

# Ohio Swimming, Inc. Board of Directors Meeting

Miami University Rec Center Wet Classroom

March 1 - 2, 2013

MINUTES - UNAPPROVED

## 1. Call to Order and Roll Call

FRIDAY: Meeting was called to order at 1:15 pm. Concluded at 3:15 pm.					
General Chair – John Reynolds	ph	Coaches Rep – Todd Billhimer	x	Scheduling Coordinator – Erin Schwab	x
Admin Vice Chair – Bill Houk	x	Senior Athlete Rep – Mitch Paul		Record/T16 Coordinator – Brent Peaden	
Senior Vice Chair – Jason Roberts		Junior Athlete Rep – Temarie Tomley		Adaptive Swimming Chair – Jim Peterfish	x
Age Group Vice Chair – David Back		Athlete At-Large		Officials Chair – Mike Bockstiegel	x
Secretary – Carolyn Strunk	x	Athlete At-Large		Member/Reg Coordinator – Erin Schwab	x
Treasurer – Chris Wolford	x	Safety Coordinator – John Pristash		Technical Planning Chair – Steve Nye	x
Coaches Chair – Ed Bachman					
SATURDAY: Meeting was called to order at 1:15 pm. Concluded at 3:08 pm.					
General Chair – John Reynolds	x	Coaches Rep – Todd Billhimer	x	Scheduling Coordinator – Erin Schwab	x
Admin Vice Chair – Bill Houk	x	Senior Athlete Rep – Mitch Paul		Record/T16 Coordinator – Brent Peaden	
Senior Vice Chair – Jason Roberts	x	Junior Athlete Rep – Temarie Tomley	x	Adaptive Swimming Chair – Jim Peterfish	x
Age Group Vice Chair – David Back	x	Athlete At-Large – Mack Lewis	x	Officials Chair – Mike Bockstiegel	x
Secretary – Carolyn Strunk		Athlete At-Large		Member/Reg Coordinator – Erin Schwab	x
Treasurer – Chris Wolford	x	Safety Coordinator – John Pristash		Technical Planning Chair – Steve Nye	x
Coaches Chair – Ed Bachman	x				

2. **Announcements** – There were no announcements.

### 3. Consent Agenda

a. Adoption of July 2012 Minutes

Bill Houk requested to pulled coach compliance document to discuss under New Discussion Items (add item to discuss)

b. Updated Organizational Documents:

- Updated Financial Summary Sheet with Disability information (Peterfish)

Disability information to be collected on financial Summary sheets beginning April 2013.

- Coach certification document to be finalized (Bachman)

**MOTION:** To approve July 2012 minutes with the coach compliance document pulled and the updated financial summary sheet. **APPROVED.**

### 4. Action Items

a. OSI sponsorship – David Back looked into some sponsorship opportunities with no success.

b. Motion to increase 2014 Club Membership fees to \$200 was approved by the BOD in July 2012. Did not get approval that fee can be doubled if attendance requirement was not met.

**MOTION:** to present the increase of 2014 club membership fees as \$400, with a \$200 discount if attendance requirement is met vs. a \$200 club membership fee with a “fine” for no HOD attendance.

**APPROVED.**

c. Reimbursement of officials background screen (BGS):

**MOTION:** To officially approve continuing the BGS reimbursement from OSI, which was tabled in July 2012 pending published fees. **APPROVED.**

### 5. Discussion Items from last meeting

a. OSI Sanctioning Process/Hierarchy

- Review of current sanctioning process. No changes need to be made.

- Steve: Sanction Hierarchy document. Will be added as an appendix to Policy manual.

- Meet application fees to be increased to \$25 beginning SC 2015.

**MOTION:** To increase meet sanction application fees from \$10 to \$25 beginning SC 2015. **APPROVED.**

b. Sanctioned Meets/Meet Operations/Integrity of Times:

- Administrative Official to be required at all sessions of all sanctioned meets beginning Sept 2013. AO Training will be available by the Spring clinics.

- Beginning Sept 2013, before times are loaded in SWIMS, OTS will be checked for AO attendance at the meet.

c. OSI policy book (Erin/Bill)

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- Review of Policy Book will be completed by May 15<sup>th</sup>, 2013 by Bill and Erin. The policy book will be an administrative manual that is presented by the Board, and will be reviewed every year to be put in place every new swim year (in Sept).
- The policy book will be sent to the BOD members after May 15<sup>th</sup>, 2013 for final review.
- d. Defining OSI HOD Rep: All members attending the HOD meeting must be current USA Swimming members in order to vote. In order to receive credit for club attendance for the OSI Club Membership discount, the representative that signs in must be an eligible voting member.
- e. Outreach development – OSI will support the Summer Diversity Meet.

### 6. New Discussion Items

- a. Legislation
  - Add description of responsibilities/membership of Technical Planning Committee to bylaws. Suggestion to also include deck ref, meet director, meet admin ref on the committee. Steve to review materials and come up with guidelines for HOD May meeting.
  - Change the bylaws to remove the Registration/Membership Coordinator from the BOD and as an elected and voting position. **ACTION ITEM:** Change for the May 2013 legislation.
  - **ACTION ITEM:** Safe Sport Coordinator should be added to the BOD and fall under the General Chair Division. Bylaws will need to be updated with Safe Sport Responsibilities as directed by USA Swimming.
  - **ACTION ITEM:** BOD memberships that are paid by OSI to be determined by the personnel committee.
- b. Meets/Sanctions:
  - LSC Meet books need to be followed at Championship meets and it is the responsibility of the meet director and Meet Referee to review and understand the book in advance of the meet.
  - Championship Meet committees:
    1. Meet jury – appeal committee for resolving protests
    2. Meet committee – administrative advisory committee
  - Securing facilities for championship meets will fall under Technical Planning (Facilities Development). Have a person on the committee to have that responsibility.
  - The financial form will be updated for the senior circuit meets to reflect the 25% return to OSI.
  - An OTS contact needs to be provided on the meet sanction application. The OSI Permanent office will enter all the meets into OTS when the schedule is approved.
  - OSI does not require a MM file for each sanction (time trials can be included in the same MM file).
  - Time Trials require a separate sanction application in OSI.
  - MOTION:** To increase deck entry fee maximum to be double of what the currently posted fees are.
  - APPROVED.**
  - MOTION:** To remove the Athlete Membership verification page in meet books. **APPROVED.**
- c. Swim Connection and zone team registration: Look into using OSI Team Unify for zone team registration. Something we can set up in OME? **ACTION ITEM:** Erin and Brent to look into.
- d. Approvals/Observations:
  - HS Observations – where do we draw the line? **ACTION ITEM:** Ed to look into whether to include HS conference championships and sectionals as observed meets.
- e. Financial: Intuit credit card option will be turned on beginning Long Course 2013.  
Non-payment through online registration: Erin to check registrations requested through the online system and delete any unpaid records from SWIMS before the 1<sup>st</sup> of the month.
- f. LEAP Level 2: Need BOD job descriptions
- g. Outreach: OSI will provide support for the Diversity Meet in July. \$1000 allocated.
- h. Website: Ok to post Ohio coach positions available on the website.  
SwimOutlet.com – look into putting on the OSI website.
- i. Coach Compliance Document – **ACTION ITEM:** Document will be sent to John Morse and John MacKay for input. Will revisit document again after their input.
- j. Conference call for exec committee Thurs Mar 12 7 pm. Information emailed out by John.