



BOARD OF DIRECTORS MEETING

Tuesday, January 14, 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: (14) Matt Soska (UN), Bill Glass (BGSC), Malicia Policard (CS), Anne Kaufman (UN), Meghan Feran (SOLO), Betsy Russell (UN), Lisa Black Sholudko (UN), Rick Osterberg (UN), Janet Harty (YNS), Jake Eastman (SOLO), Aaron Zhu (SOLO), Ellie Soska (CRIM), Erik Linseisen (UN); **Via Zoom:** Ken Galica (UN)

Board Members Absent: (3) Brian Crawford (ESC), Caleigh Wukitch (KING), Isabelle Hiller (UVAC)

Guests: (11) Carol Healey (UN), Moriah Tyrrell (UN), Todd Bohannon (PHX), Gretchen Turner (USC), Jay Craft (KING), Jon Castaldo (CRA), Nadine Johnson-Jesionek (UN), Chris Sheppard (CS), Kelty White (CRIM);

Via Zoom: Bob Menck (UN), Mike Spring (CRIM)

MINUTES

1. Welcome

The meeting was called to order by General Chair Matt Soska at 7:03pm.

2. Consent Agenda

The Consent Agenda is included below. The Senior Committee Report, Officials' Committee Report, Athletes Committee Report and the Safe Sport Committee Report were pulled.

Secretary's Report: The minutes from the December 2019 Board of Directors Meeting were approved. Carol/Anne/Rick were thanked for compiling the meeting minutes after resignation of past Secretary.

Treasurer's Report:

Account balances as of January 14, 2020:

Checking Account #1:	\$24,861.69
Checking Account #2:	\$119,898.56
Savings:	\$516,172.37
<u>First Western Investments:</u>	<u>\$422,390.32</u>
Total:	\$1,083,322.94

The Treasurer's Report was accepted by unanimous consent.

Senior Committee Report:

Survey on NE Seniors meet is still open for submissions before analysis on the results will be completed. Currently, there are 13 submissions with the hope of receiving more. Feedback on the survey results will be presented at next BOD meeting.



Officials' Committee Report:

After a review of several potential vendors, Officials' Committee has decided to partner with Speedo through Swim Outlet for new NE Swimming Officials' shirts. There will be shirt options available for purchase at different price points.

A question was asked about whether Officials receive cultural competency training. Matt, Betsy and Malicia will work on this together.

Athletes' Committee Report:

The Athletes' Committee submitted a grant proposal to USA Swimming for up to \$2,000 to run a leadership athlete summit in the LSC. Their proposal is to host a one-day, eight-hour summit for athletes. There will not be a performance requirement in order to participate. If the grant is awarded, further details will be confirmed such as date and location.

Feedback on athlete hospitality at NE Seniors meet was very positive. For the future, need to consider staffing the table to keep non-athletes from consuming the food. Currently planning to offer athlete hospitality at WPI for 15-18's in March.

Athlete reps were asked to consider the idea of older athletes from the LSC being present to facilitate something fun at 10 and Unders at UNH.

Safe Sport Committee Report:

A review was provided on how well are we doing as an LSC with the Safe Sport Recognition Program. Of the 14 clubs that started the SSRP, only two clubs have completed the requirements for recognition. Analysis of the hurdles keeping clubs from completing the process will be completed by the Safe Sport Committee, with consideration given to possible incentive programs. A recommendation will be made at the next BOD meeting.

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

3. Budget

Budget planning for the next fiscal year is under way. Committee chairs should have received their budget worksheets. When considering your budgets for the new fiscal year, please consider how money was spent this past year and the reasons for under and/or overspending. Make adjustments accordingly for the new fiscal year and send back your budget proposals by Monday, January 27th. Finance Committee will then review all proposals and finalize total budgets for the new fiscal year.

4. Governance: Appointments to the Board

a. Secretary

General Chair Matt Soska appointed Kelty White (CRIM) to fill the Secretary position left vacant when Anne Shachoy-Clark (BGSC) resigned. Kelty grew up swimming in the Middle Atlantic LSC. She has coached in New England, and now serves as an Official in New England. Kelty White's appointment was accepted with the consent of the Board of Directors. Kelty White (CRIM) became a voting member of the Board of Directors upon appointment, and was added to the meeting quorum that was present. Kelty White will serve until the April 25, 2020 House of Delegates Annual Meeting, where the position will be up for election for a two-year term commencing immediately. Nominations for the election will be vetted by new Governance Committee.

b. Program Operations Vice Chair

General Chair Matt Soska appointed Bob Menck (UN) to fill the Program Operations Vice Chair position, which was newly created. Bob Menck's appointment was accepted with the consent of the Board of



Directors. Bob Menck (UN) became a voting member of the Board of Directors upon appointment, and was added to the meeting quorum that was present. Bob Menck will serve until the April 25, 2020 House of Delegates Annual Meeting, where the position will be up for election for a one-year term commencing immediately. Nominations for the election will be vetted by new Governance Committee.

c. Development and Performance Vice Chair

General Chair Matt Soska appointed Chris Sheppard (CS) to fill the Development and Performance Vice Chair position, which was newly created. Chris Sheppard's appointment was accepted with the consent of the Board of Directors. Chris Sheppard (CS) became a voting member of the Board of Directors upon appointment, and was added to the meeting quorum that was present. Chris Sheppard will serve until the April 25, 2020 House of Delegates Annual Meeting, where the position will be up for election for a two-year term commencing immediately. Nominations for the election will be vetted by new Governance Committee.

d. Governance Committee

General Chair Matt Soska appointed four members to the newly created Governance Committee: Jon Castaldo (CRA), Noam Reinhorn (USC, athlete), Laura Matuszak (GMA) and Rick Osterberg (UN). Their appointment was accepted with the consent of the Board of Directors. The Committee will now meet to elect a Chair from among their members. The appointees will serve as follows:

- One member to serve until September 1, 2020 (8 months) – Jon Castaldo (CRA)
- One member to serve until September 1, 2021 (1 year, 8 months) – Noam Reinhorn (USC, athlete)
- One member to serve until September 1, 2022 (2 years, 8 months) – Laura Matuszak (GMA)
- One member to serve until September 1, 2023 (3 years, 8 months) – Rick Osterberg (UN)

The Governance Committee is replacing the former role of the Nominating Committee in the LSC. The Committee will nominate positions for House of Delegates meeting, cultivate bylaws, assist with onboarding new Board members, etc. Normally, any Board positions elected at April 25, 2020 HOD meeting will take office on September 1, 2020. Any positions appointed by the General Chair will take place on or after September 1, 2020.

5. Zones

We will be advertising for both a Head Coach and Coordinator for the Zones Team. Different from prior years, the Zone Coordinator will need to travel to the meet and be there to coordinate everything for the athletes and coaches. Todd Bohannon is unable to be the head coach this year, but is happy to help the Head Coach with planning and preparation. The Zone meet is for 14 and Unders only, with a projected number of 43-45 swimmers attending from the LSC. The LSC will charter a bus to transport the athletes and coaches from the LSC to the meet. The meet will be held in August 2020 at Liberty University in Lynchburg, VA.

6. Office

We will be advertising for a Times Manager position in the LSC. This position would learn how to operate the SWIMS database so they could process meet results/times, etc. for the LSC, and possibly move into position of meet management at some point.

With the start of a new calendar year, it is imperative that all Coaches and Officials are aware of their certifications and their respective expirations prior to expected meet participation. Deck access for all Coaches and Officials will be based on what certification information is in the Deck Plus app, and Meet Referees are required to check that information. No exceptions will be made.

Please note: Office hours for New England Swimming are Monday to Friday, 9am to 5pm.



7. Strategic Calendar

Bids are out now for the Long Course season, and the deadline is February 1, 2020.

2021 will commence a new Quad Plan for the LSC.

8. Annual Meeting

The Annual Meeting is scheduled for April 25, 2020 at the Needham Sheraton. Start time is still TBD. It was acknowledged that April 25th is the last Saturday of the April school vacation week for many in our LSC, but other potential dates to hold the Annual Meeting were considered and have unavoidable conflicts.

If any committee will require meeting space before or after the Annual Meeting, those requests need to be made to the New England Swimming Office by January 25th.

9. Old Business

No old business was discussed.

10. New Business

No new business was discussed.

11. Other

Gretchen Turner (USC) was thanked for stepping in as Age Group Chair when the vacancy was created, and for doing a really fantastic job in the position.

A brief discussion was had about the process of setting qualifying times for Championship meets and making sure to have full heats.

Malicia Policard (CS) has reached out about getting equipment at meets. No one has responded to date.

Rick Osterberg (UN) reported on two Governance items for the minutes: Aaron Zhu (SOLO) has resigned from his Athlete At-Large position and kept his Junior Athlete Representative position. An updated summary sheet of board positions with their respective election and appointment dates was provided as a separate document, and is provided as an attachment to the minutes.

Janet Harty (YNS) suggested the idea of grant program in the LSC for athletes and their families impacted by illness like cancer. She cited some of the details of the Cornerstone program at YNS as an example. Carol will review the current support program in place in the LSC, and make a recommendation on a more formal structure to the program at the next BOD meeting.

The next BOD meetings will be held on Tuesday, February 11th and Tuesday, March 10th at 7pm. Location for both meetings will be the New England Swimming Office.

12. Adjournment

Having been moved and seconded, the meeting was adjourned at 8:32pm.

Respectfully submitted,

Kelty White
Secretary

Attachments: Consent Agenda for January 14, 2020 Meeting
Board of Directors Summary as of January 14, 2020



CONSENT AGENDA FOR JANUARY 14, 2020 BOARD OF DIRECTOR'S MEETING

Secretary's Report (separate document at end of the consent agenda)

Treasurer's Report (will be presented at the meeting)

Calendar Committee Report (submitted by Brian Crawford)

- **Short Course Championship Meets 2020:**
 - 2/7-2/9: Regionals (CRIM-WELL, CRIM-A, NSSC, SEEK, UVAC, WYST, YNS)
**Regionals thru OME (some are already up as of January 7!)
 - 2/21-2/23: 10 & under @UNH
 - 2/27-3/1: 11-14 @WPI
 - 3/6-3/8 : 15-18 Champs @ WPI
 - 3/13-3/15: Silvers (UVAC, URI, WPI)
- **Long Course Championship Meets 2020:**
 - 7/16-7/19: Senior Champs. With 10 & Unders in middle on July 17-19
 - 7/23-7/26: 11-14 Champs
 - 7/31-8/2: Silver Meet opportunity: need bids.

Age Group Committee Report (submitted by Gretchen Turner)

- 10 and Under Challenge format confirmed. Announcement packet still being worked on with regards to the language.
- 11-14 SCY Meet discussions on order of events, 4 full days (?), announcement packet
- Scheduling phone conference call with committee for Sunday January 12th or Monday January 13th
 - Silver's discussion
 - 11-14 SCY meet format
 - 11-14 LCM Cut Times
 - 11-14 LCM Meet format (3.5 days with pool availability at Harvard)

Senior Committee Report (submitted by Jay Craft)

New England Seniors went well. The 50s and the mixed relays seemed to go over well. A survey went out to all coaches to get feedback for next year's senior meet and the data continues to come in. Congratulations to Bluefish for winning the meet.

Officials Committee Report (submitted by Betsy Russell)

- Officials Committee chose Swim Outlet with Speedo sponsoring as our shirt vendor for individual purchases as well as for Championship meet shirts. As soon as the portal is set up in accordance with agreement made with Speedo, we will share with NE Swimming community via the Officials website
- Meet Referees for the upcoming AG Championships are Patrick Johnstone 11-14s and Jess Workman 15-18s.
- Summer Senior meet will be an Officials Qualifying Meet (OQM). Every other year we have invited an outside evaluator. We are due for such this LC season. Ken Galica has been in discussion with Kathleen Scandary (Colorado Swimming) who is the current USA Swimming Officials Chair to have her come evaluate along with her husband Robert Scandary. They are both N3 Final evaluators and are among the most respected officials across the country. In addition, I know from personal experience, that they are supremely kind people who remember what it is like to be new to officiating and have a wonderful, supportive approach to mentoring. The incremental increase for the additional airfare/meals should be of minimal consequence and will not require the Officials Committee to request any additional funds.



In discussion with Ray Grant regarding this OQM, I asked about the possibility of having a separate room for Officials to meet, hold their briefings on protocol and rules, post assignments and necessary instructions, and have their evaluations. Ray indicated that he would look into the availability of a studio on the entrance level of the pool building. If it is available, we would look to rent it at a reasonable cost and (again) would not need to request additional funds.

- Going forward, looking to next year's SCY Championship meets and beyond, we would like to have the host club expected to include, in their hotel block, 3 rooms for the 3 Assigned officials, in order to hold the rooms pending the actual naming of those positions.

Coaches Committee Report (no report submitted)

Athletes Committee Report (submitted by the Athlete Representatives)

- Athlete's Hospitality at Seniors went quite successfully! Athletes enjoyed having it and took advantage. Even without having volunteers monitoring the table all the time, it went very successfully. Need to come up with a way to better split the food supplies up over the course of the meet. But, we have better ideas now of how to make athlete's hospitality more successful in later meets. Our biggest items were the fruit snacks and chocolate milk. Thank you to the BOD for helping and Ray Grant at Brown for helping!
- Athlete Committee and Representative Bios are nearly complete and hope to be completed prior to the Board Meeting on Tuesday, 1/14. (will send over when complete and possibly have them on the table at the BOD)
- Looking to host the first ever 2020 NES LSC Leadership Summit, as recommended by the AEC at USA Swimming. Will potentially receive a grant from USA Swimming to help fund for it. Will be athlete driven! Proposal is currently in draft form. However, we are working efficiently to move the process along in a timely fashion.
- Thank you to everyone for your continued support!

Inclusion Committee Report (no report submitted)

Safety Committee Report (no report submitted)

Safe Sport Committee Report (submitted by Anne Kaufman)

- Over the past four weeks, I have been assembling and sorting items for Safe Sport tables at the 7 Regionals sites. I have put together and printed an activity book for Regionals and the CRA meet the following weekend. Next up is staffing Safe Sport/DEI tables.
- Currently scheduling Safe Sport workshops for several teams and an appointment to help a team finish up the Safe Sport Recognition paperwork. From being one of the leaders in teams achieving this status, New England now sits among the LSCs with the lowest numbers of such teams. At the very least, Board member teams should be engaged in completing this process. Any team may ask for help with this. While we wait for national office to produce banners to teams who have achieved such status, I'm hopeful that the LSC will be willing to foot the bill for the production of such banners for the two current SSRP recognized teams.

Technical Committee Report (no report submitted)

Office Report/Registration (submitted by Moriah Tyrrell)

- As of January 2020: Registered Athletes: 8,103
Registered Non-Athletes (Coaches, Officials, Others): 1,034
- Of the 586 Registered Coaches, 153 have not completed the new CAT class. On Wednesday 1/15, their deck passes will go on alert. 65 have not sent in a concussion certificate.
- Of the 483 Registered Officials, 65 Officials have not emailed in their concussion certificate.
- Every weekend, Carol and I are receiving emails and texts with requests for last minute registrations,



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certifications, etc. We expect members to take care of their registrations before a meet begins and before 5 pm on Friday. New England Swimming Office hours of operation are advertised as 9am to 5pm, Monday through Friday. This concept has been enforced since the first weekend in January and will continue unless the Board feels differently.