

MSI Board of Directors

September 21, 2016

Present: Taylor Rogers, John Smith, Jim Willis, Jay Morissette, Betsy Perron
By phone: Matt Vogel, Tom Manduca, Matt Montgomery.
Absent: Lia Langveld, Nicole Viele, Matt Baxter, Lydia DaCorte, Sam Alvarado, Caitlyn Tycz, Hannah Griffin, Sophia Kruse
Guests: Brian Savage (arrived late), Mary Ellen Tynan (by phone),

Mission Statement read.

Approval of minutes from April 2016 tabled until the next Board of Directors meeting.

Budget (see accompanying Excel document):

This year we had a profit of approximately \$44,000, which is the highest ever. The proposed budget corresponds to budgets from the past few years. Budget was reviewed for presentation at the House of Delegates meeting in October.

Budget Proposals:

Motion by Tom Manduca, second by Taylor Rogers: Amend P&P 19.15 to increase the MSI per diem from \$40 to \$50 a day for regional MSI business and \$60 per day at conventions.

Motion passes unanimously.

Motion by Tom Manduca, second by Taylor Rogers: Re-institute the \$100 sanction fee for USA swimming meets. If all reports are filed on time and appropriately, the money will be refunded or credited to the team for what it owes MSI in meet fees.

Friendly amendment by Tom Manduca and this would go into effect immediately after the HOD meeting in October 2016.

Discussion: Currently, we impose a \$100 fine when reports are not filed appropriately. We would like to have a sanction fee because this would not only be a more efficient use of office personnel time, but it also would save money.

Motion passes unanimously.

Motion by Jim Willis, second by Taylor Rogers: Increase meet reimbursement from \$400 at regional meets to \$500 and from \$800 at national meets to \$1000.

Motion passes unanimously.

Motion by Jim Willis second by Tom Manduca: Fines for late payments after 30 days will be \$25 +2%; after 60 days, the fine will be \$50 +2% and the amount will increase incrementally by \$25 for every 30 days that meet fees are late.

Discussion: this would only be required for MSI meets, though individual teams may add this requirement to their meet packets when hosting meets as well. This might provide incentive, especially to YMCA's, to pay the meet fees on time.

Motion passes unanimously.

Motion by Jim Willis second by Taylor Rogers: Increase the unregistered swimmer fee from \$20 to \$100.

Discussion: Most LSC's charge \$100 or more.

Motion passes with one abstention.

Motion by Jim Willis, second by Taylor Rogers: Increase the fee for late entries at Junior Olympics. The proposed fee is \$250 per team in addition to \$10 per individual entry participant. (This would be an adjustment to the current fine, which is \$250 per team or one dollar per splash whichever costs more.)

Discussion: Technically, a coach can send in as little as one swimmer entry on or before the entry deadline, but would be permitted to add more swimmers during the one-day review period for entries. This is a loophole that the TPC or the Championship Meet Committee needs to tighten up).

Motion passes unanimously.

(At this time, Mary Ellen Tynan stepped away from the meeting and re-joined the discussion after the following matter was addressed.)

Motion by Tom Manduca, second by Taylor Rogers: Increase Mary Ellen Tynan's hourly wages from \$15 per hour to \$16.50 per hour. New hourly rate would reflect an increase in salary and also replace the Zones stipend. Update: Mary Ellen makes \$20/hour. To be addressed at 10/2/16 meeting.

Discussion: This increase is already reflected in the proposed budget. With Mary Ellen's annual job review coming up, members of the Board of Directors were polled and those present remarked that they are extremely satisfied with the contributions Mary Ellen Tynan makes to MSI as a private contractor. The Board feels that a raise is well deserved.

Motion passes unanimously.

Tom Manduca would like to explore opportunities for investing surplus income. Jim Willis remarked that we should keep \$80-\$100,000 of working capital on hand (which would be a six-month cash supply). KeyBank has some investment products that we might look into. The Board of Directors will revisit this topic mid season.

Question: What is the job of the Championship Meet Committee versus the Technical Planning Committee? Management issues are generally dealt with by the Championship Meet Committee and the competition portion of the meet is generally the Technical Planning Committee's responsibility. Sometimes responsibilities overlap.

Jim Willis would like the Championship Meet Committee to consider eliminating relay only participation fees at Junior Olympics.

HOD:

The House of Delegates meeting will be at 1:00 on October 16, following lunch. MSI will cover lunch fees. Some delegates may be attending the team management course that is being run simultaneously. Votes will be tabled until the end of the HOD meeting so that delegates may step out of their classroom and place their votes.

DI Meet:

No team has stepped up to host this meet. Matt Vogel will check to see if CMA can host the meet; he will respond to MSI by September 23 at 5 PM. If CMA cannot host, the meet will be canceled.

IMX Meet:

The current calendar reflects that this meet will be held on January 1, but as this is New Year's Day, The Bowdoin pool will not be available. Jim Willis will investigate availability for the weekend of January 7-8.

MSI Summer International Invitational Meet :

For 2017, available dates are July 13 through the 15th. After that, the facility will be closed for renovation. The administration of the pool at St. John is willing to work with us and give us as much pool time during the day that we request; they will most likely not have an issue with us if we take a year off from hosting meet at their pool.

The TPC will discuss whether to host a meet in Canada or to find an alternative site for 2017. Their decision should be presented to the Board of Directors by Thanksgiving.

Audit Review:

Jim Willis will contact Betsy Russell who has conducted an audit review for New England swimming. She charges an hourly rate of \$50 per hour and it will take an estimated 10 to 12 hours to complete this review.

Zones:

Currently, Zones is on the MSI meet schedule, but the BOD is considering whether attending Zones is in the best interest of Maine swimming.

Jim Willis requested that the TPC discuss whether or not we attend in 2018.

Motion by Tom Manduca, second by John Smith: Make a decision regarding attendance at 2018 Zones by September 1, 2017.

Discussion: the Eastern Zone Committee is considering changes to this meet, including changing qualifying requirements to cut times only.

Motion passes unanimously

We also need a firm decision about whether to attend zones in 2017 by October 1, 2016. Alternative options to Zones could be to create an 11 -14 All-Star team that competes in New Hampshire or Canada and a 10 & under All-Star team

which would attend an early-season long course meet in the spring. There was no motion made, but it was unanimously agreed that the TPC and the Championship Meet Committee will join in discussion on this matter and make a decision ASAP.

Regarding SC Zones 2016: A complaint has been filed with the Eastern Zone Board of Review in regards to safety issues and the behavior of MSI personnel. The complaint is currently being under review.

Office Report:

At a recent meeting of the New England Swimming Board of Directors, for long course season, host teams are allowed to include anyone (inside or outside the LSC) in the first 75% of their entries; the next 25% of the entries goes to New England swim teams first and then to teams outside the LSC if the meet goes to lottery..

Other Business:

There are two resignations from the Board -- Fritz Homans and Leanne Gravel. The Board of Directors of MSI would like to express its deepest gratitude for all the contributions Fritz and Leanne have made to Maine swimming over the years.

MSI should consider offering Hy-tek clinics to include YMCA, USAS and MPA teams. Jim Violette could teach a course in southern Maine and Taylor Rogers' mother could conduct a course in northern Maine.

Jim Willis would like to see more Maine swimmers get to Olympic Trials; he suggests a goal of seeing 6 to 7 athletes qualify by 2020. Board members discussed different ways of accomplishing this. We could start by offering training camps for high school athletes with certain cut times. We could host a long course camp over April vacation and a short course camp over Columbus Day weekend, which could also feature parent symposiums on subjects like college recruiting. We could bring coaches from elsewhere to contribute.

The level and structure of competition in Maine swimming is similar for all LSCs of our size. Most of the smaller LSCs send a similar number of athletes to Olympic trials as we do. Mary Ellen Tynan is attending the Mighty 2500 meeting at the convention and will attempt to find answers to the question "What number of Trial qualifiers are other small LSCs presenting and what are the most successful small LSCs doing to promote this?"

New Motivational Time standards should be released soon.

John Smith will poll the coaches for their input on JO cuts times, with respect to the new motivational times, and he will respond to Jay Morissette by September 30. Jim Willis feels that we can keep the Junior Olympic cut times relative to the

current cut times based on the new motivational times. Jay will schedule a TPC meeting before the HOD meeting in October to come up with new cut times based on the coaches' recommendations.

Meetings:

Jim Willis suggests scheduling Board of Directors meetings for Sunday nights and establishing regular calendar dates for these meetings. He would like to conduct some of the meetings via videoconference with 3 to 4 meeting places set up throughout the state. He hopes to have a meeting every two months with a combination of videoconference and face-to-face meetings.

Our next Board of Directors meeting will be on October 2 at 7 PM. Jim Willis will look into videoconference opportunities. Betsy Perron will be out of town so Taylor Rogers will take notes at that meeting.

The By-laws state that coaches meet to discuss issues and then the Coach Representative goes before the TPC to present the Coach Committee's proposals. P&P 19.2.B reflects the opposite flow of command.

Motion by Jim Willis second by John Smith: Adjust P&P 19.2.B to mirror the Bylaws.

Motion passes unanimously.

Motion by Taylor Rogers second by J Morissette to adjourn the meeting. Motion passes unanimously.

Respectfully submitted by Betsy Perron, MSI Secretary
September 25, 2016