



NEW
ENGLAND
SWIMMING

New England Swimming Board of Directors Meeting

Tuesday, April 27th at 7 PM

Tentative Minutes

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

VISION: Inspired. United. Fast.

Board Members Present (12):

Matt Soska (UN), Brian Crawford (ESC), Ray Grant (BGSC), Chris Sheppard (CS), Anne Kaufman (UN), Betsy Russell (UN), Nadine Johnson-Jesioneck (UN), Lauren Reidel (PHX), Rhi Jeffrey (ATLA), Ellie Soska (CRIM), Sam Brabeck (SOLO), Bill Glass (BGSC)

Board Members Absent (3): Paul Mueller (SOLO), Isabelle Hiller (UVAC), Daly Hamilton, ex-officio

Committee Chairs and Guests (11):

Carol Healey (UN), Moriah Tyrrell (UN), Jenelle Dolan (ESC), Patrick Johnstone (UN), Patrick Hunter (UN), Ken Galica (UN), Jonathan Castaldo (CRA), Scott Ellis (UVAC), Gretchen Turner (USC), Matt Craven (CRIM)

1. Welcome

Matt welcomed everyone to the board meeting and informed us of the resignation of Paul Mueller, Secretary to the Board. He nominated Scott Ellis to fill in as Secretary until the HOD could vote on May 26th. No objections. Scott is approved in the position of Secretary.

2. Approval of April 13th minutes

Nadine- asked for clarification on the \$7200 on TruClusion. Was the amount changed on the contract? Matt said the contract is actually \$7000.

Matt moves to accept minutes as accepted. Seconded. The minutes are approved with general consent.

3. 2021-2022 Budget (*attached approved budget*): Bill Glass summarized the process:

“Getting to this Budget Proposal was quite an ordeal, and I think it makes some sense to frame the context in a historical setting, thus the several columns of data in the overall budget proposal.

We start with 2019 - our last ‘normal’ year -- is noteworthy in that while normal from a revenue sense, we still posted a deficit spend of \$61k.

2020 was our first year of COVID impact - it was normal until the SC season came to an abrupt halt with the cancellation of Silvers – and we had little activity thereafter. But we managed our expenses, with the benefit of almost a full SC season revenue stream paving the way. Our deficit spend of \$173k is largely attributable to the Board-approved Covid-19 Relief Grant – coincidentally \$172K.

Then comes our 2021 Budget: We assumed at that time, SC season would return to normal in time for Championships to be held, and a full, traditional LC season would result. Spending was geared to support that full LC season and a heavy array of National meets preceding the rescheduled Olympics.

Our assumptions proved too optimistic. SC Champs did not occur and a meet today is very different than in 2019. And this very different climate is likely to extend well into the fall.

Our second major sources of revenue: Registrations and Meets have seen significant shortfalls – look at the 2021 Forecast column for this impact. The line items of Registrations and Meet Surcharges are forecast to total \$175k – 33% below the \$260k budgeted, and only 40% of what we realized in 2019.

Our spending is also down from Budget, with the absence of large venue meets and travel – but the summer remains an unknown – and our deficit spending is projected to approximate \$100k -- \$107k in this forecast.

All of this leads to our 2021-22 proposed budget. One thing is for certain in this process – there are simply a lot of unknowns. We have struggled with these two questions.

Will our Membership rebound?
When will 'large venue' meets return?

While we think there will be a revenue rebound, the veracity of that rebound gives us pause.

For meet related revenue, we believe it makes sense to 're-apply' our 2021 budget mentality – that is the hopeful wish that SC will return to normal – but on a delayed timeframe. We don't foresee large venue meets returning before the winter months.

More problematic is Registrations-related revenue – our membership is down approximately 25% from 2019, and if we do nothing, fee related income is likely to fall to \$110k. Registrations budgeted for \$170k which includes a membership fee increase to both members and clubs.

Well, we are NOT budgeting an increase in membership, but have included in the budget a fee increase, to our full paying members and to our clubs. I will cover the details of the proposed fee increase in Q and A, but doing this should net us \$60k, on top of the aforementioned \$110k, making \$170k our assumed Registration Fee revenue assumed in this budget proposal.

And so, for a third year in a row, our revenues remain under pressure.

And many of our committees have expressed intentions of proposing new programs, or to spending levels enjoyed in prior years. We had to make difficult decisions – over \$90,000 of spending reductions, including:

- Reduced level of travel reimbursement by the LSC for national meets
- Elimination of Club Grants for a year
- Deferral and/or reduction of new and existing program spending

In effect, we are not approving many line items traditionally approved, yet still the budget sums to a net deficit spend of \$74.5k.

While difficult, we feel this is a more prudent approach – to more tightly manage our spending until such time that our revenue can support it. And to that point, the Finance Committee will be supportive of increased spending in the budget year should LSC revenues exceed the levels laid out in this Budget. We are accountable as such to the Board.

However, in the meantime, I move that the 2021-22 Budget be approved for submission to the HOD, as presented, which includes Registration Fee increases.

This should net \$60,000 on top of \$110,000 in budget. Assumed registration revenue to be \$170,000. For a third year in a row our revenues have remained under pressure. Our committees have wanted to spend money the same as in the past year. We had to make tough decisions to cut \$90,000. Eliminate club grant for one year, travel reimbursement and some programs. Finance committee will approve future spending if revenues come through and increase over the course of the year.

Bill Glass moves to send the budget to the HOD for approval with fee increases. Seconded. Floor opened for comments.

Rhi Jeffrey- Does not like \$0 for athlete support at national meets and for coach support. It sends a weird message. Can we squeak down other items to add money into these items? I can't vote yes on this.

Betsy- Official's reimbursement has also cut all discretionary travel in budget.

Chris- more concerned about athlete support than coach travel. Don't want to have to say no to an athlete going to a national meet because they can't afford it.

Anne- while I appreciate money in the safe sport budget, I can't use it in the same ways as in the past, so some of that could go to athletes. Especially if we can get the USA Swimming stipend from SSRP.

Nadine- Has a similar concern. If we are expecting less athletes, why do we have a higher line for things such as office expenses? Why increase the staff if there are less athletes to manage? And Zone travel?

Matt- comment about office staff: What we learned in time of covid was the work of the office is not related to the number of swimmers or meets. It increased the need for the office staff. We are undertaking a strategic plan to invest in training people to take over for Carol who will begin to phase out in the next couple of years. Strategic initiative to ensure that when Carol steps back we don't go backwards as an LSC.

Carol- Zone budget is \$10,000 for this year as we know kids will have to travel alone and the actual budget for next August meet (2022) is for the higher amount because we assume it will be a normal travel meet next year. Club and Coach development support is for the club development grant which was due to decrease this year anyway. The club grant is based on metrics that did not even happen in 2020, so it would not exist anyway.

Lauren- why are we cutting all travel but leaving in Zones for next year instead of revisiting later like other meets?

Chris- to piggyback on Lauren- National level meets are still all going on. They have not slowed down.

Brian- we talked about Zones being the future of the LSC and for the kids and it was an LSC group event and not individual meet events.

Ray - Zones will take place in late summer 2022- by then we expect to think things should be back to normal. From board history, athlete travel expenses have increased and decreased based on financial circumstances each year. When we are in a better financial situation we can give more money back to coaches and athletes. Lots of debate as to if this is the responsibility of the club or LSC. I would support bringing back athlete support as soon as the budget shows it is getting stronger. We still have to be fiscally responsible, and the budget is still in a deficit of \$62,000.

Matt Craven- Bill, great job with the budget. If NE is going to be represented at Zones there needs to be a coach there. If 2021-2022 income starts going up- those budget items can all go up.

Ray- multiple LSC's across the country are making this tough decision to remove support for athletes at National meets.

Rhi- Club development and athlete support are getting the biggest cut. It does not sit right with me when office expenses are going up but not this. And not everyone looking in will understand? Why is the line item of 'other' (other budget category) much higher?

Matt- for Other- We have seen an increase in credit card fees (\$18,000) during covid as checks are being used less as a payment method.

Nadine- do we need Committee Travel?

Matt- Committee travel won't be necessary if we cut all other travel. We could move that to support athletes instead. The vast majority of the spending here is for the athletes. How do we benefit the greatest number of athletes with the money we have to spend? If committee travel is not going to happen I have no issue to move that money to support national meets.

Lauren- Is it possible to pull money from Zones and banquet that are far in the future to support athletes now and then when the budget starts getting more revenue, put Zones and banquet back in? Does \$1 travel fee in all the meets go into a fund to support athlete travel?

Bill- to answer, we do feel that Zones and the banquet support lots of our athletes and are support for large groups of our athletes. So they are athlete support, as with the \$1 travel fee

Matt - there is no special spending money in our budget. It gets put into the general budget. It has not been the practice.

Chris- regardless if there is not a set-aside budget,. We should shift Committee Travel to athlete travel. Other question- line item for banquet, is it possible in April 2022?

Sam- Why is \$25,000 being set aside for a meet more than a year from now and not being used for National meets now? In hopes in the next year we have the money to put back in Zones a year for now.

Matt and Carol- this budget start Sept 1- so kids traveling this summer do get the support. If you take all the money from Zones then those kids in our largest group are the ones that miss out.

Chris- that Zones money- does it subsidize the fee for the athletes? Yes- it is 40% less than past Zone budgets.

Matt- I see a common theme is that the board would like to see money for athletes travel to and we could move \$7500 from half Safe Sport money and Committee travel money.

Ray - I don't want us to lose sight of the fact that the dollar amount for the banquet will serve 300 athletes- about 100 that attend zones- so we are supporting 450 athletes. The number of athletes in the LSC that the National meets travel funds is maybe only about 40 that it supports in our LSC.

Chris- back to mission- we need to provide opportunities to all to achieve their highest potential. I think there is a way for us to come together to come up with a different version for the next year. It is a philosophical question for us as an LSC.

Matt- I don't think we have the luxury of time. The board has to approve the budget. If there is a proposal to make it needs to be made this evening.

Ray- Question for Bill and Carol- what do we anticipate the \$1 travel fee will generate for us? Where was that in terms of proposed revenue?. Carol- yes. So some could go into athlete travel budget item. Ray - I was on the board and this was a heavy discussion and it was for all travel.

Ray- I propose an amendment - put \$15,000 in athlete support for National meets, added to the existing budget. Also remove \$2500 from committee travel so that would increase the deficit by \$12,500 over final budget number. Brian -seconded.

Any debate on amendment? All in favor say I- Opposed? No- Abstained - No

Carried unanimously.

Anne- do I have to propose to move half of my budget? Ray's motion solves the problem in the near future.

Matt- I'd like to keep the Safe Sport budget because that is an important support for our club.

Matt- raised a motion to cut off debate of budget. Chris- seconded.

The motion to cut off debate carried Unanimously.

Matt moved to approve the budget as presented with the proposed amendment .

The Budget passes Unanimously.

4. At-Large Delegates to HOD approval

Matt has selected the following to serve as At-Large Delegates to the May 26th HOD meeting:

Alessandro Eramo (BYB)

Caitlyn Grant (BGSC)

Ken Galica (UN)

Hannah Mitchell (CRA)

Jessica Workman (GMA)

Lisa Black Sholudko (UN)

Patrick Hunter (UN)

Aaron Zhu (UN) : Athlete

Jake Eastman (SOLO): Athlete

The nine delegates are approved with general consent.

5. Other Business

Sam- BC contract Athletes for site for leadership summit for Nov 6 2021 . Next step is to sign a contract.

Matt- USA Swimming has given us a grant of \$1500 to support a leadership conference for our athletes. LSC has to match the \$1500. The budget will go above the \$1500 match. We have to sign this contract but it would be to spend money in the budget that has not been approved by the HOD yet. Am I authorized to sign this agreement on behalf of the LSC? Betsy- could it fit into this year's budget? Matt- it was in the athlete's current budget and is getting kicked to their next budget. If people are comfortable with me paying with it out of this budget then we will do that. Bill- I could restate the current forecast to include it so it is invoiced this year. Matt will take care of the contract and the money from the 2020-2021 budget will get moved into the 2021-2022 budget.

Bill- Lauren, follow up from Sunday night's session- they said they were going to send homework and I have not received it. Lauren, can you please follow up. Gretchen can send a link to all.

Sam- DEI Athlete Subcommittee. Next month is AAIP month so we are going to work on a video like the Black Lives Matter video that was done. Heads up we will need board support at the time.

Nadine- In approving the budget, are we approving the proposed increase in fees? Matt- yes, we did.

Chris- HOD has to approve it all as well.

Jonathan- Do we have any idea about the End of Season plan? Brian- we are almost there. Chris- "we are untangling some knots right now." Chris- we are nailing down info once we get facilities nailed down.

Lauren- I had suggested increasing meet travel fees to \$1.25 to cover DEI travel meet fees. Matt- finance committee did discuss and based on other membership fee increases this was not the time to increase that.

Matt- thank you to everyone for all of your work putting the budget together. And the spirit of the discussion.

The next meeting is the House of Delegates Meeting on Wednesday, May 26th at 6 PM

6. Adjournment

Ray- motion to adjourn 8:03pm.

DRAFT

New England Swimming Profit & Loss

Historical Recaps: 2019 - 2022 **Preliminary Proposed** Budget

	Actual Sep '18 - Aug 19	Actual Sep '19 - Aug 20	BUDGET Sep '20 - Aug 21	Fcst 20 - 21	Proposed Bdgt 21 - 22
INFLOWS					
Camp & Clinic Income	0	0	0	0	0
Registration	215,573	207,741	140,000	125,000	170,000
Sanction Fees	6,885	9,271	3,250	10,000	10,000
Surcharges - Meet	222,038	146,663	120,000	50,000	120,000
Surcharges - Travel	55,569	33,446	23,500	20,067	30,000
Other Income	2,900	3,093	0	21,433	20,000
Interest / Portfolio return	13,103	357	6,500	0	4,000
TOTAL INCOME	516,068	400,570	293,250	226,500	354,000
OUTFLOWS					
All Athlete Fund / Awards	20,602	16,519	18,000	10,000	20,000
Athlete Committee	-1,200	5,241	6,300	2,000	2,850
Athlete Support - National Meets	65,179	28,982	60,000	26,000	0
Athlete Support - Scholarship	2,000	4,000	4,000	4,000	3,000
Banquet	12,364	16,165	5,000	-1,894	15,000
Camps & Clinics & Swimposium	17,345	0	26,000	2,000	6,000
Club Development ; fUbh	59,596	60,946	30,000	10,000	0
Coaches Support - National Meets / Clinics	23,526	8,956	25,000	10,000	0
Committee Travel	5,193	824	1,000	1,000	2,500
Conventions / Meetings	25,619	14,767	3,000	5,000	500
COVID-19 Relief Grant	0	172,803	0	0	0
Diversity, Equity & Inclusion	16,693	240	7,500	7,400	10,500
Meet Subsidies	52,284	22,500	41,000	24,690	40,000
Mental Health Initiative	0	0	0	3,000	3,000
Office Expenses (rent/payroll/supplies/etc)	158,463	160,639	197,000	174,395	208,750
Officials	30,082	16,944	22,500	10,000	21,200
Outreach	11,036	11,292	20,000	5,000	12,500
Professional Fees	14,795	13,673	15,000	14,000	14,000
Safe Sport	10,303	8,288	5,600	2,000	4,200
Safety	0	0	0	0	0
Zones	38,949	1,257	40,000	10,000	25,000
Other (incl cc fees / misc)	14,447	9,540	7,500	14,909	24,500
TOTAL EXPENSES	577,277	573,577	534,400	333,500	416,000
NET INCREASE (DECREASE)	-61,209	-173,007	-241,150	-107,000	-(,) 00

Budget Highlights:

Propose Registrations fee increase to Members & Clubs to help reduce impact of lower counts and higher USAS take
(see attached for detail)

Meet fees assume continued absence of high volume SCY venues; returning to a more traditional LCM season
(effectively a repeat of LY's budget assumption - which exceeds our 2021 forecast)

With Net Inflows substantially down, cuts in spending are required until such time as the Net Inflows return

- No travel reimbursement for meets outside the LSC

- Suspension of Club grant programs

- Committee budgets were reduced as a result of our projected decrease in revenue. Specific proposals may be approved by the Board on a case by case basis as circumstances change.

Office expense includes recent staff addition

Other assumes credit card fees of \$18k, Investment and Banking fees of \$2k, and a contingency provision of \$4k

New England Swimming
Profit & Loss
Historical Recaps: 2019 - 2022 Budget to HOD

	Actual Sep '18 - Aug 19	Actual Sep '19 - Aug20	BUDGET Sep '20 - Aug21	Fcst 20 - 21	Proposed Bdgt 21 - 22
INFLOWS					
Camp & Clinic Income	0	0	0	0	0
Registration	215,573	207,741	140,000	125,000	170,000
Sanction Fees	6,885	9,271	3,250	10,000	10,000
Surcharges - Meet	222,038	146,663	120,000	50,000	120,000
Surcharges - Travel	55,569	33,446	23,500	20,067	30,000
Other Income	2,900	3,093	0	21,433	20,000
Interest / Portfolio return	13,103	357	6,500	0	4,000
TOTAL INCOME	516,068	400,570	293,250	226,500	354,000
OUTFLOWS					
All Athlete Fund / Awards	20,602	16,519	18,000	10,000	20,000
Athlete Committee	-1,200	5,241	6,300	2,000	2,850
Athlete Support - National Meets	65,179	28,982	60,000	26,000	15,000
Athlete Support - Scholarship	2,000	4,000	4,000	4,000	3,000
Banquet	12,364	16,165	5,000	-1,894	15,000
Camps & Clinics & Swimposium	17,345	0	26,000	8,000	6,000
Club Development Grant	59,596	60,946	30,000	10,000	0
Coaches Support - National Meets / Clinics	23,526	8,956	25,000	10,000	2,500
Committee Travel	5,193	824	1,000	1,000	0
Conventions / Meetings	25,619	14,767	3,000	5,000	500
COVID-19 Relief Grant	0	172,803	0	0	0
Diversity, Equity & Inclusion	16,693	240	7,500	7,400	10,500
Meet Subsidies	52,284	22,500	41,000	24,690	40,000
Mental Health Initiative	0	0	0	3,000	3,000
Office Expenses (rent/payroll/supplies/etc)	158,463	160,639	197,000	174,395	208,750
Officials	30,082	16,944	22,500	10,000	21,200
Outreach	11,036	11,292	20,000	5,000	12,500
Professional Fees	14,795	13,673	15,000	14,000	14,000
Safe Sport	10,303	8,288	5,600	2,000	4,200
Safety	0	0	0	0	0
Zones	38,949	1,257	40,000	10,000	25,000
Other (incl cc fees / misc)	14,447	9,540	7,500	14,909	24,500
TOTAL EXPENSES	577,277	573,577	534,400	339,500	428,500
NET INCREASE (DECREASE)	-61,209	-173,007	-241,150	-113,000	-74,500

Budget Highlights:

Propose Registrations fee increase to Members & Clubs to help reduce impact of lower counts and higher USAS take
(see attached for detail)

Meet fees assume continued absence of high volume SCY venues; returning to a more traditional LCM season
(effectively a repeat of LY's budget assumption - which exceeds our 2021 forecast)

With Net Inflows substantially down, cuts in spending are required until such time as the Net Inflows return

- Reduced travel reimbursement for meets outside the LSC
- Suspension of Club grant programs
- Overall, many budgets were reduced as a result of our projected decrease in revenue. Specific proposals may be approved by the Board on a case by case basis as circumstances change.

Office expense includes recent staff addition

Other assumes credit card fees of \$18k, Investment and Banking fees of \$2k, and a contingency provision of \$4k