

WISCONSIN SWIMMING, INC.
HOUSE OF DELEGATES MEETING
January 27, 2015: 7:00 – 9:30 PM
Athlete Meeting: 6:15 – 7:00
University of Wisconsin – Waukesha
Room N133



Meeting Minutes

- I. Call to order and Review of Minutes (Consent Agenda item)
 - a. ***The meeting was called to order by General Chair George Geanon at 7:12pm.***
 - b. ***The Minutes were approved by unanimous consent***
 - c. ***Please contact Anna Schwarz at acs@knightpublicaffairs.com to see the sign in sheet from the meeting if you have questions regarding attendance.***

- II. Athlete Introductions and Report of Athlete Meeting
 - a. ***All the athletes in attendance were asked to share their names and the name of the club they are representing.***
 - b. ***The Athlete Representative election will be held at the 13 & Over State Meet in March. Two junior reps will be elected at that time.***
 - c. ***The group has created a state meet survey for athletes (5 -6 points about the meet, with room for comments). They also discussed the event order change for the state meet.***
 - d. ***There will be more information about the State Meet medals at a later date.***
 - e. ***At the Annual Meeting Swimposium in April Ivy Martin will be one of the guest speakers. The athletes have some great questions for Ivy and they should be able to get some good information about recruiting from her.***

- III. Reports of Officers and Committees
 - A. General Chair: George Geanon
 - a. Facilities Survey – Kevin Basehart
 - i. ***George Geanon gave an update on behalf of Kevin Basehart. The final report has not been completed but he is hoping to have something by the February Board of Directors meeting.***
 - b. Knight Public Affairs
 - i. LSC Management
 1. ***George Geanon and Jeff Knight introduced Megan Hagmayer, she is new to the Knight Public Affairs (KPA) team and will be assisting with minutes and other responsibilities related to the Knight Public Affairs agreement with Wisconsin Swimming.***
 2. ***Anna Schwarz has been working on the Bylaws and the Policies/Procedures Manual, including cross-referencing the Wisconsin Swimming materials with USA Swimming documentation. George Geanon will review and then send the proposed edits to the Rules Committee for review before presenting at the next BOD meeting in***

February in preparation for final presentation at the Annual Meeting on April 25th, 2015.

- ii. Government Affairs Activity Report
 - 1. **Jeff Knight presented a referendum and governmental affairs activity log document from Eric Knight, this is also available on the Wisconsin Swimming website. There are various communities considering pool/facility related referenda. If you are interested in learning more about these or working on a project in your community please contact either Jeff or Eric Knight at jpk@knightpublicaffairs.com or etk@knightpublicaffairs.com respectively.**
 - 2. **George Geanon indicated that the Knight Public Affairs contract will need to be discussed in the near future, probably at the next House of Delegates meeting.**
- c. LSC Financial Oversight Initiative
 - i. **Jim Moore (Former General Chair) met with George Geanon to discuss various aspects of the financial picture to ensure that we are doing everything correctly financially. He does not require compensation at this point but may in the future depending on what work is needed. Pat Lewno, Troy Engstrom, and George Geanon and whoever else would like to attend will be meeting with Jim Moore to ensure that all financial paperwork is submitted to the correct people. Clubs must also include their bylaws on the website in order to be in compliance with 501 (c) (3) regulations. Jim Moore will be presenting information and materials at the Annual Meeting In April. He is also available to assist with financial information for any clubs who may have questions or issues.**
 - ii. **George Geanon indicated that information regarding Health Insurance Products through USA Swimming for Coaches is available. More information about this will be presented at the USA Swimming Board of Directors meeting in Colorado Springs.**
- d. Administrative Vice-Chair/Director of Program Operations/KPA
 - i. Assignment of Duties
 - 1. **George Geanon presented a proposal to discontinue the director of program operations position and to proceed with the Admin. Vice Chair election in April (at the Annual Meeting). The Board of Directors will be reviewing all board job descriptions at the February meeting, including the Admin. Vice Chair position. There may be some items currently listed on Admin. Vice Chair that can be moved to ask KPA to take over instead. Also a discussion about moving sanction and meet schedule from Admin. Vice Chair position and create a new position or some other option will be discussed.**
 - ii. Election Admin Vice – Chair: April 25 HOD meeting, 1 year term
- e. **Other**
 - i. **USA Swimming has created new Championship logos and the logos are available as a hand out available tonight. They have also instituted a star program for clubs.**
 - ii. **Outstanding Service Award for will be available online. This award can be given to anyone connected with an LSC. Nominations are due by April 1st. A list of past recipients is on the form for your reference.**

- iii. *Rick Potter and Carol Graham have been working on non-athlete member registration on Team Unify. More information about this will be available in the near future.*
 - iv. *We will be reviewing issues people are having with the Wisconsin Swimming website-please direct any concerns/issues to Rick Potter or Carol Graham. What can we do better on our website?*
 - v. *Information about USA Swimming Insurance for Coaches will be discussed at the USA Swimming BOD meeting in Colorado Springs and then share on the web.*
- B. Central Zone Coach Co-Director Report: Dave Anderson
- a. Zone Board of Review
 - i. *Dave Anderson shared the following information: The zone board of review came about as an idea about two years ago and has been in the works ever sense. Each LSC at our convention within the Central Zone will supply an athlete and a non-athlete to a pool of folks who will hear Board of Review cases that are not so severe that they would go right to the national level and not so small that they would stay within the LSC. Our two reps were selected at the last House of Delegates meeting. More information is available on the Central Zone website. There is also information about how to initiate a zone board of review action. George Geanon was instrumental in doing a lot of work prior to convention to make suggestions and really took the lead in the Central Zone; his work has been shared across the other three zones. His presence will be felt across the country. While it may take a while to get this new process streamlined we are confident that it will go well.*
 - b. Zone Sanction Appeals Panel
 - i. *Sanction Appeal Panel: Here in Wisconsin we have a more free market type situation where we could have eight different meets on the same weekend of all different varieties and classifications-some might make it and others may not. We don't really say no to any that are submitted as long as they fit the deadlines and material requirements. We also have a mechanism for people to add one after the deadlines. In other states there is much more control over what groups get which weekends and meets and they have a lot more control over what types of athletes get to go to other meets. Now we have three three-panel sanction appeal panels. If a sanction is denied there is a process to appeal to this group. Anyone can initiate the appeal by contacting the senior zone contact. Within a short period (approx. 10 days) the panel group will issue a decision regarding an appeal. A handbook outlining this process is available online.*
- C. Administrative Vice – Chair: Jeanne Drzewiecki
- a. Discussion of Long Course Meet Schedule/Sanctions
 - b. Championship Meet Bids for Annual Meeting
 - i. *Jeanne Shared the following information:*
 - 1. *The meet bid is posted as of today. If you have any changes do it now. If the change is made after the HOD approves you have to get permission from the teams that have meets on the same day as the one you would like to change it to. There are a couple of changes to the long course*

meet schedule that has been passed out for you to follow along with, pgs. 1 and 2-no changes, pg. 3-West Bend meet on June 6th is being moved to May 30th, pg. 4-eliminating West Bend meet here, pg. 5-Clintonville is moving their meet on July 11th to June 19th & 20th (from page. 8), pg. 6-no change, pg. 7-no change, pg. 8-Clintonville meet, pg. 9-McFarland has the meet listed but it will be eliminated, invite only tri meet, Championship meets for the summer are pre determined (p.10), last two pages are reminder dates. The 2016 season championship meets will be determining hosts/venues at the HOD Annual Meeting. The dates are listed on separate flyer. For the Silver Meet, Schroeder is not available, as they will be hosting Speedos. By March 31st I need all bids for the 2016 championship meets. The Age Group/Senior Group is meeting before that due date and they will be reviewing the information prior to the final bid due date. April 7th we will vote on the short course schedule. Bids for the 2015-2016 Fall/Winter bids are due by April 7th.

- a. The Summer Schedule was approved by unanimous consent.*
- ii. If you are requesting reservations Jeanne Drzewiecki needs your meet announcement by Feb. 10th and the Summer season by March 10th.*
- iii. We will not be accepting bids at the Annual Meeting, please get your bids in as early as possible.*

D. Finance Chair and Treasurer Report: Troy Engstrom and Pat Lewno

- a. Quadrennial Budget
- b. Club registration fee partial refund/Annual Meeting attendance
 - i. Pat Lewno presented and reviewed the budget materials that were approved at the Board of Directors meeting.*
 - ii. Please remember that the Sanction and Meet Bid fee will go from \$20 to \$30-starting with the championship bid.*
 - iii. Awards will begin with 2016 short course season-each of the regional host teams for Silver State or state teams will pay a portion of the awards. Please see the minutes from the December 2nd Board of Directors meeting online for more information about this.*
 - iv. There will be no surcharge increase in terms of USA Swimming registration for 2016.*
 - v. Grants for clubs have been removed from the budget: there was a typo in an earlier budget version that skewed the numbers. In the original grant proposal the grants for clubs program was only going to be a three-year project. This could be revisited in the future.*
 - vi. A motion was made to approve the budget and year-end report as presented by Pat Lewno, 2nd by Jeanne Drzewiecki.*
 - 1. Voice Vote- Unanimous Approval*
 - vii. Please remember that part of the club registration fee will be refunded after the meetings during Swimposium.*

E. Age Group Vice – Chair: Brent Boock and Senior Chair: Kevin Milak

- a. 2015 LSC Championship Meet Announcements
 - i. Short Course state meets are sanctioned and out on the web.*
- b. Online Meet Entry

- i. *The online meet entry system for age group meet and senior state meet are set up behind the scenes, will do some testing before going live by next Thursday, Feb. 5th-this is a tentative date at this point. Kevin Milak will be sending out more information in the next few days. We will be discussing all the survey materials and any questions/concerns at the next Age Group/Senior meeting in March.*
- ii. *If times are not in swims yet we can do custom override to add times into OME. On the age group side of things-it is the same eligible meets. Anything that's going into swims (including YMCA meets) you should get them in. Please tell us what meets you are looking for when requesting proofs as that makes it easier to locate the information you are looking for in a timely manner.*
- c. *At the age group/senior meeting they discussed the following:*
 - i. *Reimbursable meets:*
Level 4 (11 Shares) Short Course Nationals Long Course Nationals Paralympic Nationals (Summer)
Level 3 (7 Shares)
Long Course Junior
Short Course Juniors Paralympic Open (Winter)

Level 2 (4 Shares) USA Futures
NCSA Spring Junior- Championships Arena Pro
 - ii. *The Zone coach nomination form is available online. Voting will occur at the 12 & Under State Championships.*

F. Athlete Reps

- a. *No further update-see above for information.*

IV. Committee Chair/Coordinator Reports

A. Camps

- a. *Luke from PX3 is the new camp director. Thank you Luke!*

B. Coaches Rep: Brett Wilson

- a. Coach and Swimmer of the Year update
 - i. *Congrats to Emma (Green Bay Swim Club) and Michael (Badger Aquatic Club) Athletes of the Year. The Senior Ballot is available here tonight and also on the website, nominations are due on Friday, February 13th.*
 - ii. *All awards will be presented at the 13 & Over Meet.*
- b. LSC Championship Coach Meet Evaluation
 - i. *Brett will be working with Brent Boock and Kevin Milak to figure out the best way to get the evaluation information out.*

C. Disability Chair: Laura Becherer

- a. *Laura Becherer has met with some athletes and parents in the last few months. If you have any questions or need anything please contact her.*

D. Diversity Chair: Angela Monty

- a. *No update available at this meeting.*

- E. Officials Chair: Rick Potter
- a. ***The officials committee report is available online. We have confirmed Melissa for Swimposium for the officials' portion to discuss the topic of "How to Run a Meet".***
 - b. ***The boys' high school championship meet needs to be observed to be eligible for swims. Form B needs to be submitted in order for the swim to be observed, this form is available online. Note: Waukesha, Baraboo, and Middleton have already submitted forms.***
- F. Open Water: Kevin Milak
- a. ***Everything is set for zone open water this summer. The date is set for Friday, June 26th mid morning, normal meet time span. Friday morning was chosen because there are so many meets in the weekend in the summer. That way athletes can participate in the open water meet and also go with their team on the weekend. The clinic will be Thursday afternoon and the race will be Friday morning. Meet information is pretty much done except for the personnel. We will have an informational flier that will go out about the clinic and the race in the next couple of weeks.***
- G. Records: Dave Joyce
- a. ***Observed meets from the fall and all the times have been requested have been loaded. If there are any missing let me Dave Joyce know. There have been a number of state records. There will be an updated state record list send to Dale for posting on the website in the next couple of weeks.***
- H. Registration/Membership Coordinator: Carol Graham
- a. ***No update available at this meeting.***
- I. Rules: Kim Stoll
- a. ***Will be working with Knight Public Affairs and George Geanon on the Bylaws and Policies/Procedures Manual updates.***
- J. Safety Coordinator: Cathie Marty
- a. ***No update available at this meeting. Injury reports from USA Swimming are available online, including a summary document.***
- K. Safe Sport: George Geanon
- a. Creation Safe Sport Committee
 - b. Safe Sport Certified Club Subcommittee
 - i. ***Working on creating a safe sport committee who can go out to clubs and offer safe sport training to the clubs directly.***
 - ii. ***Three taskforces have been created by safe sport; George Geanon is serving on several. In the near future there may be a safe sport certification for clubs, but there are still many things to figure out and there will be more information on this to follow. USA Swimming safe sport task force has been recommending these items.***
- L. Technical Planning Chair: Jacob Johnson
- a. Time Standards
 - b. Membership Project for Annual Meeting April 2015.

- i. ***Analytics Dashboard (USA Swimming) taking data from swims and putting it into data maps for coaches and clubs to review to identify areas for improvement, etc. A lot of this information will be made available to the public.***
- ii. ***They will be making a presentation at the next USA Swimming BOD meeting in Colorado Springs.***
- iii. ***The Analytics Dashboard is currently available online for clubs to look at.***

M. Zone Championships: Dave Clark

- a. ***No update available at this meeting.***

V. LSC Elections

- a. Select Nominating Committee (Committee elects Chair)
 - i. Immediate Past General Chair
 - ii. Select 5 members, including one Athlete
 1. ***A nominating committee was selected:***
 2. ***Brett Wilson (BAC), Beth Botsford (WAVE), Laura Becherer (OZ), Mike Hruska (MOHO), Allie Petersen (OZ), and Drew Walden (Immediate Past General Chair) were selected as the nominating committee via unanimous approval.***
 3. ***The nominating committee will meet tonight and select its chair.***
- b. Positions: Admin Vice Chair, General Chair, Finance Vice Chair, Age Group Chair, Secretary, Safety Coordinator, Officials Chair
 - i. ***The above board positions will be voted on at the Annual Meeting in April.***

VI. LSC Annual Meeting Update

- A. Venue/Format
 - a. Coordinators: Alison Geanon, Darsi Kohnhorst
 - b. WCTC Education Center
 - c. AM: HOD meeting, Education Session
 - d. Lunch
 - e. PM: Education Sessions
- B. PM: Education session tract Coordinators
 - i. Coaching: Brett Wilson
 - ii. Athletes: Trina Schaetz (Athlete Guest Speaker: Ivy Martin)
 - iii. LSC Club Development: George Geanon
- C. ***The Annual Meeting will take place on April 25th, Saturday; we have a tentative schedule of events set. The Annual Meeting will be held at the Sheraton-Brookfield. Room Rates are \$89/night. There will be no formal group meetings on Sunday, but may have safety training for coaches. The Board of Directors is considering using an electronic form of voting for the Annual Meeting this year instead of the paper voting. Will be discussing this at BOD in February. If anyone has any information about options or access to electronic voting material please contact George Geanon.***

VII. LEAP 2 update

- a. ***We have done Level 1; we should have all criteria for LEAP 2 done by end of May. Wisconsin Swimming will receive some money (\$2,500) for completing LEAP 2. Only 5 LSCs have completed LEAP 3, the Board of Directors will be considering whether or not to move forward with LEAP 3 at the next BOD meeting.***

- VIII. New Business
 - a. ***No New Business.***

- IX. Next Meetings
 - a. BOD: February 24, 2015
 - b. Age Group/Senior Committee: March 24, 2015
 - c. BOD: April 24, 2015
 - d. Annual Meeting April 25, 2015
 - e. BOD/BOD Orientation: June 23, 2015
 - i. ***See above for future meeting dates.***

- X. Adjournment
 - a. ***The meeting was adjourned by unanimous consent at 8:28pm.***

Draft