

Illinois Swimming Inc.
Board of Directors meeting
01/26/05
7:00 pm Illinois Swimming office

1. **Roll call:** The General Chair called the meeting to order at 7:15 pm.
Members present: Kate Chronic (safety chair), Jane Grosser (secretary), Kathleen Hagerty (treasurer), Tom Hayden (administrative Vice-chair), Michael Lawrence (immediate past General Chair), Eric Lazzari (Age Group Chair), Pam Lowenthal (Staff), Len Penkala (coaches representative), Bill Schalz (General Chair), Bob Welch (Officials Chair).
Members Absent: Dan Johnson (Senior Chair), Brian O'Neil (Program Operations), Pam Redding (Adaptive chair), Amy Funk and Payton Johnson (Athlete Representatives),
2. **Approval of the agenda:** The agenda was approved as presented with any new business to be presented under new business.
3. **Minutes:** The May, August, October, minutes were approved as written. December 29th minutes were amended and approved. The amended minutes from December 6, 2004 will be published along with the above minutes on the web.
4. **President's Report:**
 - a. Paul Asheim, CPA, hired to perform accounting services for Illinois Swimming gave an interim report. A full report will be available at the end of FY 2005 (August 31, 2005). The finance committee (as established in the Illinois Swimming by-laws) will meet quarterly to oversee the expenditures and income of Illinois Swimming. **MOTION: To amend the 2005 budget to approve expenditures for accounting services of \$5,500. 2nd, passed.** A new line item will be created in the budget called accounting services. **MOTION: To approve up to \$1000 for additional financial services until the next meeting. 2nd passed. MOTION: The treasurer to contact the accountant and get a bid for continued services throughout 2005. 2nd, passed.**
 - b. **Nominating committee:** The committee is in progress and will bring forward a slate of candidates by March to the BOD.
 - c. **Website Review:** The ISI Webmaster has been paid for his website services.
 - d. **New office Lease:** The lease was signed and the office has been moved. There is no internet access in the office yet and should be installed by February 1, 2005. The lease on the copier lease is under review. A proposal for office furniture was discussed. The office will be furnished before the next BOD meeting.
 - e. **Bid Process:** Nothing was presented
 - f. **Contracts for championship meets:** The general chair reported that some work has been done on this, no information was presented.
5. **Treasurer's report: The September, October, November and December financial statements were presented for approval. 2nd, passed.**

- a. **Investment policy:** The treasurer presented a packet of information regarding the investment policy Illinois Swimming. The treasurer will bring a specific recommendation of investment strategy to the next BOD meeting.
- 6. Action Items:**
- 7. Staff Reports:**
- a. Membership: Current membership numbers are as follows: Athlete: 12,788, Club: 108, Non Athlete: 1007. (Numbers as of 1/26/05).
 - b. Meet Sanctions: The long course meet schedule was presented.
MOTION: To approve the long course schedule as presented. 2nd, passed. A sanction report was reviewed.
- 8. Reports of Officers:**
- a. **General Chair (Bill Schalz):** See President's report.
 - b. **Administrative Vice-Chair (Tom Hayden):** The executive director job description was discussed. Discussion was held regarding how to proceed with the process of securing an executive director for Illinois Swimming.
MOTION: To create a new line-item in the budget titled, operations consultant for a total of \$12,000 (\$1500 a month through August 2005). 2nd, passed.
 - c. **Senior Chair (Dan Johnson):** no report
 - d. **Age Group Chair (Eric Lazzari):** no report
 - e. **Program Operations (Brian O'Neil):** no report
 - f. **Secretary (Jane Grosser):** No Report.
 - g. **Coaches Representative (Len Penkala):** The coach's rep. presented info on the coach of the year election process. He will work with the age group chair to finalize the process.
 - h. **Athlete Representatives (Payton Johnson and Amy Funk):** no report.
- 9. Reports of committees and coordinators:**
- a. Camps task force: no report
- 10. Reports of elected coordinators and committee chairs:**
- a. **Safety/Rules (Kate Chronic):** No report. Part 206 is still incorrect on the web. The rules chair is conducting a review of the past five years of minutes to coordinate motions and actions taken by the BOD.
 - b. **Membership and Registration coordinator:** See staff reports.
 - c. **Officials (Bob Welch):** **MOTION: TO approve Sandy Drake for the official's scholarship up to \$300.00 for World Cup. 2nd, passed.**
- 11. Other committee and coordinator reports:**
- a. **OVC (Carolyn Lambert):** No report.
 - b. **Adapted Swimming (Pam Redding):** No report.
 - c. **Records/Top 16 (vacant):** No report.
- 12. Ex-officio members of the board**
- a. **Immediate past general chair (Michael Lawrence):** No report.
 - b. **Members of the USA Swimming BOD (Michael Lawrence):** written report received. Action taken under new business.
 - c. **USA Swimming Committee Chairs/coordinators (Kate Chronic):** Report postponed until next meeting.

13. Unfinished Business: MOTION: To move to closed session 2nd passed.

14. New Business:

- a. **MOTION: To adopt the Statement of principles on ethical behavior and conflict of interest form of USA Swimming for use within Illinois Swimming. 2nd, passed.**
- b. Bill Schalz was appointed to a task force by USA Swimming for HOD analysis.

15. Resolutions and Orders: None presented.

Next meetings: Third Tuesday of the month Tuesday, February 15, March 15, April 19 at 8:00 pm at the Illinois Swimming office. March meeting to be the budget meeting.

Illinois Swimming Inc.
Board of Directors meeting
02/15/05
8:00 pm O'Hare Hilton

1. **Roll call:** The General Chair called the meeting to order at 8:15 pm.
Members present: Kate Chronic (safety chair), Jane Grosser (secretary), Tom Hayden (administrative Vice-chair), Michael Lawrence (immediate past General Chair), Pam Lowenthal (Staff), Bill Schalz (General Chair).
Members Absent: Kathleen Hagerty (treasurer), Dan Johnson (Senior Chair), Eric Lazzari (Age Group Chair), Brian O'Neil (Program Operations), Len Penkala (coaches representative), Amy Funk and Payton Johnson (Athlete Representatives), Bob Welch (Officials Chair).
2. **Approval of the agenda:** The agenda was approved as presented.
3. **Minutes: The January minutes were approved as amended 2nd, passed.**
Approval of the amended minutes from December 6, 2004 were tabled until the next meeting.
4. **President's Report:**
 - a. **Board of Review:** All is in order.
 - b. **Nominating committee:** The committee is in progress and will bring forward a slate of candidates by March to the BOD.
 - c. **Planning calendar:** no changes
 - d. **Bid Process:** Nothing was presented
 - e. **Contracts for championship meets:** Speedo is sending towels for the championship meets along with copy to be read by the announcers at the meets.
 - f. **March budget meeting:** Budgets need to be submitted to the General Chair by March 1.
 - g. **HOD meeting:** The meeting needs to begin at 1:30 pm not 1:00 pm as usual. Office to follow up with details and report back at next meeting.
5. **Treasurer's report:**
 - a. **Investment policy:** Discussion was held regarding the current investment policy of Illinois swimming.
6. **Action Items: none presented**
7. **Staff Reports:**
 - a. **Membership:** Current membership numbers are as follows: Athlete: 13,206, Club: 109, Non Athlete: 1153. (Numbers as of 2/15/05). Illinois swimming is the largest LSC in the country.
 - b. **Meet sanctions:** A sanction report was presented. A discussion was held regarding teams that may not charge their own swimmers entry fees, the BOD confirmed that all teams must submit splash fees for all swims at a meet.
8. **Reports of Officers:**
 - a. **General Chair (Bill Schalz):** See President's report.
 - b. **Administrative Vice-Chair (Tom Hayden):**

- c. **Senior Chair (Dan Johnson):** Several action items are being discussed within Senior Committee. It was requested that the Senior chair review the info posted on the website for accuracy. The Senior Chair requested that Illinois Swimming put team manager on the website for the LSC. This was tabled until more information is received from the Senior chair.
 - d. **Age Group Chair (Eric Lazzari):** Homewood Flossmoor does not have use of the pool at the original venue on Friday evening of regional champs. **MOTION: Homewood Flossmoor should seek a different venue for Friday evening's events. 2nd, passed. MOTION: CATS receive approval for a change of venue to UIC for regional champs meet. 2nd, passed. MOTION: That the General Chair instruct the age group chair to conference call with the officials chair as well as the four referees from the regional meets to discuss standardized operating procedures of the meet prior to the start of the regional meets. 2nd, passed.**
 - e. **Program Operations (Brian O'Neil):** no report
 - f. **Secretary (Jane Grosser):** No Report.
 - g. **Coaches Representative (Len Penkala):** no report
 - h. **Athlete Representatives (Payton Johnson and Amy Funk):** no report.
- 9. Reports of committees and coordinators:**
- a. Camps task force: no report
- 10. Reports of elected coordinators and committee chairs:**
- a. **Safety/Rules (Kate Chronic):** Progress is being made on the rules and regulations review.
 - b. **Membership and Registration coordinator:** See staff reports.
 - c. **Officials (Bob Welch):** The safety chair requested that the officials chair terminate the practice of flyover starts in the backstroke events. **MOTION: Effective immediately, no backstroke race or Medley relay race event shall be allowed to start until all swimmers from the previous heat have exited the water. The officials chair will immediately notify all officials of this decision. 2nd, passed.**
- 11. Other committee and coordinator reports:**
- a. **OVC (Carolyn Lambert):** No report.
 - b. **Adapted Swimming (vacant):** No report.
 - c. **Records/Top 16 (vacant):** No report.
- 12. Ex-officio members of the board**
- a. **Immediate past general chair (Michael Lawrence):** Michael gave a brief report on activities of the office. **MOTION: Usage of all Illinois Swimming accounts be restricted to Illinois Swimming staff members. 2nd, passed.**
 - b. **Members of the USA Swimming BOD (Michael Lawrence):** No report.
 - c. **USA Swimming Committee Chairs/coordinators (Kate Chronic):** Age group planning is hosting the National Age Group Chairs Workshop in Colorado Springs April 22-24, 2005. **MOTION: To approve airfare reimbursement up to \$400.00 for a member of the age group**

committee to attend the National Age Group Chairs Workshop in April. 2nd, passed.

13. Unfinished Business: none presented.

14. New Business:

15. Resolutions and Orders: None presented.

Next meetings: Third Tuesday of the month: March 15 budget meeting, April 19 at 8:00 pm at the Illinois Swimming office.

Illinois Swimming Inc.
Board of Directors budget meeting
03/15/05
8:00 pm
Illinois Swimming office

1. **Roll call:** The General Chair called the meeting to order at 8:00 pm.
Members present: Kate Chronic (safety chair), Jane Grosser (secretary), Kathleen Hagerty (treasurer), Tom Hayden (administrative Vice-chair), Dan Johnson (Senior Chair), Michael Lawrence (immediate past General Chair), Eric Lazzari (Age Group Chair), Pam Lowenthal (Staff), ,Brian O'Neil (Program Operations), Len Penkala (coaches representative), Bill Schalz (General Chair), Bob Welch (Officials Chair).

Members Absent: Amy Funk and Payton Johnson (Athlete Representatives).

2. **Lengthy discussion was held regarding the formulation of the 2005-06 budget.**

Allocation of budget funds was discussed. It was decided that any surplus funds from the interim budget would be allocated following the end of the 2005 budget (January-August 31,2005).

MOTION: That club support for the Speedo Sectional meet be discontinued in the 2006 budget. 2nd, passed.

Meeting to closed session at 11:00 pm

Meeting returned to open session at 11:45 pm

MOTION: TO approve officials scholarships for Jim Williams and Cathy Harris for World Championship Trials in April at \$300.00 each. 2nd, passed.

MOTION: TO adjourn meeting. 2nd, passed 11:47 pm

Illinois Swimming Inc.
House of Delegates meeting
Sunday, May 1, 2005
Naperville, Illinois
2:00 pm

1. **Roll Call:** The meeting was called to order at 2:05 pm. **HOD report 55 voting members are present and eligible to vote out of 125 available.**
2. **Approval of Agenda.** The agenda was approved as presented.
3. **Reading, correction and adoption of the minutes** of the previous meeting. The minutes of the last HOD meeting in Bloomington were approved as presented.
4. **Opening remarks;** The General Chair, Bill Schalz addressed the HOD regarding our budgeting process which included the postponement of the budget for FY 2005-06 to the fall HOD Meeting. . He also outlined the athlete endowment fund. The Following BOD members that have finished their terms and will be leaving the BOD were thanked for their service to the LSC: Brian O’Neil: program operations, Kathleen Hagerty: Treasurer, Eric Lazzari: Age Group. Michael Lawrence gave an overview of the items that were included on pages 19-59 of the HOD Packet. **MOTION: To set the 2006-2008 individual and non athlete registration at \$55.00. Family membership to \$95.00 2nd, discussion, passed.**
5. **Reports of Officers:**
 - a. **General Chair:** Bill Schalz, see opening remarks
 - b. **Administrative Vice-Chair:** Tom Hayden, no report
 - c. **Treasurer:** Kathleen Hagerty, an ordinary income/expense report of the current financials was presented.
 - d. **Age Group:** Eric Lazzari: See page 4 in the HOD packet. Eric gave a quick overview of the Mid-states meet held in January. Central Zone meet will be held August 5-8, 2005 in Grand Forks, North Dakota. The 11-12 and 13-14 Select camps will be held May 6-8 at Northwestern University. Two catch the spirit camps are being planned for the fall of 2005.
MOTION: To approve the following sites/hosts for the 2006 short course regional championship meets: Barrington/Barrington High School, Fox/Neuqua High School, LWSA/ Lincolnway East High School, NASA/Northwestern. 2nd, passed. Eric Lazzari presented to the House of Delegates the recommendation of awarding the 2006 Short Course Age Group Championship bid to host club Academy Bullets Swim Club with the site of Carthage College in Kenosha, Wisconsin. Discussion followed concerning the reasoning of taking the meet out of state if an in state venue was available.
MOTION: That bids for the 2006 short course Age Group championships be open to the House of Delegates. 2nd, passed
The bids discussed included Westmont Swim Club at UIC, Lake Forest Swim Club at UIC and Academy at Carthage College. Westmont Swim Club withdrew their bid for the meet prior to the start of discussion; Lake Forest Swim Club gave a verbal presentation followed by Academy. **MOTION; To vote by ballot for the host of the 2006 Short Course Age Group Championships between Lake Forest Swim Club at UIC Chicago, Illinois and Academy Bullets Swim Club at Carthage College, Kenosha, Wisconsin. 2nd, passed.** Voting outcome awarded the 2006 Short Course Age Group Championship to Lake Forest Swim

Club held on March 19-21, 2006 at UIC Chicago, Illinois. **MOTION: To destroy ballots. Seconded. Passed.** Ballots destroyed.

Senior Chair: Dan Johnson: See pages 5-11 in the HOD packet. Dan Johnson announced the members of the Senior Committee. Long Course Junior Championship modified qualifying times were noted as an inclusion in the HOD packet. Goals of Sr. committee were discussed concerning athlete reimbursement. Announcement was made to the HOD that beginning in 2006, Club Incentive dollars for Speedo sectionals will be discontinued by Illinois Swimming. **MOTION: TO award the 2006 Short Course Senior Championship to Academy Swim Club at UIC in Chicago, IL.2nd, passed.**

- e. **Program Operations:** no report
- f. **Membership report:** The current membership numbers for Illinois Swimming are as follows: Athletes: 13560, Non-athlete members 1189 and 110 clubs.
- g. **Officials report:** Bob Welch, see report distributed separately at the HOD Meeting. Bob Welch gave an overview of goals of recruiting new officials into Illinois Swimming. He announced the Meet Referees for the 2005 Long Course Championships:
Cathy Harris – Meet Referee for Senior Champs at Northwestern
Bob Welch - Meet Referee for Age Group Champs in Quincy

6. Reports of Committees and Coordinators

- a. **Safety: Kate Chronic:** See HOD report on pages 13-18 in HOD packet. Kate Chronic reported that occurrences are up compared to previous quarters which could be attributed to better reporting from clubs. Included in the HOD packet are Guidelines for Marshalling during meets to be distributed to your Safety Marshals in your clubs. The Fall HOD 2005 will offer classes for coaches' safety certifications.
- b. **Coaches Representative: Len Penkala:** Len requested that coaches call, email and voice any concerns and suggestions to him. He would like to have coaches involved. One of his concerns is the balloting for Coach of the Year which is presently in place vs. a point system to award the Coach of the Year. Both Age Group Committee and Senior Committee will work to develop a criterion for awarding Coach of the Year
- c. **USA Swimming Representatives: Age Group Planning:**
Kate Chronic gave a review of the recent meeting in Colorado Springs on Age Group Planning.

National / Zone Camps:

Eric Lazzari gave an over view of the reformatting being done by USA Swimming to the camps programs.

OIOC Report:

Michael Lawrence reported the impact of the USOC Governance Report to USA Swimming.

USA Swimming Board of Directors Report:

Michael Lawrence reported that the USA Swimming BOD has accepted two new meets into the Grand Prix Series one for 2006 and another for February of 2007. The February 2007 addition is scheduled to be held in the Midwest area.

7. Presentation and Approval of Financial Statement: see #5, treasurer.

- 8. Presentation of the budget: Presentation of the budget was postponed until the fall HOD meeting.**
- 9. Unfinished business:**
- 10. Appointments, Confirmations and Elections: The following candidates were elected unanimously, for two year terms to the following positions: Age Group Vice-Chair: Jon Cabel, Program/Operations Vice- Chair: Bob Welch, Treasurer: Craig Henderson, Officials chair: Todd Bavery, Safety coordinator: Kate Chronic, Registration/membership coordinator: Pam Lowenthal.**
- 11. New Business:**
- 12. Rules and Legislation: None presented.**
- 13. Announcements: NEXT TWO ILLINOIS HOUSE OF DELEGATES MEETINGS ARE AS FOLLOWS AT NEUQUA VALLEY HIGH SCHOOL IN NAPERVILLE, IL: Sunday 10/2/2005 at 1:30PM, Sunday 4/30/2005 at 1:30PM**
- 14. Adjournment: The meeting was adjourned at 4:02 pm**

Illinois Swimming Inc.
Board of Directors budget meeting
5/01/2005
10:00 am
Illinois Swimming Office

1. **Roll call:** The General Chair called the meeting to order at 10:00 am.
Members present: Kate Chronic (safety chair), Kathleen Hagerty (treasurer), Jane Grosser (secretary), Dan Johnson (Senior Chair), Michael Lawrence (immediate past General Chair), Eric Lazzari (Age Group Chair), Pam Lowenthal (Staff), Len Penkala (coaches representative), Bill Schalz (General Chair), Bob Welch (Officials Chair).

Members Absent: Tom Hayden (administrative Vice-chair), Brian O'Neil (Program Operations), Amy Funk and Payton Johnson (Athlete Representatives) Adaptive chair: (vacant).

2. **Approval of agenda: MOTION: to approve the agenda as presented. 2nd, passed.**
3. **Approval of February, March and April minutes: The minutes were approved as presented with a few spelling corrections. (The December 6th revised minutes are still outstanding).**
4. **President's report:** Bill suggested that the budget not be presented to the HOD today. When trying to develop a long range budget it was felt that it would be better to research the budget items with respect to long range budget planning and present an updated budget to the membership at the fall HOD meeting. This process will be explained to the HOD. The progress of the executive director process will be presented to the HOD as well.
5. **Treasurer's report: approved as presented (the April numbers are unofficial).**
6. **Action Items: none presented**
7. **Staff Reports:**
8. **Reports of Officers:**
 - a. **General Chair (Bill Schalz):** See President's report.
 - b. **Administrative Vice-Chair (Tom Hayden):** no report
 - c. **Senior Chair (Dan Johnson):** Dan gave an overview of his presentation to the HOD mainly consisting of outlining the changes being proposed to the athlete reimbursement and club incentive level funding.
 - d. **Age Group Chair (Eric Lazzari):** Eric informed the BOD that the LSC camp funding is being eliminated (pending approval at the National convention in fall 2006). In addition, a Zone Select camp (if approved at the National convention in fall 2006) will be run in the spring of each year at the zone level. The LSC must decide if we will fund any Illinois athletes selected to attend the camp.
 - e. **Program Operations (Brian O'Neil):** no report

- f. **Secretary (Jane Grosser):** The swimposium date was proposed as April 29, 2006. HOD meeting to follow on Sunday April 30, 2006.
- g. **Coaches Representative (Len Penkala): no report**
- h. **Athlete Representatives (Payton Johnson and Amy Funk): no report**

9. Reports of elected coordinators and committee chairs:

- a. **Safety/Rules (Kate Chronic):** There were 20 injury reports filed during the first quarter of 2005. It was noted that there were 35 total reports filed for 2004.
- b. **Membership and Registration coordinator:** As of May 1, 2005 Athletes: 13560, non-athletes:1189, clubs:110.
- c. **Officials (Bob Welch):** The officials committee has been asked to spend time on deck with other officials to seek and disperse information between officials in the state.

10. Other committee and coordinator reports:

- a. **OVC (Carolyn Lambert):** no report
- b. **Adapted Swimming (vacant):** no report
- c. **Records/Top 16 (vacant):** no report
- d. **Ex-officio members of the board:**
 - i. **Immediate past general chair (Michael Lawrence): Members of the USA Swimming BOD (Michael Lawrence):** Michael outlined the items that were included in the HOD packet. This is an attempt to educate the membership of the governance and programs currently in progress at USA Swimming.
 - ii. **USA Swimming Committee Chairs/coordinators (Kate Chronic):** The new National time standards proposal included in the HOD packet were discussed.

11. Unfinished Business: none presented.

12. New Business: none presented

13. Resolutions and Orders:

Next meetings:

Next BOD meeting: Tuesday, May 24th, 7:00 pm. The fall HOD meeting is scheduled for Sunday, October 2, 2005. The location for the meeting will be determined by the HOD. Spring HOD meeting date proposed as Sunday, April 30, 2006 in conjunction with the Swimposium.

14. Adjournment: Meeting adjourned at 12:10 pm.

Illinois Swimming Inc.
Board of Directors meeting
5/24/2005
7:00 pm
Illinois Swimming Office

1. **Roll call:** The General Chair called the meeting to order at 7:30 pm. Members present: Jon Cabel (Age Group Chair), Kate Chronic (Safety Chair), Jane Grosser (Secretary), Tom Hayden (Administrative Vice-Chair), Craig Henderson (Treasurer), Michael Lawrence (Immediate Past General Chair), Pam Lowenthal (Staff), Bill Schalz (General Chair), Bob Welch (Program Operations).

Members Absent: Todd Bavery (Officials Chair), Dan Johnson (Senior Chair), Len Penkala (Coaches Representative), Amy Funk and Payton Johnson (Athlete Representatives) Adaptive chair: (vacant).

2. **Approval of agenda: MOTION: to approve the agenda as presented. 2nd, passed.**
3. **Approval of May 1, 2005 minutes. 2nd, passed. The December 6th revised minutes are still outstanding.**
4. **President's report:**
 - a. **Board of Review: MOTION: To go into closed session: 2nd, passed. Return to open session 7:55 pm.**
 - b. **Planning calendar: see written report**
 - c. **USAS-** to be discussed under new business
 - d. **Contracts for Championship meets**
 - e. **Banquet:** date will be in October depending on speaker schedules. Mary Hare will be in charge of the plans for the banquet.
5. **Treasurer's report:**
 - a. **Financial Report :** None presented
 - b. **Investment strategy:** Treasurer inquired as to what is needed.
6. **Action Items:** none presented
7. **Staff Reports:** The copy machine was transferred to the new office. The treasurer will coordinate with staff to resolve the lease payments that we were charged while the office was without the machine.
 - a. **Membership numbers are as follows: Athlete: 14,374, Non-Athlete: 1219, Club: 110.**
8. **Reports of Officers:**
 - a. **General Chair (Bill Schalz):** See President's report.
 - b. **Administrative Vice-Chair (Tom Hayden):** The executive director search continues. It was decided that the services of a professional recruiter would be used to identify candidates for the position.
 - c. **Senior Chair (Dan Johnson): no report**

- d. **Age Group Chair (Jon Cabel):** see written report. Jon outlined the current activities for the Zone meets, Camp review, committee assignments, and future direction of the committee.
- e. **Program Operations (Bob Welch):** Bob presented the BOD with an updated format for the ISI website that Jacob Ayers has created. Work on updating the site will continue.
- f. **Secretary (Jane Grosser):** It was decided that the Spring HOD meeting should be held at the same facility as the Swimposium when that is determined.
- g. **Coaches Representative (Len Penkala):** no report
- h. **Athlete Representatives (Payton Johnson and Amy Funk):** no report

9. Reports of coordinators and committee chairs: no reports

10. Elected coordinators and committee chairs

- a. **Safety/Rules (Kate Chronic):** no report
- b. **Membership and Registration coordinator:** See staff reports
- c. **Officials (Todd Bavery):** No Report

11. Other committee and coordinator reports:

- a. **OVC (Carolyn Lambert):** no report
- b. **Adapted Swimming (vacant):** no report
- c. **Records/Top 16 (vacant):** no report

12. Ex-officio members of the board:

- a. **Immediate past general chair (Michael Lawrence):** **Members of the USA Swimming BOD (Michael Lawrence):** See written report regarding the progress of the five key objectives for FY 2005.
- b. **USA Swimming Committee Chairs/Coordinators (Kate Chronic):** no report

13. Unfinished Business:

- a. **Investment policy:** Treasurer to work with General Chair to move forward with this task.

14. New Business:

- a. **USAS Convention policies:** Bill and Michael will meet to designate presidential appointments before June 1, 2005. The convention policies document was redistributed to the members present. The discussion of the document was tabled until next month so the new BOD members would have a chance to review the document.
- b. **MOTION: To remove the former Treasurer as signatory and add Craig Henderson to the Illinois swimming bank account. 2nd, passed.**

15. Immediate past general chair: Michael Lawrence: see #12.

16. Resolutions and Orders: none presented

17. Next Meeting: Tuesday, June 21, 2005, 7:00 pm at the ISI Office. Pam will distribute dates for the upcoming meetings (third Tuesday of the month) for discussion at the next meeting.

18. Adjournment: Meeting adjourned at 9:20 pm

Illinois Swimming Board of Directors Meeting
June 21, 2005
Illinois Swimming Office

1. Roll Call:
Members in Attendance: Bill Schalz, Michael Lawrence, Tom Hayden, Todd Bavery, Craig Henderson, Kate Chronic, Pam Lowenthal, Jane Grosser, Bob Welch.
Members Absent: Dan Johnson, Len Penkala, Jon Cabel, Amy Funk.
2. Approval of the agenda
3. Reading, correction and adoption of minutes
4. President's report: (Bill Schalz)
 - a. BOR: **MOTION: To go into closed session 2nd, passed. 7:10 pm**
MOTION: To return to open session 2nd, passed. 7:35 pm. MOTION: In an effort to protect the membership of Illinois Swimming, the BOD will review the actions of any member or prospective member who physically threatens and/or abuses another member and take the appropriate course of action. 2nd, passed. MOTION: Michael Lawrence will convene a conference call with the appropriate members of USA Swimming to determine the appropriate course of action to protect our membership 2nd, passed. MOTION: To retain council to assist with the implementation of the above motions up to \$1000.00 2nd, passed.
 - b. BOD Retreat: Tentatively scheduled for Friday, July 1 or Thursday, June 30. **Action Item: all members of the BOD to review the document "A look forward" prior to the retreat.**
 - c. USAS Convention forms: are due Mid- July to the ISI office.
 - d. USAS At large requests: USAS At large requests have been made for Todd Bavery, Jane Grosser, Bob Welch to Ron Van Pool for approval.
5. Treasurer's report: (Craig Henderson): **MOTION: All checks issued by ISI in excess of \$5000 be signed by two parties (the treasurer and the general chair) 2nd, passed. MOTION: To empower Craig Henderson to investigate officers and directors liability insurance for the BOD. 2nd, passed.**
6. Administrative Vice-Chair: (Tom Hayden) See President's report
7. Program Operations Vice-Chair: (Bob Welch): See written report. The website updates are in progress and going well.
8. Senior Vice-Chair: (Dan Johnson) no report
9. Age Group Vice-Chair: (Jon Cabel) no report
10. Coach Representative: (Len Penkala) no report
11. Athlete Representative: (Amy Funk) no report
12. Safety Coordinator: (Kate Chronic) no report
13. Officials Chair: (Todd Bavery) **Action Item: The BOD requested that the chair provide a report regarding the history and intent of the official's scholarship program at the next meeting.** Program operation chair to work in conjunction with the officials chair on this assignment. The officials committee met and identified two goals for the year. The number one goal for the committee is to

- train officials intentionally and the second goal is getting official's purposeful on-deck training. The championship meet assignments are in the process of being completed. Approval for the remaining championship assigned meet officials
14. Membership Report: (Pam Lowenthal) Athletes: 14,955, Non-Athlete: 1259, Clubs: 110. Numbers are current as of June 21, 2005.
 15. Meet Sanctions Report: (Pam Lowenthal) no report. July 15, 2005 is the deadline for clubs to submit meets for the 2005-06 short course meets on the schedule.
 16. Other Committee & Coordinator Reports: The Swimposium will be held at St. Charles North High School on Saturday, April 29, 2006.
 17. Ex-Officio Members of the Board: (Michael Lawrence) See written report.
 18. Unfinished Business
 - a. USAS Convention policies: Tabled until the next meeting. **ACTION ITEM: All BOD members will review the policies in depth and send changes to Jane Grosser by July 1.**
 - b. Speedo Contract: has not been officially signed. **Action Item: General chair to move forward with this during the month of August.**
 - c. Banquet: a date has not been set for the banquet as we are waiting on possible availability dates for athletes. **Action Item: General chair to move forward with this during the month of August.**
 - d. Contracts for Championship meets: **ACTION ITEM: Pam Lowenthal will investigate and report back at the next meeting.**
 - e. Investment Policy: Action Item: **Craig Henderson to investigate this item.**
 19. New Business: None presented
 20. Action Items: Included within individual reports
 21. Meeting Schedule: Tuesday, July 19, 2005. 7:00 pm via conference call.
 22. Adjournment: 8:50 pm

1.

Illinois Swimming Board of Directors Meeting
July 19, 2005
Via Conference Call 7:00 pm

1. Roll Call:
Members in Attendance: Bill Schalz, Michael Lawrence, Tom Hayden, Craig Henderson, Kate Chronic, Pam Lowenthal, Jane Grosser, Bob Welch.
Members Absent: Todd Bavery, Jon Cabel, Amy Funk, Dan Johnson, Len Penkala.
2. Approval of the agenda
3. Reading, correction and adoption of minutes: MOTION: To approve the June minutes as presented. 2nd, passed.
4. President's report: (Bill Schalz)
 - a. BOR: **MOTION: To go into closed session 2nd, passed. 7:10 pm**
MOTION: To return to open session 2nd, passed. 7:15 pm.
 - b. BOD Retreat: Tentatively scheduled for Sunday, September 25, 2005.
 - c. USAS Convention forms: Pam will call new BOD members to explain convention procedures.
 - d. Protection of our membership against actions that threaten our membership. Michael spoke with some members of USA Swimming; they all viewed our directive as positive action.
5. Treasurer's report: (Craig Henderson): no report
6. Administrative Vice-Chair: (Tom Hayden) The treasurer has negotiated a reduction in fees for the executive director search.
7. Program Operations Vice-Chair: (Bob Welch): The official's scholarship spreadsheet will be available at the August meeting.
8. Senior Vice-Chair: (Dan Johnson) no report
9. Age Group Vice-Chair: (Jon Cabel) no report
10. Coach Representative: (Len Penkala) no report
11. Athlete Representative: (Amy Funk) no report
12. Safety Coordinator: (Kate Chronic) a few minor reports have been submitted.
13. Officials Chair: (Todd Bavery) no report
14. Membership Report: (Pam Lowenthal) Athletes: 15309, Non-Athlete: 1278, Clubs: 110. Numbers are current as of July 19, 2005.
15. Meet Sanctions Report: (Pam Lowenthal) The sanction report was discussed briefly. Pam indicated that more needs to be done with it.
16. Other Committee & Coordinator Reports: none presented.
17. Ex-Officio Members of the Board: (Michael Lawrence) World Championships will start with the open water. There have been some FINA Rule changes.
18. Unfinished Business
 - a. USAS Convention policies: Will be tabled until August.
 - b. Speedo Contract: Is being finalized.
 - c. Banquet: no action
 - d. Contracts for Championship meets: **This needs to be a high priority for the BOD.** It is imperative that all potential host teams are aware of the terms of sponsorship at our championship meets.

- e. Investment Policy: Action Item: **Craig Henderson to investigate this item.**
- f. New Business: **Motion: In the future, any significant contracts in excess of \$20,000 value once negotiated and before being signed, will require BOD approval. When appropriate, competitive bidding will be encouraged. 2nd, discussion, passed. Yes 3 votes, No 1 vote, Abstained 2 votes.**

19. Action Items: Included within individual reports.

20. Meeting Schedule: Tuesday, August 16, 2005. 7:00 pm at the ISI office

21. Adjournment: 8:20 pm

Illinois Swimming Board of Directors Meeting
August 23, 2005
Via Conference Call 8:00 pm

1. Roll Call:
Voting Members present: Bill Schalz, Tom Hayden, Kate Chronic, Dan Johnson, Jane Grosser, Bob Welch.
Non-voting members present: Todd Bavery, Michael Lawrence, Pam Lowenthal,
Voting Members Absent: Craig Henderson, Jon Cabel, Amy Funk, Len Penkala.
Non-voting members Absent: Jake Grosser.
2. Approval of the agenda
3. Reading, correction and adoption of minutes: MOTION: To approve the July minutes as presented. 2nd, passed.
4. President's report: (Bill Schalz)
 - a. BOR: **MOTION: To go into closed session 2nd, passed. 8:03 pm**
MOTION: To return to open session 2nd, passed. 8:13 pm.
 - b. USAS Convention forms have been sent in: Dan Johnson, and Len Penkala will not be able to attend, Bill Schalz will only attend Tuesday and Wednesday of the convention. **MOTION: to waive the ISI attendance policy for the general chair. 2nd, passed.** Jared Schroeder, and Brian Brown have been contacted to replace those not attending.
 - c. The ISI athlete recognition banquet is scheduled for October 23 at the Gaslight manor in Aurora.
 - d. All 2006 budget requests are to be submitted to the general chair, past president, admin vice chair, treasurer and office no later than 9/1/05. A draft copy of the budget will be sent to the BOD for review in advance of the next scheduled meeting (9/20/05). The 2006 budget that the BOD worked on in April will be resent to the BOD, along with a to date expense report for 2005.
5. Treasurer's report: (Craig Henderson): no report
6. Administrative Vice-Chair: (Tom Hayden) The executive director search has been put on hold until after the BOD retreat.
7. Program Operations Vice-Chair: (Bob Welch): The website update is going well. Involvement of the athlete reps in the committees will be discussed at the BOD retreat.
8. Senior Vice-Chair: (Dan Johnson) See written report. Discussion was held regarding the entry process for our championship meets. Discussion was also held regarding athlete/club reimbursement. Both items were referred back to the senior committee.
9. Age Group Vice-Chair: (Jon Cabel) no report
10. Coach Representative: (Len Penkala) no report
11. Athlete Representative: (Amy Funk/ Jake Grosser) no report
12. Safety Coordinator: (Kate Chronic) Quarterly reports have been received, everything is in order.

13. Officials Chair: (Todd Bavery) See written report. **MOTION: To approve the scholarship application for Sandy Drake requesting reimbursement for the Junior championship meet. 2nd, passed. MOTION: To approve the scholarship application for Jayne Spittler requesting reimbursement for the Junior championship meet. 2nd, failed (based on the fact that her son is eligible for reimbursement for the same meet).**
14. Membership Report: (Pam Lowenthal) Athletes: 15315, Non-Athlete: 1280, Clubs: 110. Numbers are current as of August 23, 2005.
15. Meet Sanctions Report: (Pam Lowenthal) The sanction report was discussed briefly.
16. Other Committee & Coordinator Reports: none presented.
17. Ex-Officio Members of the Board: (Michael Lawrence) no report
18. Unfinished Business
 - a. USAS Convention policies: **MOTION: To take the convention policies document off the table. 2nd, passed. MOTION: The per diem for the 2005 USAS convention be set at \$50/day. 2ND, Passed.**
 - b. Championship meet contract needs to be finalized.
19. Action Items: Included within individual reports.
20. Meeting Schedule: Tuesday, September 20, 2005. 7:00 pm at the ISI office.
21. Adjournment: 9:50 pm

Illinois Swimming Board Meeting
Sunday October 2, 2005
Neuqua Valley High School
Naperville, IL

Present: Bill Schalz, Todd Bavery, Jon Cabel, Dan Johnson, Michael Lawrence, Bob Welch, Tom Hayden, Kate Chronic, Len Penkala, Staff: Pam Lowenthal

Not Present: Craig Henderson, Jane Grosser, Jake Grosser, Amy Funk

Approval of the minutes was postponed to the next Board Meeting.

Bill Schalz led a discussion of the presentation of agenda items to the House of Delegates meeting.

- Kate Chronic would present the Performance Matrix presented at the USAS Convention
- Jon Cabel will present his experience at USAS and present the Vision and Mission Statement from the Board Retreat.
- Tom Hayden will present the hiring of the Executive Director

The FY2006- 2008 budget and supporting reports were presented and discussed. The FY2005 year-end surplus is anticipated to be at least \$60,000.

MOTION: to approve the budget as presented. Passed unanimously

MOTION: \$60,000 of the anticipated FY2005 year end surplus transferred to the Athlete Endowment Fund per ISI Board policy. Motion seconded. Passed unanimously

MOTION: 100% of any additional surplus for FY2005 (in excess of \$60,000) be transferred to the Athlete Endowment Fund. Motion seconded. Passed

MOTION: \$44,000. from the Money Market account be transferred to the Athlete Endowment fund to fulfill policy requirements for FY2003 (NOTE: the change in the ISI fiscal year resulted in a deficit for FY2004, 1 Jan-31 Aug 2004) . Motion seconded. Passed unanimously

MOTION: to direct the Treasurer to provide to the board by the December meeting proposed revised investment strategy. Motion seconded. Passed.

Discussion of Legislation packet.

MOTION: that the legislation packet not be presented to the HOD. Motion seconded. Passed.(unanimously)

Illinois Swimming Board of Directors Meeting
December 7, 2005
Illinois Swimming Office

1. Roll Call:
Voting Members present: Jon Cabel, Kate Chronic, Jane Grosser, Craig Henderson, Michael Lawrence, Bill Schalz, Bob Welch.
Non-voting members present: Pam Lowenthal,
Voting Members Absent: Amy Funk, Tom Hayden, Dan Johnson, Len Penkala.
Non-voting members Absent: Todd Bavery, Jake Grosser.
2. Approval of the agenda.
3. Reading, correction and adoption of minutes: **MOTION: To approve the November minutes as amended. 2nd, passed.**
4. President's report: (Bill Schalz)
 - a. The executive director position draft was reviewed. **MOTION: All BOD members to review the document for further changes by December 21, 2005. Changes are to be forwarded to Tom Hayden. 2nd, passed.**
 - b. **MOTION to go into closed session: 2nd, passed. MOTION: To return to open session. MOTION: That the personnel committee present a formal draft of personnel job description and review process to the BOD by Feb 15, 2005. 2nd, passed.**
5. Treasurer's report: (Craig Henderson): See written report. The reserves from the 2005(ending 9/30) will be transferred to the athlete endowment fund. Illinois swimming should receive 501c3 status early next year. There are a few reports that are still in process. Motion: To accept the treasurer's report as presented. 2nd. Passed.
6. Administrative Vice-Chair: (Tom Hayden) no report
7. Program Operations Vice-Chair: (Bob Welch): Appreciation was noted for Ron Mcgraw from the IHSA for the ease of observing times at the Sectional and State High school meets. It was concluded that observed swims do count for ISI state records. This will be added to the rule book.
8. Senior Vice-Chair: (Dan Johnson) no report. The LC Senior Championship meet was discussed. Program Operation Vice Chair to explore the options regarding the Senior Championship meet.
9. Age Group Vice-Chair: (Jon Cabel): The age group committee met last week. Regional meet information is in the process and the chair will work with Program Operations to coordinate. Team manager for Mid-States and Zones will be Erik Enslin the other positions are in the works. A camp system for all levels of athletes is in the works. The committee will continue work on this project.
10. Coach Representative: (Len Penkala) no report
11. Athlete Representative: (Amy Funk/ Jake Grosser) no report
12. Safety Coordinator: (Kate Chronic) no report
13. Officials Chair: (Todd Bavery) No report.
14. Membership Report: (Pam Lowenthal) Athletes: 11597, Non-Athlete: 675, Clubs: 73. Numbers are current as of December 7, 2005.
15. Meet Sanctions Report: (Pam Lowenthal) none presented.
16. Other Committee & Coordinator Reports: none presented.

17. Ex-Officio Members of the Board: (Michael Lawrence) See written report
MOTION: To honor the explicit commitment made by the BOD and the HOD of \$500 to support approved officials applicants at the US OPEN. 2nd, discussion, passed. MOTION: That Craig Henderson submit a fundraising plan to the BOD by the January Meeting. 2nd, passed. MOTION: The BOD develops a strategic plan for accomplishing the Vision and Mission Statement presented to the HOD. 2nd, discussion, passed. (The General chair to provide a tool to all division chairs to facilitate this plan.) MOTION: The BOD initiate an on-going progress report plan related to the hiring of an Executive Director. 2nd, passed. MOTION: The President appoints a task force comprised of Bob Welch, Kate Chronic, Cathy Harris, Michael Lawrence and an athlete to be named, to review ISI rules and Regulations and make appropriate recommendations to the BOD. 2nd, passed. MOTION: the President appoints a task force comprised of Bob Welch, Kate Chronic, Cathy Harris, Michael Lawrence, Jane Grosser, and an athlete to be named to review current BOD governance practices and make appropriate recommendations. 2nd, passed. The president appoint a task force comprised of Jon Cabel, Todd Capen, Maureen Sheehan and a few others to be named to assess the “Data Matrix Report” and make recommendations for inclusion in ISI’s strategic development plan. 2nd, passed.

New Business: The swimposium was discussed briefly.

18. Action Items: Included within individual reports.
19. Meeting Schedule: Wednesday, January 4, 2006. 8:00 pm at the ISI office.
20. Adjournment: 10:13 pm