

**Midwestern Swimming  
Board of Directors Meeting Minutes  
April 16, 2013**

The meeting was called to order at 8:30pm by Brian Schaezner, General Chair. The meeting was held via telephone conference call. Board members that were present: (There were no non-board members present)

Brian Schaezner, General Chair	Betty Kooy, Executive Secretary	Tanya Hopson, Delegate at Large
Mary Losee, Adm. Vice-Chair	Bruce Schomburg, Coach Rep	Cindy Wigness, Delegate at Large
Lynn Weaver, Senior Chair	Chris Pawloski, Safety Chair	Tony Storer, Delegate at Large
Erik Wiken, Age Group Chair.	Amy and Carly Wahlmeier, Athlete Reps	Carol Glover, Delegate at Large
Ryan Theil, Finance Chair	Brianna McCullough, Athlete Rep	

Brian requested additional agenda items. Cindy W requested Update on Athlete Protection be added.

**Approval of February 19, 2013 BOD Minutes**

Brian asked if there were any corrections to the December BOD minutes. Motion was made by Lynn and seconded by Mary to accept the minutes as published. Motion was approved.

**Consent Agenda:**

The consent agenda included the following items: Executive Secretary Report, Administrative Vice Chair Report, Registration/Membership Coordinator Report. Motion was made by Mary and seconded by Lynn to accept the reports. Motion was approved. The reports that can be attached to the minutes will be included.

**New Business:**

**Update of Athlete Protection**

Cindy reported that using the safety marshals at the MW Championship for locker room worked. Prior to next meet information of job duties will be sent to those performing those duties. For questions regarding Athlete Protection and Safe Sport contact Susan Woessner at USA Swimming. Cindy also is proposing a Safe Sport committee of 5-7 for Midwestern as well as club Safe Sport contacts. Safe Sport training for athletes is now available. The Safe Sport Handbook has been sent to all clubs. Cindy will attend a Safe Sport workshop in Dallas May 31-June 1.

**1<sup>st</sup> Quarter Financial Update – Ryan Theil**

The first quarter 2013 P & L Statement and Balance Sheet were reviewed. Again, the large discrepancies are explained by the timing of the USA billing for registrations. Projections are to break even. The 2012 Financial Review is yet to be done. It needs to be approved by the Board of Directors (meeting prior to the HOD?) and filed with the IRS. Motion was made by Mary and seconded by Lynn to accept the financial reports. Motion was approved.

**Family Non-Athlete Membership Dues and 2014 Dues – Scot Sorensen and Betty Kooy**

Family membership is no longer a USA Swimming option. If MW wishes to continue MW will have to fund the reduction. The individual membership dues will go up \$1.00 for 2014. Betty recommended that MW not fund the family reduction and the dues for individual membership for 2014 be \$58. Motion was made by Mary and seconded by Lynn that family membership in MW be discontinued and that the individual membership dues for 2014 be \$58 for both athletes and non-athletes. Motion was approved.

### **Diversity Meet – Mary Losee**

Midwestern does not have a diversity chair at this point. Notice needs to be sent to clubs and posted on the Midwestern website regarding the Diversity meet in Lincolnshire, IL. Discussion included MW sending 10-12 swimmers and up to 2 coaches (encouragement to young coaches) with a stipend for the coaches. Brian and Mary will discuss and get back to BOD with recommendations.

### **Short Course Championship Meet Discussion – Tonya Hopson**

Tonya collected comments and put together some suggestions for the Short Course Championship meet. Some of the items included the following: time line issues, awards issues, scoreboard issues, timer issues, seeding for distance events, timing of positive check in/scratch box for 13 & Over events, and sound system. Suggestions include running 3 full days, faster time standards, no awards presentation and working equipment. Discussion centered around these items. The sanction committee is already addressing these items and will take them all under advisement before next year's meet is sanctioned.

### **Adjournment**

Brian asked for a motion to adjourn the meeting at 9:20pm. A motion was made and seconded by multiple persons. The meeting was adjourned.

Respectfully submitted,  
Betty Kooy  
MWS Executive Secretary

## **Administrative Vice Chair Report: BOD Meeting 4/16/2013**

Nominating Committee has the slate for nominations for elections. Thanks to Brian Jensen, Cliff Kriezel, Lisa Ellis and Scot Sorensen.

Would like to get some ideas for the annual banquet and where we want to hold it. Suggestions for locations would be greatly appreciated.

### **BOD Report**

#### **Executive Secretary**

**April 16, 2013**

#### **Executive Secretary:**

- **Summer 2013** – The tentative summer schedule has been posted. The meet flyers are posted as soon as they are approved by the sanction committee and all required criteria are met. Verbiage regarding photography on deck (as approved by the BOD) has been incorporated into all meet flyers. (Several meets are not posted yet pending necessary documentation.)
- **MW Website:** The website is updated as information becomes available. The button that has been used for the All Star and Zone Team application site was used to solicit nominations for the BOD. Zone Information will be available soon.
- **MW Top 8 – Short Course:** The Top 8 for short course is now posted. If there are errors or omissions, please let the MW Office know. (Meets attended by MW clubs that were outside the LSC were accessed through SWIMS.)
- **MW Short Course Records:** The short course records have been updated. Again, if there are errors or omissions, please notify the MW Office.)
- **Zone Meets:** Midwestern will be going to Topeka, KS August 2-4, 2013 for the 14 & U meet and the Seniors will be going to Bismarck, ND August 2-4, 2013 for the Central States Championship. Qualifying times are the current NAG AAA times. There will also be a Central Zone Open Water Championship in Pleasant Prairie, WI June 29 and 30 (qual times NAG A time for longest distance that is contested for the age group at a CZ meet). Cindy Wigness is serving as the CZ Coordinator for that meet as well as for the Topeka meet. The Open Water meet will be LSC entered and more information is available on the Central Zone website. Central Zone is also sponsoring a Diversity Meet in Lincolnshire, IL June 8-9. Meet information for that meet is available on the Central Zone website.
- **Diversity Meet:** June 8-9, 2013, Lincolnshire, IL. Information is available on the Central Zone website. The meet will be LSC-entered. The CZ hopes that all LSCs will have a team of 'diverse' athletes entered in this meet. The hosts have lots of great things planned for the athletes, coaches and families.

## **MWS Safe Sport Update April 2013**

**Follow Up** from February 2013 Board Meeting:

### **Safety Marshals**

- Safety Marshal's preforming locker room sweeps at Championship Meet: Sweeps were completed.
- Safety Marshal's meeting prior to the meet was more of a challenge. Safety Marshal's arrived at different times, etc. My plan for the Spring Into It! meet is to email the safety marshals' information ahead of time to the individuals assisted to that position.

### **Structure of Safety Sport Committee for MWS**

I did contact Susan Woessner, director of Safe Sport to inquire on what USA Swimming's vision is with regards to having a committee member from each club from the LSC or have a committee made up of 5 to 7 individuals. Susan's recommendation was to have a small committee made up of 5 to 7 individuals.

At this time, I would like to have a contact person from each club to pass on important Safe Sport information.

**I am proposing that each club should provide a Safe Sport Contact/Committee member for MWS.**

### **Currently**

First week of April 2013: USA Swimming Safe Sport: mailed to each club the USA Swimming Safe Sport Handbook.

April 9<sup>th</sup> 2013: USA Swimming Safe Sport: announced the release of free Safe Sport Training for all athlete members: this training is targeted to athletes ages 14 and up. Located on USA Swimming Website under Safe Sport

MWS has emailed out to each club a copy of the Safe Sport Handbook and the USA Swimming Safe Sport Status Report for 2012

### **Future**

#### **LSC Safe Sport Coordinators Workshop May 31 – June 1**

The purpose of this meeting is train those individuals serving as the LSC Safe Sport Coordinator. USA Swimming will cover the costs. I will be attending this workshop. USA Swimming is also providing this workshop at convention.

Develop a communication network for safe sport within MWS, so that as soon as USA Swimming releases information with regards to Save Sport that information can be passed on to the clubs and/or Safe Sport contact for that club.

**Reminder for non-athlete members:** USA Swimming will begin taking renewals for mandatory training in summer 2013.



**MIDWESTERN  
SWIMMING**

To: MWS Board of Directors

From: Scot Sorensen, Membership/Registration Coordinator

Date: April 16, 2013

I. The 2012 Demographics Report from USA Swimming:

<i>Through December 31 of:</i>	2012	2011	Inc / Dec
Year Round Clubs	21	20	3
Year Round Athletes	2,247	2,132	115
Outreach Athletes	20	17	3
Seasonal Athletes	209	224	-15
NATH Members	248	255	-7

- II. Family Memberships for NATH will cease to exist in 2014. If LSCs wish to continue this service, it must be funded from the LSC.
- III. New Foundations of Coaching requirements went into effect February 4, 2013 whereby:
- a. Any coach registering as a new coach is required to complete and pass the online test Foundations 101 prior to being granted coaching status
  - b. Foundations 201 will not be available until sometime in May 2013 and must be completed before a new coach (registered 2/4/2013 or later) registers for their 2<sup>nd</sup> year.
  - c. A Rules and Regulations Test will also be required for new coaches before renewing for their 2<sup>nd</sup> year.
- IV. 2014 preprinted registration forms will no longer be provided by USA Swimming. As currently done, they will be available online only in the [MW Registration](#) link in the MWS website.
- V. FUTURE CHANGES TO MEMBERSHIP REQUIREMENTS FOR COACHES: A change to the curriculum of Safety Training for Swim Coaches will take effect for the 2014 membership year (9/1/2013). A new first aid component will be added to Safety Training for Swim Coaches which will become a two year certification, thereby completely eliminating the first aid requirement.



**MIDWESTERN  
SWIMMING**

**To: MWS Board of Directors**

**From: Scot Sorensen, Membership/Registration Coordinator**

**Date: 3/25/13**

**Re: Family Membership for NATH**

The NATH family discount from USA Swimming will cease to exist for 2014. Currently:

- MWS has 18 Family Memberships for 2013
- This equates to 18 x \$5.00/member fee paid to MWS = \$90.00
- This would compare to a 36 x \$8.00/member fee paid to MWS = \$288.00 if MWS decided to no longer support Family Memberships for NATH

My recommendation to the MWS Board of Directors is to cease offering Family Memberships for NATH effective for the 2014 registration period and beyond since:

- MWS and USA Swimming have never provided family membership for athletes
- MWS should not fund this fee for NATH, as athletes are the primary interest
- USA Swimming is ceasing to provide this dual membership benefit

11:34 AM  
 04/14/13  
 Cash Basis

MIDWESTERN SWIMMING, INC.  
**Profit & Loss**  
 January through March 2013

	<u>Jan - Mar 13</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
420 - Interest Income	1.91
421 - All-Star Meet	18,080.00
432 - MWS LSC Short Course	0.00
441 - MWS Sanction Fee	600.00
442 - MWS Splash Fee	
442.1 - Splash Fee - SC Championships	6,927.50
442 - MWS Splash Fee - Other	<u>19,350.00</u>
<b>Total 442 - MWS Splash Fee</b>	<b>26,277.50</b>
443 - MWS Fines	550.00
451 - USS Athlete Membership	21,364.00
452 - USS Nonathlete Members	2,359.50
453 - USS Club Memberships	<u>300.00</u>
<b>Total Income</b>	<b><u>69,532.91</u></b>
<b>Gross Profit</b>	<b>69,532.91</b>
<b>Expense</b>	
521 - AllStar Meet	23,213.62
532 - MWS LSC ShortCourse	1,798.22
541 - Athlete Reimbursement	400.00
551 - USS Athlete Registration	39,260.00
552 - USS NonAthlete Reg	5,631.50
553 - USS Club Registrations	630.00
554 - Club Rebates	750.00
566 - Insurance	214.00
568 - Service Charge	27.00
571 - Administration	
571.1 - Admin - Professional Fees	254.98
571 - Administration - Other	<u>229.72</u>
<b>Total 571 - Administration</b>	<b>484.70</b>
572 - Office Supplies	160.47
574 - Admin Phone	414.50
575 - Admin Postage	27.60
576 - Admin Travel/Clinics	465.51
578 - Officials Expense	2,065.05
580 - Exec Secretary Support	573.75
581 - Exec Secretary - Wage	3,825.00
583 - USS Registrar - Wage	875.50
584 - Treasurer - Wage	892.50
586 - USS Registrar Expense	<u>108.14</u>
<b>Total Expense</b>	<b><u>81,817.06</u></b>
<b>Net Ordinary Income</b>	<b><u>-12,284.15</u></b>
<b>Net Income</b>	<b><u><u>-12,284.15</u></u></b>

11:33 AM  
04/14/13  
Cash Basis

MIDWESTERN SWIMMING, INC.  
**Balance Sheet**  
As of March 31, 2013

	<u>Mar 31, 13</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
102 - Wells Fargo	116,841.48
113 - Petty Cash Wells Fargo	300.50
120 - Security National Bank	33,649.99
122 - Savings Wells Fargo	15,497.80
<b>Total Checking/Savings</b>	<u>166,289.77</u>
<b>Total Current Assets</b>	<u>166,289.77</u>
<b>TOTAL ASSETS</b>	<u><u>166,289.77</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Credit Cards</b>	
204 - Credit Card - Kooy, Betty	120.46
206 - Credit Card - Renner, Linda	4.98
<b>Total Credit Cards</b>	<u>125.44</u>
<b>Other Current Liabilities</b>	
201 - Prepaid US\$ Registrations	4,615.00
301 - Payroll Tax	1,095.57
<b>Total Other Current Liabilities</b>	<u>5,710.57</u>
<b>Total Current Liabilities</b>	<u>5,836.01</u>
<b>Total Liabilities</b>	5,836.01
<b>Equity</b>	
3900 - Retained Earnings	172,737.91
Net Income	-12,284.15
<b>Total Equity</b>	<u>160,453.76</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>166,289.77</u></u>



10:50 PM  
04/12/13  
Cash Basis

**MIDWESTERN SWIMMING, INC.**  
**Profit & Loss Budget vs. Actual**  
January through March 2013

	Jan - Mar 13	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
420 - Interest Income	1.91	1.93	-0.02
421 - All-Star Meet	18,080.00	19,300.00	-1,220.00
432 - MWS LSC Short Course	0.00		
441 - MWS Sanction Fee	600.00	125.00	475.00
442 - MWS Splash Fee			
442.1 - Splash Fee - SC Championships	6,927.50	6,500.00	427.50
442 - MWS Splash Fee - Other	19,350.00	16,554.00	2,796.00
<b>Total 442 - MWS Splash Fee</b>	<b>26,277.50</b>	<b>23,054.00</b>	<b>3,223.50</b>
443 - MWS Fines	525.00	125.00	400.00
451 - USS Athlete Membership	21,364.00	19,307.00	2,057.00
452 - USS Nonathlete Members	2,359.50	2,065.00	294.50
453 - USS Club Memberships	300.00	400.00	-100.00
461 - Sales Commissions	0.00	1,650.00	-1,650.00
<b>Total Income</b>	<b>69,507.91</b>	<b>66,027.93</b>	<b>3,479.98</b>
<b>Gross Profit</b>	<b>69,507.91</b>	<b>66,027.93</b>	<b>3,479.98</b>
<b>Expense</b>			
521 - AllStar Meet	23,213.62	23,300.00	-86.38
532 - MWS LSC ShortCourse	1,798.22	3,000.00	-1,201.78
541 - Athlete Reimbursement	400.00	4,000.00	-3,600.00
551 - USS Athlete Registration	39,260.00	29,024.00	10,236.00
552 - USS NonAthlete Reg	5,631.50	4,051.00	1,580.50
553 - USS Club Registrations	630.00	490.00	140.00
554 - Club Rebates	750.00		
566 - Insurance	214.00	280.50	-66.50
568 - Service Charge	27.00		
571 - Administration			
571.1 - Admin - Professional Fees	254.98	250.00	4.98
571 - Administration - Other	229.72	315.00	-85.28
<b>Total 571 - Administration</b>	<b>484.70</b>	<b>565.00</b>	<b>-80.30</b>
572 - Office Supplies	160.47	200.00	-39.53
573 - web site	0.00	125.00	-125.00
574 - Admin Phone	414.50	200.00	214.50
575 - Admin Postage	27.50	100.00	-72.40
576 - Admin Travel/Clinics			
576.1 - Admin Travel-Mileage Reimburs	0.00	150.00	-150.00
576 - Admin Travel/Clinics - Other	465.51		
<b>Total 576 - Admin Travel/Clinics</b>	<b>465.51</b>	<b>150.00</b>	<b>315.51</b>
578 - Officials Expense	2,065.05	4,504.00	-2,438.95
580 - Exec Secretary Support	573.75	573.75	0.00
581 - Exec Secretary - Wage	3,825.00	3,825.00	0.00
583 - USS Registrar - Wage	875.50	875.00	0.50
584 - Treasurer - Wage	892.50	892.50	0.00
586 - USS Registrar Expense	108.14	200.00	-91.86
<b>Total Expense</b>	<b>81,817.06</b>	<b>76,355.75</b>	<b>5,461.31</b>
<b>Net Ordinary Income</b>	<b>-12,309.15</b>	<b>-10,327.82</b>	<b>-1,981.33</b>
<b>Other Income/Expense</b>			
<b>Other Income</b>			
602 - other income	25.00		
<b>Total Other Income</b>	<b>25.00</b>		
<b>Net Other Income</b>	<b>25.00</b>		
<b>Net Income</b>	<b>-12,284.15</b>	<b>-10,327.82</b>	<b>-1,956.33</b>