



BOARD OF DIRECTORS MEETING

Tuesday, March 10, 2020, 7:00pm
New England Swimming Office
1241 Highland Ave Rear, Needham MA 02492

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

VISION: Inspired. United. Fast.

ATTENDANCE:

Board Members Present: (16) Matt Soska (UN), Brian Crawford (ESC), Bill Glass (BGSC), Bob Menck (UN), Chris Sheppard (CS), Kelty White (CRIM), Betsy Russell (UN), Anne Kaufman (UN), Ken Galica (UN), Lisa Black Sholudko (UN), Rick Osterberg (UN); **Via Zoom:** Todd Bohannon (ex-officio, PHX), Meghan Feran (SOLO), Janet Harty (YNS), Erik Linseisen (UN), Malicia Policard (CS)

Board Members Absent: (5) Jake Eastman (SOLO), Isabelle Hiller (UVAC), Ellie Soska (CRIM), Caleigh Wukitch (KING), Aaron Zhu (SOLO)

Guests: (8) Moriah Tyrrell (UN), Gretchen Turner (USC), Nadine Johnson-Jesonek (UN); **Via Zoom:** Jon Castaldo (CRA), Mike Spring (CRIM), Tim Caputo (CRIM-Central), Noam Reinhorn (USC), Patrick Johnstone (WYST)

MINUTES

1. Welcome

The meeting was called to order by General Chair Matt Soska at 7:02pm.

2. Consent Agenda

The Consent Agenda is included below. The Officials' Report and Athletes Report were pulled.

Officials' Committee Report:

Recruiting of new officials is an issue across the LSC, and there needs to be a higher value placed on the work of officials in the LSC by clubs and coaches. Clubs and coaches need to play an active role in the recruitment of new officials from their parenting ranks in order to maintain the highest level of meet integrity in the LSC. It is very clear that understaffed decks (local meets as well as end-of season championship meets) do a disservice to all involved, especially our swimmers and the officials who actually work those understaffed meets. Adequate officiating eyes on deck ensure an equitable racing experience for all athletes in the LSC. When clubs are assigned timing responsibilities at meets, they should not be utilizing trained and qualified officials in a timing role over an officiating duty. The Officials Committee is ready and eager to provide the best training and mentoring possible, but clubs and coaches must start with recruitment.

Athletes' Committee Report:

Athlete Committee bios have been posted to the NESwim website. General Chair Matt Soska appointed Paul Bennett at WPI as a liaison to the Athletes Committee to serve as a resource for their ongoing work on the development of the upcoming Athlete Summit.

The remainder of the consent agenda was accepted by general consent.

3. 2020 – 2021 Budget

A historical review (*2015 – August 2019 Historical Snapshot.pdf*) of the New England Swimming financials

from 2015 to present was conducted by Bill Glass, Finance Vice Chair. A few highlights of that analysis are as follows:

- The financial stability of the LSC is strong.
- Since 2016, NESwim revenues have remained flat but expenses have gone up \$170,000 in this same time period.
- During this time period, NESwim has made necessary investments in both infrastructure (office space, registrar, etc.) and operations (committee budgets, etc.) that are important for the vibrancy of the LSC.

The Proposed Operating Budget for 2020-2021 (*2021BudgetProposal.pdf*) was then presented to the BOD with an expressed goal of moving closer towards a balanced budget, so that cash reserves can be truly maintained as rainy-day operating funds should any factors emerge that will impact revenues. The emerging global coronavirus pandemic illustrates one possible unexpected impact to revenues, and highlights the need for a more conservative financial strategy for the LSC. A few highlights of proposed adjustments on the revenue side are as follows:

- Meet surcharges would apply for both Silvers and Regionals meets.
- Athlete and non-athlete fees would increase \$6, of which USA Swimming will receive \$2. Note: No athlete fee increases over the last five years have gone to New England Swimming. They were simply fee increases passed on by USA Swimming through the LSC.
- Club fees would increase \$100. Note: USA Swimming takes \$70 of the current \$150 club fee.

The Proposed Operating Budget for 2020-2021 totals to a Net Outflow of \$25,450, as compared to the current year's Operating Budget Net Outflow of \$31,900. Should the proposed 2020-2021 revenue adjustments not be made, the 2020-2021 Proposed Budget Net Outflow would increase by \$65,000 to \$90,450.

Rick Osterberg moved to accept the Proposed Operating Budget for 2020-2021 as presented, which will now go to the Annual Meeting on April 25th for a discussion and vote by the House of Delegates. The motion was seconded and passed unanimously.

The BOD will continue to ask itself bigger strategic questions such as: What is the right amount of cash reserves for NESwim to have on hand? Do we need to consider alternative revenue sources (e.g. advertising, etc.)?

Any questions on the Proposed Operating Budget in advance of the Annual Meeting should be directed to Bill Glass, Finance Vice Chair.

4. At-Large HOD Members

General Chair Matt Soska appointed the following slate of At-Large HOD members, with the advice and consent of the Board: Patrick Hunter (UN), Patrick Johnstone (WYST), Mary Gentry (UVAC), Jessica Workman (GMA), Scott Spear (SOLO), Gabe Hunt (GYT), Bill Carline (HAY), Ray Grant (BGSC), Hannah Mitchell (CRA).

5. HOD Athlete Representatives

General Chair Matt Soska appointed the slate of Athlete HOD members (full listing provided in *2020HOD_AthleteDelegates.pdf*), with the advice and consent of the Board.

6. Governance Committee

The newly formed Governance Committee has begun their work, acknowledging that this will be a year of transition as we adjust to the new bylaws and corresponding organizational structure now in place for the LSC. One of the many tasks of the Governance Committee is to replace the former role of the Nominating Committee in the LSC. As a starting point, the Governance Committee developed a draft list of leadership



qualities for the BOD (*NES – BOD Leadership Qualities 2020 DRAFT.pdf*) as well as draft job descriptions for the six Board positions coming up for election at the HOD meeting (*NES – Board of Directors Job Descriptions DRAFT.pdf*). The six positions up for election at the April 25th HOD meeting are: General Chair (two-year term), Administrative Vice Chair (two-year term), Finance Vice Chair (one-year term), Program Operations Vice Chair (one-year term), Development and Performance Vice Chair (two-year term) and Secretary (two-year term).

Finalized versions of job descriptions and the list of leadership qualities desired for the New England Swimming BOD will be published with the solicitation for interested candidates for the six positions with a deadline of Friday, March 27th. The Governance Committee will then post the slate of nominations by the deadline of April 5th for the April 25th elections. As stated in the bylaws of the LSC, there can also be nominations from the floor at the HOD meeting on April 25th.

Aaron Zhu submitted his resignation effective August 31, 2020 as the Junior Athlete Representative to the BOD as he will be leaving to pursue his collegiate studies. Pursuant to Athlete Representative Transition Motion #1 that was adopted at the October 6, 2019 Special Meeting of the House of Delegates, the Board of Directors will facilitate an additional election by the Athletes' Committee for a candidate to complete Aaron's term as Junior/Senior Athlete Representative. This election will occur at the Athlete's Meeting directly before the NES HOD on April 25th.

Other areas of work for the Governance Committee this year will be continued review of policies and procedures, evaluating Board performance and formalizing the onboarding process for new Board members.

7. Other Business

The Athlete Committee developed a list of qualities desired for selection to the Athlete Executive Committee, and subsequently nominated the following athletes to their Executive Committee: Noam Reinhorn (USC), Halle Moore (SOLO), Cam Watelet (ESC), Chloe Song (GS), Vianka Acosta (ATST), Nathalie Pena (CRIM), Scott Spear (SOLO), Grace Walker (ESC) and Caroline Cavalier (SOLO). The Board voted to approve the nominated athletes to the Athlete Executive Committee.

The Board discussed the work of the many committees within the LSC, and the range of functionality across those committees. On some, there are issues with committee members being non-responsive or non-participatory. Committee Chairs have been encouraged to reach out to any committee members who have been non-responsive about their interest in continuing. Going forward, consideration will be given to the process of onboarding new members in terms of setting expectations for time commitment and responsibilities. The Board will also look at high-functioning committees inside and outside of the LSC for any ideas to implement going forward.

A Communications Task Force was formed to look at how we communicate as a Board to our membership, and to consider possible ideas/additional channels of communication beyond the LSC website. Volunteers for the newly formed task force are Jon Castaldo (CRA), Gretchen Turner (USC), Moriah Tyrrell (UN), Nadine Johnson-Jesioneck (UN), Todd Bohannon (PHX) and Anne Kaufman (UN). The Task Force has been asked to bring some initial ideas to the May BOD meeting.

A statement was prepared to send to the membership of New England Swimming on COVID-19 and its impact on activities within the LSC. The statement was scheduled to be sent to the membership on Wednesday, March 11th.

The New England Swimming Annual Meeting will be held on Saturday, April 25th at 1:30pm at the Needham Sheraton.

The next BOD meeting will be held on Tuesday, May 19th at 7pm. Location will be the New England



Swimming Office.

8. Adjournment

Having been moved and seconded, the meeting was adjourned at 9:32pm.

Respectfully submitted,

Kelty White
Secretary

Attachments: Consent Agenda for March 10, 2020 Meeting
2020 – 2021 Budget Proposal (*2021BudgetProposal.pdf*)
2015 – Aug2019 Historical Financial Snapshot (*2015 – August2019 Historical Snapshot.pdf*)
2020 HOD Athlete Delegate Listing (*2020HOD_AthleteDelegates.pdf*)
BOD Leadership Qualities Draft (*NES – BOD Leadership Qualities 2020 DRAFT.pdf*)
BOD Job Descriptions Draft (*NES – Board of Directors Job Descriptions DRAFT.pdf*)

CONSENT AGENDA FOR MARCH 10, 2020 BOARD OF DIRECTOR'S MEETING

Secretary's Report (submitted by Kelty White)

- The draft minutes from the February 11, 2020 Board of Directors meeting have been provided as an attachment in an email to the BOD dated March 3, 2020 with the agenda and meeting call-in details for the March 10, 2020 meeting.

Treasurer's Report (submitted by Carol Healey)

	<i>February 21, 2020</i>	<i>March 2, 2020</i>	<i>Change</i>
<i>Checking Account #1:</i>	\$40,756.50	\$49,662.22	\$8,905.72
<i>Checking Account #2:</i>	\$68,400.63	\$62,414.77	\$(5,985.86)
<i>Priscilla Fund:</i>	\$4,911.12	\$8,060.00	\$3,148.88
<i>Savings:</i>	\$516,205.65	\$516,238.37	\$32.72
<i>First Western Investments:</i>	\$424,164.30	\$421,280.75	\$(2,883.55)
<i>TOTAL:</i>	\$1,054,438.20	\$1,057,656.11	\$3,217.91

Development and Performance Vice-Chair Report (submitted by Chris Sheppard)

- Continuing to evaluate data for Summer 2020 and SCY 2021 qualifying times. The goal is to have drafts reviewed by mid-month and Final QT's for Long Course "Championship Meets" published by April 1, with summer Silvers to follow by mid-April.
- 10 & Under meet: lots of positive feedback, however some concern that the sessions were a bit long. Will look to re-evaluate bonus offerings once the qualifying times are settled.
- 11 - 14 meet just took place, gathering feedback from coaches. Some partial perspectives: marching out needs to return, top 8 awards should be presented, pace should be consistent from the start of the meet.
- One big item of feedback is concern around the lack of 11 - 12 year olds participating in the 200's of stroke and distance events (9 girls in the 1000, 7 in the 1650, only two events had more than two full heats of 200's for boys or girls). Some of the comments included fewer in-season opportunities and coaches not prioritizing these events. Age Group committee and D&P chair will look at ways to promote these events (incentives such as an "IMX award" for competing in the 13-14 IMX events at age groups); a preliminary conversation with Program Operations/Technical about what meet subsidy incentives could look like that would allow more opportunities for 11 - 12 or first timers to swim distance and stroke 200's; and looking at potential educational opportunities that could be created within our LSC on coaching developmental athletes in these events and why they are important.
- 15 - 18 meet is this weekend. Hopefully, it will give us a broad picture of what we can do to make our age group meets more engaging and competitive.

Calendar Committee Report (submitted by Brian Crawford)

- LCM Championship calendar dates:
 - July 16 – July 19: Senior Champs with 10&Unders in the middle on July 18/19
 - July 23 – July 26: 11 – 14 Champs
 - July 31 – August 2: Silvers Meet

Officials Committee Report (submitted by Betsy Russell)

- Officials Shirts:
 - NE Swimming Championship Meet shirts were delivered in time for 11-14 Meet and were very well received. Half are being kept at WPI for distribution to officials at 15-18 Champs. Officials who work at least 4 sessions in the meet get shirts.
 - Individual sale portal through SwimOutlet is not yet finalized. Contrary to what we were led to believe, setting up the shop is looking to be a manual process on our end, getting products chosen and artwork designed for each. Goal is to have it up and running in time for beginning of LC season.
- Recruiting:
 - It is very clear that understaffed decks (local meets as well as end-of season meets) do a disservice to all involved, especially our swimmers and the officials who actually work those understaffed meets. Clubs and coaches must learn to value their officials' service and sacrifices and encourage them to work as many meets as possible, both their own and as visitors.
 - The entire LSC, i.e. each and every club and coach, must actively recruit the next generation of parent officials. The Officials Committee is ready and eager to provide the best training and mentoring possible. Any team that provides the classroom, we will provide the facilitator(s).

Coaches Committee Report (submitted by Meg Feran and Todd Bohannon)

- WPI has confirmed that the date of the Boys Leadership Summit will be June 5 - 7, 2020. The facility was unavailable the last weekend in May. We have secured Chris Pfaff as the Head Coach of this year's summit. He is currently the Head Age Group Coach of Carmel Swim Club in Indiana. He has coached there since 2014, and previously coached for Boilermaker Aquatics after attending Purdue as an undergraduate. He was very impressive in a phone conversation bringing lots of enthusiasm to the table. We are excited to have him on board.
- We will be meeting with some of our athlete reps to go over proposed curriculum ideas that will be incorporated into this year's summit. We think their feedback will be invaluable in providing a great experience for their peers at the summit.
- We also have had conversations with Sal Barba and Rhi Jeffrey who have offered to reach out to some of their contacts in order to help recruit a guest speaker. We are exploring those angles but may also reach out directly to USA Swimming.

Athletes Committee Report (submitted by Jake Eastman and Aaron Zhu)

- We are currently working to find a location and time for our Athlete Leadership Summit.
- Working to finalize a budget for the leadership summit:
 - Janet has generously been helping with possible food vendors and locations across New England that would fit our needs as her husband is a food vendor at several college campuses.
- Submitting final athlete list for the AEC.
- Preparing for our athlete meeting prior to the HOD.

Safe Sport Committee Report (submitted by Anne Kaufman)

- In a recent mailing from USA Swimming, there was a link to a useful video on microaggressions (maybe Malicia is going to share the same one), but here it is anyway:
https://www.youtube.com/watch?v=ho_WW7M5E3A&feature=youtu.be
- Ordered this month: cell phone wallets, paper fans, reusable straws, parent tip cards from USA Swimming, cooling towels for officials, crayons, sunglasses for long course season while they were

on sale.

- Phone calls/emails from parents, coaches, national office: 18
- We were able to have a Safe Sport table at WPI (11-14s) this weekend, with help from Caitlin Clark (Safe Sport committee and YNS) and Rebecca Spencer (Safe Sport committee and ATST parent). It was a great opportunity to talk with a number of adults about Safe Sport issues and concerns - and to engage with smaller people about what they like in an activity book. I met a parent whose 16 y.o. had sent him specifically to find the Safe Sport table and get him a new Safe Sport sticker. I had Priscilla's picture and the remembrance Rick wrote on the table and a number of people stopped to share their memories of her.



- By the time you read this, Rebecca Spencer will have packed up the table and arranged to have everything delivered to UVAC for Silvers. I'm away that weekend. I hope we can find someone to set up the table there, and that someone will step up for the third site. Abby Marino has found someone who may be able to run a table at URI Silvers. I do find that staffing the table with people who know something about Safe Sport makes a difference, as much as I appreciate volunteer help.
- Update on Safe Sport Recognition Program:

Safe Sport Recognition – Clubs Statistics Started and Completed Counts by Zone					
	Eastern	Southern	Central	Western	Total
Started Safe Sport Recognition	102	100	108	120	430
Safe Sport Recognized	42	49	39	28	158
Total Completed Any Level	42	49	39	28	158
Total Combined (Started + completed)	144	149	147	148	588

Top 10 LSCs (Ranked by count of clubs that have completed any level)		
Rank	# Clubs Completed a Level	LSC(s)
1	18	NO
2	14	MD
3	13	IN
4	9	CO
5	8	FL
6	7	PV
7	6	FL NI
8	5	CA IL MN MV
9	4	GU
10	3	BD LA ME NE OK PC UT VA

- In a slightly ironic segue, I'm engaged in a recursive state of dismay at a committee that doesn't answer emails and/or repeatedly declines to engage in the tasks of the group. Is there any precedent for re-forming a committee midyear?

Governance Committee Report (submitted by Rick Osterberg)

- The updated Board of Directors structure reference grid as of March 2, 2020 is attached and included in the Consent Agenda for the record. (*NES BOD Structure 2020-03-02.pdf*)
- The Governance Committee met by teleconference on Tuesday, February 18, 2020 (re-scheduled from February 17 due to a conflict). The Committee got to know one another and learn about each others' backgrounds and discussed positive (and negative) qualities/characteristics that are desired



(or not desired) for New England Swimming Board Members. I expect to share and expand this conversation with the full Board of Directors at the March 10, 2020 meeting. In Executive Session, the Committee reviewed the specific positions that are up for election at the April 2020 House of Delegates Meeting.

- The Governance Committee will be meeting again via teleconference soon to discuss nominations for the April 2020 House of Delegates Meeting and expects to publish a nomination slate at the beginning of April.

New England Swimming Office Report (submitted by Moriah Tyrrell)

- Registered Athletes: 8,447 (+167)
- Registered Non-Athletes (Coaches, Officials, Others): 1,123 (+21)
- 636 Registered Coaches (+14)
 - 42 have not completed the new CAT class (-12)
 - 25 have not sent in a concussion certificate (-3)
- 463 Registered Officials (-54)
 - 12 have not sent in a concussion certificate (-22)
- Increases/decreases are reflected from February 2020 report.
- In February 2020 report, Officials and Others were reflected in one category. However, “Others” are not required to have concussion certification. Therefore, in March, they were separated out.

Technical Committee Report

- No report.

Inclusion Committee Report

- No report.

Safety Committee Report

- No report.