

**Montana Swimming Semi-Annual
HOD Meeting Agenda
May 15, 2015 8:00pm**

Magnuson Grand Hotel, City Center Conference room, Bozeman, Montana

507 W. Main Street, Bozeman, MT 59715, (406) 587-3158

****These minutes have not been approved****

Present:

1. **Roll Call - Sign in -**
 - a. General Chair, Tony Popp, called to order @ 8:09 PM
 - b. 30 clickers
 - c. Sign in sheets attached

Old Business:

2. **Review, correction, approval of the last HOD meeting's minutes**
 - a. Corrections to 2014 Fall HOD minutes: spell check Sarah Huckleby's name. John Heryla has resigned as web master; Susan Huckleby appointed to this role with guidance from Curt Jacobson. Include names of voting delegates and list of proposals passed.
 - b. Motion to table the approval of these minutes until 2015 Fall HOD meeting - Passed
3. **Update on LEAP 2 and Strategic Planning Session**
 - a. Session I of the Strategic Planning Session with Arlene McDonald was held April 25, 2015 in Helena. Lots of accomplishments towards LEAP 2 during this session.
 - b. Twenty eight people in attendance included coaches, parents, officials, and swimmers.
 - c. Thank you to Tony Popp and Curt Jacobson for setting that session up; also for the past work towards achieving LEAP 1 for MT Swimming.
 - d. Strategic Planning Meeting Session II with Arlene McDonald is set for September 19, 2015 at the Jorgensen's Inn in Helena.
4. **Montana Swimming Financial Report**
 - a. Craig Smith reviewed the MT Swimming LSC financials. Numbers are good. Income is up; spending on camps for swimmers and coaches was down.
 - i. Checking and Saving total as of Dec. 31, 2014: \$169,848
 - ii. Checking and Saving total as of Dec. 31, 2015: \$213,906
 - iii. Main source of revenue is swimmer registration fees.
 - b. Financials Reports are posted on the MT Swimming website.
5. **Report/Update from each delegate, 1-2 minute each**
 - a. General Chair (Tony Popp) - MT Swimming holds monthly executive board conference calls. Reviewed the Strategic Planning Session with Arlene McDonald. Highlighted updates to the MT Swimming website. The general chairs full report is posted to the website.
 - b. Admin Vice Chair (Curt Jacobson) - Thank you to everyone for their work contributing towards LEAP 2; achievement of LEAP 2 is getting closer! Team Unify will provide a custom skin for the MT Swimming website. Curt has sent ideas for the website to the executive board to review.

- c. Program Development Vice Chair (Kyle Potter) - Working on organization of the AAA camp. Date has not yet been set. Co-chair Dave Berkoff had no report.
- d. Program Operations Chair (Lisa Keyes) - Reviewed the new MT Swimming age group zone selection criteria. Currently, 25 athletes committed to Age Group Zones; 18-20 athletes to Senior Zones. All Zone team dinner tomorrow night at Johnny Carino's. Uniform selection still in progress.
- e. Secretary (Tami) - Conference calls are convenient.
- f. Coach Representative (Jake Byrne) - Will be hosting a Safety Training for Swim Coaches class in Helena on Sept. 17, 2015. This will fulfill LEAP requirements. American Red Cross online registration is available.
- g. Senior Athlete Rep (Alyssa Boese) - MixerMeet was great fun!
- h. Senior Athlete Rep (Patrick Brennan) - Water safety issues and anti-bullying information will be discussed at convention.
- i. Junior Athlete Rep (Darya Peters) - Excited for Zones, AAA camp, and had a blast at the MixerMeet.
- j. Junior Athlete Rep (Brendan Campbell) - Excited to be a YMCA swimmer and a MT Swimming athlete representative.
- k. Technical Planning Chair (Kirby Beierle) - Learning the responsibilities of her position. Working with Merle Gunderson on organization of the meet schedule.
- l. Membership Registration Coordinator (Lanni Jacobson) - Will be holding club registration workshops both in Missoula during the June Firecracker meet and again in the fall. Focus for these workshops: to teach club registrars how to correctly register their athletes.
- m. Officials Chair (Merle Gunderson) - MT Swimming has 76 certified officials to date. Merle spoke with Jim Patterson, Western Zone Officials Chair, about the zone officials' mentor/mentee program. Officials planning to work at either zone meet should let Merle know if they are interested in the mentor/mentee program. Officials participating in the program will have their motel room paid by the Western Zone.
- n. Safe Sport Coordinator (Shelly Sobek) - Attended a safe sport conference in February 2015. Teams should post no cell phone signs in locker rooms (posters can be downloaded in pdf format). Predators know access points for people to enter and exit at practice and meets so teams should monitor these areas. If possible designate athlete and public restrooms at the facility. Safety marshals are empowered to stop people from entering restricted areas. Teach athletes to be aware of what to post on social media. The group discussed how to address bullying. Most of the safe sport videos are for persons ages 13 and over. Teach all athletes that if they feel threatened or uncomfortable to get away and make noise; communicate with trusted adults; and parents must communicate with their children about possible warning signs of a predator (such as a predator seeing a child's name on a backpack and using the name to establish contact with the child). Shelly is working on a crisis management plan for the LSC to deal with the media if there is a problem within the LSC.
- o. Information Technology Chair/Webmaster/Scholastic All America committee member(Susan Huckleby) - Working to update the website to make navigation easier. Please send her any ideas you may have. 2015 Scholastic All America application will be available on the USA Swimming website on June 1, 2015. Application closes August 15, 2015.
- p. Crisis Management Plan - Shelly Sobek also reported on the crisis management plan that she worked on with Richard Allen. They reviewed the Pacific Swimming crisis

management plan and will use it as a basis to write the Montana swimming crisis management plan. For example, if a safe sport violation happened at a Montana Swimming championship meet or a person drowns at a meet, how would the LSC handle the media coverage of the event? What if the general chair was jailed, who would be in charge in a crisis? One key spokesperson should be appointed to deal with all the media. The crisis management team should also include two information officers (they help determine what took place and report to the group) a crisis communication team, a secretary to keep reports, legal counsel, and a USA Swimming representative. Shelly, Richard, and the executive board will write the policy and send it to the House of Delegates to ask for volunteers for the various positions. Each club then needs to make a crisis management policy.

New Business:

- 6. Nominations and election of Phillips 66 Outstanding Volunteer award**
 - a. Nominations - Kenji Aoki (MAC), Shelly Sobek (BOZ), Richard Allen (BAC).
 - i. Awarded to Richard Allen (BAC).
 - b. Award to be presented at LC State meet 2015.

- 7. Selection of Male and Female Athletes of the Year based on power points**
 - a. Male - Cale Berkoff (MAC)
 - b. Female - Hanni Leach (MAC), 4610 points

- 8. Election of Male and Female Sportsman of the Year**
 - a. Male Nominations - Jacob Butler (MYST), Brendan Campbell (MYST), Patrick Brennan (PWST)
 - i. Awarded to Patrick Brennan (PWST)
 - b. Female Nominations - Andrea Schmidt (MAC), Katie Heryla (FAST), Hailey Hamlin (HLST), Whitney Peters (BOZ), Alyssa Boese (BAC)
 - i. Awarded to Andrea Schmidt (MAC)

- 9. Discussion on setting dates for Short Course State Championship and set dates**
 - a. Lengthy discussion revolved around the dates involving high school state meet, YMCA championships, Easter, Senior and Age Group Sections, and possible weekends and timing for the BC Championships.
 - i. This is an extremely busy time of year with lots of events.
 - ii. If SC state is too close to Senior Sectionals, most of those top swimmers will not attend state. One focus of the LSC is to improve the level of swimming at our meets, especially the state meet.
 - iii. There are two YMCA teams in the LSC. Ideally the date for SC state should not overlap with their championship meet, causing them to have to choose between the meets.
 - iv. Significant discussion on how much time between high school state and SC state provides the best opportunity for swimmers to compete well in both these meets.
 - v. Many questions discussed regarding BC championships: Does this meet need to be the weekend right before SC state? Does BC champs need to be the "last chance qualifier" for these swimmers, or can another meet serve that purpose, ie MAC Winterfest? What is the real purpose for the BC championship? Final conclusions: BC championship is meant to be a championship meet for those swimmers not qualified for SC state. It does

not need to also serve as the "last chance qualifier". Other meets and/or time trials can serve that purpose.

- b. Date set for for Short Course State: February 19-21, 2016

10. Selection of venue for SC State

- a. Tony Popp announced the maximum bid to hold Short Course State, Long Course State, and the Junior BC Championships is \$4500 per meet. The maximum bid to hold the Montana Swimming Senior Championship is \$2500.
- b. Bids presented: BTST (\$4500), MAC (\$0), FAST withdrew bid.
 - i. 2016 Short Course State Championships meet awarded to MAC, to be hosted in Missoula.

11. Set dates for Junior BC Championship meet

- a. Date set for March 5-6, 2016

12. Select venue for Junior BC Championship meet

- a. Bids presented: LAKE (\$3500), BTST (\$3900), FAST withdrew bid.
 - i. Junior BC Championship awarded to Polson.

13. Discussion on Senior Meet and selection of date and venue

- a. Bids presented: BOZ (\$2000, LC meters, November 21-22, 2015), BTST (\$2500, SC yards, November 13-15, 2015)
 - i. Meet awarded to BOZ, to be hosted as a long course meters meet in Bozeman on November 20-22, 2015.

14. Short Course Meet schedule approval

- a. Schedule approved. Will be posted to the MT Swimming website. Also included as an attachment.

15. Other

- a. Montana Swimming would like teams to submit bids to host a fall mixer meet in September or October. Montana Swimming provides \$6000 for food, swag for the athletes, and activities. The host pays the pool rent and receives the entry fees. Submit bids to Tony Popp. The spring mixer meet report is posted on the website.

16. Adjournment

- a. General Chair Tony Popp adjourned the meeting.

Respectfully submitted by Tami Peters, Secretary

2015-2016 Short Course Meet and Meeting Schedule

US Aquatic Sports Convention	September 28 - October 4	Kansas City, MO
MT Swim Officials Meeting	October 10	Helena, MT
MT Swim House of Delegates Meeting	October 11	Helena, MT
WRSC Fall Frenzy	October 17-18	
BAC Spooky Splash	October 23-25	
FAST Fall Frost	October 31- November 1	
MAC Fall Invite	November 6-8	
Hardin (HOT) Fall Invite	November 7-8	
BTST Mining City Classic	November 13-15	
KATS Winter Invite	November 13-15	
MT Swimming Senior Championships	November 21-22	Bozeman
USA Swimming Winter Nationals	December 2-5	Federal Way, WA
BOZ Teddy Bear	December 4-6	
KATS One Day Meet	December 6	
USA Swimming Winter Junior Nationals	December 9-13	West - Austin, TX
FAST Holiday Meet	December 12-13	
FAST Fall Frost	January 9-10, 2016	
Hardin HOT Red Hot Meet	January 9-10	
BTST Snowball Splash	January 16-17	
LAKE Flathead Valley Team Cup	January 23-24	
BAC Rocky Mountain Invite	February 5-7	
MAC Winterfest	February 5-7	
MHSA High School State Swim Meet	February 12-13	Great Falls
MT Swim Short Course State	February 19-21	Missoula
Pacific Region YMCA Championships	February 26-28	Corvallis, OR
MT Swim Junior BC Championships	March 5-6	Polson

Montana Swimming General Chair's Report Oct. 2015 – April 2015

It has been a busy seven months for MTS as we strive to promote the sport of swimming and provide a safe and fun environment for our athletes. We have an exceptional group of coaches and parent volunteers who make our mission possible.

I sanctioned 24 meets since October 2014. This is not a difficult responsibility, but it is made a lot easier if the teams follow the meet contract template on the MTS website. This allows the general chair to simply go through the proposed contract comparing to the template and making sure all the required parts are there. It also allows the team to know they got everything correct the first time and the meet can be sanctioned very quickly. If you haven't done it already, please look at the template on our website and follow this contract for your future meets.

We have been consistent with our monthly conference calls of HOD members. This has provided increased communication and helped our MTS team function more smoothly. The minutes to these conference calls are now on the website.

Our LSC Leadership Workshop, precursor to this Fall's Strategic Planning Session set for September 19th, was a fantastic success with 99% participation from Montana teams. The full report from USA Swimming consultant Arlene McDonald is published on our website. During this session we almost completed LEAP 2 and have identified specific areas to concentrate our LSC building efforts. This participation and diligent work is proof our MTS family can accomplish great things.

I attended the Western Zone General Chairs' Meeting in Mesa Arizona and April 19th. This is an important opportunity for the general chairs to meet and form a network to help each other. Most LSCs have the same issues and do not have to reinvent the wheel to solve problems. We were brought up to date on our Zone meets which apparently are the most successful in the country. There were some issues in Clovis last Summer, but the facility has promised to make things much better for the next meet. There is significant concern of having enough officials for the age group zone meet in Hawaii. The importance of LEAP was discussed and GCs were encouraged to get on the ball. Alaska and Montana are the only two LSCs who have taken the initiative to hold Leadership Workshops and are of a small group currently even working on LEAP 2. Awesome job team MTS!

Not on MTS dollar, I attended USAS Sports Science and Medicine Committee meeting in Colorado Springs at the OTC, April 10-12. Stroke technique and proper shoulder warm ups were hot topics. Of significant importance is a movement to provide a system of health care professionals at the LSC level and not just the National Team level. The USOC and the National team staff have identified that athletes competing in the higher level meets are unaware of the care available to them and do not take full advantage of the professionals who volunteer their time at meets. Massage, physical therapy, chiropractic, psychologists, etc. are on site at the meets, but if the athlete has not been exposed to these treatments at a lower level meet they do not know how/if their performance would be affected. The USAS Sports Science Committee is working of criteria for volunteers in each LSC to be certified to provide care at our level meets in order to prepare the athletes for health care opportunities at higher level meets.

One of my priorities over the next few months is to make our website even more informative and easy to navigate. Susan and Curt are on this page with me and we would like any suggestions from you.

I look forward to working with all of you as we have a great MTS family and I am proud to call all of you my friend.

Respectively Submitted, May 2015
Dr. Tony Popp
Montana Swimming General Chair



Report of: Montana Swimming Finance Vice-Chairman

To: The Montana Swimming House of Delegates

Date: May 12, 2015

License Plate info

Sales proceeds from sales of the MT Swimming Specialty License Plates from September 1, 2014 through May 12, 2015 resulted in \$1,800 in revenue for MT Swimming. This indicates there were 72 license plates sold in Montana during that period of time. At present MT Swimming has exceeded the cost of registering the license plate for use in Montana by \$275 (\$4,275 earnings - \$4,000 registration fee = \$275 profit). Thank you to everyone who has been part of this effort and let's keep advertising and encouraging our members to support MT Swimming by purchasing these plates. It has been a pleasure to be part of this project and the continuing fees supporting our swimmers will be a legacy worthy of this Board and its vision for the future of MT Swimming.

Additional options for capitalizing on this revenue stream are being pursued by the Board. We are purchasing exhibition vanity plates to be sold during swim meets for \$10. This option should be available for the long course championship meet and no later than the short course season meets beginning in October.

Respectfully Submitted,

Richard Allen
Finance Vice-Chair

**2015 Montana Swimming Spring
House of Delegates Meeting
May 15, 2015**

Sign in of those present:

Officers:

	Print	Signed	Email address
General Chair:	Tony Popp	<u>Tony Popp</u>	<u>DRTONYMONTANASWIMMING@GMAIL</u>
Administrative Vice Chair:	Curt Jacobson	<u>Curt Jacobson</u>	
Program Development Chair:	Dave Berkoff	<u>Dave Berkoff</u>	
(One Vote between the two of them)	Kyle Potter	<u>Kyle Potter</u>	
Age Group ViceChair (Zones)	Lisa Keyes	<u>Lisa Keyes</u>	
Finance Vice Chair:	Richard Allen	<u>Richard Allen</u>	
Secretary:	Tami Peters	<u>Tami Peters</u>	<u>bteters@gmail.com</u>
Treasurer:	Craig Smith	<u>Craig Smith</u>	
Coach Representative:	Jacob Byrne	<u>Jacob Byrne</u>	
Athlete Representatives:			
Sr. Rep (Voting member)	Alyssa Boese	<u>Alyssa Boese</u>	
Sr Rep (Voting Member)	Patrick Brennan	<u>Patrick Brennan</u>	
Jr. Rep (Voting member)	Darya Peters	<u>Darya Peters</u>	<u>daryapeters@gmail.com</u>
Jr Rep (Voting Member)	BrendanCambell	<u>Brendan Cambell</u>	<u>mystman9@gmail.com</u>
Safety Coordinator:	Rosanne Flann	<u>Rosanne Flann</u>	
Technical Planning Chair:	Kirby Beierle	<u>Kirby Beierle</u>	
Membership/Reg, SWIMS	Lanni Jacobson	<u>Lanni Jacobson</u>	
Officials Chair:	Merle Gunderson	<u>Merle Gunderson</u>	
Safe Sport Coordinator:	Shelly Sobek	<u>Shelly Sobek</u>	
Records Chair:	John Heryla	<u>John Heryla</u>	
Adaptive Chair(non-voting)	Ellen Parchen	<u>Ellen Parchen</u>	
Information Tech. Chair & Diversity & Inclusion Chair	Susan Huckeby	<u>Susan Huckeby</u>	

2015 Montana Swimming Spring HOD Meeting May 15, 2015

<u>Club Representatives:</u>	Print	Signed	Email address
Billings Aquatic Club		<i>[Signature]</i>	mcfouse64@yahoo
Billings YMCA Swim Club			
Bozeman Swim Club	Jade Slack	<i>[Signature]</i>	
Bozeman MultiSport	Lisa Peterson	<i>[Signature]</i>	Ldp0848@gmail.com
Butte Tarpons Swim Team	Susan Huchby	<i>[Signature]</i>	shuchby@msn.com
Deer Lodge Otter Aquatics			
Falls Aquatic Swim Team	CHRIS DEMARCO	<i>[Signature]</i>	chrisandmarc@bresnan.net
Hardin Otter Swim Team			
Havre Lions Swim Team			
Helena Lions Swim Team			
Kalispell Aquatic Team	Major Robinson	<i>[Signature]</i>	Mr. majorrobinson@gmail.com
Missoula Aquatic Team	Rob Baldry	<i>[Signature]</i>	troytansama@yahoo.com
Missoula YMCA Swim Team	Tito Flores	<i>[Signature]</i>	grizzlysuperfan@yahoo.com
Peak Waves Swim Team	Patrick King	<i>[Signature]</i>	CoachPatrick@gmail.com
Polson Lake Monsters	Ali Brandon	<i>[Signature]</i>	ali@mwagatics.org
Wave Ryders Swim Club			

Athletes At Large Voting:

	Print	Signed	Email address
Billings Aquatic Club	Mikaela Nankamen	<i>[Signature]</i>	Mikaela@yahooweb.com
Billings YMCA Swim Club			
Bozeman Swim Club	Megan Handelin	<i>[Signature]</i>	megantheFish@icloud.com
Bozeman MultiSport	Parby Setzer Chad Smith	<i>[Signature]</i>	chadsmith@msn.com
Butte Tarpons Swim Team	Rachel Huchby	<i>[Signature]</i>	huchby92@gmail.com
Deer Lodge Otter Aquatics			
Falls Aquatic Swim Team	Molly DeMarco	<i>[Signature]</i>	MollyKDeMarco@gmail.com
Hardin Otter Swim Team			
Havre Lions Swim Team			
Helena Lions Swim Team	Kaylin Adams	<i>[Signature]</i>	
Kalispell Aquatic Team	<i>[Signature]</i>		
Missoula Aquatic Team	Savage Kops	<i>[Signature]</i>	
Missoula YMCA Swim Team	Monica Campbell	<i>[Signature]</i>	mystmen9@gmail.com
Peak Waves Swim Team	Olivia Bauman	<i>[Signature]</i>	
Polson Lake Monsters			
Wave Ryders Swim Club			

Phs. 7.29.99@gmail.com

