

**Minutes of the February 15, 2015
VSI Board of Directors Teleconference**

The meeting was called to order at 7:07 p.m.

Present were: Steve Hennessy, Leanne Hillery, Mary Turner, Terry Randolph, Bill Geiszler, Kevin Hogan, Jerry Hayes, Steven Phillips, Terry Randolph, Michael Braum, Jessica Simons, TJ Liston, Lisa Liston, Kevin McHaney, Art Anthony, Ted Sallade, Kara Morgan McHaney, Maureen Tolliver, Bob Rustin, and Bryan Wallin.

Terry moved to accept the minutes of the January 3, 2015 Board of Directors meeting as amended. This was seconded by Lisa. The minutes were approved as amended.

Treasurer's Report – Bob Rustin had no report. He stated that he would send out the T report the following day.

Speedo Contract– Steve reported that he sent out a synopsis of the contract and received a lot of feedback. The contract seems like it provides a good benefits and savings for the LSC. It appears that there is additional cost to the swimmer, but it could be possible to structure it so that it is seamless for the swimmer. Steve also indicated that the LSC would save more money than it does currently and that the contract can be cancelled with 30 days' notice at any time. Discussion ensued. Maureen asked if we could get more funding for coaches outfitting (\$500.00).

Lisa moved to accept the contract with Maureen's edits. The motion was seconded. The motion passed (17 ayes, 2 opposed).

Maureen asked if there is a timeframe in place due to the tight deadline for a speaker and zone team outfitting. Steve indicated that we need to get the contract to Speedo by the end of the month (February).

Registration Chair/Safety Chair – Steve stated that we need have a consensus on if the Registration Chair should remain a voting member of the Board or not. Kevin H. stated that the House of Delegates will need to vote on whatever the Board recommends. If the bylaws are changed, then the election will define the changes to the position. Steve distributed a handout outlining the various options that exist concerning the Registration/Membership Coordinator position. He indicated that if we want to keep the same configuration of the BOD then it would be possible to fill the vacant BOD slot with either the Safety Chair or the Safe Sport Coordinator position. Discussion ensued concerning if the position should be removed from the BOD or remain as an ex-officio member. Lisa proposed, with a second from Jessica, to remove the Registration/Membership Coordinator from the Board of Directors and fold then duties into the LSC Administrator position. Discussion ensued. Art voiced a concern that if the position was not on the BOD that invaluable information would be lost. Steve agreed that it would be important for this person to be at Board meetings to supply important information.

Lisa clarified her proposal that registration be tied to the Office Administrator position and have ex-officio status on the BOD, but could not serve on the Executive Committee. These changes need to be made to the bylaws.

Terry made a friendly amendment. The Registration/Membership Coordinator position would be an ex-officio, non-voting member of the Board of Directors.

Kevin H. indicated that the USAS Bylaw templates provide leeway for the LSC. We need to do what makes the best sense for us. He looked at the changes that were needed to the bylaws. Discussion ensued on what areas and clarification were necessary.

Bill suggested eliminating LSC employees from voting membership on the BOD. Kevin responded that USAS has already done this for us. The Registration/Membership Coordinator could be elected, but would be non-voting. It keeps what we are currently doing, but would be in compliance with USAS.

TJ called the question. A vote was taken on the proposal: The Registration/Membership Coordinator position will combine with the Office Administrator position and have ex-officio, non-voting status on the Board of Directors. The motion passed.

Kevin H. indicated that three changes would need to be made to the bylaws and one change to the policies.

Division Reports

Steve asked if there were any questions on the reports submitted via email.

Rules & Legislation – Kevin H. submitted his report via email. There was no discussion.

Officials – Bryan submitted his report via email. There was no discussion.

Registration/Membership – Mary discussed the Swimposium. She reported that this year the LSC will receive funding from USAS. She has had difficulty in finding room space and speakers for the event because as it is currently scheduled, it is weekend before convention. She suggested changing the dates to September 12-13, changing the location to a different city, or moving it to a later weekend. Discussion ensued. There was agreement that the date needed to remain consistent, but locating to another city would be possible. Steve suggested that Charlottesville might be a good alternate location.

Mary clarified that the dates would be September 19-20, 2015 and reiterated that this date was problematic in getting speakers for the USAS portion of the program. Charlottesville may also be a problem due to the UVA football schedule.

Steve indicated that there were two things that needed to be decided: 1) date and location, and 2) USAS support or not. The BOD made the following decisions:

The dates for Swimposium will be September 19-20, 2015. **[Mary will go to the Doubletree to see if they have meeting rooms available. If not, she will check in Charlottesville.]** There will be no USAS sponsorship for this event this year. We will move the sponsorship until 2016.

Technical Planning – Lisa submitted her report via email. There was no discussion.

Finance – Steve asked Bill a question about reserve funds. He asked for a definition what reserve funds should be. There needs to be a formula to include in the policies so that consistency in handling these funds can be maintained. This would include a prioritized listing of how surplus funds should be used.

Bill indicated that this had been discussed during an audit meeting last month and will be discussed at the budget meeting next month. Steve indicated that this could be done as part of the budget report. There needs to be a mechanism to show how the purpose reserves and how the LSC benefits.

[Bill will bring this up at next month's budget meeting.]

Annual Awards Task Force – Lisa asked for clarification on the 15-18 qualifying times for All- State Awards. After some discussion, it was agreed that the qualifying times for All-State Awards would be based on the 15-16 AAAA time standards.

Lisa continued by stating that there would be a speaker at the banquet even if the contract with Speedo does not work out. She would like to get Amanda Beard for \$3,500-\$5,000 and pay for her travel. Tyler Clary was also discussed as an option. Bob indicated that there were funds available to support this. Lisa was given the authorization to make arrangements for a speaker.

Lisa also announced that there would be no clinic in the spring. The athlete clinic will take place in September.

Old Business

Legislation Report – Kevin H. reported that the Safety Chair issue is still outstanding. He contact USAS concerning the election or appointment of At-Large board positions. In this case, USAS will make an exception. At-Large members by be appointed and approved by the VSI Board of Directors.

Administrative Board of Review – Kevin H. stated that the Administrative Board of Review (ABR) would be used to review issues that do not rise to code of conduct violations. He suggests that this be put in place. The Executive Board would send matters to this group instead of the BOD. Membership of the ABR must include at least one athlete and alternates. These positions should be elected.

Kevin made a motion to adopt into bylaws 610 that VSI develop and Administrative Board of Review with an elected membership. The motion was seconded. Discussion ensued.

Steve asked if VSI's Zone Board of Review appointees could serve until an election can be held. Kevin H. said this would work. Mary asked how many people need to be on the ballot. Steve stated that mechanics can be determined later. A vote will be on what will be done in concept.

Kevin H. rephrased his earlier motion to: VSI will adopt the 610 Bylaws language from USAS to create an Administrative Board of Review. The motion passed. Steve stated that the mechanics will be determined later.

Mary asked if nominees are necessary for both the Zone Board of Review and the Administrative Board of Review. Kevin H. indicated that this was the case.

Policy Amendments – Kevin H. presented a proposed policy amendment for meet results and financial reports. A motion was made to accept the proposed policy amendment. The motion was seconded. After a short discussion, the motion passed. The policy amendment will be recommended for approval by the House of Delegates.

Next, Kevin H. presented a proposed policy amendment “placeholder”. The Eastern Zone has established a “Zone Sanction Appeal Process.” As part of this process, VSI is obligated to fulfill a set of specified criteria. Kevin H. reviewed each of the criteria and where VSI currently stands in meeting each. Discussion ensued.

[Lisa and Terry will review the current sanctioning and approval practices with the requirements specified in the VSI Policies and Procedures manual and the Zone Sanction Appeal Process. A proposal of necessary amendment changes will be submitted for the BOD for review.]

New Business

QDD Request to Move to PVS – Steve distributed a packet of information on QDD’s request to change LSC (VSI to Potomac Valley). He indicated that certain conditions must be met for this to happen. The current LSC must agree to the change, the receiving LSC must agree, and the House of Delegates must vote. Steve stated that QDD has its own reasons for wanting the change. Potomac Valley (PV) did not pursue them. PV does not necessarily want more athletes. Discussion ensued.

Terry voiced concern about how this move would affect other teams in the area. Would it make things harder for our other teams in the area and possible push them to PV as well? Steve stated that if we allow QDD to leave, there is no guarantee that PV will accept them. He stated that since QDD submitted a request, it should be acted on.

Maureen stated that it makes sense that QDD would want to join PV. QDD swimmers have friends and go to school with PV swimmers. Steve added that a lot of PV swimmers live in VSI territory and many PV facilities are in the VSI area as well. TJ asked to see a map of the geographic area to look at the facilities. Steve indicated that a map was supplied in the packet.

Steve asked if the BOD was ready to vote and send to the HOD in the spring or is more information needed. Terry expressed a need to hear from other teams in the area to see how it would affect them. Some may be inclined to follow.

Steve asked if procedurally if thirty days’ notice was required for an HOD vote. Kevin H. indicated that it was.

[Steve will communicate with the Northern District clubs to see how a QDD move would affect them. He will compile a report for the BOD to review.]

After reviewing this information, the BOD will vote to recommend a yes or no. The HOD will then vote to accept or reject the recommendation.

Announcements

Mary stated that she recently became aware that Virginia is one of the slowest states to respond to background checks. She asked Bryan to tell officials, especially new ones that checks are taking longer than expected. Let them know that it is not an issue with VSI, but with the state of Virginia. The process is just slow.

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

The meeting adjourned at 9:17 p.m.

Respectfully submitted,

Leanne Hillery/Secretary