Kimberly Mozdzierz Frank

ISI HOD AVC Report
May 10, 2017

Illinois Swimming VISION Statement: *The vision of Illinois Swimming is to inspire excellence through innovation and leadership.*

Illinois Swimming MISSION Statement: *The mission of Illinois Swimming is to offer our members programs which promotes swimming and achieves excellence through education, innovation and committed leadership.*

Administrative Vice Chair Report

Principal Achievements and Updates since last report to the Board:

Rules and Regulations:

Policy and Procedure: no update

Administrative Review Board: no update

ISI Equipment: Pam share with me that the postal meter contract had expired. Neopost supplied the equipment and proposed a 5 year contract at $69.99/month ($839.88/year and $4199/contract). Consulted with Program Operations and Pam regarding the historical use and expected use of mass mailing going forward. Due to efforts to make office procedures more efficient (online bill pay) expansion of online registration and banking and eCommunications our need for large volume mass mailing should diminish. This transition should occur much quicker than the 5 year contract proposed. Additionally, there on online services that do not require contracts that accommodate bulk mailing postage in a synergistic process with label creation for subscription price of $15.99/month (**stamps.com**) For all of these reasons it was decided that the Neopost contract would not be renewed. Pam is arranging for return of the meter.

Annual Review of Vision and Mission Statement: We began out work on review and potential revision at the strategic planning meeting on April 29th. BOD needs to reach a consensus at the May Board meeting and publish via website.

Priorities:

1. Monitor progress of Project Streamline for inputs to Policy and Procedures
2. Update Policy and Procedure Manual to Delete Role of Executive Director and Add Role and Duties of Sports Director

3. Amend ARB Report with Summary Disposition
4. Fix Rules (604.8.2 is missing) and 205.4 needs format correction
5. Finalize Recommendation for Rules Committee Members and submit to General Chair
6. Begin organizing proposed rule amendments for the Fall.
7. June solicitation of members for rule or policy change proposals