Wisconsin Swimming Governance Committee Minutes

January 8, 2023

1. Call to order at 6:33 PM
2. Attendance
	1. Present: Ryan Geier, Emma Jacobson, Angela Monty, Kim O’Shea, Rick Potter, George Geanon
	2. Excused: Van Donkersgoed, Kim Stoll
3. Approval of 12/4/2022 committee meeting minutes
4. Old Business
	1. Review draft revisions: “Board Member Expectations and Responsibilities”
		1. Draft revisions were discussed.
		2. Committee members will be contacted January 13th, and if no further revisions indicated, the document will be presented at the BOD meeting January 24th.
		3. The intent is to include this document with the Job Descriptions packet to be posted online for individuals interested in pursuing a leadership position within the LSC.
	2. Follow up of HOD meeting schedule discussion at the 12/27/2022 BOD meeting. Pursuant to prior BOD and HOD presentations, and consistent with current bylaws, there will be no HOD meeting convened in January 2023.
	3. Review Final Draft of the Conflict of Interest Policy
		1. Rick Potter has reformatted this policy to be consistent with the Wisconsin Swimming Policy and Procedure Manual format.
		2. Committee members will review the content and new format for any further revisions.
		3. Committee members will be contacted January 13th, and if no further revisions indicated, the document will be presented at the BOD meeting January 24th.
	4. LEAP 2023
		1. Wisconsin Swimming completion deadline is June 30, 2023.
		2. 2023 revisions to LEAP will be reviewed by the USA Swimming LSC Development Committee later this month, and when finalized, will be distributed to the LSCs for completion.
5. New Business
	1. Committee business planning for 2023:
		1. Core subject areas to be addressed and responsible committee member assignments
			1. Nominating Committee – Kim S.
				1. Assist current Nominating Committee with nominations for LSC positions to be voted on at the Annual Meeting April 28-29, 2023.
				2. Assist with transition to merge the Nominating and Governance Committees into one committee
				3. Develop a timeline and recommended procedures to facilitate the required annual nominations process
			2. Strategic Plan Review and Maintenance – Ryan
				1. Review the 5/2020 strategic plan progress and barriers to progress
				2. Review “On Strategy” usage and efficacy by BOD and Committees
				3. Evaluate/develop BOD report templates
			3. Bylaws and LSC Policy and Procedure Manual Review and Maintenance – Rick /George
				1. Review all policies/procedures in time for consideration/vote at the Annual Meeting
				2. Prepare Bylaws update recommendations for consideration/vote at the Annual Meeting
				3. Timeline:

Annual Meeting April 28-39, 2023

Police/Procedure and Bylaws recommended changes to be completed and distributed to LSC BOD for evaluation/review by April 14, two weeks prior to Annual Meeting (per bylaws)

* + - 1. LEAP – George
				1. Work with Angela (or designee) ad Kim O’Shea on LEAP
				2. Deadline for LEAP completion: June 30, 2023
			2. Ongoing review of the BoardSource Board Assessment for additional action items Kim S./Ryan
			3. Briefly discussed core areas with Emma and recommend either Strategic Planning or Bylaws/Policies/Procedures as areas requiring greatest need for athlete input and may provide the skill sets for future use.
		1. Provided ongoing governance education to the LSC BOD and HOD
	1. Utilize the LSC calendar for maintenance of the Governance Committee calendar.
1. Next Meeting: February 5, 2023
2. Adjournment at 7:31 PM

Respectfully submitted,

George Geanon, Governance Chair, 1/13/2023