

## **2011 Annual Fall Meeting**

Wednesday October 19<sup>th</sup>, 2011

Newport Hills Swim & Tennis Club

Meeting was called to order at 7:10 pm

All clubs were represented with the following exceptions: Kingsgate Monarchs, TPC Snoqualmie Ridge, Somerset, and Columbia Athletic Club

Jeff Lowell introduced the League Board members that were present.

Agenda was distributed; see attached. In general, agenda was followed closely with the following highlights:

The league is actively looking for a Treasurer and Division Rep for the 2012 season. The League is also looking to identify a Vice President to step into the role by the fall of 2012. Gretchen Gulke from Rolling Hills has been nominated for the Division Rep. Voting will be conducted at the Spring Meeting.

For the following proposals only Club Representative votes will count, one vote per club. There were 23 clubs present for voting.

**Proposal #1** (see attachment for additional details)

***This is in response to the discussion regarding the calendar options that all clubs received in the Spring.***

***Additional information received through the summer included the feeling that some of the membership holds regarding the location of the League Championship - specifically, that the League Champs has to be held at KCAC.***

***Either:*** For the 2012 season, the League Calendar would be adjusted so the Division Champs would be one week following the League Champs (Held on July 28<sup>th</sup>). This would provide the novice athlete with additional time for training and refinement of technique prior to the end of their season. This would be a one year pilot to be revisited after the 2012 season.

***Or:*** The League Calendar remains the same as it has been set for the recent past.

- A motion to consider the calendar options was made and seconded
- Discussion was opened and the vote was tabled until the impact on the Water Polo season could be discussed
  - Later in the meeting it was determined that the Water Polo season would not be impacted by the Swim Calendar proposed changes
- Call the Question:
  - Those in favor of the “either” choice which would move the Division Championships to the week after League Championships and extend the season one week: **6 Votes in favor**
  - Those in favor of leaving the calendar the same as in recent past: **18 Votes in favor**
- ***Vote: The League Championships on July 21, 2011 will end the season. Division Champs will be held on July 14, 2011.***

**Proposal #2** (see attachment for additional details)

***This introduction of this proposal is one way the board would like to continue to support those who are willing and able to open their club to help the league by hosting a championship meet at the end of the season. It is also being proposed in order to align understanding of the benefits a host can expect through inclusion in the Swimming Operating Plan.***

- A motion to restructure how Championship Meet Host are financially compensated by the League was made and seconded
- Discussion:
  - How do the clubs gauge the price of heat sheet/meet programs?
    - Take into consideration the cost of the program including artwork and printing
  - Should the League set the price?
    - No, the League does not want to limit clubs ability to make an honest profit
- Call the Question:
  - The proposal as it reads
- ***Vote: 22 in favor***

If your club is interested in hosting a Championship Meet for the 2012 season, please contact Jeff Lowell prior to the Spring Meeting.

**Proposal #3** (see attachment for additional details)

***Distribution of League financial surplus....the league has approximately \$43,000. This means we have a surplus of approximately \$20,000. Our bookkeeper has informed the board that we need \$24,000 in our account in order to ensure payment of government fees, insurance fees, and be able to keep enough money in our account to avoid accruing monthly fees.***

- Pre-motion discussion:
  - This will ultimately require a By Law change and will be voted on at the Spring Meeting
  - Open discussion as to whether the cap for payout would be \$10K or \$20K
  - Is the League anticipating any large expenses?
    - Typically KCAC and League insurance are the largest League expenses
  - Why was this large payout option presented instead of a more regular smaller payout?
    - The Board felt a larger amount less often would present more options for clubs in regard to what could be done with the amount
  - By Law language should account for League cash baseline changes in the future
- A motion to divide the League cash surplus was made and seconded
- Discussion:
  - Will there be additional funds needed for the proposed mandatory League trainings for coaches, officials and parent reps?
    - The League does not anticipate any significant additional costs for these programs
  - It was suggested that clubs use these funds to purchase the new Hytek software
- Call the Question:
  - Those in favor of approving a one-time payout of \$19K surplus funds as written
- ***Vote: 23 in favor***

#### **Proposal #4**

***This proposal was added after a discussion regarding consistency of officiating throughout the league. The board believes that in order to create equity across the league that ALL officials, parent reps, and coaches MUST attend a training session prior to the start of the competition portion of the season. The board also believes that in order to create consistent application of our mission statement necessitates the additional training(s) - even for those who are veterans of the league.***

- A motion to accept the proposal was made and seconded
- Discussion:
  - How will the League enforce mandatory attendance?
  - Board will discuss penalties which may include forfeiture of meets
  - Board will provide scope, timeline, and commitment related to this proposal and present at the Spring Meeting.
  - Request was made to add Team Unify training for TM/MM
    - Board will look into
- Call the Question:
  - Should Proposal be put in place as presented
- ***Vote: 22 in favor***

#### **Proposals #5 & #6: Prelude:**

***These proposals were created after a discussion regarding the application, or perceived application of our League's Mission Statement. Many of our membership feel our mission statement is not modeled by coaches, teams, parents, and officials. This spoke to their experiences, and many of them stemmed from situations that arose at 'B' Dual Meets. In an effort to help clarify the mission statement and alleviate inequity of competition, the following proposals were suggested:***

#### **Proposal #5**

***A coaches mentoring program will be put into place for the first 3 years a coach is in the League. After that time a coach may access the program if a club (or coach) would like to access additional supports to maintain a successful season. Specifics regarding the program would be shared in the spring after specific details were created. This would be another addition to the operating plan.***

- The Board will need feedback from coaches and will develop the particulars of this program over the winter
- Motion was made to accept this proposal and seconded
- Discussion:
  - Will this apply to only head coaches or to all staff.
    - Assistance will be provided for all coaching staff
  - Who will be the Mentors?
    - Experienced coaches
  - Will it be mandatory to participate in this program?
    - Yes. All coaching staff will be required to "check in" periodically with their mentors as will be indicated in the final program proposal.
    - Mentors will be available not only during the predetermined periods, but as needed throughout the season
  - What are some of the advantages of this program?

- This will keep Parent Reps from having to mentor to coaches
- Will the mentors be compensated?
  - Not this season but could be considered in the future
- What if a coach does not get along with the assigned mentor?
  - That coach should report the problem to the Board and another mentor will be made available
- Call the Question:
  - Should the mentoring program be put in place for the 2012 season
- **Vote: 23 in favor**

**Proposal #6**

*Operation Plan language that addresses swimming ‘up’ and age group will be clarified. The intent of the provision in the plan is not clear in its present form and therefore clubs have misused it, creating inequity in competition throughout the league. The language will be explicit -clearly stating the ability to swim athlete up only one age group, and that they are not able to swim up if they have bettered a B DQ Time throughout the remaining time they have in the age group (i.e. if a 9 year old betters B DQ times, they will not be able to participate in B meets the following season). There will also be language to address the intent of the rule - to ensure athletes do not lose the ability to participate in relays if an age group is small (3 x 11-12 year olds in an age group that cannot make up a relay). An addition provision will be inserted that will address the steps a coach or club should take if they believe this provision is being misused. This will necessitate Operating Plan changes - including the creation of a new ‘protest’ form.*

- A motion to alter the Operating Plan to address/clarify swim up protocol was made and seconded.
- Discussion:
  - Same repeat offenders?
    - No
  - What actions were made to correct this in the past?
    - No actions due to the vagueness of the text as it is currently written
- Call the question:
  - Should the board take a look at the protocol for “swim ups” and change the Operating Plan verbiage to clarify.
- **Vote: 23 in favor**

Overview of the Additional work the Board will conduct over the winter was addressed by Jeff Lowell. See attachment for specifics.

Board Member Reports:

Charlene Steinhauer (Vice President)

Coaches certifications:

- A new format will be created and the Club Manager (or the person responsible from each club for hiring coaches) will be responsible for making sure that the 3 certifications required by the League for coaching is current and on file.

**Scott Allen (Officials Administrator)**

Midlakes is being considered as a PNS “observed meet”

Division Champ issues:

- Remember that the Meet Director does not serve as an authority regarding officiating the meet...that is the Meet Referee's job.

There are several Officials trainings each season and are held at different locations. Any club can host an Officials training. Please contact Scott if you are interested.

**Nancy Anderson (Bookkeeper)**

Budget Overviews were distributed (see attachment)

2011 membership was down slightly from the previous year (20 or so)

The League appears to be “on budget” for this season

The League savings account has been closed due to bank fees

We will be keeping a minimum of \$5K in the checking account at all times to avoid additional bank fees.

The checks for the monies to be distributed according to Proposal #4 presented this evening will be sent to each club after confirmation of who and where to send checks to. Nancy will send emails to each club requesting this information.

**Eric Bartleson (Water Polo Rep)**

The 2011 season went well; no major issues

Considering consolidating teams to curb forfeitures

Combined teams being reconsidered due to too many players

All Water Polo fees have been paid

**Ann Rhodes & Penny Yantis (Diving Reps)**

Diving is doing well

**Rebecca Thornton (Merchandise Coordinator)**

Getting good feedback from t-shirt sales

Next year planning on providing more youth sizes and more sweatshirts

Shifting to 40% sweatshirt – 60% t-shirts

Encourage your swimmers to buy early at a championship meet

**Cindy McGee (Communication Director)**

Please remember to send new Parent Rep and Coaches information via the website to the Communication Director. This information needs to include your club, your name, phone number and email address. You will then be invited to log onto the website, create a password and update additional information.

It was proffered that a ‘non-member’ did not have access to the link provided on the website. This issue will be addressed by providing the Communication Director email address on the website so that new members can send in the information.

**New Business:**

Can we create an electronic release and concussion form? Cindy will contact Team Unify and look into it. Snoqualmie Ridge did very well during their first season...they had 8 swimmer go to League Champs.

Meeting was adjourned at approximately 9:00 pm