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**To: All Hawaiian Swimming LSC Members**

Subject: August 19, 2001 Board of Directors Meeting

1. The Hawaiian Swimming Board of Directors met on Sunday, August 19, 2001 at Chaminade University. Those present were Robin Flanagan, David Coleman, Lynette Chew, Gale Wilson, Alison Wilson, Ken Suenaga, Fred Tester, Jane Suenaga, Adele Wada, Barb Kopra, Jon Hayashida, Allen Shishido, Pat Takeshita, Dexter Lee and Amanda Fay.
2. The meeting was called to order at 11:15am.
3. The minutes from the July 15 General Membership Meeting were approved with the following correction on item #5 concerning Senior Swimming. The allocation of the entry fees was proposed to go to UH but a decision will be made once the Senior Committee makes a formal proposal. The minutes were approved as amended.
4. **Zones 2001** - Pat Takeshita reported on Zones 2001. There were 51 swimmers from Hawaii - 16 were experienced zone swimmers. Two new records were set. The Coaches did an excellent job of supporting the swimmers. The chaperones were an extremely cohesive group who displayed outstanding initiative and team effort and made zones a memorable experience for all. The chaperones were Steve Saylors (Iolani), Eileen Phillips (Aulea), Caroling Lau (Rainbows), and Pat Takeshita (Pearl Harbor). Connie Saylors and Spencer Lau traveled with the team and assisted with chaperoning. Having a doctor or nurse on the trip makes a great difference. Spencer Lau was very helpful and even brought his medical bag. The swimmers were very mature and independent and we received very positive comments from restaurant and hotel management personnel on the behavior of our swimmers.

Robin thanked Pat and the chaperones for the excellent job.

Pat suggested some changes to the swimmer contract. These items were understood in the past but have not been documented. Ten and unders will have an adult staying in their room. Eleven and overs will not have an adult staying in their room unless previous behavior warrants it. There will be a defined curfew time and no visitors (adult or swimmer) will be allowed to sleep in the swimmers' rooms. The medical form should indicate that if a swimmer has any food allergy, the parents must notify the zone committee in advance. Swimmers with a medical condition must inform the head chaperone and have the necessary medication with them at all times. Robin recommended adding the responsibility for the parent to pick up the child at a designated time. Lynette recommended that the zone packet be part of the policies and procedures.

Jon Hayashida reported that the coaches wanted to get zone information earlier. The handout was excellent but if coaches had gotten it earlier (swimmers and their best times) it would have been helpful. Ron will be submitting written recommendations from coaches. Allen Shishido thanked everyone for a really successful meet and for the LSC contributions. Looking at how to improve. County of Maui would like to host Zones again (every 5 to 7 years). Also would like to bring other big meets to Maui. Improvements: will correct tents blowing away; coaches like having a coaches' table with shade. Allen will have an evaluation meeting on Maui next week. There was some trouble getting timers for prelims. Finals were easier because fewer timers were needed and people could come after work. Since the LSC's are supposed to provide timers, we may need to assign LSC's certain lanes and the LSC's could set up their own shifts. Hospitality was excellent; The Financial report must be submitted within 30 days; The preliminary report has been prepared but is missing some info. Gale will review the materials given at today's meeting and will email or fax Allen if any other information is needed. Any expenses that need to be reimbursed should be submitted to Gale as soon as possible. Gale was uncertain as to whether we were responsible to reimburse expenses for the national people. Ken will find out and get back to Gale. We agreed to cover the room and air for Oahu people who worked at the timing console. The Clerk of course people all worked very hard. Jane Suenaga worked very hard at clerk of course and should be reimbursed. Ken thanked everyone who contributed to make the meet a success. Closed circuit TV with coverage of the whole meet was available. Allen asked for input on the success and usefulness of the closed circuit. Group thought it was very helpful for swimmers, officials, and coaches. The cost was \$7500.

There were 81 athletes involved in breaking records. 35 relays broke records. 26 records were broken in prelims; 18 swimmers broke their own records in finals; 8 swimmers set a record during prelims but did not repeat it during finals. 64 events had records broken 2 during preliminaries; 62 during finals; The breakdown by age group was 2 events for 10 and unders; 7 events for 11-12; 16 events for 13-14; 22 events for 15-16; 17 for 17-18; 22 relays had records broken: 5 in the 11-12 group; 5 in the 13-14 group; 7 in the 15-16 group and 5 in the 17-18 group. 824 swimmers participated. 30 tapes generated by the closed circuit TV and Allen is looking to create a promo video to sell. Special thanks to Gale, Ken, and Allen. There were 106 extra T-shirts sold. In the report to USA swimming, we will ask the LSC's to order T-shirts ahead of time; We got some bounced checks from individuals ordering T-shirts.

##### **5. Convention items** - Robin asked the board to provide direction to the convention attendees on certain items that will be discussed and possibly voted on.

a. **Depth of pool** - There is a proposal to change the minimum depth of a pool used for practices or meets to over 5 feet. This rule would remove many Hawaii pools from being used for racing starts even at practices. The board recommended that our delegation vote NO; A motion was made seconded and approved unanimously.

b. **Create a single long course championship meet for 18 and under.** It was noted that this seems like a proposal to reinstate junior nationals. There was no general consensus from the board because not enough information available. The board will leave the decision to the convention attendees. Allen mentioned that this would provide another opportunity to bring meets to Hawaii.

c. **Proposal for a new club membership process that would require a \$1500 fee; Coach must be ASCA Level 3 or higher and 5 years experience that could be waived;** Federal Tax ID must be supplied. The

club would be required to develop a 3 year long range plan to obtain full club membership. Other requirements were proposed. Lynette recommended that we vote against the proposal because it would discourage new teams. Our delegation will vote against.

d. A proposal to double swimmers' fees to fund increased TV coverage will be opposed by the Hawaii delegation.

## 6. Committee Reports

a. **Registration** - Lynette Chew. New warm-up procedures were prepared by Lynette for Zones. She shared it with Fred who will include it with the meet packet and put on the web. Lynette presented stats: 2478 athletes; 336 non-athlete; 38 clubs.

b. **Treasurer** - Gale Wilson. There is \$81,710 in the checking account. Not all of the bills from zones have been paid. The tax return for 2000 was filed without the last 3 years data. The GET application was filed with a request for exemption. Gale will put the request for travel subsidy on the web and will email coaches of the swimmers who traveled so they will be aware of the need to request the subsidy. A motion was made to set the travel reimbursement for the 2000-2001 season at \$200 for sectionals and \$400 for nationals including relay swimmers; motion made seconded; passed with one abstention and none opposed. If a swimmer's subsidy is over \$600 in a calendar year, the LSC will have to issue a 1099 and therefore is requesting swimmers' SSN's.

c. **Athlete's rep**- Alison Wilson. Nothing to report.

d. **Age Group** - Fred. Standards are out and the schedule has been posted. A question was raised about doing away with the 15/16 and the 17/18 standards. Jon said that the coaches thought that the 15-18 age groups would swim together but the awards would still be by age group. It was agreed that this would be addressed in the discussion of issues from the coaches' forum.

e. **Safety** - Dexter Lee. There are three additional instructors available for certification classes. There were two accidents at zones - one non-swimming related. Dexter reported them both. Fred noted the lack of safety marshals at some meets. He also mentioned that the meet directors are sometimes not training the safety marshals. If there are no marshals at the meet, the officials will ask for a marshal and if one is not present the officials will assume responsibility. Marshals are useful for parts of the venue that are not visible to officials. Fred will distribute rules for marshals to host teams for meets. Marshals should be registered with USA Swimming. Also, people handing out Check in sheets must check to see that the cards are valid. Coaches are reminded that people handing out the checkin sheets are merely enforcing LSC rules.

f. **Officials** - Dave Coleman. Aulea and KSA are having official clinics in September. Manoa and PAQ will have clinics in late September or October. Coaches are asked to encourage their parents to get involved in an officiating clinic; Dave is also available for neighbor island clinics; Dave is available for clinics on Monday, Wednesday, Thursday, and Friday. He likes to use short course states as a national certification meet for officials. The automated testing program for officials will be available on the

Hawaii website and Dave encourages officials to use it. Meet directors will receive starter and referee assignments soon.

g. **Big Island Rep** - Barb Kopra. The first Big Island meet is September 15; Barb encouraged teams from other islands to participate in the Big Island meets. Barb will clarify the dates and send to Fred.

h. **Records** - Adele Wada. Nothing to report. Adele is considering continuing as chair of a records committee with members from neighbor islands to help. Maui already has someone who Adele can work with. Jon Hayashida will assign someone from the Big Island.

i. **Maui Rep** - Allen Shishido. The first Maui meet is September 29.

7. **Coaches' forum** - On May 6, the coaches met and gave their opinions on various subjects. Their understanding was that these items would be brought to board for possible action - either to table, vote against or vote to implement this year.

Motion to have a three-year rotation for States. Rotation to be Maui, Open, Big Island. The island that has the rotation in a particular year will get to choose whether they want long course or short course. The LSC would take the other meet each year. On the years that States is assigned to Maui or the Big Island, the island organization is free to assign it in whatever manner they choose. The Open year allows any team on any island to bid for States as long as they submit the bid on time. Moved, seconded, passed unanimously. It was decided that we would start with the 2001-2002 season in the middle of the rotation with Open, then Maui, and then the Big Island. All open bids must be submitted for either long or short course by September 15. The bid must specify the facility and site. The decision will be based on the best facility. In following years, the deadline will be by July 31.

b. There was a recommendation that beginning with the short course championship meet there be a combined 15-18 age group to equalize the number of swimmers in the age groups and provide more opportunities for relays; A motion was made and seconded to have the 15-18 swimmers swim prelims together and finals separately. This would require separate time standards for 15/16 and 17/18. **The motion passed** with 8 in favor; 2 opposed; 2 abstained.

c. There was a recommendation to have timed finals only for all events that are 200 or longer for all age groups. A motion was made and seconded to have timed finals only for all 200 and longer events at state champs. **The motion failed** unanimously.

d. **Splash rule.** A motion was made and seconded to continue the splash rule at invitationals. The motion passed with 8 in favor; 1 opposed; 3 abstentions. A motion was made and seconded to allow two splashes for events in which they have at least an A time any day per meet at invitationals if they have at least one qualifying AA time. Splashes must use the actual time for entries. **The motion passed** with 10 in favor; one opposed; no abstentions.

- e. Awards will be maintained for older swimmers in unclassified meets but ribbons will be replaced by an award suggested by swimmers rep.
- f. Coaches recommended that we continue practice of fining for violation of rules.
- g. The coaches recommended that we discontinue the rotation method of zone coach selection after the last rotation in 2002. In 2003, we will return to the application process. A motion made and seconded to approve the recommendation. **The motion passed** with all in favor with one abstention.
- h. The coaches were in favor of having an annual awards banquet or dance.
- i. It was recommend that guidelines for entry personnel be included in sanction packet. Fred will organize a class for entry people and for people accepting entries for meets.
- 8. The convention will honor any athletes or non-athletes associated with swimming who have passed away in the past year. Any suggestions should be emailed to Robin by August 31.
- 9. Robin is taking nominations for the outstanding service. Any suggestions should be sent to Robin by Sept 30.
- 10. Lynette reminded everyone that the Military meet is Sept 1 and is first date of the new season. Any swimmer in that meet must be registered for this season.
- 11. A Zone file is being established by Kathy Fay. Please give her any information on the 2001 zones that will be useful for the next time we sponsor zones.
- 12. The next meeting is September 30 at 10am at Chaminade University.

Respectfully submitted,

Kathy Fay