Call to Order: General Chair, Jon Sommervold, called the meeting to order 12:15 p.m.

1. **Roll Call and Seating of Delegates:**
The following voting members were present:

   **Board of Directors:** (10)
   - Jon Sommervold (SFX), General Chair
   - Russ Miller (SFX), Admin Vice Chair
   - Allan McCallum (RCR), Senior Vice Chair
   - Kent Huckins (PST), Age Group Chair
   - Carolyn Theobald (PST), Secretary
   - Sara Hogg (ASC), Treasurer
   - Chad Thomsen (SFX), Coaches Representative
   - Deb Finnesand (ASC), Technical Planning Chair
   - Rita Baszlar (HPRW), Seasonal Teams Representative
   - Jacob Bierschbach (WASC), Athlete Representative

   **Club Delegates:** (14)
   - Elyce Kastigar (ASC)
   - Peter Dunkle (BSC)
   - Chad McManus (CST)
   - John Tridle (DL/76)
   - Liz Willis (GREA)
   - Bonnie Biel (HPRW)
   - Kyle Margheim (MAC)
   - Kelly Gorman (RCR)
   - Paula Gordon (SEAL)
   - Clyde Smith (SFX)
   - Mike Moran (VAST)
   - Donna Biersbach (WASC)
   - Rose Vogl (WST)
   - Brian McGinnins (YST)

   **Total Voting Delegates Present** = 24

The following Non-Voters were also present: (7)

   - Greg VanHolland (VAST)
   - Sherry Miller (SFX)
   - Larry Vinz (SEAL)
   - Blake Waddell (MAC)
   - Kayleigh Bancher (NSC)
   - Michaele Hofmann (RCR)
   - Rita Buschbacher (YST)

   **Total Attendance** = 31
2. Reading, Correction and Adoption of Previous Minutes:
   Moved by Moran to approve May 7, 2011 Minutes, seconded by Thomsen. Approved.

3. Approval of Agenda
   Moved by Thomsen to make an addition to the agenda of consideration of eliminating the Parade of Athletes at the State championship meets, seconded by Miller.

   Moved by Moran to make an addition to the agenda to consider announcing the final heats at the State championship meets, seconded by Miller.

   Moved by Gordon to approve the agenda with the two additional changes, seconded by Thomsen. Approved.

4. Reports of officers
   a. General Chair’s Report
      • Thanks to all of you.
      • This body deliberates motions. It is the task of the several committees, chairs and interested individuals to bring actionable motions to this legislative body.
   b. Administrative Vice-Chair – Russell Miller (No Report)
   c. Senior Vice Chair – Allan McCallum (No Report)
   d. Age Group Chair – Kent Huckins
      • SD Swimming has had a lot of growth.
      • Good job everyone.
   e. Finance Vice-Chair – Vacant (No Report)
   f. Secretary – Carolyn Theobald
      • All teams please update contact information
   g. Treasurer’s Report – Sarah Hogg
      • Reviewed August 31, 2011 Financial Reports
   h. Coaches Representative Report – Chad Thomsen
      • Coaches need to be aware of the dangers of underwater games. Article to be forwarded to all coaches.
      • Coaches need to apply for All Stars and Zones teams in the appropriate time frame.
   i. Athlete’s Division (No Report)
   j. Seasonal Member’s Representative – Rita Baslzar
      • Good Seasonal Meet
      • A Committee has been assigned to review the following:
      o Alternate Locations for the Seasonal Meet
      o Review Number of Events
      o Review Order of Events
      o Review Seasonal Team’s By-Laws
   k. Technical Planning Chair – Deb Finnesand
• Confirmed receipt of Rapid City rooms booked for Short Course Championship meet and Long Course Championship meet. Rooms to be posted on SD-LSC website.

1. Safety Coordinator – Deb Finnesand (interim)
   • Reminder to all coaches: Diving certificates must be available at any time, please carry with you. If a swimmer skips a year, they must be recertified.
   • Lightning – The hosting facility guidelines must be followed.
   • Summer Season – Before allowing “everyone” to jump in pool, be aware that USA Swimming or SD Swimming, Inc. does not have the insurance to cover any accidents that may occur. Please confirm you have insurance coverage.

5. Reports of Committees and Coordinators
   a. Membership/Registration Coordinator – Sherry Miller
      • For 2012, there were 1,492 registered athletes.
      • All new coaches employed after September 1, 2011, must do the pre-employment background check.
      • All non-athletes must complete the USA online program, approximately 1 hour.
   b. Officials Committee – Troy Rommen (No Report)
   c. Records/Top 16 Coordinator – Joel Mann (No Report)
   d. Sanctions Coordinator – Mike Moran
      • The Top 16 Chair and Sanctions Coordinator are to define their job description for consideration to be placed in the SD Swimming Inc. By-laws.
   e. Nominating Committee – Chair needs to be elected. (No Report)
   f. Board of Review – Chair needs to be elected. (No Report)

6. Annual Budget
   The proposed South Dakota Swimming, Inc. Budget was presented by Hogg. Moved by Thomsen to accept the SD Swimming, Inc. 09/01/2011 – 08/31/2012 Budget as proposed by Hogg, seconded by Gordon. Approved.

7. Old Business - None

8. Elections
   a. Finance Vice-Chair (Open)
      Nominee: Blake Waddell (MAC)
      Moved by Finnesand to close nominations, seconded by Miller. Approved.
   b. Safety Coordinator (Open)
      Nominee: Paula Gordon (SEAL)
      Moved by Hogg to close nominations, seconded by Finnsand. Approved.

Note: Upon completion of elections, Blake Waddell increased the number of Board of Directors voting to 11, increasing the total number of voters to 25.

9. New Business
a. Approval of Long-Course Meet Schedule (Attachment 9.a.)
Moved by Tridle to approve 2011-2012 Winter Meet Schedule, seconded by Thomsen. Approved.

b. Proposals
   i. Proposal: To revise SD Swimming, Inc.’s Policies and Procedures to include the following: The top 16 times are updated by Wednesday of each week. Coaches/Meet Directors are responsible for getting their meet results to the webmaster by Tuesday following the meet. If unforeseeable problems occur, all will be notified and be updated at the earliest time possible.
   No motion to approve.

   ii. Proposal: To revise SD Swimming, Inc.’s Warm-Up Procedures to clearly state the following: The host team reserves the right to assign lanes for warm-ups at their discretion. If they elect to assign warm-up lanes and times, teams who are assigned MUST warm-up at the assigned time and lane. A penalty (???) will be enforced for those teams who do not follow the host team’s warm-up instructions.
   Moved by J. Biersbach to revise the SD Swimming, Inc.’s Policy and Procedures, seconded by Finnesand. Discussion took place.
   Moved by Gordon to amend the proposal for the SD Swimming, Inc.’s Warm-Up Procedures 8.3 to include “Teams must warm up at the assigned time.”, seconded by Margheim. Approved.

   iii. Proposal: To revise SD Swimming, Inc’s Policy and Procedure 2.3(2)(c) to “A $100.00 Fine will be imposed if the sanction application and fees are not postmarked to the SD Sanctions Coordinator at least 30 days prior to the beginning of the meet.”
   Moved by Moran to revise the SD Swimming Inc’s Policies and Procedures 2.3(2)(c), seconded by Thomsen. Discussion took place. Approved.

   iv. Proposal: To update the SD Swimming, Inc.’s Policy and Procedure template to conform to the USA Swimming Rules for seeding with Championship meets.
   No motion to approve.

   v. Proposal: To update the SD Swimming, Inc.’s Policy and Procedure 2.1(6) to state the following: No later than the Wednesday before a meet, the host team must provide a copy of the timeline, psych sheet and any other important meet documents to the Meet Committee (host team), Head Referee, and Meet Sanctions Coordinator for the SD LSC.
   Moved by J. Biersbach to revise the SD Swimming, Inc.’s Policy and Procedures, seconded by McGinnis. Discussion took place.
   Moved by Hogg to amend the proposal for the SD Swimming, Inc’s Policy and Procedure 2.1(6) to “The host club will send a copy of the heat sheets showing the timeline of swimmers attending, no later than the Monday prior to the meet, to the Sanction Coordinator to verify that the planned meet complies with USAS Rules 102.1 and 205.3F.”, seconded by Finnesand. Approved.

   vi. Proposal: To change the South Dakota Swimming, Inc.’s website to a Team Unify web service.
   Moved by Finnesand to change the website to a Team Unify service, seconded by J. Biersbach. Discussion took place. Approved.
vii. Proposal: To change the SD Swimming, Inc.’s Policy and Procedure 9.13 to replace the word “individual” to “total”, which would include relay swims as part of the total events that may be swam.

Moved by Thomsen to change SD Swimming, Inc’s Policy and Procedure 9.13 to replace the word “individual” to “total”, seconded by Moran. Discussion took place. Failed.

viii. Proposal: To change seeding of distance events to reflect USA Swimming Rule 102.5.6.

Moved by Gordon to change seeding of distance events, seconded by Finnesand. Discussion took place. Failed.

ix. Proposal: To change the SD Swimming, Inc’s Policy and Procedure 9.7(2)(a) to allow a swimmer to “declare” if they will participate in the SD State Championship meet, allowing the pass to be extended to the next place finisher.

Moved by Finnesand to change SD Swimming, Inc’s Policy and Procedure 9.7(2)(a) to allow a “pass”, seconded by J. Biersbach. Discussion took place. Failed.

x. Proposal: The Ad HOC Committee to work with the ND-LSC to create a Dakota’s Meet proposal.

Moved by J. Biersbach to work with the ND-LSC to create a Dakota’s Meet, seconded by Waddell. Discussion took place. Failed.

Technical Planning Chair is to head a committee to review possibilities of a Dakota’s Meet.

xi. Proposal: To change the Qualifying Times rules for Championship meets, SD Swimming, Inc.’s Policy and Procedure 9.7(1) and 10.1(4).

Moved by Miller to change SD Swimming, Inc.’s Policy and Procedure 9.7(1) and 10.1(4) to treat all swims from previous meets as same, seconded by Theobald. Discussion took place.

Moved by Vogl to amend the proposal for SD Swimming, Inc.’s Policy and Procedure 9.7(1) to replace the word “between” to “from”, seconded by Hogg. Approved.

Moved by J. Biersbach to amend the proposal for SD Swimming, Inc.’s Policy and Procedure 10.1(4) to replace the word “between” to “from”, seconded by Miller. Approved.

xii. Proposal: To change the SD Swimming, Inc.’s Policy and Procedures 2.1(3)(c) to:
As the timeline approaches either the 4 or 8 hour limit; run Meet Manager timeline after each team’s entries are done. When Meet timeline exceeds limits; no other teams shall be allowed into the Meet. See above suggestions and seek input from Sanction Chair and/or Meet Referee, to reduce timeline to below limits or within a reasonable excess of these limits, 10 or 15 minutes have been found to be reasonable. Once these actions are taken and the Meet time line still exceeds a reasonable excess of time limits, then the last team entered into the Meet shall not be allowed.

Moved by Moran to change SD Swimming, Inc.’s Policy and Procedure 2.1(3)(c) as per above, seconded by Thomsen. Discussion took place.

Moved by Thomsen to amend the proposal for SD Swimming, Inc.’s Policy and Procedure 2.1(3)(c) as per above except for “See above suggestions and seek
input from Sanction Coordinator and/or Meet Referee, to reduce timeline to below limits or 15 minutes thereof.”, seconded by Moran. Approved.

xiii. Proposal: SD-LSC suggestions for development of utilizing retained resources.
   o Place $45,000 into a long term investment. Approved.
   o Change SD Swimming, Inc.’s Policy and Procedure 5.1 to 2-$1,000 Scholarships and 2-$500 Scholarships. Approved.
   o Provide registered SD Swimming officials with 1 SD Swimming shirt. Guidelines to be set by Officials Committee. This will be a budget item of $3,000. Moved by Thomsen to have a budget item of $3,000 for Officials clothing, seconded by Waddell. Approved.
   o Change SD Swimming, Inc.’s Policy and Procedure 9.20(2) to provide patches to first time individual/relay winners and rockers for each individual/relay event winner. Approved.

xiv. Proposal: Technical Planning
   o Any South Dakota LSC team requesting to host a swim meet must attend the HOD meeting prior to the season for which the request is made. (Example: To request a meet during the 2011-2012 winter season, a team must have a representative attend the fall 2011 HOD meeting. To request a meet during the 2012 summer season, a team must have a representative attend the spring 2012 HOD meeting)
     Moved by Thomsen to approve addition to SD Swimming, Inc.’s Policy and Procedure mandating team representation at HOD meeting, seconded by Smith. Approved.
   o Any team who builds a new pool will be placed into the state meet rotation the first season after the pool has been established.
     Moved by Moran to allow new pools to be placed into the state meet rotation the first season after the pool has been established, seconded by Waddell. Approved.

xv. Proposal: Consider cancelling the Parade of Athletes during the Championship meets.
     Moved by Thomsen, seconded by Moran. Discussion took place. No action at this time.

xvi. Proposal: Consider introducing swimmers in final heats during the Championship meets.
     Moved by Finnesand, seconded by Waddell. Discussion took place. No action at this time.

10. Next HOD meeting date is April 21, 2012

Moved by Thomsen to adjourn meeting, seconded by Moran.

Meeting adjourned at 4:25 pm.

Respectfully Submitted,
Carolyn Theobald, Secretary
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<tr>
<th>Date</th>
<th>Location</th>
<th>Event Type</th>
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<tbody>
<tr>
<td>Oct 22</td>
<td>Brookings SD</td>
<td>Invitational</td>
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<tr>
<td>Oct 29</td>
<td>Aberdeen SD</td>
<td>Intrasquad meet</td>
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<td>Oct 29</td>
<td>Watertown SD</td>
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<td>Nov 5-6</td>
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