

**Minutes of the September 27, 2013
VSI Board of Directors Meeting**

The meeting was called to order at 6:05 p.m.

Present were: Steve Hennessy, Leanne Hillery, TJ Liston, Kevin Hogan, Mary Turner, Terry Randolph, Bob Rustin, Bill Geiszler, Kevin McHaney, Bryan Wallin, David Strider, Ted Sallade, Kara Morgan McHaney, Stephanie Suhling, Jessica Simons, Gordon Hair, Art Anthony, Steven Phillips, and Lisa Liston.

The minutes for the August 15, 2013 Board of Directors Meeting were approved.

Steve began by discussing the way he will be running meeting throughout the year. He indicated that committee chairs should submit their reports prior to the meetings. This would give others a chance to read them and formulate questions and discussion. He wanted to see communication set up by divisions (administrative, coaches, athletes, officials, etc.) to mirror the structure of meetings. He felt this practice would help to form lines of communication that are more efficient and streamlined.

Treasurer – Bill presented the latest financial statement which was unanimously approved. He fully explained the financial report for FY 2012/13 which would be presented to the House of Delegates. Bill indicated that overall VSI had a surplus of income largely due to actual expenses that did not meet projections. He also indicated that all financial materials were submitted to an accounting firm for review. Their report should be available in mid-October. A discussion of athlete reimbursements ensued as this was an expenditure that appeared to be underutilized. Steve asked the Coaches and Senior Committees to discuss this topic during their committee meetings on Saturday.

2013 Long Course Season Highlights (and committee reports)

Age Group – Lisa distributed the Age Group report and committee meeting agenda for review.

Senior Champs – Ted reported that the Senior Committee was looking at how to make the Senior Champs meet more exciting. He acknowledged Bryan Wallin for stepping in to meet referee at the last minute. Ted also indicated that the committee would discuss the meet set up and methods of slowing it down if necessary. He expressed the need for policies outlining when protests are allowed and disallowed, selection of a meet jury, and scheduling time to go over the rules with coaches. Kevin will create a document indicating what can be protested, procedures on how to do it, and what is not protestable. Ted also indicated that there needed to be an effort to streamline and create a template for meet announcements. Ted reported that he was looking into the formation of a Virginia Swimming Senior Circuit. During the Senior Group Committee meeting he will discuss what it will take to set up, what format would work best, and the level of support needed to make it work.

2013 Long Course Zones Report

Steve reported that the Virginia Team did great. Everything went smoothly. One problem was that communication for the Zone Team did not get posted on the VSI website very quickly. It was discussed that others needed to be able to post information, especially that of a time sensitive nature, to the website. This possibility will be investigated. Overall, there were many compliments given to VSI and the facility. The Eastern Zones representatives were very pleased with the event.

Steve also reported that the Eastern Zone accepted VSI's bid to host Long Course Zones again. For 2014, time standards for the meet will be tightened to get a smaller meet. If attendance is still large, there may be two meets. The Zone is also considering running chase starts.

There will be two short course sectionals, one in the north and one in the south. The Zone accepted the proposal that the same club does not need to host the pool and open water zone championship; neither do both meets need to be scheduled at the same time. USA-S is considering allowing the winner of the open water zone championship to automatically qualify for Nationals in the 5K.

Budget/Finance Committee Report – See Treasurer's report.

2013-14 Meet Schedule and Technical Planning Report – See full report on website. Lisa reported that the meet schedule is up on the website. She indicated that it would make things more efficient and timely if she could post meet information directly to the website.

Lisa asked for clarification on the policy/procedure for submission of meet financial reports by host clubs. She specifically questioned the section reading “... *This report shall be submitted to the Treasurer and the Technical Planning Chairman on the proper form with thirty (30) days of the close of a meet. ... Failure to submit the report within the allotted time will subject the host club to a fine of \$100.00 for each thirty (30) day period that the report is late...*”

Lisa interpreted this statement as a club is fined on day 31. However, in the past, this statement was generally interpreted as a team was not late until 60 days had past. She suggested that if the 60 day interpretation is correct, then the language should reflect how the policy/procedure has actually been applied. Kevin asked if this statement is a policy or procedure. Mary indicated that she would check on this.

Lisa indicated that the meet announcement templates are ready and on the website. She emphasized that all swimmer fees, including those for college swimmers, must have a check from a team entered in the meet (not an individual parents' or swimmers' checks). She asked that consideration be given to adding this language to the FEES section of the template.

Lisa continued with a discussion of the “four hour rule”. Currently, sessions are planned so that they do not exceed four hours. If they go over the time, relays should be cut. She indicated that a statement concerning relays being cut if session exceeds four hours should be placed in meet announcements. She also questioned need for this restriction to be applied to all sessions, specifically 13 and over and distance sessions.

Terry stated that the VSI procedures state the “four hour rule” be applied to all sessions not just 12 and under. In a discussion with Dan McAllen of USA-S, he indicated to Lisa that the rule only needed to be applied strictly in 12 and under sessions. Lisa expressed interest in having the Technical Planning Committee revisit this restriction and make some recommendations on its application.

Per a conversation she had with Dan McAllen, Lisa recommended that all of the Board of Review findings be made readily available on the VSI website. Board of Review findings are part of the public record and should be accessible to anyone interested in this information. Mary indicated that there is sensitive material in these documents that has prevented them from being openly published. Mary has

electronic and paper copies of all Board of Review actions. This information can be requested and pulled for those requiring the information.

Club Development Coordinator – Steven reported that Swimposium starts on Saturday. Kate Ziegler and Kim Vandenberg will do a clinic with the athletes and both will speak at the banquet. Dr. Miller will speak tomorrow at noon on shoulder injury prevention. He is trying to get information on the types of information that the clubs want and need. A questionnaire is being developed to see where Club Development can help the most.

Steven indicated that he is looking for future topics or program ideas for future Swimposium. He would welcome suggestions. Steven suggested providing an Athlete Protection program or parent clinic to be held during the athlete clinic. Mary suggested having four or five recurring topics (athlete protection, nutrition, etc.) over a five year period for parents. Mary offered to speak to parents during the athlete clinic tomorrow. This suggestion was unanimously accepted.

Updates from USA-S Convention - Steve indicated that reports would come throughout the meeting. He felt the convention was very worthwhile. There were great targeted programs and many opportunities for networking with other LSCs. Convention held excellent opportunities for athletes. All of the VSI attendees met each day to recap the programs they attended. Kevin M. felt parts of the convention were very political with parties pushing their agendas. However, the programming and events created outstanding opportunities for athlete involvement.

Committee Reports

Administration Report – Terry reported on the requirements for observation of high school meets. Conference and state championships as well as invitational meets are eligible for observation. To request an observation, the proper application must be submitted to the VSI Times Chair and the USA-S Times Chair ten days prior to the meet. Application forms are available on the VSI website. She emphasized that club coaches need to get observation to their swimmers, so that their times can be used from regional and championship high school meets. Terry will forward the observation requirements to the Web Master for posting on the VSI website.

Membership/Registration – Mary reported that the \$2.00 USA-S dues increase was approved during Convention. The increase will take effect next year. She asked the Board to consider for VSI to absorb part of the cost (\$1.00). This would reduce the effect to only \$1.00 for the first year.

Mary presented an action item concerning the addition of a seasonal membership in the fall to accommodate high school athletes. USA-S allows seasonal memberships to start at any time and there is nothing in the VSI bylaws or procedures addressing this. Discussion ensued on how the seasonal memberships work and the background of the issue. Currently, high school swimmers can get a seasonal membership with a swim club. Steve provided some background on this issue. Mary pointed out some negatives including the current seasonal membership only covers part of the high school season. The seasonal membership would need to be extended to cover the season in its entirety. Also, seasonal members cannot compete at zone level meets or higher.

Mary made the following motion. “Institute an additional seasonal membership with dates to be determined.” Discussion ensued on how this motion would affect clubs. Bill pointed out that financially that there is a \$25 per swimmer difference between seasonal and regular memberships. Kara stated

that generally the high school coach would decide where they want a swimmer to practice, either with the USA-S team or high school team. Kevin M. suggested sending this issue to the committees for further discussion. Mary withdrew the motion in favor of sending the issue to committees for discussion and input.

Jessica asked that dates for the seasonal membership be selected. She suggested Oct. 1-Feb. 26. This would allow swimmers to get through entire high school season, including championships. The 150 days could also include the VSI Region Champs meet.

Stephanie suggested having a one year pilot to see how the LSC would be affected. TJ thought it would be difficult to stop the practice once it had begun. Stephanie asked the coaches how these swimmers were being integrated into the team practice schedule. Steve indicated that with his team the high school swimmer practice in a separate group through the season. Many of them stay through the summer and are integrated into the year round groups. Retention has been at roughly 20%.

Steve asked the committees to discuss this issue during their meetings and report back at Sunday's board meeting prior to the House of Delegates.

Athletes – Kara had no report. Ted added that Katherine Webb (Senior Athlete Representative) was not at the meeting tonight because she was taking Kim Vandenberg and Kate Ziegler to dinner. TJ announced that at convention the athletes prepared 10,000 lunches for local underprivileged children.

Coaches – See report on website. TJ reported on several rule changes that were approved at Convention including those for breaststroke and butterfly finishes and backstroke starts.

Officials – See report on website. Lisa asked if using boy/girl chase starts worked well. Bryan indicated that boy/girl starts made it easier to keep track of events and swimmers and also moved faster than odd/even.

Bryan discussed how recruiting officials has been difficult. It has been difficult to get officials to come to Christiansburg twice a year for championship meets. Also, The recruiting of parents of younger swimmers has not been good. Some meets do not have a lot of 10 and under swimmers, so there are not many officials with swimmers in attendance.

Safety - Gordon had no update on air quality. He needed to have a meeting in Christiansburg to get more information before reporting to the Board. At the HOD meeting, he planned to discuss start certifications and open water unsanctioned meets. Clubs should ask if the meet is USA-S sanctioned prior to putting it on their schedule. He will also have the Facility Check Sheet and a PowerPoint on air quality posted on the VSI website.

Make a Splash – Gordon reported that two grants were awarded to Tsunami and Roanoke YMCA. \$2,000 remains for the April round. From the grant posting, Girls Inc. contacted TJ about starting a Learn to Swim program in Portsmouth. A group from the Southside assisted in upgrading a pool in the area and hiring the necessary personnel. The resulting Learn to Swim program is affecting 900 after school children in the Portsmouth area. Gordon attended a celebration banquet a representative of VSI and Make a Splash. Bill asked Gordon to send him the names and addresses of the grant recipients so that he could issue the checks.

Disability – David S. reported that the Disability Committee will look at additional opportunities to train officials and coaches for disability swimmers. There will be a large meet for disability swimmers in Richmond, at the CSAC pool on February 1st-2, 2014. Current members on the Disability Committee include Art Anthony, Pat Donohue, Jessica Simons, John Harrington, Sean Harrington, Joseph Peppersack and David Strider.

Equipment – No report.

Open Water – Stephanie reported that she is working on setting a date and location for open water zones. She will be giving a presentation on pool open water tomorrow at Swimposium. She indicated that there needs to be a template for pool open water to make it easier for those interested. She mentioned Peter's suggestion of awarding the Open Water Swimmer of the Year.

Ted made the following motion: "Present the Open Water Swimmer of the Year award to Jessica Arnold." Bill suggested that the award be given to her next year. The motion was withdrawn.

Mary made the motion: "Starting in 2013-14, award the 13 and Over Male/Female Open Water Swimmer of the Year and the 12 and Under Male/Female Open Water Swimmer of the Year. Details to be determined later." Stephanie made the friendly amendment: "Nominees must have taken part in USA-S sanctioned meets." The friendly amendment passed.

Policy/Legislation – Kevin H. asked that during officials training, promote to parents of outreach swimmers that want to officiate, that their membership fees will be covered by the LSC. Also, he discussed the bylaws and policy changes that would be voted on during the HOD meeting on Sunday. Kevin also asked that if anyone is contemplating suggesting a change to policy or bylaws, please discuss it with him in advance of the meeting.

LEAP – Mary reported that VSI received \$2,500 for completing LEAP 2. The same material can be submitted for LEAP 2 recertification. The LEAP 1 recertification material was submitted. There were some requested changes. Mary will make the necessary changes and resubmit.

Unfinished Business – None

New Business

Board Meeting Reporting and Format - Steve will send out the new reporting and meeting formats. Steve asked that reports not be sent out the day of the meeting. They should be sent at least one week before the meeting. The agenda should be sent out two weeks in advance. Terry requested that when sending out reports to please save the document in an older Word format so the document can be opened by everyone.

SC Sectionals and LC Sectionals – Steve reported that there will be two short course meets on the same weekend; one in the north and one in the south to keep the numbers down. The Long Course Sectional will 2-3 weeks later. The Long Course Southern Regional will be in Christiansburg. The Northern Regional will be Buffalo.

Long Course Senior Zone Champs – Steve reported that the LC Senior Zone Champs will be a super sectional meet. A new Senior Zone Championship meet will be held in August to create an alternative to Nationals on the west coast.

Zone Board of Review – Steve reported that starting in 2015, Boards of Review will function on the Zone level instead of the individual LSC level. Zones will determine how this will be structured. Each LSC was asked to submit names for membership.

TJ reported that at Convention it was determined that there would be two circle seeded heats for 400M and 500M events. After discussion, the coaches still wanted to have VSI championship meets to continue to use the four girls and four boys then alternate format in the 400 and 500M events.

Announcements – None

The meeting adjourned at 8:24 p.m.

Respectfully submitted,

Leanne Hillery/Secretary