

**Maine Swimming
House of Delegates Meeting
May 2, 2015 @ DEFY**

Present: Mike Sever, Fritz Homans, Tom Manduca, Jim Willis, AJ Rog, Nicole Viele, Marie Weferling, Hodding Carter, Jay Morissette, Harry Homans, Taylor Rogers, Betsy Perron, John Smith, Matt Baxter, Mary Ellen Tynan, Leanne Gravel, Matt Montgomery, John Williams, Matt Vogel, Zack Gray, Lia Langveld, Bob Russell, Lori LaPointe

Officer Reports

Age Group Chair - Matt Montgomery

Swimposium and Fall HOD Meeting September 12-13, 2015

Need to determine content for officials' clinic; may want to have an open water officials' and/or admin ref training. Officials' training should be targeted to current officials, but also be open to all those who may be considering becoming officials.

Coaches really need to market the Swimposium to parents and swimmers. Admission fees are still TBA, but the plan is to charge one registration fee for USA swimmers and a higher registration fee for non-USA swimmers.

Motion by Jim Willis Second by Nicole Viele.

Maine Swimming should not invest/plan to lose more than \$5000 for the Swimposium.

Discussion:

Costs will amount to about \$7000 or \$8000, so we need to charge registration fees and line up sponsorships. Matt Montgomery would like to keep costs down for swimmers. Fritz Homans suggested having two sessions – one for younger swimmers, one for older swimmers.

Motion passes unanimously.

Age Group Chair Report

May 2015

Swimposium

Our Swimposium is set for Sunday, September 13th at Bowdoin College. So far we have booked the following:

Brendan Hansen: 6 time Olympic medalist. Former world record holder in the 100 & 200 Breaststroke.

Cost to LSC: \$3000

Frank Keefe: Coached Yale for 32 years, currently with Villanova. Head Coach of the 1988 US Olympic Team.

Cost to LSC: no cost

David Benzel: CEO and founder of Growing Champions for Life, Inc. David's presentations about improving the youth sport experience are relevant to coaches, parents & athletes.

Cost to LSC: \$1000

Officials Clinician: We have yet to secure the clinician for the Official's portion of the Swimposium. There are several available depending on what we want for our focus for that presentation.

Other guests: Cathy Durance, Member Services Coordinator at USA Swimming, will be on hand and would like to attend our HOD on Saturday. We may be able to book an additional athlete (female) for another \$3000. Josh Davis will be providing us with a list of potential athletes to see if this is something we would like to pursue. Per our agreement with New England Swimming we will be inviting their members to register for this Swimposium.

Other costs: We are encouraged to provide lunch the day of the Swimposium for the clinicians. We may incur a rental fee from Bowdoin. If we wanted to host a dinner for the clinicians on Saturday night, or provide thank you gifts, we would be responsible for that.

Athlete Recognition

This was the first year we attempted to recognize a Junior athlete and Senior athlete each month for their swimming accomplishments. I was not consistent with asking for nominations. Voting was lackluster. It wasn't a very successful 1st run. Mary Ellen has agreed to take over the communication with coaches so hopefully we have better results moving forward. We did award Swimmer of the Month awards to a Junior & Senior athlete for the months of October through February.

October: Marshall Lowery & Kaia Wirth

November: Greg Violette & Emma Frothingham

December: Harry Homans & Brim Peabody

January: Harry Homans & Brim Peabody

February: Jake Perron & Emily Ecker

Respectfully submitted,

Matt Montgomery

Age Group Chair

Financial Chair - Jim Willis

4 Outstanding Bills:

4/12	Mariah Brady	Banquet – Door Prize	\$ 250.00
4/12	Joseph Paluso	MSI Award	\$1,000.00
5/1	Matt Montgomery	USAS Convention	\$1,055.34

University of Maine – approximately \$15,000, no bill as of 4/29/15

Receivables

Not much in receivables should not make a dent in budget.

Assumptions

We will have a net loss when the UMaine bill is paid, not huge, but a loss nonetheless.

We have contracted w/Mary Ellen and are trying to figure out the total cost for the year.

We were about \$1000 over budget for Zones.

JO’s Revenue was down; entry fees were down \$2500 due to less swimmers and events. Also no concession money from JO’s.

Strategic Planning was an added expense, more spent on USAS Convention than in past years.

We had a great year last in ’14, after all the changes from this year we should have a better grip on budget for ’15 – ’16.

Present Key Accounts

	4/30/15	4/30/14
Checking	\$67,286.80	\$73,646.24
CD	\$29,301.36	\$29,268.43
Savings	\$ 5,004.83	\$ 5,002.54

Both 2015 & 2014, the facility rental for JO’s had not been paid. Also for 2014 the Apparel for Zones had not been paid.

Motion by Fritz Homans, second by Jim Willis

Table the 2015-16 budget discussion until the fall HOD meeting.

Motion passes unanimously

Senior Chair - Leanne Gravel

Senior Vice-Chair Report

May 2, 2015

Leanne Gravel

1. 3 New Athlete Reps were elected at our Junior Olympics in March. Sam Alvarado, Lydia DeCorte, and Harry Homans were elected as Junior Athlete Reps to the MSI Board of Directors. A new system of voting was implemented where all athletes ages 13 & over had an opportunity to cast their ballot after their status was verified. We had a good amount of interest this year with 5 candidates.

2. There were also 5 candidates for the MSI Senior Scholarship this year, and the winners were Joseph Paluso and Greg Violette.

3. A new system was implemented at JOs to recognize the graduating seniors by having their bios printed in the Saturday evening meet program. All bios received by the deadline were printed in the program. Time saved during that evening's finals session was approx 25 minutes.

4. MSI earned the LEAP 1 designation from USA Swimming this past winter. Special thanks to Mary Ellen who was instrumental in gathering information. LEAP 2 is next!

5. Individual High Point Trophies were ordered. Thank you to Lia for picking up the trophies and delivering them to the banquet. Please let us know if there were any errors in the spelling of the names as we had to use a new vendor this year - Trophy Warehouse in Portland.

A future reminder to coaches to please remind your athletes of the opportunities for being an Athlete Rep as well as being a candidate for the MSI Senior Scholarship. Also, coaches please make sure that you submit your senior bios electronically for the JO program before the due date and not scratched on a piece of paper at the meet.

Safety Chair - John Smith

John sent coaches information from USA Swimming listing the information they have received from Maine. If anyone has filed a Report of Occurrence to USA, but it is not shown, please contact John Smith.

Please remember to send a copy of the report you send to USA-S to John Smith at sealscoach@sealsswimming.org. He will file your report with MSI for 2 years. If you do not know how to file a report of accident/occurrence to USA swimming, please visit the MSI website or USA website. To find the report on the MSI website, click the INFORMATION tab and from the drop down screen choose FORMS/POLICY. From there, scroll down to REPORT OF OCCURRENCE FORM. On the USA Swimming site, SEARCH for Report of Occurrence. Once filed, you will receive an email informing you that your report was successfully submitted.

John will be attending the Safety Chair meeting June 26-27 in Colorado. If you have any questions or wish to obtain further information please contact John Smith

Diversity Chair - John Smith

Eastern Zone Diversity phone conference FEB 10. The call consisted of 7 Diversity Chairs and Miriam Lynch –Eastern Zone Diversity and Inclusion Coordinator.

Recommended that we do the following:

1. Include links to Eastern Zone Diversity and Inclusion page in drop down link on MSI website found at: <http://www.easternzoneswimming.org/diversity.html>
2. Establish an outreach fund for swimmers who may need assistance and broadcast to ALL USA teams. This is a link to the New England Swimming Inclusion page, which we can use as example:
<http://www.teamunify.com/SubTabGeneric.jsp?team=lscnes&stabilid=76339>
I would ask that MSI look into setting up funds for Outreach meet entry fee assistance as well as sponsoring any swimmer who wishes to participate in events such as the Diversity Summits.
3. Promote the Make a Splash organization
4. Participate in the “Check the Box” program. Making sure ethnicity is checked off on ALL USA Registrations. (Please read Check the box letter).
5. Send representative to Eastern Zone Meeting May 9 VA Beach
6. Matt Vogel is attending the Eastern Zone Camp and Summit at the University of Maryland College Park JUNE 25-2 as John Smith is a the Safe Sport in

Colorado at the same time.

He received 1 application request to send a Maine swimmer, Sam Alvarado to this Eastern Zone Camp. The LSC is allowed to send 2 swimmer representatives to this summit and the application can be found on the MSI website. Applications need to be turned into the USA Diversity Coordinator by MAY 8. Applications can be found on the MSI website under NEWS (scroll down to bottom of MSI home page). If we have any swimmers who would be interested in attending please let John Smith know ASAP.

Matt Vogel volunteered to be a member of the Diversity Committee.

Officials Chair - Bob Russell

The May 9 Officials' Clinic will be rescheduled, date TBA. The USA Officials Conference will be held from May 29-31 in Minneapolis Bob Russell will be attending.

Zone Committee Fritz Homans

Mary Ellen Tynan – Zones Team Manager. Emphasis on the team trip aspect of the experience. Coaches and assistant coaches served as chaperones. 23 boys and 27 girls attended; 34% best times or 75 best times over-all. Would like to encourage a better turnout of 15 to 18 boys.

Will have a pre-registration process for next years Zones. Question to be discussed at a later date: Should the 10&unders travel with the team or should they travel with their own families? Also, consider bidding out to vendors for apparel and equipment.

TPC Chair - Jay Morissette

Jay reviewed highlights from the March meeting. (See minutes on web site)

Re: Championship Meet Format

Jim Willis: LSC's similar to our size have all the age groups together for their championship meet. None limit their swimmers to six events. 11 and overs swim prelims and finals for most events; all 200s are offered though the 400 IM is not always offered. 11-12 yo swim 200's as timed finals.

Many have one final heat for 11-12-year-olds, one for 13 and 14-year-olds and two heats for 15 and overs. We have similar cut times. Most LSCs offer three sessions per day with 11 and 12 athletes swimming mid day and at finals. Their relays are held mid-day.

We will be going to Bowdoin for the next two years so we will not have much of an issue with time management.

John Smith: We should have two separate State championship meets. He noted

they don't have to be held at Bowdoin or at the University of Maine. They could be held at smaller pools.

Matt Baxter: What direction do we want to go? Based on schedule and meet format, the focus is on getting to Zones; this is not ideal for Sectionals > level swimmers. Pool schedule is dictating our goals for our swimmers. Separate meets would allow us the flexibility to focus our goals on higher-level meets.

Betsy Perron: Can we swap the dates for Y States and JO's since Y Nationals are a month after JO's and Sectionals is usually the week right after JO's? Y coaches said this was a definite possibility to be discussed at the State YMCA meeting.

Can we have our meet calendar based on the USA swimming schedule not on the Y schedule?

11 -12 swimmers at finals? Jim Willis thinks we can manage 11 and 12 finals at Bowdoin.

Fritz Homans meeting w/ Bowdoin administration and will inquire whether or not we might be able to hold the JO's when the school is still in session.

Structure of Championship meets will continue to be discussed at the TPC level.

RE: Junior Olympic Packet review/scratch down process

Should we allow swimmers to over enter and scratch down?

John Smith: yes this is how most high-level meets run.

Marie Weferling agrees but is concerned that we might not have enough time if we are running three sessions a day.

Fritz Homans: If we outsource the championship meet director position this person will most likely have experience scratching down efficiently. We would possibly need to buy our own printers.

If scratches were due the night before the event it would be possible.

Motion by John Smith second by Taylor Rogers

Allow swimmers to over enter and scratch down at championship meets to include JO's, the International Invitational and Junior Olympic Trials. Friendly amendment added: to begin at JO Trials 2016

Motion passes

Make note: change the wording in the JO registration packet regarding allowing entries for cuts achieved at Junior Olympic trials.

RE: hiring a championship meet director for Junior Olympics

Fritz Homans introduced Louis Aruba who runs NESAC championships and other large championship meets. Fritz proposed outsourcing this meet to Louis for the 2016 Junior Olympic meet.

Louis Arruda explained how he runs a championship meet. His jobs include meet design and entries, scratches, hy-tek, preparing the necessary documents, running the Colorado system, managing warm-up schedules etc. He runs a smaller meet alone, but brings a helper to assist a bigger meet. He charges per session plus a flat fee for set up.

The fees would be \$525 per session for two people (\$5500) or \$375 per session for one person (\$4000) which includes printing costs.

Jim Willis suggested maintaining a meet coordinator role -- a person who is a liaison with the facilities hospitality and etc.-- and also hire a meet manager/director.

Hiring a meet director would allow us to free up 3 to 4 volunteers to do something else.

Motion by Matt Baxter second by Zack Gray to hire meet director for Junior Olympics 2016.

Discussion:

Bob Russell does not believe that this would be money well spent because we should still be able to have volunteers run the meet.

John Smith: Star Swimming (Niagara) has someone run Sectionals for \$80 per session.

Leanne Gravel: It's a growing trend in other LSC's is to hire meet managers.

Fritz Homans: it is a new idea, but it is worthwhile. It will help us to evolve into a better LSC.

Lia Langveld: The motion is to hire someone, but not necessarily Louis. Can we get somebody cheaper?

Jim Willis: Once we cross that threshold we can't go back. But it is hard to find a qualified volunteer.

Bob Russell: The system isn't broken so why do we need to hire someone?

Tom Manduca: Nothing is broken, but we are planning for the future.

Lori LaPointe: We should keep volunteers involved but we could still have a meet manager to do entries etc.

Taylor Rogers: Is training available at the Swimposium for running the systems and meet management?

Mike Sever: Is this the best price we can get? It would make it efficient to hire someone but we should put this out to bid.

Matt Montgomery: We're not trying to fix something that's broken, but we want to offer new things and look at how to improve our meet -- for instance offering the option to over enter and print out programs on the spot.

Lia Langveld: if we decide not to hire someone, we need to groom new volunteers!

Fritz Homans: We should give this a try. If we don't like it, it's okay we can go back to the old system.

Marie Weferling: Training and mentoring programs for Admin Refs is available. She will be willing to go and get trained at other meets if the MSI supports her.

Mary Ellen Tynan: Printing would be a savings. Some other teams might pay several different people to do separate jobs rather than one person.

Taylor Rogers: Mentor new volunteers to take over for Debbie Russell. Give volunteers the chance to step up.

We should proceed slowly and keep volunteers involved at some level.

Jim Willis: Running the computer is the hardest job.

Motion passes

Motion by Fritz Homans second by Leanne Gravel.

The meet director that we hire should be a professional pre-existing entity.

Discussion:

Jim Willis: That will be reflected in the bids. What qualifies one as a professional?

Motion fails.

Motion by Nicole Viele, second by Jim Willis.

The Board of Directors will review bids and decide.

Motion passes

Elections based on the slate recommended by the nominating committee:

Officials Chair:

**Bob Russell* elected/ Uncontested

Age Group Chair:

**Matt Montgomery* elected/ Uncontested

TPC Chair

Jay Morissette

Matt Baxter nominated by John Smith, Mike Sever second

*Jay Morissette elected

Safety Chair:

John Smith

Marie Weferling nominated by Hodding Carter, 2nd John Smith

*John Smith is elected

Diversity Chair

John Smith

John Williams nominated by Mike Sever.

Marie Weferling nominated by Hodding Carter.

Matt Vogel nominated by Jay Morissette.

*Matt Vogel is elected.

At Large

Taylor Rogers elected/ uncontested

At Large:

Matt Baxter elected/uncontested

At Large (filling a vacancy left by Steve McEachron current term ends August 2016)

John Williams nominated.

Zach Gray nominated.

*John Williams is elected.

Motion by Taylor Rogers second by Lori to destroy the ballots.

Motion passes

Policy and Procedure discussion:

Proceed by consensus agenda.

M7.2

M7.4,

M15.1.B

M18.18.5

M18.18.6

M20.20.4

M21.21.5

M28.28.C

Motion by Fritz Homans, second by Taylor Rogers

Accept all Policy and Procedure proposed changes not listed above.

Motion passes unanimously.

M7.2

Question repealed, passed as written.

M7.4 Regarding a \$200 sanction fee for dual meets, tri meets, time trial meets:
Matt Baxter: Such a sanction fee goes against the USAS trend of encouraging more dual and try meets.

Fritz Homans: MSI should get income for time trial meets.

Leanne Gravel: There is a 15% entry fee per meet payable to MSI

Jim Willis: we are assuming that there are no entry fees in dual meets or time trials.

Fritz Homans: this is a way for MSI to discourage time trial meets

John Smith: but this also discourages a team from hosting a dual meet.

Motion by Jim Willis second by Jay Morissette:

Charge a \$50 non-refundable sanction fee for dual and tri meets and a \$200 non-refundable sanction fee for time trial meets.

Discussion

Matt Baxter: It is unfair to charge \$200 for a kid who regularly goes to MSI meets. Add a stipulation that a swimmer should have gone to several MSI meets. We would rather incentivize kids to go to meets, not penalize them for not going to meets.

Jim Willis: \$200 fee reflects an effort to maintain integrity in Dual, Tri and Time Trial meets. The TPC will come up with a definition for dual meets and try meets.

Motion passes 12 in favor, 4 against, 1 abstaining

M15.1.b

John Smith asked why YMCA States does not need to pay the 15% meet surcharge to MSI.

Jim Willis: It is tradition; Y States should not be burdened with fees.

John Smith: Mary Ellen Tynan still has to enter all the times into the SWIMS database.

Mary Ellen Tynan: A lot of effort goes into entering these times.

John Williams we should regard Y States as being akin to time trials.

Motion by John Williams second by Lia Langvold:

Y State meet should be charged a \$200 sanction fee by the MSI.

Motion passes unanimously.

M18.18.5

Re: Swimmers switching between LSC's and relay entries

Motion by Zach Gray second by Lia Langvold.

The deadline for team rosters should be the Monday after JO trials.

Discussion:

Registration time Jack does not make sense it should be all completed by the deadline.

Motion passes 10 in favor

18.18.6

Question: Is this a USA rule? Answer: yes. Motion pulled.

Vote as written. Amendment passes.

20.20.4

Motion by Jim Willis second by Fritz Homans

Remove the "travel" sentence.

Discussion: what about YMCA Nationals? This was discussed previously and we decided on USA sanctioned meets as was recommended by Tom Avicious and Arlene McDonald.

Motion passes

Motion by Matt Montgomery second by Taylor Rogers

Add Open Water National Championship Meet to list of subsidized meets and camps.

Motion passes

M21.21.5

Discussion: RE Longcourse times supersede short course times in the selection/ Process for Longcourse zone championships.

This stipulation is included for the purpose of encouraging swimmers to compete

in long course meets

Passes as written

M 28.28c

"Mileage expense voucher should include starting and ending odometer readings."

Amend: We should use MapQuest mileage instead because there are instances where people make multiple drives during off times.

Amendment Passes

New Business

Officials observing high school meets should have a financial incentive

Motion by Matt, second Nicole Viele charge swimmers per individual observed swim. They must fill out an application to be turned in to Mary Ellen Tynan.

Motion passes.

Discussion:

Could charge between one and five dollars per swimmer per observed swim; the officials could each take home \$50 and the rest would go to MSI.

People should be encouraging more high school parents to become officials. We could organize this earlier by getting a list of swimmers in January.

Getting officials there is one issue and charging to put the times in swims is another. USAS has a form that should be filled out and signed by the officials.

Discussion RE: Y Swimming & what counts as an observed time:

Why are Y kids being allowed to swim in meets with non-USA swimming times?

Answer: This is to help get swimmers into more USA meets. As a Y-heavy LSC, it is a good marketing tool.

YMCA swimmers do not have to attend a certain number of meets in order to qualify for MSI championships but they do for YMCA states. By not charging for why needs, there is a big inconsistency; why doesn't MSI charge a fee?

Another question was asked: why do Y clubs to USA swimming? One coach stated they don't push USA because kids get the meets they need in the Y league. At another club they register automatically and set a schedule with both meet included.

By letting everyone in, things are getting diluted. What are we trying to do for age group swimming? USA officials are required to do four shadows, whereas Y officials are not.

Discussion RE: finances for Junior Olympic trials and developmental meets:

Do we want to change the current structure? For D1 and D2 Meets, hosts pay a 15% surcharge to MSI. For JO trials and JO's, 100% of the entry fees goes to MSI and host teams keep concessions and gate earnings. No consensus at the meeting. Can be discussed at BOD.

Re Proof of age:

Should we require proof of age (birth certificates)? USAS leaves it up to the individual LSC's to determine. Because of identity theft issues parents may balk at submitting birth certificates with registration. If we do require proof of age we would need to adjust the policies and procedures. Question tabled for future discussion.

The next HOD meeting will be on September 12, 2015 in the Bath/Brunswick/Portland area.

Meeting Adjourned