event. We are hoping to get one more email out to our Athlete reps. Age Group State is the last opportunity to bring canned food drive.
 - We will still be accepting monetary donations through Divisionals (March), per J. Pepper.
 - W. Bayer asked for information to post on the scoreboard at GT during the Age Group State Meet.
- Scheduling the Athletes Annual meeting. Coaches, please watch for the email and encourage your representatives to attend.
- Gracie Anne Byerly has stepped down as the Senior Rep at large. One of the previous senior reps will help as need.

Officials (E. Saltzman) busy getting ready for Age Group state. 48 Officials signed up, expecting a few more. We have several OQMs coming up around the state. We have processed 3 and we are looking at another. We have lots of opportunity for our officials.

Disability Committee: (T. Coan)

- Pushing for our camp April 9th.
 - Have been talking to Physical Therapists, Physicians, schools, offices, teachers.
 - Wil Bayer will be putting an ad on the score board at Age Group
 - Handing out bracelets again
 - Talking to parents on their way into the building.
 - Will have a large board to advertise the camp.
 - J. Pepper is creating a QR code to scan for information.
 - Sponsor is very happy, logo is up.
 - M. Coan coming and donating book to anyone who is coming to the camp
 - Volunteers are in place.
 - Brook Kubik working on food donations.
- The Fred
 - Cumming Waves (CW) is one of the sponsors of the meet.
 - Working with US Para
 - Meet is moving from a local domestic meet to getting World Para involved
 - this will attract international athletes.
 - Reasoning, US Para needs more qualifying meets for Paris
 - Asking for volunteers to come and time, 3 timers per lane as they have an issue with using shallow end of pool for diving and this will affect use of electronic equipment.

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- Thank you to H. Convery for working with our committee. T Coan knows it's frustrating, but Para does not publish its meets or dates until 6 weeks before the event. She is still waiting on meet information for the meet in Indy in April. Hopefully we can start to work with US Para to help them understand that it's hard to make travel plans on such short notice.
- Working on setting Para Standards for finals. How to develop scoring system. Working with R. Soderstrom, B. Kubik, and an ATO. We will be presenting our findings to Age Group and Senior Committee. Hopefully we will have this in place by next year.

Discussion: H. Convery asked if anyone had a timing harness for CW to use so they would not have to go with 3 timers. T. Coan is working with Omega for a solution, if not must go with 3 timers. But she appreciates everyone trying to help.

Old Business

None

New Business

Request to change how we are charging membership dues, opting into USA Swimming collecting all fees. We will need to account for the 4% processing fee that USA Swimming collects (L. Thompson).

1. Propose that USA collect all fees
2. LSC increase fees to cover 4% processing fee.

GA Swimming has not changed their fees in 10 years, based on L. Thompson's memory.

- L. Ferreria stated he could find no provisions for collecting the fees in our bylaws. He would like to rewrite this part of the manual. He asked the board for recommendations on how to handle the registration fees and he will take the change to the Spring HoD for approval. Last meeting there seemed to be agreement that the current registration method was cumbersome and hard to bill. If the board agrees we will go forward with USA Swimming collecting all fees starting with 2024 registration year. The second part of the question is how to cover the 4% processing fees. Do we want to raise by 4% or by \$1 as a recommendation to the HoD?
- **Motion:** H. Convery: Raise GASI annual registration fee by \$1 to cover cost of USAS processing (L. Thompson, 2nd)
- **Discussion:**
 - H. Convery requested to raise our Georgia registration fee by \$1. This would cover the 4% fee and leave about \$.20 per swimmer.
 - L. Thompson mentioned that it would be a bit more left over from non-athlete fees
 - R. Copeland asked if this would apply to all registration types, as different levels pay different amounts.
 - Annual Athletes \$18
 - Seasonal/Flex \$10
 - Coach and Non-athletes \$7

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- Outreach \$2 (USAS states may not charge greater than \$2) so cannot add on to this category.
- L. Thompson noted that the \$1 fee would cover several years of potential USAS increases.
- R. Copeland asked when this would this go into effect?
 - Effective September 1, 2023, for the 2024 Registration Fee.
 - This is all predicated on the HoD approving this motion.
- **Vote:** Unanimous approval
- **Resolution:** Take \$1 increase GASI Annual Registration Fee (exception Outreach) to Spring HoD for approval.

L. Ferreira and Lora Thompson will work on writing material to insert into our bylaws.

Request to correct language in GASI Policy manual to correctly state how we collect fines and where funds are to go. (Senior Committee).

Motion: H. Convery to correct language in GASI Policy manual to state that clubs are responsible for fines and may not compete when fines are outstanding. Additionally, fines from Senior State will go into the Senior Travel Fund and fines from Age Group State will be designated to go to cover the Zone Budget. (E. Saltzman 2nd)

Discussion:

- R. Copeland agrees with H. Convery but was concerned with the wording causing additional line items in the budget.
 - H. Convery agreed to change the word budge to expenses. R. Copeland agreed.
 - to correct language in GASI Policy manual to state that clubs are responsible for fines and may not compete when fines are outstanding. Additionally, fines from Senior State will go into the Senior Travel Fund and fines from Age Group State will be designated to go to cover the Zone expenses.

Vote: Unanimous approval

Resolution: Policy Manual language will be updated to state that that clubs are responsible for fines and may not compete when fines are outstanding. Additionally, fines from Senior State will go into the Senior Travel Fund and fines from Age Group State will be designated to go to cover the Zone expenses.

L. Ferreira will amend the Policy Manual, and this will be presented to the HoD.

Request for information on possible support for building new facility. (L. Thompson).

L. Thompson has had a parent approach her from St. Mary's GA that is in the military and has moved here from San Diego. There is a federal Grant opportunity available to military families and they are working with the city of St. Mary's to build an aquatic center with these funds. As we know access to water is the biggest hurdle for maintaining and building our registration base. They are looking for what kind of support, financial or otherwise, they might get from either GA Swimming and/or USA

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Swimming. The federal money is for infrastructure and does not cover the entire cost of the facility. This facility would be available to all not just individuals in the military. She spoke with Eric Stinson, USA Swimming, and he asked that she forward any information that she has, and he'd get it to the people who could look into this issue.

Discussion:

- E. Saltzman noted that the 4 or 5 pools that are currently being constructed across the state have heavy involvement from the local municipalities and YMCAs. L. Thompson noted that the city of St Mary's is on board, and they are the ones writing the Grant, but they are looking for any additional support.
- L. Ferreira said it is hard for us to say what we can do without an actual request. We certainly support this idea, and it would benefit Georgia Swimming. Currently, we do not have funds set aside for this type of thing. If they could be more specific needs, we might be able to have the Finance Committee investigate. L. Thompson will get with them and as they have more specific details, she will pass them along.
- E. Saltzman advised that there is a group within USA Swimming that runs seminars on new builds and has documentation on new construction. He will send L. Thompson their contacts.

Request for board approval of one-time \$21.00 facility surcharge for Atlanta Classic. (Wil Bayer,)

Discussions: Historically this has been granted as this is a smaller meet than what is usually held at Tech, and it is necessary to cover costs.

Motion: H. Convery grant a one-time exemption to Swim Atlanta to charge \$21 facility surcharge fee for the '23 Atlanta Classic (R. Copeland 2nd)

Discussion: no discussion

Vote: Unanimous approval

Resolution: Swim Atlanta may charge \$21 Facility surcharge fee for '23 Atlanta Classic

Announcements

Next BoD meeting March 8, 2023, 8:30pm

Adjournment

Motion: T. Jackson to adjourn BoD meeting February 8, 2023 (R. Copeland 2nd)

Discussion: no discussion

Vote: Unanimous approval

Resolution: meeting adjourned 10:12pm

Respectfully submitted:

Nancy Harmon

GASI Secretary
February 21, 2023

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Submitted reports:

Senior Committee

[Senior Committee Minutes](#)

[2023 Georgia Long Course State Doc](#)

Business Manager

Social Media Report



Diversity Committee

[DEI Report January Minutes](#)

[2023 Diversity Camp Schedule](#)

Operation Risk

[Severe Weather Document](#)