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## BoD Minutes

February 21, 2024

This meeting began at 8:30pm via ZOOM.

### **BoD members present**

Lucas Ferreira (GA) General Chair  
Mike Wardwell (PAC) Admin Vice-Chair  
Rob Copeland (UNAT) Finance Vice-Chair  
Nancy Harmon (PAC) Secretary  
Hugh Convery (GA) Senior Vice-Chair  
Sydney Pepper (DYNA) Age Group Vice-Chair  
Brook Kubik (SA) Safe Sport Chair

Wil Bayer (SA) SR Coaches Representative  
Wes Hamborg (WRA) Tech Planning Chair  
Clarice Wasmuth (DYNA) Officials Chair  
Tommie L. Jackson (CAD) DEI Chair  
Holly Mattson (HURR) Sr Athlete Rep  
Charlotte Foggin (ABSC) Jr Athlete Rep  
Will Guichard (SA) SR Athlete Rep at-large

### **BoD members absent**

Kevin Sullivan (VAST) Treasurer  
Landry Liston (BT) Junior Athletes Rep at-large

### **GASI Swimming staff present**

John Pepper, Business Manager

### **GASI Swimming staff absent**

Lora Thompson, Membership Coordinator

### **Others Present**

Karl Krug (SPAC) Governance Chair  
Oded Ravid (LINS)

Teresa Coan (CW) Disability Chair

### **Call to order, approval of minutes**

L. Ferreira - audio issues. While he worked to correct his audio, H. Convery suggested the Board go ahead and approve last month's (January 24, 2024) BoD minutes.

**Motion:** H. Convery to approve BoD minutes from November 15, 2023 (BoD members 2<sup>nd</sup>)  
**Discussion:** no discussion  
**Vote:** Approved by acclamation  
**Resolution:** January 24, 2024, minutes approved

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## Officer Reports

**Athletes Committee** (H. Mattson). Present, report submitted.

- The Athletes Committee reported the following:
  - They are continuing to work on College Commitment posts.
  - Advertising of the March Food Drive hopefully will begin this week via social media.
  - They'd like to put the athlete representatives' emails in the Instagram link tree for easier accessibility.
- Southern Zone and Leadership Summit
  - Discussed requesting money from the LSC but decided to use money allocated to Georgia Athlete's and Wellness Summits. They will resume both Georgia Summits next year. They will request parents from athletes who are already going to be chaperones.

**Finance Committee** (R. Copeland) present, report submitted.

Many files were submitted this month, three of them had to do with the Audit. The rest were regular reports as well as the policy change (previously discussed) dealing with past due fines.

Highlights:

- Registration income looks well below what it should be. Investigating why it is reporting this way, it should be significantly higher. We received about \$120,000 from USAS but we have an adjustment out there that brings it down to \$64,000. Working with Auditors to clear this discrepancy. Once this is corrected it looks like registration is on track. Revenue and expenses are on track, as well.
- Audit Report
  - Submitted. Giving the Board the opportunity to review it prior to accepting it. Will bring it up next month for approval. Please email R. Copeland with any questions concerning the report and/or the journal adjustments.
    - The Auditors saw no deficiencies in our process and procedures.
    - Audit is clean.
- Legislative change for debts over 30 days past due.
  - Previously approved by the BoD.
  - Needs to be approved by the Hod. L. Ferreira will place it on the Spring HoD agenda.

**Discussion:** L. Ferreira asked about the journal entry that shows the reallocation of funds. Essentially, there was money missing, and the audit said to move the funds into last year's budget. R. Copeland responded that is a journal entry adjustment of \$43,000. The money was collected last year and should be part of last year's budget. We should be at \$115,000 of revenue from registration instead of \$64,000. He will work with K. Sullivan to get this corrected and get the adjustment into last year's fiscal year. L. Ferreira noted that therefore, last year's end-of-year budget was not as bad as previously reported. He did question if this will happen each year (as we are making this adjustment now). R. Copeland replied that this should not happen in our future budgets because USAS is now collecting all our registration funds. We will now receive our funds in the correct month for reporting. The LSC Transaction Summary Report shows money collected and funds received from USAS. W. Hamborg asked about the funds being transferred. R. Copeland noted that the auditor report is from last year's collection, the adjustment is therefore for money collected last year.

- Discussed what to do with All-Star Towels, report coming from J. Pepper

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- Discussed Sanction Fees related to Facility Surcharge changes. If those changes take place, it may be necessary to revisit how we do Sanction fees.

**Officials Committee** (C. Wasmuth) present, report submitted.

- R-9 went into effect February 1, 2024. A meeting was held February 2, 2024, with information disseminated. Documents were still being finalized. Had a meeting with Georgia Officials last week and we have implemented in our LSC.
  - It now takes just 4 apprentice sessions across the board to become certified. That part of the process is easier. It's going to be great.
  - There will be templates to use to make new apprentice forms. Thank you, A. Hamborg, for your help.
  - USAS addressed Officials already in the process of certifying. You may continue with the old track if you are far enough along, or you may move directly to the new.
  - We currently have 8 officials working toward DR. While the new process only takes 4 sessions (over 2 meets) our original track also gave you AO. C. Wasmuth will work with these officials to see what makes sense for them. If they finish with the old process they will receive be grandfathered in and receive their AO, as well.
  - Recertification is beyond what we have required in Georgia. One will need to recertify every three years by taking the clinic and test; passing with a minimum of 80%. You will recertify at your highest level. It will count for all other positions. C. Wasmuth has reached out to USAS as to when this goes into effect.
  - Coaches and swimmers (with 5 years' experience) can be certified in ½ the time.
  - You will still have to do CPT (1 time), APT (yearly), Background check (every 2 years), and belong to USA Swimming.
  - W. Hamborg thanked C. Wasmuth for implementing this so quickly. C. Wasmuth noted that some other LSCs have had a lot more drama. She likes it and will like it better when USAS takes on more of the tracking. It is currently a lot more work for our volunteers.
- Eric Pingel is now working with C. Wasmuth on Training; lots of emails and actions necessary.

**Technical Planning** (W. Hamborg) present, no report submitted.

GASI Legislation Change to Meet Bidding Process. L. Ferreira asked for a recommendation from the Board.

- L. Ferreira asked for an overview. W. Hamborg offered that the BoD and Governance committee are exploring the option of a single HoD meeting. The biggest hurdle is how to handle the Calendar. After discussions, Technical Planning believes the best idea is to revise the way the Calendar is approved. It would now go through the Technical Planning Committee and then go before the Board of Directors. It would no longer go to the HoD for approval. The biggest benefit to this is there is more flexibility to the Calendar. USAS is slow to set their Calendar, and this will allow GASI an easier way to accommodate their dates.

**Discussion:** L. Ferreira stated that this takes a power away from the House. He feels this is the right direction but does not think it should be just up to the Board. The final say should be placed in front of the House for ultimate approval. He asked for a motion to send this request to the HoD for approval.

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**Motion:** W. Hamborg recommend that this legislative change to modify the meet bidding process be brought before the HoD for final approval. (R. Copeland 2<sup>nd</sup>)

Discussion: no discussion

Vote: Approved by acclimation

Resolution: The HoD will vote on changes to the meet bid process.

- Surcharge Changes.
  - Discussed removing the current \$15.00 surcharge for Georgia Tech and UGA and increasing it to \$30.00.
    - All other meets would have a Surcharge cap of \$10.00.
    - The committee did not address Divisionals separately.

**Discussion:** L. Ferreira noted a concern that teams will use the Surcharge cap to get around the current LSC Sanction fees structure. He asked should we also tie to this legislation a 2% charge on everything the meet collects? R. Copeland said he would support this as we want to see the LSC stay financially sound; 2% would be just \$.20 per athlete. R. Copeland went on to say that he has a document that he will send to Tech Planning outlining the Finance Committee's views. L. Ferreira mentioned that this item is on the agenda for review, we are in no rush, we will not be voting on this tonight. It is something that should go before the HoD for approval. L. Ferreira did state (for the record) that he owes W. Hamborg a drink for handling this change.

**Age Group Committee** (S. Pepper) present, report submitted.

- Age Group meeting was held at Age Group State.
  - Need to spread the word that the 10&under /B cut session will be its own separate meet as of February 2025. It is apparent that some coaches were not aware of the change. Per L. Ferreira, it has been clearly communicated but some coaches are still not aware of this so we have to do a better job of letting everyone know of changes.
  - Zone selection will be finalized before the next Board meeting.

**General Chair** (L. Ferreira) present, report submitted.

- Attended the USA Swimming Leadership call. They will be looking to select the next crop of LSC Women in Governance attendees in April. The nominee should be a woman who has not been involved in Governance in the past. They are run through a 10-month program, and it culminates with a presentation at the Business meeting. We have agreed to send someone to this program. In the past we have asked the Coaches Committee to nominate our selection. It is run by Beth Winkowski. Reach out to her if you need more information. W. Bayer stated that the Coaches Committee would handle the selection.

**Senior Committee** (H. Convery) present, report submitted.

- Wrapped up sending out fines for Senior State and received several proofs of times after the deadline. H. Convery stated that he has no problem accepting the proof but wanted to see how the Board felt. Per H. Convery, teams had a month to respond. Whatever we decide, he felt, it should apply to both meets (Age Group and Senior). L. Ferreira asked if he was looking for a motion to override our policy. H. Convery responded that he was not sure that our Policy manual has a specific timeframe written. He set the deadline when sending out the requests. It

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was sent by the end of the meet's month plus 30 days. L. Ferreira agreed that we should not be collecting money for the sake of income but feels we need a policy in place. He asked S. Pepper how she feels as Age Group is the next meet that would apply these fines. S. Pepper said she plans on finalizing the list this month and will be sending out the requests before Divisionals. K. Krug stated that our Policy Manual 6.4.2 states that they have 60 days to present proof of time. After that, no proof is accepted. L. Ferreira responded, clearly then we have to accept any times that were proven within the 60 days. Anything received after February 6, 2024, will not be accepted.

**Discussion:** M. Wardwell said he was good with enforcing this as long as the fines are sent out in a timely manner. He felt H. Convery did a good job getting out the Senior fines, but we need to be careful that there is enough notification time. L. Ferreira indicated that perhaps Governance should look into an update that designates teams have 60days from being notified that they have a fine due. H. Convery asked why is it on us? In many cases teams know they did not make the time and will need to show proof. L. Ferreira noted that it is the consensus of the Board that we need to collect any fines not proven within the 60-day window.

## **Administrative Reports**

**Registrar** (L. Thompson) not present, report submitted.

Registration per club was posted but no comparison. The Board would like to have the previous year for perspective. L. Ferreira will reach out to see if he can get anything.

**Business Manager** (J. Pepper) present, no report submitted.

## **Standing Committee Reports:**

**Governance Committee:** (K. Krug) present, report submitted.

- Awards Committee recommendation.
  - The Golden Peach Award needs a committee to outline criteria, so it follows procedures of other awards.
    - L. Ferreira asked if this award should even continue as it was created by J. Cooper when we could not have a banquet (due to Pandemic). It is not very well defined, and it is based on social media responses.
    - K. Krug has asked C. Foggin to take it back to the Athlete's Committee to see if they feel strongly about the award continuing. L. Ferreira agreed and felt it should continue if the Athletes see value in the award.
    - L. Ferreira did not feel we needed a committee to define the award at this time. He will wait to see what the Athletes recommend.
- Personnel Committee – established by the By-laws but not in our Policy Manual
  - The Governance Committee has divided up the responsibilities to review our documents and will be discussing this (via email exchange) before the next meeting.
  - L. Ferreira noted that this is not the only committee that is mentioned in the By-laws and is not defined in our Policy Manual. We have been performing based on how we have historically functioned. The Manual needs to be updated. Governance should look into committee to see which ones have their duties and responsibilities listed and define those that do not.

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- The final deadline for Candidate Survey has been set for March 15, 2024. The committee feels we have a strong slate of candidates but does not want to miss any as well as still looking for future interest. Asked J. Pepper to send it out again and need it posted on the website for those that are missed by email.

## **Old Business:**

- Southern Zone Athlete Summit – L. Ferreira asked for an update as he was having technical difficulties during the Athletes report.
  - J. Pepper reported that the Athletes decided to forego their Athlete’s and Wellness Summit and use the funds to send Athletes to the Southern Zone Summit, instead. They will resume their Summits next year. L. Ferreira asked, so they are using the budget they already had? J. Pepper responded, correct.
- L. Ferreira observed that the Spring House of Delegates meeting/Swimposium is currently set for April 13, 2024. He noted that this coincides with TYR San Antonio meet. This could be a conflict for coaches wanting to attend this meet as it is an Olympic year. L. Ferreira, specifically, would not be able to attend the HoD on April 13, 2024. B. Kubik added it is also the weekend of US Para meet in Indy. L. Ferreira asked for a motion to change the House of Delegate date to the following weekend.

**Motion:** M. Wardwell move the Spring HoD to April 20, 2024 (B. Kubik2<sup>nd</sup>)

Discussion: L. Ferreira stated that any meets that have been previously bid for this weekend should have very little red tape if they wish to change, and allowed to run if this is still their preferred weekend. H. Convery stated that L Ferreira may be the only coach that has a conflict especially since we still have the Atlanta Classic. L. Ferreira ask about the Swimposiums status. W. Bayer stated he had paused looking for a venue until this discussion took place.

Vote: Approved by acclamation

Resolution: **Spring HoD will be held April 20, 2024.**

**Discussion:** L. Ferreira asked J. Pepper to get this notice out as soon as possible. W. Bayer asked which day he should focus on for the HoD, Saturday or Sunday? L. Ferreira stated that historically we have met on Saturday afternoon (1:00pm -2:00pm) so coaches are able to drive in after practice on Saturday.

## **New Business:**

LSC Records proposal (Senior Committee)

H. Convery reviewed that we had nothing defined for records, and we had problems with some of our records. He wrote up a policy and the Board approved it. With a closer look we still had an issue where swimmers were still excluded (i.e. High School swimming). The wording has been reworked to include any swimmer registered in Georgia swimming, in a Sanctioned meet, may now set a State Record. It does exclude swims that are at NCAA meets. L. Ferreira noted that the Age Group Committee has not had a chance to review so he asked that we postpone this vote until our March BoD meeting. S. Pepper said she will put it on their agenda to review.

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## **Announcements:**

Next meeting will be March 20, 2024, 8:30pm

**Motion:** C. Wasmuth      to adjourn the February 21,2024, BoD meeting (R. Copeland2<sup>nd</sup>)  
Discussion:                no discussion  
Vote:                        Approved by acclimation  
Resolution:                February 21, 2024, meeting adjourned at 9:37pm

Respectfully submitted:

*Nancy Harmon*

GASI Secretary  
February 26, 2024

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## Submitted Reports

### **Athletes Committee**



February Athletes Report.pdf

### **General Chair**



February General Chair Report.pdf

### **Senior Committee**



February Senior Report.pdf

### **Age Group Committee**



February Age Group Report.pdf

### **Governance Committee**



February Governance Report.

### **LSC Membership Reports**



GA Swim Club Membership Report

### **Finance Committee Reports**



February Finance Comm minutes.pdf



Finance Legislative Change Overdue



February DeTransaction Summary



Finance Statement of Activity 23-24.pdf



GSI final Trial Balance 2023 09 30.



February Budgets v Actuals 2024.pdf



GSI Independent Auditors' Report 2023

### **Technical Planning Report**



Tech Planning Change Request February

### **Coaches Committee**



February Coaches Report.pdf

### **Officials Committee Report**



February Officials Report.pdf

### **Disability Committee Report**



February Disability Report.pdf

**Operations Risk** no report submitted.

**Safe Sport** no report submitted.