

**Florida Gold Coast Swimming
2017 House of Delegates
Volunteer Park, Plantation FL
November 12, 2017
8:00 pm**

Chairman Williams called the meeting to order at 8:00pm

I. Roll Call

Roll Call was handled during the check-in procedure from 7:30 - 8:00pm.

Special Guests- Presentation from Brent Rutenmiller, CEO of International Swimming Hall of Fame and Swimming World Magazine publisher, and Aaron Piersol about status of Hall of Fame and keeping in Ft. Lauderdale.

II. Review & Approval of Minutes

A. Minutes of House of Delegates 2016.

Motion: To approve minutes from House of Delegates 2016. **Second** Jim McCombs
Passed. No Opposed

III. Unfinished

1. None

IV. New Business

1. Proposed Policy procedure Changes Presented by Cameron Anderson.

Motion: To approve stated policy and procedure change:

To add a "club team athlete representative" on to the club charter; will give name, and best way to contact them. This will be optional, and the athlete chosen for this role must be at least 16 years of age. If an athlete is currently Senior or Junior Representative or holds an Athlete at-large position they may not be used as a club team athlete representative. Cameron Anderson. **Second** Jim McCombs. **Passed. No Opposed.**

2. Proposed By-Laws changes-presented by Cameron Anderson

604.2-The Senior and Junior Athlete Representatives and ~~two (2)~~ **three (3)** Athlete At-Large Board Members shall be members of the FC Board of Directors.

604.2-The election of one Athlete Representative and one Athlete at-Large Board Member ~~Senior and Junior and one At-Large Athlete Board Member will be elected in odd years, and two (2) Athlete At-Large Members will be elected in even years,~~ this will be conducted ~~annually~~ **bi-annually** during FGCs long course swimming championships, or other regularly scheduled meet designated by the Board of Directors.

604.2-The Athlete receiving the highest number of votes shall be designated as the Junior Representative in his/her first year and become the Senior Representative in

~~his/her second year of a two (2) year term.~~ **The Senior and Junior Athlete Representatives will be voted on separately. The At-Large Members will be voted on by their own Area. Athlete At-Large Members must be from their designated Area, but in the event that an Area cannot provide a sufficient candidate, we will open the election up to the outside the Area.**

604.2-...(c) be currently competing, or have competed during the ~~three (3)~~ **five (5)** immediately preceding years in the program of swimming conducted by FGC or another LSC...

605.7.2- The members of the Executive Committee shall be the General Chair, who shall act as Chair, Administrative Vice-Chair, Senior Vice Chair, Age Group Vice Chair, Finance Chair, ~~the two (2) elected Athlete Representatives~~ **Senior and Junior Athlete Representatives**, and the Coach Representative.

606.9.2-In the event of a vacancy in the office of Athlete Representative or Coach Representative, or the permanent incapacity of a person holding the office of Athlete Representative or coach Representative, the General Chair may appoint, with the advice of the consent of the Board of Directors, an Athlete Member or a Coach Member, as the case may be, to serve the remainder term of office or until the Board of Directors, **the Athlete Committee**, or the coaches Committee as the case may be, shall elect a successor.

Motion: *To accept proposed by-law changes.* Cameron Anderson. **Second.** Jim McCombs. **Passed.** *No Opposed.*

V, Resolutions and Orders

1. Change to FGC Policies and Procedures Manual: Under new business

VI. Election of Officers-

A. Results from Election.

1. **General Chairman-Jim McCombs**
2. **Administrative Vice Chair-Alf Aguirre**
3. **Age Group Vice Chair -Jennifer Gibson**
4. **Senior Vice Chair-Sid Cassidy**
5. **Operational Risk Chair-Eddie Wolling**
6. **Coaches Representative (Palm Beach)-Gordan Andrews**
7. **Safe Sport-Mike Averett**

Motion: To accept nominations from Nomination Committee. Jim McCombs. **Second.** Lori Bosco. **Passed.** No Opposed

Motion: To close nominations. Jim McCombs. **Second.** Lori Bosco **Passed.** No Opposed.

Results of At Large Members-

Chris Anderson-2 year term

Terrell Woods-2 year term

Gianluca Alberani-1 year term

Motion: To close nominations. Dick Cavanah **Second.** Jim McCombs **Passed.** No Opposed.

Motion: To destroy the ballots. Dick Cavanah **Second.** Jim McCombs **Passed.** No Opposed.

VII. Officers Reports

A. General Chairman – Allan Williams

1. Completed LEAP-Level 2. (LEAP is about the governance of how running organization, making sure legally sound and compliant with USA swimming.
2. Working on LEAP-Level 3.
3. More efficient as a governing body. Less meetings of a board and working more through committees.
4. Identify long term future goals for LSC. Will need to address of how to deal with growth adding more athletes and manage without more pools.

B. Administrative Chair- Jim McCombs

1. In charge of tech planning and calendar.
2. Trying to streamline process of calendar and bids and making sure Championships meets are at good facilities.
3. LSC has 95-105 meets per year

C. Senior Vice Chairman – Sid Cassidy

1. No report

D. Age Group Vice Chairman – Jennifer Gibson

1. Focus on trends to help our athletes and look ahead to keep swimmers in the pool.
2. Will look at ways to improve sanctioning of meets
3. Chairman on Age Group Development Committee with USA-Swimming—get to be involved with conversations of what is going on at the national level.
4. Goals for 2018: 1. Set up an Age Group committee (5 or 6 coaches); 2. Update athlete information for All- star meet in

January (Head coach is Mike Averett); 3. Begin work on 2019 Zone meet; 4. Develop a FGC Camp program-at least 3 to 4 camps per year; and 5. Finalize the Age group and tech suit issue.

E. Officials – Steve Goldman

1. 175 officials, had 16 clinics in 10 months
2. Working committee- 2 from each county
3. 4- hour rule-12 and Unders cannot be on the deck planned for more than 4 hours (a 10 minute break between sessions does not fix it)
4. Approached by FL swimming official chair-they want the All Star Meet Referee to alternate each year. FGC will take the first year-Hector Acevedo.

F. Coaches Representative – Bruno Darzi

1. Networking with other coaches outside LSC to make our LSC better

G. Athletes: Cameron Anderson

1. increase athlete involvement not only at a swimming level but an administrative level.

H. Registration / Treasurer – Richard Cavanah

1. Starting this year, will not be handing out non- athlete membership cards.

H. Finance Chair- David Hammond

1. No report

I Safe Sport: Mike Averett

1. Safe sport coordinators from each club.

Motion: *To approve budget as presented.* Dick Cavanah. **Second.** Jim McCombs. **Passed.** *No Opposed.*

Meeting adjourned 8:55pm.



FLORIDA GOLD COAST SWIMMING

Treasurer's Report

November 14, 2017

A. Financial Statement

Bank Balance (11/17/15)	\$180,566
Wells Fargo Securities Investments (10/31/15) • Includes unrealized profit or loss	\$597,514
Savings Account – Bank of America (10/31/16)	\$ 74,402
Accounts Receivables (Registrations)	\$ 540
Escrow Balances	-\$ 14,733
Due USA-Swimming – Nov. Registrations	<u>-\$ 24,867</u>
Total	<u>\$813,422</u>

Richard Cavanah
FGC Membership/Treasurer

2016-2017 FGC - BUDGETS and ACTUAL EXPENDITURES
2018 - Proposed Budget

<i>INCOME</i>	2016 Actual	2016 Budget	2017 Budget	2017 Y-T-D	2018 Proposed
All-Star Programs	net w/ exp	net w/ exp	net w/ exp	net w/ exp	net w/ exp
Annual Registrations	65,605	95,000	80,000	95,329	80,000
Awards Programs	net w/ exp	net w/ exp	net w/ exp	net w/ exp	net w/ exp
Club Dues (Net)	w/ ath reg	w/ ath reg	w/ ath reg	w/ ath reg	w/ ath reg
Fines	400	0	0	0	0
Interest - Savings	30	0	0	25	30
Investments	30,148	25,500	28,000	21,041	30,070
Meet Percentage	104,208	90,000	100,000	97,656	100,000
Non-Athlete Memb (Net)	w/ ath reg	w/ ath reg	w/ ath reg	w/ ath reg	w/ ath reg
Sanctions Income	750	6,500	6,500	6,212	6,500
Transfer from Reserve	0	0	0	0	0
Uncategorized/Misc.	0	0	0	0	0
Zone Championships	net w/ exp	net w/ exp	net w/ exp	net w/ exp	net w/ exp
TOTAL	201,141	217,000	214,500	220,263	216,600

<i>EXPENSES</i>	Actual	Budget		Y-T-D	Proposed
All-Star Programs - FGC	6,705	5,000	7,000	9,983	42,000
Audits & Reviews	1,000	1,000	4,000	0	1,000
Awards Programs/Swimposium	7,877	8,000	10,000	8,863	10,000
Bank Charges	11	0	0	-13	0
Board of Directors	1,040	2,000	3,000	665	3,000
Champ. Meet Security	5,873	12,000	10,000	8,495	10,000
Credit Card Fee	9,183	12,000	12,000	11,291	12,000
Disability	0	1,000	1,000	0	1,000
Diversity	1,227	3,000	2,000	700	2,000
Donations	5,000	0	0	2,000	0
Hall of Fame Ceremony	0	0	0	2,000	2,000
Hospitality	0	5,000	0	0	0
House of Delegates	1,280	2,500	0	0	1,500
Investments			11,500	0	2,900
LSC Camps			1,000	0	1,000
Nat'l Champ. Reimb.	58,010	65,000	65,000	65,224	65,000
Office Administration	15,000	15,000	17,000	14,228	19,000
Officials	8,532	8,000	10,000	10,068	10,000
Print, Postage, Supplies	1,444	2,000	2,000	1,834	2,000
Seminars & Education	3,625	2,000	2,000	5,274	5,000
Special Events	0	20,000	0	0	0
Tax Preparation	1,800	2,000	2,000	0	2,000
Transfer from Investments	0	0	0	0	0
Uncategorized/Misc.	20,000	0	0	0	0
USAS Convention	23,587	15,000	24,000	21,016	22,000
Web Site	1,680	1,500	3,000	2,650	3,200
Zone Championships (OW & Pool)	32,768	35,000	28,000	32,344	included in All Star Prog.
TOTAL	205,642	217,000	214,500	196,622	216,800

-4,501 23,641

See other side for explanations and notes

Explanations and Notes on Various Budget Line Items

- 1 FLA/FGC All-Star Meet @ \$50 each & OW All-Stars @\$75 each
- 2 Net income for Athletes', Non-Athletes' & Clubs' memberships
- 3 Net income for Clubs' memberships (included in Athletes')
- 4 FGC Delegates' Expenses at annual USAS Convention
- 5 Based on 20% of entry fees on all sanctioned events held in FGC
- 6 Based on historic amounts (\$25-Sizzlers & \$75/meet).
- 7 Net income for Non-Athletes' memberships (included in Athletes')
- 9 Includes four All Star Meets
- 10 Security at JO's, Sr. & Area Championships
- 11 Reimburse BOD Members for Mileage & Meals at Bd. Meetings
- 13 Independent Audit and/or Review
- 15 Annual House of Delegates Meeting Expenses
- 16 Includes monthly cable and expense for Webmaster.
- 17 Amount determined to balance budget.
- 18 Breakdown of various National Level Meet reimbursements
- 20 Registrar/Treasurer's salary.
- 21 Officials' expenses, BG checks, reimb. to Nat'l. & Workshops
- 22 Amount for 2 or 3 yearly clinics
- 23 AG Zone & OW Zone meet in All Star Programs
- 24 Includes Corp. Filing Fee, Postage & Supplies

NATIONAL CHAMPIONSHIPS REIMBURSEMENT - 2017-18

Meets	2017	2017	2018	2018
Olympic Trials or LC Nationals		\$10,000 (\$1,000)		\$10,000 (\$1,000)
U.S. Open		\$7,000 (\$900)		\$7,000 (\$900)
Short Course Nationals		\$3,000 (\$600)		\$3,000 (\$600)
USA-S Jr. Nationals - LC		\$12,000 (\$800)		\$12,000 (\$800)
USA-S Jr. Nationals - SC		\$8,000 (\$500)		\$8,000 (\$500)
Pro Series Meets		\$3,000 (\$600)		\$3,000 (\$600)
US Paralympic Nationals		\$1,000 (\$500)		\$1,000 (\$500)
Open Water Nationals		\$1,500 (\$300)		\$1,500 (\$300)
National Select Camps		\$1,000 (\$300)		\$1,000 (\$300)
National Meets - Club Reim.		\$11,000		\$11,000
Nat'l Development Fund		\$15,000 (\$300)		\$15,000 (\$300)
(Sr. Zones) (NCSA Jrs.) (Futures)		\$72,500		\$72,500
		<u>(\$7,500)</u>		<u>(\$7,500)</u>
- Res. Factor of approx. 90%		\$65,000		\$65,000

**FGC-Age Group Chair Report/Discussion
HOD & Board Meeting
Tuesday, November 14, 2017**

- 1) **USAS Convention Focus & Report.** As the FGC Age Group Chair, my focus was on the age group issues at Convention. This so happens to coincide with my role as Chairman of the Age Group Development Committee. I feel this is a VERY important topic to discuss with as many coaches & clubs as possible. I do have my thoughts on where I would like this to go, but need to hear from others also within this LSC, if I am doing my job correctly.

***The AGD Committee is currently focused on the “entry experience of our new athletes to the sport (primarily the 10 & Unders experience)**

***Last year we broke it down into 4 areas-programming perimeters; qualities of coach; competitions & survey of teams and their current programming.**

***This year we are continuing with this focus-entry costs; competitions and the biggie-AGE GROUPERS & TECH SUITS.**

-Currently 6 LSCs have developed (and passed) their own Age Group Tech Suit. Policies;

-USA Swimming has hired Stu Issacs to conduct research on this topic. Stu presented at convention as one of the AGE Group Dev. Committee’s presentations. A 75’ question/answer/comment session followed. This revealed a VERY diverse range of feelings and ideas on how this should be (OR NOT be handled) by USA Swimming;

-Stu has conducted 120+ interviews with Coaches/Clubs & Swim Suit manufacturers to begin getting needed feedback. The realm of ideas just on the meaning of a Tech Suit was countless;

-Stu will present his findings to the USA Swimming Board of Directors in late January and then it will be presented to the Age Group Development Committee to move forward with.

***As both the FGC Age Group Chair & the Age Group Development Committee Chair, I do have a strong obligation to see this difficult assignment task through to the end. It is one that I feel strongly about and feel a definite change needs to happen.**

***The Age Group Committee met in private for another 2 hours to discuss this further. We do have our concerns about starting out with mandating from the National level. [Education process is lost]; the decision may undercut the many clubs that already have a strong written policy in place; some clubs see no need for change and others want only the 10 & Unders banned.**

***Thoughts to think about-**

What constitutes a Tech Suit?

Should clubs be mandated to have a policy in writing-just like the Bullying or Electronic Communication policies? (Promotes both thought & education @ club level)

Does this aid in the long-term development of the athlete? (To ban @ 12 & Unders)

Should it be just 10 & Unders? All 12 & Unders?

Should FGC do this now or wait for the research results?

What are YOUR thoughts?

Thank you for caring about the Age Group Swimmers in Florida Gold Coast Swimming. Any other thoughts you would like to share, my e-mail jennngibson60@gmail.com

**_Coach Jennifer Gibson
FGC Age Group Chair
Age Group Development Committee Chair**

Florida Gold Coast Board of Directors Job Descriptions

GENERAL CHAIR: The General Chair shall oversee and have general charge of the management, business, operations, affairs and property of FGC, and general supervision over its officers and agents; shall call meetings when and where deemed necessary; shall preside at all meetings; and, except as otherwise provided in these Bylaws and with the advice and consent of the Board of Directors, shall appoint committee chairs and members for standing and coordinators and special committees as may be necessary to permit FGC to effectively, efficiently and economically conduct its affairs. The General Chair shall report to the Board of Directors all matters within the General Chair's knowledge that the Board of Directors should consider in the best interests of FGC.

SECRETARY: The Secretary, or a delegate, shall be responsible for keeping a record of all meetings of the House of Delegates and Board of Directors, conducting official correspondence, issuing meeting and other notices and making such reports to USA Swimming as are required by these Bylaws and shall perform the other duties incidental to the office of Secretary. The Secretary, or the staff of FGC's permanent office, shall be custodian of the records and the seal of FGC, and attest the execution of, and cause the seal to be affixed to, all duly authorized instruments. The Secretary shall cause to be kept at the FGC's permanent office copies of all minutes, official correspondence, meeting and other notices, and any other records of FGC and the FGC corporate seal.

TREASURER: The Treasurer shall be the principal receiving and disbursing officer of FGC. Except as otherwise directed by the Board of Directors or the Finance Vice Chair the Treasurer shall receive all moneys, incomes, fees and other receipts of FGC and pay all bills, salaries, expenses and other disbursements approved by an authorized officer, committee chair, the Board of Directors, the Finance Vice Chair or the House of Delegates, or required to be paid pursuant to these Bylaws. When authorized by the Board of Directors, income and expenses may be received and paid by a division, officer, committee or coordinator provided that the division, officer, committee or coordinator promptly submits to the Treasurer an itemized report, duly attested by the division,

Florida Gold Coast Board of Directors Job Descriptions

officer, committee chair or coordinator and either within the approved budget of such division, officer, or committee or authorized by the Board of Directors or the House of Delegates. The Treasurer shall be a member of the Finance Committee but may not be its chair. The Treasurer shall issue a quarterly report listing the current budget variances by line item, all receipts, all expenditures and the current fund and account balances for the preceding quarter and for the fiscal year to date, together with such other items as the General Chair, Finance Vice Chair or the Board of Directors may direct. The Treasurer shall:

- A. have charge of and supervision over and be responsible for the funds, moneys, securities and other financial instruments of FGC;
- B. cause the moneys, securities and other financial instruments of FGC to be deposited in the name and to the credit of FGC in such institutions as shall be designated by the Board of Directors or to be otherwise invested as the Board of Directors or Finance Vice Chair may direct;
- C. cause to be appropriately segregated and accounted for any endowment funds, scholarship or award funds and any similar special purpose funds or accounts;
- D. cause the funds of FGC to be disbursed by checks or drafts, automated debits or wire transfers upon the authorized depositories of FGC, and obtain and preserve proper vouchers for all moneys disbursed;
- E. cause to be kept at FGC's permanent office correct books of account and other financial records of all its affairs and transactions and such duplicate books of account as the Board of Directors, Finance Vice Chair or the Treasurer shall determine;
- F. upon request and at reasonable hours cause such books or duplicates thereof to be exhibited to any member of the Board of Directors and upon application and at reasonable hours cause the quarterly financial reports and the annual audited financial statement to be exhibited to any member of FGC or USA Swimming;

Florida Gold Coast Board of Directors Job Descriptions

G. cause FGC to be in compliance with the requirements of Section 608.4;

H. have the power to require from the officers, committee chairs, coordinators, staff or agents of FGC reports or statements giving such information as the Treasurer may determine to be appropriate or helpful with respect to any and all financial transactions of FGC;

I. cause the annual audit of accounts of FGC to be performed and cause the preparation and timely filing of all required federal, state and local tax returns, and other financial and tax reports with the applicable government official, and forward a copy of the annual financial statement and audit report and any federal tax return to the Secretary for submission to the Board of Directors and USA Swimming national headquarters in accordance with these Bylaws and as otherwise directed by USA Swimming;

J. the power to appoint one or more assistant treasurers and delegate to the one or more of the Treasury functions, or parts thereof; and

K. in general, perform all the other duties incident to the corporate treasury function.

ADMINISTRATIVE VICE-CHAIR: The Administrative Vice-Chair shall conduct meetings in the absence of the General Chair and, at the request of the General Chair or in the event of the disability of the General Chair, shall perform all of the duties of the General Chair, and when so acting shall have all of the powers of the General Chair. The Administrative Vice-Chair shall chair, and have general charge of the business, affairs and property of the division that administers FGC business and affairs. The Administrative Vice-Chair shall aid in the development of policy and the coordination of the activities of the officers and committees within the division internally and with other divisions, committees and coordinators. The Administrative Division shall be responsible for the creation and maintenance of the FGC's Policies and Procedures Manual.

Florida Gold Coast Board of Directors Job Descriptions

SENIOR VICE CHAIR: The Senior Vice-Chair shall chair and have general charge of the affairs and property of the Division that develops and conducts the senior swimming program of FGC. The Senior Vice-Chair will serve as the liaison to the Athlete Representatives and the Athletes Committee, and shall be responsible to see that the Athlete Representatives elections are held in accordance with these Bylaws.

AGE GROUP COMMITTEE CHAIR: The Age Group Committee Chair shall chair and have general charge of the affairs and property of the Committee that develops and conducts the age group swimming program of FGC.

FINANCE VICE CHAIR: The Finance Vice Chair is the Chief Financial Officer of FGC. The Financial Vice Chair shall chair and have general charge of the affairs and property of the division that includes the Treasury function, the development and implementation of an investment program for FGC's working capital, funded reserves and endowment funds and the development and implementation of a marketing and fund raising plan for FGC. The Finance Vice Chair, with the assistance of the Finance Committee, shall prepare an annual budget for FGC's operations and present the budget for approval by the Board of Directors and the House of Delegates. In addition, the Finance Vice Chair shall cause to be conducted the audit required hereunder and shall review, or shall cause the Audit Committee to review, the annual audit report and recommend acceptance and appropriate action, if any, with regard thereto by the Board of Directors and the House of Delegates. The Finance Vice Chair is responsible for the adequacy of FGC's system of internal financial and accounting controls. The Finance Vice Chair is the chair of the Finance Committee and a member of the Personnel Committee. Together with the Treasurer, the Finance Vice Chair is ultimately responsible for FGC's compliance with Section 608.4..

ATHLETE REPRESENTATIVES: The Athlete Representatives shall serve as the liaison between the athletes who are members of FGC and the Board of Directors and House of Delegates.

Florida Gold Coast Board of Directors Job Descriptions

COACH REPRESENTATIVES: The Coach Representatives shall serve as liaisons between the coaches who are members of FGC and the Board of Directors and House of Delegates.

AT-LARGE BOARD MEMBERS: In addition to their inherent powers and duties as members of the Board of Directors, the At-Large Board Members shall have such powers and duties as may be delegated to them by the FGC Policies & Procedures Manual, the General Chair, the Board of Directors or the House of Delegates.