



Meeting Date: January 12th, 2016 5:30 pm / Adjourned 6:48 pm
Location: Landmark Center, Indianapolis, Conference Room A

- 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
- TONY YOUNG**
Sport Development Director
Camps Coordinator

REGIONAL REPS

- | | |
|---|---|
| REGION 1 | REGION 2 |
| <input checked="" type="checkbox"/> C. Craig | <input checked="" type="checkbox"/> Mark Hammes* |
| <input type="checkbox"/> N. Castillo* | <input checked="" type="checkbox"/> Charles Grace |
| REGION 3 | REGION 4 |
| <input checked="" type="checkbox"/> J. Boardman | <input checked="" type="checkbox"/> Fran Werner* |
| <input type="checkbox"/> K Tenbarge* | <input checked="" type="checkbox"/> E. Kowalski |

CHAIRS & COORDINATORS

- MELANIE PULLEY**
Team IN Manager
- PAUL STAUDER**
Safe Sport Coordinator
- JOHN MYBECK**
Executive Director

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

OLD BUSINESS

1. MegaZone Planning Update – Arlene McDonald

Arlene reviewed for the new board members the MegaZone bid history and event history which included meet financials. It was noted that for previous meets ISI did not include a local swim club as a co-host. As a reminder, financials from the 2016 MegaZone will be donated to “Finish the Nat” fundraiser. Arlene is asking each Region to take volunteer shifts. Based on geography, Arlene is asking Regions 3 & 4 to staff week days since most clubs are in central Indiana. Regions 1 & 2 will require additional travel time to the Natatorium so they are being asked to staff the weekend sessions. Arlene has in a spreadsheet the detailed volunteer needs from previous meets. Kyle Smith shared with the board his club’s experience when staffing World Championship Trials. Offering ideas for the Regional Reps when they approach clubs to staff their days. Arlene passed out a meet overview to the board members. Request that volunteers be at least 14 years old. Asked Region Chairs to start getting the word out. Asking for board members to bring ideas to the meet, connection for donations, swimmer goodie bags, etc. Arlene finished by asking the board to fill different committee chairs for the Local Organizing Committee.

NEW BUSINESS

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

Marianne presented the first read for ISI’s Championship Meet Hotel and Announcer Policy.

The hotel policy was opened for discussion. Questions were raised about the “30 minute” clause. Todd offered a suggestion that the language should address the question by distance rather than by time. This could be done by identifying county boundaries with non-contiguous counties defining the requirement. A question was raised if Team Lead Chief judge should be added to the list. Todd asked that if anyone had additional suggestions or comments to please email Marianne.

The announcer policy was opened for discussion. No discussion. With no discussion, policy will be adopted at April’s meeting.

2. Sport Development Director Search Committee Update

The General Chair advised the hire is the responsibility of the Executive Director. Todd has appointed a search committee to assist John in his decision. Request was made to include a female committee member. Todd will appoint a female committee member and update the Board during April’s meeting.



NEW BUSINESS (cont.)

3. HOD Task Force Update

Todd reviewed the Task Force's purpose. Todd asked those that are interested in serving on the task force to contact him. Todd opened the floor for questions and discussion. No discussion or questions.

4. Election of the Board Secretary

Mickey Smythe was elected to continue as Board Secretary.

Arlene reviewed with the Board Lynn's role for previous high school state meets. Arlene asked for volunteers for both the Girls and the Boys state meets. Lucy Duncan volunteered for the Boys meet. Todd and Emily volunteered for the Girls meet with Emily working Friday's session and Todd working Saturday's session.

John Mybeck addressed the board as he takes his position next week. John outlined his plans for the coming weeks and thanked in particular Arlene, Tony, Kyle and John.

SwimFest – Kyle advised the board that Avon Community Swim Team has declined hosting the senior portion of SwimFest. The senior events will be held at Pike High School. Currently in discussions with Brownsburg Swim Club about filling that role.

In response to Region 4 pulled report, a membership update was given. During the meeting the following numbers were reported:

10,163 year round athletes, 1,365 non-athletes, 108 clubs

5. Executive Committee – Personnel Matter

The Board went into executive session from 6:38 pm to 6:46 pm

Next Board Meeting:

April 18th, 2016 Board Meeting
2nd Floor Conference Room Pan Am Plaza Building

Reminders & Announcements:

May 16th, 2016 Board Meeting
June 20th, 2016 Board Meeting
August 15th, 2016 Board Meeting

Upcoming Events

2016 IHSAA Girls State Meet – IU Natatorium, Feb. 12 & 13
2016 IHSAA Boys State Meets – IU Natatorium, Feb. 26 & 27
Divisional Championships – Multiple Sites, March 4-6
NCAA Division II National Championships – IU Natatorium, March 9-12
Senior State Championships – Pike High School, March 11-13
Age Group State Championships – IU Natatorium, March 18-20
2016 Arena Pro Swim Series – IU Natatorium, June 2-5



GENERAL CHAIR - PULLED **Todd Adam**
toddadams90@gmail.com

PULLED – Emily Kowalski asked for further detail regarding fielded calls from Indiana Swimming members. Todd advised that he has received minimal calls, 5 or 6. Most were offering congratulations on the hire of John Mybeck.

In the Role of General Chair:

- Completed the Executive Director Search
- Met with volunteer and paid staff
- Worked with John Mybeck regarding the transition
- Worked with Tony regarding his departure
- Secured members to serve on the SDD search committee in consultation with John and several board members.
- Fielded calls from Indiana Swimming members regarding the changes in the LSC.
- Communicated proactively with meet hosts for the weekends of Jan. 8 and 15 contact information for issues with registration, providing contact information.

Other ways I've engaged with swimming on behalf of and as part of Indiana Swimming:

- Participated in LSC / Zone study task force work;
- Participated in the Governance Committee for USA Swimming;
- Participated in governance conversations with USA Swimming staff.

Upcoming:

- Presenting to USA Swimming's Board of Directors on policy governance and leadership.

ADMINISTRATIVE VICE CHAIR **Gregg Mudd**
greggmudd@gmail.com

- I volunteered for the Duel in the Pool back in November.
- I along with the board attended the introduction of John Mybeck to Indiana Swimming.
- I personally met with John over the holidays to provide my perspective on what I have observed since being on the board.
- John gave me some perspective on what his plans are for the organization.
- We discussed the impact of Tony's resignation and how i will need to take a more active role in filling some voids until we are able to fill Tony's position.

FINANCE CHAIR **Lucy Duncan**
lucyuss@aol.com

No Report

SENIOR CHAIR **John Gibson**
John.Gibson@nacs.k12.in.us

- Continuing to assist on March Senior State Meet planning
- Participated in Performance Committee meeting Janu.12th



AGE GROUP CHAIR **Mike Chapman**
mike@swimnsc.com

In the past month, I participated in the Mega Zones Conference Call and served as a lead coach for the Duel in the Pool programming.

**COACHES REPRESENTATIVE
DISABILITY COORDINATOR** **Kyle Smith**
coachkyle33@hotmail.com

No Report

TECHNICAL CHAIR **Marianne Walling**
nocando87-swim@yahoo.com

- Documented ISI Announcer and Hotel Championship policy for first read
- Facilitated the Championship Coordination Meeting in late November
 - Thanks to Tony, Arlene and Paul on their work and contributions
 - All ten teams were in attendance
- Finalized Championship Meet Announcements, MM Backups and Event files and sent to ISI for posting in December
- Disseminated information to the appropriate teams, referees, and ISI
- Communicating with host entry chairs and regarding upcoming conference call
- Working with Tony and Michele on finalizing Spring proof process and identifying possible assistance needs
- Officiated meets

OFFICIALS CHAIR **Dick Duncan**
dickd46@aol.com

No Report

PAST GENERAL CHAIR **Tom Johnson**
coachtomjohnson@earthlink.net

- I have continued to participate in the Natatorium Fundraising Committee. The committee typically has weekly conference calls. We have focused on developing a brochure/pamphlet to use with potential donors. Arlene McDonald and I proposed numerous edits to that document.
- I attended the Duel in the Pool on both Friday and Saturday.
- I attended invitationals hosted by my own team in December and by Irish Aquatics in January.
- I attended the Performance Committee meeting prior to tonight’s Board meeting

ATHLETE REPRESENTATIVES **Anna Young**
Brad Jacobs
office@inswimming.org **Connor Capstick**
Luke Ingram

No Report



SPORT DEVELOPMENT DIRECTOR - PULLED

Tony Young
tony@inswimming.org

PULLED – Arlene and Todd offered history for the Regional Health sponsorship.

GENERAL

From November 16 to date my focus as Sport Development Director has revolved around increased office duties that are part of the Member Services Manager Yearly Calendar, website news & updates, increased communication and sponsorship and program development.

SPONSORSHIPS & GRANTS

Along with this report you will find a proposal from Hendricks Regional Health which is an LSC sponsorship to replace the IU Health contract that provided AT and medical coverage for state /national meets and sponsorship benefits. This LSC Sponsorship would be a 3 year contract and HRH would become a non-competing sponsor with “Sponsored By” name rights to our championship meets.

I have submitted a Sports Tourism Business Development Grant proposal to Sports Indiana to help supplement programs for the 2016 SwimFest.

CAMPS

The Camps Committee has begun working on the formats, presenters, dates and hosts for the 2016 Camps program which include the 14-16 All Star Camp in Charlotte, NC, the Age Group Elite Camp in Omaha at Olympic Trials, Age Group Memorial Day Camp and a one day Catch the Spirit Age Group Stroke Theme Camps both held in Crawfordsville, IN.

DUEL IN THE POOL/INDIANA PROGRAMING

Over 400 athletes and parents attended the Indiana Swimming Athlete Experience at the Duel in the Pool. On Saturday December 12 Indiana Athletes who purchased tickets through our pre-event Team sales program had the opportunity to attend a presentation with Olympian Josh Davis & Head University of Georgia / Olympic Coach: Jack Baurle. As well the athletes swam and take pictures in the competition venue from.

CLUB / COACH VISITS/ PARENT MEETINGS AND MEETS

Club visits in November, December and January included athlete motivational presentations & facilities development.

MID STATES MEET

Assisted Team Indiana Manager with collecting and organizing required paperwork, payments and team apparel. Write press releases (pre & post) to media and arranging Athletic Training services with Hendricks Regional Health, copying heat sheets as well as assisting with set-up, tear down & admissions.

CHAMPIONSHIP COORDINATION MEETING

Assisted with the Championship Coordination Meeting for all Winter 2016 State and Divisional Hosts.

INDIANA HIGH SCHOOL SWIMMING AND DIVING HALL OF FAME

Design Heat Sheet and Sponsors pages for the Hall of Fame Classic Swim Meet in December as well as overseeing the webcast of the meet.



SPORT DEVELOPMENT DIRECTOR (cont.)

Tony Young
tony@inswimming.org

INDIANA SWIMMING CLUBS RECOGNIZED FOR CLUB EXCELLENCE

INDIANA CLUBS AWARDED CLUB OF EXCELLENCE RECOGNITION

*The following clubs achieved the **Gold** Medal level for 2016:*

- Carmel Swim Club

*The following clubs achieved the **Silver** Medal level for 2016:*

- Fishers Area Swimming Tigers
- Zionsville Swim Club
- Munster Swim Club
- Newburgh Sea Creatures

*The following clubs achieved the **Bronze** Medal level for 2016*

- Southeastern Swim Club
- Duneland Swim Club
- Crown Point Swim Club

WEBCASTS

I serve as color commentator for the High School State Championship meets and coordinate live web casts for the AG & Senior State Meets

MEETINGS

- Presented at the USA Swimming Mighty Mid LSC Leadership Workshop
- Performance Committee Conference Meetings
- Working with ASCA to coordinate High School, College & Regional Coaching Clinics
- Met with Hendricks Regional Health to discussed proposed sponsorship
- Met with Brookfield to coordinate current iT needs for office and new employees
- Meeting with Winter Senior State and Age Group State Local Organizing Committees
- Meeting with SwimFest host LOC Committee Members

USA SWIMMING/LSC

- Attend by conference call, monthly meetings with the Club Development Staff that share information on observations and key issues from club visits.

GOALS

- Assist with Ex Dir transition
- Prepare for 2016 Camps Program (promote via blast e-mails, website & state meets)
- Coordinate Webcast and Race Analysis for state championship meets
- Club Visits
- Attend all Divisional, State & Sectional meets.



REGION 1 REPRESENTATIVES	Nick Castillo castillonick@gmail.com	Christopher Craig ChristopherJcraig2004@hotmail.com
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No Report

REGION 2 REPRESENTATIVES	Mark Hammes hammessix@gmail.com	Charles Grace gracec@mcsin-k12.org
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No Report

REGION 3 REPRESENTATIVES	Kelly Tenbarge kelly.tenbarge@gmail.com	Jessica Boardman jessicaboardman@gmail.com
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No Report

REGION 4 REPRESENTATIVES – PULLED	Fran Werner 1919fran@gmail.com	Emily Kowalski elkowalski@bsu.edu
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PULLED – Tom Johnson pulled the report. Tom asked if there were updates for year round athlete registration. The Region 4 report included information for coaches and officials but did not include athletes. Fran provided the membership information shortly thereafter.

Fran Werner
Update on Non-Athlete Member Registrations

As of 5:45 AM on January 7, 2016 the following have been registered with USA Swimming:
562 Coaches
546 Officials
58 Others

77 Coaches have paid applications but could not be registered due to lack of requirements being met
21 Coaches/Others have submitted an application but not payment
47 Officials have submitted an application but not payment

Between January 2 and January 5, I emailed 101 coaches who are missing or expired certifications/BC/APT to let them know what they are missing. I also emailed all paid applications (officials and others) with missing or expired BC or APT.

There have been a number of officials who have requested to be on deck less than one week after submitting a renewal application. This issue needs to be discussed for future planning.

Coaches submitting applications (with payment) requesting to be on deck within a short amount of time can easily be accommodated with the use of Deck Pass even after the list of eligible coaches has gone out to the meet host.

TEAM IN MANAGER	Melanie Pulley inteammanager@yahoo.com
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No Report



MEMBER SERVICES	Michele DeLuna michele@inswimming.org
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No Report

SAFE SPORT COORDINATOR	Paul Stauder paul.stauder@att.net
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Since last report, we have set the date for the National Team Athlete visit associated with Safe Sport Week. Lindsay Vrooman of Indiana University will visit NACS on Saturday, April 23, to recognize the club’s efforts in October. NACS was one of eight LSC clubs to host an athlete training seminar this fall, plus appointed a club-level Safe Sport Coordinator, as well as adopted and posted model Safe Sport policies on its website.

I presented Safe Sport guidelines to meet hosts at the Indiana short course championship coordinator meeting in December.

Our Safe Sport Week program continues to draw praise from the home office in Colorado, as it was highlighted in the December Safe Sport newsletter: <http://usaswimming.org/Rainbow/Documents/1174d55e-6b47-4ded-8489-63b0b1836ae7/December%202015%20Newsletter.pdf>

I volunteered as a marshal at the Duel in the Pool in December.

At USA Swimming’s request, I have agreed to serve on another task force to re-write the Safe Sport Handbook for member clubs. The new handbook will also serve as a manual for clubs for the upcoming launch of the Safe Sport Certified Club program, which is another task force on which I continue to serve.

EVENT DIRECTOR	Arlene McDonald Arlenemcd@aol.com
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LSC Activities since November’s Report:

- Helped plan and participated in the weekly calls of the Natatorium Fundraising Committee
- Participated in bi-weekly conference calls with USA Swimming regarding the Duel in the Pool
- Finalized all the Duel in the Pool volunteers and worked with USA Swimming throughout the week in the execution of the meet
- Met with Tony to finalize LSC activities surrounding the MidStates All-Star Championships
- Recruited and scheduled all the MidStates volunteers
- Planned and facilitated a conference call of the Central Zone MegaZone Advisory Council
- Met with IHSAA representatives to discuss our partnership for 2016 IHSAA championship meets
- Met with representatives of Brownsburg Swim Club and Greenfield Central Aquatic Team to finalize their partnerships for the June Arena Pro Series meet

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
- Participated in the Zone and LSC Governance Task Force conference call
- Participated in bi-weekly calls of the 2016 Olympic Trials leadership team
- Facilitated an LSC Governance II workshop in Sacramento for Sierra Nevada Swimming



EVENT DIRECTOR (cont.)

Arlene McDonald
Arlenemcd@aol.com

Event Summaries:

2015 Mutual of Omaha Duel in the Pool (December 11 & 12): WOW – is all that can be said about this event - 16 new American Records and three World Records plus the amazing look of the Nat! This event was truly a special celebration of swimming in our country and state. Congratulations to Claire Adams (CSC) for her great performances as a member of Team USA! Many thanks to our clubs whose attendance insured a sell-out crowd at the Nat; to our dedicated volunteers who so generously gave of their time and talents; and to USA Swimming for bringing this event to Indiana and the Nat. In addition to the world-class competition, approximately 400 members of Indiana Swimming participated in a Saturday morning clinic featuring Josh Davis and Jack Bauerle followed by an in-water clinic in the Duel in the Pool pool. Kudos to Tony Young for organizing and executing this activity!

2016 Event Updates

- **2016 MidStates 14 & Under All-Star Championships:** The 32nd Annual MidStates Championships will be held this weekend at the Nat. 366 athletes, representing Indiana, Kentucky, Michigan, Missouri Valley, and Ohio, will be competing in the meet. We are pleased to be welcoming Olympians Connor Jaeger and Cullen Jones on Saturday afternoon; they will be at the meet signing autographs and conducting a clinic at the completion of the session. Many thanks to Tony and Michele for their leadership in planning and working the meet and to Lucy for serving as our Entry Chair. Go Team Indiana!
- **2016 IHSAA State Meets:** Indiana Swimming, in partnership with Southeastern Swim Club, RipFest Diving, and the ICGSA, sponsors the hospitality room at both IHSAA state meets. I am in need of 2 board members to lead up the hospitality room at each meet as this year. I will be assisting with meet operations. I will be soliciting board members at this meeting to fill this role.
- **2016 NCAA Division II Swimming & Diving Championships:** This event will be held at the Nat from March 6 – 12. As part of our partnership with the Indiana Sports Corporation, many Indiana Swimming volunteers will be serving as chairs of numerous technical committees. Megan Peabody of ISC is serving as the Event Director, and I am serving as the Technical Meet Director. Volunteer registration will be opening next week; interested Indiana Swimming members should visit the ISC website to learn more about those opportunities. We also hope that our clubs will come out and support this event. In March of 2017, both the women's and men's NCAA Division I Championships will be coming to the Nat.
- **2016 Arena Pro Swim Series:** It has been confirmed that Brownsburg Swim Club and Greenfield Central Aquatic Team will serve as our two club co-hosts for this event (June 3-5). Kyle Smith and Mark Logan are serving as the two club liaisons and will be assistant meet directors for the event. They are in the process of recruiting their committee chairs with the first meeting of the organizing committee to be on Sunday, January 17. We will be reaching out to other teams and LSC volunteers beginning on April 1.
- **2016 Mega Zone:** The chosen theme is "Fueling the Dream in Indy." Kyle Smith is serving as my co-meet director. We had the first conference call of the Central Zone Advisory Council in December. The next call will be in February. We will be discussing a board staffing plan at this meeting as the ISI board previously voted to make this an LSC meet with all the proceeds being donated to the Natatorium fundraising initiative.
- **2016 NCSA Summer Championships:** We recently learned that we will no longer be a local partner with the NCSA in the hosting of this meet. The NCSA board has decided to engage a third-party hotel company to secure their housing and go a different direction in the execution of their championships. The dissolution of this partnership will not affect Indiana Swimming clubs who have traditionally participated in this meet.
- **Olympic Trials:** I will officially be taking up residence in Omaha on April 8 returning in mid-July, serving as Meet Director. I am excited about this opportunity and am looking forward to bringing back some great ideas and new relationships to enhance our meets here in the future.



EVENT DIRECTOR (cont.)

Arlene McDonald
Arlenemcd@aol.com

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.

Future Events:

I have been in discussions with USA Swimming about other events to bring to Indy in the next Quad (2017 – 2020). I am hopeful to have more information to share about those opportunities later in the year.

ADDENDUM

First Draft ISI Policy for Hotel Rooms and Meet Announcer – 1 page

Respectively Submitted:

Mickey Smythe

Mickey Smythe, Secretary
January 26th, 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.