

**New England Swimming**  
**2017 Annual Meeting – House of Delegates**  
**April 29, 2017**  
**Harvard Pilgrim Center – Wellesley, Massachusetts**

**Meeting called to order at 1:01pm by General Chair, Matt Craven:** Total in attendance – 94 (report attached).

- 1. Welcome from the Chairman – Matt Craven** – Matt asked for any amendments to the Agenda for the meeting. Laura Matuszak moved to amend the agenda with a new item to propose an increase to the number of alternates to the Administrative Review Board, to take place after item #6 and before item #7. Rick Osterberg seconded the motion. There was no discussion, and the motion passed by acclamation. Matt reported that he had received a written resignation from Nicholas Rice from his position as Coach Representative before the beginning of the meeting. Matt continued his report by sharing that NES is now a LEAP Level 3 LSC. He advocated for the creation of a New England Swimming Hall of Fame, and solicited feedback from the House of Delegates. Having received support from the assembled Delegates, he reported that the Board of Directors will appoint a Standing Committee to further pursue this initiative.
- 2. Reading, correction and adoption of minutes of May 7, 2016 – Michelle Mitchell** – With the correction of a typo regarding the wording of ‘account’s review,’ Rick Osterberg moved to approve these minutes. Laura Matuszak seconded and it passed unanimously.

**3. Reports of Officers**

- a. Office Report – Carol Healey** – Carol reported that \$55,000 were given out this year in club grants. Carol emphasized that it is relatively easy to obtain level 1 with USA Swimming, thus qualifying the club for these grants. The number of our Level 1 clubs has increased by 7 clubs over the last two years because of these incentives.  
USA Swimming will be offering an on-line registration tool that clubs will be required to use to register their swimmers by Sept of 2018. Three registration clinics will be given over the course of the next few months. Starting for the 2018 registration year, coach cards will only be printed if requested, and with a \$5 fee, as NES is making an effort to go paperless and USA Swimming will not supply them anymore.

Report for Annual Meeting 2017 from the Office

- We have approximately 9500 swimmers registered with many still coming in for the LCM season.
- A reminder to coaches that swimmers should be registered even if they are not competing in meets.
- The 2018 registration fees will be \$76.00 for both athletes and non-athletes
- Membership cards will be available for \$5.00 each. Using Deck Pass is encouraged.
- USA Swimming is considering a membership that will be cheaper for swimmers who only want to compete in a total of three meets per year. It will cost less than our current yearly membership.
- USA Swimming should kick off the online registration for clubs some time in 2018.
- A demographics of ages in NE Swimming show the majority of swimmers in the 11-14 age bracket, thus making the Age Group Committee work very important with a goal of keeping these swimmers in the sport. Enforcing the four hour rule during swim meets is one way to help.
- Encourage teams to request Safe Sport workshops.

- Thank you to the officials and volunteers for making NE Swimming one of the top LSC's in the country.

Carol also shared the following stating that the demographics we should really focus on are the Ages 11-14 where we have the highest population:

Membership stats for 2017 registration year. Age as of September 1, 2016:

LSC	Age Group	Male	Female	Total Count	% of total
NE	8 and Under	268	375	643	6.7%
NE	AGE 9	298	412	710	7.4%
NE	AGE 10	355	591	946	10%
NE	AGE 11	393	685	1078	11%
NE	AGE 12	547	752	1299	13.6%
NE	AGE 13	445	731	1176	12.3%
NE	AGE 14	427	695	1122	11.8%
NE	AGE 15	292	455	747	7.8%
NE	AGE 16	247	419	666	7%
NE	AGE 17	251	320	571	6%
NE	AGE 18	168	235	403	4.2%
NE	19 and Over	66	76	142	1.5%
	TOTALS:	3757	5746	9503	

- b. Competition Manager - Alan Sanders** - Alan discussed the training sessions that took place prior to the Board meeting in both Hytek and Meet Manager. He referenced the online Meet Director test as a great learning tool.

#### 4. Reports of Committees and Coordinators

- a. Senior Committee – Kyle Schack** stood in for Chuck Batchelor who could not be present. Kyle mentioned that the Winter Senior Meet went well. Bonus cuts were effective and worked as intended. For the Summer Senior Meet, time cuts have been loosened to include as many swimmers as possible. Mary Ellen Tynan worked on these time cuts which were approved by Chuck Batchelor and the entire Senior Committee. This meet is intended to include the AG level 15-18 year olds. A & B flighting protocol will be used to manage timeframe. This meet is intended for elite swimmers.

- b. Age Group Committee – Sean Geary:**

It has been a great year for age group swimming in New England. We've seen many highlights and have heard a lot of positive feedback regarding the changes to some of our end-of-season formats, most notably regarding the new 11-14 Short Course Championship meet which was extremely well-run and managed by Bluefish, as well as the addition of a fun 10&Under Championship meet. We've also continued to promote personal growth and development in the sport for all levels by holding great Silvers and Regionals end-of-season meets.

Our goals remain focused around two primary areas for our kids: long-term athlete development and keeping age group swimming fun and engaging. These two themes are the driving force behind all of our decisions, both past and future.

Focusing on long-term development, we need to remember that we are not here for a single season or a single calendar year. Progression in age group swimming is a series of stepping stones keeping in mind growth as both a swimmer and a person as a whole. The clubs and coaches have the duty to deal with this growth on an individual basis, but as an LSC and an age group committee we need to help develop our calendar and formats to meet the needs of a very diverse base. The focus can't be just on the top 10% that make their age group championship meet, but on each level of athletes in each age group. There needs to be a place to grow for each member, from the kid that starts swimming at age 6 to the kid that starts during middle school, and each athlete needs to have goals and challenges that suit where they stand in their personal progression. This doesn't mean we're adopting the strategy of everybody gets a trophy--far from it. Kids need to learn to make goals stage-by-stage based on where they are. The more we focus on the entire base, the better our LSC will become.

Remembering that we are all here because we enjoy the sport and have fun with it is also critical. We have been working with our meet hosts and directors to ensure meets are operating smoothly and keeping an eye towards the timeline. A meet that drags on past 4 or 5 hours will cause families to lose interest in the sport very quickly. We have worked hard to ensure session timelines are satisfactory, especially during trials/finals championship meets.. We must also work with the other committees to extend the community created at our annual Zones trips to the entire age group community by creating events and athlete get-togethers throughout the year. Some other ideas we're looking forward to implementing in order to create a closer community within the LSC are age group coaches round-table discussions, swimmer clinics or perhaps a camp, and programs that promote parental involvement and education.

- c. **Calendar Committee – Brian Crawford** – Brian recognized Jamie Bloom's contribution to the Board. He then stated that short course championships will follow the same organization next year as it did this year – Regionals, Age Groups and Silvers. Brian made reference to the Quad Plan which outlines the calendar through 2020. The Quad Plan is available on-line.
- d. **Officials Committee – Joanie Biesel** stood in for Paul Memont who was not able to attend. In addition, Joanie stated that there has been a steady rise in the quality and number of officials. NES is being represented in a positive way. Officials are qualifying for higher levels of competition in their credentialing. Joanie mentioned a need for a 'Coaches College'. The Officials Committee sees an opportunity to improve communication between officials and coaches. There is a page on NES' webpage dedicated to Officials where Frequently Asked Questions (FAQs) are addressed.

Joanie read a report provided by Paul Memont to the House of Delegates:

I was asked to talk about where our officiating has been, how it has improved, where it is now, and where I'd like it to be. I believe New England Officials have been on a steady rise in quality, numbers, and dedication. We have more National N3 Qualified Officials than ever, more attending National Meets countrywide. More Officials enjoying higher level meets than we've ever had. With this comes quality Officials who bring back best practices, policies, and protocol to New England Swimming. They represent New England Swimming in a very positive light. All have a professional reputation being assigned in all positions including Admin Referee, Deck Referee, Starter, Chief Judge, and new S&T. When a New England Swimming Official applies for a National meet they are seen as an Official that can be counted on to do a proper job. Some of our traveling Officials are asked to mentor less experienced Officials; this is a glowing report of where we are. It's my goal to introduce as many Officials to higher decks as possible. It's the goal of our Coaches to have Athletes excel, it's our goal as the Officials Committee to have our Officials also succeed.

### **Deck Referee Certification addition:**

For the last three years we have had two separate Referee certifications, one for Deck Referee, one for Meet Referee.

This opens up the opportunity for more Officials to advance to Referee sooner. It brings them along a little faster in the area of what a Deck Referee does besides blowing a whistle. It also insures the more experienced Meet Referee will mentor the Deck Referee. The Deck Referee will only step in to mentor, advise, and make decisions if it is necessary.

### **White Certification Card:**

The Officials Committee has been working on using only the White Certification Card when signing in to work meets. This insures only fully certified Officials will be on deck. This card displays all certifications and dates of expiration. It cannot be printed if the Official is not current with Background checks or Athlete Protection.

### **Coaches College and Coach Officials relationship:**

We all need to work on professionalism while on deck or anytime concerning USAS Meets. We have had more than our share of incidents involving confrontations between Officials and Coaches. I feel strongly a Coaches College will go far in our desire to have a productive environment for our Athletes, Coaches, and officials.

### **Annual meeting with Coaches and Officials:**

Concerning the same area of professionalism I would like to suggest an open meeting with Officials and Coaches. I'd like to see this soon, and continue in the future. I believe when we get together we will discover we have the same hope for the future of NES and all concerned. Some LSCs do this and it has been very helpful. There is more information on the USAS Website. Officials need to understand Coaches need to succeed to make a living. Successful Coaches understand Officials are a major part of the Volunteer base right along with Parents. Coaches need all willing Volunteers to succeed; all volunteers should be treated as valuable assets. A Coaches College and meetings between us will be a learning opportunity we should welcome.

### **We have a New England Swimming Officials Facebook Page:**

All Officials are needed on this page to start discussions and find answers to questions about rules, policies, protocol, and to gain interest in becoming a Professional Swim Official in New England and Nationally if desired. This page is open to all, including Coaches, Athletes, and Administrators, even Parents. The page only requires respectful conversations having to do with officiating the sport of swimming in New England and Nationally. Photos are welcome too!

Send a membership request to the New England Swimming Officials Page.

Thank you to the Board of Directors for always supporting our Officials. Without your support we would not be where we are!

Any and all questions are welcome!

Please email [prmnes@verizon.net](mailto:prmnes@verizon.net) or message on the NES Officials Facebook Page.

- e. **Technical Committee – Laura Matuszak** thanked Rick Osterberg and Carol Healey for all of their efforts. Laura is pleased the NES is now LEAP 3 and believes higher ranking can be attained. Laura delivered the following report:

Thank you to the New England Swimming community for allowing me to serve as the Technical Chair for the last 4 years. Our goal, as a committee, is to ensure that our LSC Policies, Procedures, Rules and Regulations allow our New England Swimming community to promote and support personal excellence through competitive swimming. Thank you to our committee for your work this year – Sean Geary, Brian Crawford, Chuck Batchelor, Paul Memont, Rick Osterberg, Elise Atkinson and Hayley Bodycoat. I want to extend a special thank you to Carol Healey and Rick Osterberg for your consistent commitment to the mission of New England Swimming and your endless support of the work of the Technical Committee. Our committee could not have functioned without all of your efforts.

#### Committee Activities in the 2016-2017 Fiscal Year

- Fall Meeting
- Preparation for Spring Meeting
- Proposals to the Board of Directors that were adopted
  - Website posting requirements for meet hosts who post their meet announcements directly on their team websites. These meet announcements must be posted on an individual website page, dedicated to the meet information for one meet only. This website page must be linked from the New England Swimming calendar website with a perpetual, non-recycled URL.
  - Meet fee increases for individual events, distance events and time trial events.
  - Long course lottery updates to ensure that New England teams have priority in New England long course meets
  - Deck credential policies for meet hosts to ensure a safe deck environment for swimmers, coaches, officials and volunteers.
  - Transgender athletes policy to ensure that transgender athletes who have been undergoing treatment for at least a year can use the bathroom/ locker room of their new identity.
  - Increase in the number of events athletes can swim in a timed finals session to fall in line with the USA Swimming policy.
  - Please see the New England website for the specific details of our policy changes.

In closing, I am so grateful to have been able to serve New England Swimming and USA Swimming in a variety of volunteer roles over the past 15 years. I am sure that all of you are as saddened by the death of Chuck Wielgus as I am. Chuck was a compassionate and committed leader and I hope to see his legacy continued within USA Swimming and within New England Swimming. In Colorado Springs at USA Swimming headquarters, the light in Chuck's office remains on in a tribute to his years of service to our sport. I encourage all of you to keep Chuck's light of service in swimming shining here in New England in our work to make New England Swimming the best LSC it can be.

- f. **Diversity & Inclusion Committee – Erin Mary Ackerman-Vallela** - Erin Mary presented for Nadine Johnson-Jesionek (see attachment) and thanked a number of people who were instrumental in this year's equipment drive.
- g. **Safe Sport Committee – Anne Kaufman** - Anne mentioned that workshops have been taking place. Applications will be available on the website and collected in the Fall for four athletes to take part in a fellow program and travel to Colorado Springs. Connor Miller (KING) has represented Safe Sport at meets. 'Swimmer of the Month' is being considered. Education and

outreach efforts are being made. Anne offered the following:

### **Safe Sport out & about:**

We had tabling events at a number of meets large and small this past season, and workshops at clubs as well. Safe Sport had a presence at four of the seven Regional meets (please take a look at the art created by your swimmers before you leave today).

Working with all of you by phone continues to be the most frequent point of contact. Please don't ever hesitate to call if you have questions. If I cannot be helpful I will do my best to find someone who can be.

Over the long course season, we will continue to partner with Diversity & Inclusion for greater visibility of both programs and more effective use of resources. We are working on training more of the Safe Sport club coordinators to run trainings for their own clubs, and involving athlete leaders as well. I was fortunate enough to mentor our New England LSC Safe Sport Fellow last year and am pleased to be doing so again. It speaks to our tremendous athlete community that we have had Fellows chosen by the national office staff for each of the first two years of the program.

**Safe Sport Fellow:** Connor Fitz Miller talked briefly about his project.

### **Safe Sport online**

The USA Swimming website has been redesigned. There is a wealth of information there for coaches, officials, athletes, and parents, for meet marshals, team travel chaperones, and those in charge of hiring. Coaches, please do take the time to do the club self-assessment survey. If anything is missing from your club handbook, it is far better to figure this out before you need to use it.

### **Goals for the rest of 2017**

At the national level, the goal continues to be education at the grassroots level. I send the Safe Sport Monday scenarios to all club safe sport coordinators on the first Monday of the month, and welcome your feedback. Other LSCs have run programs to encourage parents to take the online parent training, which takes about 45 minutes; generally the club with the greatest percentage of parents trained gets a pizza party, and we can certainly do that in New England as well. I would like all club safe sport coordinators to be trained to run workshops for their clubs.

In 2016, members of this LSC traveled to Zone and national level Safe Sport workshops, attended Safe Sport presentations at convention, and worked to develop awareness of Safe Sport at their clubs. Continuing to widen that circle is crucial. If you have any interest in participating, please let me know.

Finally, I'm grateful for the support of the Board for all of our endeavors.

Respectfully submitted,

Anne Kaufman

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857-928-3638

- h. Coaches Committee – Kyle Schack** – There is a \$10,000 budget for Coaches development which should be used.
- i. Athletes Committee – Jordan Arnold & Mary Buckley** - applications for new committee members will be on the website this summer. Athletes must be at least 15 years old. The USA Swim Convention was great. It was also amazing to meet Elizabeth Beisel at the banquet. The newsletter will be published next July, December and March.

- j. **Zone Coordinator – Mary Ellen Tynan** – The next Zones competition will take place in Virginia. NES is continuing the SELECT swimmer program this year. Those swimmers who achieve a SELECT cut will be subsidized by NES.

5. **Presentation and approval of the annual budget – Joe Frazier** – Joe stated that everything is in good order with NES in terms of finances and compliance. The Quad budget plans out as far as 2020. Matt Craven moved to approve the budget. Rick Osterberg seconded the motion. The budget passed via unanimous vote.

**New England Swimming, Inc.  
September 1, 2017 – August 31, 2018 Operating Budget**

<b>INFLOWS</b>	
Banquet	\$20,000.00
Camp & Clinic Income	2,500.00
Registration	756,000.00
Sanction Fees	6,500.00
Surcharges – Meet	205,000.00
Surcharges – Travel	45,000.00
Zone Income	38,850.00
Other Income	3,000.00
Interest/Portfolio Return	17,500.00
<b>TOTAL INCOME</b>	<b>\$1,094,350.00</b>
<b>OUTFLOWS</b>	
All Athlete Fund	\$3,000.00
Athlete Support – National Meets	55,000.00
Athlete Support – National Meets – Outreach	5,000.00
Athelete Support – Scholarship	2,000.00
Awards	23,000.00
Banquet	33,000.00
Camps & Clinics	10,000.00
Club & Coach Development/Support	64,000.00
Committee Travel	7,500.00
Conventions	16,000.00
Inclusion	28,810.00
Meet Subsidies	42,500.00
Meetings	7,000.00
Office Expenses	128,500.00
Officials	27,575.00
Professional Fees	3,500.00
Registration – US Swimming	579,000.00
Safe Sport	5,500.00
Safety	1,000.00
Zones	73,850.00
<b>TOTAL EXPENSES</b>	<b>\$1,115,735.00</b>
Board Designated Fund – Operating Reserve (Decrease)	(\$21,385.00)

Joe then reported the following financial balances:

**BANK ACCOUNTS as of April 27, 2017**

Business Advantage Chk - \$17,572.81

Business Advantage Chk - \$74,555.92

Business Savings - \$509,625.84

11 Mo Risk Free CD - \$54,362.32, 9 Mo Risk Free CD - \$51,074.59

First Western Bank Investment Account: \$373,214.05

**TOTAL: \$1,080,405.53**

**6. Unfinished Business – None at this time.**

**6A. Administrative Review Board Alternates – Laura Matuszak** moved to increase the number of Administrative Review Board alternate members elected by the House of Delegates from one (1) to two (2), as permitted by section 610.2.2 of New England Swimming Bylaws. Rick Osterberg seconded the motion. Rick clarified that this is not an amendment to the Bylaws, but a Resolution to increase the number of Alternates, as is already allowed by the Bylaws. The motion passed unanimously.

**7. Elections – Laura Matuszak** officiated the voting process.

**a. Ballot #1: Administrative Vice Chair**

- Nominating Committee nomination: Brian Crawford (ESC)
- Nominations from the floor: None
- Brian Crawford (ESC) is elected Admin Vice Chair by unanimous consent. This term lasts until the time of the Spring, 2018 House of Delegates meeting.

**b. Ballot #2: Treasurer**

- Nominating Committee nomination: Joe Frazier (UN)
- Nominations from the floor: None
- Joe Frazier (UN) is elected Treasurer by unanimous consent.

**c. Ballot #3: Age Group Vice Chairman**

- Nominating Committee nomination: Sean Geary (CRIM), Matt Williams (PHX)
- Nominations from the floor: None
- An election by ballot was conducted using Ballot #3. The votes were counted by Mary Ellen Tynan, Rick Osterberg and Carol Healy.
  - Number of votes cast: 77
  - Votes necessary for election: 39
  - Votes for Sean Geary (CRIM): 43
  - Votes for Matt Williams (PHX): 23
  - Votes for Jay Craft (KING): 1
  - Illegal votes: 10
- Sean Geary (CRIM) is elected Age Group Vice Chairman.

**d. Ballot #4: Technical Planning Chairman**

- Nominating Committee nomination: Bob Menck (UN)
- Nominations from the floor: None
- Bob Menck (UN) is elected Technical Planning Chairman by unanimous consent.

**e. Ballot #5: Administrative Review Board**

- Nominating Committee nomination: Lisa Sholudko (KING), Laura Matuszak (GMA), Emma Whall (athlete)
- Nominations from the floor: None
- Lisa Sholudko (KING), Laura Matuszak (GMA) and Emma Whall (athlete) are elected to the Administrative Review Board by unanimous consent.

*f.* Ballot #6: Administrative Review Board Alternates

- Nominating Committee nomination: Jay Craft (KING), Brendan Jinn (athlete)
- Nominations from the floor: None
- Jay Craft (KING), Brendan Jinn (athlete) are elected as alternates to the Administrative Review Board by unanimous consent.

**8. New Business** – None at this time.

**9. Resolutions and Orders** – None

**10. Adjournment** – Motion to adjourn made by Rick Osterberg and seconded by Laura Matuszak. Meeting adjourned at 2:54pm.

**Respectfully submitted,  
Michelle R. Mitchell, Secretary  
NE Swimming**