

Virginia Swimming Board of Directors Meeting

Sunday September 16, 2018

7:00pm

Conference Call

Minutes

In Attendance: Mike Salpeter, Terry Randolph, Steve Hennessy, Bryan Wallin, Drew Hirth, Dan Demers, Kevin Hogan, Maureen Tolliver, Bill Geiszler, John Stanley, Jessica Simons, Jenni Ryniewicz, Gordon Hair, Bob Rustin, Maddy Wallin, David Strider, Michael Braum. Emily Fagan, Morgan Cordle, Jill Rhyne, Mary Turner. (17 of 22 voting members present)

The meeting was called to order at 7:03 pm by General Chair Bryan Wallin.

Consent Agenda: A motion was made and seconded to approve the following items:

- Treasurer Report
- Submitted Committee Reports
 - Disability Report
 - Diversity and Inclusion Report

The motion carried.

Minutes: The minutes from the August Meeting were approved with the following amendments:

- The number of voting members attending the meeting was added.
- The following statement was added to the Zone Team Manager's report: The percentage of applicants who attended the meet was higher this year than in the past.

Finance Committee Report: Bob Rustin reported that signature cards are needed for two VSI certificates of deposits we hold at Bank of America. A motion was made and seconded that Bryan Wallin, General Chair, Willard Geiszler, Finance Chair, and Bob Rustin, Treasurer have signature authority for the Virginia Swimming accounts at Bank of America. The motion carried. A list of current Officers, a copy of the VSI Articles of Incorporation, and a copy of the minutes of this meeting will also be submitted along with the signature cards.

Senior Committee: Steve reported that he will be working with Drew on setting qualifying times for Senior Champs and Age Group Champs meets in the coming week or so. He also mentioned that there has been no progress made by the task force formed to create a recommendation for a

Operational Risk Committee: Gordon raised concerns that he had not received any questionnaires concerning water and air quality from clubs who are hosting meets. After the action that was taken on this at the last meeting, his expectation was that sanctions would not be granted unless the form had been received. Because a clear process was not defined at the last meeting, the questionnaire has not been developed or distributed to teams. After much discussion, it was decided that John and Gordon will develop the questionnaire in the next seven days so that it can be sent to meet hosts for submission.

Athlete Committee: Bryan indicated that he will check with Matthew Whalen to see if he is willing and able to remain on the Board. If not, an additional athlete must be appointed. Bryan asked the athletes to consider individuals to be recommended. He also asked for the name of two athletes to serve on the Hall of Fame Task Force.

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Coaches Committee: Dan Demers requested that a reminder be put in the next coach newsletter that a Report of Occurrence should be filed for any incident (accident, injury, etc.) that occurs at practice or any team event. A link to the form can be found on the website (Member Resources – Forms/Documents – Meet Hosting).

Legislation – Policies & Procedures: Because the Fall House of Delegates meeting was cancelled, Kevin reviewed the parts of the VSI Bylaws that grant the Board of Directors authority to act on the changes to Policies and Procedures that normally require HoD approval. The Board then acted on the following proposed Policy changes:

- Section O – Meet Results and Financial Reports: A motion was made and seconded to add that financial reports also be submitted to the VSI Business Office. The motion was approved.
- Section X – Officials’ Travel Reimbursement: A motion was made to add this section to the Policies since it is an item that involves funding. Previously the information was just included in the Officials’ Handbook. The goal of the policy is to mirror the athlete and coach reimbursement policies. The motion was seconded and approved.

The following proposed changes to the Procedures were considered:

- Section H- Meet Management
 - Host Club Requirements – After much discussion, the proposed statement was changed to: *The Host Club will appoint a Meet Director who must be a registered member of USA Swimming. Effective October 1, 2019, the Host Club must have at least one member attend the Meet Director Workshop within the two years preceding the first day of the meet.* A motion was made, seconded, and approved to accept the statement as amended.
 - Step 1.5 – The proposed wording was changed to: *With the exception of meets with a splash fee set by Virginia Swimming, a copy of the Meet Expense Worksheet shall be completed and submitted to the VSI Administrative Office along with the draft meet announcement. A copy of the worksheet can be found on the VSI website.* A motion was made to approve the amended wording, seconded, and approved.
 - Step 3 – A motion was made to approve wording as proposed. The motion was seconded and approved.

New Business

- Discussion on the topic of evaluating clubs prior to hosting a championship meet was postponed until a later meeting.
- A Sanctioning Fee/ Travel Surcharge Task Force will be formed to gather information on possible ways to increase funding for athlete travel reimbursement. John & Bob will be will serve on the task force and Bryan asked that others interested in serving on it to contact him.
- A Corporate Sponsorships Task Force headed by Gordon and Dan will also be formed to try to identify companies who are willing to sponsor LSC championship meets. Volunteers to serve on the task force were also requested. The intent of this task force is to contact

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companies that are not current sponsors of swim teams so that there is no adverse financial impact on the teams.

- Jessica asked for Mike and Drew's help in contacting coaches in SW district concerning the need to split Region & District champs into two distinct meets. Jessica has sent out requests to the coaches of the affected teams but has received no responses. At this point no teams have indicated an interest in hosting the meets.

There being no further business, the meeting was adjourned at 8:55 pm.

Adjournment 8:55

DRAFT