**MHSL Delegate Meeting – March 8, 2018**

**7:00 PM, Southridge Rec Center, Butte Room**

**CALL TO ORDER** – Melissa Shenton 7:15 pm

**ROLL CALL** – Danielle Bowers

* Teams absent: None

**APPROVAL OF MINUTES** – Danielle Bowers

* Holly Park motioned to approve September minutes and Highlands Ranch North seconded. Motion passed unanimously

**PRESIDENT –** Melissa Shenton

* Review of Agenda
* Introduced the 2018 Board
* Delegate role
  + Found on the website under parent delegate or in the Policy and Procedures
* Division Alignment – listed on the MHSL website

**SECRETARY** – Danielle Bowers

* Request of Delegate Contact list updates

**TREASURER** – Laura Johnson

* Account Update – Checkbook balance $35,868.42
* 2018 Budget update – high level overview
* Team fee will be $325 a team and $11 / swimmer
* Please email [treasurer@mhsl.org](mailto:treasurer@mhsl.org) if you need an invoice for the team fees

**INSURANCE** – Lynette Wargin

* Cost per swimmer will be $11
* Insurance coverage is from February 20, 2018 – February 20, 2019. She will be emailing Certificate of Insurance to every team.
* Required information in an Excel spreadsheet when submitting your roster:
  + First name, last name, date of birth, gender, team
  + Roster form is on the website
* If any teams will be using any additional facilities for preseason or any other team needs, please email Insurance@mhsl.org to be add to our certificate of insurance

**OFFICIALS** – Kevin Ancell (Absent – presented by Melissa Shenton)

* Training proposal
  + Meet / Deck Referee training
    - 1 clinic training session: New and recertification together at the beginning, recerts will be excused and new refs will continue with training.
    - Missed clinic
      * Recertification – video and test
      * New – video, test, and mentoring
  + Starter training
    - 1 clinic training session: New and recertification together at the beginning, recerts will be excused and new starters will continue with training.
    - Missed clinic
      * Recertification – video and test
      * New – video, test, and mentoring
  + Stroke and Turn training
    - Online test available for new or recertification
    - 4 clinic training session: New and recertification together at the beginning, recerts will be excused and new SnT will continue with training.
    - **Team Meet / Deck Ref can recertify a previous SnT judge** (must have been certified within the last 2 years)
  + Feedback Loop
    - Coaches will report to Cody judging discrepancies
    - Request a volunteer from each team to complete a spreadsheet of DQ’s from home meets.
      * Kevin to develop spreadsheet
      * Teams that comply will earn a point

**SCORING** – Sandra Kelly

* Scoring Clinic will be held on Thursday, May 24 at 6:30 pm at Dam West Clubhouse (11700 E Yale Way, Aurora, CO 80014)
* Please email [kelly5@q.com](mailto:kelly5@q.com) with a name for your scoring representative within 1 week
* Database availability will be ready within the month. Once it says 2018 it will be the new one.
* All Star time standards will remain the same.
* Paper chase – not all teams submitted forms by the deadline. This year teams will need to submit their paper chase in order to pick up their All Star t-shirts.

**AWARDS** – Holly Harris

* General Updates
  + Award form distributed and needs to be submitted by next meeting Tuesday, April 10th

**WEBMASTER**– Joann Lawson (Absent - presented by Melissa Shenton)

* General Updates
  + Website Updates - Calendar and Team Alignments are up-to-date.  As updates are received, they will posted
  + Facility Requirements Form - Annual Facility Requirements Updates needs to be completed before June 1. Please review the current Facility Requirements Spreadsheet on the Parent Delegate Page on our website and if there are no changes, email the Webmaster with confirmation of no changes for your team.  If there are changes, please complete the Facility Requirements Form (found on the same page) and submit with the changes.

\*Failure to timely submit the form to the League will result in a penalty point deduction from the team.

* + Job openings or team needs that need posted they can contact the webmaster

**COACHES REP** – Cody Foster

* Per Colorado state law, all coaches must have completed concussion training before the first day of practice
  + CDC Heads up training or NFHS (National Foundation of High School Sports)
  + Parent delegate will need to supply a signed form stating all coaches (Head, Assistant, Intern) have completed the training
* Coaches Meeting
  + Wednesday, May 23 7-8 pm at the Goodson Recreation Center
  + All Star heating meeting will be held Tuesday, July 17 at 6:00 – 8:00 pm at Southridge Rec Center, Butte room

**MEMBER AT LARGE** – Noelle Polk

* T-Shirts
  + Out of Breath will be the vendor. They will be selling the t-shirts at prelims and championships.
  + In the process of approving artwork

**PRESIDENT-ELECT** – Eileen Hoffman

* General Updates
  + Clerk of Course training will be held Wednesday May 23rd at 6 pm Hills West pool (10458 E Crestline Pl, Englewood, CO 80111)
  + Grievance policy overview
    - In the event that an issue cannot be resolved without intervention, the following policy is provided as the framework for resolving issues:
      * Team(s) level
      * Division
      * League board

**PAST PRESIDENT** – Jim Larson

* General Updates – None

**OPEN DISCUSSION Topics** – Melissa Shenton

* Beth Moreau from Castle Rock East and West presented the following:
  + All Star meet will be hosted at Castle Rock. She handed out the volunteer requirements form.
  + An idea of a Last Chance Meet on July 7th at the Butterfield pool. This meet will be handled like an official meet. All swimmers will be required to have a parent volunteer in order to participate. Castle Rock East and West will be ultimately responsible for filling official’s positions. The last chance meet will not count towards the dual meet count.

**NEXT MEETING –** Danielle Bowers

* **April 10th, 7:00 PM – Southridge (Butte room)**

**ADJOURN** – Melissa Shenton 8:08 pm

**DELEGATE DIVISION BREAKOUTS**

* Division VP election
* Dual Meet Schedule
* Championship Prelims/Finals schedule
* Division Decisions Form