

**MSI Board of Directors Meeting
Bath YMCA 6:45 pm
March 15, 2016**

Present: Matt Vogel, Taylor Rogers, Nicole Viele, Matt Baxter, Alex Mukai, Caitlin Tycz, Matthew Charest, Lia Langveld, Leanne Gravel, Jay Morissette, Fritz Homans, Tom Manduca, Dan St. Pierre, Betsy Perron.

Via phone: Mary Ellen Tynan, Matt Montgomery, Jim Willis.

Absent: John Smith, Butch Babin, John Williams, Sam Alvarado, Travis Libsack, Jacob Griffin, Lydia DaCorte.

January Minutes

Motion by Nicole Viele. Second by Taylor Rogers. Pass the meeting minutes from January.

Discussion. Fritz Homans asked for clarification in recording numbers for a vote. Betsy clarified that, according to Roberts' rules, a vote may be recorded as passing or failing with a majority/minority or recorded with the actual tally of votes for, against and abstaining.

Motion passes unanimously.

Zone Committee

Because there is a quick turnover time between Junior Olympics and Zones, this year we required swimmers to preregister on line for Zone Championships. There were 120 responses, among these, 54 were aged 13 & over. This year the number of 13 and over swimmers representing Maine should be double the number we had last year. We estimate a team of 70 to 75 swimmers will attend Zones.

At Junior Olympics, Mary Ellen Tynan will staff the Zone table. Those swimmers who signed up first who qualify will have the first choice of uniforms. Uniforms can be picked up at JO's. There are a limited number of backpacks, which will be available on a first come- first served basis.

There will be a Zones staff meeting on Saturday after the Age Group session at Junior Olympics. On Sunday after the Age Group session and after finals, the Zones team and staff will be announced and will parade around the pool deck. Information for the Zones team is available on the MSI website.

Coaches' Representative

Fritz is accepting nominations for the Coaches' Representative position until Thursday March 17 at 9 PM. The Coaches Representative will be elected at Junior Olympics on Saturday.

Bylaws Update

Please refer to the annotated MSI Bylaws packet prepared by Taylor Rogers. The Board of Directors, by consensus votes will make recommendations to the HOD for bylaws changes.

Article 605.1

Per United States swimming requirements, Diversity and Safe Sports positions need to be added to this list. This is a housekeeping issue.

Article 605.6.4

Discussion:

This reflects that the election of the Athlete Representatives is coordinated by the Board of Directors. USA Swimming leaves it up to the individual LSC's to determine the election process. Jim Willis stated that he feels that the athletes should elect the representatives.

Article 606 .1

This is a housekeeping issue, no vote required. Diversity and Safe Sport Chairs should be included on this list.

Article 607.3

There is no description included for a Coaches' Committee this needs to be discussed and included.

Article 610

Motion by Alex Mukai, second by Taylor Rogers. Recommend to the HOD that we eliminate article 610 because no Administrative Review Board is needed. Issues are referred to the Executive Committee of the Board of Directors or to the Zone Board of Review. Motion passes unanimously.

Finance Chair Report

Jim submitted the YTD comparison, which reflects that our income is well ahead of the previous year's at the same date.

At the time of this meeting there was a \$12,000 check from Bowdoin to be deposited and an outstanding \$11,000 bill for the zones bus. This is not reflected on the report.

Officials Chair

Officials Chair Report Submitted 03-16

High School Swim Observations:

Overall the swim observations for the regional and state high school championship meets went well. There were three meets that we could not find officials to do the observations – south Southwestern boys, south Southwestern girls, and PVC boys.

There were a few swimmers that were signed up for the wrong meet. I assume this is because the USA coaches were signing the swimmers up instead of having the swimmer or parent take care of this. Because they were entered in the wrong meet their swims were not observed. PLEASE have the parent/swimmer take responsibility for requesting observations next year.

Due to the number of conference championship meets I am recommending that we only offer observations at the State high school championship meet. This will make coordination of observations much easier when I have to work with only one meet director instead of three or more. It was also very difficult to obtain meet results from all of the conference meets.

Stroke & Turn Clinics:

There was a stroke and turn clinic held at Westbrook on January 16th. We had four attendees

and already three of the four are now certified stroke and turn officials.

A starter clinic was also held with one attendee and that official has already finished all of the requirements for the starter certification.

Another stroke and turn clinic was held at Bates College on January 30th. We had five attendees.

A referee clinic was also held with one attendee and he is currently working on his exams and other requirements for the deck referee certification.

Admin official/hytek training

Just a reminder that training for hytek must be set up for September/early October for all admins/hytek operators.

JO Trials Meet:

Overall, this meet went well. There are some changes I would like to see made for this meet next year. First – there should be no oversubscribing allowed. I spent too much time having to chase down coaches to verify what events swimmers were swimming and some were missed which meant they were dq'd from their last event. It would have really stunk if any of those dq's were JO cut times.

The policy of which swimmers are eligible to register for JO's from this meet needs to be more clearly stated next year. The way I was reading the meet packet was different from what the TPC/BOD intended and many coaches were also confused.

The Nova Scotia team that attended was great to work with and if our Maine teams are not going to take greater advantage of this meet then we may want to advertise it more so teams outside the lsc could attend.

Upcoming JO's:

Reminder to all coaches – You must have and wear your USA coach's credentials on deck. DECK PASS WILL NOT BE ACCEPTED. I will be checking so please have them.

Warm-up times should be finalized today. Make sure to pass the information to your swimmers/parents.

Please remind your parents/swimmers that they are not allowed in the field house/on the track at any time over this weekend.

We have had problems with large messes in the locker rooms in the past. Please make an effort to check these areas on a regular basis. Every team has a swimmer or two

that likes to leave a mess in their wake – please encourage them to be extra diligent in cleaning up after themselves this weekend.

Team officials:

We have several teams in our lsc that do not have any USA officials and it is time this changes. Encouraging recruitment clearly isn't working so I am recommending that the BOD discuss the following: Every MSI team with a minimum of 40 registered swimmers must have one USA official. This official should be willing to assist at any MSI sponsored meet that the team chooses to attend. It would also be expected that they are willing to work at least one session of the JO meet.

I understand that it is difficult to get parents to volunteer to do much these days and we do want people that are willing to do a good job in this role. However, we have a very few teams that providing a very large majority of the officials for any meet. We held five clinics this past season which resulted in 20 new officials.

Discussion regarding high school observations: Matt Baxter warned that individual coaches may attempt to set up observations for their swimmers at conference meets and this may make the situation worse, not better. Coaches argued for representing the best interest of the swimmers and requested that officials continue providing observations at conference meets.

Discussion regarding teams providing officials:

Nicole proposed that every team should be required to have one official for every 40 swimmers. Matt Baxter suggested having two officials for every 40 swimmers and requiring teams to fill this obligation if they intend to host a meet. Fritz stated that big teams participating in meet need to bring officials. Jim Willis disagreed that you should have an official with you if you attend a meet.

Motion by Nicole Viele, second by Alex Mukai. Every team should be required to provide one official per 30 swimmers.

Motion fails unanimously.

Motion by Jay Morissette, second by Taylor Rogers. Any team with a USA Swimming charter will be required to provide one official and will be required to provide four officials if they intend to host a meet. New teams will have a 12-month grace period to certify officials.

Motion tabled until the April Board of Directors meeting. It was recommended that we form a committee to examine team official requirements and enforcement.

Nominating Committee

Per Article 604.8.1, a nominating committee headed by Jim Willis was formed and includes Fritz Homans, Matt Vogel, Mary Ellen Tynan, and Caitlin Tycz.

A new Nominating Committee needs to be named at the Spring HOD meeting.

Business

Housekeeping items:

Update article 19.1 of the policy and procedures to delete “championship meets are pre-seeded and divided into sessions”. Mary Ellen Tynan said she would take care of this.

Election of athlete representatives will be coordinated by the Senior Chair not the Coaches’ Rep.

Observation fees:

At a recent HOD meeting, we voted to charge observation fees for high school championship meets, though the amount of this fee is not represented any HOD minutes. *Note: Betsy Perron will review minute notes and update.*

The money collected for meet observation is divided among the officials.

Tom proposed that going forward, we charge five dollars per observed swim at high school championship meets.

The vote passed with the majority vote.

Article 19.7 of Policy and Procedures

Regarding creation of a championship meet committee:

Motion by Matt Baxter, second by Leanne Gravel. The championship meet committee, to include Finance Chair, the TPC Chair, Senior Chair, the Officials Chair, two Athlete Representatives, the Age Group Chair, the Coaches’ Rep, and the Administrative Vice Chair, will plan and review championship meets including Junior Olympics, Summer Champs and Junior Olympic Trials.

Discussion

Currently the championship meet committee is the Board of Directors.

Jim Willis feels this is an issue that should be covered in the Bylaws not Policy and Procedures.

Friendly amendment to the motion by Fritz Homans, second By Taylor Rogers. Create an ad-hoc committee with the members listed above which will be in effect from now until the spring HOD meeting, when a formal proposal to include the Championship Meet Committee in the Bylaws can be proposed

Motion passes unanimously with one abstention.

Adjustment To The Board of Directors Size

Recommendation is to reduce our Board of Directors size to reflect the size of LSC.

Motion by Matt Baxter, second by Taylor Rogers. Recommend to the HOD that we adjust the Bylaws and reduce the Board of Directors size from 23 to 19 members.

Discussion:

USA swimming does not require us to have five At-large members. The responsibilities of the At-large members are currently covered by other Board of Director members. Reducing the number of At-large members would also require fewer Athlete Representatives. We could eliminate the At-large members by attrition. Currently, there is one vacant position and two others will expire in August 2016. The Senior Athlete position currently filled by college student Travis Libsack would be eliminated. By August 31 our numbers would reflect 15 Board of Directors and 4 Athlete Representatives. This would reduce our voting quorum to 10 members.

Motion passes by majority vote with one in opposition.

Meet Fee Payments

Motion by Matt Baxter, second by Nicole Viele. Meet fee payments are due at the time of meet entry. Once entries are accepted no refunds will be offered for scratches.

Motion passes with majority vote one opposed.

Board of Director Terms

Currently we begin our terms on September 1; should we start sooner? Jay Morissette thought we should start immediately. Leanne Gravel appreciated the transition period. Jim Willis pointed out that Board of Director terms currently align with our fiscal year. Fritz Homans advocated for a Board of Directors orientation. Also pointed out that it is frustrating for new members who can't really participate for three months after they're elected. Betsy Perron suggested that new Board members should be expected to attend meetings right away and should take the online courses for new Board of Director positions. Taylor Rogers suggested that each officer provided a thorough job description and list of responsibilities. This is a discussion that we will continue at a future Board of Directors meeting.

New Business

Athlete Representatives voting at HOD:

We need four more athlete representatives to attend the HOD meeting in addition to our current athlete reps.

Motion by Taylor Rogers second by Nicole Viele. Allow all qualifying Team Athlete Representatives (below) to be voting members at the Spring HOD.

BBA -Kylie Gray

BYB - Gabrielle Bourgoin

CBRY - Adam Roland

CCSC - Eliza Costigan

CMA – Lexie Bakke
DEFY – Sam Alvarado
HSC – McKenna Porter
KVY – Tara Jorgensen
LRSC -
MDIY – Lydia Dacorte
MMD –Alex Bevier
MVSC -
NYCY – Angus McLean
PBAY –Eve Guntheinz
PPSC – Alex Mukai
PYPB – Josh Ying
SEAL – Connor Perron
SMAC – Kyle Long
SSC – Camilla Civiello
SYT -
TCST – Kristen Morissette
WCCU – Maria West
WCY – Jackson Winslow
YWTS -

Motion passes by majority vote with three opposed.

**Motion by Dan St. Pierre. Second by Taylor Rogers. Adjourn
Motion passes unanimously**

Respectfully submitted by Betsy Perron, MSI secretary
March 28, 2016

MSI TO DO LIST:
Per March 15th meeting:

Everyone:
Don't forget!
MSI Banquet April 24!
Spring HOD May 15th!

Nicole:
Establish committee to examine team official requirements.

Mary Ellen:
-Housekeeping items from By-laws (605.1, 606.1)
-Update P&P 19.1.

Dan St. Pierre:
-Write a description for the Coaches' Committee to be discussed for proposed addition to the Bylaws at HOD. (Article 607.3)
-Remind coaches to bring their Team Athlete Reps (see list on website) to vote at HOD.

At next BOD:
-Continue BOD term initiation discussion.
-Officials' sub-committee report re: team officials requirements.
-Announce Coach Rep voting results.

At HOD:
-BOD proposes these changes to Bylaws:
*Eliminate article 610
*Add description of Coaches' Committee to 607.3.
* Form a Championship Meet Committee and add Committee as a By-law requirement.
*Reduce BOD from 23 to 19 positions.

-Create new Nominating Committee

-Announce observation fee of \$5. (Betsy to review past HOD meeting notes re: this issue, update minutes if necessary)

-Announce meet fee payment policy: Meet fee payments are due at the time of meet entry. Once entries are accepted no refunds will be offered for scratches.