



Florida Swimming, Inc.

a member of USA Swimming, Inc.

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FLORIDA SWIMMING **BOARD OF DIRECTORS MEETING**

Saturday, July 19, 2003 – 5 min. after JO Prelims

YMCA Aquatic Center – Orlando, Florida

Technical Planning Meeting Friday, July 18, 2003 – 5 min. after JO Prelims

AGENDA

Call Meeting to Order.

Attendance

Approval of the Minutes from previous meetings.

Report of Officers:

General Chairman.....	Jim Kelly
Administrative Vice-Chairman.....	Bill Vargo
Senior Vice-Chairman.....	Mac Kennedy
Age-Group Vice-Chairman.....	Nancy Hennessy
Treasurer.....	Stuart Michelson

Other Reports:

Executive Director.....	Helen Kelly
Officials	Jack Goltz
Registration	Helen Kelly
Safety	Linda Cassidy
Adapted Swimming.....	Apryle Nickson
Technical Planning	Steve Lochte
Coaches' Representative.....	Scott Caron
Athletes' Representatives.....	Lindsay Largo & Julie Carusone

Old Business:

1. Zone All-Star Team – Nancy Hennessy
2. Irene Hackett Scholarship – Helen Kelly
3. Rules Proposals – Jim Kelly/Fred Lewis
4. FS Championship Bid Application – Helen Kelly
5. FS Fall Banquet – Helen Kelly
6. Hytek Possible Promotion – Dan Jimar
7. Other

New Business:

- 1 Rules Proposals – Bill Vargo
- 2 New USA -S Registration Program – Helen Kelly
- 3 Other

Executive Session:

- 1 If Needed.

Next meeting date/site - Saturday , November 9, 2003, Time & Location T.B.A.

Adjourn

Proposed Changes to the Florida Swimming Standing Rules & Regulations for consideration at the Board of Directors Meeting, July 19, 2003 – Orlando, Florida

ARTICLE 25 EVENT SURCHARGE SCHEDULE

(If passed, changes to this section pertaining to the mandatory use of Hy-Tek programs will take effect January 1, 2004, all other changes will be effective on September 1, 2003.)

- 225.1 Surcharge – Meet management will collect one surcharge for each individual event entry and for each relay event entry. Meet management will send these funds to the FS Office within fourteen (14) days after the meet. Failure to comply with this rule will result in a \$100.00 fine. If the surcharges are not received within the next thirty (30) days there will be denial of a sanction for one (1) year, at the discretion of the BOD.

- 225.2 Entry Fees and Surcharges – as indicated in the below, entry fees will not exceed the listed amounts. Surcharges will be collected and remitted as indicated. Teams not using a Hy-Tek .cl2 file and Hy-Tek Meet Entries Report to enter a meet may be charged up to a \$50.00 Team Entry Fee in addition to the fees listed below:

TYPE OF MEET	EVENT TYPE	TOTAL FEE	SURCHARGE
Timed Final Meet:			
	Individual	\$1.50 <u>\$1.75</u>	\$.25 <u>\$.35</u>
	Relay	\$3.00 <u>\$4.00</u>	\$.00
	Deck Entry*	\$5.00 <u>\$10.00</u>	\$1.00 <u>\$2.00</u>
Prelim & Final Meet:			
	Individual	\$2.50 <u>\$3.00</u>	\$.65 <u>\$.75</u>
	Relay	\$5.00 <u>\$7.00</u>	\$1.00 <u>\$1.40</u>
	Deck Entry*	\$5.00 <u>\$15.00</u>	\$1.00 <u>\$3.00</u>
<u>Junior Olympics & Senior Championships:</u>			
	<u>Individual</u>	<u>\$5.00</u>	<u>\$1.40</u>
	<u>Relay</u>	<u>\$10.00</u>	<u>\$2.00</u>

* The ability to deck enter at a meet must be listed in the meet information letter to be permitted. A swimmer may not scratch an event in order to deck enter an event.

NOTE: In meets that charge a flat entry fee the surcharge shall be 20% of the total entry fee (Pool usage fees are not considered as entry fees).

- 225.3 Any prelim/final meet will be allowed to charge up to a \$7.50 facility charge per swimmer entered in a meet. Any timed final meet will be allowed to charge up to a \$5.00 facility charge per swimmer entered in a meet. Junior Olympic and Senior Championship Meets will be allowed to charge up to a \$9.00 facility charge per swimmer entered in a meet.
- 225.4 *No Change.*
- 225.5 *No Change.*
- 225.6 *No Change.*
- 225.7 *No Change*

(If the changes to Article 25 pass, the following changes to Article 23 are proposed.)

ARTICLE 23
MEET MANAGEMENT

(If passed , changes to this section pertaining to the mandatory use of Hy-Tek programs will take effect January 1, 2004, all other changes will be effective on September 1, 2003.

- 223.1 All competitions, benefits, exhibitions, Swim-a-thons, clinics or entertainment where USA Swimming registered swimmers participate must be sanctioned.
- .1 No application for sanction will be accepted by the Sanctioning Chairman unless accompanied by the following:
- (a) Approved date of meet
 - (b) Sanction Fee
 - (c) Information Letter on disk in MS Word (.doc) or compatible format
 - (d) Warm-up Procedure on disk in MS Word (.doc) or compatible format
 - (e) Entry Forms on disk in MS Word (.doc) or compatible format
 - (f) Order of Events with qualifying times if a requirement for entry on disk in MS Word (.doc) or compatible format
 - (g) Hy-Tek .HVY File (Meet events for Team Manager)
 - (1) In all standard sized pools (recognized courses) a meet will not be sanctioned with events not recognized by either USA Swimming or FS unless so stated.
- .2 No approval will be given by the BOD unless complete copies of the information letter/HVY file, entry forms, warm-up procedures and order of events has been sent to the Florida Swimming Office on disk in appropriate format.

The Information Letter shall be in the "official" FS format

- .1 Special meet rules and regulations or local situations must be fully explained in the information letter.
- .2 Official Meet Personnel
- (a) All officials must be certified FS officials and a current member of USA Swimming.
 - (b) All Marshals and Meet Directors/Managers must be current members of USA Swimming.
- .3 A Hy-Tek .HVY file and Master Entry Form listing coaches responsible for swimmers while at the meet or Entry Forms must be included.
- ~~3~~ (a) ~~If using~~ Entry forms, ~~are mandatory as proof of entry and they~~ must include the following:
- ~~(a)~~(1) First and last name of entrant
 - ~~(b)~~(2) Affiliation of entrant
 - ~~(c)~~(3) Age of entrant
 - ~~(d)~~(4) USA Swimming registration number
 - ~~(e)~~(5) Statement to be signed by the individual who is completing proof of entry form as follows (this individual must be a current non-athlete member of United States Swimming):
 - ~~(1)~~ "By signature, I certify that all individuals on this entry form are registered members of United States Swimming and that they are eligible to compete in this meet."
 - ~~(f)~~(6) Boxes on form for entry times.
 - ~~(g)~~(7) Master Entry Form listing coaches responsible for swimmers while at the meet.

.4 Receipt or postmark of entry can be required no earlier than ten (10) days prior to the first day of the meet.

223.3 *No Change.*

223.4 *No Change.*

223.5 A complete Hy-Tek Back-up file detailed results with the times of both preliminaries and finals must be forwarded within two (2) days of the meet and other required items within fourteen (14) days after the meet. Failure to comply with this rule will result in a \$100.00 fine. If the Hy-Tek Back-up file and/or other required items are not received within the next thirty (30) days there will be denial of a sanction for one (1) year, at the discretion of the BOD.

~~.1 Failure to comply with this rule will result in a \$100.00 fine. If the results are not received within the next thirty (30) days there will be denial of a sanction for one (1) year, at the discretion of the BOD.~~

~~.2.1 The following items must be mailed to:~~

- ~~(a) FS Office (heat sheet, surcharges, hard copy of results and results on a computer disk in .sdif, CL2 format or preferably the Hy-Tek complete meet back-up).~~
- ~~(b) Records Chairman (hard copy of results and results on a computer disk in .sdif or CL2 format)~~
- ~~(c) Participating clubs (hard copy of results)~~
- ~~(d)(b) Such other individuals and clubs as the BOD may direct.~~
- (c) Teams may request a hard copy of the complete meet results be mailed to their club for a fee of \$10.00.

.3 Complete results include:

- (a) Name of meet, sanction number, date, type of course
- (b) Meet director/manager's name and address
- (c) Order of events
- (d) Results by age group with events in same order as Record Book
- (e) Age of swimmers
- (f) First and last names of participants in individual events
- (g) First and last names of relay members.
- (h) Key of team abbreviations, including name of LSC for those other than FS swimmers.
- (i) Team scores and places if team awards were made.
- (j) Final results sheets will include times not disqualified and all initial distance times (splits) when the meet is computerized and connected to or interfaces with an automatic timing system.
- ~~(1) Meets with qualifying times will draw a line and place all swimmers not achieving the qualifying times below the line.~~

223.6 *No Change.*

223.7 *No Change*

223.8 *No Change*

223.9 *No Change*

223.10 *No Change*

ARTICLE 30
AWARDS

(If passed, changes to this section will become effective September 1, 2003)

- 230.1 Outstanding awards ~~shall~~ may be made ~~at the fall meeting each swim year~~ to the following:
- .1 Media Award for outstanding support of FS ~~shall~~ may be made annually.
 - (a) Recipient may be individual or firm, such as newspaper, radio or television.
 - (b) Nominations to be submitted to the BOD for balloting.
 - .2 Volunteer of the Year Award – Phillips 66
 - (a) Nominations to be submitted to the BOD for balloting.
- 203.2 Age Group Swimmer Award shall be made for both short and long course seasons to the outstanding boy and girl in each division 10&Under, 11-12, 13-14, 15-16 and 17-18. The basis for selection is as follows:
- .1 The Florida Top 10 will be tabulated for each event.
 - (a) The 10&Under, 11-12 age groups, will be named Florida Swimmer of the year based on scoring as per USA Swimming Rules 102.7.3 for 10 lane pools: 11-9-8-7-6-5-4-3-2-1.
 - (b) The first consideration for the 13-14, 15-16 and 17-18 age groups will be the Top 50 World Rankings. The swimmer with the highest ranking (date to be determined by BOD) will be selected. The FS Top 10 will be used as outlined in 230.1.3
 - i. In the event there is not a FS swimmer in the Top 50 World Rankings.
 - ii. Selection shall be made by the Age Group Chairman and/or designee.
- 203.3 Senior Swimmer Award shall be made to the FS registered male and female swimmer who has the single highest world ranking for that year.
- .1 Selection shall be made by the Senior Chairman and/or designee.

TO: FLORIDA SWIMMING – HELEN KELLY

FROM: BILL VARGO

SUBJECT: ADDITION TO STANDING RULES AND REGULATIONS

DATE: JUNE 10, 2003

DEAR HELEN:

I WOULD LIKE TO RECOMMEND THE FOLLOWING ADDITION TO THE RULES AND REGULATIONS AT THE NEXT BOARD MEETING.

ADD TO ARTICLE 22 – 222.2 -.2

THE LSC WILL BILL EACH CLUB \$25.00, WITHIN 30 DAYS OF RECEIVING THE OFFICIAL RESULTS, FOR QUALIFYING TIMES NOT ACHIEVED FOR EACH SWIMMER, IF NOT ENTERED ON A CLUB ROSTER.

***** ADD: ATHLETES ENTERED IN EVENTS BUT DO NOT SWIM WILL NOT HAVE TO PROVE THOSE ENTERED TIMES.**

QUESTION: WHY DEAL WITH THESE EVENTS. THEY HAVE NOT SWAM TO PROVE THEY CAN MAKE OR NOT MAKE THOSE TIMES.

ALSO TAKES SOME TIME AND PAPER WORK OFF THE HOST TEAM AND THE SWIMMING OFFICE.



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Bid Form / Contract for Hosting a Championship Meet:

(Date)

Objectives:

- To maintain consistent quality, evaluation, direction to teams hosting the meet and to provide a framework for awarding future Florida Swimming, Inc. Championship Meets.

(Please Print)

Host Club Information: Name of Club: _____ Club Code _____

Club Address: _____

Phone: _____ FAX _____ E-Mail _____

Name of Club Contact: _____

Phone: _____ FAX _____ E-Mail _____

Facility Name: _____ Pool Depth _____

Address: _____

Phone: _____ FAX _____

Meet Director Information: Name: _____

Address: _____

Phone: _____ FAX _____ E-Mail _____

Name of Meet to Host: _____ Short Course Junior Olympics _____ Short Course Senior Championships
_____ Long Course Junior Olympics _____ Long Course Senior Championships
_____ B Championships

Event Rights

Florida Swimming and/or USA Swimming shall retain all entitlement and broadcast (including radio and internet) rights for the event, as well as merchandise rights, with the exception of "event-specific merchandise". Host shall not be permitted to enter into any sponsorship agreement, or allow signage in the venue, which competes with vendors of USA Swimming's marketing partners. All local sponsors must have prior written approval from Florida Swimming.

Host Obligations

Host must pay the sanction fee and all applicable event surcharges to Florida Swimming.

Host must mail meet information to all FS chartered clubs once compiled by Florida Swimming.

Host will provide 4 complimentary hotel rooms. Three (3) for the head meet officials and one (1) for the Executive Director of Florida Swimming.

Coaches Packets must be made available for all teams participating (heat sheets, time line, evaluation sheet, etc.).

Timing system that conforms to 102.17.1 of the USA Swimming Rules and Regulations.

Hospitality for coaches, officials and meet management.

No Event-specific merchandise shall be printed, sold, or given with any other logo or design without consent from Florida Swimming.

Host shall include the official Florida Swimming name and logo in all references by Host regarding the Event. Subject to Florida Swimming's approval, Host shall be entitled to contract with local sponsors for the Event and identify a presenting sponsor – e.g. "Florida Swimming Junior Olympic Championships presented by Pizza Hut."

Host shall follow the normal process for obtaining the necessary sanction for the Event including meeting all requirements for insurance.

Host shall provide Florida Swimming and its marketing partners category exclusivity and the right to display one welcome banner, one banner promoting Florida Swimming's marketing partners at all times during the Event. Security and return shipping of the signage are the responsibility of the Host.

Host shall provide Florida Swimming and its marketing partners public address announcement recognition in a manner scripted by Florida Swimming at least once during each session of the Event.

Host shall include Florida Swimming sponsor logos on the bottom of all heat sheets and printed results. Any other locally developed publication relating to the event must be approved by Florida Swimming.

If a meet program is produced, Host shall include one page of advertising space for Florida Swimming and its marketing partners, with no charge to Florida Swimming and place the Florida Swimming "Code of Conduct" in all preliminary heat sheets.

Upon request, Host shall provide to Florida Swimming for the use of Florida Swimming, its sponsors, licensees and guests with up to twenty tickets or passes for VIP seating with access to any VIP/Coach or Official hospitality area which Host may establish.

Host shall provide priority space for Florida Swimming to set up a booth throughout the duration of the Event. The space shall be provided at no charge to Florida Swimming.

Within 24 hours of completion of the Event, Host shall forward via e-mail to Florida Swimming and the Florida Swimming Webmaster, complete prelim and finals results in HTML (or text) and SDIF versions in a single column format and if Hy-Tek is used, the complete meet back-up. Results must include team and individual high point scores. Complete time trial results, in the same version and format must be included in a separate file. Within 14 days, Host must also forward to Florida Swimming complete hard copy results of the meet and time trials, and the "After Event Report" (attached to this agreement) and a hard copy of complete results to all participating clubs.

Except as otherwise provided, all costs and expenses of every kind and nature pertaining to the holding and

conducting of said Championship shall be the obligation of the Host, without any contribution thereto by Florida Swimming.

Florida Swimming Obligations

Florida Swimming shall provide Host written Public Address announcements to be used during the event in accordance with the timeline in Exhibit A.

Florida Swimming shall provide Host with request for tickets of VIP credentials no later than 14 days prior to the start of the Event.

Florida Swimming shall provide Host sponsor logos to be used in heat sheets, results, and miscellaneous publications as approved by Florida Swimming in accordance with the timeline in Exhibit A.

Florida Swimming shall provide Host program advertisements in accordance with the timeline in Exhibit A.

At Host's cost, Florida Swimming shall obtain all Awards for the Event.

Miscellaneous Provisions:

This agreement may be canceled upon reasonable notice, for violation of the terms of this agreement if the USA Swimming or Florida Swimming, Inc. rules are violated.

Florida Swimming, Inc. does not guarantee the entry or competition of any individual or team in any event.

Florida Swimming shall have complete jurisdiction and control of the conduct of the competition, officials, athletes, and coaches, but shall not be liable to any of the above.

For questions or concerns regarding this agreement, please contact Florida Swimming, at 352-242-5145.

Florida Swimming, Inc.

Meet Director

Executive Director

(Host Club)

EXHIBIT A
Florida Swimming Championship Meet Timeline

<u>Information to Host from Florida Swimming</u>	<u>Deadline</u>
Florida Swimming Logos	Sent at least 2 weeks prior to event start date
Program Advertisements	Sent at least 2 weeks prior to event start date
Public Address Announcements	Sent at least 2 weeks prior to event start date
Event Awards	Sent at least 1 week prior to event start date
Team Entries	Sent at least 8 days prior to event start date
Fax Entries	Sent at least 3 days prior to event start date

<u>Information to Florida Swimming from Host</u>	<u>Deadline</u>
Hotel Information for Officials/Exec. Director	Sent at least 3 weeks prior to event start date