

# Illinois Area YMCA Swim Committee

## Minutes

### May 4, 2003

The Illinois Area YMCA Swim Committee held a regular business meeting at the Bloomington YMCA on May 4, 2003, with a quorum present for the conduct of business. Bruce Bickner, the Area Chair, called the meeting to order at 10:00 AM.

1. A roster of the membership was circulated for the purpose of making corrections. (The updated roster is attached as Attachment A).
2. The minutes of the Committee's meeting of October 6, 2002 were approved as submitted by the Area Secretary.
3. The Area's financial report as of May 1, 2003 showing a balance of \$757.54 was approved. (Attachment B)
4. Ernie Redfern led a review of the 2003 Area Championship, hosted by the Joliet YMCA. A nine (9)-page report was presented to the membership with financial and operating details of the meet. (The report is attached as Attachment C). The discussion points included the following:
  - Hooded sweatshirts were very popular and sold out quickly.
  - Sponsors donated many items.
  - Insurance: Joliet had issues with getting \$2,000,000.00 in coverage. A discussion ensued concerning what liability limits are needed. The Committee agreed that \$2,000,000.00 would be the required amount.
  - A discussion ensued concerning how swimmers are entered in the meet. All swimmers must be listed that qualify, but scratches must be highlighted as such. A separate "scratch sheet" shall be provided in the future that will show names of swimmers, events entered and scratched.
  - Coaches' credentials will continue to be based upon the total combined number of boy's and girl's entered.
  - The Friday night meeting, which is mandatory, had a number of participating team representatives not show up. It was suggested that Staff Designates handle the late arrivals.
  - The announcer should keep comments to the "nuts and bolts" of the meet.
  - 500 Free awards will be given out at the conclusion of the event. Parents may handle photographs, if the photographer is not available at that time.
  - Marshalling along the south side of the pool was lacking on Saturday causing tight situations for the officials on that side of the pool. Sunday was much better.
  - Club codes need to be the same as listed in the Rules and consistent between the District Meets and Area Meet.

- Space in the racket ball courts was limited and a number of swimmers ended up in the spectator stands. Marshalling of parents in the racket ball courts and in the adjacent corridors was inconsistent.
- The Area Website was an essential item in communicating information to teams and down to the parent level.
- The Starter was not heard all the time.
- Why is scoring to 12 places and not 16 in an 8 lane pool? (Referred to Bylaw changes later on the agenda).
- A discussion ensued on the consistency of rule enforcement between district meets and area meet. The Officials Committee will set forth guidelines.
- Comments were made that lifeguarding at the meet was lacking. At UIC, at least 2 or more lifeguards are needed. It's recommended that there be at least two lifeguards per each pool (competition and warm-up).
- Hospitality will need to expect approx. 300.

5. 2004 & Beyond – A discussion ensued regarding the Friday night distance events. A motion was made and approved that Friday evening remain as is; Saturday, after finals, remain an open time trial; and Sunday's time trial be limited to the official 44 Area events.

It was noted there need to be swim-off's for the alternates (9<sup>th</sup> and 10<sup>th</sup> places in an 8 lane pool), when the situation dictates. We missed this occurrence during the meet this year. Furthermore, when an alternate is called up, and it's known beforehand, the event will be reseeded. If an alternate change is made less than 30 minutes before finals, the swimmer will swim in the empty lane. Coaches are encouraged to notify meet management as much in advance as possible.

The protest committee for the Area Meet presently consists of Area Committee members attending the meet. When a protest is presented to the meet referee, the Area Chair uses his / her judgment to as to whether to convene the committee. When an official's judgment call is protested, it is not a situation to convene the protest committee, as judgment calls cannot be protested. The Chair expressed concern that when the protest committee is called, the meet has to stop for the group to meet. The suggestion was made to change the composition of the meet committee to consist of the Area Officers, District Chairs and Official's Chair. This suggestion was referred to item 8, Rules and Bylaw changes.

A discussion ensued concerning the 8 & under 25 yard events and the use of touch pads for those events. The discussion revolved around the use of 3 buttons as the primary time and 3 watches as the secondary time, so as to eliminate pad timing problems. This suggestion was referred to item 8, Rules and Bylaw changes.

6. The qualifying times for the 2003 – 2004 season were proposed and approved based upon the 20<sup>th</sup> composite district time, averaged over a 5-year period.

7. Area record changes will be sent to the Area Secretary by Ernie Redfern.
8. Rule and Bylaw Changes:
  - A. The Northwest District proposed the addition of an 8 & under 100 IM event, which would be numbered event 9, with all remaining event numbers adjusted accordingly. The addition of this event was approved and will be tabled until the next meeting for a final vote. All districts will send the Area Secretary any results for 8 & under 100 IM's, so we may have a basis for determining a qualifying time.
  - B. A discussion ensued concerning scoring and awards. It was moved that the number of places scored and awarded shall be twice the number of available lanes for the championship meet. They shall be scored as indicated by the NCAA Men's and Women's Swimming and Diving Rules, except that a consolation final will not be held.  
The last half places [7-12 when 12 places are scored, 9-16 when 16 places are scored] in the Area Championship shall be determined by preliminary times.  
At the District meets, there will be a minimum of 12 places, but Districts can decide to score / award more than 12 places. The foregoing changes were approved and will be tabled until the next meeting for a final vote.
  - C. It was proposed, approved and tabled until the next meeting for a final vote that any irregularities, protests, or unforeseen situations calling for deviation from these rules shall be decided by the District Championship Protest Committee at the District Championship Meet, and by the Area Championship Protest Committee at the Area Championship Meet.  
The Area Protest Committee will be called at the discretion of the Area Committee Chair, or his / her designate. The Area Protest Committee shall consist of the Area Committee Officers, the District Chairs and the Official's Chair.
  - D. A discussion ensued concerning the individual and relay entry limits for the meet. The question arose as to why the limit is 3 individual and 1 relay, or 2 individual and 2 relays. The history was presented to the committee whereupon the discussion ended.
  - E. It was proposed, approved and tabled until the next meeting for a final vote that the Area Meet will use 3 buttons as primary and 3 watches as secondary for 8 & under 25 yard events.
9. Old Business:
  - A. The 2003 Long Course Championship to be hosted by BR Ryall, was approved, as per their meet packet draft. The meet will be on Monday July

14, 2003, to be held at Wheaton College. The meet packet will be mailed to all teams in the area, and will be posted on the Area Website in .pdf format.

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- B. The following discussion ensued concerning the Area Website. It was moved and approved that the inserted discussion paper be adopted, with the addition that the official's website section be interactive so officials may change only their address, telephone number, and e-mail information

The Illinois Area YMCA Swimming website is operated under the jurisdiction of the Illinois Area YMCA Swim Committee. The Committee chair has the primary responsibility for overseeing the website, and the Webmaster has the primary responsibility for maintenance of the site and making additions / deletions to the site. The following positions are responsible for submitting to the Webmaster on a real time basis the material specified below. Such responsibility may be delegated in writing to one individual with notice to the Committee Chair and the Webmaster, but no such delegation shall relieve any such individual from supervising the responsibility delegated. All information shall be in a form which the Webmaster can download to the website. A roster shall include name, address, telephone number and e-mail contact information.

The Committee Chair shall provide the Webmaster with the following information at the times designated:

1. A roster of district chairs no later than October 15, as well as any changes thereto when effective.
2. A roster of district representatives to the Area Committee no later than October 15, as well as any changes thereto when effective.

The Committee Secretary shall provide the Webmaster with the following information at the times designated:

1. Notices of Area Committee meetings concurrent with the sending of such notices.
2. Minutes of Area Committee meetings within one week of the meeting date.
3. A roster of the Area Committee within one week of each Committee meeting, as well as any changes thereto when received.
4. Updated Rules and Bylaws within one week of any changes thereto.
5. Area championship qualifying times no later than June 1.
6. Dates and places of the Area championship meets within one week of when the dates are set by the Area Committee.

Each District Chair shall provide the Webmaster with the following information at the times designated:

1. A roster of the district representatives to the Area Committee no later than October 1, as well as changes thereto when effective.
2. A roster of the district teams and district committee representatives no later than October 1, as well as changes thereto when effective.
3. Notices of district committee meetings concurrent with the sending of such notices.
4. Minutes of district committee meetings within one week of the meeting date.
5. Updated district Bylaws within one week of any changes thereto.
6. District championship meets no later than October 1.
7. Dates and places for district championship meets no later than October 1.
8. Results of district championship meets no later than 48 hours after the meet.

The chair of the Area Officials Subcommittee shall provide the webmaster (on the first day of each calendar quarter), with a roster of qualified officials within the Area, together with qualification level and expiration date of qualification.

The meet director of the Area championship meet shall provide the Webmaster with the following information at the times designated:

1. Meet location, directions to meet site, locations of meet headquarters, and a list of area lodging and restaurant facilities – with distance to pool and room / parking rates – at least 100 days prior to the meet.
2. Detailed meet information, requests for timers, and entry forms at least six (6) weeks prior to the meet.
3. Final results of the Area championship meet within eight (8) hours of the conclusion of each finals session.
4. Undated Area Records within two (2) weeks of the conclusion of the championship meet.

Any of the foregoing positions may provide additional YMCA swimming information for posting on the website. The Webmaster will not take information for posting from individuals other than those indicated above. If the Webmaster receives information from other individuals, the Webmaster shall return such information to the provider with an instruction to process such request through the Area Chair, Area Secretary or a District Chair, as appropriate. All information shall be in final form; the Webmaster will not post draft information.

The following expiration dates shall apply to posted information:

1. Rosters – current version only; prior versions to be immediately deleted.
2. Notices – to be deleted once the meeting has been held.
3. Minutes – to be retained for five (5) years.
4. Rules and Bylaws – current version only; prior versions to be immediately deleted.

5. Qualifying times – current version only; prior versions to be immediately deleted.

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6. Dates and places for championship meets – current and future only; past dates to be immediately deleted.
7. Meet information – to be deleted once the meet has been held.
8. Meet results – to be retained for five (5) years.

The Webmaster shall be responsible for:

1. Publication on the website of acceptable means of electronic file format for website content.
2. Timely publication of content on the website. (Publication for all items except championship meet results will be done weekly on Saturdays. Publication of championship information will be within 24 hours of receipt).
3. Ensuring that content comes from an authorized provider.
4. Providing the Area Chair with a periodic report on the completeness and timeliness of content submission and publication of such information.

As to whether the posting should be interactive, it is our recommendation that such accessibility not be provided at this time. Rather, there already are links to the chair, secretary, and Webmaster. A link will be added for the chair of the officials subcommittee. With these links, there is a rapid, although “one stop”, way to update addresses, telephone numbers, etc., but we retain control of key items such as the expiration date of an official’s certification.

- C. Officials Committee will continue to compile the lists of officials from each district. The chair will complete the list and post on the Area Website as soon as possible. The Officials Chair was presented with an officiating problem with a club’s invitational meet. The chair has resolved the problem.
- D. The Official’s Committee will be formalized at the October meeting.
- E. Illinois Area tee shirts will be available at Nationals for participating swimmers. Chris Bertana will head up this committee and Leaning Tower YMCA will inventory the tee shirts.

10. New Business:

- A. A request was received by the Area Chair from Oak Park YMCA to be moved from the Chicago District to the Town & Country District. The change was approved.
- B. A request was received by the Area Chair from Buehler YMCA to be moved from the Town & Country District to the Chicago District. The change was approved.

- C. A discussion ensued concerning the Missouri teams separating from the Illinois Area is form a separate committee and championship meet. The St. Louis Chair pointed out that there would not be sufficient swimmers to support such a proposal. It was moved and approved to be tabled for further discussion at the October meeting, that the area name be changed to the “Illinois / Missouri Area Committee” and the “Illinois / Missouri Area Championship Meet”
- D. The Illini District will host Official’s and Coaches Clinics on September 13, 2003 and on January 25, 2004.
- E. The Area Secretary pointed out that there would be changes in the Officials certification process some time in the fall. The National Officials Chair is in the process updating the test and procedures.
- F. The Chair reminded the committee that bids for the 2005 Championship Meet would be due at the October 2003 meeting.

The next Committee meeting will be held on October 5, 2003 at the Bloomington YMCA to begin at 10:00 AM.

The meeting was adjourned at 1:31 PM.

Respectfully submitted,

Ed Stranc Jr.  
Area Secretary