Current ISI Responsibilities for the Championship meets:

**Set Championship Schedule – ISCA and BOD  
Facilities, dates available, contract negotiation and payment – Marie, TPC and BOD  
Meet Invite, standards and overall conduct of the meets - TPC  
Officials assignments, Meet Ref and Admin Ref in addition to Official’s shirts – Officials committee  
Awards, ordering and delivery – Marie   
Meet Times Recon – Marie**

Meet Director – Jen and Marie to split up the meets  
Write Meet Event file and /or OME – Marie   
Entry Chair - Marie  
Volunteer Coordinator – Jen  
Hospitality, this would be catered. Volunteers needed to staff see below – Jen to coordinate with caterers and volunteers

**Net Profits to host clubs as reported from the three 2017 Champs meets (SCY and LCM): $60,516**

**Currently ISI pays for:  
50% of facility cost, or as determined by BOD in January prior to bids  
Officials Shirts  
Bag Tags for athletes, coaches and officials  
Travel for official’s evaluators, if necessary**

**The current estimated expenses to ISI for Facility Cost alone will be $17,000 for 2018**

Cost in additional equipment:  
Permanent Equipment:  
Two basic laptops with ethernet cables - $700   
Meet Manager Software – ISI already owns the basic MM7.0 software. To run a meet there are additional upgrades required, one time only cost once purchased these never need to be purchased again. $1493 Includes networking, timing and scoreboard, awards and entry labels  
Stop Watches, Clipboards – Accusplit watches SwimOutlet $20/ea   
Headset Radios and case - $2111.00

There will be additional staff compensation over the weekends of the meets. Possible overtime and travel expenses.

Volunteers: all participating teams would supply volunteers based upon athlete numbers  
Timers, Head Timers  
Spectator Entry Table, wristband and heat sheet sales  
Hospitality, to manage/oversee only (food would be catered)  
Awards  
Deck entry control  
The LSC would also assign/recruit lead volunteers for help in coordination of Awards and Hospitality. Or Staff would manage volunteers as well as Meet Director.