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BOARD OF DIRECTORS MEETING – November 15, 2021

AGENDA

CALL TO ORDER 7:31

ANNOUNCEMENTS Kate would like to plan strategic planning meeting for board, staff, committees in April-May. Multi day. Date to TBD soon

CONFLICT OF INTEREST STATEMENT read by Andrew Austria

APPROVAL OF AGENDA motion to approve agenda Approved

APPROVAL OF MINUTES: motion to approve minutes. Approved

BLOCK ONE

These items will be discussed in the order presented, unless amended during the agenda approval process.

AREAS FOR IMMEDIATE ACTION

- a. Conflict of Interest/Confidentiality Agreement

All board members must send into Jamie to be kept on server

ELECTIONS AND APPOINTMENTS

- a. Committee appointments – K. Scheuer

Sr. Committee members approved

Coaches committee new members will be sent

Larry asked if all committees are fully functioning. Travel committee is re filling. DEI Anthony is working to build a committee.

FINANCE report approved by board

- a. Finance Report – S. Mittman Besnoff

Report in dropbox. Fiscal year started Sept 1. Registration income is almost double projected income.

Down payment for new office and renovations is in 1st quarter.

Camps/clinics expense is Rise Program

Splash Fees increased over 2020

Budget Variances will be reviewed by Finance and EX Director to be presented to board by Finance Chair

Budget for 2023 will be requested in January to be approved by board before HOD

EXECUTIVE DIRECTOR REPORT

1 Organize. Completed staff performance reviews. Work on work flows of common practices. Evaluate structure and gaps. New office taking time to make happen—insurance was a big problem as we are a youth non-profit organization. Got 1 bid for insurance willing to insure us.

2 Connection. Conflict resolution is major role of EX Director. National committee and eastern zone task force. Adventure Aquarium is interested in working with MA as a sponsor. National community Jamie is talking with Speedo, but this does not look promising.

Middle Atlantic Swimming advocates the growth and development of a diverse swimming community through education, innovation and a commitment to excellence.

3 Re-establish the Brand. Kampus Klothes is bringing in funds and visibility. Newsletter is being sent with a staff focus. Tracking how many are opening the newsletter each time to help with marketing and sales in business communities.

Timothy Pray disables vet, daughter involved with swimming. MA proved him a lifetime membership in USA Swimming. Working on compiling news agencies in MA regions to keep us in their news feeds.

NEW BUSINESS none

UNFINISHED BUSINESS none

BLOCK TWO

Larry pulled Performance report.

Block Two approved without Performance Report

Larry question about championship series.

Will # of athletes increase as result of changes?

Silver times were lowered. 5 silver meets as a result. No bronze meet as a result.

Took 10's out of JO's—made own 10& u champs meet. Not every athlete in LSC must have a championship meet

Not cutting many individuals from bronze meets. Cut events.

Loosened 50 times for silvers

Intention is that last weekend in February is a qualifying weekend, last chance. Take the place of Bronze.

Could be biggest splash weekend of year.

Motion to pass Performance report as presented in drop box. Approved.

Items requiring discussion to be pulled at the appropriate time. Otherwise, all items in will be passed/defeated as a group.

DIVISION REPORTS

| <u>Administrative</u> | <u>Performance</u> | <u>Finance</u> | <u>Operations</u> | <u>Athlete</u> | <u>Coach</u> | <u>DOC</u> |
|-----------------------|--------------------|----------------|-------------------|----------------|--------------|------------|
| Registration | Senior | Audit | Safety | | | |
| Convention | Age Group | Budget | DEI | | | |
| Personnel | Zone Team | Tax/Ins/Inv. | Officials | | | |
| Marketing | Open Water | Treasurer | Equipment | | | |
| Admin Review Board | Tech Planning | | | | | |
| Recognition | | | | | | |
| Awards | | | | | | |

Next Meeting January 10th.

Meeting adjourned 8:07.

**Middle Atlantic Swimming
Board of Directors Calendar**

| | | | |
|-----|------|------|--------|
| | | | |
| May | June | July | August |

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|---|---|---|---|
| New officers take over Renew banking relationships Review State filings EZ May meeting Appoint Committee Chairs/staff liaisons Review staff compensation Request additional USAS votes Nominees for Lifetime membership Select USAS Delegates New meeting schedule BOD Meeting | Board and committee chair orientation Conflict of interest Drop Box tutorial Board Book Lifetime recipient selected Approve committee membership No Meeting | Election of Coach reps BOD Meeting | Registration materials to clubs Meets submitted for sanctioning USAS registration End of fiscal year No Meeting |
|---|---|---|---|

| September | October | November | December |
|--|---|--|---|
| Beginning of fiscal year USAS Convention Workshops & clinics Strategic plan review BOD meeting | Early registration period BOD self-assessment & review MANDATORY Committee meetings No Meeting | Annual financial review initiated Nominating committee appointed (if not elected by HOD) BOD Meeting | Confirmation of pool availability for next SC season championships Confirmation of pools for this season LC champs No Meeting |

| January | February | March | April |
|---|--|--|---|
| LC schedule bids received SC schedule proposed Budget meeting/committee budgets due File 990 by Jan 15 th Receive financial review from accountant April HOD plan approved BOD Meeting | LC schedule bids approved SC schedule approved for bid Nominees for Outstanding Volunteer Delegates to EZ May No Meeting | SC schedule to bidders Budget meeting Championship meets HOD legislation prepared Slate of nominees presented to BOD Budget presented to BOD BOD Meeting | SC bids due Policy, by-laws, mission & safety review (1 each yr) Meet host meeting Awards ceremony (volunteer, athletes, coaches) Elections HOD Meeting BOD Meeting |