INDIANA SWIMMING BOARD OF DIRECTORS MEETING
January 2020 – Minutes

☒ **TOM JOHNSON**
General Chair*

☐ **BRAD DUMBAULD**
Admin Vice-Chair*

☒ **CHRIS CONLEY**
Budget & Finance Vice-Chair*

☒ **JOE KELLER**
Senior Vice-Chair*

☐ **AMY TODD SPENCER**
Age Group Vice-Chair*

☒ **ALEC HALEY**
Coaches Rep*

☒ **MIKE ARTIM**
Technical Chair*

☒ **CYNDI MILLER**
Officials Chair*

☐ **CHASE SMITH**
Senior Athlete Rep*

☒ **DIANE KOO**
Junior Athlete Rep*

☒ **NOAH BERRYMAN**
Athlete Rep – At Large*

☐ **ALANIA SIMMONS**
Athlete Rep – At Large*

☒ **PAUL STAUDER**
Safe Sport Chair*

☐ Vacant
Past General Chair

☒ **MICKEY SMYTHE**
Secretary*

STAFF & COORDINATORS

☒ TONY YOUNG
Executive Director

☒ ARLENE MCDONALD
Event Director

☒ MICHELE DELUNA
Membership Coordinator

☒ EMILY KOWALSKI
Office Manager

Meeting Date: January 20th, 2020 5:37 pm / adjourned 8:03 pm
Location: Pan Am Conference Room, 2nd Floor, 201 S. Capitol Ave., Indianapolis

1. Welcome and Introduction of board members and guests
2. Approve November Minutes (*Motion, Seconded, Motion Carried*)
3. Consent Agenda
   - Board Reports
4. Executive Director's Report – Tony Young

   Tony reviewed key accomplishments since last board meeting. He updated staff activities and responsibilities. Tony shared the need for club accountability for renewals. Emily is spending an inordinate amount of time contacting clubs and coaches to get their staff/officials/and non-athlete members renewed.

   The "soft" move for the office is Feb. 21st. Anticipate zero down time with the transition from the Pan Am office to new location in Carmel. Expect to be business as usual on Feb. 24th.

   The Region Representative conference call was well attended. The call shared upcoming programs, responsibilities and role going forward. For complete details, please see Tony's report.

   Tony highlighted the 2019 Coach Mentoring Grant program. An Athlete Leadership Grant was submitted with the intent to energized the athlete base, increase their lead ship skills and expand the pool of athlete's willing to serve at the LSC governance level.

GOVERNANCE MOMENT

Tom shared his thoughts as this is the first board meeting under the new board structure. The structure allows us to become a governing board with a focus on long range thinking and greater responsibility to fiduciary elements. It will allow the staff to execute the LSC's day to day operation. It will ensure the Board provides the necessary resources to accomplish the goals and needs of the staff.

OLD BUSINESS

1. Office Relocation & Lease

   The search lasted over 6 months which identified multiple locations that would the fit budget and reflect the needs of the organization (event driven, close proximity to ISI event, fiscally responsible, etc.). The ISI offices will move into the new location between Feb. 21 and 22. The office will be open for business on Feb. 24 at the new location, 11550 N. Meridian St, Suite 260, Carmel. It is a 5 year lease. The IT needs for the office was also reviewed. After a 3 bid process, BD Managed Services will provide much need IT support which will include Microsoft One Cloud.

2. Senior State SC Championship Meet

   Arlene updated her activities with Brad. There still is a need for a number of Committee Chairs. A certain disappointment was expressed as not all board members are supporting the meet as originally planned. There is a significant need for people to reconfigure the pool from SC to LC each day. At least 10+ people are need for the reconfiguration. A training session with Ed was recommended to effectively transition in the pool in manner and preference required by the Nat.

OLD BUSINESS (cont.)

3. National Hosted Meets

   Arlene reviewed the upcoming National meets, both USA Swimming and NCAA events. Arlene's report outlined the opportunities for NCAA volunteers. The NCAA is offering ISI members special ticket pricing.

   Arlene did a complete review of the TYR Pro Series meet which included co-host clubs, USA Swimming's role, open positions and ticket packages.

   The Summer Championship meets do not have co-hosts yet. The meet information has been posted which will provide significant meet opportunities for parents and volunteers.

4. USA Swimming LSC Affiliation Agreement

   The Agreement spells out each LSC's responsibilities. Lead by Wisconsin Swimming, Indiana and Wisconsin were granted amendments to address our LSC specific concerns. The LSC Affiliation Agreement has been signed with the amendments and returned to USA Swimming by the required due date.

NEW BUSINESS

1. Meet Finance Policy

   Please see Michelle's policy proposals which will be updated for future seasons. The new policy will provide better and more accurate reporting.

2. Financial Audit/Review

   Chris reviewed the presented financials. He detailed each report. The floor was opened for questions. The process is still in development. Last year's activities were reactive with 2020 allowing a more proactive approach. Chris explained the review/audit process for assurance services. There are a number of reasons why ISI should use Blue for a financial review. A review versus an audit will meet both LEAP and USA Swimming's criteria.

   Motion – moved to approved a budget variance of $3,000 for a financial review by Blue & Co. and engage as our reviewed tax, seconded, motion carried

   The budget had part time help to assist with the day to day financials such as implementing the chart of accounts and reviewing the P&Ps so they reflect actual day to day activities. The next 12 months might be a 10k to 15k project. Aliign, an affiliated sister company of Blue, is an entity that can provide the necessary services. At this time, ISI does not have a proposal from Aliign but would like to start the process before the next board Meeting in April.

   Motion – moved to authorize Chris to engage Aliign on ISI's behalf. Chris will work with Aliggn to provide the necessary instruction and guidance to the ISI Staff so that they may effectively handle the financial responsibilities of the office. Seconded, motion passed.

3. Sept 2020 House of Delegates

   USAS Convention is late September, the 22nd thru the 27th. Possible dates for ISI's HoD are either 12th or 19th. After reviewing all options, the Board decided September 12th was the best date for ISI's House of Delegates.

4. Board Retreat – Sept. 2020

   Based on the decision for HoD date, the board retreat will be September 13th.

5. IHSAA Observations

   The observation requirements were reviewed to ensure High School Sectional meets would comply. The importance of the relationship between IHSAA and ISI was discussed and agreed to keep an ongoing dialog is beneficial for both. There is a need for more dual certified officials in both the northern and southern part of the state.

Next Board Meeting:
May 18, 2020 Board Meeting

Reminders & Announcements:
June 15, 2020 Board Meeting
August 17, 2020 Board Meeting
October 19, 2020 Board Meeting
November 16, 2020 Board Meeting

INDIANA SWIMMING STAFF

Tony Young	**Emily Kowalski**
tony@inswimming.org	**emily@inswimming.org**
Arlene McDonald	**Michele DeLuna**
arlene@inswimming.org	**michele@inswimming.org**

INDIANA SWIMMING STAFF REPORTS: January 20, 2020 BOARD MEETING

Executive Director Board Report – Tony Young (please see addendum)
Office Manager Board Report – Emily Kowalski (please see addendum)
Membership Coordinator Board Report – Michele DeLuna (please see addendum)

Event Director January 2020 Board Report

Since the November ISI board meeting, my focus has been on final preparations for and the execution of the 2020 MidStates All-Star Championships; reviewing candidates for Indiana Swimming's internship program; planning for the NCAA Division I Men's Swimming & Diving Championships; seeking assistance with and submitting items for LEAP Level 3; constructing a volunteer model for the 2020 Spring Senior Championships; developing a schedule and securing banquet locations for the May Duel in the Pool; and planning for these Indiana Swimming hosted USA Swimming events in 2020: Tyr Pro Swim Series Counsilman Classic in May and the USA Swimming Speedo Summer Championships in August. On a personal level, I will be leaving for Omaha on the weekend of April 11-12 returning on the weekend of July 11-12. I am looking forward to visits from my Indiana Swimming friends and colleagues during this time. Go, Team Indiana!

Other Meetings/Activities since November Include:

- Participated in bi-weekly calls regarding the planning for the 2020 Olympic Trials
- Attended an Olympic Trials planning meeting in Colorado Springs
- Attended the kick-off meeting of the Host Committee for the 2020 NCAA Division I Men's Swimming & Diving Championships
- Participated in monthly calls of the leadership team for the 2020 NCAA Division I Men's Swimming & Diving Championships
- Conducted site visits for potential locations for team banquets for the May Duel in the Pool
- Attended a strategy session with USA Swimming and Indy Parks & Rec representatives to discuss the potential for a Community Swim Team Program in Indianapolis
- Met with SSC Age Group State Meet Directors to discuss leading practices to incorporate into this year's event
- Finalized all hotel blocks and reservation links with Visit Indy for the 2020 ISI Championship events
- Facilitated two meetings with the Tyr Pro Swim Series Counsilman Classic leadership team; constructed the volunteer model for this event
- Participated in a planning session at the new ISI Swimming office
- Conducted the first planning call of the leadership team for the March ISI Spring Senior Championships
- Coordinated the Sign-Up Genius sites with John Maxey for the MidStates and Spring Senior Championship events
- Met with Brad Dumbauld, co-meet director, regarding the Spring Senior Championships
- Continued searching for a club co-host for the USA Swimming Summer Championships
- Attended a future planning strategy session with community leaders at the Indiana Sports Corp

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tony@inswimming.org
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Arlene McDonald
arlene@inswimming.org
Michele DeLuna
michele@inswimming.org

2020 Indiana Swimming Hosted/Partner Events Updates:

- 2020 14 & Under MidStates All-Star Championships - January 4 & 5: This year we welcomed 459 athletes from six LSCs as follows: Indiana – 88 Athletes; Kentucky – 73 Athletes; Michigan – 77 Athletes; Minnesota – 58 Athletes; Ohio – 85 Athletes; and Wisconsin – 78 Athletes. It was a fast and exciting meet with 13 meet records broken. We were thrilled to welcome USA Swimming National Team Athletes Zane Grothe and Zach Apple on Saturday morning in a new athlete appearance format with each team having individual sessions with the guest athletes followed by photos and autographs during warm-ups. Zane and Zach then led out the opening ceremony parade of teams. An evaluation meeting was held on Sunday; the consensus was that this year's meet was a great competition with very few recommended changes for 2021. Many thanks to the following members of our MidStates leadership team: Lucy Duncan, Mike Miles, Emily Kowalski, Michele DeLuna, and Tony Young. Also, a huge thank you goes out to all of our Team Indiana parents who so eagerly filled all the volunteer positions, a tradition that has allowed Indiana Swimming to keep hosting this special event for 36 years!

- IHSAA State Championship Meets - February 14 & 15 and February 28 & 29: Indiana Swimming will again be leading the efforts to staff and plan the menu for the hospitality room at the two upcoming IHSAA State Championship meets at the Nat. We will need at least three (3) volunteers on both days at both championships. If you are interested in serving in this really fun role, please contact me before you leave Monday's meeting.

- 2020 Spring Senior State – March 13-15: While we will discuss this more in depth on Monday, there are still a number of board members who have not submitted a volunteer leader for the meet organizing committee. This is a responsibility of every board member, and these positions need to be filled for us to host a successful championship for our athletes. We are still in need of co-chairs for the following committees: Admissions, Deck Control, Event Merchandise Sales, Ready Room, and Volunteer Management. Board members who have not yet submitted names of their organizing committee chairs will be expected to do so at Monday's meeting.

- 2020 NCAA Men's Division I Swimming & Diving Championships -March 25-28: What an honor to have this elite competition here in our LSC in late March! A number of unique opportunities are being offered to Indiana Swimming members and clubs by the NCAA and the Indiana Sports Corp: (1) Basket/Awards Kids – ISI athletes ages 10 – 14 are eligible to apply to be basket and awards kids. An email will be sent out to all members about this opportunity. Please contact Molly Wright at mwright@indianasportscorp.org with NCAA Basket/Award Kid as the subject line to be considered for one of these coveted positions; (2) Club Group Tickets – The NCAA is offering special ticket rates for Indiana Swimming teams purchasing advance tickets online. All-Session price is $50 with all-session sales launching on January 31. The special single-session prices are $5 for prelims and $8 for finals (minimum of 10 tickets). Single-session sales will launch on February 26. Be looking for an email about these ticket roll-outs; and (3) Volunteers – Volunteer recruitment will begin next week. A sign-up link will be sent to all ISI members via email. Please encourage your teams to bring their young athletes to this once-in-a-lifetime opportunity to witness the fastest short course swimming in the world. It is anticipated that many athletes in this meet will go on to become 2020 Olympians. Team Indiana needs to show up and loudly support our alumni athletes who will be competing in these elite championships.

INDIANA SWIMMING STAFF	
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tony@inswimming.org	emily@inswimming.org
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arlene@inswimming.org	michele@inswimming.org

- 2020 Tyr Pro Swim Series Counsilman Classic - May 6 – 9: This is a televised event with entries opening on Tuesday, February 4, at noon Eastern Time. It is anticipated that the meet will fill quickly to its capacity of 650 athletes. Indiana Swimming coaches are urged to be on OME when it opens to ensure their athletes get into this event; qualifying times are USA Swimming Winter Juniors standards. The leadership team members from Indiana Swimming, Westfield Aquatics, and Center Grove Aquatic Club have been meeting since last fall and are in the process of finalizing all the committee chairs for this event. The kick-off meeting for the chairs on the Local Organizing Committee will be on the evening of Tuesday, January 28. Indiana Swimming is still looking for co-chairs for the Registration Committee. Please contact me about serving in this role. Many thanks to the following Team Indiana leaders who will be co-chairing committees for this event: Emily Kowalski, Mike Miles, Lawrence O'Neal, Hal Paul, Chris Blaisuis, Heather Blaisuis, Chris Owens, Lori Elliott, and John Maxey. Please help us recruit a few more great leaders to fill our LOC co-chair positions.

- 2020 Duel in the Pool - May 15-17: We are currently working on locations for our team banquets and guest coaches/athletes. Under consideration for the banquets are the IUPUI Campus Center (kick-off banquet); the Indianapolis Zoo, the Indianapolis Children's Museum; and the Punch Bowl Social. Lucy Duncan has agreed to serve as our Entry Chair; Mike Miles will be the Announcer. Please contact me if you would like to serve on the planning committee or volunteer team for this event. Participating LSCs will be Illinois, Indiana, and Gulf.

- 2020 USA Swimming Speedo Summer Championships – August 4-8: The meet announcement for these championships has been completed and is posted at: https://www.usaswimming.org/utility/event-pages/event-detail/2020/08/04/default-calendar/usa-swimming-invitational We are currently still searching for a club co-host(s) for this event. At this time, we are asking board members for their recommendations regarding potential club co-hosts.

GENERAL CHAIR	Tom Johnson coachtomjohnson@earthlink.net

Here is a summary of my activities on behalf of Indiana Swimming since our last Board meeting.

1. I consulted with our attorney and with USA Swimming in regard to the LSC Affiliation Agreement.
2. I attended USA Swimming's Golden Goggles in November.
3. I have consulted with our Executive Director on a range of topics.
4. I have worked on securing non-Board members to serve on our Governance Committee.
5. I attended the following swim meets: Winter Juniors in Atlanta and Irish Aquatics Invitational in January.

ADMINISTRATIVE VICE CHAIR	Brad Dumbauld BDumbauld@gregoryappel.com

No Report

BUDGET & FINANCE VICE CHAIR	Chris Conley christophermconley@gmail.com

Statement of Cash Flows, Balance Sheet and Profit & Loss Budget vs. Actual Reports presented for review. Blue & Co. proposal presented for Board consideration.

SENIOR VICE CHAIR	Joe Keller coachkeller@fasttigers.com

Items since November meeting:

- Attend Winter Juniors
- Conference Call - Spring Senior State 2020 Leadership Team
- Participated in Performance Committee Meetings

AGE GROUP VICE CHAIR	Amy Todd Spencer amyspencer32@yahoo.com

No Report

COACHES REPRESENTATIVE	Alec Haley coachalec@fasttigers.com

Since November meeting:

- participated in performance committee meetings
- participated in region rep call
- attended winter juniors
- participated in athlete rep call
- helped Tony plan coaches clinic and athlete leadership summit

TECHNICAL CHAIR	Mike Artim mpaswim@gmail.com

No Report

OFFICIALS CHAIR	Cyndi Miller clmiller@indy.rr.com

No Report

ATHLETE REPRESENTATIVES	Chase Smith Noah Berryman office@inswimming.org	Diane Koo Alaina Simmons

Next Committee Meeting Date: TBD

Previous Meeting: December 26th (Full Athletes Committee)

December Meeting details:

During this committee call, we introduced our three new athlete committee members to the athlete reps. We then assigned athletes to the various IN Swimming Committees. We then moved into cluster discussions questions from USA Swimming that are given to us by our cluster leader, Jake Simmons. Finally, we discussed the USA Swimming Leadership Summit grant and how we were going to apply for it. Later were given more info by Mr. Young regarding the Performance Committee's process of applying for it.

Items for BOD/General Chair:

1. None at this time

Completed Projects:

1. Assisted the Performance Committee with the USA Swimming Leadership Summit Grant
2. Assignment of Athlete's to Committees

Ongoing Projects:

1. Selection of an athlete for IN Swimming's Board of Review
2. How to get athletes awareness of the LSC Summit
3. Increase athlete participation within the Board

SAFE SPORT CHAIR	Paul Stauder paul.stauder@att.net

SAFE SPORT REPORT - JANUARY 2020

Activity since last report:

- Club visits to Riviera and AGON
- Club consults with AGON & Crown Point

Indiana clubs currently achieving Safe Sport Recognition - 11 (tied with North Carolina for #1 in U.S.)

What's next? Promotion of Safe Sport during Senior State - details to come.

Respectfully submitted,

Paul Stauder
Safe Sport Chair

ADDENDUM

Executive Director Report – 4 Pages
Office Manager Report – 2 Pages
Membership Coordinator Report – 1 Page
2020 Event Flyer – 1 Page
Athlete Leadership Summit Overview – 5 Pages
Financial Reports – 8 Pages
Region Representatives Key Roles and Responsibilities – 1 Page
Blue & Co. Proposal for Indiana Swimming – 38 pages

Respectively Submitted:

Mickey Smythe
Mickey Smythe, Secretary
February 18th, 2020

Executive Director Board Report
1/20/2020

Executive Director Summary

From November 18th to date my focus has revolved around 2020 event and program preparations, community partnerships development and office relocation planning. The transition has been valuable in helping our organization review policies and contracts as well as prioritizing our short term and long-term objectives.

Key Accomplishments

Mid States Championships was another successful event. Arlene and staff did a wonderful job planning and executing the event and Team Indiana objectives. A well done goes out to Head Coach Jim Voss and his staff in setting the Team Culture both in an out of the pool. Our leadership continues to grow and develop through our coaches continued emphasizes on athlete participation and supportive environment throughout the meet. Over 216 athletes applied for this year Team Indiana Mid-States Team.

This Team Indiana Culture defines our vision of growing champions and inspiring dreams.

Update on Operational Activities

Staff has met to begin planning for the office relocation. We have begun the process of purging boxes of outdated materials, updating office inventory and prepping for the logistical requirements for the move

The past three meetings have included review of staff roles & responsibilities as well as confirmation of their availability to work LSC & National Events. Each staff member has met with me to update their job descriptions and provide feedback for a self-evaluation.

As well staff has conversed to provide feedback to Chris Conley in reference to their roles and responsibilities within the ISI Financial Activities

Current Significant Issues

Office staff again becomes overloaded as a large percentage of our non-athlete members are waiting past deadlines to complete USA Swimming Requirements. We have also found that 40 Head Coach had not finished their new USADA & Concussion Protocol training creating a warning for their clubs in the SWIMS database putting their clubs at risk. Staff has once again gone the extra mile in personal communication to coaches and clubs to provide these requirements, so ensure all are compliant to be on deck at practices and meets.

Respectively,

Tony Young
Indiana Swimming
Executive Director

Executive Director Report

PROGRAM UPDATES

Planning continues for all Team Indiana Events, Camps, Athlete Programs, Coach Educational Clinics and National Event Team Indiana Days.

- 2020 Team Indiana Events (Duel in the Pool -Staff Selection in progress & 2020 Athlete Selection Criteria updated)
- ISI 2020 Camps (Head Coach Selection, Travel, Room & Board and training arrangements for Senior 14-16 Elite and Age Group Elite Camp in Omaha are confirmed)
- ISL 2020 Hosted Events & Programs (Team Indiana Days at TYR Pro Series and Speedo Summer Championships planning has begun)
- ISI Future Events & Programs (Formulating future senior championship meet dates for 2021 & secure perspective locations)

LSC INSURANCE REVIEW

The office relation process has provided us the opportunity to closer review the USA Swimming LSC insurance that includes Liability, Office & Auto coverage. After review I summarized our questions and concerns and contacted Sandi Blumit at Risk Management for feedback of our current policies. Along with discussion with Matt Carson of the Carson Agency a comprehensive plan that meets our insurance needs was developed.

OFFICE RELOCATION

Office Relocation Logistics & Operational Timeline
Indiana Swimming staff visited our new office location to pick out carpet and paint options on December 23rd to ensure the office would be move in ready in February.

The target date for the office "Soft" move in date is February 21. This will be composed of phone activation; Toshiba copier move as well as fragile office property and technological equipment that we will move in a van on this date. The larger move will take place on Saturday February 22 beginning at 8:00am until completion. Both the PanAm Building and 2 Men & a Truck policies were considered when setting the move dates and time.

The Internet and iT set up to constitute the migration of data will take place the week of February 17-21. It is the goal to have all phone messages forwarded as well uninterrupted email service during this time.

It is our goal to be open for full business operation on Monday Feb 24. **NOTE:** All office emails and phone contacts will remain the same.

New Location Address
Indiana Swimming
11550 N. Meridian St
Suite 260
Carmel, IN 46032

iT Provider

3 iT providers were contacted to solicit bids for ISI office technological needs. After initial review Chris Conley and I meet via conference call with the 2 best options that we felt would meet our current and future needs. In the end we have contracted Bd Manage Services to be our new iT Provider. We are in the planning stages to meet the requirements for set up at the new office location

WEBCAST & SOCIAL MEDIA

I participated a Color Commentator for the MIC Conference Championships at Carmel. Continually work with Heath Shanahan of IHSAA TV to set up our Indiana Swimming broadcasts at the Girls & Boys IHSAA prelims at the NAT. This serves as an opportunity to expand webcast, social media fanbase numbers and potential sponsorship partnerships through cross posting of our webcasts.

CONFERENCE CALL WITH REGION REPS

On Wednesday December 15 the Region Reps along with the Coaches Rep (Alec Haley) met via conference call to share information and become clearer on the Region Rep Roles & Responsibilities. (See the attached "First Draft" of these roles)

The goal of the meeting was to provide the Reps with a better perspective of upcoming LSC changes, programs & opportunities that the LSC has to offer. To assist each other in sharing and promoting with the membership in all 4 regions. As well seek ways to connect with the appropriate staff member's to better understand their roles and to direct members to help answer questions or gain further information.

In our discussion the Region Reps were asked to share what questions, hot topics or need for information they have received from their region. Outcomes from the meeting included: 1) receiving information on programs and resources they were not familiar with. 2) having a clearer picture of Roles of a Region Rep, their responsibilities to the BODs and meetings. 3) expressing the need to development qualified coaches and recruit new officials.

MID-STATE CHAMPIONSHIPS

On the strength of 21 Individual wins & 3 Relay Victories on Sunday Team Indiana Wins the 2020 Mid State Championship Team Title. (The 19th in the last 20 years). Overall 10 Individual Records and 3 Relay Records set in this year's meet. To read more: https://www.teamunify.com/NewsShow.jsp?&id=691966&team=czinlsc

My role with the event was assisting with meet set-up, webcast, social media and staff communication. All staff was involved in the preparation and operation of this meet.

SPONSORSHIPS

I have begun conversations with Speedo & Fitter and Faster in reference to expiring sponsorship and negotiations for the future. Negotiations continue with Athletico did not provide us with the AT Coverage needed at our championship hosted events. We are now moving to contact other health & rehabilitation organizations to explore new opportunities.

CLUB VISITS

Conducted 2 parent meetings (CSC & FAST) and an athlete meeting with Mt Version High School and Middle School aged swimmers.

USA SWIMMING

I Submitted the 2019 Coach Mentoring Grant financial and required final summary reports to USA Swimming to receive $4000 of program support. The 2020 Coach Mentoring Grant Proposal was submitted, and we recently received a note of approval for the 2020 grant support of $3000l. As well I also submitted Athlete Leadership Summit Grant Proposal to USA Swimming for consideration. (See attached 2020 Coach Mentoring & Athlete Leadership Program documents)

MEETINGS

- Along with Chris Conley met with the Brookfield Group, BD Managed Services to evaluate the provider who best meets our current and future technological needs
- Met with Chris Conley to discuss current and future financial planning.
- Attended December Championship Coordination Meeting
- Met with IU Swimming Staff, ISC Club leaders and Pete Nelson from Visit Indy to develop partnerships that can benefit Indiana Swimming and ISC in hosting of 2021 Summer Senior LC Championships.
- Met new Speedo Rep: Ryan Hammer to discuss current & future contract needs
- Met with Scott Davison to seek out insights on developing valuable resources and partnerships for Indiana Swimming.
- Met with Matt Carson of the Carson Agency to review current & future LSC insurance needs
- Met with Cyndi Miller to share IHSAA Observation Request policies and brainstorm on the recruitment and development of LSC and Duel IHSAA/USA-S officials.
- Performance Committee Meeting
- IHSAA Meeting w Kerrie Schludecker to collaborate on IHSAA Meet Observation Process & Communication
- Conference Call with Duel in the Pool Advisory Committee
- Conference call with Jim Voss and Mid States Staff to discuss staff selection, athlete selection and event preparations.
- Met with Megan Oesting (Presenter) & Alec Haley to define April Coaches Education Topics and Materials for both the Fishers and Valparaiso Locations.

GOALS

- Work with Finance Chair to improve office & staff roles in Financial Operations & Planning.
- Work to expand the Performance Committee and invite additional committee members to participate in 2024 Quad Planning.
- Finalize office relocation and organization
- Work with Staff to redesign current ISI website and establish a Go Live Date
- Continue preparations for the 2020 Camp & Coaches Educational Programs
- Focus on enhancing the Team Indiana Culture & investing in the creation goals and objectives for the next Quad Plan

Office Manager Board Report
1/20/2020

Office Manager Report

Team Indiana

- Worked with Exec. Dir Tony Young on Mid-States outfitting
- I learned a whole lot about TeamUnify last year with the application process set up which was a challenge. So this year I changed the process. Much smoother and I feel like it is the better way to go. There are a couple TU quirks that still need to be tweaked but we did not see the problems we encountered last year with the process this year.
- Once the team was picked:
    - Sent out 93 individualized invitations – each required a quick response from both the receiver and the sender
    - Likewise an email went out to
    - Once a positive response was received – sent out a link to register & pay the Team Indiana fee
    - Negative responses were dealt with via collaboration between the age group Team Indiana coach and Head Coach. In one case an alternate swimmer had to be contacted and given an invitation. In the 2 other cases the events were able to be absorbed by the current Team Indiana swimmers.
    - Sent 2 informational emails to the parents/swimmers prior to the meet. Fielded many, many emails and phone calls from parents.
- Executed the entry for Team Indiana
- Attended the Team Indiana Staff/Coaches meeting Friday night. Outfitting was handed out, parking passes, last minute information as well as the plan of attack for Saturday morning and Team Indiana registration. Including making sure everyone understood that each swimmer only was to receive 1 cap and it could be either silicone or latex. We handed out 89 silicone caps and 2 latex.
- Made sure all Staff Coaches had sign in sheets, heat sheets, relay cards etc
- On the administrative side – ran heat sheets, helped with some set up, ran errands when needed. Assisted with clean up, tear down.
- Still working with Jim Voss and Tony to simplify all the processes of picking the staff and picking the team to make a Mid-States Manual of sorts. We have all the pieces just need to sit down and put them in order.
- Mid-States 2020 - Team Indiana WIN!

Website

- This is an ongoing project. Trying to get the inswimming.org site ready to transfer over to the new CMA in TeamUnify. It is my hope and goal to have it ready to go by the time we move.

Office

- Once again, spent coutless hours registering and renewing, educating coaches, officials and others, answering many question mostly via email. This has required using many of the educational materials I have developed to help with certifications
- Again, since all USA swimming members have to have the concussion protocol which has to be hand entered into their SWIMS file, I have fielded numerous emails. These emails include their certification and usually a question.
- January 16th the day after the 2 new certifications for coaches should have been completed, I sent out 265 emails. These went only coaches who are currently registered but did not have either Concussion Protocol Training (CPT) and/or Coaches Advantage Training/Tutorial (CAT) causing them to not be current with their USA Swimming membership.
- Collaborated with Officials Chair Cyndi Miller on how to receive all the officials CPT certs. Entered all the officials CPT certs.
- Contacted via email clubs that are carrying a balance due. Encouraging them to sign up for the ACH so their fees get paid on time. Also asked for a timeframe from these clubs as to when the balance would be paid.

- Sent current coach, official, other pre-meet lists for meet host deck access.
- Rewriting the narrative on the importance of keeping a closed deck free of non-usa swimming members to include the change from Deck Pass to Deck Pass Plus as well as the new certifications that needed to be done by officials and coaches January 15.
- Lots and lots of customer service.
- Participated in our Staff Meeting.

Respectfully submitted,

Emily Kowalski

Membership Coordinator BOD Report
1/20/2020

Membership Coordinator Board Report: January 2020

Athletes:	2015	2016	2017	2018	2019:		2020: Yearly	Flex	Outr	Total
September	86	6	3	123	616		349	75	11	436
October	4122	5616	6238	6107	6735		4655	666	217	5538
November	4167	2422	2944	2520	1764		2085	278	85	2448
December	826	990	1082	857	679		760	219	50	1029
January	547	613	421	720	301		158	40	12	210
February	283	327	306	398	343					
March	197	168	244	167	112					
April	845	91	91	19	571					
May		713	722	646	623					
June	554	845	512	807	367					
July	205	205	264	176	96					
August		12	39	124	48	244				
Total	11844	12035	12952	12588	12436		8120	1167	375	9662

Non Athletes:							2020: Coach	Official	Other	Total
September	177	113	247	169	211		155	86	24	252
October	305	298	302	265	226		121	142	23	278
November	228	181	403	216	265		76	97	8	181
December	469	444	258	462	451		216	242	19	477
January	131	236	151	244	258		82	69	10	161
February	31	66	52	51	46					
March	19	33	23	39	14					
April	54	36	33	41	43					
May		61	37	45	55					
June	24	49	35	31	27					
July	14	14	12	19	12					
August		1	4	6	6	1				
	1453	1535	1559	1588	1565		650	636	84	1319

111 club registered:
The following did not renew:ACAC, EHAC, IST, KSC, MART, TRAC

Registration numbers are down around 80-1,000 swimmers from end of January the past five years. Will be tracking the # of splashes as we continue.

Meet Sanction & Scheduling / New Financial Policy Proposal

Summer 2021 meets:

Scheduling/sanctioning form + meet announcement submitted through formstack 9/1/20-12/1/20.
Within 10 days, draft schedule will be released to those clubs that submitted requests. Teams will be allowed to edit their requests and move dates. During this time, late requests will also be accepted (with $100 late fee assessed).
Early January, finalized meet schedule and meet announcements
will be published on the Indiana Swimming website.
ISI will continue to sanction duals, intrasquads, time trials and closed invites upon submission and in accordance with current policy.

Winter 2021-22

Scheduling/sanctioning form + meet announcement submitted through formstack 2/1/21-5/1/21
Within 10 days, draft schedule will be released to those clubs that submitted requests. Teams will be allowed to edit their requests and move dates. During this time, late requests will also be accepted (with $100 late fee assessed).
Early June, finalized meet schedule and meet announcements will be published to the Indiana Swimming website.
ISI will continue to sanction duals, intrasquads, time trials and closed invites upon submission and in accordance with current policy.

New meet financial policy proposal

Teams will be charged surcharges and meet fees percentage based on meet backup as soon as results are received. Teams will also be required to submit coach and official sign in sheets with results or face fines. Teams holding invitationals (open or closed) will be asked to provide accurate meet financial forms within 45 days of the meet or face fines. Intrasquads, duals and time trials will not require a financial report submitted.

COMING TO INDIANAPOLIS & THE IU NATATORIUM IN 2020!

2020 NCAA DIVISION I MEN'S SWIMMING & DIVING CHAMPIONSHIPS

March 25 – 28

The Indiana Sports Corporation is bringing the Men's Division I Swimming & Diving Championships to Indianapolis in 2020. Indiana Swimming athletes and teams from surrounding states will want to be in the stands at the Nat to witness the world's fastest short course swimming competition while cheering on their own home-grown collegiate athletes. Team ticket packages of 10 or more tickets will be available only to USA Swimming registered clubs at reduced rates starting in early February. The cost of a club group ticket is $5 for prelims and $8 for finals. If you want your club added to the club contact list for group tickets, please email arlene@inswimming.org no later than Monday January 20. You won't want to miss this thrilling team competition as the most accomplished men's collegiate swimming and diving programs in the country battle it out to be crowned the 2020 NCAA National Champion!

2020 TYR PRO SWIM SERIES

May 6 – 9

USA Swimming's Tyr Pro Swim Series will return to Indianapolis and the Indiana University Natatorium at IUPUI next May. This will be the final stop of the 2019-2020 Tyr Pro Series before the 2020 U.S. Olympic Team Trials – Swimming kick off in Omaha in June. Elite swimmers from around the country will be in Indy competing in one of the world's fastest pools in preparation for Trials. Be at the Nat to cheer on your favorite athletes and witness the excitement of fast racing here in our own backyard! Indiana Swimming is offering special design-your-own ticket packages for USA Swimming member clubs at a Team Sponsorship rate of $300 per club. This sponsorship includes unlimited tickets for your preferred sessions as well as club recognition on the scoreboard, sponsor board, and volunteer t-shirts at the event. Orders must be placed by your team coordinator no later than Friday, May 1. Please contact arlene@inswimming.org for more details.

2020 USA SWIMMING SPEEDO SUMMER CHAMPIONSHIPS

August 4 – 8

Indiana Swimming is excited to bring USA Swimming's first combined U.S. Open & Speedo Junior National Championships to Indy in August of 2020. Qualifying times, meet schedule, and hotel block information are all available at usaswimming.org. Indiana Swimming will be again be offering $300 Team Sponsorship packages to USA Swimming member clubs. This sponsorship includes unlimited tickets to your preferred session(s) and recognition for your club on the scoreboard, sponsor board, and volunteer t-shirts at the event. Orders must be placed by your club coordinator no later than July 15. Please contact arlene@inswimming.org for details.

2020 Indiana Swimming
Athlete Leadership Summit Proposal

Athlete Leadership Summit Overview

Introduction:

It is Indiana Swimming purpose to support a multi-tiered Athlete Leadership program for our Indiana Athlete Members. It is our vision to create environments that offer athlete leadership development through a program that is highlighted by educational and interactive learning and enhanced by professional presenters, experienced mentor coaches and athlete peer mentors in "Live" Clinic settings.

Through this unique opportunity it is the goal of the program to offer an encouraging atmosphere for athletes to not only learn to lead but to feel comfortable in these roles. Each step of the clinic agenda provides an open learning environment where the attendees will interact with their peers, first in "live" training settings lead by a professional presenter and then "peer to Peer" learning opportunities.

- Presentations by James Leath are designed to influence leadership development through Relationship Building and Trust.
- Opportunities will be provided to Interact with Mentor Coaches who have taken part in the USA Swimming Leadership Summits as Color Team Leaders
- Attendees will interact with past collegiate and former athlete leaders to help share real leadership scenarios and implementation
- Indiana Swimming Athlete Representatives will be challenged to be an integral part in the organization, promotion and operation of the program.
- Indiana Swimming Athletes Representatives will be given the autonomy to lead during and post event to evaluate the success and ROI of the program and to define future goals.

We respectfully ask USA Swimming to consider this proposal to receive grant support for the LSC Athlete Leadership Program.

Please feel free to contact me with any questions.

Tony Young
Executive Director
Indiana Swimming

2020 Athlete Leadership Summit Purpose & Information

Indiana Athlete Representatives Statement of Purpose

"Indiana Swimming's Athletes wish to host a leadership summit because of the impact it has on the leaders in our LSC. All of the Athletes from the Indiana LSC that attended the previous USA Swimming Leadership Summits have walked away with a better understanding of how to use their athlete voice. As well as learning what being a good servant leader looks like and how to use their personal leadership style effectively. Indiana Swimming's Athletes want to be able to replicate this impact on the LSC level to begin building a stronger base of athlete leaders."

IN Swimming At-Large Athlete Rep
Noah Berryman

Program Information

- Date: April 18, 2020
- Location: Fishers High School 13000 Promise Rd, Fishers, IN 46038
- Coach Alec Haley (Indiana Swimming Coaches Representative) and Coach Megan Oesting (Head Coach of Eastern Iowa Swimming Federation) will serve a program mentor leaders. Both have participated in the USA Swimming Athlete Leadership Summits as participants and Color Leaders.
- James Leath will be our Guest Presenter. See more information below and click on this link https://jamesleath.com for more insights to James's programs
- Current and past collegiate athletes will be invited to participate in athlete to athlete peer interactions
- Specifically, Purdue University Student Athletes who have participated in the John Wooden Emerging Leaders Program will be invited to attend. Athletes who have participated in this program as athlete leaders will be asked to share how they have learned different learning styles in different environments. By hearing these new perspectives young leaders may learn how to reach more people, recognize what we are thankful for and how to deal with concurring fear of leadership
- Athlete are responsible for all transportation to and from the Summit

Applicant Eligibility

- All applicants ages 14-17 yrs. of age who are current high school students to are eligible to apply
- Applicants must be a current USA Swimming athlete member registered within the Indiana LSC

Program Fee and Registration

- The Athlete Leadership Summit will be offered "Free of Charge" to the first 40 Indiana Swimming Athlete Members to register. Acceptance will be on a First Come, First Serve Basis
- No more than 2 athletes may register from one team unless space allows
- Priority for additional registrations will be offered to "New Team" Athlete Registrations. Additional athlete registrations will be accepted at the discretion of the Indiana Swimming Athlete Representatives and LSC Leadership
- A webpage which includes program information and links to the registration process will be provided.

Draft Agenda

8:30am	Summit Registration Check-in opens followed by "Meet & Great" with ISI Athlete Reps
9:00am	"Do. Say. Be" presentation by James Leath
10:30am	Break
10:45am	"The Resilient Athlete" presentation by James Leath
12:15pm	Break for Lunch
1:00pm	Leadership Style & Values presented by Indiana Swimming Athlete Representatives
2:30pm	Break
2:45pm	LSC Governance Presentation. Lead by Indiana Swimming Athlete Representatives
4:30pm	Summit Ends

Proposed Budget	
Meeting Space (Facility Rental & Custodians)	**$500**
Snack, Drinks & Lunch	**$600**
Customized Event Notebooks to use during presentations	**$350**
Guest Presenter Honorarium	**$2500**
Guest Presenter Travel	**$400**
Signage & Printed Materials	**$200**
Total	**$4550**

Perspective Timeline

- January 6, 2020 – LSC & Athlete Representatives meet to establish program structure & goals to submit grant application to USA Swimming
- January 20, 2020 – LSC & Athlete Representatives meet to establish a program goals & operational timeline and volunteer needs
- January 23, 2020 – Program Webpage and Registration Process developed by LSC Staff
- January 24, 2020 – Program Information shared with LSC Coaches, Athletes and Club Representatives via blast email. Posted on LSC Website News, LSC Coaches & Athlete pages and promoted via social media
- February 7, 2020 – Direct Athlete Communication sent out by Indiana Swimming Athlete Representatives to membership via email & social media
- February 17, 2020 – Online Registration Opens
- March 13, 2020 – Indiana Swimming Athlete Representatives promote the Leadership Summit to athletes and coaches at the Spring Senior Championships
- April 18, 2020 – Athlete Leadership Summit at Fishers, High School, Fishers, IN
- May 1, 2020 – Follow up email & survey sent to all participants to solicit feedback
- May 30, 2020 -Summary of survey feedback shared with LSC, Athlete Representatives at June BOD Meeting
- November 15, 2020 – Following the Indiana Swimming HOD Meetings, a final summary of all attendees' survey reflection documents and financial summaries are submitted to LSC office.
- December 4, 2020- LSC Final Report Due to USA Swimming
- December 11, 2020 - Final Reimbursement request due to USA Swimming accounting department

***Indiana Swimming is committed to conducting the program in our highest LSC program tradition. USA Swimming funding will support enlarging the scope and effectiveness of the program.**

2020 Leadership Summit Program Elements

Program Elements:

The 2020 Indiana Swimming Athlete Leadership Summit offers these following three (3) opportunities to support continuing athlete development. The LSC Athlete Representatives and LSC Coach Representative along with the LSC Performance Committee will oversee, direct, evaluate and formulate all communication to the participants.

James Leath James is the Content guru and Lead Speaker for Changing the Game Project. He is also Founder of Unleash the Athlete and former Head of Leadership and Character Development at IMG Academy.

"**I help parents and coaches use athletics to build character driven, positive leaders"**

His keynotes, breakouts, and workshops include the following:

- **Coaches:** ***Intentional Influence and Mastering Team Building Activities***
- **Athletes:** ***The Power of Positive Leadership***
- **Parents:** ***How to Help Your Athletes Excel in Sports and Life***

DO. SAY. BE.

This is an interactive learning program where athletes will interact in "live" practical exercises their peers

Framework: Leadership is Influence

- **DO**: Do the Work. **Your Actions lay the foundation for your influence**
- **SAY**: Earn your Voice**. Influence is determined by Relationship. The Mastery of your communication determines the quality of your relationships**.
- BE: Set the Standard: **Relationships are built on Trust. Your standard of excellence will influence those looking to you as an example.**

THE RESILIENT ATHLETE

This is an interactive learning program where athletes will challenge each other, share their own genius, and interact through reflection, discussion & activities.

Framework: Mental Tools and Mental Muscles

- Self-Talk and **Confidence**
- Goals Setting and **Mindset**
- Mindfulness and **Focus**
- Imagery and **Intensity**
- Routines and **Motivation**

LSC SUMMIT SESSIONS LED BY ATHLETES

Indiana Swimming Athlete Reps will be supported by our LSC Coaches Rep Alec Haley and Megan Oesting who both took part in the first USA Swimming Athlete Leadership Summit as mentors in this part of the program. Additionally, current college athletes will be invited to participate on a panel discussion by sharing their perspective in the values and styles they learned from their club and now college programs. Specifically, athletes who participate in the John Wooden Emerging Leaders program at Purdue University will be asked to participate.

- Leadership Style & Values
- LSC Governance

INDIANA SWIMMING ATHLETE LEADERSHIP SUMMIT PROGRAM REVEIW

Program Review

- Upon the completion of the program a reflection summary will be sent to each participant to fill out and send back to Program Leaders
- Indiana Swimming Athlete Representatives will summarize this feedback and share with LSC Leadership.
- Athlete Representatives will share these Take-a-Ways with current and future athlete and club leaders at the 2020 House of Delegates Meetings in September

Indiana Swimming
Balance Sheet
As of December 31, 2019

	Dec 31, 19
ASSETS	
Current Assets	
Checking/Savings	
HNB Operating Account	112,954.29
HNB Event Checking	125,807.07
Total Checking/Savings	238,761.36
Accounts Receivable	
Accounts Receivable	-41,969.64
Total Accounts Receivable	-41,969.64
Other Current Assets	
TeamUnify Payments	156,089.93
Merrill Lynch Investment	630,934.22
Total Other Current Assets	787,024.15
Total Current Assets	983,815.87
TOTAL ASSETS	**983,815.87**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
Bank of America	-22,275.67
Total Credit Cards	-22,275.67
Total Current Liabilities	-22,275.67
Total Liabilities	-22,275.67
Equity	
Opening Balance Equity	948,522.49
Unrestricted Net Assets	-32,230.68
Net Income	89,799.73
Total Equity	1,006,091.54
TOTAL LIABILITIES & EQUITY	**983,815.87**

Indiana Swimming
Statement of Cash Flows
September through December 2019

	Sep - Dec 19
OPERATING ACTIVITIES	
Net Income	89,799.73
Adjustments to reconcile Net Income to net cash provided by operations:	
Accounts Receivable	71,546.78
TeamUnify Payments	-19,942.63
Merrill Lynch Investment	-18,086.18
Bank of America	-19,580.11
Net cash provided by Operating Activities	103,737.59
Net cash increase for period	103,737.59
Cash at beginning of period	135,023.77
Cash at end of period	**238,761.36**

Indiana Swimming
Profit & Loss Budget vs. Actual
September through December 2019

	Sep - Dec 19	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Contributions				
Sponsorship	0.00	9,500.00	-9,500.00	0.0%
Total Contributions	0.00	9,500.00	-9,500.00	0.0%
Program Revenue				
Meet Sanctions and Surcharges				
Sanctions and Observations	4,725.00	6,625.00	-1,900.00	71.3%
Athlete Surcharge	29,900.00	58,508.00	-28,608.00	51.1%
Entry Fees	30,921.12	59,321.12	-28,400.00	52.1%
Late Fees	150.00			
Total Meet Sanctions and Surcharges	65,696.12	124,454.12	-58,758.00	52.8%
Membership Fees				
Athlete				
Flex	21,080.00	9,300.00	11,780.00	226.7%
Outreach	1,565.00	2,095.00	-530.00	74.7%
Year Round	535,580.50	128,265.00	407,315.50	417.6%
Athlete - Other	953.00			
Total Athlete	559,178.50	139,660.00	419,518.50	400.4%
Coaches	27,720.00	7,980.00	19,740.00	347.4%
Officials	22,869.00	8,340.00	14,529.00	274.2%
Non Athlete				
Club	3,400.00	3,510.00	-110.00	96.9%
Other (Meet Directors)	3,234.00	975.00	2,259.00	331.7%
Total Non Athlete	6,634.00	4,485.00	2,149.00	147.9%
Membership Fees - Other	399.00			
Total Membership Fees	616,800.50	160,465.00	456,335.50	384.4%
Hosted Meets				
Entry Fees	5,000.00			
Total Hosted Meets	5,000.00			
Team Indiana Fees	11,695.48	4,250.00	7,445.48	275.2%
Program Revenue - Other	850.00			
Total Program Revenue	700,042.10	289,169.12	410,872.98	242.1%
Investment Income	2,495.52	3,833.33	-1,337.81	65.1%
Investment Gain or Loss	17,136.46	3,833.33	13,303.13	447.0%

Indiana Swimming
Profit & Loss Budget vs. Actual
September through December 2019

	Sep - Dec 19	Budget	$ Over Budget	% of Budget
Miscellaneous Income				
Payment Processing Fees	4,772.45			
Other	0.00	50,000.00	-50,000.00	0.0%
Miscellaneous Income - Other	14,337.01			
Total Miscellaneous Income	19,109.46	50,000.00	-30,890.54	38.2%
Total Income	738,783.54	356,335.78	382,447.76	207.3%
Expense				
Program Expenses				
USA Swimming Membership	502,906.00			
Camp Expenses				
Staff Stipends	0.00	650.00	-650.00	0.0%
Outfitting	0.00	1,248.00	-1,248.00	0.0%
Facility Rental	0.00	1,200.00	-1,200.00	0.0%
Travel	200.00	2,080.00	-1,880.00	9.6%
Total Camp Expenses	200.00	5,178.00	-4,978.00	3.9%
Team Indiana Expenses				
Outfitting	0.00	8,059.85	-8,059.85	0.0%
Activities	3,857.80			
Team Indiana Expenses - Other	2,500.00			
Total Team Indiana Expenses	6,357.80	8,059.85	-1,702.05	78.9%
National Meet Travel Support	4,725.00	35,000.00	-30,275.00	13.5%
Hosted Meet Expenses				
Pool Rental	5,906.62			
Awards	1,540.22			
Meet Hospitality	100.00			
Guest Coach Travel	2,000.00			
Hosted Meet Expenses - Other	-8,593.43			
Total Hosted Meet Expenses	953.41			
Championship Meet Fee Reimburse	44.50	200.00	-155.50	22.3%
Club Incentives	0.00	5,750.00	-5,750.00	0.0%
Counsilman Grant	1,000.00	2,500.00	-1,500.00	40.0%
Awards to Individuals	1,044.92	2,375.00	-1,330.08	44.0%
Lifetime Memberships	0.00	0.00	0.00	0.0%
Grants and other assistance	0.00	1,000.00	-1,000.00	0.0%
Total Program Expenses	517,231.63	60,062.85	457,168.78	861.2%
Management & General Expenses				
Payroll Expenses				
Salaries & Wages	73,693.43	73,981.75	-288.32	99.6%

Indiana Swimming
Profit & Loss Budget vs. Actual
September through December 2019

	Sep - Dec 19	Budget	$ Over Budget	% of Budget
Payroll Taxes				
Social Security Taxes	4,568.92	4,586.86	-17.94	99.6%
Medicare Taxes	1,068.50	1,072.75	-4.25	99.6%
SUI Taxes	0.00	591.93	-591.93	0.0%
Total Payroll Taxes	5,637.42	6,251.54	-614.12	90.2%
Total Payroll Expenses	79,330.85	80,233.29	-902.44	98.9%
Fees for Services				
Accounting Fees	0.00	5,880.00	-5,880.00	0.0%
Investment Management Fee	1,545.80	2,800.00	-1,254.20	55.2%
Webcast Crew	150.00	200.00	-50.00	75.0%
Payroll Processing	520.40	594.45	-74.05	87.5%
Total Fees for Services	2,216.20	9,474.45	-7,258.25	23.4%
Advertising and Promotion	220.66	6,000.00	-5,779.34	3.7%
Office Expenses				
Supplies	0.00	240.00	-240.00	0.0%
Cell Phone	800.00	640.00	160.00	125.0%
Postage & Mailing	0.00	200.00	-200.00	0.0%
Equipment Rental	346.69			
Bank Fees	240.00	240.00	0.00	100.0%
Printing & Copying	1,585.09	1,800.00	-214.91	88.1%
Total Office Expenses	2,971.78	3,120.00	-148.22	95.2%
Information Technology				
Software & Services	4,253.89	4,400.00	-146.11	96.7%
Total Information Technology	4,253.89	4,400.00	-146.11	96.7%
Occupancy				
Rent	5,198.80	5,286.16	-87.36	98.3%
Monthly Parking	1,120.00	1,120.00	0.00	100.0%
Real Estate Tax	1,040.16	1,000.00	40.16	104.0%
Total Occupancy	7,358.96	7,406.16	-47.20	99.4%
Travel	15,874.94	29,607.75	-13,732.81	53.6%
Conferences, Conventions, Mtgs	8,706.46	42,410.00	-33,703.54	20.5%
Insurance	603.00	603.00	0.00	100.0%
Other Expenses				
Payment Processing Fees	0.28			
Dues & Memberships	625.00	1,500.00	-875.00	41.7%
Outfitting	298.70	1,750.00	-1,451.30	17.1%

Indiana Swimming
Profit & Loss Budget vs. Actual
September through December 2019

	Sep - Dec 19	Budget	$ Over Budget	% of Budget
Miscellaneous	44.95	5,000.00	-4,955.05	0.9%
Other Expenses - Other	5,000.00			
Total Other Expenses	5,968.93	8,250.00	-2,281.07	72.4%
Total Management & General Expenses	127,505.67	191,504.65	-63,998.98	66.6%
Total Expense	644,737.30	251,567.50	393,169.80	256.3%
Net Ordinary Income	94,046.24	104,768.28	-10,722.04	89.8%
Other Income/Expense				
Other Income				
Event Account Deposits	21,940.00			
Total Other Income	21,940.00			
Other Expense				
Event Account Withdrawls	21,053.81			
Championship Meet Awards	5,132.70			
Total Other Expense	26,186.51			
Net Other Income	-4,246.51			
Net Income	**89,799.73**	**104,768.28**	**-14,968.55**	**85.7%**

Indiana Swimming
Profit & Loss Budget vs. Actual
September through December 2019

	Sep - Dec 19	Budget	$ Over Budget	% of Budget
Event Account	886.19			
Funding				
Meets	65,696.12	124,454.12	-58,758.00	52.8%
Membership	303,481.50	160,465.00	143,016.50	189.1%
Sponsorship				
Speedo	0.00	3,000.00	-3,000.00	0.0%
Fitter & Faster	0.00	1,000.00	-1,000.00	0.0%
Other	0.00	5,500.00	-5,500.00	0.0%
Total Sponsorship	0.00	9,500.00	-9,500.00	0.0%
Investment Income	18,086.18	4,866.66	13,219.52	371.6%
Revenue Transfer from Events	0.00	50,000.00	-50,000.00	0.0%
Total Funding	387,263.80	349,285.78	37,978.02	110.9%
Programs				
Camps Olympic Trial 11-14yr old	-200.00			
Camps				
AG Swimposium	0.00	-1,654.00	1,654.00	0.0%
OT Qualifier	0.00	-3,524.00	3,524.00	0.0%
Total Camps	0.00	-5,178.00	5,178.00	0.0%
Team IN				
Mid States	0.00	4,250.00	-4,250.00	0.0%
AG Duel	-10,764.42			
Caps	0.00	-8,059.85	8,059.85	0.0%
Team IN - Other	-3,500.00			
Total Team IN	-14,264.42	-3,809.85	-10,454.57	374.4%
National Meet Reimbursement	-4,419.50	-35,000.00	30,580.50	12.6%
Olympic Trials	0.00	0.00	0.00	0.0%
State Meet Stipends	-9,000.00	0.00	-9,000.00	100.0%
Hosted Meets				
Mid States	-1,540.22			
USA Swimming Invitational	-297.00			
Hosted Meets - Other	-100.00			
Total Hosted Meets	-1,937.22			
Coach Education	0.00	-12,350.00	12,350.00	0.0%
Diversity & Inclusion	0.00	-1,200.00	1,200.00	0.0%
Officials	-1,097.92	-3,500.00	2,402.08	31.4%
Webcasting	-630.00	-200.00	-430.00	315.0%
Club Recognition & Excellence	0.00	-5,000.00	5,000.00	0.0%
Partnership Costs	-625.00	-4,500.00	3,875.00	13.9%
LSC Workshops	0.00	-3,100.00	3,100.00	0.0%
Counsilman Grant	-1,000.00	-2,500.00	1,500.00	40.0%
Awards	-1,044.92	-1,000.00	-44.92	104.5%
Total Programs	-34,218.98	-77,337.85	43,118.87	44.2%

Indiana Swimming
Profit & Loss Budget vs. Actual
September through December 2019

	Sep - Dec 19	Budget	$ Over Budget	% of Budget
Management & Governance				
Management	-282,522.84	-116,236.90	-166,285.94	243.1%
Board of Directors	-298.70	-1,900.00	1,601.30	15.7%
USAS Convention	-8,048.90	-17,367.75	9,318.85	46.3%
House of Delegates	407.50	-10,000.00	10,407.50	-4.1%
Golden Goggles	-12,574.00	-19,000.00	6,426.00	66.2%
Safe Sport	-740.59	-2,675.00	1,934.41	27.7%
Management & Governance - Other	-1,364.75			
Total Management & Governance	-305,142.28	-167,179.65	-137,962.63	182.5%
Unclassified	41,011.00	0.00	41,011.00	100.0%
TOTAL	**89,799.73**	**104,768.28**	**-14,968.55**	**85.7%**

REGION REPRESENTATIVES KEY ROLES AND RESPONSIBLITIES

Mission: Connect the 4 Regions in Indiana Swimming through education, communication and partnerships.

- Get to know your Regional Counterpart
- Create a communication mechanism to connect with your Region once or twice a year. Blast Email, Social Media, Pool Deck etc
- Recognized & Celebrate Club, Coach & Athlete accomplishments in your region. Send to Indiana Swimming
- Become familiar with Indiana Swimming Programs & Events
- Gain an understanding on what new Technical Legislation is proposed and or passed at HOD
- Assist in directing membership to Indiana Swimming Website Resources (Membership, Championship Meets, Programs and events etc)
- Encourage Coach & Athlete Participation in Developmental and Educational Programs
- Set up Regional Club/Coaches Think Tank (Maybe 1 per yr) Keep it simple. Club BOD President, Coaches Coffee or add educational component to attract participation
- Connect & Direct Clubs to LSC Staff Resources
- Share questions, concerns & ideas with ISI Staff, Committee Chairs and BOD