



Board of Directors Meeting Minutes

June 16, 2018

1. **Roll Call** - Attached
2. **Minutes** - None
3. **Reports of Executive Committee**
 - A) *General Chair – Jack Dowling*
 - i. Conflict of Interest - Jack reminded BOD regarding COI. 70% turned in to date. 100% completion due by July 1. Committee members will be required sign COI for LEAP 2, and beyond.
 - ii. Discussion regarding LEAP requirements and submittal deadlines and fines for not submitting.
 - B) *Secretary – Brian Dangelmaier*
 - i. Who does it go to - Jack asked about the distribution of contacts and who responds. Discussion regarding reply all.
 - ii. Identifying dead links - submit to webmaster
 - C) *Treasurer – Traci Johnson* - budget at last HOD approved. LSC audit on Tuesday, 6/19
 - i. Fine Processing - Jack discussed adhering to fines outlined in P&P. Documentation on fines from various committees should sent to Treasurer. Jack discussed LEAP submission to comply with USAS with footnotes regarding NTS policies.
 - D) *Administrative Vice-Chair – Suzanne Dangelmaier*
 - i. Committee Members List - Suzanne reminded committee chairs regarding athlete representation. Email Suzanne to get athletes on all committees. Gloria discussed LEAP 2 requirements for athlete representation. Suzanne asked chairs to make sure meetings work around athletes' schedules. All committees must have a minimum of 20% athlete representation.

- ii. Suzanne introduced 4 athletes - elections from Fri athlete meeting. Discussion regarding athlete meeting discussion points. Minutes from meeting are posted on NTS website.
- iii. Convention Update - Discussion regarding attendance of 12 member NTS contingent going to USAS convention in Jacksonville. Suzanne will send out convention agenda to attendees. Traci discussed SCHED registration to receive updates from USAS on their website. Jack discussed mechanics of trip. LSC dinner on Thursday of convention week.
- iv. Meet Deck Access
 - 1. Host Responsibility - members are required to prove membership with Deck Pass, not use lists from Registrar. Discussion of potential liability for BOD if not real-time access. Phil discussed what officials have been doing to prove credentials. Privacy concerns were discussed. 60-day officials requirements were discussed.

- E) *Senior Vice-Chair – Cody Huckabay* - absent - no report
- F) *Age Group Vice-Chair – Chrissy Gentry* - TX Select Camp in progress. Three coaches attending with full athlete roster. AG Zones applications available. Zones requirements updated. Jack discussed camp coordinator requirement in P&P. Nominations are pending. AG committee has been filling that role. Jack asked for coaches input and recommendations.
- G) *Coach Representative – Eric Paden* - Eric discussed his new role as rep. He is working with Maggie to get up to speed.
- H) *Technical Planning Chair –Mook Rodenbaugh* - TPC meeting Sept 9th to present calendar for 2019. Bid due dates TBA
- I) *Safe Sport Chair – Jason Roberts* - Jason discussed open line of communication within LSC. He had sent a letter to LSC members regarding safety. Points of contact within each team need to be identified. Jack discussed previous issues and

concerns as Safe Sport chair. He differentiated between Safe Sport and Safety Chair duties.

4. Report of Standing Committees

- A) *Registration/Membership Chair – Karen Rourke* - Karen reported no update on online registration for membership from USAS.
 - i. Annual Club Registration - Jack discussed requirements for annual clubs renewals
 - 1. Additional Requirements - can be same person, or not. Both must be members. Karen added some requirements that had not been adhered to recently.
 - a. Safety (Operational Risk) Coordinator (Chair)
 - b. Safe Sport Chair
- B) *Officials Chair – Phil Lakota* - no report.
 - a. Jack discussed how to pay for National Evaluators expenses.
- C) *Operational Risk Chair – Jason Roberts* - report combined.
- D) *Athletes Representatives – Ashlyn Fiorilli* - no report
- E) *Finance Chair – Barbara Roselli* - Reported that on Tuesday, 6/19 the audit committee will meet to begin LSC audit.
- F) *Program Development Chair – Ron Forest* -absent - no report.
- G) *Sanction Chair – Gloria Schuldt*
 - i. Changes to Meet Required Elements - unaccompanied swimmers racing starting cert. Motion to add statement in meet template to include all starts will be offered in new business.
 - ii. Meet Announcement Template - Gloria discussed the success of the new meet template for those teams who do not make changes to template.

- H) *Audit Chair – Barbara Roselli*
 - i. Committee Members
 - 1. Administrative Vice-Chair
 - 2. Coach Representative
 - 3. Additional Appointees
 - ii. Need to Audit Last Two Years Financials

- I) *Investment Chair – TBA* - Jack asked for recommendations for chair. Gloria recommended Ted Carson. He will make appointment within a few weeks.

- J) *Personnel Chair – Dan McDonough* - since HOD, members have collected information covering tasks.

5. **Unfinished Business**

- a. Athlete Elections - completed in Athletes Meeting on Friday

6. **New Business**

- a. Committee Appointments
 - i. Camp Coordinator - Chrissy asked to send out Google doc blast looking for volunteers.
 - ii. Investment
- b. Zone Representatives - Jack will appoint Al Kurth
 - i. Zone Board of Review - Jack appointed Chuck Chinnis
 - ii. Zone Sanction Appeals
- c. Task Force to develop LSC Communication Plan - Jack discussed need to form task force in near future.
- d. Leap Task Force Update
 - i. By-Laws and Policies & Procedures Task Force Update
 - 1. Appointed Chuck Chinnis to replaced Lisa Stults
 - ii. On-Line LSC Leadership Course Progress - Suzanne reported 8 BOD members that have completed the Leadership course. USAS will be furnishing completed list ASAP. Deadline July 1st.
 - iii. Gloria reported on LEAP renewal process progress, and required documents still outstanding. LEAP 2 progress was also discussed. The LSC has 14/74 points completed thus far. All Standing Committee chair and BOD member will need to write a job description for LEAP 2.

- iv. Gloria put forth the following motion regarding starting certification: **Unaccompanied Swimmers:** “Any swimmer entered in the meet must be certified by a USA swimming member-coach as being proficient in performing a racing start or must start each race from within the water. A racing start includes all forward starts from the block or deck, and any backstroke start including the use of ledges. When unaccompanied by a member-coach, it is the responsibility of the swimmer or the swimmer’s legal guardian to ensure compliance with this requirement.” Karen asked about UNAT swimmers. Onus on parents to show compliance. **(M/S/P)**

7. **Resolutions and orders** - none

8. **Adjournment** - adjourned at 1411hrs.

Roll Call

Brian Dangelmaier	Chuck Chinnis
Suzanne Dangelmaier	Bob Lang
Chrissy Gentry	Todd Tomlinson
Dan McDonough	Ted Carson
Sherry Gentry	Mike Gentry
Gloria Schuldt	Barbara Roselli
Eric Paden	Matt Bold
Tommy Bradford	Jason Roberts
Phil Lakota	Traci Johnson
Sharon McGrath	Mook Rodenbaugh
Shannon Gillespy	Chuck Chinnis