

Ohio Swimming, Inc. Board of Directors Meeting

Conference Call - August 30, 2016 8:00 pm

(404)801-3225, (734)746-0035, (860)970-0010 (choice of call in numbers) 236-760-864# (meeting ID)

APPROVED MINUTES

1. Call to Order and Roll Call

BOD members:		BOD Members:		BOD Members:	
General Chair – David Back	x	Senior Athlete Rep – Jessica Zaper	x	Safety Coordinator – John Pristash	x
Admin Vice Chair – Anne Lawley	x	Junior Athlete Rep – Kierstyn Cassidy	x	Sanctioning Chair – Anissa Kanzari	x
Senior Vice Chair – Chris Hadden		Ath Rep (C) – Owen McQuaid		Disability Swimming Chair – Jim Peterfish	x
Age Group Vice Chair – Todd Billhimer	x	Ath Rep (NW) – Regan Bohm	x	Officials Chair – Pam Birnbrich	x
Secretary – Mark Johnson	x	Ath Rep (SW-D) – Katrina Kanzari	x	Technical Planning Chair – Steve Nye	x
Treasurer – Kyle Goodrich	x	Ath Rep (SW-C) – Peter Breissinger or		Safe Sport Chair – Mike Yeager	x
Coaches Chair – Ed Bachman		Ath Rep (SW-C) – Taylor Contino	x	Diversity/Inclusion – Bernard Vrancken	
Coaches Rep – Kris Moellenberg	x				
Committee members:					
Chip Carrigan	x	Terry Anchrum			

2. Approve Agenda – Agenda **APPROVED**

3. Approval of June Minutes – No changes... Minutes **APPROVED**.

4. Consent agenda – No Items

5. Board Reports

- a. Administrative Vice Chair - attached
- b. Athlete Committee – attached - elections and welcome - Chloe is appointed to NW Junior Rep. Still need to appoint a Dayton Junior Rep.
- c. Sanctioning – 2017 is now covered for LC regionals (Pau Hana) but 2018 central needs a site. Lack of Meet Marshals at LC JOs still a concern in warm up / warm down pool. Recommend a Policy change to penalize meet hosts that do not adhere to OSI’s policy.
- d. Safe Sport - attached

6. Committee Reports

- a. Membership/Registration – attached.
 - Please get back to Erin before convention with any issues.
- b. Budget Committee – attached
 - Reallocate part of the \$2 fee to 75% facility and 25% travel.
 - Reallocate the percentages for championship meet hosts to include 6% to Open Water.
 - Request to establish a “best practice” to show actuals vs budgeted report for each meeting so everyone knows where we stand budget wise.
 - Requested budget would’ve put OSI significantly in the hole.
 - Budget Committee recommended 3% increase over ACTUAL expenditures with a few notable exceptions including funding for new initiatives not included in last year’s budget
 - Discussion regarding size of the deficit and cause
 - Money available in Discretionary Fund as well as requests to the Board
 - Proposed budget **APPROVED** for presentation to HOD [see attached]

7. Old Business

- a. Operating Reserves BOD approval needed ---
 - Currently \$675091 in actual reserves as of Aug 31 2015.

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APPROVED MINUTES

- Ohio Swimming making a recommendation of having one year of expenses as reserves Appendix 13 of Policy manual.
 - b. \$3 increase allocation for Oct HOD meeting - \$1 will offset credit card fees, \$1 will go to LSC recognition banquet, \$1 is going to TBD.
8. Policy Book **MOTION APPROVED** for the number of meet marshals to be no less than 4. **MOTION APPROVED** to accept changes to policy manual with changes to travel policy.
9. New Business
- a. Board Manual and conflict of interest policy review.
 - All BOD members need to have this completed by Oct 1.
 - Email will be sent out when completed.
 - b. Payment of BOD memberships to include legal counsel. **MOTION carried** to pay membership of legal counsel.
 - c. Coach Elections Revisited (Ed).
 - No nominations and we must have members. Will discuss at convention.
 - d. April 2017 HOD meeting date –
 - Request HOD date change from Sun afternoon to Fri evening (Erin)
 - e. Rokkitwear - tabled for later
 - f. Convention –
 - Will send out schedule later this week
 - Avg of 8 hours of meetings.
10. Announcements
11. Next BOD Meeting - Convention prep Wednesday September 14 8pm
12. **MOTION to adjourn at 10:28 APPROVED**

Ohio Swimming
Profit & Loss Budget Overview
 September 2016 through August 2017

Sep '16 - Aug 17

Ordinary Income/Expense	
Income	
Memberships/Dues(USA Swim)	
Athlete(\$69.00)	479,550.00
Club Membership Dues (\$200.00)	13,650.00
Non Athl (\$69.00)	56,925.00
Outreach (\$5.00)	550.00
Seasonal Swimmers (\$37.00)	27,650.00
Total Memberships/Dues(USA Swim)	578,325.00
Other Income	
Approved/Meet Observation Fees	3,000.00
Banquet Income (C1)	7,000.00
Interest and Dividends (Edward	60.00
Misc.	2,400.00
Multicultural Camp Inc (C2)	16,000.00
Official Dues (\$6.00) (C3)	1,960.00
Officials (T-shirts,Badges) C3	500.00
Zone Team (C4)	72,000.00
Total Other Income	102,920.00
Sanctions & Meet Revenue	
Entry Fees	91,500.00
Facility Fund (Reserved Fund)	57,000.00
Sanctions	2,900.00
Senior Circuit Entry Fees (C5)	4,500.00
Travel Fund (Reserved Fund)	19,000.00
Total Sanctions & Meet Revenue	174,900.00
Savings(From)	19,404.00
Total Income	875,549.00
Expense	
Memberships/Dues Exp.(USA Swim)	
Athlete (\$56.00)	389,200.00
Club Membership Dues (\$70.00)	4,800.00
Individual Non Ath (\$56.00)	46,200.00
Outreach (\$5.00)	550.00
Seasonal Swimmers(\$32.00)	25,280.00
Total Memberships/Dues Exp.(USA Swim)	466,030.00
Operations	
Administrative Review Board	100.00
Administrative Vice Chairman	500.00
Age Group Chairman	100.00
Coach Representatives	
Coach of Yr Clinic, Scholarship	2,000.00
Coach of Yr Plaques	100.00
Total Coach Representatives	2,100.00
Disability Swimming Coordinator	1,030.00
Donations	500.00
General Chairman(Discretionary)	10,000.00
Legal	0.00
LSC Conventions/Clinics/Dues	
Central Zone Dues	100.00
D&O Insurance	1,500.00
House of Delegates Meeting	2,000.00
Recognition Banquet Exp (C1)	17,000.00
Swimposium	10,000.00
USA Membership Board of Dir.	1,680.00
USAS Convention	15,000.00

Ohio Swimming Profit & Loss Budget Overview September 2016 through August 2017

	Sep '16 - Aug 17
Workshops	1,120.00
Total LSC Conventions/Clinics/Dues	48,400.00
Officials Chair (C3)	
Background Check	865.00
Background Check Renewals	425.00
Officials Chair(Tshirts&Badges)	55.00
Officials Travel	14,120.00
Subcontract Work	900.00
Wkshops,Meetings,Recog,Training	5,370.00
Total Officials Chair (C3)	21,735.00
Open Water	
Camps	3,000.00
Total Open Water	3,000.00
Outreach/Diversity	
Diversity	4,970.00
Multi Cultural Camp (C2)	15,000.00
Outreach-Gear	6,710.00
Outreach Travel	620.00
Total Outreach/Diversity	27,300.00
Permanent Office	
CC & Electronic Fees	6,135.00
Office Expense	7,585.00
Payroll Expenses	74,605.00
Subcontractor Work	215.00
Worker's Compensation	154.00
Total Permanent Office	88,694.00
Safe Sport Coordinator	470.00
Safety Coordinator	600.00
Secretary	100.00
Senior Vice-Chairman	100.00
Treasurer	
Audit	6,295.00
Tax Prep	2,695.00
Taxes	100.00
Total Treasurer	9,090.00
Total Operations	213,819.00
Swimmer Support	
Awards	
Age Group	15,000.00
Seniors	700.00
Total Awards	15,700.00
Championship (Facility Reserved)	
LC Jr. Olympics	6,270.00
LC Regionals	14,250.00
LC Seniors	6,270.00
Open Water Championship	3,420.00
SC Jr. Olympics	6,270.00
SC Regionals	14,250.00
SC Sr Championships	6,270.00
Championship (Facility Reserved - Other)	0.00
Total Championship (Facility Reserved)	57,000.00
Meets	
Distance Meets	5,000.00

10:23 AM
08/26/16
Cash Basis

Ohio Swimming
Profit & Loss Budget Overview
September 2016 through August 2017

	<u>Sep '16 - Aug 17</u>
Senior Circuit Meets (C5)	9,000.00
Total Meets	14,000.00
Open Water	
Ohio Open Water Cup	500.00
Open Water Champ Meet Subsidy	0.00
Total Open Water	500.00
Senior Travel Fund (Reserved)	19,000.00
Zone Team	
Zone Team-Open Water	2,500.00
Zone Team Team Mgr (C4)	5,000.00
Zone Team - Other	82,000.00
Total Zone Team	89,500.00
Total Swimmer Support	195,700.00
Total Expense	875,549.00
Net Ordinary Income	0.00
Net Income	<u>0.00</u>

Ohio Swimming
Executive Summary - Budget Analysis

Revenues			Current Year			
	2014-2015	Percent	2015-2016	Percent	2016-2017	Percent
Net Membership Dues	\$84,118	30.16%	\$82,630	31.49%	\$112,295	38.97%
Meet Facility Fund Surcharge	\$40,800	14.63%	\$38,000	14.48%	\$57,000	19.78%
Meet Travel Fund Surcharge	\$40,800	14.63%	\$38,000	14.48%	\$19,000	6.59%
Meet Splash Fee Revenue	\$105,600	37.86%	\$96,000	36.59%	\$91,500	31.75%
Meet Sanctioning Revenue	\$2,750	0.99%	\$2,900	1.11%	\$2,900	1.01%
Approved/Observed Revenue	\$1,800	0.65%	\$1,800	0.69%	\$3,000	1.04%
Other Misc Revenue	\$3,063	1.10%	\$3,060	1.17%	\$2,460	0.85%
Total Revenues	\$278,931	100.00%	\$262,390	100.00%	\$288,155	100.00%
Expenses						
			Current Year			
Swimmer Support	2014-2015	Percent	2015-2016	Percent	2016-2017	
Championship Facility Subsidy	\$40,800	13.38%	\$38,000	11.85%	\$57,000	18.53%
Travel Fund Subsidy	\$40,800	13.38%	\$38,000	11.85%	\$19,000	6.18%
Net Senior Circuit Meets	\$18,000	5.90%	\$18,000	5.62%	\$4,500	1.46%
Awards	\$16,000	5.25%	\$17,200	5.37%	\$15,700	5.10%
Net Zone Team - Pool	\$10,000	3.28%	\$10,000	3.12%	\$15,000	4.88%
Net Zone Team - Open Water	\$5,000	1.64%	\$2,500	0.78%	\$2,500	0.81%
Facility Subsidy	\$9,500	3.11%	\$0	0.00%	\$0	0.00%
Net Camps	\$3,000	0.98%	\$0	0.00%	\$0	0.00%
Distance Meets	\$5,000	1.64%	\$5,000	1.56%	\$5,000	1.63%
Total Swimmer Support	\$148,100	48.55%	\$128,700	40.15%	\$118,700	38.59%
Operations	Current Year	Percent	2015-2016	Percent	2016-2017	
Officials - Net	\$10,450	3.43%	\$28,565	8.91%	\$19,275	6.27%
Diversity-Net	\$2,000	0.66%	\$5,375	1.68%	\$3,970	1.29%
Outreach	\$7,000	2.29%	\$12,500	3.90%	\$7,330	2.38%
Disability Swimming Coordinator	\$1,500	0.49%	\$3,000	0.94%	\$1,030	0.33%
Administrative Vice Chairman	\$500	0.16%	\$650	0.20%	\$500	0.16%
Age Group Chairman	\$1,500	0.49%	\$100	0.03%	\$100	0.03%
Administrative Review Board	\$500	0.16%	\$100	0.03%	\$100	0.03%
Safe Sport Coordinator	\$4,000	1.31%	\$6,000	1.87%	\$470	0.15%
Safety Coordinator	\$500	0.16%	\$500	0.16%	\$600	0.20%
Secretary	\$100	0.03%	\$400	0.12%	\$100	0.03%
Senior Vice-Chairman	\$500	0.16%	\$100	0.03%	\$100	0.03%
Coach Representatives	\$220	0.07%	\$2,200	0.69%	\$2,100	0.68%
Technical Planning Chairman	\$100	0.03%	\$100	0.03%	\$0	0.00%
Times Coordinator/Records/T10	\$1,000	0.33%	\$1,000	0.31%	\$0	0.00%
Treasurer	\$8,690	2.85%	\$7,490	2.34%	\$9,090	2.96%
Web Master	\$1,200	0.39%	\$0	0.00%	\$0	0.00%
Open Water					\$3,500	1.14%
Permanent Office	\$85,080	27.89%	\$88,175	27.51%	\$88,694	28.84%
Conventions/Clinics/Dues	\$19,600	6.43%	\$23,100	7.21%	\$41,400	13.46%
Donations	\$500	0.16%	\$500	0.16%	\$500	0.16%
General Chairman(Discretionary)	\$10,000	3.28%	\$10,000	3.12%	\$10,000	3.25%
Legal	\$2,000	0.66%	\$2,000	0.62%	\$0	0.00%
Total Operations	\$156,940	51.45%	\$191,855	59.85%	\$188,859	61.41%
Total Expenses	\$305,040	100.00%	\$320,555	100.00%	\$307,559	100.00%
Net Surplus/(Deficit)	(\$26,109)		(\$58,165)		(\$19,404)	
Transfer From Savings	\$26,109		\$58,165		\$19,404	
Net After Transfers	\$0		\$0		\$0	