



Meeting Date: April 18<sup>th</sup>, 2016 5:36 pm, Adjourned 8:33 pm  
Location: 1099 N Meridian St. 46204, Conference Room A, Lower Level

1. Welcome and Introduction of board members and guests
2. Approve the Agenda (**Seconded, Motion Carried**)
3. Consent Agenda (**Seconded, Motion Carried**)
  - a. Approve the Minutes
  - b. Board Reports

Guests – Roch King (via conference call), Michelle DeLuna

Executive Director's Report – John Mybeck  
Todd offered the floor to John so he may address the board for the first time in his capacity as Executive Director. Please refer to John's report for content of his presentation.

**OLD BUSINESS**

1. Hotel and Announcer Policy for ISI Championship Meets – second read – Marianne Walling

Marianne shared with the Board all feedback from the first reading at January's board meeting. Based on the feedback, no changes were made to the originally submitted policy for either Hotel or Announcer. Discussion followed with the following motions:

**Motion: Moved to adopt as written the Hotel Policy for ISI Championship Meets. Seconded, Motion Carried.**

**Motion: Moved to adopt as written the Announcer Policy for ISI Championship Meets. Seconded, Motion Carried.**

2. HOD Planning Task Force Update and Appointments

Todd Adams created an HOD Planning Task Force. The task members are listed below. We look forward to their recommendations at upcoming board meetings.

John Mybeck - chair, Roch King, Mike Chapman, Charles Grace, Paul Stauder, Marianne Walling, Arlene McDonald, Anna Young & Brad Jacobs

3. Swimfest – new host for Senior portion of the meet

It was reported to the Board that Avon had bowed out of the meet and Tony Young approached Brownsburg to host at Pike. Brownsburg has accepted the requested and have already had the first LOC meeting with FAST. Dick Duncan requested artwork for new logo so he can complete the awards.

4. MegaZone Update

John reviewed Arlene's needs for Mega Zone meet support. Please see the addendum for the Board's current support of meet. Region Reps are asked to arrange 40 timers for the meet. (40 timers in the morning, 20 timers for 10&U and finals).

5. Policy and Procedures Review Committee

Governance committee will take on the review with support of the ISI LSC staff.

- TODD ADAMS**  
General Chair\*
  - GREGG MUDD**  
Admin Vice-Chair\*
  - LUCY DUNCAN**  
Budget & Finance Vice-Chair\*
  - JOHN GIBSON**  
Senior Vice-Chair\*
  - MIKE CHAMPMAN**  
Age Group Vice-Chair\*
  - KYLE SMITH**  
Coaches Rep\*  
Disability Coordinator
  - MARIANNE WALLING**  
Technical Chair\*
  - DICK DUNCAN**  
Officials Chair\*
  - ANNA YOUNG**  
Senior Athlete Rep\*
  - CONNOR CAPSTICK**  
Junior Athlete Rep\*
  - BRAD JACOBS**  
Athlete Rep – At Large\*
  - LUKE INGRAM**  
Athlete Rep – At Large\*
  - TOM JOHNSON**  
Past General Chair
  - MICKEY SMYTHE**  
Secretary
- REGIONAL REPS**
- |  |   |
|--|---|
| REGION 1   | REGION 2  |
| <input checked="" type="checkbox"/> C. Craig           | <input type="checkbox"/> <b>Mark Hammes*</b>            |
| <input type="checkbox"/> <b>N. Castillo*</b>           | <input checked="" type="checkbox"/> Charles Grace       |
| REGION 3   | REGION 4  |
| <input checked="" type="checkbox"/> J. Boardman        | <input checked="" type="checkbox"/> <b>Fran Werner*</b> |
| <input checked="" type="checkbox"/> <b>K Tenbargo*</b> | <input checked="" type="checkbox"/> E. Kowalski         |
- CHAIRS & COORDINATORS**
- MELANIE PULLEY**  
Team IN Manager
  - PAUL STAUDER**  
Safe Sport Coordinator
  - JOHN MYBECK**  
Executive Director



**OLD BUSINESS (cont.)**

6. Conflict of Interest Form

John Mybeck passed out the conflict of interest form which was to be signed by all members of the board. John will keep the signed COI forms on file at the ISI Office

**NEW BUSINESS**

1. Financial Report

Lucy presented to the board the current Financial Report. Copies were passed out to each member's reference. Lucy reviewed the information and opened the floor for questions.

2. Propose that Athletes attending this year's USAS Convention be included in the USA Swimming Foundation luncheon

Dick Duncan offered background for the proposal. The costs were outlined and it was discussed how to consider which athletes would attend the luncheon.

3. 2016 USAS Convention

Todd reviewed the automatic delegates from Indiana Swimming to the USAS Convention. If other board members are interesting in attending the 2016 USAS Convention, they must advise Todd by email of their interest. Attendees will be confirmed at the May board meeting.

A question was raised to a previous standard practice of attending the awards ceremony. ISI recently has moved away from this practice and it was asked that we reinstitute the policy. To that end, please include in your email if you are available to stay for Saturday's awards banquet. The Board was reminded that athletes have programming till Saturday night so it would be prudent to have chaperones which, in turn, could support previous practice of attending the awards banquet.

4. Indiana Swimming Promotional Video wrap up

Todd reviewed the details of an over budget and request by the contractor for an additional \$2,500 contribution. Discussed followed with the board not in favor of any further contributions.

5. Coaches Quadrennial Retreat

Tom Johnson presented to the board a proposal for the Quadrennial Coaches Retreat. Tom reviewed the proposal and opened the floor for discuss. Please see addendum for details. Tom reviewed the previous retreat's budget as a coaches retreat was not budgeted for 2016. The previous retreat's budget for the retreat for \$13,000 with a request for \$15,000 budget item. It was noted that it was best attended coaches activity in Indiana Swimming. Todd suggested table funding until May's meeting which was agreed. A funding plan will be presented at May's board meeting.

6. Indiana Swimming HOD Date

Typically the ISI HOD is two weeks after the USAS convention. Due to meet schedules, the Oct. 8 date is unmanageable. The remaining option is October 1<sup>st</sup> which would leave the one week between the USAS convention and the ISI HOD.

**Motion: Move that the 2016 Indiana Swimming House of Delegates will be held October 1<sup>st</sup>. Seconded, Motion Carried.**

7. GSI Complaint

Marianne reviewed for the board a complaint by GSI regarding meet scheduling. She also reviewed the current ISI policy. Discussion included Administrative board of review and Zone board of review. It was noted that the history for the two day meet it that it had been cancelled numerous times. This is an informative item as no action is asked of the board.



**NEW BUSINESS (cont.)**

8. Hall of Fame Wall at the IU Natatorium

John Mybeck presented a drawing outlining the new Hall of Fame Wall for the IU Natatorium. The display's cost is \$26,000 with the intent to share charges with the diving community. John reviewed the vendor requirements, language on the plaque and use of Olympic Rings. All qualified athletes will be named but not all will be pictured with emphasis on gold medalists. Plans are to have the wall in place by June's grand opening.

The issue at this time is funding. The goal is secure sponsorship to maintain the wall and add future names. John advised the Board current funding needs are approximately \$20,000. A motion was made which was followed by discussion. It was suggested funding from ISI investment reserves could be used.

**Motion: Move to cover costs for the new Hall of Fame Wall at the IU Natatorium from ISI investment reserves, Seconded, Motion Carried.**

9. Consideration of a Nominating Committee

Tom Johnson shared with the board his findings that a nominating committee was not needed. It was noted that USA Swimming will not approve the current ISI Bylaws until ISI includes in the bylaws a means by which to nominate individuals for elected positions.

10. General Chair Appointments

Todd shared with the Board that the General Chair has 41 appointments to make for all standing committees. Todd requested the Technical Committee to create legislation to amend the bylaws so that the imbalance of power for appointments was addressed. Todd will present to the board a list of the 41 appointees. It was noted that adjustments might be needed as most appointees have not been notified.

11. Board Meeting Schedule for 2016

Todd Adams presented an alternate board meeting schedule for the remainder of the year; May, August, November and October House of Delegates. The Board was asked to consider a January, April, August, November 2017 meeting schedule. The consideration is to balance 3 hour drives, enlarge the pool for future candidates for board positions and be respectful of member's time.

12. Variable Compensation Plan

Todd presented a variable compensation plan for Indiana Swimming employees. It was intended to be an information document as it will be a May board meeting agenda item.

Executive Session – Sports Development Director Search Committee Update  
(board went into executive session from 7:52 pm to 8:33 pm)

**Next Board Meeting:**

May 16<sup>th</sup> Board Meeting  
1099 N Meridian St. 46204, Conference Room A, Lower Level

**Reminders & Announcements:**

August 15<sup>th</sup> Board Meeting  
October 1<sup>st</sup> Indiana Swimming House of Delegates  
November 14<sup>th</sup> Board Meeting

**Upcoming Events**

2016 Arena Pro Swim Series – IU Natatorium, June 2-5  
ISI Open Water Championships – July 5  
ISI SwimFest Championships – Pike High School & IU Natatorium, July 21-24  
ISI Summer Divisional Meets – 3 Sites, July 30-31  
Central Zone MegaZone Championships – IU Natatorium, August 4-7  
NCSA LC Junior National Championships – IU Natatorium, August 9-13  
USAS Convention – Atlanta, GA, September 18-25



**EXECUTIVE DIRECTOR - PULLED**

**John Mybeck**  
[john@inswimming.org](mailto:john@inswimming.org)

Tom Johnson pulled the report. Tom requested input from John as to how he will grow into the job description as the first 90 days appeared to be more administrative rather than that of the Executive Director. John shared with the Board his goals and plans for growing into his full role.

Discussion turned to USA Swimming's General Chair leadership conference. It was asked why a board member was not being sent since the Executive Director is a paid LSC employee. Todd explained that the content of the conference was geared to the Executive Director's job description. It was further questioned why a board member was not included in the conference. A motion was made to send a board member in addition to a paid LSC employee. Discussion followed which included the cost, timing and appropriate attendee. Gregg was the first name and only name presented. Gregg expressed he will attend.

***Motion: To send a board member to the General Chair Leadership Conference. (Seconded). Motion Carried.***

Thank you to everyone for such a warm welcome to the Indiana Swimming family. The first 90 days on the job have been very eventful and I seem to have the opportunity to learn something new every day. I want to specifically thank Tony Young for the patience and insight he has shared with me during his last few months with ISI. I greatly appreciate all that he has done and know that I am not the only one who wishes to express their gratitude for his assistance. Many thanks as well to the countless others who have stepped up over the last six months to help carry the flag of Indiana Swimming up the mountain. It is a great example that has been displayed that in a "team sport" such as swimming, you all have exemplified the true meaning of teamwork for our entire membership!

My main focus has been to gain a better understanding of the overall operations of the office and to evaluate the processes that we currently employ. We have focused on ensuring that the membership does not have to endure any of the delays that they may have had to during the end of the 2015 calendar year and I believe we have accomplished that. Our goal is to bring all functions that were outsourced to volunteers back into the office environment. Currently all athlete registrations and meet financial reconciliations along with the uploading of all meet results are being handled by Michele DeLuna. Fran Werner has handed off all non-athlete (officials) registrations/renewals/questions to me and she has continued to run point on all coaches' registrations/renewals. Our plan is to complete this transition this spring and to work together to move all non-athlete registrations to an electronic format in advance of any plans USA Swimming has to implement. I have run point on the process of meet sanctioning and scheduling for the upcoming long and short course seasons. In addition, Lucy Duncan and I are working on moving the day to day financial activities of ISI back to the office setting and setting up Quickbooks in a cloud setting to increase efficiencies regarding invoicing, etc. In going thru these processes, we have identified some bottlenecks and have worked to get them cleaned up. We are not where we need to be yet, but I am confident that we will have everything mapped out and on the path to running smoothly over the next quarter.

As an update for everyone, through the month of March we have registered 10,139 athletes (period 9.1.15 – 3.31.16) vs. 10,114 athletes during the same period the previous year. In addition, ISI has registered 1,413 non-athletes (9.1.15 – 3.31.16) vs. 1,357 non-athletes during the same period the previous year.

Along with to the office responsibilities, I have participated with the search committee in identifying and hiring a new Sport Development Director. Thank you to Kyle Smith, Matt Papacrhonis, John Gibson, Therese Love and Todd Adams who served on the committee and provided the recommendation to move forward with our candidate. As was previously announced, I am excited to have Roch King begin working in this role starting in May and I know that he will bring a passion and energy to the position that will allow us to build on the great things accomplished by his predecessor. Roch has reached out to many of you already and I know that you will find him to be a great addition to our team.

I have also been fortunate enough to be able to work with Arlene McDonald and assist her in any manner that I can with the upcoming Arena Pro Series and MegaZone events that we will be hosting in Indianapolis this summer. This has been a tremendous learning experience and I look forward to continuing to assist Arlene and the LOC in any manner that I can. I have also been involved with the plans for SwimFest and will continue to work with Marianne Walling and the Technical Committee on the upcoming summer championships that we are hosting.



**EXECUTIVE DIRECTOR (cont.)** **John Mybeck**  
[john@inswimming.org](mailto:john@inswimming.org)

One of the goals that I had stated during the interview process, was my desire to meet with as many clubs as possible, whether that was the Head Coach or their board and listen to each of them to learn about areas that we can improve. It was great to be able to interact with a number of coaches at the IHSAA State Championships as well as at SRS and AGS and I look forward to accepting the multiple invitations that were extended to me during the coming months.

I will be attending the upcoming USA Swimming Leadership Conference in Denver on April 22-24 on behalf of Indiana Swimming.

Lastly, during the upcoming quarter, the goals that we will be working to achieve are:

- Assist Roch King in getting up to speed on his new role as Sport Development Director
- Complete a migration of office data to a cloud based management system
- Bring the remaining non-athlete responsibilities for coaches and meet directors back into the office environment
- Implement new processes to increase efficiencies for our membership when dealing with the ISI office
- Work with Lucy Duncan to transition the day to day financial responsibilities back into the office setting
- Assist the coaches to ensure that all ISI sponsored camps run smoothly and are productive experiences for our athletes
- Work with our championship hosts to deliver an outstanding championship experience this summer to all qualified athletes and teams
- Work with Mickey Smythe on reviewing and updating the ISI website to make it more user friendly

Thank you all again for the opportunity.

John Mybeck  
Executive Director

**GENERAL CHAIR** **Todd Adam**  
[toddadams90@gmail.com](mailto:toddadams90@gmail.com)

Rather than give a report which outlines my activities, I want to provide background information on several of the items on the upcoming agenda.

**HOD Planning Task Force:** John Mybeck will chair the task force. Arlene, Mike C., and Marianne have offered to serve. We will add the new Sport Development Director and hopefully a couple of coaches and athletes. If you are interested, please let me know.

**HOD Date:** We need to establish the date for HOD. USAS is 9/18-9/25. We need to consider 10/1 or 10/8 for HOD.

**Nominating Committee:** There are several committee appointments to be made by the General Chair. I am concerned the process does not allow for broad input or could allow the general chair to stack committees. I've asked a group to meet with me prior to our April 18<sup>th</sup> meeting to recommend names for appointment and reporting to the board. I've asked our athletes to meet, providing names of athletes and adults. Brad Jacobs will represent the athletes at the meeting. I would encourage the board to consider a nominating committee process be added to the bylaws. The nominating committee could also play a role in securing individuals to run for the various board positions.

**Variable Compensation Plan:** last fall the Personnel Committee began work on a VC plan for our staff (pre-Lynn's departure). The Personnel Committee did provide input this winter to the plan I drafted based off a plan I use at work and implemented at Carmel. We will bring both the concept and introduce the basics of the plan for board consideration and input.



**GENERAL CHAIR (cont.)** **Todd Adam**  
[toddadams90@gmail.com](mailto:toddadams90@gmail.com)

**Board meeting dates for 2016:** According to our bylaws the board is to establish the dates for board meetings. We have simply rolled over the previous year’s schedule but never acted on the dates. Additionally, I would like for us to discuss how often the board meets and adding a program committee to function like the performance committee as it relates to our events. In this same line of discussion, I would like to begin the conversation about how we report, what we report and who should be reporting to the board. There are potential recommendations coming in 2016 from convention and 2017 from LSC Development and Governance as a result of the LSC/Zone study. We have an opportunity to be ahead of the curve in how the LSC is governed and the role of the board.

**ADMINISTRATIVE VICE CHAIR** **Gregg Mudd**  
[greggmudd@gmail.com](mailto:greggmudd@gmail.com)

No Repot

**BUDGET & FINANCE VICE CHAIR** **Lucy Duncan**  
[lucyuss@aol.com](mailto:lucyuss@aol.com)

Presented as an agenda item

**SENIOR VICE CHAIR** **John Gibson**  
[John.Gibson@nacs.k12.in.us](mailto:John.Gibson@nacs.k12.in.us)

- Distributed/Announced IN Swimming Camp and coaches Clinic Information at NE Divisional Meet
- Performance Committee Conference Call
- Continued working with Tony on Charlotte Senior Elite Camp
- Continuing to work on securing Senior State Meet host/site for March 2017
- Attended Central Zone Section 3 Coaches Meeting and formally bid on IN Swimming hosting March 2017 Sectional Meet at NAT
- Finished work on Sport Development Director search committee

**AGE GROUP VICE CHAIR** **Mike Chapman**  
[mike@swimnsc.com](mailto:mike@swimnsc.com)

In the past month, I have participated in performance committee conference calls, meetings and calls regarding the Age Group Elite Camps, and MegaZones Conference calls.

**COACHES REPRESENTATIVE  
DISABILITY COORDINATOR** **Kyle Smith**  
[coachkyle33@hotmail.com](mailto:coachkyle33@hotmail.com)

Indiana Coaches Representative

Participated in numerous conference calls and meetings pertaining to the following topics:

- 2016 Arena Pro Series
- 2016 Indiana Swimming Age Group Memorial and Catch the Spirit Camps
- 2016 CZ Mega Zone Championships
- 2016 Central Zone Diversity Camp
- Performance Committee
- Indiana Swimming Sport Development Director search task-force



**COACHES REPRESENTATIVE (cont.)** **Kyle Smith**  
**DISABILITY COORDINATOR** [coachkyle33@hotmail.com](mailto:coachkyle33@hotmail.com)

Ongoing projects:

- Coaching Staff selection for the 2016 Team Indiana Mega Zones staff
- Promotion of the 2016 ASCA Regional Coaches Clinic in Fishers
- Athlete and Coach selections for the 2016 CZ Diversity Camp
- Planning for the 2016 Arena Pro Series, CZ Mega Zones and SwimFest events
- Preparations for the 2016 Coach of the Year Awards (Senior, Age Group and Disability); nominations, voting and awarding
- Restructuring of the current Indiana Swimming “Spirit Award”, into a more of a “Sportsmanship Award”- ideas or volunteers to help work on this item are welcomed

**COACHES REPRESENTATIVE (cont.)** **Kyle Smith**  
**DISABILITY COORDINATOR (cont.)** [coachkyle33@hotmail.com](mailto:coachkyle33@hotmail.com)

Completed Projects:

- Awarded the 2016 Indiana Swimming Developmental Coach of the Year to Andrea Ziegler (BBSC)
- Southeastern Swim Club was honored with the 2016 Indiana Swimming Spirit Award
- Collaborated with members of the Performance Committee to secure coaching staffs for the upcoming summer Indiana Swimming Camp programming

Disability Coordinator

Worked with meet directors and referees at three Divisional sites, Senior State and Age Group State meets with the inclusion of 6 athletes with a disability into the Indiana Swimming Championship meets.

On behalf of several Indiana Swimming Athletes with a Disability, that have competed on the national and Paralympic level, requested that national level disability athletes, heats and/or events be added to the 2016 Arena Pro Series meet in Indy. This request was denied by National Team Director, Frank Busch.

**TECHNICAL CHAIR** **Marianne Walling**  
[nocando87-swim@yahoo.com](mailto:nocando87-swim@yahoo.com)

Thank you to all of our Spring Championship hosts, volunteers and officials for their hard work and support our athletes.

Spring Championship Meets

- Fielded questions from multiple sources
- Assisted with reviewing entry documents at all sites and resolving issues as needed
- Compiled items for Technical Committee discussion and/or dissemination to other committees based on feedback and observations

Summer Championship Meets

- Contacted all Summer hosts to inform them of upcoming coordination meetings
- Drafting meet announcement and developing files
- Swimfest participated in Performance Committee call regarding timelines and awards schedule
- Received feedback on ISI Hotel and Announcer Policy for second read
- Started compiling 2016-2017 time standards based on SCY results, and shared preview of change with Performance Committee

Officiated



**OFFICIALS CHAIR** **Dick Duncan**  
[dickd46@aol.com](mailto:dickd46@aol.com)

We have just completed a very successful short course season and this could not have been accomplished without the dedication of our officials. Thank you all very much to those who officiated all season and particularly for the Championship meets. A special “thank you” to Eliot, Christopher, Mickey, Steven, John, George, Brenda and Phil for serving as Meet Referees at our Championship meets.

Congratulations to Cindy Miller as the new Area 4 Officials Representative. We on the Officials Committee welcome you and look forward to working with you.

Thank you to Phil Kibler for your dedication and hard work while serving as the Area 4 Officials Representative.

**PAST GENERAL CHAIR** **Tom Johnson**  
[coachtomjohnson@earthlink.net](mailto:coachtomjohnson@earthlink.net)

1. I have continued to participate in the Natatorium Fundraising Committee. The committee typically had weekly conference calls through February. Those were put on hiatus during the championship meet season. However, there have continued to be weekly emails to update our progress. The materials to be used with potential donors were finalized. The target list of major donors has continued to evolve, and contacts have begun to be made with some of those donors. I assisted Arlene in developing a promotional card to be used to solicit “grass-roots” donors, and those cards have been distributed at a variety of meets. I also spoke on behalf on the Natatorium Fundraising Committee at the high school state coaches meetings
2. I participated in both of the Performance Committee meeting conference calls that have been held since the January board meeting.
3. I have worked with Tony and the Performance Committee in putting together the proposal for the 2020 Quadrennial Coaches Retreat. I have made some contacts with facilities to begin to identify a location.
4. I agreed to serve as head coach for the 14-16 Senior Elite Camp in Charlotte this coming June. I communicated with Tony in regard to his planning and preparation for this camp, and with Tony and John Gibson in regard to the coaching staff for this camp. I have also worked with the coaching staff, particularly camp director Emily Kowalski in developing the camp theme.
5. In my role as chair of the Governance Committee, I have carefully reviewed the current version of bylaws. I have communicated with Mickey Smythe in regard to items that may need to be addressed in preparation for Governance Committee work in this area. I would expect that we would conduct a conference call of the committee yet this spring.

**ATHLETE REPRESENTATIVES** **Anna Young** **Connor Capstick**  
**Brad Jacobs** **Luke Ingram**  
[office@inswimming.org](mailto:office@inswimming.org)

No Report

**REGION 1 REPRESENTATIVES** **Nick Castillo** **Christopher Craig**  
[castillonick@gmail.com](mailto:castillonick@gmail.com) [ChristopherJcraig2004@hotmail.com](mailto:ChristopherJcraig2004@hotmail.com)

No Report



<b>REGION 2 REPRESENTATIVES</b>	<b>Mark Hammes</b> <a href="mailto:hammessix@gmail.com">hammessix@gmail.com</a>	<b>Charles Grace</b> <a href="mailto:gracec@mcsin-k12.org">gracec@mcsin-k12.org</a>
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No Report

<b>REGION 3 REPRESENTATIVES</b>	<b>Kelly Tenbargde</b> <a href="mailto:kelly.tenbargde@gmail.com">kelly.tenbargde@gmail.com</a>	<b>Jessica Boardman</b> <a href="mailto:jessicaboardman@gmail.com">jessicaboardman@gmail.com</a>
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No Report

<b>REGION 4 REPRESENTATIVES</b>	<b>Fran Werner</b> <a href="mailto:1919fran@gmail.com">1919fran@gmail.com</a>	<b>Emily Kowalski</b> <a href="mailto:elkowalski@bsu.edu">elkowalski@bsu.edu</a>
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Fran Werner

John Mybeck is now registering officials and I am continuing to register coaches and other non-athlete members with USA Swimming.

<b>TEAM IN MANAGER</b>	<b>Melanie Pulley</b> <a href="mailto:inteammanager@yahoo.com">inteammanager@yahoo.com</a>
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No Report

<b>MEMBER SERVICES</b>	<b>Michele DeLuna</b> <a href="mailto:michele@inswimming.org">michele@inswimming.org</a>
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No Report

<b>SAFE SPORT COORDINATOR</b>	<b>Paul Stauder</b> <a href="mailto:paul.stauder@att.net">paul.stauder@att.net</a>
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Our USA Swimming task force continues to move forward with rolling out the Safe Sport Certified Club program later this year. I am involved with rewriting the USA Swimming Safe Sport Handbook that will become an instruction manual for clubs to apply for certification. I estimate approximately 20 percent of Indiana clubs could be in position to apply for certification when the program goes live.

Club education continues, with Flash Aquatics scheduling athlete training conducted by their club coordinator, Donna Totten, who attended a training session during Safe Sport Week in October.

I plan to travel to Munster to conduct training for that club in the near future.

NACS is set to host National Team member Lindsay Vrooman for an April 30 clinic in their Ft. Wayne pool. Lindsay’s appearance is paid for by USA Swimming in recognition of NACS’ response to Safe Sport Week.



**EVENT DIRECTOR - PULLED**

**Arlene McDonald**  
[Arlenemcd@aol.com](mailto:Arlenemcd@aol.com)

Kyle Smith pulled the report to include email updates from Arlene for the Arena Pro meets and the upcoming MegaZone meet. Please find below the details of her email:

- **This Summer's Arena Pro Swim Series:** We learned late Thursday that USA Swimming has closed the meet to entries due to the swimmer cap being reached. Therefore, there will be no new entries taken for our June meet. We are right at 500 swimmers without international athletes and athletes who gain automatic entry (national team, junior national team, top 50 in the world), so we think we will be very close to 600 athletes. Of the entered athletes, there are 19 Indiana Swimming teams represented. Also, I had a conference call tonight with our two club co-hosts (BBSC & GCAT), and we are very close to having all the volunteer positions filled. As I learn more, I will pass the info on to the board.
- **Bid for Arena Pro Series in 2017 & 2018:** I mentioned in the report that I submitted that we had bid to be an Arena site for 2017 & 2018. I learned late last week that we were awarded those meets. Indiana Swimming will be hosting an Arena Pro Swim Series meet from March 2 - 4, 2017 (3-day meet) and May 17 - 20, 2018 (3 1/2 day meet). These dates have obviously been cleared at the Nat. It's going to be a busy March in 2017 starting with the Arena meet, our LSC Champs, two weeks of NCAA Division I meets, and ending with Speedo Sectionals. Please be getting plenty of rest before then :) Fun!
- **This Summer's MegaZone:** Kyle has been working with the timelines, and I think we are close. Anyway, Kyle is going to report on the meet at Monday's board meeting under Old Business since I am in Omaha (I have a meeting Monday night at the same time as the BOD meeting but hope to join you later). I have included two documents as part of his discussion - one is the revised board organizational plan and the second is the volunteer needs document. As you will see, we still have many areas for which we need chairs. Please send qualified and energetic folks our way ASAP! Also attached is the volunteer needs form for the Region Reps to start their recruiting. Kyle and I both would love it if you could get your recruits to work all day. Nevertheless, we decided to divide the competition days into two sessions if that's not possible. It is much more economical for us (and easier) if we have the same folks there all day. So please ask folks to do that and work double shifts. They will have time to eat and take a few breaks. Also, we will provide complimentary parking, complimentary meals, and a commemorative tee shirt for all volunteers. We would like all volunteers to be 18 & older except for timers who can be junior high age and above. We encourage the region reps to solicit HS and club teams to do the timing.

LSC Activities Since January Report:

- Helped plan and participated in the weekly calls of the Natatorium Fundraising Committee
- Met with the IU architect's office, construction manager, and natatorium director to discuss the future plan for the Indiana Swimming & Diving Wall of Fame
- Spoke with diving representatives regarding the Wall of Fame
- Attended the February meeting of the Natatorium Communications Committee
- Met with Tony to finalize LSC activities surrounding upcoming events/activities
- Met with John to discuss upcoming events and Wall of Fame
- Planned and facilitated conference calls of the Central Zone MegaZone Advisory Council
- Served as the technical director for both IHSAA State Championships meets
- Solicited donations and coordinated hospitality for both IHSAA State Championship meets
- Served as technical meet director for the Division II NCAA Swimming & Diving Championships
- Met with the Age Group State meet directors to review best practices and parking
- Met with the LOC for the upcoming Arena Pro Swim Series at Greenfield Central HS
- Met with the hospitality chairs for the Arena Pro Swim Series & MegaZone Champs at Age Group State



**EVENT DIRECTOR (cont.)**

**Arlene McDonald**  
[Arlenemcd@aol.com](mailto:Arlenemcd@aol.com)

LSC Activities Since January Report: (cont.)

- Met with John and Mike Howe, Natatorium Director, to discuss our partnership with the Natatorium and upcoming events
- Met with John and representatives of the Indiana Sports Corp to discuss our partnership
- Attended a Sports Indiana workshop on constructing event bids
- Addressed the Sports Indiana Board of Directors regarding aquatics event hosting and Indiana Swimming hosted events
- Revised the 2016-2018 event calendar to share with Hendricks Regional Health to plan their staffing

USA Swimming Activities since November's Report:

- Participated in the monthly meeting (by phone) of the USA Swimming Club Development Division staff
- Participated in the monthly conference calls of the USA Swimming LSC Development Committee
- Attended the Zone & LSC Governance Task Force meeting in Houston and participated in a follow-up conference call
- Attended an Olympic Trials planning meeting in Colorado Springs
- Planned and attended a meeting of the Trials LOC in Omaha
- Participated in the weekly calls of the 2016 Olympic Trials leadership team

**Event Summaries:**

**2016 Event Updates**

- 2016 Arena Pro Swim Series: Brownsburg Swim Club and Greenfield Central Aquatic Team are our two club co-hosts for this event (June 3-5); all committee chairs have been recruited. Kyle Smith and Mark Logan are serving as the two club liaisons and will be assistant meet directors for the event. Both teams are currently soliciting volunteers. Volunteer opportunities will open to folks outside of those two teams after April 15.  
USA Swimming recently decided to change the qualifying times for the Indy site to winter Junior National qualifying times. Registration for the meet opened on Tuesday, April 5. As of April 6, there were 285 USA Swimming athletes and 12 Canadians entered in the meet. The cap is 600 athletes.
- 2016 Mega Zone: This event will be part of the meeting agenda at which time we will be discussing the volunteer leadership team and staffing for this event. We have chosen the meet logo; I am in the process of completing the meet announcement and submitting it for review. We continue to have bi-monthly calls of the Central Zone Advisory Council.
- Olympic Trials: I have officially "moved" to Omaha and look forward to seeing many of you there in June at either the Omaha Cup test event or Trials.

**2017 Event Updates**

- 2017 MidStates Championships: This event will be held on January 7 & 8. The same five participating LSCs will be returning; we are still soliciting a sixth LSC.
- 2017 NCAA Division I Swimming & Diving Championships: Just a reminder that both the women's and men's division I championships will be in Indy the second and third weeks of March. Plan now to be in the stands to witness fast swimming and cheer on our Indiana collegiate athletes.
- 2017 Speedo Sectionals: Indiana Swimming was recently awarded the 2017 Spring Speedo Sectionals meet last week during the coaches meet at Spire. The dates are March 30 – April 2. Board members should be thinking about what leadership role they would like to take on for this event.
- 2017 Phillips 66 National Championships & World Championship Trials: The dates are June 27 – July 1, 2017. Practice days are Sunday and Monday, June 25 & 26. I will be soliciting a club co-host starting this summer. If your team is interested, please feel free to contact me at any time.

**Future Events:**

On behalf of Indiana Swimming, I submitted a bid to host the Arena Pro Swim Series for the first two years of the Quad (2017 & 2018). The bids were due on April 1.



ADDENDUM

ISI Policy for Hotel Rooms and Meet Announcer – 1 page  
Coaches Retreat – 2 pages

Respectively Submitted:

*Mickey Smythe*

Mickey Smythe, Secretary  
May 12<sup>th</sup>, 2016

## 8.5 Meet Host Responsibilities

Meet hosts are charged with following the rules of USA Swimming and Indiana Swimming. The current guidelines for a meet host with regard to post meet paperwork can be found on the ISI website under the Meet Directors Requirements form. Non-compliance with deadlines to submit post-meet files, paperwork and fees due to ISI are also included on this Meet Directors Requirements form.

### (a) ISI Championship Meet Hosts

1. Hotels or appropriate accommodations shall be provided for the Meet Referee and Administrative Referee during the competition. At the Age Group and Senior State meets this shall be extended to include Evaluator(s).
  - a. Accommodations shall include the night prior to a competition
    - i. requiring a General meeting the evening before the meet
    - ii. any meet starting warm-ups before 10 am
    - iii. for Evaluators traveling from out of the LSC
  - b. Where travel is not possible at the conclusion of the meet, accommodations should be extended to the next travel day.
  - c. Exceptions where accommodations may be reduced for Meet Referee, Administrative Referee, or Evaluator(s)
    - i. lives within 30 minutes of actual driving time, not mileage, of the meet location
    - ii. has an athlete competing at the meet
    - iii. has notified the meet host of alternative plans
  - d. Expectations on part of Meet Referee, Administrative Referee, or Evaluator(s)
    - i. Rooms may be shared based on gender, provided a spouse working the meet is not in attendance
    - ii. Host club is notified in advance of needs based on distance to be traveled
  - e. Hardship
    - i. Where a host club believes this creates a financial hardship, they may approach the ISI board no later than three (3) months prior to competition to request assistance
2. Announcer Requirement for Age Group and Senior State meets
  - a. State meets are to have the appropriate announcing professional or volunteer that is well versed in swimming and competition.
    - i. Consideration should include: voice quality, excitement, engagement, music, athlete introductions, ability to control meet pace, awards direction, willingness to take instruction and assist with meet operations, and being flexible.
    - ii. If environment is a concern, consideration should also be given to equipment availability, or if announcer has additional resources.
    - iii. The ISI board may request review of the announcer's credentials three (3) months prior to the competition. If there is a concern at that time the board may request the host club to seek an alternate or work on resolution of concerns.

## **INDIANA SWIMMING – QUADRENNIAL COACHES RETREAT**

The Performance Committee is proposing that we again sponsor a Coaches Retreat, as we did in September 2012. The Head Coach of each club would be invited and encouraged to attend, with expenses paid. Additional coaching staff members from each club could attend at the club's expense.

**When:** Saturday and Sunday, August 27 and 28. Schedule would begin at approximately 10 a.m. on Saturday, and would conclude by 2 p.m. on Sunday. Additionally, the Age Group and Senior committees would schedule meetings on Friday evening in order to prepare for the planning meetings.

**Where:** Four Winds Resort, Bloomington, Indiana

### **Goals:**

- >To promote the power of the relationship between coaches from the LSC; to encourage and support sharing of ideas and methods between clubs.
- >To create a setting that initiates and/or enhances two-way communication between the head coach and LSC leadership.
- >To motivate and inspire excellence among clubs & coaches
- >To provide education and tools that promote strategic thinking
- >To inform member clubs about Indiana Swimming and USA Swimming services and programs.
- >To finalize and launch the 2016-2020 Quad Performance Plan
- >To identify future LSC leadership for Indiana Swimming
- >To recognize coach and club award recipients
- >To celebrate the successes of Indiana Swimming clubs and athletes over the past quad.
- >To promote upcoming Indiana Swimming events and programs.

### **Program:**

- >Directed by the Performance Committee
- >Would include a top name presenter to encourage participation (e.g. Russell Mark)
- >Would include top Indiana coaches, collegiate and club as presenters.
- >Would include planning sessions to launch the Quad Performance Plan.

## **INDIANA SWIMMING – QUADRENNIAL COACHES RETREAT**

### **Budget:**

A budget of \$ 15,000 is requested for this event. This would be an increase of \$ 2000 from the 2012 budget.

Hotel Rooms - \$ 7000.

Luncheon/Banquet - \$ 2500.

Speaker - \$ 3000.

Meeting Rooms - \$ 2000.

Miscellaneous - \$ 500.

In 2012 we received a grant from the Bloomington Visitors & Conventions Bureau of approximately \$ 2500. We can again pursue this option and thereby reduce our cost.