

North Texas Swimming Inc.

House of Delegates Meeting Minutes

Date: October 13, 2002

Place: Marriott Quorum Hotel – Dallas, Texas

1. **Roll Call:**

David Beans, General Chairman
Jack Dowling, Admin. Vice-Chair/Officials Coordinator
Mook Rhodenbaugh, Senior Vice Chair
Jill Hudgens, Secretary
Denise Robinson, Treasurer
Patrick Henry, Coaches' Representative
Karen Rourke, Registration & Membership Chair
John Rieff, Records/Top 16/National Times Chairman/Prog. Development Chairman
Bill Nixon, Officials & Sanctions Chairman
Matt Rowe, Technical Planning Committee
Bob Lang, Equipment Chairman
Ann Lang, Equipment Coordinator
Mary Tengra, Awards Banquet

Members at Large:

Nancy French

Athlete Representatives:

David Mendoza, Junior Executive

Teams:

ASR: Mary Tengra
COPS: Steve Mateer, Craig Harris, Jake Ramirez, Brittany Sacco
COR: Fernando Canales, Maggie Shook
DEA: Robert W. Coleman, Jr., Mackenzie Tropp
DM: Doug Moyses, Adele Wherry, Stuart Roth
FA: Jack Kosharek
FAST: Ron Forrest
GCAT: Patrick Henry
IS: Eddie Lary, Gilbert Berdine, Jill Berdine
LAC: Martha Rudkin, Stephanie Robinson
NTN: Katie Munch, David Singley, Heather Maher
WFAC: Beth Scott

2. **Minutes:**

There were no corrections to the May 5, 2002 minutes. A **motion** was made to approve the minutes as they were recorded; it was **seconded** and **passed**.

3. **Reports of Officers:**

A. General Chairman: David Beans called the meeting to order at 1:35 p.m.

David Beans asks for the approval of the House for appointment of Maggie Shook to the TAGS Committee for the North Texas Representative and for the approval of Ron Forrest as the appointment to the North/South All-Star Committee for TAGS. A **motion** was made to accept those recommendations; it was **seconded** and **passed**.

One person is needed to represent North Texas on the Texas Hall of Fame Committee. Chris MacCurdy is the Chairman. V. Adcock volunteered to fulfill the position. There were no oppositions to her serving on that committee for North Texas. A **motion** was made to accept V. Adcock as representative of North Texas on the Texas Hall of Fame Committee; it was **seconded** and **passed**.

David Beans would like to recognize Ron Forrest because he was selected as the Senior Coach of the Year by the Senior Circuit.

David Beans would like to recognize Maggie Shook because she received a lifetime membership to USA Swimming that was given to her by her team.

B. Secretary: Everyone needs to make sure their club sends in the LSC Voting Delegate forms to Jill Hudgens, Secretary, as soon as possible.

C. Treasurer: Denise Robinson makes a clarification that for the U.S. Open there would be athlete funding, and this group would be under the same rules as when there was Junior Nationals. That means that a swimmer only swimming relay events at U.S. Open is not eligible for the funds. All coaches need to know that ahead of time. Only a U.S. Open swimmer who is swimming individual events is eligible to apply for athlete reimbursement.

See attached Treasurer's Report.

D. Admin. Vice-Chairman: Jack Dowling had no report.

E. Senior Vice-Chairman: Mook Rhodenbaugh reports that there was a change to the U.S. Open; it will now be long course instead of short course meters. In the summer, the Senior Circuit Committee is going to recommend that the Texas Senior Championships be designated as a Sectional meet instead of Senior Circuit Champs.

F. Age Group Vice-Chairman: Jason Adams had no report.

G. Coaches' Representative: Patrick Henry is taking ballots for nominations for Age Group Coach of the Year and Senior Coach of the Year. Get the nominations to Patrick and nominations will be presented at the next meeting.

4. Report of Standing Committees

A. Registration/Membership: Karen Rourke requested again that teams send postage for return of USA Swimming registration cards. The Athlete Membership Statistics are broken down by age as well as total number. Last year we registered approximately 4,500 athletes, 280 non-athlete members. So far this year (2003) we have registered 1,085 members, almost all of those are new. There have been some re-registrations. If a club has new swimmers, they have a 30-day tryout with your club, but after that they need to be registered. If your club does it differently, that is fine, however, United States Swimming says 30 days, after that they no longer have coverage. Non-athlete registrations are still coming in. Coaches, if you are going to re-register, make sure your credentials are current or you will not get re-registered. Clubs need to be re-registered. A copy of the bylaws needs to be attached to the registration form. Board members also need to be registered as non-athlete members of United States Swimming.

Next year, United States Swimming is going up on athlete registration fee to \$40. Currently, registration is \$37, of which \$25 goes to United States Swimming, and the LSC keeps the difference of \$12. Next year United States Swimming will get \$40, and the LSC will have to decide whether it will remain at \$12 above that or by what amount we may need to increase. The teams can roll that into payments if they think that would be more palatable to the club membership. It is up to the clubs how they choose to do that; the club doesn't have to charge its membership, but the club still has to pay it. Beginning with the 2005 registration year, USA Swimming will increase the fees by \$1 every year for the next 10 years; so in 2005 USA Swimming will go from getting \$40 to \$41, the year after it will be \$42, increasing \$1 every year to the year 2015 when their share will be \$50.

Seasonal registration fee now is \$24.50. United States Swimming charges \$12.50; that is going up to \$20 next year.

Non-athlete registration fee now is \$25. The LSC does not get any of that money. Next year the fee will be \$40. Non-athlete family registration now is \$45 that goes to United States Swimming. The LSC does not get any of that money; next year it goes to \$75.

Seasonal registration ends in September. This causes a problem because everything has to be sent to United States Swimming and the database can't be cleared because of having to do updates to the software every year. Can't update the software until all the registrations have been transmitted. Seasonals hold this up. Karen Rourke's suggestion is that seasonal registration be closed out around the third week of August. That way, anyone trying to register for Nationals can still get them in on Seasonals, and would allow close out of the year on time, get all the information to United States Swimming for convention and then I would not have to hold registration until the seasonal period is up.

Last year on a trial basis, there were 13 LSCs in the country that sent packets to all new swimmers. They enclosed United States Swimming stickers, body tattoos, coupons for various items and a signed letter from an Olympian welcoming them to the sport. It was a great success and United States Swimming is now suggesting that all LSCs do this. They will reimburse us \$.37 postage per envelope that we send out. This LSC could do this and include items such as a refrigerator magnet about the size of a business card that would say "Visit us at ntswim.org." That website is where everyone can go to find out about meet information, meet results, etc. It is the best location for learning about the sport, what is going on, where the meeting is, etc. People new to the sport don't know this. If we ordered 2500 magnets, the cost is \$.20 each. The more you order, the less the cost. We could send each of the clubs the material and if they wanted to put something in it that would be specific to the club, that could be done, but the club would be responsible for the additional postage. It would be no problem to generate labels of new swimmers.

A **motion** was made for LSC to send out new swimmer packets; it was **seconded** and **passed**.

Maggie Shook stated that because Karen Rourke has done an unbelievable amount of work and time and that we need to look at the position of Registration and consider it as a paid position for our LSC. Most LSCs as large as North Texas have a permanent office, with a secretary. If we had a permanent office, it would help our LSC. It would reduce mailings of meet results. Teams would be able to mail one set of results to Karen in the LSC office and she could put together one book to take to TAGS or for the LSC archives. This would save teams a considerable amount of money they currently spend on printing results and postage for mailing. COR Classic mailings run over \$300.00.

People do not realize the hours Karen is putting in registering both the athletes and non-athletes in this LSC. She not only does the physical computer work but also the mailings and phone calls for each question that arises for every swimmer, Coach and non-athlete in our LSC. During the convention we were able to talk with other LSC's and see the benefits of a permanent office with a 'live' person manning the phones and filtering the questions. Karen currently receives an enormous amount of phone calls and mailings. With her name printed on the USS card, she receives questions regarding everything from where to buy a suit, how do I start a team, how do I get from one meet to another. She is also the first person someone who is new to the area will call about a Team. With an LSC of our size, if we had an office it would be resource, a place for LSC parents and swimmers to call with swimming questions and information that is available through USA Swimming. Others do a great deal of work for this LSC, but few are spending hours on a daily basis working for the LSC alone. Karen's position would work well as registration and secretary for our LSC. I hope we are able to look at a plan that is fair and compensates Karen enough to continue spending all the extra hours.

Bob Lang suggested that a proposal be presented regarding the hours, the amount of pay, what it would entail, and have it ready for the next meeting. He agrees with what is being said, but I think we need to see evidence.

David Beans recommends establishing a committee to visit all the aspects of the governance of the LSC and get the committee to bring suggestions back as far as if we need to have structure changes, committee changes or having a permanent office, so we need a proposal that everyone would get to look at.

B. Officials: Bill Nixon reported that there was an Officials Clinic on September 21, 2002. There were 18 participants; some clubs were well represented; others were not represented at all. If your club is short of officials or needs officials, please contact Jack Dowling or Bill Nixon and we'll get a clinic put together for your club. Eight tests have come back.

C. Safety: No report.

D. Technical Planning: Report will be addressed under New Business - Meet Bid Calendar.

E. Athletes: No report.

F. Finance: V. Adcock requested three volunteers to audit books prior to the next meeting to avoid having to pay to have one done. Under United States Swimming rules the LSC either has an audit committee or has to have an outside independent audit done. The cost would be between \$1,200 and \$1,400.

G. Program Development: No report.

H. Sanctions: No report.

5. Reports of Special Committees

A. Equipment: Bob Lang reported there was an Equipment Operator's Clinic on September 7, 2002. 50 people attended and graduated. To have another clinic, it will need to be held at another location. LOOS is only available during weekday nights.

Denise Robinson received a letter from Risk Management stating our insurance premium is going up to \$2,500 deductible/event. The old deductible was \$250. We passed a rule that instead of paying the deductible when borrowing the equipment, you would sign a promise to pay \$1,000 if something happened. Now they've gone up to \$2,500. Except for the scoreboard, we do not have an individual piece of equipment worth \$2,500. We have to have insurance. We have \$130,000 worth of equipment. Risk Management encourages the LSC to contact a local insurance agent to determine if they could offer a more affordable coverage. We need a volunteer to look into this. Our insurance policy renews on December 31 (we have to notify of our intent to renew/pay by December 15). Eddie Lary has a member on his board involved in insurance.

Denise states the total rental earnings were \$7,300 in 2002. What we're doing with buying new equipment and what we're doing to repair old equipment, the equipment rental is covering all this. We're just breaking even. The TISCA meet alone is \$1,500.

B. NTV (National Times Verification) (formerly OVC): John Rieff reports that all National Times Verification Records for short course and long course are up to date. If they are not on the web, they should be soon. From an NTV standpoint, clubs need to help out. In a couple of instances at the last Nationals meet, swimmers got into the national database incorrectly, and it took quite a bit of time to find their National times for verification. They are asking the teams to please verify registration information.

The U.S. Open is coming up. Coaches need to check the database online through the USA Swimming homepage to verify that everything is up to date. Let John Rieff know if any information needs to be changed.

C. Records/Top 16: Top 16 is working out of the same database, so verify that registration information also. When they talk about National Times Verification, they are also talking about Top 16. Both short course and long course previews have been posted on the web. John Rieff has made some corrections and sent those to headquarters.

D. Swim Camps: No report.

6. Unfinished Business

Scholarship Fund: At the last meeting, a committee was formed to look into a Scholarship Fund. The Committee, consisting of Jill Berdine, Martha Rudkin, Denise Robinson and Stuart Roth, met on September 21, 2002. Different items were addressed, as well as feedback from individuals and teams.

- Some teams felt they didn't want to see scholarships being paid for by LSC funds since they felt the larger teams would be putting more money into that fund than the smaller teams. Actually it is the swimmers who are paying splash fees that are paying into the fund, it is not the clubs
- Whether North Texas Swimmer scholarships should replace existing team scholarships. The committee does not want that to happen. Teams are encouraged to offer scholarship programs. Teams that aren't should offer a scholarship program or think about offering one
- Whether scholarships should be offered to those people who intend to swim in college
- Whether scholarships should be offered to those people who do not intend to swim in college
- Whether the committee should make a recommendation that one or the other should take place. Essentially, the committee decided to put together a motion about a scholarship program for those who intend to swim in college and a scholarship program for those who do not intend and it would be serving both interests within the LSC. The committee does not want to come up with something that puts people in a position where they feel so strongly that we take our eye off the ball when what we really want to do is benefit the kids. The idea is we want to have a scholarship program for the kids, and we shouldn't get so hung up in whether those kids are swimming in college or not swimming in college that we totally throw out whether or not we can have a scholarship program in our LSC.

The committee wanted to make sure both males and females were represented in scholarship recipients. One of the largest pieces is whether this would be a political selection process. There is a lot of concern because this is a relatively small LSC, the committee wanted to take the politics out. A few safeguards were discussed to make sure that would not happen. The applicants would remain anonymous as they go through the selection process. Scholarships are not tied to swimming ability; they're only tied to the intent to swim or not to swim in college. No coach who has an athlete applying would be allowed to participate on the selection committee. No parent who has an athlete applying would be allowed to participate on the selection committee. The selection committee would be chosen randomly from a number of nominees and from the names of the selection committee, those names would not be disclosed until after the applications were all received. The objective is to take the student athlete who is applying, remove their name from the form, send the form through the selection process, and make sure the people who are most likely to know those athletes would not be involved in knowing who they are talking to or who they are talking about.

On the financial basis, a lot of concern on how we come up with dollars to fund this on an annual basis and on a long-term basis. Denise Robinson has been placing surplus funds in a special account for the past three years and haven't had to touch those funds, which are currently in excess of \$30,000. It was decided that a line item would be put in the budget for scholarships and that \$12,000 of the \$30,000 should be designated as scholarship money for the first two years. That way we would keep the surplus in the LSC at about \$18,000.

Please see the attached recommendation for details.

Regarding the selection criteria, the Committee would vote on that as a separate proposal, assuming that scholarships are going to be offered. The Committee would reconvene to go over the specifics of the selection criteria. Some ideas about how they would be weighted were: community service, academics and an essay. Talked about how to have a non-political selection committee pulled together and it was decided that the selection committee would be made up of a head coach who is in good standing with the LSC but one who does not have

applying seniors, one age group coach, four parents who would be randomly selected who do not have kids applying for a scholarship.

An NCAA rule comes into play. Athletes may have to revoke an LSC scholarship.

Funds would be administered directly to the financial aid office of school. This is a one-year scholarship.

The money used to fund the scholarships is not from equipment rental. The surplus money is from splash fees and USA memberships.

A **motion** was made to take a straw vote on whether the House of Delegates should proceed with the proposal of a scholarship fund; it was **seconded** and **did not pass**.

Scholarships would benefit only a few; perhaps the \$6,000 should be used to benefit all swimmers by bringing in a speaker, a clinic, or put into Zones. By bringing in a speaker or doing a clinic, everyone has an opportunity to participate.

A separate committee other than the scholarship committee will need to be formed to investigate other possibilities for benefiting all swimmers.

7. New Business:

Swimmer Recognition Party – Mary Tengra reported that the party is to be held at Speed Zone, October 13, 2002. Only 220 have made reservations, and that does not meet the minimum requirement for the party and the LSC will be paying for dinners that will not be eaten. The athletes voted to have the party at a fun place; however, there is still dinner involved. The low attendance could have been because it was a holiday weekend and/or the parents did not understand what this was because the name was changed to Swimmer Recognition. There was some confusion whether \$11 was for games or for dinner.

In the future, may want to look at whether to continue doing this type of activity. David Mendoza asks for an indication of how many would like to see a party vs. formal banquet. There has been some talk about having a formal banquet again, bringing in a guest speaker, but swimmers want a party and something fun to do. The last time there was a formal banquet, the attendance was really low. Then it was moved to Austin Ranch and the attendance went way up. One year at Austin Ranch, there were approximately 360 people. Then last year at Austin Ranch there were about 320.

Another suggestion would be to have a formal banquet and bring in a DJ. The day of the week or the time of year could be changed. Is it to be a recognition banquet for those elite swimmers who are good enough to be recognized or is this going to be an LSC-wide function that anyone can go to? If it was open, the turnout would possibly be better. Hurricane Harbor was open to everyone and about 250 kids came.

David Beans suggests establishing a committee between coaches and athletes to work on this for next year.

David Mendoza states that from an athlete's perspective, Saturday night would be best. Without having to worry about practices, the swimmers would be able to go to a formal banquet and after the banquet could go out afterwards, without having school, homework or practice to worry about. In the fall, you lose a lot of kids to homecoming and football games. Whatever time of year it is held, last year's swimmers need to be recognized.

A. Meet Bid Calendar: See attached calendar.

Matt Rowe presented the meet bid calendar for 2003. The black dates on the calendar reflect short course; the blue dates reflect long course; and the green dates reflects short course.

The Technical Planning Committee recommends standardizing all the BB/B/C meets. The formats will be out on the web soon. Formatting was necessary because there was too much discrepancy between the events swam at the various BB/B/C meets. One club would be swimming some events, another one would be swimming

completely different events. By formatting, all swimmers would be swimming the exact same events on the weekends.

In the long course season, the 13 & O age group will have the option of swimming short course.

For the A/BB meets, we would like to have at least three session meets.

BB Champs will be at one location for the summer, and BB Champs will remain long course.

If there are no more questions on the rest of the short course season, January through March, I'd like to go ahead and pass that; then go on with the summer and then into next year's short course season.

The standardized format means the meet is locked into certain events. You cannot delete any events or add any events; however, the coach is free to structure the meet however he wants to. It will save the meet directors a lot of questions. (A) and (B) are the formats.

When bidding for a meet, USA Swimming requires that you have to send in a list of events. Bids are not accepted by e-mail; hard copy by mail only. Bids must be submitted on the correct bid form, along with a copy of the proposed meet information, i.e., meet director, safety marshal, referees, what time meet starts, and when sessions will be, etc. Please go by the policies and procedures.

Groups will remain the same for short course. Meets for groups A, B and C are at different locations.

Denise Robinson requested that if at all possible to not have meets on Sunday mornings.

Exceptions to policies and procedures are entry fees, due dates, awards and scoring.

Districts have a choice of two weeks - either January 18 or January 25. That is up to each school district to decide.

A **motion** was made to approve the entire bid calendar as presented; it was **seconded**, and **passed**.

All Star Meet

The All Star Meet is in Midland, Texas and Matt Rowe requested that the LSC pay for bus transportation of approximately \$2,200 per bus (x 2) and maybe one van. The athletes are representing North Texas Swimming and they are not representing their clubs.

A **motion** was made for the LSC to provide funds for bus/van transportation for the athletes to attend the All Star Meet in Midland, Texas of up to \$5,000; it was **seconded**, and **passed**.

Mook Rhodenbaugh is the head coach of the All Star Team. The swimmers need to e-mail him to confirm their attendance at the All Star Meet. The way it was done last year worked out well. The top three swimmers automatically go, and anyone else that made the Top 8 has an option to go. This information needs to be disseminated to each of the head coaches.

B. Budget: No report. Will bring to next meeting.

C. Nomination Committee: John Rieff set up a nomination committee to represent all aspects of the LSC from coaches, parents, officials, swimmers and an alternate that can function as a chair. Ron Forrest represented the coaches, Doug LeBlanc from COPS represented the parents, Dan McAllen represented the viewpoint of the officials, and Stephanie Robinson represented the swimmers. The slate was presented as follows:

General Chair – David Beans
Administrative Vice Chair – Jack Dowling

Treasurer – Denise Robinson
Senior Vice Chair – Mook Rhodenbaugh

Voting will take place at the next meeting.

D. Long Range: John Rieff reported that they had a joint meeting with the Technical Planning Committee (“TPC”) and format was one of the things that TPC discussed – is there a way for us to figure out how to streamline meets. This is still the #1 issue. Long-Range Planning Committee (“LPC”) also looked at trying to collect more data to see how well the summer meets are run. LPC is running out of things to do, so any ideas would be appreciated.

E. LSC Governance: David Beans is going to contact some key people in the LSC and try to have the committees’ names at the next meeting. If anyone is interested in looking into studying what governance changes are needed, please let him know, or if you want to serve on a committee.

Wichita Falls: Beth Scott with Wichita Falls Aquatic Club (WFAC) informed the LSC that they have a new coach, Stephanie Hannos. Bill Chance is no longer a part of their organization. They are trying to redeem themselves and do better.

David Beans asked to see the following people for a quick meeting: Maggie Shook, Brent Mitchell, Karen Rourke, Stephanie Robinson, Steve Mateer, Bob Lang and Peter Osterland.

8. Resolutions and Orders: None made.

9. Adjournment: The meeting was adjourned at 3:00 p.m.

Respectfully submitted,

Jill Hudgens