

## Ohio Swimming, Inc. Board of Directors Meeting

Conference Call – February 9, 2017 8:00 pm

513-275-6543 (no PIN) or via computer: [www.uberconference.com/ohioswim](http://www.uberconference.com/ohioswim)

APPROVED MINUTES

### 1. Call to Order and Roll Call @ 8:19 PM

<b>BOD members:</b>		<b>BOD Members:</b>		<b>BOD Members:</b>	
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		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		Officials Chair – Pam Birnbrich	
Secretary – Mark Johnson	x	Ath Rep (SW-D) – Katrina Kanzari	x	Technical Planning Chair – Steve Nye	
Treasurer – Terry Anchrum	x	Ath Rep (SW-C) – Peter Breissingner or Taylor Contino		Safe Sport Chair – Mike Yeager	x
Coaches Chair – Kris Moellenberg				Diversity/Inclusion – Bernard Vrancken	
Coaches Rep – tbd					
<b>Committee members:</b>					
Chip Carrigan	x	Terry Anchrum	x		
Others attending:					

### 2. Approve Agenda **APPROVED**

### 3. Consent agenda **APPROVED**

- Adoption of Jan 2016 minutes

### 4. Board Reports

- General Chair – No Report
- Admin Vice Chair – No Report
- Senior Vice Chair – No Report
- Age Group Vice Chair – No Report
- Treasurer – Attached
  - January P&L Statement
  - Task force for registration process improvements starting up soon.
  - Larger expenses are due later this fiscal year with championship meets both for both short course and long course.
- Coach Representatives – No Report
- Athlete Representatives – No Report
- Safety Coordinator – No Report
- Sanctioning – No Report
- Disability Coordinator – No Report
- Officials Chair – Attached
- Technical Planning Chair – No Report
- Safe Sport – Attached
  - Had a very good click rate for opening the meet marshal letter that was sent out.
  - Question from one individual for approved and observed meet and meet marshals. Response came back that meet marshals are laid out in the rules and regulation section of the rule book so therefore even approved and observed meets need to have meet marshals. Do not believe it was push back but more of a matter of “why does this need to be done?”
- Diversity and Inclusion – No Report

### 5. Committee Reports

- Membership/Registration – No Report
- Times/Records – No Report
- Open Water – No Report

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### APPROVED MINUTES

- Outreach Coordinator – Attached
  - Zone Team Coordinator – No Report
6. Old Business
- LEAP Update - October 2016 BOD Meeting
    - Currently started the process for update.
  - Term Limits - October 2016 BOD Meeting
    - Still discussing with various individuals on what positions need what term limits.
  - Swimposium Update - November 2016 BOD Meeting
    - David to get with Erin about this.
  - Banquet Update - November 2016 BOD Meeting
    - David to get with Erin about this.
  - Update on non-payment of membership dues - January 2017 BOD Meeting
    - Task force pulled together and to meet next month. Start out with finding out the current process that is currently being followed.
    - Membership report from Erin could relate number of new members with money on statement.
7. New Business
8. Announcements
- BOD did donate money to a foundation in Terri Shannon's husbands name.
9. Next BOD Meetings – Thurs March 16, 2017 8 pm Motion made to move from regular scheduled date of the 9'th to the 16'th due to JO meet starting on the 10'th of March.
10. Adjournment at 8:50 PM

## Ohio Swimming

### Profit & Loss Budget vs. Actual

September 2016 through August 2017

	Sep '16 - A...	Budget	\$ Over Bud...	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Memberships/Dues(USA Swim)</b>				
Athlete(\$69.00)	380,643.62	479,550.00	-98,906.38	79.4%
Club Membership Dues (\$200.00)	12,132.99	13,650.00	-1,517.01	88.9%
Non Athl (\$69.00)	43,708.87	56,925.00	-13,216.13	76.8%
Outreach (\$5.00)	301.24	550.00	-248.76	54.8%
Seasonal Swimmers (\$35.00)	19,965.65	27,650.00	-7,684.35	72.2%
<b>Total Memberships/Dues(USA Swim)</b>	<b>456,752.37</b>	<b>578,325.00</b>	<b>-121,572.63</b>	<b>79.0%</b>
<b>Other Income</b>				
Approved/Meet Observation Fees	1,400.00	3,000.00	-1,600.00	46.7%
Banquet Income (C1)	0.00	7,000.00	-7,000.00	0.0%
Interest and Dividends (Edward	0.00	60.00	-60.00	0.0%
Interest Income(Ckg/Saving)				
Dividends	6.73			
<b>Total Interest Income(Ckg/Saving)</b>	<b>6.73</b>			
Misc.	4,200.00	2,400.00	1,800.00	175.0%
Multicultural Camp Inc (C2)	0.00	15,000.00	-15,000.00	0.0%
Official Dues (\$6.00) (C3)	1,296.00	1,960.00	-664.00	66.1%
Officials (T-shirts,Badges) C3	0.00	500.00	-500.00	0.0%
Zone Team (C4)	0.00	72,000.00	-72,000.00	0.0%
<b>Total Other Income</b>	<b>6,902.73</b>	<b>101,920.00</b>	<b>-95,017.27</b>	<b>6.8%</b>
<b>Sanctions &amp; Meet Revenue</b>				
Entry Fees	39,282.50	91,500.00	-52,217.50	42.9%
Facility Fund (Reserved Fund)	23,235.00	57,000.00	-33,765.00	40.8%
Sanctions	3,167.82	2,900.00	267.82	109.2%
Senior Circuit Entry Fees (C5)	0.00	4,500.00	-4,500.00	0.0%
Travel Fund (Reserved Fund)	7,745.00	19,000.00	-11,255.00	40.8%
<b>Total Sanctions &amp; Meet Revenue</b>	<b>73,430.32</b>	<b>174,900.00</b>	<b>-101,469.68</b>	<b>42.0%</b>
Savings(From)	0.00	26,689.00	-26,689.00	0.0%
<b>Total Income</b>	<b>537,085.42</b>	<b>881,834.00</b>	<b>-344,748.58</b>	<b>60.9%</b>
<b>Expense</b>				
<b>Memberships/Dues Exp.(USA Swim)</b>				
Athlete (\$56.00)	270,158.00	389,200.00	-119,042.00	69.4%
Club Membership Dues (\$70.00)	1,900.00	4,800.00	-2,900.00	39.6%
Individual Non Ath (\$56.00)	30,688.00	46,200.00	-15,512.00	66.4%
Outreach (\$5.00)	195.00	550.00	-355.00	35.5%
Seasonal Swimmers(\$30.00)	14,370.00	25,280.00	-10,910.00	56.8%
<b>Total Memberships/Dues Exp.(USA Swim)</b>	<b>317,311.00</b>	<b>466,030.00</b>	<b>-148,719.00</b>	<b>68.1%</b>
<b>Operations</b>				
Administrative Review Board	0.00	100.00	-100.00	0.0%
Administrative Vice Chairman	0.00	500.00	-500.00	0.0%
Age Group Chairman	0.00	100.00	-100.00	0.0%
<b>Coach Representatives</b>				
Coach of Yr Clinic, Scholarship	0.00	2,000.00	-2,000.00	0.0%
Coach of Yr Plaques	0.00	100.00	-100.00	0.0%
<b>Total Coach Representatives</b>	<b>0.00</b>	<b>2,100.00</b>	<b>-2,100.00</b>	<b>0.0%</b>
Disability Swimming Coordinator	0.00	1,030.00	-1,030.00	0.0%
Donations	150.00	500.00	-350.00	30.0%
General Chairman(Discretionary)	205.00	10,000.00	-9,795.00	2.1%
Legal	0.00	0.00	0.00	0.0%
<b>LSC Conventions/Clinics/Dues</b>				
Central Zone Dues	0.00	100.00	-100.00	0.0%
D&O Insurance	0.00	1,500.00	-1,500.00	0.0%
House of Delegates Meeting	2,394.01	2,000.00	394.01	119.7%

## Ohio Swimming Profit & Loss Budget vs. Actual September 2016 through August 2017

	Sep '16 - A...	Budget	\$ Over Bud...	% of Budget
Recognition Banquet Exp (C1)	0.00	17,000.00	-17,000.00	0.0%
Swimposium	3,000.00	10,000.00	-7,000.00	30.0%
USA Membership Board of Dir.	0.00	1,680.00	-1,680.00	0.0%
USAS Convention	20,227.69	15,000.00	5,227.69	134.9%
Workshops	0.00	1,120.00	-1,120.00	0.0%
<b>Total LSC Conventions/Clinics/Dues</b>	<b>25,621.70</b>	<b>48,400.00</b>	<b>-22,778.30</b>	<b>52.9%</b>
<b>Officials Chair (C3)</b>				
Background Check	677.50	865.00	-187.50	78.3%
Background Check Renewals	716.00	425.00	291.00	168.5%
Officials Chair(Tshirts&Badges)	445.12	360.00	85.12	123.6%
Officials Travel	3,108.38	20,000.00	-16,891.62	15.5%
Subcontract Work	0.00	0.00	0.00	0.0%
Wkshps,Meetings,Recog,Training	-403.80	5,370.00	-5,773.80	-7.5%
<b>Total Officials Chair (C3)</b>	<b>4,543.20</b>	<b>27,020.00</b>	<b>-22,476.80</b>	<b>16.8%</b>
<b>Open Water</b>				
Camps	0.00	3,000.00	-3,000.00	0.0%
<b>Total Open Water</b>	<b>0.00</b>	<b>3,000.00</b>	<b>-3,000.00</b>	<b>0.0%</b>
<b>Outreach/Diversity</b>				
Diversity	0.00	4,970.00	-4,970.00	0.0%
Multi Cultural Camp (C2)	0.00	16,000.00	-16,000.00	0.0%
Outreach-Gear	8,520.22	6,710.00	1,810.22	127.0%
Outreach Travel	200.00	620.00	-420.00	32.3%
<b>Total Outreach/Diversity</b>	<b>8,720.22</b>	<b>28,300.00</b>	<b>-19,579.78</b>	<b>30.8%</b>
<b>Permanent Office</b>				
CC & Electronic Fees	5,754.08	6,135.00	-380.92	93.8%
Office Expense	2,283.58	7,585.00	-5,301.42	30.1%
Payroll Expenses	33,322.85	74,605.00	-41,282.15	44.7%
Subcontractor Work	0.00	215.00	-215.00	0.0%
Worker's Compensation	85.00	154.00	-69.00	55.2%
<b>Total Permanent Office</b>	<b>41,445.51</b>	<b>88,694.00</b>	<b>-47,248.49</b>	<b>46.7%</b>
<b>Safe Sport Coordinator</b>	<b>0.00</b>	<b>470.00</b>	<b>-470.00</b>	<b>0.0%</b>
<b>Safety Coordinator</b>	<b>0.00</b>	<b>600.00</b>	<b>-600.00</b>	<b>0.0%</b>
<b>Secretary</b>	<b>0.00</b>	<b>100.00</b>	<b>-100.00</b>	<b>0.0%</b>
<b>Senior Vice-Chairman</b>	<b>0.00</b>	<b>100.00</b>	<b>-100.00</b>	<b>0.0%</b>
<b>Treasurer</b>				
Audit	6,495.00	6,295.00	200.00	103.2%
Tax Prep	0.00	2,695.00	-2,695.00	0.0%
Taxes	0.00	100.00	-100.00	0.0%
<b>Total Treasurer</b>	<b>6,495.00</b>	<b>9,090.00</b>	<b>-2,595.00</b>	<b>71.5%</b>
<b>Total Operations</b>	<b>87,180.63</b>	<b>220,104.00</b>	<b>-132,923.37</b>	<b>39.6%</b>
<b>Swimmer Support</b>				
<b>Awards</b>				
Age Group	0.00	15,000.00	-15,000.00	0.0%
Seniors	245.94	700.00	-454.06	35.1%
<b>Total Awards</b>	<b>245.94</b>	<b>15,700.00</b>	<b>-15,454.06</b>	<b>1.6%</b>
<b>Championship (Facility Reserved)</b>				
LC Jr. Olympics	0.00	6,270.00	-6,270.00	0.0%
LC Regionals	0.00	14,250.00	-14,250.00	0.0%
LC Seniors	233.00	6,270.00	-6,037.00	3.7%
Open Water Championship	0.00	3,420.00	-3,420.00	0.0%
SC Jr. Olympics	0.00	6,270.00	-6,270.00	0.0%
SC Regionals	0.00	14,250.00	-14,250.00	0.0%
SC Sr Championships	6,270.00	6,270.00	0.00	100.0%
Championship (Facility Reserved - Other)	0.00	0.00	0.00	0.0%

**Ohio Swimming**  
**Profit & Loss Budget vs. Actual**  
**September 2016 through August 2017**

	Sep '16 - A...	Budget	\$ Over Bud...	% of Budget
Total Championship (Facility Reserved)	6,503.00	57,000.00	-50,497.00	11.4%
<b>Meets</b>				
Distance Meets	0.00	5,000.00	-5,000.00	0.0%
Senior Circuit Meets (C5)	0.00	9,000.00	-9,000.00	0.0%
<b>Total Meets</b>	0.00	14,000.00	-14,000.00	0.0%
<b>Open Water</b>				
Ohio Open Water Cup	0.00	500.00	-500.00	0.0%
Open Water Champ Meet Subsidy	0.00	0.00	0.00	0.0%
<b>Total Open Water</b>	0.00	500.00	-500.00	0.0%
<b>Senior Travel Fund (Reserved)</b>				
Long Course	-300.00			
Olympic Trials (C6)	-600.00			
Senior Travel Fund (Reserved) - Other	0.00	19,000.00	-19,000.00	0.0%
<b>Total Senior Travel Fund (Reserved)</b>	-900.00	19,000.00	-19,900.00	-4.7%
<b>Zone Team</b>				
Zone Team-Open Water	0.00	2,500.00	-2,500.00	0.0%
Zone Team Team Mgr (C4)	0.00	5,000.00	-5,000.00	0.0%
Zone Team - Other	0.00	82,000.00	-82,000.00	0.0%
<b>Total Zone Team</b>	0.00	89,500.00	-89,500.00	0.0%
<b>Total Swimmer Support</b>	5,848.94	195,700.00	-189,851.06	3.0%
<b>Total Expense</b>	410,340.57	881,834.00	-471,493.43	46.5%
<b>Net Ordinary Income</b>	126,744.85	0.00	126,744.85	100.0%
<b>Net Income</b>	<u>126,744.85</u>	<u>0.00</u>	<u>126,744.85</u>	<u>100.0%</u>

Ohio Swimming  
Balance Sheet  
As of February 3, 2017

	Feb 3, 17
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Edward Jones	296,046.25
Edward Jones Money Market	
Olympic Trials Fund	71,502.45
Edward Jones Money Market - Other	154,933.34
Total Edward Jones Money Market	226,435.79
FMB Checking	3,112.23
FMB Savings	0.00
Total Checking/Savings	525,594.27
Accounts Receivable	
Accounts Receivable	-163.00
Total Accounts Receivable	-163.00
Total Current Assets	525,431.27
<b>TOTAL ASSETS</b>	<b>525,431.27</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Payroll Liabilities	2,797.79
Total Other Current Liabilities	2,797.79
Total Current Liabilities	2,797.79
Total Liabilities	2,797.79
Equity	
Opening Bal Equity	220,316.78
Retained Earnings	175,571.85
Net Income	126,744.85
Total Equity	522,633.48
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>525,431.27</b>



Treasurer's Report  
Ohio Swimming February 2017 BOD Meeting

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To: Ohio Swimming Board of Directors  
From: Terry Anchrum  
Date: February 7, 2017  
Re: OSI Treasurer's Report

1. YTD Financials
  - a. YTD spend is \$410,341 vs our \$881,834 budget, or 46.5% spent YTD
  - b. Still tracking very well vs budget.
2. MTD Financials
  - a. Fiscal January expense spend was \$15,845.
3. 2016 Audit Report
  - a. Per the January Meeting, I shared the audit files and requested questions and feedback.
  - b. No major questions or objections were raised, thus on February 2, 2017, I submitted the authorization to electronically file our taxes. Kirsch is now finalizing that process with the intent to have the taxes filed well ahead of the April 15<sup>th</sup> deadline.
4. Registration Process Task Force
  - a. I asked for volunteers last month and will go forward with the following task force members: Anne Lawley, Pam Birnbrich, Anissa Kanzari and Erin Schwab.
  - b. I asked Erin to develop a detailed flow diagram outlining the registration process and the task force will convene separately to review the current process and recommend changes (if needed) based on our findings.
  - c. I will coordinate a call to discuss this after the Spring HOD.

Respectfully Submitted,

*Terry Anchrum*

Terry Anchrum  
OSI Interim Treasurer

**Officials Chair Report**  
**Board of Directors Meeting**  
**February 2017**

**1. Sub-committee Updates**

- a. All – working on identification of Mentor criteria, in anticipation of Swimposium training opportunity; vetting officials by Commission
- b. Planning another OSI *Chief Judge* clinic at JO's in March
- c. *Stroke & Turn* certification draft documents complete; “soft opening” Spring 2017
- d. *Meet Referee* certification draft documents complete
- e. *AO/AR* certification documents have been re-formatted prior to formal implementation
- f. *Recognition* - Working on years of service acknowledgement (5, 10, 15 year pins), identification of 2017 HoF Inductees (to be announced at Awards Banquet) and Recruiter of the Year and Official of the Year candidates
- g. *Social* – planning social events for JO's and Senior Meet; golf outing in Spring
- h. Vendors being vetted by *Apparel* for online store
- i. New sub-committees being formed: *Recruiting & Retention* and *Communication & Social Media*

**2. Meet Referee appointments**

- a. 2017 SC JO's at Ohio State: Michael Yeager (TLCJ = Anchrum; AR = Ferritto; EV = Meagher/Mantkowski)

**3. Swimposium**

- a. Training event for officials at Spring 2017 Swimposium: Mentoring theme
- b. 3 sessions with Melissa Hellervik-Bing
- c. Starter/Referee clinic
- d. Safe Sport session
- e. Recruiting opportunity during Swimjitzu (Officiating 101)

**4. Upcoming Meets: March 2017**

- a. Indy Pro Series: AR (Johnson); DR (Birnbrich); TLCJ (Lawley); SR (Raker)
- b. Sectionals – Indy: MR (Caraballo); AR (Kanzari, Birnbrich); DR (Waller)
- c. Sectionals – Iowa: AR (Kanzari)

Respectfully submitted,



Pamela Birnbrich

Pamela Birnbrich  
OSI Officials Chair



## Safe Sport Chair Report Ohio Swimming BOD February 2017



To: Ohio Swimming Board of Directors  
From: Michael Yeager  
Date: February 9, 2017  
Re: Safe Sport Report to the BOD

**USA Swimming is committed to fostering a fun, healthy, and safe environment for all its members.**

### **Safe Sport Mondays**

Campaign was sent on January 9, 2017 for the January Safe Sport Monday. The campaign was sent to 648 email addresses with 211 opens (34.6%) and 30 clicks (14.2%). There were 38 bounces with 2 unsubscribe (The content is no longer relevant to me) – 399 did not open the campaign. There was 1 report of spam.

#### **Send to Lists:**

OSI Executive Committee  
OSI Board Members  
OSI Committee Members  
2017 OSI Coaches  
2016 OSI Coaches  
OSI Head Coaches  
2017 OSI Safe Sport Committee  
Club Contacts

### **OSI Meet Marshal and Lifeguard Letter**

Campaign was sent on January 16, 2017 for the OSI Meet Marshal and Lifeguard Letter. The campaign was sent to 1,197 email addresses with 531 opens (47.2%) and 258 clicks (48.6%). There were 73 bounces with 3 unsubscribe (The content is no longer relevant to me) – 593 did not open the campaign.

#### **Send to Lists:**

OSI Executive Committee  
OSI Board Members  
OSI Committee Members  
2017 OSI Coaches  
2016 OSI Coaches  
OSI Head Coaches  
2017 OSI Safe Sport Committee  
2016 OSI Officials  
2017 OSI Officials  
2015 Safe Sport

Respectfully Submitted,

*Michael J. Yeager*

Michael Yeager  
Safe Sport Chair