

**Ozark Swimming, Inc. – House of Delegates Meeting
The Parkway Instructional Center
October 18th, 2008 meeting called to order at 1:00 PM**

Attendees: Ernie Paskoff, Dale Andersen, Karen Smiley, Kim Weissm David Ninneman, Gussie Crawford, Lynne Welsh, Priscilla Zenk, Nick Rudich, Brooke Carr, Kay Lynne Firshing, Ron Marion, Tania Hillmer, Marc Cox, Karl Larson, Jay Newton, Michael Tso., Erik Strom, Mark Bethroad, Mary Liston, Mike Grammar, Ashleigh Grammar, Steve Franklin, Stephen Selipsky, Dave McCrary, Alice Oates and Rudy Oates

APPROVAL OF MINUTES FROM MAY 3 2008 MEETING AND FINANCIAL REPORTS Minutes are to be amended to note that on officials report tests should be taken after may 15th due to system updates

GENERAL CHAIR'S REPORT

Top Four objectives for Ozark swimming over next two years are:

Education

Instruction

Development

Promotion of the sport.

We are challenged to rearrange the current budget to facilitate these objectives

We have submitted an application to USA Swimming to be a test LSC for the new LSC recognition program- this program is similar to the current Club recognition program.

Rend Lake YMCA has applied to be accepted as an OZARK club. MOTION PASSED

Discussion was held regarding the new SR Zone meet (beginning 2010) Meet was approved at convention and will be for 15 and over swimmers. Only events the swimmer does not have a Jr National cut may be swam. Meet must be held same weekend as Age group Zones meet. If the earlier weekend is chosen, athletes achieving Jr National cuts will be able to use those times for that meet.

REPORTS OF OFFICERS, COMMITTEES & CO-ORDINATORS

Admin Vice Chair – Dale Anderson

Policy manual is not ready for publication, most of the policies are not correctly written. Manual will be put back on the website and Chairpersons are to review and revise their policies then submit to Dale for the Manual.

The Official's Policy was submitted for acceptance. MOTION PASSED

Ozark will be meeting with TEAM UNIFY to discuss possibility of converting OZ website to that platform.

Senior Vice Chair – Jason Cravens _ NO REPORT

Age Group Vice Chair – Erik Strom

- Age Group Committee/Camps Kay Lynne and Jason are members of the Age group committee any one else willing to help is asked to contact Erik**
- Erik is trying to set up LSC camps (we have had none in 3 yrs) the plan is to target small clubs and conduct level 1 and 2 camps. A senior camp is being coordinated with Mary Liston to be held possibly in December. Erik requests to be named LSC Camp director MOTION PASSED He**

will coordinate w/ Mary Liston and Jason Cravens. We will explore the option of obtaining Olympians as cam hosts although availability is unlikely

- Zones review - we took 101 swimmers and 8 coaches to Zones. OZ placed 8th (Of 15)

USA Convention Reports SEE ATTACHED

- National Board of Review
- Age Group Committee Workshop I & II
- Coaches Meeting
- Website/Privacy
- College 101

Finance Vice Chair / Treasurer – Mike Grammar / Priscilla Zenk ATTACHED

- 08/09 OSI Budget Proposal BUDGET ACCEPTED

Officials Vice Chair– Karen Smiley

New committee: Terry Harms, Bruce Neimeier, Mike Tchoukaleff, Mike Scott and Dale Andersen

Two clinics have been held this season two more are planned. Nov 1st at Rec Plex and Nov 8th at Cape. We have certified two new officials so far this year and have several current apprentices.

- USA Swimming Convention REPORTS ATTACHED
 - Issues for Officials
 - Safety Issues
 - Board of Review Discussion

The Coaches Representative – Mary Liston

Mary attended the same meetings at convention as already reported and had no additional comments. She did note the change is the way the Junior National team will be chosen – Team will be comprised of the Top 4 out of LC Jr Nationals, World Cup Chamionships, the August Meet and the US Open. 18 and under will eligible for Bonus entries effective in 2009. Juniors will have a 5 day meet format and will eliminate Non-conforming times from team relay entries. Also, we are encouraged to host open water competition for Senior swimmers – there is a 10K open water in the Sr Zone meet. Mary suggests looking into the possibility of an Open water camp.

Diversity – Rudy & Alice Oats

Alice emphasized the importance of marking ethnicity on all athlete and non athlete registrations in order to present a more correct profile to USA Swimming. She discussed Nationals suggestion that the Diversity Chair should be a required LSC Board position with a contact name available on the LSC website. Applicants to USA Diversity Camps who have not indicated ethnicity will not be considered. Other criteria include 1 or 2 AAAA times and a minimum IMX score. Alice also would like the Diversity committee to meet and develop a revised application that would be used by club coaches to apply for outreach funds for eligible members of their clubs. Rudy emphasized the diversity was not to be a racial issue but rather an economic determination. Ernie has asked the Diversity committee to organize a conference

call to discuss further – anyone wishing to participate in the call will be welcome. Information will be made available on the website when details are final.

The Athlete Representatives – Ashleigh Grammar

There were only 3 athlete reps from Central Zone at convention. Those in attendance supported the Suit issue and they are discussing the possibility of conference calls 3 times a year to facilitate communication and participation by more athletes.

Safety Committee Chair – Mike Scott NO REPORT

Technical Planning Chair – Nick Rudich – submitted resignation 9/29/2008 ACCEPTED

Registration / Membership – Gussie Crawford

**13 clubs have applied for membership; Team Genesis (LOVE), Boys and Girls Dolphins (BGCD), Flyers Aquatic Swim Team (FAST) Hannibal Hurricanes (HHST), Rec Plex Sharks (RPLX), South East Aquatics (SEAL) Bridgeton (BSC), Tri-City Area Y (TCAY) YMCA of Southern IL (YOSI), Clayton Shaw Park (CSP), LOVE Swimming a sports ministry (LOV2), Heat Swimming (HEAT), and Rockwood Swim Club (RSCA) ALL ACCEPTED BY VOTE
To date we have 1883 registered athletes and 112 non athletes**

Gussie also reminded coaches of need to take online safety test and that certification is only good for 1 calendar year. All information must be submitted to Gussie before card will be issued. Coaches may also take Red Cross Water safety course.

- **LSC Registration Conference – April 4-6 Denver Colorado – Request for budgeting Airfare to cover trip. All other expenses will be covered by USA Swimming. APPROVED**

Swims – Lynn Welsh

Teams wishing to have their conference meets observed must submit paperwork to Lynn “FORM A”. Coaches must also supply correct USA name and ID for swimmers in observed meets for times to be loaded into SWIMS. This is also an issue with YMCA meets sanctioned as observed. Only USA swimmers should be on file sent to Lynn. Ron Marion and Dale Andersen agreed to help with non-conforming YMCA clubs.

Kim Weiss will coordinate officials for STATE meet and notify Lynn prior to meet and of observed disqualifications after meet.

Records – Mark Imig NO REPORT

At Large Board Members – Brooke Carr, Ron Marion, Marc Cox, Tania Hillmer NO REPORT

UNFINISHED (OLD) BUSINESS none

NEW BUSINESS

Technical Suit Discussion – Mary Liston / Erik Strom MOTION PASSED

102.9 Swimwear design: Swimwear worn for all 12 and under age group defined competition shall not cover the neck, extend past the shoulder, nor past the knee.

This policy has been adopted and will be implemented immediately. Meet information must contain wording above

Planning – Resignation of Nick Rudich ; per the By laws, Technical planning is to be chaired by the Age Group chair unless he chooses to nominate a replacement. Per the by laws, Technical Planning Chair is now Eric Strom. Other members of the committee; Jason Craven, Dave McCrary, Mike Tso, Jay Newton, Nick Rudich (ex-officio). Dale Andersen and Karen Smiley will serve on the committee as advisors (voice but no vote) Erik will schedule a Tech planning committee meeting in the future to discuss future meet planning and hopefully a revised meet schedule based on athletes' needs.

**NEXT HOD MEETING – JANUARY 13 2009, Crestview Middle School
ADJOURNMENT 3 PM**

4:13 PM
10/18/08
Cash Basis

Ozark Swimming, Inc.
Balance Sheet
As of August 31, 2008

	<u>Aug 31, 08</u>
ASSETS	
Current Assets	
Checking/Savings	
BankofAmericaChecking	38,084.01
Total Checking/Savings	38,084.01
Other Current Assets	
Pre Paid Expenses	1,200.00
Total Other Current Assets	1,200.00
Total Current Assets	39,284.01
Other Assets	
BankofAmerCD#99068363479007	25,000.00
Total Other Assets	25,000.00
TOTAL ASSETS	<u>64,284.01</u>
LIABILITIES & EQUITY	
Equity	
Opening Bal Equity	43,585.88
Retained Earnings	14,579.15
Net Income	6,118.98
Total Equity	64,284.01
TOTAL LIABILITIES & EQUITY	<u>64,284.01</u>

Ozark Swimming, Inc. Profit & Loss Budget Overview September 2008 through August 2009

	Sep '08 - Aug 09
Income	
1)Membership Dues	13,000.00
2)Sanction Fees	1,400.00
3)Surcharges	21,250.00
4)Age Group Income	
A) Zones	30,000.00
Total 4)Age Group Income	30,000.00
5)Splash Fee	10,225.00
6)Interest Income	1,000.00
7)Miscellaneous	
Watches	300.00
Total 7)Miscellaneous	300.00
8)Officials	800.00
Total Income	77,975.00
Expense	
1)Gen & Admin Expenses	
A)USA Convention Atlanta, GA 08	
1)Travel	2,300.00
2)Hotel	3,800.00
3)Registration	1,300.00
4)Delegate Per Diem	1,820.00
Total A)USA Convention Atlanta, GA 08	9,220.00
B)USA Clinics	2,000.00
C)Awards/Recognition	500.00
D)Ozark Championship Awards	4,300.00
E) Hall of Fame	1,235.00
F)Miscellaneous	
1)Office Supplies	200.00
2)Post., Print, Phone	50.00
3)Bank Service Charge	25.00
4)Other (Watches, etc)	120.00
5)Handbook Committee	200.00
6)Officials Committee	700.00
7)Website	300.00
8)Outreach	1,000.00
9)Dues-Zone & CSRVIII	225.00
10) Tax Preparation	600.00
Total F)Miscellaneous	3,420.00
Total 1)Gen & Admin Expenses	20,675.00
2)Senior Travel	
A)Nationals Reimbursements	15,200.00
Total 2)Senior Travel	15,200.00
3)Age Group Travel	
A)Zones	
1)Travel	10,000.00
2)Hotel	13,000.00
3)Entries	500.00
4)Uniform	14,000.00
5)Staff Per Diem	1,200.00
6)Miscellaneous	100.00
7)Contract Wages	3,000.00
8)Team Meal	300.00
Total A)Zones	42,100.00
Total 3)Age Group Travel	42,100.00
Total Expense	77,975.00
Net Income	0.00

4:13 PM

10/18/08

Cash Basis

Ozark Swimming, Inc.
Profit & Loss Budget vs. Actual
September 2007 through August 2008

	Sep '07 - Aug 08	Budget	\$ Over Budget	% of Budget
Income				
1)Membership Dues	11,832.00	11,600.00	232.00	102.0%
2)Sanction Fees	1,290.00	1,000.00	290.00	129.0%
3)Surcharges	20,756.00	20,500.00	256.00	101.2%
4)Age Group Income				
A) Zones	33,662.00	22,000.00	11,662.00	153.0%
Total 4)Age Group Income	33,662.00	22,000.00	11,662.00	153.0%
5)Splash Fee	9,794.05	10,225.00	-430.95	95.8%
6)Interest Income	962.22	1,000.00	-37.78	96.2%
7)Miscellaneous				
Watches	225.00	400.00	-175.00	56.3%
Total 7)Miscellaneous	225.00	400.00	-175.00	56.3%
8)Officials	885.00	700.00	185.00	126.4%
Total Income	79,406.27	67,425.00	11,981.27	117.8%
Expense				
1)Gen & Admin Expenses				
A)USA Convention Atlanta, GA 08				
1)Travel	4,794.15	4,000.00	794.15	119.9%
2)Hotel	3,753.84	3,800.00	-46.16	98.8%
3)Registration	1,300.00	1,300.00	0.00	100.0%
4)Delegate Per Diem	1,820.00	1,650.00	170.00	110.3%
Total A)USA Convention Atlanta, GA 08	11,667.99	10,750.00	917.99	108.5%
B)USA Clinics	1,322.95	1,500.00	-177.05	88.2%
C)Awards/Recognition	291.28	200.00	91.28	145.6%
D)Ozark Championship Awards	3,690.38	4,300.00	-609.62	85.8%
E) Hall of Fame	1,209.81	900.00	309.81	134.4%
F)Miscellaneous				
1)Office Supplies	201.97	200.00	1.97	101.0%
2)Post., Print, Phone	47.32	75.00	-27.68	63.1%
3)Bank Service Charge	0.00	25.00	-25.00	0.0%
4)Other (Watches, etc)	109.00	400.00	-291.00	27.3%
5)Handbook Committee	0.00	200.00	-200.00	0.0%
6)Officials Committee	724.19	500.00	224.19	144.8%
7)Website	242.41	300.00	-57.59	80.8%
8)Outreach	0.00	50.00	-50.00	0.0%
9)Dues-Zone & CSRVIII	225.00	225.00	0.00	100.0%
10) Tax Preparation	586.00	600.00	-14.00	97.7%
Total F)Miscellaneous	2,135.89	2,575.00	-439.11	82.9%
Total 1)Gen & Admin Expenses	20,318.30	20,225.00	93.30	100.5%
2)Senior Travel				
A)Nationals Reimbursements	13,291.65	15,200.00	-1,908.35	87.4%
Total 2)Senior Travel	13,291.65	15,200.00	-1,908.35	87.4%
3)Age Group Travel				
A)Zones				
1)Travel	9,118.00	6,000.00	3,118.00	152.0%
2)Hotel	12,648.64	11,800.00	848.64	107.2%
3)Entries	515.00	500.00	15.00	103.0%
4)Uniform	13,057.78	9,000.00	4,057.78	145.1%
5)Staff Per Diem	1,200.00	1,200.00	0.00	100.0%
6)Miscellaneous	200.00	100.00	100.00	200.0%
7)Contract Wages	2,700.00	3,000.00	-300.00	90.0%
8)Team Meal	237.92	400.00	-162.08	59.5%
Total A)Zones	39,677.34	32,000.00	7,677.34	124.0%
Total 3)Age Group Travel	39,677.34	32,000.00	7,677.34	124.0%
Total Expense	73,287.29	67,425.00	5,862.29	108.7%
Net Income	6,118.98	0.00	6,118.98	100.0%

4:09 PM
10/18/08
Cash Basis

Ozark Swimming Outreach Fund
Balance Sheet
As of August 31, 2008

	<u>Aug 31, 08</u>
ASSETS	
Current Assets	
Checking/Savings	
Bank of America Outreach	5,483.88
Total Checking/Savings	<u>5,483.88</u>
Total Current Assets	<u>5,483.88</u>
TOTAL ASSETS	<u>5,483.88</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Meet Entry Escrow	
BTSA	10.00
HEAT	47.75
MDSC	69.50
Total Meet Entry Escrow	<u>127.25</u>
Total Other Current Liabilities	<u>127.25</u>
Total Current Liabilities	<u>127.25</u>
Total Liabilities	127.25
Equity	
Opening Bal Equity	908.30
Retained Earnings	4,588.80
Net Income	<u>-140.47</u>
Total Equity	<u>5,356.63</u>
TOTAL LIABILITIES & EQUITY	<u>5,483.88</u>

LSC LEADERSHIP WORKSHOP

Ernie Paskoff – Ozark General Chair

Purpose

To be exposed to the best practices of LSC goal setting, structure, management, operation, and perpetuation.

Focal Points “To Grow On”

1. Know your Personnel
2. Do we have a Clear Mission?
3. Establish Strategic Plan and Strategic Thinking to meet the Goals established in our Mission Statement.
4. Establish Budgets to Meet the Goals in our Mission Statement.
5. Education
6. Diversity
7. Program Enrichment
8. Sponsorships
9. Public Relations / Public Affairs

Key Learning’s

1. Personnel:
 - a. 2% are Leaders
 - b. 5%-10% are Doers
 - c. 15%-20% Do Somethings
 - d. 68%-78% Belongers
2. Key Questions:
 - a. What is the purpose of our LSC?
 - b. Do we have a clear mission?
 - c. What does our LSC Value?
 - d. What is my motive for being involved?
 - e. What is our vision for the future?
 - f. What are our future challenges?
 - g. Are we prepared to meet future challenges?
3. Mission Statement:
 - a. Guide and roadmap
 - b. Indicates focus and purpose,
 - c. Necessary for planning
 - d. Board and staff decision-making, allocating resources, and LSC assessment.
4. Strategic Planning:
 - a. Future Oriented - How are we going to do this?

- b. Goals, Objectives, Strategies, Tactics. Who is going to do this?
- 5. Identify Priorities and Issues to Attack –
 - a. Education: Officials, Meet Directors, and Clubs, Swimmer & Coaches education.
 - b. Communication: Better information to members, Policy Manual, Recognition, and Meet Philosophy.
- 6. Governing Principles for Board: Oversight – establish checks and balances, legal, ethical & responsible, staff, conflict of interest, governance v. management, evaluation.
- 7. Governing Principles for Boards:
 - a. Resource Development – financial, human.
 - b. Diversity.
- 8. Boards Legal Duties:
 - a. Duty of Care
 - b. Duty of Loyalty
 - c. Duty of Obedience
 - d. Duty of Transparency.
- 9. Strongly Recommended Policies:
 - a. Conflict of Interest: Disclosure, Clear removal from discussion and voting.
 - b. Whistleblower Policy.
 - c. Document Destruction Policy.
- 10. Fulfilling the Responsibilities:
 - a. Policy Setting:
 - i. Establish Objectives
 - ii. Formulate Statements
 - iii. Implement
 - iv. Evaluate.
- 11. Fulfilling the Responsibilities:
 - a. Financial Aspects – Fiduciary Responsibility
 - b. Financial Basics
 - c. Monitoring
 - d. Adequate Controls
 - e. Overseeing Legal Obligations.
- 12. Financial Oversight:
 - a. Financial Statements
 - b. Tax Forms
 - c. Financial Oversight
 - d. Written Investment policy
- 13. Financial Reporting/Crime Insurance: Required controls to qualify for LSC
Crime Insurance:
 - a. Dual signatures on checks over \$5,000
 - b. Check issuer cannot be the same person who balances monthly statements
 - c. Audit committee required to review books semi-annually.
- 14. Budgeting – what do we want to accomplish:

- a. How much money do we need to meet our goals?
 - b. NOT how much do we have? (Refer back to Mission Statement for LSC)
 - c. Several key questions we need to address:
 - i. Are we budgeting to do what our mission tells us to do?
 - ii. Are we spending our money to achieve our mission?
15. Budgeting According to Mission: Examples:
- a. Mission says “education” Does the budget reflect education?
 - b. Mission says Excellence does budget reflect a commitment to excellence.
 - c. Mission says “support to highest levels: Does a 10 year old going to Zones get more money than a swimmers going to Olympic Trials?
16. Hard Money Budget –
- a. Items you can’t afford to be without
 - b. Covered by basic fees and guaranteed income
 - c. Examples: Basic Administrative/staff
 - d. Hard Money costs, registration, basic zone expenses, others?
17. Program Enrichment Budget – Plan and dream:
- a. Immediate and long term needs –
 - i. Immediate: Necessary to make progress this year – towards your mission and vision.
 - ii. Long Term – what do we need in the future to meet strategic plan?
 - iii. Surcharges, Sponsorships
 - b. Examples: LSC Training Camp, Travel to dual Meet with another LSC, Coach Education and clinics, minority disadvantaged scholarships
18. Resource Development –
- a. USA Swimming Corporate Sponsors – what can we do to help Corp Sponsors sell more product (Mazda, Mutual of Omaha), Finding a Local Sponsor, Adequate Reserves
19. Public Relations/Affairs – Individuals, Alumni Newsletters, Ozark Swimming News Letter.
20. Communication Effectiveness – Most effective to least effective:
- a. Two Way –
 - i. One on one
 - ii. Small group
 - iii. Large group
 - iv. Telephone
 - v. Email
 - vi. Fax
21. Making Strategic Thinking a Part of your Board Meeting:
- a. Allow sufficient time for thinking and debate (prioritize consent agenda)
 - b. Use meeting devices to promote debate
 - c. Challenge others’ thoughts and behaviors

- d. Strengthen the board's composition for energy and creativity
22. Board Member Responsibilities Individual Board Members:
- a. General Expectations
 - b. Prepare for and attend meetings
 - c. Relationship with the staff
 - d. Conflict of interest
 - e. Fiduciary responsibility.
23. The Board Member and Committees:
- a. Permanent (Executive, Finance, Nominating, Fundraising)
 - b. Ad Hoc/Task Force (Planning, Program, Marketing)
 - c. Advisory Groups – Specific Assignment, Short Term, Bring in new blood.
24. Role of the Chair –
- a. Build Participation
 - b. Acquire and Communicate Information
 - c. Evaluate Performance
 - d. Delegate
 - e. Be visible in the Swim Community
 - f. Develop Board Leaders
 - g. Focus on Board on Important Issues:
 - i. Set the tone
 - ii. Design the agenda.
25. LSC Development Committee –
- a. General Chairs' Workshop
 - b. General Chairs' Orientation Notebook
 - c. General Chairs' Web Page
26. Other Officers – Written job descriptions:
- a. By-laws:
 - i. Duties of Care
 - ii. Loyalty
 - iii. Obedience
 - iv. Do your job
 - v. Bring in new blood.

REGISTRATION / MEMBERSHIP MEETINGS - Gussie Crawford

There were 3 separate Registration/Membership meetings and workshops that I attended and I will try to incorporate them.

A good deal of time was spent updating us on the improvements to the database and SWIMS in general.

USA Swimming privacy policy was emphasized, i.e. on it the following information shall be acceptable for publication is any form without the express written authorization of the athlete or if a minor the parents/guardian (name, age in years, club affiliation, time and place, and any awards or honors.)

Athlete cards- USA Swimming has gone to a great deal of effort and expense to provide an athlete card which they are anxious be distributed to the swimmers. Will have an article to the athletes about their card in SPLASH. The Olympic athlete on the 2009 athlete card is TRACY CAULKINS. A fact sheet of Tracy's awards and accomplishments will be distributed at the LSC meeting. It was suggested that teams have a contest or some other type of forum for the athletes to become familiar with Tracy.

Coaches background screening was discussed and when the coach completes the online screening the positive results are immediately available at the LSC if the coach puts in the correct LSC. Otherwise it takes some searching.

On line safety tests is now necessary when before the lifeguard and first aid were acceptable to honor the safety requirements. Red Cross safety training is still acceptable. A list of the coach requirements is published on the website.

All new coaches have one calendar year to complete the on line foundations of coaching.

LSC BOARD OF REVIEW WORKSHOP - Gussie Crawford

A very informative workshop attended by several Ozark people. It was stressed that all people testifying be sworn in.

When at all possible it is recommended that a lawyer be part of the LSC Board of Review.

USING YOUR WEBSITE & PROTECTING YOUR PRIVACY - Gussie Crawford

It is extremely difficult to enter things on the web and protect the athlete's privacy. pictures are very much discouraged on LSC and Team websites. You should have written permission to use. See the above privacy policy.

2 CENTRAL ZONE MEETING AND HOUSE OF DELEGATES - Gussie Crawford

All Ozark representatives attended.

BURNING ISSUES FOR OFFICIALS – Karen Smiley

Initial discussion regarding integration of disability swimmers into USA clubs and competitions; It is suggested that responsibility for notifying meet referee of special needs should be that of the swimmer's coach. At that time, the coach may suggest what provisions should be made to accommodate the swimmer.

The referee should base the decision based on the following:

1. Does the athlete have a permanent physical or cognitive disability?
 - a. when did it start?
 - b. will it get better?
 - c. does it affect their performance at school or work?
2. Does the coach's suggested modification make it possible for the athlete to compete?
3. Is it fair to the other competitors?
4. is it feasible?

Every case is different and must be considered on an individual basis with the ultimate decision regarding special accommodations to be that of the meet referee.

Discussion moved on to the 2008 Olympic reports. Carol Zaleski was assigned as a deck referee, she was the first woman ever to be assigned. Her starter was John Wilson. Mike Salstein was a stroke judge; he spoke about emails and second guessing of particular official's competencies and calls including reminding all of us that type of behavior is unprofessional. Carol also spoke about keeping a good reputation as being both knowledgeable and fair.

Next discussion addressed FINA's interest in the use of underwater camera's UAS has taken the lead in testing this technology, it was used in Omaha. It is suggested that it will be used in ROME to confirm or over-ride deck calls. The usefulness in calling a dolphin kick being used during breaststroke will likely be discussed as the first call to originate from the camera view. It was suggested that once the call starts being made, the practice will be discontinued by those swimmers currently using this technique. The cameras are lined along the deck and can focus on 1 lane, 2 lanes, etc slow motion ,etc

Final discussion focused on the National Certification Process. The survey taken by the National committee regarding the current process revealed that most LSC chairs are supportive, but would like more input into individual certifications. Also, identifying the evaluators needs to be made easier. It was also explained

that several veteran officials have been asked to "step down" from deck activity to provide opportunity for others. Although these people are still valued evaluators and such assignments are considered adequate participation for maintenance of their own certification.

RISK MANAGEMENT MEETING – Karen Smiley

Discussion was held regarding safety training for coaches. Red Cross Water Safety Instructors and Life guard instructors are qualified to teach safety for coach certification. Information is available through the USA website under coaches or Redcross.org If calling the local Red Cross ask to speak to a WSI. It is suggested that the Safety committee communicate safety issues through the LSC Safety Chair.

A Safety Day was held at Trials, this was deemed a success and it is hoped to conduct training at autograph signings and other meets. This training is aimed at athlete education.

Discussion regarding the feet first water entry was held. Many LSC's are having this rule violated at their meets and various methods were discussed to stop this practice. Lack of coach awareness and enforcement at practices is considered a key motivation for the disregard of the safety rule. Coach education is encouraged in addition to adopting measures to be implemented at LSC meets. Removing the offender(s) from the warm up area has been proven successful. Once a swimmer is observed diving into a warm up area - their warm up is over. no exceptions. Marshals are to supervise this and be prepared to act accordingly, they may involve the meet referee if necessary.

Risk management reminded us that clubs with uncertified coaches on deck are not insured. The first step of any incident is verification of who was on deck and in the water at the time of the incident. Anyone lacking the correct credentials invalidates the insurance. ALL coaches (even assistant coaches) must have safety certification unless acting under the direct supervision of a certified coach ie; a senior athlete(acting as an assistant) in the water with the swimmers and the certified coach on the deck instructing the assistant If the coach is coaching the swimmers in another lane then he is not directly supervising the assistant.

The Safety Challenge Course that has been offered at convention in years past will likely be discontinued due to poor attendance.

Discussion regarding meet marshals resulted in the reminder that marshals are to be directly supervised by the meet referee and the referee is responsible for instructing them as to their responsibilities. A check list is available and we should print it off the USA website as a training aid. The Safety Committee plans to host a Risk Management Meeting in 2009 aimed at LSC education. The Safety Chair should attend and assume responsibility of sharing meeting results

with the LSC coaches and clubs. The Safety Committee plans to set up communication with LSC's through the safety chairs and this information should then be passed down to the individual clubs.

Other discussion included the laxity of filing incident reports for injuries that occur at practice; these injuries need to be reported to assist identifying risks and lack of education.

WEB SITE SAFETY – Karen Smiley

Discussion focused on protecting club members. We were advised not to make enough information available to the general public that would allow access to any individual swimmer. Teams are discouraged from hosting blogs or chat rooms.

If the team newsletter is available without a password-protected login, then the group information should be password protected. The key is not to identify an individual swimmer as being part of a particular practice group and then make the group time and place available to outsiders.

We were advised to be careful about photographers at meets and that teams should have waivers in the registration packets advising that there are professional photographers at meets. Those photographers should not publish swimmers photos with names on public websites.

Workshop: Sports Medicine - Mike Grammar
Attending for: General Interest

Key Observation: The Sports Medicine and Science Network is the “official” USA Swimming Sports Medicine and Science organization. The primary goal of the Network is to enable coaches, athletes and parents to locate swimming medicine and science professionals in their home state. Inquiries from coaches and parents looking for someone to work with or treat their swimmers are common.

The Network includes sports medicine and science specialists who have experience working with swimmers and other competitive athletes. Many members are recommended by coaches, swimmers or other Network participants.

For example California has 92 registered practitioners and Missouri has 10 with only 2 in the St. Louis area. Encourage your local physician if applicable to sign up on the network so other Ozark families could potentially select

Website: [Usaswimming.org/volunteers/sports medicine/join the network](http://Usaswimming.org/volunteers/sports%20medicine/join%20the%20network)

Workshop: LSC Leadership - Mike Grammar
Attending for: Finance

Key Observation: “Non Profit is a tax status not a business plan”

- Fiduciary responsibility of LSC Board Members
- Monitoring
- Adequate controls in place including policies
- Overseeing legal responsibilities
- IRS has begun auditing swim clubs and LSC to determine status of “Non Profit”

Key Observation: Effective in 2008: financial controls must be in place to qualify for LSC Crime Insurance:

- Dual signatures on checks over \$5,000
- Check issuer cannot be same person who balances monthly statement
- Audit committee required to review books semi-annually

Ozark Implication: Priscilla Zenk and Mike Grammar to implement these procedures for Ozark and recommend changes in the bylaws to reflect this

Key Observation: Budgeting

- A budget should be what you plan to accomplish and not “How much do we have to spend”
- A budget should be “How much do we need to reach our goals?”
- Budgeting according to mission statement: Does Ozark’s Budget reflect:

- Objectives and primary purpose of Ozark Swimming is the instruction and training of individuals to improve their capabilities and to promote swimming.

Key Observation: LSC Profit: It is OK to earn a profit even every year. In fact, USA Swimming encourages up to six months of operating costs in reserves.

Workshop: USA Swimming Investment Committee Meeting - Mike Grammar
Attending for: Finance

USA swimming replaced its investment advisor this year. About 10 LSC's had enough investment funds to invest with former investment advisor but there is not yet a program set up with the new investment advisor for the LSCs

Ozark Implication: None ..Ozark will remain with Certificates of Deposits (CD's) as the primary use of reserve funds.

Workshop: College Swimming 101 - Mike Grammar
Attending for: General Interest

Key Observations:

- Never too early to submit online application that show's athletes interest in school and then follow up with times
- The list of planned fall recruiting trips are already determined by July 1
- Club coach recommendation (or not) weighs considerably with the college coach
- How the student athlete behaves and interacts with the team during the campus visit is very important to determine fit

Age Group Chair Report: 10-18-08

Age Group Committee: currently Erik Strom, Kay Lynne Firsching and Jason Cravens. Would like to add another member to this committee. Please contact.

Camps: We have not run camps in the past three years. Focus on developmental swimmers (Level I and II camps).
Target for Age Group Camps small clubs.
Senior swimmers camps/college 101 in the works w/Mary Liston
Take role of LSC camp director.

Zones Review: 101 swimmers/8 coaches on the trip. Placed 8 of 15.

Convention reports:

National board of review:

Learn best practice for board of review

Boards @ LSC and Ntnl level (Ntnl review LSC appeals)

\$250 for petition of appeal, burden on petitioner

Must have swimmer on panel (no exceptions),

Find out what rule was violated, find out what petitioner wants.

Know rules 304.3.11 to 304.3.15 @ LSC level (fraud, recruiting, threats, team misconduct, damage image)

AG Workshops:

Survey/questionnaire results; LSC education (chairs, coaches) & info distribution, camps/funding, IMX, open water

No survey

LSC ed (Ernie)

Working on camps (Dev, Sr and College)

2 IMX meets

Coaches Meeting:

Suits 102.9 12 & Under off So Cal base

Sr Zones passed will go 2010 (staffing),

IMX Games still in works (dates times money)

Ntnl Jr Team two trips Jan/May (camp in August) culture of Ntnl team

LSC BOR min age 18 (defeated)

Website/Privacy:

Clark Hammond – Southern Zone Webmaster

COPA- collection of personal info from 12 & unders (name, e-mail, etc.)

Contact if interested and chat rooms= bad

Contests, polls, surveys, clubs, etc need legal backing, line for parental consent

Contact schools COPA consent template

College 101:

Jon Howell; Emory, Mark Davis; Miami Ohio

Academic profile, athlete fit, philosophy (DI willing to train year round)

Start early- create list go from there

Communication-start as Soph (recruit contact), update times be aggressive, program history

Develop w/coach rep