



Board of Directors  
April 25, 2004  
Jamestown High School

General Chair Gerry Pfau called the meeting to order at 10:20AM. Introductions were made and roll call was taken. Board members present were: Gerry Pfau, Julie Lefever, Julli Nissen, Keith Maetzold, Nancy Haunz, Ione Sautner, Terry Zieglemann, Jerry Hahn, Jeff Steele, and Andy Wolf. Board members absent were: Scott Barry and Dylan Nitzkowski. Additional items of business were added to the agenda.

A correction was made to the minutes of November 9, 2003. The minutes should have read swimmers will be returned the \$50.00 surety amount plus an additional \$18.00 not \$48.00. Jerry Hahn made a motion to approve the minutes as corrected. Ione Sautner seconded. The motion was approved.

Treasurers Report: Keith Maetzold distributed and reviewed two financial reports. The reports are now set up in Quickbooks so will look different then in the past. The budget was developed out of Quickbooks so there are a few line items that don't quite match up. Going forward the budget will match up. The report ending March 31, 2004 is the official report for approval. The April 24, 2004 report represents the activity since March 31, 2004. Julli Nissen made a motion to approve the March 31, 2004 financials as presented. Nancy Haunz seconded the motion. The motion was approved. Gerry thanked Keith for getting the information transferred over to Quickbooks.

#### **General Chair Report & Report of Correspondence:**

Gerry reported that Randy Julian from USA Swimming will be in ND June 17-25. Gerry sent emails to all coaches and club presidents. Clubs should contact him if they are interested in him visiting their club. His email address is [rjulian@usa-swimming.com](mailto:rjulian@usa-swimming.com). He is scheduled to attend the Mandan meet. Gerry noted he is a very resourceful, knowledgeable individual on all aspects of swimming. He is also working a lot right now assisting with some High School Activities Association issues. Some High School Activities Associations and USA swimming are having conflicts with requirements for swimmers practicing with USA clubs and high school. Also there have been issues with officiating and working at high school meets versus USA meets.

Remainder of report deferred to afternoon.

#### **Board Member Reports:**

**Administrative Vice Chair-Officials** Julie Lefever distributed one handout regarding statistics for the 2002-2003 Short Course Season, 2003 Long Course Season, and 2003-2004 Short Course Season. 2002-2003 season information was left on the form to show clubs in violation.

Julie will post the actual registered officials for state and national will be posted on the website.

There are five clubs with fines for lack of officials on deck. This is for multiple violations. The first violation is given as a warning and then subsequent violations are fined. Three other teams besides those listed will have a warning letter.

There were no teams in violation for 2003 Long Course Season.

Julie noted that she did not send out special requests for officials for this state meet. She reminds club Official's chairs to contact their club officials to work the meet. To help alleviate the problem, coaches are asked to list the officials that will be attending the meet with their entries. A clarification was also made that officials do not need an invitation to officiate at the state meet. Julie Lefever noted that in order to officiate at state you must be a recognized official and had to have officiated one meet. (A later check of the policy manual indicates that "An official must have completed officiating for 6 total meets prior to being eligible for officiating at the State Meet and must have worked at least one meet that current season"). Officials Chairs from the clubs must get this information out to the club officials. The only person that needs an invitation is the meet referee, the starter and deck referee.

There was discussion whether the fines were to include the state meet also. The group didn't feel that state should be included in the fines. Julie Lefever made the motion to add to the policy that fines would not apply to the state meet. Nancy Haunz seconded the motion. The motion was approved.

There was discussion regarding the way clubs are being fined. Jerry Hahn made a motion to fine clubs for not having the appropriate number of officials a \$50.00 fine, along with an additional \$20.00 for each official that they are lacking with the maximum fine being \$150.00. Julie Lefever seconded the motion. The motion failed.

There were concerns expressed regarding the accuracy of how the officials are being counted. Are they being counted by the session or by the day? Is credit given to the official that works the entire day versus one event in a session? It was noted that each session is what is being counted. The group was reminded that the whole intent of the fines was to encourage clubs to officiate. Gerry suggested that since this policy was just implemented, we should give it a chance to drive some clubs to make corrective action.

Julie noted that there are a number of meet reports that are still not turned in. Julie will hold the fine letters until Scott has presented all the meet report information to her.

A reminder to the coaches, it is their job to make sure that their club has the right number of officials coming to the meet. It was suggested that they attach a list of officials who will be attending in an email with their meet entries.

Clubs should always send a printed list and a com link file.

Julie announced there is a Referee/Officials Chair Workshop in Dallas/Ft. Worth on May 29-31. She would like anyone interested in attending to contact her. The deadline is April 20, 2004.

Volunteer Sr. Vice Chair: Terry Zieglemann distributed and presented the Zone Meet information. Terry would like this information shared with coaches, parents and athletes. He indicated that packets would be handed out at the State Long Course Meet to swimmers that he knows are qualified. There will be a meeting at the conclusion of the meet. The Zone manager will be the individual with the lime green shirt. The website for the Zone meet is: [swimtsa.com](http://swimtsa.com). Gerry wanted to thank Terry for all his hard work.

Age Group Vice Chair: Scott Barry was unable to attend the meeting as he is attending a USA Swimming Sports Medicine Task Force on Asthma in Colorado Springs. Gerry shared information for Scott's report. There was no report on the 2004 Long Course Meet Information or on the time standards.

Gerry noted that there were 25 overall records and 30 state records. Gerry will distribute the records for the afternoon session.

Sanctions are getting worse especially with a few clubs. Scott is not getting the sanction's back to him on time. Clubs that are sending them in late are also not sending the additional \$50.00 that they are supposed to submit for the fines. Meet managers need to pay attention to the sanction form. Scott had made a suggestion to raise the sanction fee to \$150.00. The time trial would increase from \$90.00 to \$140.00. All this money would be returned if the requirements were met. Discussion regarding raising this was that by raising the fee, it still would not solve the problem with the uncollected late fees. Jerry Hahn made a motion that if a club owes the NDLSO outstanding fees from the prior season, the sanction will be held until the fees are paid. Nancy seconded the motion. The motion was approved.

Meet managers are reminded to make sure the right name of the meets and information are entered correctly. The information should have the year, LSC, meet name and whether it is an age group meet. It is a requirement due to SWIMS.

Gerry noted that there were still over 80 pages of errors on entries that were done over the summer. These errors were discrepancies from what is in the coach's team manager database and what is in the SWIMS database. USA Swimmings plan for the website is that all parents, kids or coaches can see times from any meet that was attended. Coaches really need to pay close attention to and have the identical information from what is submitted for registration, to what is in their database. A suggestion was made to have the registration chair run a meet recon file and then send it out to the coaches and meet managers. Coaches should then routinely run this and reconcile with their team manager database. Any errors will show up and need to be corrected prior to state.

Registration Chair: Nancy Haunz noted she laid out copies of her new address. She also put a sheet out for clubs that need yearly or season registration forms. Please list the name of whom she should mail copies out to.

Technical Chair: Deferred report to afternoon session.

Safety Chair: Deferred report to afternoon session.

Secretary: Deferred report to afternoon session.

Coaches Representative: Deferred report to afternoon session.

Athlete Representatives: Deferred report to afternoon session.

Meet Reports & Schedules: Deferred report to afternoon session

Delegates to USA Swimming: Deferred report to afternoon session.

Selection of LSC Conoco Phillips Outstanding Service Award: Deferred report to afternoon session.

Reauthorization right to expend LSC funds in interim: Deferred report to afternoon session.

Election of Officers: Deferred report to afternoon session.

Election of Board of Review: Deferred report to afternoon session.

Old Business:

Website Updates: Deferred report to afternoon session.

Bylaw Changes: Gerry noted he is still waiting to hear back from USA Swimming regarding changes submitted over 1 ½ years ago for approval.

Dual Meet with South Dakota: Deferred report to afternoon session.

Meet Manager Training: Deferred report to afternoon session.

Report from Scholarship Committee: Deferred report to afternoon session.

New Business:

Pool Depth & Short Course State Meet locations: Gerry indicated Scott had the list of pools that meet the depths. Any pool less than 4 feet must require in water starts versus on deck starts. Discussion will be needed to be held regarding what we want to do for hosting future state meets.

Fall 2004 meeting date and location: Deferred report to afternoon session.

Spring 2005 meeting date and location: Deferred report to afternoon session.

Meeting was adjourned at Noon.