

THE FOLLOWING MINUTES ARE PROVIDED FOR INFORMATIONAL PURPOSES ONLY AND ARE SUBJECT TO REVISION AND APPROVAL AT THE NEXT REGULARLY SCHEDULED MEETING OF THE MICHIGAN SWIMMING HOUSE OF DELEGATES.



MICHIGAN
SWIMMING

Minutes of the
Michigan Swimming House of Delegates Meeting
May 2, 2009
208 IM Sports West Building, East Lansing, MI
On the MSU Campus

Voting board members in attendance: David Brace and Margaret Green (Program Ops Co-Chairs), John Loria (Finance), Dan Meconis (Officials Chair), Robert Merchant (General Chair), Mike O'Connor (Sr. Coach Rep), Damon Robertson (Program Dev), Michael Rogers (Admin Vice-Chair), Julie Youngquist (Jr. Coach Rep).

Voting delegates in attendance: Geneen Bradley (TSSD), Brandon Converse (EGRA), Mike Cutler (ROCK), Laurie Davenport (L), John Drain (PSC), Linda Hatt (BAC), Don Kimble (WMS), Lisa Palajac (DRD), Gary Peterson (DRST), Susan Roesch (USSC), Patrick Saucedo (HBM), Thawach Sripradisvarakul (DCAC) and Greg Wolff (PA).

Others in attendance: Jan Cartmill (MS Office), Gail Dummer (UN – Disability Swimming), Kirk Nissley (NTV Chair), Sean Oxner (UN—candidate for Jr. Coach Rep), Jeff Wilkins (DRD-Candidate for Finance Vice-Chair), Clay Youngquist (LAC—recently elected Jr. Athlete Rep).

The General Chairman, Bob Merchant, called the meeting to order at 1:03 pm

Bob Merchant introduced the minutes from the April 19, 2008 House of Delegates meeting for approval. David Brace noted that he should have been listed as UNATTACHED in the 2008 minutes since he was no longer affiliated with Southern Michigan Aquatic Club (SMAC) at that time. **The minutes were unanimously approved after this correction.**

Elections

- a. **Program Development Vice-Chair** – Nominating Committee placed incumbent Damon Robertson on the ballot. Damon Robertson was elected by acclamation.
- b. **Secretary** – Nominating Committee placed David Goble on the ballot. Dave Goble was elected by acclamation.
- c. **Finance Vice-Chair** - Nominating Committee placed Jeffrey Wilkins on the ballot. Jeffrey Wilkins was elected by acclamation.
- d. **General Chair** - Nominating Committee placed Julie Youngquist and Dan Meconis on the ballot. Julie Youngquist was elected.
- e. **Nominating Committee** – Nominating Committee placed John Loria and Greg Wolff on the ballot. Note: Officials Chair, Senior Athlete Rep and Senior Coach Rep are automatic appointments to Nominating Committee. John Loria and Greg Wolff were elected by acclamation.

Board of Review (BOR) – The proposal (ATTACHMENT A) to modify the BOR Section of the MS Bylaws to get it in compliance with the USA Swimming rules was reviewed. This proposal 1) reduces the total number of members from 9 to 8; 2) makes the Senior and Junior athlete members *automatic* members (to comply with

the 20% athlete rule); 3) complies with the no majority of BOD rule; 4) simplifies and clarifies the election from within the BOR of the BOR Chair, Vice-Chair and Secretary, keeping the MS rule from several years ago that the BOR Vice-Chair should move into the BOR Chair's role, *if possible*, and 5) provides a mechanism that if all the positions are not filled at the MS HOD, the General Chair can appoint volunteers (if they can be found) to fill the vacant seats as the months progress after the HOD.

This proposal was approved as written. (see ATTACHMENT A)

- f. Board of Review** – the Nominating Committee had placed Robert Merchant and Michael Rogers on the ballot. Volunteers were sought to fill the remaining position and Gail Dummer volunteered to run. Robert Merchant, Michael Rogers and Gail Dummer were elected by acclamation. Note: The Sr. and Jr. Athlete Reps are automatic members of the BOR.

Bob Merchant announced that Clay Youngquist will be the Jr. Athlete Rep and that Mike Cutler had been elected as the Jr. Coach Rep. Since Julie Youngquist cannot serve as the General Chair and as the Sr. Coach Rep., she requested that Mike O'Connor be appointed as the Sr. Coach Rep. to serve one year until the term she was elected to as Sr. Coach Rep. expires. After getting approval from Mike O'Connor, Bob Merchant appointed him to the position of Sr. Coach Rep to serve out the 1 year term.

All ballots were destroyed.

Old Business – None.

Annual Budget – John Loria reviewed the MS Assets ([APPENDIX B](#)), the MS 1st Qtr Financial Report ([APPENDIX C](#)), the 2009 Budget Performance Summary ([APPENDIX D](#)) and the 2010 proposed budget ([APPENDIX E](#)). The non-profit Michigan Swimming, Inc. continues to be in a relatively strong financial position as membership numbers continue to be relatively consistent. However, the next few years will certainly be challenging with the State of Michigan economic woes. Dan Meconis noted that it would be more informative if MS changed its financial reporting structure to a modified accrual method rather than on a cash basis to avoid the problems in dealing with reporting on items being budgeted in one calendar year but not available for payment until the next. It was also recommended that the budgets show net income in addition to total income.

Motion to approve 2010 proposed budget. Motion Carried.

New Business -

Proposed RULE Changes – {Proposals below that are passed by the HOD become effective at the start of next year's swim season (September 1, 2009)}. Proposals were received prior to the HOD Meeting for the following:

1. **REFUND OF MEET ENTRY FEES:** It was proposed that a refund of meet entry fees be granted for any meet with a 'slower than' qualification time for any swimmer who 'over qualifies' (exceeds the entry qualification) between the time that the entry has been accepted and the first day of the meet. A friendly amendment allows the host team to request proof of time verification. **The proposal was APPROVED.**
2. **MEET ENTRY PUBLISHING AND ACCEPTANCE DATES:** It was proposed that meet packets will be posted on the MS website and distributed to member clubs no later than 5 weeks prior to the first date of the meet. Entries will not be accepted by the host club no earlier than 4 weeks prior to the first day of the meet (which must be explicitly stated in the meet information). After discussion this proposal was amended to the following: Meet packets will be distributed to member clubs no later than 6 weeks prior to the first day of the meet. Entries cannot be accepted by the host club any earlier than 4 weeks prior to the first day of the meet (which must be explicitly stated in the meet information). This applies to ALL MEETS being conducted throughout the year – both SCY and LCM. Failure of the host club to supply the Michigan Swimming Office (MSO) with the meet files required to comply with the above rule will result in a \$100.00 fine payable to MS with the sanction fee. This late submission fine will be administered/determined by Program Operations. Repeated offenses

may be submitted to the Board of Review for further action. This was **APPROVED as modified**.

3. **CHAMPIONSHIP MEET QUALIFICATION DATE:** It was proposed that the qualification window for the winter championship meets (District, Junior Olympic, State Championships) hosted by Michigan Swimming shall have a common date of the first day of the previous year's District Championship Meets. During discussion this was changed to the following: The qualification window for the MS championship meets (District, Junior Olympic, State Championships) shall have a common date of January 1st of the previous year. This was **APPROVED as modified**.
4. **ZONE MEETS:** Proposals to eliminate all funding for the Zone Meet and to stop all participation of the Michigan LSC in the Zone Meet **FAILED**.
See APPENDIX F for the final formats of the above approved amendments (1-3).
5. **MICHIGAN SWIMMING MEET SCHEDULING REQUEST and MS RULES & PROCEDURES 2008:** A proposal to make numerous changes to the MS Meet Scheduling Request Form and the Meet Rules and Program Operations sections of the MS Rules and Procedures **PASSED with a few amendments**. **The final approved documents are attached as APPENDICES G and H.** All changes to these documents are highlighted in yellow on the appendices and will be communicated to the membership via emails.

Reports of Officers –

Michael Rogers, Administrative Vice-Chair, thanked everyone for helping during his first year. He reported that MS has entered into a formal agreement to redo the website. The target date is September 1st. The goals are: a) to be more user-friendly, b) to be more intuitive and c) to allow certain individuals to post information without going through the webmaster.

Damon Robertson, Program Development Vice-Chair, passed the LCM time standards to Jan Cartmill. Jan will format these, distribute them to clubs and send to the website for posting. A request was made to Damon to have the 2009-2010 SCY standards compiled and released to the MSO now that the SCY state championship meets are finished. They could then be formatted and released to the clubs and to the website immediately after the Long Course State Meet.

Kirk Nissley, NTV Chair, reports that the SWIMS, TSO and NCAA databases are accurate and up-to-date and that Jan at MSO is current with Records and Top-10. Further, the area of "Observed Meets" complies with all requirements of USA Swimming and fulfills the needs of MS athletes.

Jan Cartmill, MSO, reports that MS needs to host a CLBMS (Club Leadership and Business Management School). She has several clubs that need this course prior to renewing in 2010. Damon suggested that this be combined with a Coach Clinic. Jan will check with the Coach Reps regarding this possibility. The MSO report was accepted into the record. **(APPENDIX I).**

David Brace, Program Operations Vice-Chair, provided details regarding the problems with the timing system at the EMU pool during the 13/14 & Open State Meet. David and Margaret Green have met with the pool managers and EMU has elected to not accept assistance from MS to resolve the problem, if one exists. Meanwhile, the LC State Meet hosts are reluctant to sign a contract with EMU if the problem continues. David and Margaret will monitor the situation during the upcoming meets to see how things go. It may be that they will have to investigate renting a Colorado Timing System for the state meet. The LC State Meet hosts must make a decision by June 1.

Gail Dummer, Disability Swimming: Gail's report was accepted into the record **(APPENDIX J).**

Bob Merchant, Outgoing General Chair, said good-bye to all and wished us well!

Meeting adjourned at 4:00 p.m.

Respectfully submitted,

Jan Cartmill
Michigan Swimming Office

Michigan Swimming House of Delegates Meeting Minutes – May 2, 2009
Appendices Summary

Appendix A: Board of Review Proposal
Appendix B: MS 2009 Assets
Appendix C: MS 2009 Financial Report
Appendix D: MS 2009 Budget Performance Summary
Appendix E: MS 2010 Proposed Budget
Appendix F: Various Proposals for HOD
Appendix G: MS Meet Scheduling Request
Appendix H: MS Rules & Procedures
Appendix I: MSO Report
Appendix J: Disability Committee Report