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Middle Atlantic - BOARD of DIRECTORS

Meeting Minutes

Monday, January 8, 2018

Zoom

Present:

Jamie Platt – General Chair
Cherita Gentilucci – MA Office
Kate Scheur-Safe sport Chair
Tom Malecki – Finance Vice Chair
Sandy Hartmann-Secretary

Mike Seip-Staff
Fred Killion-At Large
Matt Sprang-Treasurer (late)
Amy Steeves-Office
Ryan Hartmann-Athlete Rep

Phone:

Reece Whitley-Sr Athlete Rep (late)
Amanda Pope-Diversity/Inclusion Chair

George Breen-Admin Vice Chair

Absent:

Doug Cornish-Tech Planning
Brian Elko- Age Group Vice Chair
Larry Schwarz-Officials Chair
Noah Jamieson-Jr Athlete Rep

Peter Gori-Athlete Rep
David Burnette-Operational Risk
Stu Kukla-Sr Coach's rep

Call to order:

The meeting was called to order at 7:05

Announcements: No

Agenda: Approved

Minutes: Approved Dec BOD minutes

Elections and Appointments:

- A. All Committees members must be appointed by the general chair with the consent of the board.

Finance: A. **Finance Report:** Financials in dropbox. Nothing unusual. There are some timing issues like registrations show as down but they are really up (timing issue with the holiday); Start a process of being more consistent of when we record transactions.

- B. **Investment Plan:** First west trust account set up; wire money from PNC to trust this week; Bank of America CD matures in Feb.

- C. **Budget:** Need new and different information from the committee chairs on actual budget numbers based on previous years vs. programs not utilized. Tom will send pdfs of the budget to all committee chairs.

New Business:

Unfinished Business:

A. Specific Strategic Objectives: Met with Open Water committee work in progress; Walk thru for all committees to relay information to the board. Information needs to flow from Committees through the chair to the vice chair/future chair to the board. This needs to be a smooth process.

B. HOD: There is a HOD folder in dropbox. A save the date was put up on the website and will be sent out via monthly email and newsletter. Need agenda and timeline by the February meeting. Ideas already: Kate: Safe sport focused on social media will have member of Upper Dublin police force there); Doug: Tech planning meet hosts meeting then the meet director round table. Larry: Officials committee meeting; Reece: ideas behind the athletes committee

C. Policy manual Review: section 5 & 6; 5: sanctions (bid process and schedule) 6: MA champs meets. Policy does not need to reference board members it can reference committee chairs.

Section 5: Under 5.2.1 Motion to strike out C and invitationals to read 3 or more teams and 100 or more swimmers. Approved.

5.1.3.7 Developmental meets not defined in bid process but in section 10; (Mike & Doug & Brian to make changes in wording and send them in).

5.2.3 Fees: Mike okay with wording on timing for the additional fees for application.

Approved Section 5 to be posted as presented.

Section 6: Need to discuss the normal turnaround for meet rebate fees. Now 7 days but it might be better 14-30 days. Meet director keep track of the rebate fees they owe due to regular entries vs. deck entries. Cherita keeps record of checks and what needs to be paid from the MM reports.

6.6: should this be 21 days since MA can't enforce the fees due to the time it takes YMCAs and school districts to pay. Hold off on approval until this is looked at and revised

6.7 & 6.7.1: Need practical fines and deadlines that can be policed and penalized clubs that violate.

Need to pull section 6 and go deeper about the days and the fines. 1/27 is the national operation risk meeting so this will affect section 6.

6.1 Contract: Not being done and needs to be. Refer this to senior and age group committees.

Kate has contract that was started. Performance vice chair is over the senior & age group committees so they will over see this. For seniors contract affects seniors for age group JOs, silver and bronze.

6.5 is awards

6.6 from meet director handbook

6.6 & 6.7 tabled until February

3.7 convention: who the delegates are and how selected; table due to late submission into dropbox.

Section 4 Financials: Review cash reserve policy tabled until February. Purchasing policy in dropbox: committee chairs need to adhere to the process but can ask for a waiver Put on hold until February

Section 7: Travel fund

Section 8: Open water talk to Bob Schailley about and keep Stu in the loop

Section 9: Eastern Zone meet: Brian to look at.

Block Two: Approved as whole

Meeting adjourned at 8:16 pm

Respectfully submitted,

Sandy Hartmann, Secretary