



**WISCONSIN SWIMMING, INC.**  
**BOARD OF DIRECTORS MEETING**  
**April 24, 2015: 5:45 – 11:00 PM**  
**Sheraton Milwaukee Brookfield**  
**375 S. Moorland Rd, Brookfield, WI 53005**  
**Phone (262) 364-1100**  
**Room: Moreland 7**

**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 5:50 PM*
  - b. *George introduced Swimposium Speaker David Benzyl, who is speaking on 'How to Create a Winner's Mindset.'*
  - c. The meeting minutes from January and February Board of Directors Meetings were approved

**Attendance:**

Dave Joyce (LAKE) <i>Records/Swims</i>	George Geanon (LAKE) <i>General Chair</i>
Laura Becherer (OZ) <i>Disability/Nominations</i>	Kim Stoll (SSTY) <i>Rules Chair</i>
Brett Wilson (BAC) <i>Coaches Representative</i>	Lexi Monty (FCY) <i>Athlete Representative</i>
Troy Engstrom (WBSC) <i>Finance Chair</i>	Angela Monty (FCY) <i>Diversity and Inclusion</i>
Pat Lewno (SEA) <i>Treasurer</i>	Rick Potter (UN) <i>Officials Chair</i>
Jeanne Drzewiecki (UNAT) <i>Administrative Vice Chair</i>	Brent Boock (EBSC) <i>Age Group Chair</i>

Kevin Milak (PX3)  
*Senior Chair*

Drew Walden (BAC)  
*Ex Officio General Chair*

Jacob Johnson (BAC)  
*Tech Planning Chair*

Cathie Marty  
*Safety Chair*

Jeff Knight (KPA)

Eric Knight (KPA)

Anna Schwarz (KPA)

Megan Hagmayer (KPA)

- II. Brief Committee Reports
  - a. Brief verbal report if there is no written report
  - b. Central Zone Co-Director Report
    - i. **No central zone reported was presented**
  - c. Departing members
    - i. **Departing BOD members include: Brett Bock- current Age Group Chair, Jeanne Drzewiecki- current Administrative Vice Chair, Troy Engstrom– current Finance Chair, Rick Potter- current Officials Chair**
  
- III. Finance and Treasurer Reports
  - a. **Pat Lewno presented and reviewed the financial reports to the Board of Directors**
  - b. **Please remember that meet bid fees and registration fees have increased**
  - c. **At the January Age Group/Senior Committee meeting, Kevin Milak proposed changes to the submission process of year-end reports and post race reports. These changes, along with the new report format, will be ready by the upcoming June meeting so that it can be utilized by 2015-2016 winter season**
  
- IV. LSC Regional and Championship Meets
  - a. Age Group, Senior, and Tech Planning
    - i. **Jim Moore, a former general chair, met with George and was pleased to be approach about getting re-involved with the LSC**
    - ii. **Because the length of the previous meeting Age Group/Senior Committee Meeting, there was discussion that tech-planning and/or sub-committees should meet prior to the meeting to discuss related agenda items**

- b. Discussion of recent Short Course LSC Championships
    - i. **Significant discussion occurred regarding what does and does not count as a state and national record. According to LSC bylaws, you can set a national USA Swimming record at a high school Championship Meet but not a state record**
    - ii. **The changes made to the meet order were adjusted, but these will not affect a meet bid or the size of the meet**
  - c. Silver Meets and Long Course LSC Championships
    - i. ***No discussion***
  - d. Next meeting of Age Group/Senior Committee
    - i. **No date was yet set for the next Age Group/Senior Committee Meeting. However, it will take place on a Tuesday in May. Kevin Milak will notify the committee of that meeting date**
- V. LSC Annual Meeting Update
- a. Review of Presentation Schedule
    - i. ***The House of Delegates meeting will take place from 8:30 – 11:45am, with registration prior to. The Swimposium will start after lunch at 12:15 – 4:30pm. For more information, see the schedule for the Annual HOD Meeting and Swimposium on the WSI Website***
    - ii. ***While it was announced that checks will be handed out to coaches after the Swimposium, they will be available to collect by anyone that needs to early***
  - b. Distribution of attendees
    - i. ***Roughly 140 people are attending the Annual Meeting, while 180 people are signed up to attend the Swimposium***
    - ii. ***Roughly 65 clubs will be represented at the Swimposium***
  - c. Audience response system
    - i. KPA comments on current process
      - 1. ***All of the election and voting PowerPoint Presentations have been created by KPA. Megan Hagmayer has been trained to operate the Option Technology clickers and software. Testing has been completed***

ii. Post-meeting review

1. ***A meeting will be set up between the Board of Directors and Option Technologies to discuss the product and interest in purchasing the clicker devices, as a contract was created to put the rental costs towards the final purchase price if so desired***

d. Annual Meeting 2016

i. Annual Meeting site vote: Appleton, Green Bay, Madison

1. ***The Annual Meeting in 2016 will take place in Green Bay, Appleton, or Madison. A region will be voted on at the Annual House of Delegates Meeting***

ii. Date selection

1. ***It was decided that April 23<sup>rd</sup>, 2016 will be the date of the next Annual House of Delegates Meeting; the Board of Directors meeting will still take place the night before***

iii. Presentation Schedule - Preliminary

1. HOD Annual Meeting Questions

- a. Any educational tracks?

- i. ***It was decided that an educational track/session will be available at next year's Annual House of Delegates Meeting***
- ii. Possible tracks: Coach, Club Development, Officials, Athletes

VI. BOD elections at Annual Meeting

a. Nominating Committee Report: General Chair, Admin Vice-Chair (one year term), Finance Vice-Chair, Secretary, Safety Coordinator, Age Group Chair, Officials Chair

- i. ***Any additional ballots/nominations must be placed by 9:30am, as a cut-off time is mandatory to operate the proper technology and to keep the meeting running smoothly***
- ii. ***The nomination committee will receive the names and descriptions of the future Board of Directors members to post to the WSI website. This will require a policy change relating to nominations***

b. Term limits – Bylaws Mandated

- i. Two consecutive 2 year terms (4 consecutive years)
- ii. 2 year lapse required in order to serve again in a position
- iii. Positions without term limits:
  - 1. Treasurer, Secretary, Membership/Registration**
- iv. Proposal: To remove term limits for Finance Chair – Rules Committee advises rejection
- c. Positions open and without incumbents due to term limitations:
  - i. **Admin Vice-Chair, Safety Coordinator, Officials Chair, and Finance Chair**
- d. Position open after completion of partial term and one full term
  - i. **Age Group Chair**
- e. Positions open with an incumbent:
  - i. **General Chair**
- f. Salaried positions ineligible to vote after 1/1/2016:
  - i. Registration/Membership and Treasurer
  - ii. **An employee valuation process will be created by October, as it is a new and recent requirement of LEAP**
- g. New appointed position: Meet Sanction Coordinator
  - i. **The Meet Sanction Coordinator will be taking on the responsibility of meet sanctions, a current role of the Administrative Vice-Chair. However, the Admin Vice Chair will be responsible for supervising whoever is elected into this new position**
- h. Stipends for Administrative Vice Chair and Meet Sanction Coordinator
  - i. **Because responsibilities would be taken away from the Administrative Vice Chair and pushed onto the Meet Sanction Coordinator, a heavy amount of discussion occurred regarding if a stipend should or should not be provided to both positions**

**A motion was made that both the Admin Vice Chair and the Meet Sanction Coordinator would both receive a \$4,000 stipend, by Drew Walden, 2<sup>nd</sup> by Kim Stoll  
Voice Vote- Motion failed**

***An amendment to the motion was made to stipend the Sanction Coordinator \$4,000, by Kevin Milak, 2<sup>nd</sup> by Drew Walden***

***Voice Vote- Motion Passes***

***After reviewing other stipend positions, it was suggested that the Administrative Vice Chair should only be stipend \$2,000***

***A new motion was made that the Administrative Vice Chair receive a \$2,000 stipend and that \$595 must be put towards attending the USA Swimming Convention, by Drew Walden, 2<sup>nd</sup> Rick Potter***

***Voice Vote- Motion Passes***

***A motion was made amend the previous motion regarding Sanctions Meet Coordinator receiving a \$4,000 stipend, by Drew Walden, 2<sup>nd</sup> by Rick Potter***

***Voice Vote- Motion Passes***

***A motion was made to make the Sanctions Meet Coordinator attend the Annual USA Swimming Convention and receive reimbursement for traveling, but no stipend will be provided, by Drew Walden, 2<sup>nd</sup> Jeanne Drzewiecki***

***Voice Vote- Motion Passes***

- 1. Laura Becherer will contact Cheri Zimdars, who is running for this position, to let her know of these recent changes***
- i. BOD Job descriptions: 50% complete***
  - i. Knight Public Affairs rewrote and reformatted the Board of Directors positions that are open for September. These positions will be voted on at the 2015 Annual House of Delegates Meeting. George Geanon will be sending Megan Hagmayer the rest of the unedited job descriptions via email***

## VII. Rules Committee Report

### a. Bylaws

#### i. Housekeeping and keeping up to USA Swimming compliances

- 1. Anna Schwarz from Knight Public Affairs spent a lot of time working on revising the Bylaws throughout the past few months. Because the bylaws were so complicated and out of date, many documents did not get updated appropriately. George Geanon and Kim Stoll reviewed the new minutes and made sure that these changes followed the USA Swimming Template**
- 2. A bylaw change was to allow individuals that have an interest in Wisconsin Swimming, Inc. to be a non-affiliated member.**
  - a. This gives the LSC the ability to tap into the talents of those who want to provide them on a volunteer basis**
  - b. These changes are posted on the WSI website under the LSC Meetings tab**
  - c. A volunteer form will need to be created. It was suggested that Knight Public Affairs take control of this**
- 3. Another proposed change related to electing two coach representatives, each elected on alternating years to allow for consistency, as this increases coach representation and more clubs in the LSC**
  - a. The goal would be to get a coach representative from the North and one from the South. These representatives would be elected during or before this upcoming long course season**
- 4. Other minor changes were made to ensure that the bylaws are consistent with USA Swimming Requirements**
- 5. All of the bylaw changes will be sent to Annual House of Delegates Meeting tomorrow, and from there be sent on to USA Swimming to be accepted**

***A Motion was made that the Board of Directors will support these proposed bylaws changes at the 2015 Annual House of Delegates Meeting, by Rick Potter, 2<sup>nd</sup> by Jeanne Drzewiecki  
Voice Vote- Motion Passes***

- b. Proposed Policies and Revisions (2 hrs)
  - i. Policy 2.7.4 – Proof of Time
    - 1. Significant discussion occurred regarding what meets are accepted and those meets that are not. Minor edits were made by the Board of Directors to be brought forward***
  - ii. Policy 4.14 - 4.14 Suspension, Postponement or Cancellation of the Meet
    - 1. This proposed policy change is related to the issue that occurred at the 13 & Over Meet. It is proposed that a meet referee can suspend a meet due to poor air or water quality. They will need to get a committee together prior to the meet to proceed with this cancellation***
  - iii. Policy 5.1.10 – Awards
    - 1. In a Age Group/Senior Committee meeting, it was proposed to add a Swimmer & Coach of the Year Award and that host clubs will be responsible for medals and ribbons up to a certain amount***
      - a. This policy revision was tabled***
  - iv. Policy 7.1 & 7.2 – Records
    - 1. To ensure that the heat sheets have accurate and updated records, it was proposed that the Records Chair provide this information to the host club of the LSC host meets. Due to the heavy workload this puts on the Records Chair, coaches will have to send these records to the Records Chair, which is actually a policy in the current bylaws***
      - a. This policy revision was tabled***



***A motion was made to send the proposed Records and Awards Policies back to the Rules Committee, by Brent Boock, 2<sup>nd</sup> by Rick Potter***

- v. Policy 15 – Board of Review
  - 1. George Geanon or Kim Stoll will make changes tonight***
- vi. New Policy 25 – Zone Championships
  - 1. A new policy was created to record what the standard operating procedure has been relating to zone championships***
- vii. New Policy 26 – Volunteer Recognition
  - 1. To thank volunteers, athletes and swimmers, a number of suggestions were provided to recognize these those that have assisted Wisconsin Swimming, Inc.***
  - 2. A suggestion was made to rename this new policy as 'LSC Recognition', since it isn't only volunteers that are receiving recognition***
- viii. New Policy 27 – Photography
  - 1. Guidelines are being enforced regarding proper postings of photography on the WSI Website and any social media platforms***
- ix. ***If you want to make a change or suggestion for a policy, please email Kim Stoll***

***A motion was made to formally approve these changes to the proposed policies and revisions, by Jacob Johnson, 2<sup>nd</sup> Drew Walden***

***Voice Vote- Motion Approved***

- VIII. Strategic Plan and KPA Update
  - a. Year in Review: report summary
    - i. Strategic Plan
      - 1. Education***
      - 2. Governance***
      - 3. Communication***
      - 4. Facilities***

- a. The Strategic Plan was not discussed for the sake of time**
      - ii. Facility Survey – Baseheart Report
        - 1. No discussion**
      - iii. Consider separate meeting of BOD
        - 1. In depth revision/prioritization of the Strategic Plan**
          - a. No discussion**
        - 2. Board Orientation**
          - a. No discussion**
- b. LSC Administration summary
  - i. **Anna Schwarz from KPA presented the current duties and responsibilities regarding association management since September when the partnership was approved. This is available in Amendment E, which will also be distributed at the BOD Meeting tomorrow**
  - ii. **Anna also addressed some of the additional tasks assigned to KPA, relating to the 2015 Annual Meeting & Swimposium**
- c. Government Activity Report summary
  - i. **Eric Knight from KPA presented the extensive amount of work related to the government activities since September when the partnership was approved. This is available in Amendment D, which will also be distributed at the BOD Meeting tomorrow**
- d. KPA Proposal for September 2015 to September 2016
  - i. New Responsibilities with LSC Administrative Management
    - 1. A subcommittee will be created to discuss the Knight Public Affairs contract renewal and possible additional duties assigned. It will be composed of some BOD members and KPA**
  - ii. Government Activity
  - iii. Financial Proposal
- IX. Future Agenda Items
- a. Completion of LEAP 2
    - i. No discussion**
  - b. Conversion of Registration/Membership and Treasurer to paid staff

- i. Job Descriptions
      - 1. No discussion**
    - ii. Hiring Process (for new hires)
      - 1. No discussion**
    - iii. Job Performance evaluation procedures
      - 1. No discussion**
    - iv. Financial implications (retirement, health, etc.)
      - 1. No discussion**
  - c. 2015 US Aquatic Sports Convention attendees/update
    - 1. No discussion**
  - d. Follow up of Strategic Plan revision/prioritization
    - 1. No discussion**
- X. Next Meeting BOD
  - a. May or June? To included Board orientation and Strategic Plan (or separate meeting from the June BOD meeting)
    - i. No date was set for the next BOD Meeting; George Geanon will notify the committee once a date has been set**
  - b. Next Age Group/Senior Committee
    - i. No date was yet set for the next Age Group/Senior Committee Meeting. However, it will take place on a Tuesday in May. Kevin Milak will notify the committee of that meeting date**
- XI. Adjournment
  - a. The meeting was adjourned by unanimous consent at 11pm**