

Meeting Title: Pacific Swimming Board of Directors Meeting

Date September 20, 2017

Attendance:

Board members attending are noted by an 'x' in the table below/ board members not present but excused are marked with an 'E'. Team representatives and guest in attendance are also noted.

David Benjamin	X	Coach Sr		Open Water		2 – Peter McNamara		Ex Officio -John Bitter		Athlete Reps - open	
Debbi Tucker	X	Rick Beebe		Judy Siegrist		3 –				Robert Mitchell	X
Veronica Hernandez	X	Pam Redding		Don Bautista		4 - Jerry Rudd		Office		Brandon Shi	X
Brian Holm		Kent Yoshiwara	X	Leo Lin	X	4 - Jim Morefield	X	Cindy Rowland	X		
Kyle Kikuta	X	Finance		Curtiss Kikuta	X	Athlete Reps		Traci Benton	X		
Marie Lin	X	Invest		Mike Piccardo	X	Sr -Calla Richards	X	Diana Fetterman	X		
Mary Ruddell	X	Governanc		Larry Rice	X	1N--		Laurie Benton	X	Guests	
Paul Reidl		Clint Benton	X	Jay \Rowland	X	1S -		Jeannette Soe		Millie Nygren	X
Brian Potts	X	Michala Roan		Zone Reps		2 -		Annie Stein	X	Paul Murphy	X
Don Heidry		Safety		1N - Jim Stretch		3-				Guiselle Morrone	X
Coach Rep Age		Mike Davis	X	1S – Cliff Reyda	X	4-					

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
Meeting Called to Order	Meeting was called to order by David Benjamin at 7:30PM		
Conflict of Interest	Meeting opened with reading of the USA-S Conflict of Interest Statement: <i>Is any member aware of any conflict of interest (that is, of a personal interest or direct or indirect pecuniary interest) in any matter being considered by this meeting which should now be reported or disclosed or addressed under Pacific Swimming Conflict of Interest Policy? No affirmative answers. If a board member determines there is to be a conflict of interest at any point during the course of the meeting when a specific subject is being discussed and/or action is being taken, a declaration of a conflict of interest should be made at that time.</i>		
Minutes from Previous Meetings	The July 19, 2017 BOD minutes were revised and approved		
Executive Committee Report	No Report:		
Officer's Reports			
Chair	David Benjamin 1. Acknowledgement of those continuing on the BOD and welcome of new BOD members (Veronica Hernandez - VP Program Development, Brian Holm -Senior Vice Chair, Kyle Kikuta - Age Group Vice Chair, Brian Potts - Camps, Curtiss Kikuta - At Large, Mike Piccardo - At Large, Jay Rowland - At Large, Robert Mitchell - Athlete Reb 2. David views his role is to make sure that issues come to the BOD in the best way to make good decisions		

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	<p>3. He has 2 priorities :</p> <ul style="list-style-type: none"> a. The <u>BOD adopts a strategic plan for our future</u>, increasing the number of athletes, setting priorities and identifying funding sources across the next 4 years, while continuing to support the programs we have created and are proud of. b. <u>Putting the BOD in the best position to be effective</u>, by making sure agenda items are posted in a timely manner, having standard reports posted , creating a consent agenda, and making sure motions that are presented include the background documentation including who is presenting, why it is presented, the current situation, what changes the motion should create and the date the change should take place. <p>4. Convention Reports</p> <ul style="list-style-type: none"> a. Our 2016 Volunteer of the Year - Veronica Hernandez b. USA swimming has revised the USA Swimming BOD so it is much smaller (12 members), changed nomination process and eliminated guaranteed positions , in order to make the BOD more nimble and able to respond to new situations with a fresh perspective. c. New USA Swimming CEO/President is Tim Hinchey, a former Walnut Creek Swim Club swimmer, swimmer for Monte Vista HS, and swimmer at SRVA under Rich Thornton who he credited with supporting and keeping his swim career alive and current today. d. Meets - 1) Western Zones 2019 Age Group - Oregon, Mt. Hood, 2) Western Zones 2019 Seniors - Clovis, 3) Summer Nationals, July 31-August 4, 2019 - Stanford, 4) Summer Junior Nationals, August 6-10, 2019 - Stanford, 5) Summer Futures, August 2-5, 2018 - Santa Clara e. New membership will become available to all LSCs in September 2018 - Flex membership. Implementation will not be mandatory, and presently it clearly looks like it will be financially detrimental to our LSC. It was recommended that we wait at least a year after USA Swimming implements it to evaluate how it impacts those LSCs who chose to offer it. At that point we can implement a Task Force to evaluate it. In the meantime, if USA Swimming decides to establish a Task Force to evaluate it, Laurie Benton will be part of that Task Force. 		
Vice Chair – Program Operations	<p>Debbi Tucker::</p> <ul style="list-style-type: none"> 1. Learned a lot at Convention. 		
Vice Chair – Program Development	<p>Veronica Hernandez:</p> <ul style="list-style-type: none"> 1. Have been working on getting Age Group and Senior Committee off and running, and insuring that coaches get involved. 2. She will bring to HOD, charts with the various committees and places for coaches, athletes and others to sign up to be a part of those committees. 3. She is coordinating athletes and plans to have a meeting for all the athletes during the HOD - Awards Banquet time period. 		
Treasurer	<p>Mary Ruddell:</p> <ul style="list-style-type: none"> 1. Our fiscal year goes from September 1 to August 31st so we have just completed the 2016-2017 fiscal year. 		

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	<ol style="list-style-type: none"> This year a number of projects have asked for more money then previously - ie., Safe Sport, Diversity, travel and Pacific is choosing to host and bear the expense for some of the LSC meets. However, Mary feels that given that we do not use all the funds we have budgeted we should be able to cover those extra costs. 		
Camps	Brian Potts: <ol style="list-style-type: none"> He worked under Jenny Malick for the past 12 years as she coordinated the Pacific Swimming Camps. Looking forward to taking over these responsibilities 		
Age Group	Kyle Kikuta: <ol style="list-style-type: none"> Working on the changes in JOs Looking at tech suit issue - Several LSCs (for example SoCal) have voted to limit the use of tech suits for swimmers 10 and Under , and 11-12 year olds. We will be considering doing something similar for our LSC 		
Sr. Committee	Brian Holm: - will be taking over that position		
Registration	Laurie Benton: <ol style="list-style-type: none"> Verbal report - we have 17,002 athletes registered at this time Only registrations for new swimmers and swimmers who are not current are being processed now. Do not send in renewal registration forms until after the HOD in October. Renewal registration forms received prior to that time are being returned unprocessed. Clubs should pick up their registration packets at HOD in October, and should use the registration roster included to send in their registrations and include one check to cover all the registrations. Do not send in individual forms for the swimmers. 		
Report/Recom - Staff			
	Cindy: <ol style="list-style-type: none"> In 2 1/2 weeks we will have the weekend with the Official's Clinic (250 expected), Coaches Clinic (100 expected), HOD and Awards Banquet . This will be at the Concord Hilton Diana, Annie, and Traci, all report their work is going on. 		
Standing Committees			
Diversity	Kent Yoshiwara: <ol style="list-style-type: none"> Because our Outreach Program is so far ahead of USA Swimming and other LSCs within USA Swimming Kent was asked to present ours at the National Diversity and Inclusion meeting and it was also presented at the Western Zones meeting. Kent wanted to recognize our athlete Brandon Shi who queried one of the candidates for Western Zone non-coach chair regarding their apparent unsupportive stance regarding diversity and inclusion. Kent showed the video telling "Ryland's Story" a child who is now 6 and who early, at the age of 3 identified herself as a boy. This raised our awareness and helped us understand the issues and problems transgender individuals must cope with to raise our awareness. There are policies in place in USA 		

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	Swimming to address transgender issues.		
Officials	<p>Mike Davis:</p> <ol style="list-style-type: none"> 1. Thanks to Cindy and Diana for putting together meetings for the LSC at Convention. 2. Officials clinic next month will have 3 outside speakers, Michael Brown on Admin, Mary Jo Swalley, and Dan McAllen 3. The Officials Committee will meet on Friday before the Official's Clinic 4. Rules change effective September 21. In the IM and Medley Relay, during the freestyle turn the swimmer may come off the wall on their back but must be towards the breast by the first kick or stroke.- 		
Scheduling	<p>Leo Lin:</p> <ol style="list-style-type: none"> 1. Schedule for the 2017-2018 season of meets is set 2. Veronica Hernandez is the meet director for Winter JOs at Soda Center . It will be 2 1/2 days, with Friday events being timed finals, and Saturday and Sunday being prelims and finals. 2 courses will be used for prelims (up to 10 lanes per course) and one course for finals (up to 10 lanes and awarded up to 10 places). Finals should last 1 1/2 hours. Goal is to end finals before it gets too dark and too cold. There will be no distance events except 500 free which will be timed finals, It will be limited to 14 and unders and finals will be awarded by single age. This is the selection meet for the Pacific All Stars. 3. A Senior 2 trials and finals meet has been added to the schedule for July and will be hosted by WCAB at Pleasant Hill. 4. The Scheduling Committee is primarily composed of coaches with 2 officials. The plan is to look at how to offer meets to support a progressive development of the swimmers. We will no longer offer Age Group Opens. We will also focus on how to transition 15-18 year olds to Senior swimming. Because the schedule will need to be finalized in November - this committee will need to meet fairly frequently in the next 2 months. Veronica will look for 2 athletes to sit on this committee.. We will also be using time standards to control the size of these meets. 		
Athlete	<p>Calla Richards</p> <ol style="list-style-type: none"> 1. Athletes are getting ready to report on their experience in Convention at the HOD 2. They will also report on their activities and their plans for increasing education and communication regarding being effective on their committees. 		
Investment Committee	<p>Mary Ruddell:</p> <ol style="list-style-type: none"> 1. For this new quad 2 grants will be offered at the HOD for equipment for the athletes. Applications will be due December 31st. 		
Adhoc Committees			
	No Ad Hoc Committes		
Zone Reports			
Zone 1N	<p>Larry Rice</p> <ol style="list-style-type: none"> 1. Next meeting will be 2nd monday of November 2. Determined the co-pay for Western Zones 3. Announced the passing of Joyce Lamphere, a long time Pacific Official. She contributed much to our LSC. 		

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Zone 1S	Cliff Reyda 1. 1S purchased the SST Timing System at convention and it will be replacing the Colorado 5 console and be used at the November 8th meet. 2. Mary Ruddell reminded them they should include it on their equipment report.		
Zone 2	Jay Rowland (Vice Chair) 1. Elected our new set of officers. 2. Discussed some of the motions for this meeting		
Zone 3	Debbi Tucker 1. Have a new Vice Chair, a secretary in training, and looking for new Chair, and new treasurer 2. Peggy Ramirez Officials Co-chair passed away and Zone 3 has named their Zone Championship meet after her.		
Zone 4	Jim Morefield - Report posted		
Consent Agenda			
	Coach Representatives - David Benjamin 1. The BOD authorizes staff to conduct elections by electronic means for the Age Group Coach Representative and Senior Coach Representative to the BOD, each to serve a 2 year term. 2. Nominations should be open for a set period (via electronics) 3. To be eligible for nomination the candidate must be a Pacific Swimming Coach in good standing 4. Only coaches in Pacific Swimming are eligible to vote and will submit their votes by email	Approved	
	General Chairs Appointments to the BOD - David Benjamin 1. Officials Chair: Mike Davis 2. Scheduling Chair: Leo Lin 3. Club Development Coordinator: Don Heidary 4. Times Recognition: Rick Beebe 5. Diversity and Inclusion Chair: Kent Yoshiwara 6. Governance Committee: Leo Lin (At-Large BOD seat)	Approved	
	Treasurer's 2016-2017 Statement of Activities Budget Performance - Mary Ruddell	Approved	
	Treasurer's Financial Position as of July 2017 - Mary Ruddell	Approved	
	Meeting Dates for BOD and HOD - Staff 1. Wed. Jan 17 - Exec Com - 7:30 pm Confer Call 2. Wed Feb 21 - BOD - 7:30 pm San Ramon 3. Wed Mar 21 - Exec Com. - 7:30 pm Confer Call 4. Wed Apr 18 - BOD - 7:30 pm San Ramon 5. Sat May 12 - HOD - TBD 6. Wed May 16 - Exe Com - 7:30 pm Confer Call 7. Wed July 18 - BOD - 7:30 pm San Ramon 8. Wed Sept 19 - BOD - 7:30 pm San Ramon 9. Sun Oct 14 - HOD - 10:30 am Concord Hilton	Tabled - t determine best date for April/May HOD date	Exe Com - in Oct and brought back to BOD Nov

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	<p>10. Wed Oct 17 - Exec Com - 7:30 pm Confer Call</p> <p>11. Wed Nov 14 - BOD - 7:30 pm San Ramon</p> <p>Discussion: Concern regarding HOD May 12th date. CCS and NCS occur on that date and CCS does not end till at least 6:00 PM</p>		
Old Business			
Old Consent Agenda	None		
Old Motions	None		
New Business			
New Information	<p>Summer 2018 JO and Far Western Time Standards - Annie Stein</p> <ol style="list-style-type: none"> JOs short course - times are same as last season JOs long course - times are made faster because it is only one site and we can only run 1 course Summer Far Westerns - more complicated. Depending on the data available, it is usually the 40th place time (5 heats in 8 lane pool) from previous year, (sometimes faster than AAA, sometimes slower - depending on the times for our LSC swimmers) <p>Discussion: The Far Western times have been determined by the Age Group Committee, following Policies and Procedures. We have eliminated the problem of hosts being concerned there are not enough swimmers resulting in the changing of qualifying times to ensure the host team makes sufficient money. Pacific Swimming is offering a flat fee to the 2017-2018 Far Western host team, and Pacific Swimming will collect all entry fees. This is the first year of a 4 year program. In order to make it a reasonable meet with a reasonable timeline Age Group determined to use data from our previous Far Westerns (now that we have access to enough data) to set the time standards specific to our LSC profile.</p>		
New Motions	<p>1709TR1 Travel Support for Relay only Swimmers</p> <p>To allow clubs to request travel support funding for relay only athletes attending Senior or Junior National meets. The Relay only athlete shall be funded at 50%. This modifies P&P A4 Pacific Swimming Senior Travel Support Guidelines:</p> <p>USA SWIMMING SENIOR NATIONAL / US OPEN / USA SWIMMING JUNIOR NATIONALS:</p> <ul style="list-style-type: none"> No limit to the number of "National" level meets per athlete per year. Travel support is a \$300 stipend and airfare as determined by the Travel Committee. Athletes competing in back to back "Nationals" held at same location shall be eligible for one air fare plus two stipends. Relay Only athletes shall be funded at 50% <p>To be effective starting with 2017-2018 Senior and Junior National Meets (Mary Ruddell, Treasurer) (P&P, 30 day motion)</p> <p>Discussion: No opposition - to be voted on in Exe Committee meeting</p>	Bring to Executive Committee Oct 2017	Exe Com Oct, 2017
	<p>1709TR2 Approval of Travel support to Winter Nationals and Juniors</p> <p>2017 Winter Travel support: \$300 Stipend</p>	Passed	

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	US National Championships - Columbus, Ohio, Nov 29 - Dec 3, 2017 - Total: Air Support + Stipend = \$900 US Junior National Championships - Iowa City, Iowa, Dec 6-10, 2017 - Total: Air Support + Stipend \$850 (Mary Ruddell, Treasurer). Motion Passed		
	<p>1709TR3 To Change the qualifying times for "Pro Swim Series" type meets and set support amount</p> <p>Remove the need for a meet to have qualifying times that are at least Juniors short course time standard in order to qualify as a "Pro Swim Series" type meet. Instead the Senior Committee will determine what standard to use to determine a "Pro Swim Series" meet. The support amount is also specified. This modifies P&P A4 in the Appendix to the following:</p> <p style="text-align: center;">. PRO SWIM SERIES" LEVEL MEETS:</p> <ul style="list-style-type: none"> • <i>Travel support is \$300 .</i> • Meets <i>shall</i> be approved as "Pro Swim Series" meets by the Senior Committee, <i>i.e. highly competitive National Level meets that meet standards approved by the Senior Committee.</i> • Athletes must have achieved a current USA Swimming Junior or Senior National short course time standard to be eligible for travel support. The standard may be achieved at the meet. • Travel support for each athlete is limited to one (1) "Pro Swim Series" type meet per swim year (September-August). • The Pro Swim Series meet at Santa Clara is NOT an approved meet for travel support. • Travel Support will be available to one coach provided the club has not met the maximum allowed per year. <p>Rationale: 1. Clarifies the amount of travel support available and the types of meets that would be qualified for such support. (Mary Ruddell, Treasurer) (P&P, 30 day motion)</p> <p>Discussion: 1 The BOD approved this motion as stated above. To be brought to the Executive Committee for vote in October</p>	Refer to Exec Com October, 2017	Exec Com October, 2017
	<p>1709MR1 Penalty for late filing of registration file for a sanctioned meet</p> <p><i>The meet director shall send the athlete registration file to the Registration Chair no later than 24 hours after the close of the meet. If the entry deadline has been extended, entries shall close by the Sunday prior to the start of the meet. If the meet director fails to send the registration file to the Registration Chair, the meet results shall not be entered into the SWIMS database. If the athlete registration file is received later than 24 hours after the close of the meet, the meet host shall not be allowed to host a sanctioned meet for six/three months. If a meet has already been sanctioned for that meet host, the meet host shall not be allowed to host a sanctioned meet for three/six months after the last sanctioned meet. (See the full text of Section X F.1. in the attached)</i></p> <p>Intent/Reasoning: Host clubs are not sending the athlete registration to the Registration Chair. When this does not occur, the meet host is breaking Section 1 A.6 of the Rules and Regulations, which states that <i>"The meet director shall ensure that all athletes, coaches and officials participating in a meet are members of USA Swimming."</i> There is no consequence for not meeting the requirement.</p>	Newly propose at Exec Committee in October	Exec Com Oct, 2017

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	<p>The Policies and Procedures do not define when entries must close for a meet whose entry deadline has been extended. The Sunday prior to the start of the meet defines the extension closing deadline. Pacific Swimming does not have consequences for not meeting requirements for many of our Rules or Procedures. The consequences need to have enough bite that the abuses that have occurred stop, yet do not hurt our athletes by stripping away meets from our schedule. (Mary Ruddell) (P&P, 30 day motion)</p> <p>Discussion:</p> <ol style="list-style-type: none"> 1. This motion was posted less than 72 hours prior to this meeting 2. Following the By-Laws procedure, the BOD voted regarding whether to take up this motion at this meeting and it failed to meet the 2/3s required to allow acceptance to this agenda.. 3. This motion will need to be newly proposed at the Executive meeting in October, at which the 30 day time period will start 4. The memo Zone 4 has sent regarding their views on this motion will also be sent to the Executive Committee 		
	<p>1709MR2 Penalty for late filing of registrations and fees collected at a meet <i>a. If the registration forms and fees have not been received by the Registration Chair within 14 days of the last day of the meet, the meet host shall not be allowed to host a sanctioned meet for six/three months. If a meet has already been sanctioned for that meet host, the meet host shall not be allowed to host a host a sanctioned meet for three/six months after the last sanctioned meet. (See the full text of Section X F.1. in the attached)</i></p> <p>Intent/Reasoning: Host clubs have been negligent in returning registration forms and fees to the Registration chair. For our members, this becomes very frustrating. Often, a family will have to pay the membership and surcharge fees for their athlete at 2-3 meets. (Laurie can give you the statistics). If the registration chair has not received the registration forms and fees by Wednesday following the meet, Pacific Swimming does not rebate the meet surcharge to the host club. The \$10 meet surcharge has been deemed inconsequential by most clubs and is not an enticement to return the forms and fees or a deterrent for not sending in registration in a timely manner. This above wording outlines the consequence for host clubs when the Registration Chair has not received registration forms and fees within 14 days of the last day of the week. (Mary Ruddell) (P&P, 30 day motion)</p> <p>Discussion:</p> <ol style="list-style-type: none"> 1. This motion was posted less than 72 hours prior to this meeting 2. Following the By-Laws procedure, the BOD voted regarding whether to take up this motion at this meeting and it failed to meet the 2/3s required to allow acceptance to this agenda. 3. This motion will need to be newly proposed at the Executive meeting in October, at which the 30 day time 	<p>Newly propose at Exec Committee in October</p>	<p>Exec Com Oct, 2017</p>

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	<p>period will start</p> <p>4. The memo Zone 4 has sent regarding their views on this motion will also be sent to the Executive Committee</p>		
Closing Comments	None		
Next Meeting	Next BOD meeting is November 15, 2017		
Meeting Adjourned	Meeting adjourned at 9:15 PM		

RESPECTFULLY SUBMITTED BY,
MARIE LIN
SECRETARY - PACIFIC SWIMMING BOARD OF DIRECTORS