

# North Texas Swimming

## *House of Delegates Meeting*

### *Minutes*

**November 17, 2019**

Meeting called to order at 2:09pm

1. Roll Call - the following teams had delegates in attendance: ATAC, COPS, COR, DM, FNW, FAST, JMSS, LAC, MARS, MAC, MTRO, NTN, O2, STAR, and TFA. Suzanne asked for a motion to accept the sign in delegate letters as roll call **(M/S/P)**
2. Minutes - Suzanne asked for a motion to accept the minutes from the April 6, 2018 HOD minutes with modifications (items listed below) **(M/S/P)**
  - a. April 6, 2018 House of Delegates
  - b. Additions, Deletions, Corrections
    - i. Proposed Relay Fee Modifications
      1. Long Course Timed Finals \$15.00 (Max)
      2. Long Course Prelims and Finals \$20.00 (Max)
    - ii. Late Entries Fees:
      1. Long Course Timed Finals \$15.00 (Max)
      2. Long Course Prelims and Finals \$20.00 (Max)
3. Agenda Corrections/Additions/Deletions - 2 items
  - a. SWIMS proposal from Robin will go under New Business. Proposal was posted prior to meeting.
  - b. FAST has other bids that were also posted prior to meeting.
4. Reports of Officers
  - a. General Chair Interim – Suzanne Dangelmaier
    - i. NTSI Mission (abbreviated version):  
“Strive to be leaders within USA Swimming by inspiring excellence in swimming and in life.”

- ii. Serving 7,188 Athletes on 27 Clubs with 279 Coaches supported by 223 Officials and 118 other Non-Athlete Members
- iii. Zone Workshop 5/1-3/2020 in Chicago - Gen Chair, Vice Chair, LSC Executive Directors, Safe Sport Chairs, Officials Chair - all 4 Zones are convening this year
- iv. One-day LSC Governance Workshop – not enough attendees for workshop back in September, so it was canceled. Find date for spring or fall of 2020. Dates will get sent out the board.
- v. 2020 HOD Dates - April 5 at 2pm and October 18 at 2pm
- b. Secretary – Laura Ring
  - i. Stenographer for future Meeting Minutes
  - ii. Include all submitted reports as attachments to the Minutes
- c. Treasurer – Traci Johnson/Barbara Roselli
  - i. Financial Statement - Traci summarized financial report that was posted prior to the meeting and available on the table.
- d. Senior Vice-Chair – Cody Huckabay -
  - i. Task Force for Meets and Awarding - Suzanne tasked Cody and the Task Force to look at how we are bidding/scheduling meets. Cody is researching and gathering data about how other LSC's spread out meets, etc. He will present findings in the future.
    - 1. TAGS committee voted to change their site selection in March instead of waiting until July.
  - ii. 2020 Southern Zone Open Water Championships - will be covered by Rodrigo
- e. Age Group Vice-Chair – Rodrigo Pereira
  - i. 2020 Southern Zone Open Water Championships: May 30-31 in Chattanooga, TN
    - 1. Max number of swimmers is 32. Running into a problem with American Airlines not allowing over a certain amount in a group to fly at one time. Working on solutions.
    - 2. Selection process: 14 and unders, top 8 athletes in the mile at NT Age Group Champs can apply. Seniors, based off of power

points. Application opens January 15, team will be selected by March 15.

- ii. Code of Conduct for Coaches - approved by the board and will be available for the House of Delegates online.
  - iii. Age Group Meets
    - 1. Age Group Zones: Tupelo, MS from July 27 - August 2, 2020
      - a. Selection process: had to change since NT Champs was pushed to a later date this summer. Will come up with new selection process by April.
  - f. Technical Planning Chair – Mook Rhodenbaugh
    - i. Motion to approve the calendar that has been posted **(M/S/P)**
  - g. Coach Representative – Special Elections under New Business
  - h. Safe Sport Chair – Jason Roberts (absent)
    - i. His notes are posted
    - ii. New APT Requirements
5. Reports of Standing Committees/Task Forces - most standing committees will become operational committees
- a. Registration/Membership Chair – Karen Rourke
    - i. New APT Requirements: back to being a yearly requirement. Valid for 1 year from the date that it is done.
    - ii. Background Check Requirements: Valid for 2 years from the end of the month that it gets done.
    - iii. ACT is a new coaches requirement this year. Takes effect January 1, 2020. It is mandatory for all coaches.
    - iv. CPT (Concussion Protocol Training). Mandatory for coaches and Officials. If taken in the state of Texas, there is no expiration date. 2 training options: through the CDC or NFHS. It will show up on Deck Pass Plus.
    - v. Member Verification Registration changes: Make your club database match club portal. Will have to use Member Verification Registration beginning 2021.
    - vi. Unregistered swimmers for meet entries: follow policy and procedures

- vii. APT requirement for 18 and over athletes: 30 day grace period to take the training after they turn 18. Athletes will be pulled from meets and/or times from swim meets will not be recorded in SWIMS if they do not meet their APT requirement.
  - 1. Most effective way to get the word out to our LSC would be our Coach Representative and Athlete Representative communicating this through email, etc.
- viii. Safety Marshall vs Safety Monitor -
  - 1. Safety Marshall: 1 required for a meet. Required to be a non athlete member with a current background check and a current APT.
  - 2. Safety Monitor - does not have to meet the above requirements.
- b. Officials Chair – Kenneth Chung
  - i. Refer to information that was posted online
    - 1. Recommendation from Kenneth: how to increase the number of officials to number of athletes. In some LSC's, teams are fined if they don't bring a certain amount of officials to a meet. His idea would be not to legislate this, but to encourage awareness of this issue. He would like to increase the ratio of officials to swimmers to 1 official to every 30 swimmers. His goal is to increase official representation from currently 3% to 5% by the end of 2021.
    - 2. Discussion on the floor:
      - a. Why is North Texas Swimming's standards higher than USA Swimming's standards? NTS wants to better ensure competence.
      - b. Why are officials not advancing? Officials find that advancing is a lot of work.
      - c. Maybe do a survey of officials asking about some of these issues?
      - d. Find a Coach Representative that will work with officials on these issues.
- c. Operational Risk Chair – Jason Roberts (absent)

- i. Concussion Training
- d. Athletes Representatives – Jibran Himsieh / Vincent Chen / Carson Brockett / Hadley Beeson
  - i. Athlete Representatives attended convention in Missouri and were educated about the following:
    - 1. Safe Sport: communication changes between coaches and athletes
    - 2. LSC athlete involvement/service projects: Idea - food drives. Maybe divide LSC into 2 locations. Will look into dates for next year.
    - 3. Learning how to be involved in HOD meetings. How legislation works, etc.
    - 4. Zone Workshop - presented by Suzanne. Idea of a retreat/camp coming up for Zone athletes in 2020. More information coming up soon.
- e. Finance Vice-Chair – Barbara Roselli
  - i. Audit - at April HOD meeting it was agreed that the financial audit will be done every year by August and equipment audit will be done every even year.
    - i. 3 representatives worked on the financial procedural audit: Barbara Roselli, Carson Brockett, Eric Paden.
      - 1. Main recommendations from the 3 representatives:
        - a. Items that were approved by the executive board that were out of the budget, it would be helpful if they were listed on a comprehensive documents. Made it difficult to track and extended the time spent on the audit.
        - b. If hotel rooms are rented in Texas, use the tax exempt status to waive some of the taxes.
        - c. Sanctions were difficult to audit because it wasn't a simple cross check. Everything was accounted for, just a matter of tracking it was difficult. Would recommend a comprehensive list.

- d. Very difficult to reconcile USA Swimming registration fees. How USA Swimming does it doesn't match how NTS does it. The money is there and all accounted for, just difficult to track. Trying to figure out a procedure that will make it better to help reconcile registration fees.
    - ii. At convention: new policy for LSC's with assets exceeding \$200,000 must engage an outside audit firm starting 2021. Must occur yearly. In the process of getting bids from outside audit firms. Bids so far are around \$10,000.
    - iii. Discussion on the floor: Do we collect fines? Yes, working on trying to come up with a Dropbox file to track audits. Working to becoming more transparent and easier to track. Good succession planning.
  - f. Program Development Chair – Ron Forest
    - i. Tasking of Program Development Chair - there's really not a set template. Researching other LSC's. Once governance committee is established, a great recommendation would be to combine Club Development Chair with Program Development Chair.
  - g. Sanction Chair – Gloria Schuldt (absent)
  - h. Audit Chair – Barbara Roselli
    - i. Schedule for Annual Financial Audits
  - i. Investment Chair – Simon Maycock (absent)
6. Reports of Special Committees/Task Forces
- a. Equipment – Bob Lang
    - i. NTS LSC has equipment that can be rented. Contact Bob.
  - b. TSA – Tom Applegate (absent)
  - c. All Star – Chrissy Gentry - Rodrigo reported
    - i. 25 swimmers sent to All Star Camp in Midland. Gulf and South Texas did not attend. Smaller group than usual. (Last year NTS sent 32.) Trying to figure out why attendance was lower than usual.
  - d. NTV – Gloria Schuldt (absent)
    - i. Posted online
  - e. Records/Top 16 – John Rieff (absent)
    - i. Posted online

- f. Camp Coordinator – Shannon Gillespy (absent)
- g. Club Development – Maggie Shook and Ron Forest reported
  - i. On the national level, club development has been disrupted. All reps have been pulled. Dave Thomas is no longer our NTS rep. We don't know what the future will look like.
- h. Diversity, Equity, and Inclusion – Kenneth Chung
  - i. Meeting Agendas and Minutes posted
  - ii. Looking to transition the chair of DEI to Amber. She is coming onto the committee as vice-chair. She attended the Zone Select Camp.
  - iii. Zone Select Camp proposal: It happens once every other year. Want to host the NT DEI Camp sometime in April 2020. Want to invite more athletes this year.
- i. Disability Swimming – Shannon Gillespy (absent)

## 7. Unfinished Business

- a. Conference Calls - will use Zoom for Board of Directors conference calls.

## 8. New Business

- a. Approval of By-Laws in line with USAS LSC Template– Suzanne Dangelmaier, By-Laws posted online **(M/S/P)**
  - i. Amendment brought to the floor by Phil to add an Officials Chair and a Diversity Equity and Inclusion (DEI) Chair to the Board of Directors **(M/S/P)**
- b. Special Elections
  - i. General Chair - Suzanne Dangelmaier, elected from the floor, through April 2020 **(M/S/P)**
  - ii. Coach Representative - Andrew Marsh (LAC), elected from the floor, through April 2020 **(M/S/P)**
  - iii. General Vice Chair - Chuck Chinnis, elected from the floor, through April 2020 **(M/S/P)**
- c. Nominations by position from the floor
- d. Election
- e. New Legislation
  - i. Phil Lakota - “UNDER THE MEET SANCTION SECTION: Upon announcement

of next HOD date(s) and officials recertification clinic(s) no sanctions will be permitted on those announced date(s). **(OPPOSED)**

f. LSC Affiliation Agreement - HOD affirmation **(M/S/P)**

g. Governance Committee - send General Chair names of those interested in serving on this committee

9. Resolutions and Orders

a. Appointments for any vacated Chair positions as a result of elections

i. General Vice Chair: Chuck Chinnis **(M/S/P)**

10. Next Meetings: April 5, 2020 at 2pm and October 18, 2020 at 2pm

11. Adjournment at 4:18 pm **(M/S/P)**