

Utah Swimming, Inc.
House of Delegates Semiannual Meeting
Minutes
March 8, 2014 @ 12:45pm
South Davis Recreation Center

Attendance Report on file.

The meeting was called to order at 12:45pm.

Minutes: The USI House of Delegates Meeting Minutes for Fall 2013 were presented via email by Gwynne Freeman. There were no corrections to the Minutes. A motion to approve the Minutes was made, seconded, and passed. There were no abstentions.

USI Officer Reports

General Chair: General welcome from out going General Chair. Bob would like to thank all for the great changes that have taken place in Utah Swimming since the last House of Delegates Meeting. The SC Age Group Championship meet is running great. Thank you to everyone for your hard work in putting together a quality meet.

Administrative Vice-Chair: The USI Swimposium is scheduled for the last weekend in September. Please get any and all of your ideas to Christina Ross. USI will be moving to an annual meeting and we would like to offer as much as possible. We were exceeding our space at last year and USI will be working this year to secure a banquet/hotel facility to accommodate our growing numbers.

Secretary: Nothing to report

Treasurer: Brad reviewed the current Utah Swimming financial income statement and balance sheets. The financial figures were reviewed in detail. Utah Swimming is in solid financial shape. Documents are available for review from either the Treasurer or Secretary. USI had an amazing year. Revenue was up but please do not count on this increase in revenue due to investments every year. USI will be meeting as a board in the coming months to make determinations on the increase in registration fees as they will be coming forward from USA Swimming.

Senior Chair: Senior State run incredibly well this year. It should be noted that our Athlete Representatives were responsible for the coordination of the Senior Party. They were wonderful to work with. USA Swimming requires that on all committees there is 20% Athlete Representation and working with our athletes is wonderful. The dates for the LC meet have been set. Although they are not the perfect dates there were the best dates for us to use and work with. The new time standards will be available online today. Please review them. Michelle mentioned our need to retain senior swimmers. A senior camp will be offered in the coming months. Please stay tuned for details. The Senior Qualifying time standards for state meets is a USA Swimming A time or better.

Age-Group Chair: Chad reported that JO's was going well. During the LC State Meet the 10 under session will move to the middle in order to accommodate the growth of the LC State Meet. There is a motion on the table with the committee to consider limiting the entry limit for the State Championship Meets. There was a small discussion on how moving the 10&under session to the middle of the meet will work.

Athlete Representatives: Several of our Athlete Reps were out due to SAT Testing. New additional athlete reps were announced from the voting that was held at the Senior State Meet. Stephen Western, Mara Selznick, Alandra McDowell, Claire Brooks, Connor Anderson, Grace Peterson.

Club Liaison: Chris wanted to make sure everyone is getting her emails. She passed around a current email contact list for each club. Each club needs to review the list and make any changes needed. The only way we can communicate is if we have accurate emails.

Coach Representative: Ron thanked all the coaches for a great season. It has been an impressive season with lots of kids swimming very fast. He will be putting together the coaching portion of the swimposium so if you have any suggestions please let him know. Ron is looking at putting together an age group and senior swimming track. A request was made for teams to not just be "HOD" involved but to also consider sitting on committees and working to better serve swimming all year.

Membership/Registration Coordinator: Laura Western stated that our numbers are a bit down. Last year we were hitting rough 4000 and this year we have dropped to 3800. The biggest drop is in seasonal athlete but she is hopeful we will see a renewed interest in swimming this summer.

Officials Chair: Wane briefly covered the officials policies there will be presented for ratification later in the meeting. One major change was that clubs should be striving for a swimmer to official ratio of 20:1 by the fall. Currently there is no penalty that will be assessed for failure to comply. Recent two officials resigned both felt that for the amount of stress involved it was really not worth it. Please be kind to your volunteer officials. Most meets are now using DQ logs. If you wish to use the carbon DQ slips please let Wane know. They are expensive to have shipped from USA Swimming and he will sell them to you for cost. As always Wane is happy to help with the education of new officials. Please check the website for training dates and encourage your coaches and parents to attend a class.

Safety Chair: Lyse' stated it is important that clubs have meet marshals at all meets. Diving Start progressions are still key to preventing injury. Parents must be educated it is better to go off the side of the pool than to risk injury. USA Swimming statistics for the season were shown. A copy is on file with the Safety Chair. Utah has an embarrassingly low reporting rate. Clubs are encouraged to report all incidents. In the long run it will help with any insurance issues that your facility may face at a later date. A reminder was put out that athletes (especially our senior athletes).

Technical Planning Chair: Report was submitted via Dennis Tesch (committee member as Chair, Dani Caldwell was out of town). Dennis reported that the TPC recently has worked to define a clear procedure for submitting meets. The goal is to ensure that all clubs are at least have access and opportunity to get into meets. They are also working on creating a process to help with season planning.

USI At-Large Board Member Reports

Adaptive Coordinator: Carri was proud to report that the Adaptive Committee now is able to offer some small funding to any adaptive swimmer wishing to attend the National Disability Championships. She is also encouraging all clubs to report if they are making modifications or adjustments for adaptive swimmers so the Adaptive Committee can ensure they are serving their membership. The first ever USI Adaptive Clinic will be held March 22nd at Granger High School. The information has been distribute to clubs and any swimmers wishing to help at this event should contact Carri.

Publicity Coordinator: Missy announced she will be moving soon. Utah Swimming wishes to thank her for her service and wish her best of luck in her new adventures in Texas.

Sanctions Coordinator: Not present

USI Employee Report

LSC Administrator: Todd reported that several coaches are waiting until the last minute to get their safety training done. Remember this process does take time and you will not be allowed on deck if your certifications are not current. Dues are increasing by \$2. The 2015 fees will be posted shortly. Meet

results need to be sent to Todd within 14 days. Utah Swimming needs to have results posted to USA Swimming within 14 days. He reminded clubs to check out their club portals they are awesome resources. He also reminded coaches and clubs to use Deck Pass.

Unfinished (old) business: None.

Elections: (designates where candidate came from)

General Chair: Joshua Williamson (nominating committee)

Senior Chair : Stan Crump (floor)

Sanctions Chair: Carri Oviatt (nominating committee)

Secretary: Kathryn Davis (floor)

Safety Chair: Mike Werner (nominating committee)

Club Liaison Coordinator: Shawn Stringham (nominating committee)

***A review of these elections has been requested with USA Swimming as Utah Swimming did not follow USI 604.3.1 Voice and Voting Rights of Members, Group Member Representative, Board Members, the Athlete Representatives, the Coach Representative and At-Large House Members.

New Business: A motion was made to ratify the Board Meeting Minutes and actions from September 2013 to March 20134. Individual accounting of these votes is available on the Final Draft Proposed Amendments Document.

The meeting adjourned at 3:15 p.m.

Respectfully submitted by Gwynne Freeman, USI Secretary

**Utah Swimming
Board of Directors
Proposed September 2013-March 2014 Amendments**

No.	Description	Location	Recommendation
R-1	Beehive Finale Funding	USI RR 1.6.6a	Approval
R-2	Championship Scratch Procedures	USI RR 1.8	Approval
R-3	Standardized Formula for Time Standards	USI RR	Approval
P-1	Age Group/Senior Coach of the Year	USI PP 1.31.2.d/1.31.3d	Approval
P-2	Funding Policy for Financial Aid	USI PP 1.23	Approval
P-3	Officials Policy	USI PP 1.22.4	Approval
P-4	Officials Policy	USI PP 1.22.5	Approval
P-5	Senior Swimmer of the Year	USI PP 1.31.e	Approval
P-6	Procedure for Sanctioning Meets	USI PP 1.20	Approval
A-1	Seasonal Membership Terms	USI Aquatics Guide	Approval

No.	Description	Location	Recommendation
Block A	Move from Bi-Annual USI House of Delegates Meeting to Annual Meeting	USI Bylaws 604.5	Approval
		USI Bylaws 604.8.3	Approval
		USI Bylaws 606.2	Approval
		USI PP 1.6	Approval
		USI PP 1.9	Approval

**Utah Swimming
Proposed Amendments**

R-1 Action: **Adopted** Defeated Adopted/Amended Tabled Postponed Pulled

Location: USI Rules and Regulations

Proposed by: USI Board of Directors

Purpose: To increase participation in the Beehive Finale Meet but increasing funding for the meet.

Recommendation: The USI Board of Directors recommends approval.

USI R&R 1.16.6A Utah Swimming shall fund the Beehive Finale with \$500 to be used towards running the meet and awards. USI will also pay \$500 directly to the facility for pool rental to help offset meet surcharges to swimmers.

R-2 Action: **Adopted** Defeated Adopted/Amended Tabled Postponed Pulled

Location: USI Rules and Regulations

Proposed by: USI Board of Directors

Purpose: To allow for a Bonus Final at USI Championship Meets.

Recommendation: The USI Board of Directors recommends approval.

UT R&R 1.8 Utah Swimming Scratch Procedure

- .1 For Championship Meets and Prelims/Finals Meets
 - A. The scratch box will be located at the Clerk of the Course. The scratch box shall close for the following day's events 30 minutes after the beginning of the final session each day. In a meet that begins with a timed final session on the first day, the scratch box for the next day's events will close 30 minutes after the start of that timed final session.
- .2 For ALL other non Championship or prelims/finals meets
 - A. Scratches will be accepted prior to the beginning of each session or when called for by the Clerk of the Course or as stated in the meet information. There shall be no penalty for a swimmer missing an event other than the swimmer will not be allowed to swim that event.
- .3 Penalties for preliminary swims in a Championship, prelims/finals meet
 - A. If a swimmer fails to scratch properly and doesn't report to the block to swim, that swimmer will be disqualified from that event and scratched from the next individual event for which he/she is entered. If a swimmer misses a second event, he/she will be barred from further individual competition for the remainder of the meet. They shall still be eligible to compete and score points for the team in relay events. Upon request and approval of the Meet Referee, any barred swimmer can be re-entered into the meet and reseeded with a NT into the first heat of his/her remaining events. Said swimmer will be allowed to swim for time only and will not be eligible to advance to finals/consolations/**bonus** or score points in individual events for themselves or for the club.
- .4 Penalties for Final or Consolation/**Bonus** Heats
 - A. A swimmer qualifying for either Consolation/**Bonus** Finals or Championship Finals has 30 minutes after the time of the announcement of the qualifiers of each individual event to scratch. The Clerk of the Course will then seed the Consolation/**Bonus** or the championship heats by inserting alternates, thus filling all the lanes. Any swimmer qualifying for a Consolation/**Bonus** or Championship final heat who fails to compete in that event shall be barred from further competition for the remainder of the meet. Declared false starts are not allowed for Consolation/**Bonus** or Championship finals. Upon request and approval of the Meet Referee, any barred swimmer can be re-entered into the meet and re-seeded with a NT in the first heat of his/her remaining events. Said swimmer will be allowed to swim for time only and will not be eligible to advance to finals/consolations/**bonus** or score points in individual events for themselves or for the club.
 - B. Any swimmer missing a final or consolation/**bonus** heat on the final session of the meet will be subject to a \$50.00 fine that must be paid before said swimmer will be allowed to compete in any future Utah Swimming sanctioned events.

R-3 Action: **Adopted** Defeated Adopted/Amended Tabled Postponed **Pulled**

Location: USI Rules and Regulations 1.18

Proposed by: USI Board of Directors

Purpose: To standardize formula in which Championship Time Standards are set

Recommendation: USI Board of Directors recommends approval

USI RR 1.18 Championship Meet Time Standards Formula Protocol

(The Age Group Chair, Senior Chair and/or Vice-Chair) will convene a Times Standards Committee to evaluate the time standards at the conclusion of each Long Course and Short Course Season of each year. Proposed changes will be made in a timely manner as to allow maximum prep time for both swimmers and coaches. (NOTE****The goal is that by the conclusion of LC State 2014 proposed changes will be made once a year during the Fall House of Delegates)

- SC Senior State to remain the same for 2015 pending a post meet evaluation of the 2014 Senior Short Course State Meet.
- LC State Senior Time Standards to adjust to the following:
 - Events with over 32 swimmers for the past three seasons will have the time standard changed to the average of the 32th place finish.
 - Events not meeting the participation threshold will be set at a time standard of the current USA Swimming “BB” Motivational time standard for the 15/16 Age Group unless the current USI Time Standard is faster.
 - SCY qualifying time standards for the Long Course State Meet will be set using the USA Swimming standard conversion of LCM times to SCY times.
 - SCM qualifying time standards for the Long Course State Meet will be set using the USA Swimming standard conversion of LCM times to SCM times
- Age Group Time Standards to adjust to the following:
 - Events with over 32 swimmers for the past three seasons will have the time standard changed to the average of the 24th place finish.
 - Events not meeting the participation threshold will be set at a time standard of the current USA Swimming “BB” Motivational time standard for the corresponding age group unless the current USI Time Standard is faster.
 - SCY qualifying time standards for the Long Course State Meet will be set using the USA Swimming standard conversion of LCM times to SCY times.
 - SCM qualifying time standards for the Long Course State Meet will be set using the USA Swimming standard conversion of LCM times to SCM times

P-1 Action: **Adopted** Defeated Adopted/Amended Tabled Postponed **Pulled**

Location: USI Policy and Procedure 1.31.2.d/USI P&P 1.31.3.d

Proposed by: USI Board of Directors

Purpose: To clarify use of Coach of the Year award monies

Recommendation: USI Board of Directors recommends approval

USI PP 1.31.2.d and USI 1.31.3.d (Age Group, Senior Coach of the Year)

- This award will include up to \$500 to be used for the ASCA Convention, USA Swimming Coaches Training Programs or other training aids/programs (i.e. books, team training equipment, online classes) as approved by the Board of Directors. Reimbursement forms will need to be submitted to USI Treasurer in order to receive the funds.

P-2 Action: **Adopted** Defeated Adopted/Amended Tabled Postponed Pulled

Location: USI Policy and Procedure 1.23 Funding Policy for Financial Aid

Proposed by: USI Board of Directors

Purpose: To allow for additional National Level meets to be funded and for a flat rate reimbursement to be offered for the National Disability Championship Meet.

Recommendation: USI Board of Directors recommends approval

USI PP 1.23 Funding Policy for Financial Aid – USI will financially support eligible USI Athlete Members and Coach Members for a portion of their expenses incurred while participating or coaching in the USA Swimming Olympic Team Trials, USA Swimming Junior National Championships, the USA Swimming National Championships or year equivalent, the U.S. Open, Arena Grand Prix, National Disability Championships, Speedo Championship Series meets, and any other competition approved by the USI Board of Directors.

- Reimbursement is based on a share system with the exception of the Disability National Championship.
- A flat rate reimbursement will be issued to athletes competing in the Disability National Championship.
- Reimbursement documents containing specific eligibility requirements will be made available on the Utah Swimming Website.

P-3 Action: **Adopted** Defeated Adopted/Amended Tabled Postponed Pulled

Location: USI Policy and Procedures 1.22

Proposed by: USI Board of Directors

Purpose: To increase accumulation of officiating hours worked.

Recommendation: USI Board of Directors recommends approval

USI PP 1.22 Officials Policy

.4 Officiating hours worked may be accumulated at either USI Swimming/USA Swimming sanctioned event or Utah Masters Swimming/USMS sanctioned event.

P-4 Action: **Adopted** Defeated Adopted/Amended Tabled Postponed Pulled

Location: USI Policy and Procedure 1.22

Proposed by: USI Board of Directors

Purpose: To increase the number of Officials in Utah Swimming

Recommendation: USI Board of Directors recommends approval

USI PP 1.22 Officials Policy

.5 Clubs should be striving for a 20:1 swimmer to official ratio. (timeframe: December 2014)

P-5 Action: **Adopted** Defeated Adopted/Amended Tabled Postponed Pulled

Location: USI Policy and Procedure 1.31.e Senior Swimmer of the Year

Proposed by: USI Board of Directors

Purpose: To increase eligible swimmers for participation in the Senior Swimmer of the Year Award due to the increasing difficulty in attaining a Jr. National cut.

Recommendation: USI Board of Directors recommends approval

USI PP 1.31.e Senior Swimmer of the Year

a. Swimmer must hold a current Jr National Bonus Time Standard.

b. One male swimmer and one female swimmer will be selected each year. Announcement and recognition will be made at the Senior Short Course Championships in the event that there is an absence of qualified candidates the Senior Chair reserves the right for the selection process to extend into the Long Course Season with the announcement and recognition to be held during the Utah Swimming Long Course Championship Meet of that calendar year

P-6 Action: Adopted Defeated **Adopted/Amended** Tabled Postponed **Pulled**

Location: USI Policy and Procedure 1.20 Meets and Sanctioning
Proposed by: USI Board of Directors
Purpose: To formalize procedure for meet sanctioning
Recommendation: USI Board of Directors recommends approval

PROCEDURE FOR SUBMITTING MEETS

1. Meet host sends meet info to Technical Planning Committee (at this point they should have already sent it to their Referee).
2. TPC clears the meet on the calendar and lists the meet under "Pending Meets" on the website.
3. TPC sends the meet info to Sanctions Chair and to Officials Chair.
4. Sanctions issues an ID# when approved, and sends back to TPC and Meet host (simultaneously).
5. TPC moves the meet from "pending" to "cleared" on the website.

Friendly Amendment

- *The TCP Committee requests that all dual squad and intrasquad meets be calendared at least 30 days prior to the event.*
- *At Fall House of Delegates all proposed dates for invitational and Utah Swimming Championship Meets need to be submitted for the following long course season.*
- *At Spring Coaches Clinic all proposed dates for invitational and Utah Swimming Championship Meets need to be submitted for the following short course season.*
- *Meets submitted after those dates will be assessed a \$25 surcharge.*
- *Technical Planning Committee can waive penalty in the event of cancellation of a meet.*

A-1 Action: **Adopted** Defeated Adopted/Amended Tabled Postponed Pulled

Location: USI Membership
Proposed by: USI Board of Directors
Purpose: To increase participation by allowing for an additional USA Seasonal Membership
Recommendation: USI Board of Directors recommends approval

Seasonal registrations are:

- only accepted during the registration period of
 - October 15, 2013 - March 15, 2014 or
 - April 15, 2014 through August 31, 2014.
- Any swimmer wishing to compete in the Western Zone Championships, Sectionals Championships and other similar meets may not be a seasonal athlete; they must be a full member of USA Swimming.
- There is NOT an upgrade fee for Seasonal Membership. If a swimmer wishes to compete at the higher level during the summer, or wishes to swim through the rest of the year, they must register as a year round athlete IN ADDITION.

Block A Action: Adopted Defeated **Adopted/Amended** Tabled Postponed **Pulled**

Motion to move the bi-annual Meeting of USI House of Delegates to an annual meeting

USI Bylaws

604.5 ANNUAL AND REGULAR MEETINGS - The bi-annual meeting of the House of Delegates of USI shall be held in March in conjunction with spring age group championships and in September in conjunction with USI Convention each year.

604.8.3 DUTIES OF NOMINATING COMMITTEE - A slate of candidates for election as the officers, Athlete Representatives, At-Large Board Members, or committee chairs or coordinators specified in Section 606.1.2 and the regular and alternate members of the **LSC Administrative** Board of Review to be elected at the next annual meeting shall be prepared by the Nominating Committee. The Nominating Committee may in its discretion nominate a slate of one person for each position to be filled or may nominate more than one candidate for one or more of the positions. The Nominating Committee shall also nominate a slate of candidates for the Nominating Committee to be elected at the ~~spring~~ annual meeting of the House of Delegates.

606.2

ELECTIONS - The House of Delegates, at its ~~Spring~~ bi-annual meeting, shall elect the General Chair, the Secretary, the Finance Vice-Chair, the Senior Vice-Chair, the Club Liaison, the Coach Representative, Sanctions Chair and the Safety Committee Chair, in even-numbered years; and the Administrative Vice-Chair, the Age Group Vice-Chair, the Treasurer, the Technical Planning Committee Chair, the Officials Committee Chair, the Membership/Registration, the Safe Sport Committee Chair and the Diversity Committee Chair in odd-numbered years. At-Large Board Members shall be elected in odd and even-numbered years in a manner that to the extent possible results in an equal number of positions being elected by the House of Delegates in each year, taking into account the number of Board of Review members being elected in relevant years.

USI Policy & Procedures

1.6 House of Delegates - USI holds the House of Delegates biannually. ~~The Spring HOD meeting will be held in March in conjunction with the Age Group JO Championships, and~~ (t) The Fall HOD meeting will be held in September in conjunction with the USI Convention. The voting members of the USI House of Delegates are delineated in the USI By-Laws.

1.9 Club Membership – Each club in USI must be a club member of USA Swimming. This is a requirement whether the club actually competes in meets or not.

1. Club Member Fees - \$300 <\$200> annual fee
 1. ~~\$100.00 will be refunded to each Club Member after fulfillment of Group Member attendance requirement at the House of Delegates spring meeting as set forth in Utah Swimming, Inc., bylaw, article 604.1.1.~~
 2. ~~\$100.00 will be refunded to each Club Member after fulfillment of Group Member attendance requirement at House of Delegates Fall meeting as set forth in Utah Swimming, Inc., bylaw, article 604.1.1.~~