



## NEW ENGLAND SWIMMING BOARD OF DIRECTORS MEETING MINUTES

Tuesday, December 01,  
2020 7:00 PM via Zoom

**Mission:** To provide opportunities for all to achieve their highest potential in competitive swimming.

**Vision:** Inspired. United. Fast

### **Attendance:**

Voting Board Members Present (15): Anne Kaufman (UN), Betsy Russell (UN), Bill Glass (BGSC), Brian Crawford (ESC), Chris Sheppard (CS), Ellie Soska (CRIM), Isabelle Hiller (UVAC), Malicia Policard (CS), Matt Soska (UN), Nadine Johnson- Jesionek (UN), Paul Mueller (SOLO), Ray Grant (BGSC), Rhi Jeffrey (ATLA), Rick Osterberg (UN), Samantha Brabeck (SOLO)

Voting Board Members Absent (0): None.

Committee Chairs and Guests Present (13): Carol Healey (UN), Chris Payson (SSC), Daly Hamilton (HDST), Janet Harty (YNS), Jonathan Castaldo (CRA), Ken Galica (UN), Mark Kiely (LSSC), Meg Feran (SOLO), Moriah Tyrell (UN), Patrick Hunter (UN), Patrick Johnstone (WYST), Scott Ellis (UVAC), Tony Padvaiskas (NSSC)

### **Agenda/Minutes:**

#### ***1. Welcome***

- Matt called the meeting to order at 7:01 PM

#### ***2. State of the LSC, General Chair***

- Matt – opened the floor for comment about the state of the LSC.
- Ray Grant – spoke from perspective as a member of the board of health in Seekonk (no new regs in MA); RI is in a state of “pause” starting Mon. for two weeks; benchmarks are time-based tied to rate of novel cases.
- Issy Hiller – VT teams are limited in their time and space

**3. Consent Agenda:** The Consent Agenda is attached to these minutes. The following reports were pulled from the Consent Agenda for discussion: (b) Secretary's Report; (m) Registration Report; and (n) Office Report. The remainder of the Consent Agenda was adopted by general consent.

(b) Secretary's Report: Having been moved and seconded, the minutes of the October 27, 2020 Board of Directors meeting were amended in section 8 (New Business) to note that the Meet Director's meeting had been scheduled for November 4, 2020.

(m) Registration Report: Matt asked about any updated registration information that was available since the Consent Agenda had been submitted. Moriah reported that 51 clubs have registered, and that some college teams had not renewed for 2021, and were not expected to return until 2022.

(n) Office Report: Matt asked about the note about coaches unsubscribing from the Constant Contact distribution list. Carol clarified that there may be some confusion by coaches, because when they unsubscribe, Constant Contact removes their email address from all NES distribution lists.

**4. Diversity, Equity, and Inclusion Chair Appointment:** Matt appointed Lauren Riedel (PHX) as the Diversity, Equity and Inclusion Chair, effective immediately. On behalf of the New England LSC, he also thanked outgoing DEI Chair Malicia Policard (CS) for her work and service to the LSC and to the Board during her tenure as Chair. As Lauren was unable to join the meeting, Ray Grant provided some brief background information on Lauren and her experience and qualifications. Malicia and Nadine expressed their willingness to assist Lauren as she joined the board on the LSC and the Eastern Zone level.

**5. Technical:** Patrick Johnstone summarized discussion at the recent Technical Committee meeting regarding virtual meet fee structure and introduced TECHNICAL COMMITTEE MOTION #1. Ray Grant moved that the Board adopt TECHNICAL COMMITTEE MOTION #1, which was seconded by Chris Sheppard. After discussion, the motion passed unanimously.

### **TECHNICAL COMMITTEE MOTION #1**

*Amend the New England Swimming Rules and Regulations as follows:*

#### Section II.A.7 Specialty/ Non-Typical Meets

Add new section II.A.x:

#### X. Virtual Meet

A meet where teams compete at different venues, but all teams participate under a single sanction requested by the host team. The host team is responsible for merging results from all venues before submitting results to SWIMS. NESI and USA Swimming may establish policies under which Virtual Meets must be conducted.

<renumber existing section x.>

#### Section III. J Meet Entry Fees, Surcharges, Awards and Subsidy Policy

Add new section III.J.13.

Teams that host a sanctioned Virtual Meet may charge each participating team a fee of up to \$50 to cover additional administrative costs.

<renumber existing sections 13 & 14>

- Patrick J. – Addresses that a discussion with the finance committee took place looking at the efficacy of recouping facilities fees by increasing the meet fees.
- Ray – Asks the group to consider what the philosophy of the board is in regard to clubs charging meet fees; presents concerns that the board may be overreaching into clubs as a business; presents concern for
- Chris S. – Presents the idea that the board should consider isolating “COVID circumstances” versus normal circumstances in terms of clubs and team staying afloat; states concern about pricing teams out and suggests a task force to analyze the meet fee structure.
- Matt – Asks about the primary concern with the fee structure.
- Chris S. – Presents the idea that running a trials/finals meet for high level athletes does not seem to be a profitable endeavor for the host team; minimal time in the water is incentivized with large person-hours required to host a proper meet.
- Rick – Speaks to an issue of access; references the mission statement and urges the board to keep in mind the need to strike a balance.

- Ray – Suggests a surveying of meet managers.
- Chris S. – Suggests portions of the board can do research.
- Matt – Presents the idea of increasing flex fees as a way to balance issue with mission.
- Rick – Presents idea of remembering who the end-users are, who the LSC is ultimately serving.
- Daly – Presents concerns that small-teams have athletes and parents who would struggle with a sharp increase with meet fees.
- Matt – Suggests placing the topic as an item on the Agenda for full discussion.
- Carol – Presents that all LSCs dictate limit per event; provides historical background that admission fees are kept low to protect parents. Office lowered the surcharges and offers distance session subsidies and meet stipends. Suggests survey with assistance from finance, technical, P&D, and Ops.
- Chris S. – Reminds board that pool rental costs in our geographic area is one of the highest in the country.
- Rick – Suggests the LSC can do more to promote pool access.
- Patrick J. – Asks about an incomplete financial report regarding penalties and recommends discussion with finance committee about necessity of report.

## 6. Committee Protocols

- Matt – Opens the floor to Rick to discuss the results of the Committee Protocols survey.
- Rick – Conducts review of the results of the survey. Emphasizes that he respects the voiced concerns and asks Matt about the best way for committee members to provide feedback.
- Matt – Suggests concerned parties discuss with him directly as well as address the governance committee; states that he respects the time sacrificed by volunteers within committees and asks for people to reach out to board
- Malicia – Presents concern about having a lack of guidance from the board overall.
- Rick – Suggests executive team training to address how to bring best-selves to the meetings, where we are failing, and how to correct it. States the importance to empower committees and keep committee discussion public.
- Ray – Asks about meeting announcement procedures within 72 hours.
- Rick – States the expectation of checking website is connected to knowledge of advance notice.
- Matt – Asks if responsiveness is connected to the procedure being too technical to pass a reasonableness test.
- Patrick J. – asks about a communication task force form the summer.
- Carol – Presents that the newsletter was a direct result of that survey. States committee chairs should be proactive in communicating to volunteers.
- Rick – Emphasizes that the bylaws require open meetings unless in executive session, which is determined by committee chairs.

## 7. New Business

- Matt – asks for other business.
  - Ray – recommends the lack of compliance with grants issue be sent back to the finance committee and removes Carol and Moriah from a bad situation.
  - Patrick Johnstone discusses the post-meet financial report requirements and some teams failing to complete it properly.
  - In questioning the necessity of the financial information it was stated by Carol that many committees use the information to determine meet fees, meet subsidies, and meet venues. All other LSC's require this information and ask the same questions.
  - Patrick Hunter. – States requirement is in USAS Rules and Regulations (202.4.11)
  - Matt – asks for historical precedents regarding a lack of compliance.
  - Carol – loss of deposit if the report is not filed and possible loss of future sanctions.
- The discussion was tabled after more research on what other LSC's require and what Finance and

Technical can determine is the best course of action.

**8. Next Meeting**

The next Board of Directors Meeting will take place on Tuesday, January 05, 2021.

Having been moved and seconded, the meeting was adjourned at 8:27 PM.

Respectfully submitted,  
Paul Mueller, Secretary

**ATTACHMENTS:** Consent Agenda



## CONSENT AGENDA for NES BOARD OF DIRECTORS MEETING

Tuesday, December 01, 2020

7:00 PM via Zoom

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### A. GENERAL CHAIR REPORT submitted by Matt Soska

Since our last Board Meeting, I have been made aware of two athletes who tested positive for the novel corona virus. Neither of the positive cases have led to further positive tests on their respective teams. Each of the four states of the LSC have updated guidance since our last Board Meeting, either by restricting travel or by banning in-person youth sports for a period of time.

### B. SECRETARY REPORT submitted by Paul Mueller

An email to the BOD dated Nov. 29, 2020 includes the Agenda, Consent Agenda Reports, and remote connectivity details for the Dec. 01, 2020 meeting.

### C. TREASURER'S REPORT submitted by Carol Healey

The monthly account totals are below:

	Sept-20-20	23-Oct-20	1-Dec-20	Change
<b>PPP Account:</b>	\$20,123.00	\$20,123.00	\$20,123.00	\$ -
<b>Checking Account #2:</b>	\$80,132.41	\$141,539.61	\$113,327.36	\$(28,212.25)
<b>Priscilla Fund:</b>	\$11,332.95	\$12,940.83	\$12,478.76	\$(462.07)
<b>Savings:</b>	\$301,390.22	\$301,402.57	\$301,415.33	\$12.76
<b>First Western Investments:</b>	\$425,814.12	\$428,387.83	\$437,861.55	\$9,473.72
<b>TOTAL:</b>	\$838,792.70	\$904,393.84	\$885,206.00	\$(19,187.84)

### D. ADMINISTRATIVE VICE CHAIR (including Calendar Committee) submitted by Brian Crawford

Excited to see 18 & Under Championship meet goes, and thanks to all for making meet happen. Goal is to use the meet as a trial to see how to plan February/March Championship Meets. Will be meeting with Calendar Committee soon on different Plans on how to schedule the Champ. Meets for February and March.

Championship meets were awarded to these teams at the following facilities (facilities added from last board meeting's agenda). *Brian will be in communication with the host teams to see if still running and how.*

#### Regionals (February 12-14)

- SOLO @Haverhill High School, Haverhill, MA
- CRIM-AND @Greater Lawrence Tech, Andover, MA
- UVAC, White River Junction, VT
- BGSC-SEEK @Seekonk High, Seekonk, MA
- CRIM-WELL @Keefe Technical School, Framingham, MA
- YNS @YMCA of the North Shore, Beverly, MA

#### 11-14 Age Group (February 25-28)

- CRIM-AND @WPI, Worcester, MA

### **Silver Championships (March 12-14)**

- CRIM-AND @Greater Lawrence Tech, Andover, MA
- UVAC, White River Junction, VT
- CRIM-SC @University of Rhode Island

### **10 & Under and 15-18 Champs**

*No bids, but prospects for both.*

### **E. FINANCE COMMITTEE REPORT submitted by Bill Glass:**

No Report.

### **F. PROGRAM OPERATIONS VICE CHAIR REPORT (including Technical Committee, Operational Risk Committee, Officials Committee) submitted by Ray Grant**

#### ***F1. Operational Risk Report submitted by Lisa Black Sholudko***

To date, we have received reports of two swimmers from different teams testing positive for COVID-19. We would like to remind all coaches that a Report of Occurrence must be submitted if you learn of someone from your team, swimmer or coach, has tested positive for COVID-19.

### **G. DEVELOPMENT AND PERFORMANCE VICE CHAIR REPORT (including Senior Committee and Age Group Committee) submitted by Chris Sheppard**

- We are cautiously optimistic about the upcoming 18&Under Winter Championships this weekend. We have two sites, with each site divided into two separate meets with about 150 swimmers spread throughout.
- The Calendar, Senior, and AG committees are looking forward to the end of Short Course Season, and we are considering moving the championship schedule back a month. Once we assess the 18&Under meets, we will begin planning for the Spring, hopefully with an expanded site list for the various levels of meet.
- New England had six teams earn Club Excellence recognition this year - GOLD: Bluefish Swim Club; SILVER: SOLO, Phoenix Swimming, Commonwealth Swimming; BRONZE: Greenwood Swimming, Crimson Aquatics.

### **H. COACH REPRESENTATIVE REPORT (including Coaches Committee) submitted by Rhi Jeffrey and Daly Hamilton**

No Report.

### **I. DIVERSITY, EQUITY and INCLUSION CHAIR (including DE&I Committee) submitted by Malicia Policard**

No Report.

### **J. SAFESPORT CHAIR REPORT (including SafeSport Committee) submitted by Anne Kaufman**

USA Swimming is on break until Dec. 2; after that, they plan to put on a big push to get the 362 clubs who have started SSRP through the process; volunteers have been recruited from every LSC to reach out to these clubs.

#### **Timeline:**

- 12/2/20 – Deadline to volunteer
- 12/4/20 – Volunteers participate in a training session and receive a list of clubs to contact.
- 12/11/20 – Deadline for volunteers to contact clubs and submit spreadsheet w/feedback to the SafeSport staff.

#### **NE Clubs\* started but not complete as of October 2020 report, with points:**

AA	AnglerFish Aquatics	Started	47	anglerfishaquatics@gmail.com
ABF	Bluefish Swim Club	Started	60	abfswimsccc@yahoo.com
ACES	Aces Aquatics	Started	51	<a href="mailto:acesaquatics@gmail.com">acesaquatics@gmail.com</a>
ATST	Amherst Tritons Swim Team	Started	07	deniseleckenby@gmail.com
BAT	Belmont Aquatic Team	Started	53	b.yribarren@live.com
EDGE	Edge Swim Club	Started	36	JohnP@edgevt.com
GLYB	Grtr Lowell Y Barracuda	Started	44	barracuda@lowellymca.org
GYT	Granite Y Tiger Sharks	Started	29	jcroteau@graniteymca.org
INF	Infinity Swim Club	Started	54	duncanm@nashua.edu
KING	Kingfish Swimming	Started	37	loneil@kingfishswimming.com
NEK	Northeast Kingdom Aquatics	Started	02	northeastkingdomaquatics@gmail.com

ONE	ONE Aquatics	Started	39	oneaquatics@gmail.com
PVA	Purple Valley Aquatics	Started	52	pvacoach@gmail.com
SSA	Seacoast Swimming Assoc'n	Started	54	seacoastswimmingoffice@gmail.com
UVAC	Upper Valley Aquatic Club	Started	37	<a href="mailto:sellis@uvacswim.org">sellis@uvacswim.org</a>
WTST	Webbs Tornadoes	Started	15	webbstornadoes@gmail.com

*\*Shamrock has started since this report was submitted; no data yet to report.*

### SafeSport Trainings in December

- **PARENT TRAININGS:**
  - Wednesday, December 9 at 8 p.m. EST
  - <https://zoom.us/j/93724361466?pwd=OVF4RFINZFpaMHhgSEVVRGwzbmpQUT09>
- **ATHLETE TRAININGS: (12-18 years old):**
  - Thursday, December 10 at 8 p.m. EST
  - <https://zoom.us/j/97633664936?pwd=YnpXZmljME5PcldacW9ZQ0w5YTFIZz09>
- **COACHES TRAINING**
  - Friday, December 11 at 3 p.m. EST
  - <https://zoom.us/j/98698656108?pwd=NzQ5TGdjWkRDc0lrc9tWHpJL1hkQT09>

### K. ATHLETE REPRESENTATIVE REPORT (including Athletes Executive Committee, Athletes Committee) submitted by Issy Hiller and Sam Brabeck

We held an AEC meeting on November 15, 2020. Here are a few key details:

- All but one athlete on the call (12 of 16 were) had at least one sanctioned meet so far in the LSC. These meets looked far different than what we are used to, but the athletes appreciated the opportunities to race and for their times to count. Overall, they said all meets ran smoothly.
- We are going to be running a food drive at both the 18&Under Championship meet sites. Teams will collect items the week before, and each team will bring their goods to the meet where the meet host will collect and distribute accordingly.
- We have started AEC Instagram takeovers on the NESwim Instagram account. We are having one athlete take over the story each weekend (either Saturday or Sunday). Issy and Sam have both gone; next week will begin the athletes committee members.

### L. GOVERNANCE CHAIR REPORT (including Governance Committee) submitted by Rick Osterberg

No Report.

### M. REGISTRATION REPORT submitted by Moriah Tyrrell

- 2021 Athletes Registered to date: 3002 (Last year [2020] we had 6,339 total athletes.)
- 2021 Clubs Registered to date: 32 (Last year [2020] we had 99 total clubs.)

A few things to note:

- Many of our large clubs that we know are in the water have not renewed
- The fee for club memberships increases on Dec 1, so I expect to be busy from the time this consent agenda is submitted until the board meeting
- Many of these same large clubs have not renewed their athletes
- We know of only one team at this time that has folded
- Some teams have reached out about delaying their registration as they do not currently have access to their pool but expect to in the next few months
- 18 clubs that received the grant have not completed the requirements, so their club registrations are on hold.

### N. OFFICE REPORT submitted by Carol Healey

The Priscilla Project continues to distribute boxes of gear to athletes. Jessup from Speedo donated three large boxes of items that we can add to the inventory.

**WEBSITE:** We added a "Something Good" button on the website to highlight community service that many teams and individuals are doing during the Pandemic.

**NEWSLETTER:** spearheaded by Moriah, the November Newsletter went out to parents. Many clicked on the links to tell us about College Commitments and Something Good their team is doing. Many coaches unsubscribed after the last newsletter, which is somewhat mind-boggling.

**O. ATHLETE MENTAL HEALTH WORKING GROUP REPORT submitted by Matt Soska**

The AMH Working Group met twice since the last Board Meeting. The group has discussed a layered approach to addressing athlete mental health. Those layers include athletes, parents and coaches. The group is also discussing how to inform athletes who are in or will be entering the recruiting process on how COVID-19 has impacted that process. The group will be meeting again in the coming weeks to discuss formal recommendations.

**Technical Committee Meeting**  
**November 23, 2020 7:00PM**  
**Via Zoom**

**Members Present:** Patrick Johnstone (Chair), Caroline Cavalier, Scott Ellis, Ray Grant, Carol Healey, Gabe Hunt, Dave Martin, Rick Osterberg, Noam Reinhorn

**Absent:** Ron Zuwallack (thoughts provided via email)

**Administrative Charges for Virtual Meets**

Based on requests from teams hosting virtual meets, there was a discussion about whether to allow host teams to charge participating teams a fee to cover increased administrative costs. For virtual meets, host teams have additional work that are not necessary for a normal meet. Among these are the setup of the database to handle participating sites and the merging off all results after the meet before submitting to SWIMS. Some teams may incur a direct expense for this extra work if the contract with a 3<sup>rd</sup> party for administrative tasks.

The initial feeling among the members was that the fee seemed to be justified based on the additional work involved. There was discussion around whether the fee should be based on the number of sessions or a flat charge for the entire meet. There was additional discussion about whether there should be a limit on the fee and what that limit might be set at.

After discussion, the committee reached a consensus to recommend that hosts of virtual meets should be permitted to charge an administrative fee of up to \$50 for each participating team. Teams are free to charge less than the maximum or can choose to not charge the fee. The formal proposal to the Board of Directors is attached.

**Allowed Fees in the Rules and Regulations Document**

As a follow-on to the discussion about virtual meet fees, the committee engaged in a wide-ranging discussion on whether meet hosts can charge fees outside of those allowed by the Rules and Regulations. Currently there does not seem to be any language that would prevent hosts from charging other fees. The Covid situation has generated several requests from hosts for additional fees (Covid surcharge, streaming fees, etc.) Most of these were addressed by the Board raising the maximum swimmer participation fee from \$10 to \$25 for sanctioned meets. It is expected that any additional fees that teams may ask to charge are likely to end up as an additional financial burden on the families of the swimmers.

Many topics and ideas were covered in the resulting discussion. Among them were the history of the current fee structure, the need for limits set on fees, and how those limits might impact both host teams and those who enter meets. Much of the talk centered around the conflicting requirements of the LSC needing to establish a fair framework under which meets can be held versus a host team's ability to have flexibility in holding meets. Given the uncertainty of the continuing Covid crisis, it is difficult to predict what challenges and facility requirements a host may have to navigate.

Eventually a consensus emerged that the issue being discussed went well beyond the scope of the committee. As a result, the committee would like to refer the larger discussion to the Board of Directors and ask for guidance on how to proceed. Some issues the committee believe should be included in the Board's discussions:

- Should there be language in the Rules and Regulations that limits fees that host teams can charge to just those specified.
- If so, how do we give hosts the ability to adapt to potentially changing requirements due to Covid that may be imposed by facilities or other circumstances.
- If not, is there still a need to maintain specific limits on various types of fees.
- What is the balance between the LSC establishing a framework for meet hosts versus the host needing flexibility to run meets as they see fit.
- Should the entire existing fee structure and limits be revisited.

### **Return of Meet Fees Because of Covid**

The committee discussed whether there should be a policy to require a host team to refund the meet fees of a team entered into the meet that is unable to attend due to issues with positive (or potentially positive) Covid results. After some discussion, the consensus among the members was that because the circumstances around such situations may vary considerably, that there should be no set policy defined by NESI. Hosts and participating teams should work out the issue among themselves based on the situation. It would be hoped that all parties can arrive at a mutually agreeable result. If not, teams can seek relief through the Administrative Review Board.

### **Incomplete Financial Report**

There was a brief discussion on what should be done if a host team submits an incomplete financial report. The committee discussed the history of the financial report and whether its role in the operating of the LSC. Because the need for a post-meet financial report originated with the Finance Committee, the consensus was to recommend that the Finance Committee take up and continue the discussion. The Chair will coordinate this process.

## **Technical Committee Proposal**

### **Virtual Meet Administrative Fees**

#### **Proposed:**

Allow teams hosting virtual meets to charge participating teams a fee to cover additional administrative costs.

#### **Rationale:**

- Teams acting as the primary host for a virtual meet have the additional burden of creating a properly structured meet database before the meet and must merge results from the participating teams after the meet.
- Teams may incur a direct expense for this extra work if they contract with a 3<sup>rd</sup> party for the administrative tasks.

#### **Changes to the Rules and Regulations Document:**

##### **Section II.A.7 Specialty/ Non-Typical Meets**

###### **Add new section II.A.x:**

###### x. Virtual Meet

A meet where teams compete at different venues, but all teams participate under a single sanction requested by the host team. The host team is responsible for merging results from all venues before submitting results to SWIMS. NESI and USA Swimming may establish policies under which Virtual Meets must be conducted.

<renumber existing section x.>

##### **Section III.J Meet Entry Fees, Surcharges, Awards and Subsidy Policy**

###### **Add new section III.J.13.**

Teams that host a sanctioned Virtual Meet may charge each participating team a fee of up to \$50 to cover additional administrative costs.

<renumber existing sections 13 & 14>