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Minutes of the June 19, 2014 VSI Board of Directors Teleconference

The meeting was called to order at 7:04 p.m.

Present were: Steve Hennessy, Leanne Hillery, Mary Turner, Terry Randolph, Bill Geiszler, Kevin Hogan, David Strider, Jessica Simons, TJ Liston, Lisa Liston, Kevin McHaney, Art Anthony, Ted Sallade, Kara Morgan McHaney, Matthew Hopkins, and Bryan Wallin.

Jessica moved to accept the minutes of the April 12 and 13, 2014 Board of Directors meetings as amended. This was seconded by Lisa. The minutes were approved as amended.

Treasurer's Report – Bill Geiszler presented the report for Bob Rustin. Mary moved to approve the report, Jessica seconded, and the Treasurer's report was approved.

Eastern Zone Meeting Report – Steve reported on the Eastern Zones Meeting he attended in May. He indicated that several meets had been picked up and the parameters for Senior Champs meets were discussed. Zone fees will increase by \$1,500.00, so that surcharges would not be placed on championship meets. The apportionments (\$.25 per swimmer) are determined by the population of each LSC. These funds will fund the Zone Board of Review. Jessica asked if this fee applied to seasonal memberships. Mary verified that the fees only pertain to year-round athletes.

Steve reported on the Budget Committee meeting he attended. The committee approved an increase of LSC fees in order to fund five primary categories: the Board of Review, Diversity, travel of the Zone Directors/Officials Chair, Safe Sport, and conference support. The Committee is also looking at options for how the organization can become more self-sustaining.

At conference, elections will be held for Non-Coach Director, Secretary/Treasurer, and Safe Sport Coordinator.

Next year, the Eastern Zone meeting will be held in Virginia Beach, VA.

Division Reports

Admin & National Times – No report.

Rules & Legislation – Kevin Hogan asked the Board to approve the reformatting of the *VSI Policies and Procedures* manual in order to obtain a uniform formatting style throughout the document. Jessica made a motion to accept this change, TJ seconded, and the proposed change to the document was approved.

Officials – No report

Club Development Report – Steven Phillips submitted his report via email. In the report, he requested an additional \$1,000 be budgeted to schedule Jason Lezak as a speaker and clinic host. Lisa moved that

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an additional \$1,000 be budgeted to obtain Jason Lezak for the banquet and clinic. TJ seconded. The motion was approved.

Equipment – No report

Records – No report

Reports for Membership & Registration, Technical Planning, Safe Sport, Age Group, Senior, and Disability were submitted via email. All were accepted without discussion.

Bill Geiszler asked the Board to approve the payment of an outreach reimbursement request received outside of the 60 day deadline. This request was moved, seconded, and approved.

Open Water – Jessica congratulated Poseidon for a successful Open Water Zones. She added that the Admin part of the meet was excellent.

Annual Awards Task Force – Task Force Chair, Lisa Liston, submitted a detailed report via email. The banquet will be on Saturday, April 25, 2015 at Kings Dominion. Lisa will need to call to schedule the event tomorrow in order to get the best deal on park entry fees. Terry asked if VSI would be able to fund the banquet at this level every year and where the funding would come from. Bill indicated that VSI will fund it the first year. Steve added that if the event becomes popular it will be more self-supporting in the future. The initial one needs to be great. Lisa asked the Board to approve the date, location and for the authority to sign the contract. This request was approved.

Kara Morgan spoke for the athletes in thanking Lisa for all of her work on the event. It will be a great event.

Old Business

VSI Athlete Travel Reimbursements – Ted indicated that he and TJ were trying to collect data from coaches on reimbursement issue. There has not been a great response so far. They will have a formal document put together for the Board by July 1. Discussion ensued. Mary suggested that the policy be tightly written with specific meets being targeted and specified. The number of swimmers may need to be limited. TJ suggested that the meets must be sanctioned by USAS. If a meet is not specified within the policy, reimbursement will need to be approved by the Senior Committee. Lisa suggested that discussion be closed until the written policy is available. Discussion ceased.

Selection Process for Open Water SOY – TJ reported that he would write up the selection criteria for distribution. Criteria will cover National, Zones, and local meets.

Simplified Meet Financial Report – Discussion moved to New Business

Adjustment to District & Region Champs – Item was closed.

Annual Awards Event Update – No report.

Hosting Open Water Swim Meets Process – Steve restated the need to move Open Water meet information on the VSI website to the Meets page. The Open Water page should have information on Open Water swimming, but meeting information and information on hosting meets should appear on the Meets page. Discussion ensued on where these items should appear on the website and other specific open water items that should be moved to other locations. A decision was made that Mary in coordination with Stephanie and Steve will decide where specific information on open water should appear on the website.

Past Due Registration Fees and Rebate Fees Update – Steve reported that letter had been sent out to clubs that had outstanding registration and/or rebate fees. The letter stated that clubs with past due registration fees need to pay immediately. They were given thirty days to respond. One club paid in full. One club still owes registration fees. We are still within the 30 day period. The letter stated that failure to pay would result in the case being sent to the VSI Board of Review, the club could be disbanded and swimmers given unattached status. Discussion ensued concerning the penalties and putting them in the bylaws. Mary suggested that further discussion be moved new business. This was agreed upon by the group.

New Business

Speedo Sponsorship Agreement for Zone Team – Discussion has been ongoing on this topic via email. Steve is looking into a contract with Speedo to outfit the Zones Team and to get a speaker for the annual banquet. They will provide shirts with logos. Speedo has a speaker's bureau that will provide a speaker for the banquet. There is a possible problem with competing vendors. If Speedo is the sponsor, vendors must sell Speedo products. It may not be possible to have VSI hosted meets at venues with competing pro shops. Further discussion ensued on competing vendors and what this means. Art suggested that these problems could be solved through negotiation with the sponsor. Steve feels that Speedo will be willing to negotiate. We just need to upfront about what we need and they will meet it the best they can. Discussion turned to the need for speakers at the banquet. How important is a speaker with the new banquet format? Is it more cost effective to supply our own speaker versus a four year contract? Discussion continued. Steve stated his intent is to get an idea of concerns to discuss with Speedo. The primary concern was how a Speedo sponsorship will impact meet locations and facilities and if the presence of vendors that have non-Speedo items for sale is an issue. Also, determine if it is possible to get a 1-2 year contract instead of a four year contract. Steve will determine the questions and speak with the Speedo representative. He will find out what we can and cannot do. He will get our options and gather more information. It may be possible to have the rep come to a meeting to address the entire group. He will try to quantify what Speedo will give us for our money.

Meet Rebate Fee Proposal – Bill stated that the meet rebate fee is not an increase in meet entry fees. It is only part of the fees that come from host clubs to VSI. He continued by discussing the history of the meet fee structure and how fees were used. The Finance Committee was asked why equipment fees were still being charged when VSI was no longer providing equipment. Bill proposed that fees for meet entry be discontinued and replaced with an increase in fees per swim. The proposed individual rebate fee is \$.65 per swim. The new proposal is 1% less expensive for the swimmer than the current practice.

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Lisa made a motion to discuss and Jessica seconded. Discussion ensued. Several members stated that the language of the proposal needed to be cleaned up and an explanation is needed for the change. Terry called the question. The proposal to eliminate the rebate on swimmer surcharge and increase swim/splash fees was passed. There was one vote opposed.

Phillips 66 Outstanding Service Award – Steve stated that we must submit nominations to USAS of who to recognize. The nominees should be hardworking for the LSC or USAS and deserve recognition. Winners are also acknowledged in the banquet program each year. Email Steve with recommendations. Mary has a list of past winners.

USA Swimming Lifetime Membership – Mary stated that the Lifetime membership is usually a surprise presentation at HOD meetings. Mary is soliciting input of names to be recognized. Bill stated that VSI pays the \$1,000 for this lifetime membership. Board members should send nominations to Steve.

Non-Payment of Registration Fees – Bill stated that non-payment of registration fees has been a problem the last two years. Mary stated in the past we have permitted registration on demand with a five day grace period. However, it was repeatedly not possible to complete the process in five days. There was no longer grace period applied. Most LSCs require payment with the registration. Our invoicing process is currently good. If a club hasn't paid within 30 days, they are invoiced. If the fee remains unpaid, VSI pays USAs so swimmers are in the database and insured. Mary stated that there is no policy in place that mentions a timeframe. The bylaws only mention receipt of registration forms and we can only take action against a club after a BOR review. Other LSCs don't do this. We don't have a policy. It is a practice. Discussion ensued about the need for a policy and what it should include. Steve determined that we need a policy. Mary was asked to write a policy for the next BOD meeting so that it can be edited and distributed prior to the HOD deadline. Bill made a motion that the policy be written. It was seconded and approved. Mary stated that non-payment is not a chronic problem and that a policy must work for everyone. Further discussion ensued on what should be covered in the policy.

Other

1. Lisa requested that the individual cost of Zones be posted on the VSI website. Bill will communicate with Maureen and get the numbers to post. TJ added that once the numbers are posted that messages be sent to teams so they can communicate with their team members.
2. Jessica reminded everyone that once a swimmer has signed up for Zones, if they qualify but choose not to go, they lose the \$100 entry fee. If they get a cut for a higher level meet (Junior Nationals), they are ineligible for Zones. TJ stated that this must be spelled out clearly as to ineligibility. If a swimmer qualifies, they must go or lose the entry fee.

There was a motion to adjourn. It was seconded and approved.

The meeting adjourned at 9:58 p.m.

Respectfully submitted,

Leanne Hillery/Secretary