Old Dominion Swim League
Meeting Minutes

February 8, 2007
7:00 PM
South Riding Town Hall, South Riding, VA

Teams Represented:
Ida Lee, Kincaid Forest, Lenah Run, Lovettsville, Potomac Crossing, Potomac Station, Red Rock, Rivercrest, South Riding, Spring Lakes, Stoneleigh, Tavistock & Woodlea Manor

Champs Cut Times:
Paul presented the cut times for the 2007 swim season to the group. He discussed how he arrived at these times. The times will be posted on the ODSL web site.

Meet Manager Software
Angie presented her findings from the software survey.

- All twenty teams have the software for Hy-Tek Team Manager.
- Only two teams did not have Hy-Tek Meet Manager.

John Mr Aycock

It was determined that the benefits of all the teams using Meet Manager outweighed the cost of the product. It was decided that all of the teams in ODSL must use Meet Manager to run their meets and any new team that would like to join ODSL must have Meet Manger before they will be able to join.

Since the league does not currently own a copy of Meet Manager, it will purchase a copy to use at the Champs Meet. The two teams that do not currently own Meet Manager will be given the opportunity to use the leagues copy for this season, but will need to purchase their own copy for the 2008 season.

It was also discussed that the team hosting the meet must be the team that sets up the meet and uses the Meet Manager program. If for any reason they cannot do this then they must work out an exchange with the opposing team to do some of the other jobs which are normally done by the opposing team.

CPR
lifeguard
pool ops

Ribbon Volunteers
Valerie Meyer of Potomac Crossing has volunteered to accept orders, purchase and distribute the ribbons for the 2007 season. A final order date will be set by Valerie and any orders that need to be placed after that will be the responsibility of the individual teams. (Only orders place through Valerie in the time allotted will be eligible for the ODSL discount.)

Spring Officials Clinic
Alyson Manning of South Riding will arrange the Spring Officials clinic. She will work with Teresa Pliuskaitis to do this. They will attempt to have two sessions, one early spring at an indoor facility, possibly Claude Moore and the second later in the spring at one of the outside South Riding pools.

Old Dominion Swim League
Meeting Minutes

Tuesday, March 13, 2007
7:00 PM
Claude Moore (aquatics center), Sterling

Teams Represented:

Belmont Country Club, Brambleton, Broadlands, Courts & Ridges, Exeter, Franklin Park, Greenway Farms, Ida Lee, Kincaid Forest, Lansdowne, Lenah Run, Lovettsville, Potomac Crossing, Potomac Station, Red Rock, Rivercrest, Spring Lakes, Sterling Park, Tavistock & Woodlea Manor

2007 Schedule

- Eric Schierling reviewed the process he went through to develop the 2007 schedule
- The floor was open to questions about the scheduling process and specific issues any teams had with the schedule
- Each team was asked get back to him with any changes that they need as soon as possible.
- He input to the schedule until March 26th. Email any questions or your teams final OK to Eric at Schierling@blemontcc.com.

End of the Year Meets

All Star Meets

- All will be held on Saturday, July 21st.
- We will need 5 or 6 locations so that the meets will not be too long. The following teams have volunteered to host a meet
    - Sterling Park
    - Franklin Park (meet must be over by 11:00 AM)
    - Broadlands
    - Red Rocks
    - Potomac Station
    - South Riding (we hope they will host one)

Relay Carnivals

- All will be held on Wednesday, July 25th, except for a possible relay at Red Rocks on Wednesday, July 11th if Eric can schedule it.
- The following teams have volunteered to host a meet
    - Sterling Park
    - Franklin Park (meet must be over by 11:00 AM)
    - Red Rocks
    - Potomac Station
    - Tavistock
    - Lansdowne

Champs Meet

- The only Champs meet will be held on Saturday, July 28th.
- Sterling Park has agreed to host the Champs meet again this year.

Name Change discussion

- The names of Champs and All Stars is confusing to some. It was suggested that the All Star meet be the fasted meet and the Champs meet be the slower one.
- It was decided that the names should remain the same since the change could be even more confusing.

Pool Depth Issue

The proposed wording for the rule was voted on and approved.

Ribbon Orders

- Valerie Meyer of Potomac Crossing (Valerie@meyer1.com) will be responsible for the ribbons this year.
- She needs to know
  - The number of swimmers on your team
  - Your current inventory of ribbons if you participated in ODSL in 2006
  - The number of ribbons you want this year (heat winner, personal best, top time, record holder, participant, etc.)
- The deadline for placing your order is Monday, April 23rd.

Swim Team and HOA Relationships – Jon Aycock

- Only 4 teams out of the 20 are charged by their HOA for pool usage.
- No teams have had any issues with their HOA about serving food at their swim meets and are there have not been any restrictions concerning this imposed by the HOAs.

Open Board Position

- A request was made for someone to fill the open position of treasurer
- Broadlands indicated that they may have a person interested in filling the position

Contact List

- All teams were asked to check the information on the sign in list
- Each team was asked to have one Team Representative and at least one alternate
- A final copy of the contact list will be distributed at the April Meeting

Spring Officials Clinic

Teresa Pliuskaitis reported that a date for the spring officials training can not be set until the Claude Moore facility is officially opened and they commit to a date. They are still planning to have a session in the late spring in one of South Ridings out door pools.

Out of Time

All other issues were tabled until the next meeting due to the lack of time.

Next Meeting:

Date: Tuesday, April 10, 2007
Time: 7:00 PM
Location: Exeter Clubhouse

Old Dominion Swim League
Meeting Minutes

Tuesday, April 10, 2007
7:00 PM
Exeter Clubhouse

Teams Represented:

Belmont Country Club, Brambleton, , Exeter, Franklin Park, Greenway Farms, Kincaid Forest, Lansdowne, Lenah Run, Lovettsville, Potomac Crossing, Potomac Station, Red Rock, Rivercrest, South Riding, Spring Lakes, Stoneleigh & Tavistock

2007 Schedule

- Eric Schierling reviewed a draft of the 2007 schedule.
- A discussion was held concerning changes that needed to be made.
- Eric will make the necessary changes and email the schedule to the teams as soon as possible. Any questions can be directed to Eric at schierling07@comcast.net .

Mini Ray Meets

South Riding will once again be holding meets for children 8 and under.

- These meets will be held on Monday nights.
- The meets will not be scored, but will be run like a regular meet.
- Only freestyle and back stroke will be offered at these meets.
- If your team is interested in participating in these meets, contact Alyson Manning of South Riding at alyson@gostringrays.com to let her know what dates you would like to attend.

Ribbon Orders

Ribbon orders need to be in to Valerie Meyer at Valerie@meyer1.com by Monday, April 23rd. She needs to know

- The number of swimmers on your team
- Your current inventory of ribbons if you participated in ODSL in 2006
- The number of ribbons you want this year (heat winner, personal best, top time, record holder, participant, etc.)

If your teams order is not in before the 23rd, you will be responsible for ordering your own ribbons, most likely at a higher cost.

Card Orders

Card orders will not be taken until May. A notice will be sent out informing you of the date this number will be needed. The cards will be delivered in early June.

Treasurer Position

- Valerie Meyer of Potomac Crossing has agreed to be the ODSL treasurer for the 2007 swim year.
- Thank you Valerie!

Contact List
Everyone was asked to correct any errors on the sign in sheet for their team. This information will be used to develop a contact list of all the team coaches and team representatives. The contact list will be distributed to the teams shortly.

Spring Officials Clinic

- The first spring officials training will be held at an indoor pool at the Claude Moore facility sometime in May.
- The second officials training will be held in an outdoor pool at South Riding sometime in early June.
- The specific dates will be relayed to the league as soon as they are available.
- Any questions concerning the clinics can be directed to Teresa Pliuskaitis of Spring Lakes at Teresameike@aol.com or Alyson Manning of South Riding at alyson@gostringrays.com.

Insurance Certificates
A request was made to have a copy of the insurance certificate distributed to each of the teams. Most teams that operate in a community with an HOA are required to forward a copy to the HOA. Angie will ask Paul to take care of this since he has the insurance certificate.

Post Meeting Note: Paul does not have the certificate for this year yet. If teams would like a copy of last year's certificate, they can get it from Paul. The certificate for this year will not be available until after all the teams pay their ODSL dues and the league is able to pay the premium.

MEET CONSISTENCY

Clerk of Course
The job of clerk of course is one of the hardest jobs at a swim meet. Having a consistent method of running clerk of course would help to alleviate many problems at the meets and would aid in running a faster meet.

- Some discussion was held about the methods that successful teams had used. It was decided that this needed to be worked on outside of the meeting.
- Angie is going to develop a questionnaire to be sent out to all of the teams.
- She will compile the information which may contain some helpful suggestions and forward them to Teresa. Together, they hope to develop a method that should work for everyone and be consistent throughout the league.

DQ Policy

- A discussion of the pros and cons of having a strict DQ policy was held. A large majority of the members agreed that a strict DQ policy would only benefit the swimmers both young and old. It was noted that young swimmers could swim the freestyle. It is very difficult to be disqualified in this stoke.
- One coach suggested using the DQ as a learning tool for her swimmers. She looks back through the cards to get the time for the swimmer. She gives the swimmer a participation ribbon with the time the back. She also notes that the swimmer was disqualified and the reason why in writing on the card. She gives the ribbon to the swimmer and explains why he/she was disqualified.

- ALL SWIMMERS will be DISQUALIFIED if they do not swim the stroke properly.
    - This rule will be stressed at the officials training.
    - All team representatives need to stress this to their coach, the swimmers and the officials of their team.

Order of Events

- A discussion was held about why teams sometimes prefer to change the designated order of events. It was decided that the only way to be fair to all of the swimmers was if we all stick to the order of events. If some swimmers need to get better IM times for the end of the year meets, they should be allowed to not swim other events in Saturday meets where the chances of finishing the meet is more likely.
- ALL TEAMS must stick to the USA Rule Book order of events. (Also in the ODSL Rules and Regulations)

Role of Referee

A discussion was held concerning the important role of the referee. It was decided that more needed to be done.

- Steve Skirkanich will work on writing up a guide for the role of the referee.
- He will bring this to our next meeting where it can be discussed.

Out of Time

All other issues were tabled until the next meeting due to the lack of time.

- Running Meets without Cards
- Champs Meet Announcement
- Wednesday Night Meets

NOTE:

There are some summer league prep clinics being offered at this time. If interested, go to www.snowbirdaquatics.com or www.cubu.org.

Next Meeting:

Date: Tuesday, May 8, 2007
Time: 7:00 PM
Location: Sterling Library (the old one)

Old Dominion Swim League
Meeting Minutes

May, 2007
Sterling Library, Sterling, VA

Teams Represented:

Belmont Country Club, Brambleton, , Exeter, Franklin Park, Kincaid Forest, Lenah Run, Potomac Crossing, Potomac Station, Red Rock, Rivercrest, Spring Lakes, Sterling Park, Stoneleigh & Woodlea Manor

2007 Schedule

- Eric announced a minor change to the schedule. Potomac Station will host a relay carnival with Spring Lakes and Kincaid Forest on July 11th.

Spring Officials Clinic

- Although a date of May 10th for an official's clinic was mentioned in an earlier email, the date was not verified. It was decided that such a soon date did not give the members enough time to disseminate the information to their parents so it could be not be considered.
- Teresa will try to set up a clinic the last week in May. Look for an email concerning this soon.
- The second officials training will be held in an outdoor pool at South Riding sometime in early June. Alyson Manning will set this up. You will be notified by email as soon as the date is set.

Software Training

- Paul will train any interested ODSL members on Hy-tek Team Manager and Meet Manager in May.
- Team Manager Training – Thursday, May 17th from 7:00 PM – 9:00 PM at the Rust Library (380 Old Waterford Road, Leesburg).
- Meet Manager – Tuesday, May 29th from 7:00 PM – 9:00 PM in meeting room C at the Eastern Loudoun Regional Library (21030 Whitfield Place, Sterling, VA – Cascades)
    - This is a follow up for Team Manager.
    - All teams need to use it in meets this year.

Meet Cards

Meets can be run without cards

- Meet manager must be used to do this.
- All of the teams must be seeded before the meet for this to work properly. (Meet must be created, teams must be merged together, and swimmers must be seeded from fastest to slowest.)
- Reports must be printed out
    - Team report of swimmers
    - Meet Program
    - You can print out timing sheets, but this requires cutting and taping them.

    - It is easier to print and extra set of meet programs with the previous time omitted. This allows space to write in the swimmers times. (Print them in 2 columns)
- Even if you decide to go card less, you can use cards for younger swimmers and recycle them.
- Pros
    - Cheaper
    - Less time consuming (especially with data entry of the swimming times)
    - If there are changes, cards can be used to make the changes and then given to the score keeper
- Cons
    - Filling in heats is more difficult
    - Going card less would be inconsistent with most of the other teams' procedures
- Most teams prefer to work with cards. At least one team already operates without cards.

League Business

- Insurance
    - The league insurance runs out on May 31st.
    - Paul needs to renew it before that time.
    - He needs a <u>head count on swimmers by May 15th</u>. If you are not finished with registration, give him a best estimate. Error on the high side if you need to guess. If your have significant (>5) increase in team size during the season, notify Paul so that he can adjust the insurance coverage.
    - Everybody associated with ODSL is covered: volunteers, coaches, parents traveling to meets, etc.
    - This is a 12 month policy.
- Card Orders
    - Paul needs to have your <u>card order by May 15th</u>. The cards are cheap 2 or 3 cents each. They can always be used next year if you order too many.
    - Contact information is paulmannino@ezcoach.com or pamannino@comcast.net.
- Invoices Coming – There will be two invoices this year
    - 1st Invoice will include <u>(please pay promptly)</u>
        - $1 league fee/ swimmer
        - Insurance fee/ swimmer
        - Team Ribbon Order
        - League Ribbon Order
        - Cards (pink/blue)
    - 2nd Invoice will include
        - End of Season Ribbons (shared cost -$/22 teams = amount)
        - Relay Carnival Ribbons (each team pays for their own medals)

End of Year Meet Announcement Discussion

- A draft champ's meet announcement was shown. (draft attached)
- There are no IM's in All Stars
- Some 15 – 18 year old swimmers will now go to All Stars
- Order of events <u>will not be altered</u>
- Two volunteer positions will be added to the end of the year meets. Each team will be required to provide 2 volunteers to help clean when the meets are completed.

- A discussion was held as to how the ribbons would be awarded for the All Star meets.
    - 6 venues – Ribbons awarded separately for each meet
    - 6 venues – Ribbons awarded for East/West division
    - This could be very expensive depending on the decision
    - Valerie will look into the cost of the current ribbons, reducing the ribbon size and breaking it down into two divisions instead of 6 meets
- Paul will be sending out template files for Meet Manager and Team Manager. These will already have the cut times included.

MEET CONSISTENCY

Clerk of Course

A draft version of the Clerk of Course procedure that was sent out by Angie was discussed. Changes were made and agreed upon. The draft will be revised, and voted on at the next meeting. Changes include:

- The Clerk or Course Area will be called the Staging Area
- Each team will print out their own labels and apply them to their own cards prior to a meet. No cards need to be exchanged between teams.
- The Clerk of Course for each team will hand the cards to their own team members
- The Head Clerk of Course will stack the swimmers based on the cards they hold.
- The team Clerk of Course will escort the swimmers to the ready chairs.
- It was noted that some teams don't have a Staging Area.

Role of Referee

Steve reported on the main roles of the referee

- Referee "owns" the pool
- Referee meets with the Stroke & Turn Judges before the meet
- Referee determines the pool to be clear
- Referee turns it over to the Starter
- Stroke & Turn Judges must raise their hand for all infractions and the referee must acknowledge their signal.
- Referee must look at and sign all DQ cards – may have to assign an extra runner for this.
- Referee is in control of when the meet starts, maintains the pace of the meet and determines when the meet ends
- All referees need to use a whistle as stated in the rule book.
- Small teams may ask for help with refereeing.
- Each team should have at least 5 USA Swimming Mini-rulebooks (keep in pocket at meet) and 5 USA Swimming Rules and Regulations books (have accessible at meets) available for reference. Order from www.usaswimming.org.
- Steve Skirkanich will work on writing up a guide for the role of the referee.
- He will email this around for comments
- The written role of the referee will be discussed and approved or amended at the next meeting.

Wednesday Night Meets

A discussion was held about Wednesday night meets. They can run long and later events can get canceled. The biggest limitation for most teams is the lack of lights. Some of the ideas mentioned were:

- Meets must start on time.
- Each team should limit the number of swimmers therefore limiting the number of heats.
- When the meet is seeded on Monday night each team should look to see if completing the meet seems reasonable. If not, the team representatives should negotiate the number of swimmers to decrease the length of the meet.
- Running the remainder of an unfinished meet the next day is a possibility if it is agreed on by both teams prior to the meet.
- If teams are concerned about their older swimmers and IM swimmers getting times in for end of the year meets, coaches need to make sure they swim in Saturday meets which will most likely be able to be finished.

Rain Outs
Most teams need to cancel meets if they are rained out. Team representatives should discuss this to make a final decision.

NEW BUSINESS

Evening Practice Offered to Spring Lakes Team Members
Spring Lakes is offering evening practices on Monday, Tuesday and Thursday evenings from 6:00 – 7:00 PM. If anyone knows of a swimmer that cannot participate in swim team due to morning conflicts, they are open to outside swimmers joining their team.

2008 Schedule
The ODSL is growing every year. As it gets bigger, the idea of forming divisions based on size will allow for easier scheduling. Eric suggested dividing the league into 4 divisions of 6 teams (assuming the addition of 2 new teams) next year. Each team would swim a team in their division on the Saturday meets and Wednesday night meets would be open meets (free to swim teams that were geographically close, etc.) Forming divisions would allow for more structure in our league, but would decrease the amount of flexibility. This possibility will be discussed more after October meeting.

Next Meeting:

Date: Tuesday, June 5, 2007
Time: 7:00 PM
Location: Eastern Loudoun Regional Library
Meeting Room B,
21030 Whitfield Place, Sterling, VA – Cascades
(Ribbons & cards will be distributed)

Old Dominion Swim League
Meeting Minutes

October 4, 2007
Ashburn Library, Ashburn, VA

Teams Represented:

Brambleton, , Exeter, Greenway Farms, Lansdowne, Lenah Run, Lovettsville, Potomac Crossing, Potomac Station, Red Rocks, South Riding, Spring Lakes, Stoneleigh & Tavisotck (13 out of 22 teams)

Open Board Position(s)

- Angie Plesce (LR) announced that she made a mistake in the agenda. Although she wanted to step down as secretary, Valerie Meyer (PC) the current treasurer did not want to step down from the board.
- Steve Skirkanich (PC) made the suggestion to add an additional position to the board to make the board an uneven number. He suggested adding a position for member-at-large. This idea was discussed and all agreed that this was a good idea. A motion was made and passed to add a fifth position of member-at-large to the board. The current positions from this meeting forward will be:
    - President
    - Vice-President
    - Secretary
    - Treasurer
    - Member-at-large
- A request was made for those who were interested in serving on the board to make their wishes be known. Ramona Rember (TV) volunteered to be the member-at-large. Meghan Mckenna (EX) expressed an interest in the position of treasurer, but did not want to be the secretary. Since there were no other volunteers for the secretarial position, Valerie Meyer agreed to take on the position of secretary and step down from the treasurer position. A vote was taken for the positions of treasurer, secretary and member-at-large. The volunteers mentioned above were approved.
- The 2008 ODSL board members are:
    - President – Steve Skirkanich (PC)
    - Vice-President – Teresa Pliuskaitis (SL)
    - Secretary – Valerie Meyer (PC)
    - Treasurer - Megan Mckenna (EX)
    - Member-at-large – Ramona Rember (TV)

ODSL Organization

- The most up-to-date contact list was passed around the meeting. Each team present was asked to review and update the contact information as necessary.
- The changes written in at the meeting will be updated by Angie and then will be sent to Valerie Meyer, the new secretary. Any additional changes should be forwarded to Valerie at Valerie@meyer1.com.

Training

- Officials Training
  - All officials who are trained by the ODSL need to be identified. This can be done by giving them some type of identification. A suggestion was made to have individuals wear a badge with their name on it, the ODSL emblem and the positions that they have been trained for written on the badge. (i.e. Referee, Starter, Stroke & Turn).
  - It was suggested that the officials need to take some type of test after the training. The test would be an open book test geared towards helping the person be sure of the regulations instead of a hard core type test.
  - Official volunteers who have passed the USA swimming certifications do not need to take the officials training offered by ODSL. There credentials will be honored by ODSL.
  - The training dates need to be set earlier to give parent volunteers time to plan to attend.
  - Teresa Pliuskaitis (SL) will work on getting the training dates set for this.
- Software Training (Hy-Tek & Meet Manager)
  - This training should take place in April and May. The dates need to be set well in advance so parent volunteers have time to schedule to be at the training sessions.
  - Team volunteers should bring their team lap tops if available. This should make the training easier.
  - We need a new person to volunteer to do the training since Paul won't be available any more.
  - Potomac Crossing has a wonderful guide sheet if anyone would like some help.
  - The training dates should be set by the end of January so teams can have the dates available for registration.

ODSL Organization

- Board Voting: As the ODSL becomes larger, the running the organization becomes much more difficult. This is only enhanced by the fact that not all teams send representatives to the meetings. In order to run the organization a little better, the suggestion was made to use the board as a true board to have voting power. Any tasks necessary to the league will be assigned a committee. (Members of the league would volunteer to be on the committee.) The committee will look into the issue and bring information and suggestions to the board at the scheduled meetings. (In some cases information will be circulated to all of the teams prior to the meeting.) At the meeting all teams will have the opportunity to hear and comment on the findings of the committee. They will be given the chance to discuss the issue and present their opinions to the board. After all information is received by the board, the board will vote on the issue and the vote will stand.
- Team Representation: It was discussed that there needs to be representation from each team at each of the scheduled ODSL meetings. Each team should have a team representative and an alternate. If one of these people cannot be at the meeting, it is their responsibility to have another member of their swim team attend the meeting for them. In order to help the teams with this, it was acknowledged that
  - The ODSL meetings need to have some type of consistency for the members to plan around.

        - Joel Getis (LD) will check with Lansdowne to see if he is able to reserve a conference room for the 2nd Thursday of every month ODSL meets (Jan., Feb., Mar., Apr., May & Oct.). This will allow the meetings to be held at the same place and time each month.
    - The meetings need to start and end on time.
    - The meetings need to focus on the items on the agenda and avoid getting off track.
    - Consequences need to be in place for teams who miss meetings.
- Team Participation: Running the league requires a lot of work. The league would like to see this work evenly distributed among all of the teams. There are many committees and jobs that need to be filled. It was decided that each team needs to have at least one volunteer for a job or committee. Even if a team is small or new, they still need to help out on a committee. The best way to learn is to help someone who has experience. The following committees are available:
    - Training – organizing officials and software training.
        - Teresa Pliuskaitis (SL)
        - Your Name (Your Team)
    - Website – updating and maintaining the ODSL website
        - Bill Schneider (V)
        - Your Name (Your Team)
    - Rules and Regulations Update – a committee needs to incorporate the current rules into an updated version which can be placed on the website.
        - Steve Skirkanich (PC), Michele Song (RR), Lisa Smith (BR), Cindy Gambogi (GF)
        - Your Name (Your Team)
    - Scholarship Committee – send out announcements to teams; receive and review candidate applications and select scholarship winners.
        - Your Name (Your Team)
    - Ribbon, medal & card orders – compile, place and distribute the league orders.
        - Your Name (Your Team)
    - Scheduling – schedule all of the league duel & end of year meets as well as relay carnivals.
        - Your Name (Your Team)
    - Relay Carnival – oversee the planning and running of the relay carnivals
        - Your Name (Your Team)
    - End of season meets - oversee the planning and running of the end of season meets.
        - Your Name (Your Team)
    - End of season meet T-shirt - design, order and distribute T-shirts
        - Your Name (Your Team)

Consequences need to be in place for those teams who do not provide support for the league. This could consist of a warning, a fine or even loss of the right to swim in the league. Sign up sheets will be available at the January meeting. If someone would like to sign up for a committee prior to the meeting, they can email Valerie and ask her if there is still room on the committee for them. The sooner people sign up, the better their chance of getting on the committee of their choice.

End of Season Discussion

- End of season Questionnaire – There were not a lot of responses to the questionnaire. Those that were returned had mostly positive comments.
- Comments on the All Star & Championship meets
  - Many teams did not like how the All Star meets were combined with different locations.
  - The 2008 meets will have their own venue for each meet. There will be not combining of meets.
  - A discussion was held about the need to explore a different plan for the end of the year meets.
    - A suggestion was made to have divisional meets and then All Star meets after that.
    - It was suggested not to set cut times at the beginning of the season. The final "Championship" meet would be a meet between the top swimmers of the season using the times from the summer season.
- General Comments regarding the season
  - Lovettsville would prefer heat number limits, not swimmer number limits in duel meets
  - League records need to be posted in a timely manner
  - Some teams would like to see the scores of the meets posted on the website, others oppose this suggestion

Next Meeting:

January ?, 2008

Time:

Place:

Old Dominion Swim League
Meeting Minutes

June 7, 2007
Sterling Library, Sterling, VA

Teams Represented:

Brambleton, , Franklin Park, Kincaid Forest, Lansdowne, Lenah Run, Potomac Crossing, Potomac Station, Rivercrest, South Riding, Spring Lakes, Sterling Park, Stoneleigh, Tavisotck & Woodlea Manor

Volunteers Needed

- Teresa Piluskaitis of Spring Lakes and Ramona Rember of Tavistock agreed to work together to come up with a design, purchase and distribute the T-shirts for the end of the year meets.
- The T-shirts will be pre-ordered through the team representative as they were last year.

End of the Season Meet Ribbons

- Medals will be purchased for the end of the year meets ($1.89/each)
- Three different color medals will be purchased for the Champs place winners, All-Star place winners and participants who don't place (i.e. gold, silver, bronze).
- Each place will have a different color ribbon attached to the medal (i.e. 1st place – blue, 2nd place – red, etc.)
- The All Star meets will be split into an east and a west division. The place winners will be spread across three of the six meets. That is there will be a 1st place for the east division and a 1st place for the west division. The medals will not be distributed until the Champs meet on June 28th so that the times from the three meets can be combined and the place winners can be determined.
- Team Representatives need to stress to their team members that just because they had the fastest time at there All Star location does not mean that they will get 1st place. All of the times from their division need to be looked at to determine the overall winner.
- The Champs meet medals will be determined and distributed to the teams the evening of the meet on June 28th.

MEET CONSISTANCY

Clerk of Course

- A concern was expressed about each team printing their own labels and cards when preparing for a meet. (Could the away team make changes to the meets after receiving the document from the home team?)
- Paul explained that if the Meet Manager seeds the meet and then prints out a label report, they can email it to the opposing team and changes cannot be made. The only draw back to this is that each team needs to have PDF on their computer.
- Bob King of Franklin Park will send a PDF printer to Paul and he will put it on the website. Each team can download this and then each team should be able to print out the label report without making any changes.
- If a team chooses to run their home meets without cards, they still will have to print out labels and cards to take to away meets. If teams that use cards swims at a pool that runs

its meets without cards, the away team can still bring cards for their kids to use (like a security blanket.)

Role of Referee

- Steve will prepare the guidelines and have them posted on the ODSL website before the June 16th when many teams will be having their time trials.

Non-Resident Swimmers

- Many teams within the ODSL allow non-resident swimmers on their teams.
    - This is an essential practice for start up teams or teams in small neighborhoods.
    - This is required for some teams that are associated with the county in any way.
- Swimmers should not be recruited from other neighborhoods to improve a team's ability to win meets. Non-resident swimmers should be allowed to swim to allow more kids to learn the skill and joy of swimming.
- The rules and regulations will be changed to reflect this change

Rules & Regulations

Angie admitted that updating the Rules and Regulations was more that she could do. She has since contacted Steve and he is planning to revise the rules and have them on the website before June 16th.

Templates on the Website

The templates on the website need to be changed to reflect the recently voted on order of events. Paul will do this. Thanks for all of the website work www.odsl.net.

Insurance

- The insurance for the league was purchased and the certificate was distributed to the members.
- It was pointed out in the meeting that clarification of coverage was needed on the document.
- Paul will email the insurance carrier and will send out a more accurate version of the certificate.

Cards & Ribbons

- Cards and DQ pads were distributed to all the teams in attendance – Thank you Paul!
- Ribbons were distributed to all the teams in attendance – Thank you Valerie!

Post Meeting Note:

South Riding will be hosting their Mini Ray meets on July 16th and 23rd. If you have any 8 & under swimmers interested in participating, contact jeff@gostringrays.com.

Next Meeting:

No meeting in July, August, September or October

Enjoy your swim season!

Old Dominion Swim League
Meeting Minutes

February 8, 2007
7:00 PM
South Riding Town Hall, South Riding, VA

Teams Represented:
Ida Lee, Kincaid Forest, Lenah Run, Lovettsville, Potomac Crossing, Potomac Station, Red Rock, Rivercrest, South Riding, Spring Lakes, Stoneleigh, Tavistock & Woodlea Manor

Champs Cut Times:
Paul presented the cut times for the 2007 swim season to the group. He discussed how he arrived at these times. The times will be posted on the ODSL web site.

Meet Manager Software
Angie presented her findings from the software survey.

- All twenty teams have the software for Hy-Tek Team Manager.
- Only two teams did not have Hy-Tek Meet Manager.

It was determined that the benefits of all the teams using Meet Manager outweighed the cost of the product. It was decided that all of the teams in ODSL must use Meet Manager to run their meets and any new team that would like to join ODSL must have Meet Manger before they will be able to join.

Since the league does not currently own a copy of Meet Manager, it will purchase a copy to use at the Champs Meet. The two teams that do not currently own Meet Manager will be given the opportunity to use the leagues copy for this season, but will need to purchase their own copy for the 2008 season.

It was also discussed that the team hosting the meet must be the team that sets up the meet and uses the Meet Manager program. If for any reason they cannot do this then they must work out an exchange with the opposing team to do some of the other jobs which are normally done by the opposing team.

Ribbon Volunteers
Valerie Meyer of Potomac Crossing has volunteered to accept orders, purchase and distribute the ribbons for the 2007 season. A final order date will be set by Valerie and any orders that need to be placed after that will be the responsibility of the individual teams. (Only orders place through Valerie in the time allotted will be eligible for the ODSL discount.)

Spring Officials Clinic
Alyson Manning of South Riding will arrange the Spring Officials clinic. She will work with Teresa Pliuskaitis to do this. They will attempt to have two sessions, one early spring at an indoor facility, possibly Claude Moore and the second later in the spring at one of the outside South Riding pools.

Pool Depth Issue

- Potomac Crossing presented the information that they have researched
- The group discussed the fact that all of the rules available are based on diving from blocks. Does ODSL need to follow these rules since we do not dive from blocks?
- Paul was asked to make some suggestions for the wording for the ODSL Rules and Regulations. These suggestions will be sent out prior to the next meeting and a **vote will be taken at the next meeting** to determine that wording.

2007 Schedule:

Eric was not able to attend the meeting due to a conflict. He has been working on the schedule for the 2007 season. If you have not sent your spreadsheet request to him already, please do so as soon as possible. (Schierling@blemontcc.com, eric.h.schierling@lmco.com).

Administrative:

The applicants interested in becoming members of the ODSL Board were presented to the group. These applicants were discussed and a vote was taken to establish the positions. They are as follows.

- President – Paul Mannino
- President Elect – Steve Skirkanich (Potomac Crossing)
- Vice President – Teresa Meike Pliuskaitis (Spring Lakes)
- Treasurer – Vacant
- Secretary – Angie Plesce (Lenah Run)

The position of Treasurer is still vacant. Anyone interested in helping out in this critical role would be appreciated.

Next Meeting:

Date: Tuesday, March 13, 2007
Time: 6:30 PM Tour
7:00 – 8:00 PM Meeting
Location: Claude Moore (aquatics center), Sterling

Post Meeting Note:

The following are wording suggestions to revise the ODSL Rules and Regulations. Please review these and be prepared to vote at the March meeting.

Water Depth

Minimum water depth for racing starts during competition shall be measured for a distance of 1 meter to 5 meters from the end wall. Starting requirements shall be:

A. In pools with water depth 3½ feet or more at the starting end, the swimmer must start from the deck or from within the water.
B. In pools with water depth less than 3 ½ feet, the swimmer must start from in the water.

Old Dominion Swim League
Meeting Minutes

January 9, 2007
7:00 PM
Eastern Loudoun Regional Library, Sterling, VA

Teams Represented:

Belmont Country Club, Brambleton, , Courts & Ridges, Franklin Park, Kincaid Forest, Lansdowne, Lenah Run, Lovettsville, Potomac Crossing, Red Rock, Spring Lakes, Sterling Park & Tavistock

New Teams:

The two new teams who want to join the ODSL were present and gave some information about their teams and answered questions from the league members.

- Stoneleigh Golf Club – This is a neighborhood setting that wants to start a swim team. It is located in western Loudoun near Round Hill. Their pool is a 25 meter/6 lane pool. They anticipate having 40 – 50 swimmers this summer. They hope to provide a developmental/instructional/educational/fun environment for the swimmers. There volunteers will probably be a lot of parents new to swimming. They are still looking for a coach. The representative was Holly Loving.
- Rivercrest Golf Club - This is a neighborhood pool (350 homes) located in Potomac Falls, VA. They have a 25 meter/6 lane pool. They hope to have between 60 and 70 swimmers this summer. They anticipate having some pretty good swimmers since some of their residents swam for Sugarland in the past. Their parent volunteers should be accustomed to the jobs associated with running a swim team. They are close to securing a coach(es) The representatives attending were Sharon Brant and Denise Longo.
- Mike Pliuskaitis of Spring Lakes (Snowbird Aquatics) is willing to help teams find coaches if needed. coachmike@snowbirdaquatics.com
- A motion was made and seconded to accept the two new teams into the ODSL. All attending members agreed and the Stoneleigh and Rivercrest teams were accepted as the 21st and 22nd members of the ODSL.

2007 Schedule:

Eric Schierling of Belmont Country Club (Schierling@blemontcc.com, eric.h.schierling@lmco.com) presented and reviewed an information spreadsheet that he would like to have all the teams fill out to begin the 2007 scheduling processes.

- Max./Min. – fill in the maximum and minimum number of meets your team would like to swim this summer
- Home – How many home meets would your team like to have
- Opp. – Comment on any teams that you really want to swim or any teams that you would rather not swim against. (Some teams just may be too far away, etc.)
- Split – Answer Yes/No/If needed to this question. (Note: This is when two larger teams get together and split a meet between two dates to make sure all of the events are swam and the meet doesn't run too long. This would count as one meet, but would be twice the amount of work.)Joint – Answer Yes/No. This would be when one larger team would swim against two smaller teams. If you say yes, and you are a smaller team, make sure to

indicate which team you would like to team up with. (Note: the scoring of these meets would need to be addressed.)

- Joint – Yes/No Do you want to be paired with a team to swim against a larger team. If you are a larger team would you like to be involved against a combined team.
- Relay – Yes/No – Competitive/Fun. Do you want to swim in a Relay Carnival? If you answer yes, then answer if you want it to be a competitive or fun carnival.
- B-Meet- Would you be interested in having your team being split, at times into an A and B team to make meet size more manageable. If you are a smaller team would you be interested in being teamed against one of these B teams on A Wednesday evening.
- Size – the anticipated size of your team
- Comments – This is there area where you explain any concerns that you have to Eric. For example you may have a timing issue. You may only be able to have meets until a certain time on Saturday mornings due to the HOA in your neighborhood or you may have to end meets early on Wednesday evenings since your pool lacks lights.
- 2007 Meet Schedule dates – Fill in the dates you wish to have byes and the date you wish to swim.
- Lovettsville B – Would your team consider swimming the Lovettsville B team. (Their team is so large that they would like to swim some Wednesday night meets some of their developmental swimmers and leave the more competitive swimmers at home.) This would allow them to swim some smaller teams. (Reference above, he will add another column.)
- Reminder - The maximum number of meets would be 8 and the Min./Max. and Home columns need to be considered appropriately.

Eric will email a soft copy to every one shortly. He would like to have everyone email their completed questionnaire to him. He will then present the results at the February meeting.

End of Year Meet Discussion:
Several items were discussed to alleviate the problems experienced at the end of year meets last year

- Swimmers in the 15-18 year old age bracket no long automatically go to champs. Cut times in line with the age groups will be instituted to decrease the number of older swimmers at the Champs meet.
- Sterling Park will change the staging area for the swimmer to the tennis courts. This will allow more viewing area for the spectators and decrease the amount of confusion.
- The All-Star Meets will be held on "All Star Day", Saturday, July 21st at several different locations. This way it is not possible to have the meets run late into the night.
- The Relay Carnival will be held on Wednesday, July 25th.
- The Champs meet will be held on a Saturday, specifically July 28th, to eliminate the possibility of a late night meet.

Administrative:

Computer Software

- Team Manager – Each team is required to own and use this software to participate in the ODSL meets.

- Meet Manager – Some members feel that Meet Manager should also be a requirement. Many teams already have the software and it is well worth the money to purchase when considering the time saved to run the meets.
- The secretary will survey the current teams to see who currently has the Meet Manager product and who does not. The results will be given at the February meeting and a vote will be taken as to weather or not it should be required.

ODSL Rules and Regulations

- A committee needs to be established to review and make any necessary updates to the ODSL Rules and Regulations
- Volunteers please send you names and contact information to the secretary.

League Board

- The ODSL league board will consist of
  - Past President – Participates in an advisory position for a period of 1 year
  - President - Assumes the leadership role of the ODSL for a period of 1 year
  - President Elect – Works with the President to learn the leadership role of the ODSL for a period of 1 year with the understanding that he/she will assume the role of President the following year.
  - Vice-President – Assists the President in running the ODSL League and assumes the role of president if he/she is not able to fulfill his/her time obligations.
  - Treasurer – Maintains ODSL league funds and revenues.
  - Secretary – Records the minutes of the ODSL league meetings and maintains an up-to-date member list.
- Anyone interested in holding a board position for the 2007 swim year should send an email to the current secretary (aplesce@verizon.net) informing her of your interest and a brief description of your experience or the qualifications you bring to the league.
- The applicants for the board positions will be presented to the ODSL members at the February meeting and a vote will be taken to elect a board.

Next Meeting:
Date: February 8, 2007
Time: 7:00 PM.
Location: South Riding Town Hall

Old Dominion Swim League
Executive Board
Meeting Minutes

October 22, 2007
Blue Ridge Grill, Leesburg, VA

Attendees:
S. Skirkanich, T. Pliuskatis, M. McKenna, V. Meyer and R. Rember

League Misc.

- League meetings will be held to receive feed back from the team representatives. If there are topics that require voting, it will take place at the end of the meeting. The Executive Board will only meet separately if absolutely necessary and minutes will be made public.
- Team Requirements – Each team should supply no less than 2 team representatives to the league. One rep must attend each meeting. Each team also needs to supply at least one person to join a committee. If a team does not make a commitment to the league, the board has the right to cut the team from future participation.
- In December an email will go out to the league; it will include:
    - The current contact list
    - A schedule for the entire season
    - Expectations for team requirements
    - A list of committees
    - Handbook – (T.P.)
- Website – The board has decided to post scores / records for the 2008 season. Place a banner on the website in December inviting new teams to join us.
- Terms for Board Positions
    - The current positions from this meeting forward will be:
    - President – 2 year
    - Vice-President – 1 year
    - Secretary – 2year
    - Treasurer – 1 year
    - Member-at-large – 1 year
    - After the initial year, all positions with the exception of Member-At-Large, will become 2 year positions. By doing so, there will always be a 50-50 roll over; keeping some experience on the board.
    - Elections will take place at the wrap up meeting. If you miss 2 or more meetings you will loose not only your voting rights, but your team will not be able to fill a board position.
    - The board needs to visit "godaddy.com" for a new website ($79-$129 year)
    - Steve, Megan and Paul need to get together to turn over the checking account.

- Several items to be purchased were added to the ribbons committee, keeping in mind there will be several people within the committee. The items are:
    - Event Cards (possible sponsor T.P.)
    - DQ Books
    - USA Swimming Rule Books (2 pocket size for each team)
    - ODSL Rule Book (one for each team)
- Insurance – Steve will be in touch with Paul for contact information. Megan will see if there are any legal concerns requiring the board to purchase insurance separately. USA will provide individual insurance for non-swimmers for approximately $30.
- In December we will contact any teams that have shown an interest in joining ODSL as well as solicit from local communities. Teresa and Ramona will gather information on the local communities.

Heat Limits vs. limited # of Swimmers

- The board has agreed to limit the number of heats as follows:
    - Freestyle 4 heats
    - Back stroke 4 heats
    - Breast stroke 4 heats
    - Butterfly 4 heats
    - IM 1 heat

With the maximum of 24 swimmers (12 per team)

Relays

- Should we change all 9/10 relays to 200. Doing so, would alleviate diving in shallow waters.

Training

- Officials Training
    - Should happen in both March & May. Teresa will look into holding both of these at Claude Moore. The dates will go out in our December email. The league will provide each individual that attends the class with a badge that will include their name, the ODSL emblem and the positions that they have been trained in.
    - It was suggested that the officials need to take some type of test after the training. The test would be an open book test geared towards helping the person be sure of the regulations instead of a hard core type test.
    - Official volunteers who have passed the USA swimming certifications do not need to take the officials training offered by ODSL. There credentials will be honored by ODSL.
- Software Training (Hy-Tek & Meet Manager)
    - Ramona, Teresa and Valerie will look into finding individuals that are willing to help out with this training session.
    - This training will take place in May. Again, the date should be included in the December email.