



September 28, 2017

## Montana Swimming Vice Chair & Secretary Fall Report 2017

Serving as both the vice chair and secretary for Montana Swimming this past year, the bulk of my work has focused on maintaining current minutes and reports for the multiple meetings held within the LSC and the updating of our operational documents: our Bylaws, Policies & Procedures, and Rules & Regulations.

### **Meeting records:**

Besides both House of Delegates meetings in the spring and fall, the Montana Swimming executive board conducts several conferences calls throughout the year. All the minutes, records, and reports from these meetings can be found on the MT Swimming website at [www.mtswimming.com](http://www.mtswimming.com). Please note that minutes are not officially approved until the next consecutive meeting with a voting quorum.

### **Operational Documents:**

As a USA Swimming LSC we have three main documents that guide our business, operations, and events as a nonprofit organization under the guidance and direction of USA Swimming: our Bylaws, Policies & Procedures, and Rules & Regulations. The vast majority of our Bylaws are set by our parent organization USA Swimming with just a few areas we are able to adjust them; making them functional and practical for our specific region and character of the MT LSC. Our Policies & Procedures serve to guide us in the logistics of how we are going to carry out the Bylaws. The P&P are written and adjusted by our Montana Swimming House of Delegates and each year, prior to our fall HOD meeting, proposals for changes or adjustments to our P&P may be submitted to the General Chair. These will then voted on at the fall HOD meeting. The Rules and Regulations serve to guide our operations of events in accordance to the rules and regulations set by USA Swimming. These are also written and maintained by our Montana Swimming HOD.

All three of these documents have been updated and were approved on September 20<sup>th</sup> by Jay Thomas, Chair of USA Swimming's Rules and Regulations Committee. They will need to be updated once again this fall with new changes from this year's USA Swimming National Convention held September 13<sup>th</sup>-16<sup>th</sup> and our Montana HOD meeting on October 1<sup>st</sup>, 2017.

### **USA Swimming National Convention:**

My major focus this year at the USA Swimming National Convention was following the legislation brought forth, and later passed by the national House of Delegates, outlining fairly monumental changes to the structure and operations of the National Board of Directors. I also attended multiple workshops on officiating and especially enjoyed one focused on practices and strategies of the successful official evaluator.

Respectfully submitted by Tami Peters  
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