

1st DRAFT Minutes
North Texas Swimming, Inc.
House of Delegates Meeting
October 27, 2007 **Place: Loos Natatorium**

John Rieff called the meeting to order at 2:00 pm.

1. Roll Call: Motion was made to forego Roll Call. **Seconded. Passed.**

The following members were present for the meeting:

John Rieff: General Chair, Records Chair, Top 16 Tabulator
Ron Forrest: Senior Vice Chair, Program Development Chair
Brian Dangelmaier: Age Group Vice-Chair
Jill Berdine: Secretary
Lezlie Hall: Treasurer
Shannon Gillespy: TPC Chair, Disability Swimming Chair
Maggie Shook: Club Development Liaison
Sherry Gentry: TSA TAGS Committee Representative
Jason Kiplinger: TSA All-Star Committee Rep
Bill Christensen, Coaches Representative
Jay Brandt: Safety Chair
Craig Harris: Camp Coordinator
Karen Rourke: Registration/Membership, LSC Forms
Bill Nixon: Officials Chair
Nancy French: NTS Webmaster and Member-at-Large

Team Members Present:

ATAC: Chris MacCurdy, Sherry Gentry, Rachel Nash, DJ Taylor
CAT:
CLAS:
CIA:
COPS: Bob Rogers, Liz Kershaw, Craig Harris, Steve Mateer, Ted Carson, Roy Griffiths
COR: Maggie Shook, Christy Butris, Jeff Clayton, Michael Randall, Nate Saunders
DM: Mook Rhodenbaugh, Doug Moyse, Keegan Watters, Melanie Futscher, Erick Futscher
FA: Jennifer Brooks Edmondson, Donovan Coskey, Luke Sullivan, Harrison Tomlinson
FAST: Nancy French, Steve Plamondon, Ron Forrest
GCAT: Patrick Henry, Zach Widener
HEAT:
IS:
LAC: Shannon Gillespy, Jessica Meyer, Jason Kiplinger
LSCC:
MAC: Cody Huckaby, Frank Gammon
MARS: Brian Dangelmaier, Chris Massey, Dawn Richerson, Scott Massey, Josh Reagan
MTRO: Brent Mitchell, Ginger, Brennecke, Mark Morrison, Matt Franks, Kaitlon Swant
NTN: Heather Maher, Stuart Smith, David Singley, Paige Wells, Randy Steuwe
ROCK:
SE:
SWAT: Brooke Mann, Jay Chagnon, Stephanie Bemer
TXNS:
WEST:
WFAC: Beth Scott

WW2:

2. Minutes: Motion made to accept the September 16, 2007, House of Delegates minutes with corrections. **Seconded. Passed.**

3. Reports of Officers:

A. General Chair:

John Rieff made a **motion** to modify the agenda and present it out of order (TPC, Treasurer, Safety Chair, 2008 meet bids, Policies & Procedures changes tabled from the last meeting, the rest of the agenda). **Seconded. Passed.**

7. b. 2008 Meet Bids

Shannon Gillespy wrote out the bid calendar on the whiteboard. A **Motion** was made that all uncontested bids be accepted. **Seconded. Passed.** This will allow teams to continue to negotiate during the HOD meeting.

B. Secretary:

Jill Berdine has not received delegate letters from all teams. Please return the letters in order to vote.

C. Treasurer:

Lezlie Hall presented an updated **2007 Financial Statement** with current balances in each category.

There were a number of swimmers who qualified to go to Nationals this year but the amount of money allocated to fund these swimmers was quite low. Lezlie made a **Motion** to spend additional funds to cover the out-of-pocket expenses for the swimmers. The maximum is \$175 for Junior National swimmers and \$350 for Nationals. This will require an approximate amount of \$5,000. **Seconded. Passed.**

After reviewing the **2008 Proposed Budget** presented last month by Jeanne Manikowski, it was felt that the TAGS income should be increased by \$17,000 and a line should be added for TAGS expenses of \$20,000. The net effect would be a minimal increase of \$2,000.00. Everything else looked pretty good. **Motion** made to increase TAGS income by \$17,000 and add a line for TAGS expenses of \$20,000. **Seconded. Passed.**

Since the LSC just increased athlete reimbursement for Junior Nationals and Nationals, some wondered if that category should be increased in 2008. It was noted that the increase was already added to the 2008 Proposed Budget.

Mook Rhodenbaugh and Steve Mateer thought that a special provision regarding a stair step reimbursement increase was added to the P&P Manual several years ago, perhaps during the last Olympic year; however, no mention of this was found during the recent update to the P&P Manual. Bill Nixon felt that when it was last addressed by the Athlete Committee and Finance Committee it would be a flexible situation to be addressed during the Olympic year.

A **Motion** was made to permanently allow for Olympic Trial participants minimum reimbursement based on:

1 year of membership and participation in the NT LSC:	\$250
2 years of membership and participation in the NT LSC:	\$500
3 or more years of membership and participation in the NT LSC:	\$750

Seconded. Passed.

The question was asked if this was amending the P&P Manual. If so, a motion must be made before the house and passed by 90% of the authorized delegates from each team. Maggie Shook asked that the accepted motion include the word “minimum” with regards to term of membership and participation in the NT LSC.

A **Motion** was made to permanently allow for Olympic Trial participants minimum reimbursement based on:

A minimum of 1 year of membership and participation in the NT LSC:	\$250
A minimum of 2 years of membership and participation in the NT LSC:	\$500
A minimum of 3 or more years of membership and participation in the NT LSC:	\$750

If it was determined that anyone would vote against this motion, a roll call vote would be taken. This was not needed. **Seconded. Passed.**

Shannon Gillespy reports that USA-S has asked each LSC to host 3 open water pool meets and 1-2 open water meets each year. Therefore, LAC will host an Open Water Camp at The Colony July 4-5, 2008, with an Open Water Meet July 6, 2008, at Lake Carolin in Las Colinas.

It is cost prohibitive for an individual team to purchase equipment and hire required lifeguards, port-o-potties and security to host these meets. Therefore, she is asking the LSC to purchase the equipment that teams could request using the current LSC policy. The total cost would for equipment is approximately \$1,300 to \$1,500 and the equipment can be used for either an open water pool meet or true open water meet. It is a nominal expense for the LSC and could possibly result in several NT swimmers advancing to the national meet. A **Motion** is made that the LSC purchase buoys with a repair kit and a timing system for approximately \$1,500. **Seconded. Passed.**

Lezlie made a **Motion** to increase reimbursement for Olympic Trial swimmers by \$2,000. **Seconded. Passed.**

A **motion** was made to accept the 2008 General Budget as presented today. There was a lot of discussion about the health of the LSC. Some wondered why the LSC was accumulating such a large reserve fund and why was it the LSC policy to maintain that reserve. John Rieff spoke to several past General Chairs and Treasurers and they felt that there should be a minimum of one year expense cushion to cover the capital equipment and that maintenance, insurance and athlete reimbursements, travel and the different LSC teams. There will also be a mandate from USA-S regarding a permanent office. Some coaches thought the permanent office was requested and not a requirement. There are over 5,300 athletes in the LSC and the suggestion has become a mandate.

Bob Rodgers asked how much surplus was currently on hand. The checking account stays around \$100,000 and there are two savings accounts which have only accumulated interest. The checking account is cash in/cash out with registration payments of approximately \$40,000 for October. It was felt that there should be a cash flow statement.

Maggie Shook felt that there should be money for an athlete event. It was noted that there was money allocated but no one organized anything. Gloria Schuldt has been charged with organizing an Athlete Committee and this will be one of their tasks.

If the LSC ceased operations tomorrow, what would become of the funds? No one had an answer. However, since the LSC has surpassed the benchmark for a permanent office, funds will be spent on that item which may be \$40,000-\$60,000 per year.

It was also noted that in the upcoming Policies & Procedures changes, entry fees were going to be discussed and the membership should keep the surplus in mind when voting on that item.

After closing the discussion of the 2008 Proposed Budget, the **motion** on the floor to accept the 2008 Proposed Budget with changes made today was **Seconded. Passed.**

D. Admin Vice-Chair:

Gloria Schuldt is absent. No report.

E. Senior Vice-Chair:

Ron Forrest was present. No report.

F. Age Group Vice-Chair:

Brian Dangelmaier was present. No report.

G. Coach Representative:

Bill Christensen was present. He has information from Convention that he will email the coaches.

4. Report of Standing Committees:

A. Registration/Membership:

Karen Rourke reported that currently there are over 5,315 athletes and 500 non-athletes registered for 2007. Registration for 2008 has begun. Team registration went from \$75 to \$100 for 2008.

USA-S will no longer accept Lifeguard Training starting the beginning September 1, 2008. They will only accept the American Red Cross' Safety Training for Swim Coaches. Coaches should renew by taking that course.

Chris MacCurdy made a **motion** to give Karen Rourke a raise retroactively to November 1, 2007 for registrations. The Finance Committee will determine the amount when they meet. **Seconded. Passed.**

B. Officials:

Bill Nixon was present. No report.

C. Safety:

Jay Brandt reports that each team must designate a Safety Coordinator. **The Safety Coordinator must be registered as an USA-S Non-Athlete.** Karen Rourke will not reregister teams who have not identified someone for this position. Teams will not be registered if that position is not filled. There are two handouts available for teams to pick up--a 50 page **USA-S Safety/Loss Control Manual** and a **Mutual of Omaha Insurance Company Claim Procedure Chart.**

USA-S reconsidered the requirement that all Safety Marshals present at swim meets be USA-S registered. They now require the Head Safety Marshal be registered and people they supervise are known as Safety Monitors who do not have to be USA-S registered. The Safety Marshals should be on deck and the Safety Monitor can patrol the facility.

D. Technical Planning:

Shannon Gillespy made a **motion** to accept all items written in red on the whiteboard. **Seconded. Passed.**

Contested Meets

June 6-8, 2008: FAST withdraws. **Meet awarded to Metro-Tyler.**

Oct 10-12, 2008: BB meet bid by LAC and DM.

DM would like to host this meet Oct 17-19 at LOOS while hosting their B/C meet at Loos.

LAC would like to host the BB meet on the calendar weekend in Keller.

By roll call vote the meet was awarded to LAC at KISD.

Nov 14-16, 2008: FAST and SWAT. FAST pulls. Meet awarded to SWAT.

Nov 14-16, 2008: MTRO and GCAT. MTRO is in Division 2. **Meet automatically goes to the Division 2 team.**

Dec 12-14, 2008: FAST and LAC. FAST pulls. **Meet awarded to LAC at The Colony.**

Dec 19-21, 2008: **Motion** made to allow GCAT to host a meet out of their division since there were no bids received. **Seconded. Passed. GCAT requested to swim out of division while they host the meet at GCISD.**

PLEASE NOTE: GCAT WILL BE CHANGING THEIR NAME TO THE TEXAS RIVER SHARKS (TRS). THIS IS THE NAME THAT WILL BE ON THE MEET INFORMATION.

Shannon made a **motion** to approve the 2008 Calendar. **Seconded. Passed.**

E. Athletes:

Caroline Maxvill was absent. No report.

F. Finance:

Jeanne Manikowski was absent. No report.

G. Program Development:

Ron Forrest was present. No report.

H. Sanctions:

Mike Eubanks was absent. No report.

5. Reports of Special Committees:

A. Policies and Procedures/Bylaws Update

Bill Nixon tabled Section 11 which concerned fee structure at the last HOD meeting. There were proposed increases in the splash fee and a \$5/swimmer surcharge for each meet. These increases were proposed before the committee knew of the NT LSC financial situation. Perhaps a \$5/swimmer surcharge is not necessary now.

There does need to be a way to fund the LSC. What was in place was a \$.45 splash fee that went to the LSC. The committee proposed to do away with the splash fee and go to the surcharge. The team would keep the splash fee that went to the LSC. Bill proposed a splash fee of \$.60 and give the increase to the club and the LSC would get \$.15 more and axe the \$5/swimmer surcharge.

The **Current fee schedule** (splash fee and meet entry fee):

LSC Splash fee:	\$.45
SC meet entry:	\$2.25

SC P/F meet entry: \$2.75
LC meet entry: \$3.00
LC P/F meet entry: \$3.50

The **Proposed fee schedule** (splash fee and meet entry fee):

LSC Splash fee: \$.60
SC meet entry: \$2.50
SC P/F meet entry: \$3.50
LC meet entry: \$3.25
LC P/F meet entry: \$3.75

LSC swimmer surcharge: \$5.00

The proposed fee schedule was not included in the 2008 Budget that had just been approved. A **motion** was made to remove the \$5/swimmer surcharge and have a \$.60 splash fee per swimmer with the proposed meet entry fee increase. **Seconded.**

Steve Mateer would like the meet entry to increase to \$4.00 for a P/F meet because of cost teams incur to rent the facilities. It was noted that there has been no fee increase in 7 years.

A **motion** was made to amend the motion on the floor and propose a new proposed fee schedule. **Seconded. Passed.**

The NEW Proposed fee schedule (splash fee and meet entry fee) effective January 1, 2008:

LSC Splash fee: \$.45
SC meet entry: \$3.25
SC P/F meet entry: \$3.75
LC meet entry: \$3.50
LC P/F meet entry: \$4.00

A **motion** was made to accept the NEW Proposed fee schedule and add it to the Policies and Procedures Manual, Section 11. **Seconded. Approved.**

A **motion** was made to make relay entry fee twice the individual entry fee and add it to the Policies and Procedures Manual, Section 11. **Seconded. Passed.**

Additional discussion took place regarding an office. Karen Rourke would also like a raise. She currently receives \$2/athlete registration. She receives nothing for team or non-athlete registrations. Shannon Gillespy also noted that Karen received nothing for meet set ups, running the meet audits and fixing those audits or getting results in a form ready to post. Steve Mateer felt that all could accept the need for an office but that there had been no discussion up to this point about the duties of the person who mans the office.

B. Equipment:

Bob Lang was absent. No report.

C. NTV

Gloria Schuldt was absent. No report.

D. Records/Top 16:

John Rieff was present. Records are updated and posted. Please check for errors.

E. Swim Camps:

Craig Harris was present. No report.

F. Club Development:

Maggie Shook is present. No report.

G. Outreach:

Carlos Salazar was absent. No report. Suzanne Dangelmaier has agreed to take over as Chair.

H. Disability Swimming:

Shannon Gillespy is present. She can no longer remain the LSC Disability Chair since she is on the USA-S BOD although she can still attend the meetings. Matt Franks has agreed to take over as the Disability Chair.

5. Reports of Special Committees

A. Policies and Procedures Manual / Bylaws Update

6. Unfinished Business:

a. 2007 Financial Report

See above.

b. 2008 Budget

See above.

c. Policy and Procedure changes

See above.

7. New Business:

a. Nominating Committee:

Sherry Gentry spoke for Gloria Schuldt. The committee recommends the following slate: Brian Dangelmaier as Age Group Vice Chair, Bill Christensen as Coaches Rep, Mike McDonald as Secretary and Robert Edwards as Treasurer. A **motion** was made to accept the slate recommended by the Nominating Committee. **Seconded. Passed.**

‘The LSC also needs to nominate and elect people to the TAGS Committee, All-Star Committee, and Texas Information Committee.

John Rieff made a **motion** to nominate Sherry Gentry to the **TAGS Committee. Seconded. Passed.**

John Rieff made a **motion** to nominate Jason Walter to the **All-Star Committee. Seconded. Passed.**

John Rieff made a **motion** to nominate Gloria Schuldt to the **Texas Information Committee. Seconded. Passed.**

b. 2008 Meet Bids

See above.

8. Resolutions and Orders:

None.

9. Meeting adjourned at 3:40 pm.

**Respectfully submitted,
Jill Berdine, Secretary**