

**VSI Report on Planning for March 17 – 20<sup>th</sup>, 2005 Southern Sectional Meet  
Jan. 2, 2005**

1. Meet Referee will be Jim Sheehan.
2. Certified USA Swimming officials wishing to work the meet should submit an application to Jamy Pfister ([JamyJayPfi@Adelphia.net](mailto:JamyJayPfi@Adelphia.net)), Eastern Zone Officials Coordinator, by Jan. 20, 2005 for assigned positions and by Feb. 20 for other positions. Copies of the application can be obtained from the site at [http://www.pvswim.org/eastzone/05spr\\_so\\_sect\\_off.pdf](http://www.pvswim.org/eastzone/05spr_so_sect_off.pdf)
3. Working draft of the Meet Invitation is located at [http://ww.pvswim.org/eastxone/04ezsc\\_sect\\_ma\\_v3.htm](http://ww.pvswim.org/eastxone/04ezsc_sect_ma_v3.htm)

Please send any suggestions on this Meet Invitation directly to John Hirschmann or to Jim Sheehan.

4. Registration fo the entering athletes at this Sectional meet will be confirmed against the USA Swimming Registration data base (SWIMS).
5. Motel Rooms have been reserved at the Hampton Inn in Fairfax City for the Meet Ref, Admin Ref, Head C.J., Head Deck Ref, Head Starter, USA Swim Rep, Eastern Zone Rep, and the Meet Director.
6. The 2005 USA Swimming Insurance Policy will be sent to the GMU Patriot Center facility, attention of Kim Eckert and Jan Villa. Plans to have an upstairs classroom as well as the downstairs classroom at Patriot Center.
7. Currently working on doing a T Shirt for the meet.
8. Pete Maloney has provided suggested menu for Hospitality Room.
9. Need to block motel rooms for other participants at meet.
10. Need to solicit heat sheet ads from local restaurants / businesses in Fairfax.
11. Will need specific assistance at meet with Marshal coverage, help with Hospitality, oversight of timers, coverage of Finals Ready Room, and Announcers.
12. Need to determine most efficient and cost effective way to print out heat sheets (initial) and heat sheets for finals.

Respectfully submitted,

David Strider (Meet Director)