



ISI Board Minutes

Sunday, December 16, 2018 – 8:00 pm

12/17/2018

Roll Call/Attendance

Board Members:

Present: Ethan Johnston, Travis Albang, Don Spellman, Tanja Avant, Bobby Kelley, Brian Ruffles, Serena Brizard, Nick Cavannah, Julie Slater, Nick Lakin, Anya Koenigsfeld (for Dylan Moffatt), Phil Barnes*, and Jen Matthews*

Absent: Doug Kolsrud, Dylan Moffatt, Allison Fellner, Kerry Carleton, Curtis Witt, Greg Temple, Jamie Langner, Eric Crawford, Jennie Hedrick-Rosenberg, Dan Lake, Mike Peterson, Adam Feilmeyer*, Izaak Hajek*, Bailey Hinkhammer*, Chrissy Beagle*, Bill Wadley*

Others Present: Marie Koenigsfeld, Kirsten Oppel, Christina Amburgy, and Andrea Kelley

**Non-Voting board members*

Minutes from previous meeting

November 4, 2018 ISI Board Meeting Minutes

A motion was made to approve the November 4, 2018 board minutes as presented. Motion made by Brian Ruffles. Seconded by Tanja. No discussion. **Motion carried.**

Officer's Reports

General Chair

Reported a complaint received regarding an ISI employee. Ethan reported that both Travis and he were asked to recuse themselves when it comes to making recommendations about this complaint. Due to this, he will have two different people meet with Kerry Carleton when reviewing the concern. He did not name anyone at this time to sit in though individuals may be asked to do so as part of the Personnel Committee.

Treasurer's Report:

Phil Barnes observed that revenues from Splash Fees are lower than expected based on the meets he has volunteered to work as an official. Marie was asked about the process that Splash Fees are paid. She said that the checks for Splash Fees are mailed directly to Doug Kolsrud but the meet financial reports are sent to her. When asked if anyone verifies that the correct amounts are paid, Marie reported that this is not being done; however, she did commit that she will work with Doug to create a process to make sure this happens.

Age Group Vice Chair's Report:

Tanja reported that 132 athletes have registered to enter All Stars, of which 107 of these athletes have committed to swimming at All Stars if chosen. The deadline for the remaining athletes to commit to swimming at All Stars was midnight. She then reported that the team's head coach, Kate Davey, along with Marie and herself would be meeting early this week to build the team. This year, all LSCs are limited to 60 swimmers instead of the 80. Emails will be sent to the selected 60 swimmers plus the first 5 alternates of each event by the end of the week.

Tanja also reviewed the updated Code of Conduct with changes she made about No Shows. A statement has been added to the Code of Conduct that administers fines, payable to ISI, for ISI swimmers who No Show events they have been entered to swim. In addition to this, the athlete is also responsible for paying the meet fine if one is administered by the host club.

Senior Vice Chair's Report:

Don Spellman reported that there were a few cancelled meets and the ISI website has been updated to reflect these changes to the LSC's meet schedule. When asked if teams had paid fines for the cancellation of meets they bid, he reported that they had except for one whose appeal to the board was granted.



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Registration Chair's Report:

Jennifer Matthews reported that she submitted her report to ISI. In this report, she stated that registrations are similar to last year. Bobby Kelley asked about the process with which she receives payments for registrations. When asked if there were clubs more than 30 days late with payments, Jennifer reported there were a few. In these cases, she has let the clubs know that they have past due amounts and that future registrations will not be processed until all past registrations have been paid. There were not any objections by the board to this process.

Technical Planning Chair's Report:

Brian Ruffles reported that team assignments for the Short Course Silver meets have been made and these have been posted on the ISI website. There were not any changes to these assignments when comparing assignments for 2018 to 2019.

Brian also reported that the TPC will be conducting a survey about the Long Course Championships during the next few weeks. He said that he share the results of this survey with the board during its January meeting.

Coaches Representative to the Board Report:

Nick Lakin reported that ISCA recommends the following dates for ISI's 2020 Championship meets:

- February 20-23, 2020 – Short Course Age Group Championships
- February 27-March 1, 2020 – Short Course Championships
- July 30-August 2, 2020 – Long Course Championships

Nick also reported that ISCA named Eric Crawford to be the coach representative to the 2019 nominating committee.

Committee Reports

Championship Meets Committee

Brian Ruffles reported that this committee contacted facilities throughout the LSC for hosting the 2020 Age Group Short Course Championships, Short Course Championships, and Long Course Championships. The Wellmark YMCA is available on February 20-23, February 27-March 1, July 23-26, July 30-August 2. The CRWC is not available during the spring 2020 and is available on the weekend of July 30-August 2, 2020. Ethan ask about the differences with the rental rates of Wellmark YMCA and CRWC? Marie stated that she believes the rental rates for both facilities are not significantly different. She will provide the Meet Championship Committee a breakdown of costs at their next meeting.

Advice and Consent of Appointments

Championship Meet Committee Chair – Ethan Johnston asked for the board's consent to name Brian Ruffles as this committee's chair. There were not any objections.

Appointment of Junior and Senior Athlete representatives – Ethan Johnson asked if any Senior At Large Nominees have been received. Marie replied no. Ethan and Maire will work on recruiting volunteers to fill the vacant required At Large Athlete Rep positions.

Committee Chairs have been emailed a spreadsheet requesting names of the Committee Members. None have been received by the ISI Office. Ethan and Marie will work on completing this and posting these on the ISI website.

Old Business

Budget Committee – Kerry Carleton was not in attendance for this meeting and Phil Barnes reported that this committee has not recently met. As such, there was not a report from this committee and an updated Quad Budget that reflects the changes made by the HOD with its approved fiscal 2018-2019 budget was not presented. Ethan will contact Kerry and request that this be ready for presentation at the January 6, 2019 board meeting.



Code of Conduct for the 2019 All Star Meet

Tanja reminded the board about the changes discussed earlier that she has made with Code of Conduct for the 2019 All Star meet in regards to fining Team Iowa swimmers \$50, payable to ISI, if they No Show events they have been entered to swim. It was noted by Bobby and Phil that the Age Group Chair has the authority to make changes to the Team Iowa Code of Conduct and the board gave its consent to proposed change.

2019 Awards Banquet and Spring HOD meeting

Jennifer Matthews and Marie Koenigsfeld reported about progress made with scheduling these two events. The Awards Banquet will be held at the Grand Harbor Hotel in Dubuque. The only expense for the venue is the cost per plate for catering the dinner. With this, the total cost to the LSC for this event should be within budget. When asked about if there would be enough space for the banquet, Marie did not think this would be an issue because the ballroom was large enough to host the past year’s banquet. For the HOD meeting, Jennifer reported that she is working with the Dubuque School District to reserve a location. The cost will be around \$500, which is about half the cost of holding this meeting at the Grand Harbor Hotel. There were not any objections by the board with these reports.

New Business

ISI Email Addresses

Ethan asked the board for its consent to develop the practice of only issuing ISI email addresses to current board members and the past General Chair. With this practice, when individuals leave the board, ISI will inactivate their ISI issued email addresses. Phil Barnes suggested that all committee chairs also be issued ISI email addresses. Brian Ruffles suggested that all ISI employees be included and issued ISI email address. After some debate, Ethan then revised his request and asked the board for its consent to develop the practice that only current board members including the past General Chair, the LSC’s employees and the LSC’s committee chairs have active ISI email addresses. The board gave its consent as there were no objections to this proposed practice.

Close

A motion was made to close the meeting. Motion made by Brian Ruffles. Seconded by Tanja. Motion carried.

Remaining Board Meeting Schedule for the 2018-2019 ISI fiscal year:

8:00 PM Sunday, January 6, 2019	Conference Call Option only
2:00 PM Sunday, February 24, 2019	In-person & Conference Call Option
8:00 PM Sunday, April 28, 2019	Conference Call Option only
2:00 PM Sunday, August 25, 2019	Possible Cedar Rapids/Iowa City location – In-person option only