

**FLORIDA SWIMMING, INC
BOARD OF DIRECTORS MEETING
Long Center
Clearwater, FL.
February 23, 2008**

MINUTES

Chairman Terry Maul called the meeting to order at 1:40 PM following the preliminary session of FS Jr. Olympics. Those in attendance were as follows: Terry Maul, Bill Vargo, Helen Kelly, Gay Wright, Steve Lochte, Sherwood Watts, Larry Shofe, Peter Banks, Melissa Hellervik-Bing, Gina Mayer, Katie Westbrook, Denis Kaltchev, Charles J. Rose, Lisa A. Bitting, Bob Griffiths, Michael Greenwell, Randy Johnson, Mark Wilson, and Jeff Wise.

Steve Lochte made a motion to approve the minutes of the last meeting, Mark Wilson seconded and the motion carried.

REPORT OF OFFICERS:

General Chairman: Terry Maul made a commitment NOT to have future BOD meetings at JO's, the commitment was well received.

Admin. Vice Chairman: Bill Vargo - No Report.

Senior Vice Chairman: Peter Banks- No Report. Peter added he supports and recommends Larry Shofe's proposals announced at the Technical Planning Meeting held on Friday.

Age Group Vice-Chair: Sherwood Watts – Reported that JO's were going well and that tentative arrangements have been made for dormitory rooms for the Zone Meet, providing inexpensive and secure housing for the Zone Team.

Treasurer: Stuart Michelson – not present but had provided his report which was distributed, Randy Johnson motioned to approve the report, Bill Vargo seconded & the report was approved.

OTHER REPORTS:

Executive Director: Helen Kelly – No Report.

Officials: Melissa Hellervik-Bing – referred to the following excerpt in the official's newsletter posted on the FS Website;

In essence, some accounting irregularities have been discovered in several LSCs within USA Swimming over the last few years (not in Florida) and as a result USA Swimming is recommending new guidelines for the reimbursement of expenses and payment of stipends or fees for services rendered to the LSC, particularly by volunteers. Additionally, FS is required to meet the IRS reporting requirements for reimbursements and stipends. This requires a 1099 be issued for stipends and expense reimbursements must meet IRS guidelines.

Under current by-laws Florida Swimming (FS) pays certain assigned officials at FS Championship Meets a "fee" for services and reimburses travel and some expenses.

In 2008, assigned officials will have two options:

A. File a W-9 with Florida Swimming, invoice for the stipend, and submit a reimbursement request for allowed expenses. FS will issue a 1099 for the 2008 tax year to those officials requesting the stipend.

B. Forego the stipend and, if applicable, invoice for allowed expenses. In this case a W9 will not need to be submitted. Instead, a per diem allowance will be issued, as outlined below, once a request has been submitted.

In 2009 and beyond:

The FS bylaws will be modified and the stipend will be discontinued. A per diem allowance to cover incidental expenses will apply, if invoiced. In 2008 the "per diem" will be \$39/day or prorated for a partial day (\$10 for breakfast, \$10 for lunch, \$19 for dinner). Travel expenses will also be reimbursed at the prevailing IRS charitable rate of \$0.14 per mile.

Helen Kelly also explained that, for a variety of reasons, FS should not keep tax or other personal data in the FS office and that all W9's should, be mailed directly to the treasurer, currently Stuart Michelson, for processing and safekeeping. Stuart Michelson also reminded everyone that stipends paid in the past have always been subject to IRS guidelines and should be reported on your tax return .As written by Bob Griffiths

Ms. Hellervik-Bing further reports that Bob Griffiths is selecting a task force to look at term limits & the first recertification clinic of 2008 will be held Sunday at JO's, the details are published on the USA Swimming Website.

Ms. Hellervik-Bing proudly announced that six Florida Swimming Officials were invited to officiate at this summer's Olympic Trials in Omaha, NE. They are as follows; Vicki & Gerald Wolfsted, Mark McCaw, Robert Thompson, Bob Griffiths and Melissa Hellervik-Bing.

In response to officials reimbursement/payment Terry Maul suggested these be considered as "Independent Contractors", below is his written recommendation;

I just wanted to suggest that all teams, boards, or coaches review their payroll status relative to the pay of "independent contractors". The IRS has a list of specific requirements that are used to define "independent contractors". If these requirements are not met, the individual must be considered an "employee" and then must have taxes deposited (withholding, social security, and medicare), and is subject to state and federal unemployment taxes, and must be covered by workman's compensation insurance.

If a club is paying coaches as independent contractors and they do not meet the requirements to do so, they could have a lot of problems if they are ever audited by the IRS. If someone has an accident while on the job and they are not covered by workman's compensation insurance for coaches who should be designated as employees, it will create severe legal and financial problems for the club.

And I believe we do have teams in our association who are not following these guidelines correctly. Terry

Registration: Helen Kelly – Report was distributed...

	2007	2008	
ATHLETE MEMBERS	5282	6076	+794
NON-ATHLETE MEMBERS	527	654	+127
CHARTERED CLUBS	75	77	+2

Safety: Corey Welbes – Not in attendance.

Disability Swimming: Mitzi Tighe- Not in attendance.

Technical Planning: Steve Lochte – Steve reported that the Technical Planning Committee is recommending the following dates for Championship Meets in 2009

.SPRING	Junior Olympics	2/19/2009 – 2/22/2009	SUMMER	Junior Olympics	7/16/2009 7/19/2009
	Senior Champs	2/26/2009 - 3/1/2009		Senior Champs	7/23/2009 7/26/2009
	"B" Champs East & West	12/12/2009			

Completed Bid Forms are due April 5, 2008 one week prior to April 12, 2008 BOD Meeting.

A discussion of dates for Summer Sectionals & a disagreement with Florida Gold Coast took place. The committee recommended that Helen Kelly contact the Gold Coast general chair to determine if it was possible to change the date of sectionals back to the date agreed upon in California at the sectional luncheon. It was suggested that if this can not happen, then the Florida association will conduct a LC Invitational on the preferred date. It was then brought up that Brandon is already running a meet on that date and it could be expanded to a two or three day meet.

Steve further announced that LCM Summer Junior Olympics would be a full four day format.

Coaches: Larry Shofe- Distributed & reviewed the following 3 part proposal that was discussed previously in the Technical Planning meeting;

- I. Florida Swimming Club Development Director
 - A. Service every FS Club 2-3 times per year
 - B. Advise w/Club Administration/Structure
 - C. Direct/Advise Parent Boards
 - D. Assist w/Administration of Coach run clubs
 - E. Assist w/Team Structure/Groupings
 - F. Attract/Obtain LSC Corporate Sponsors
 - G. Direct two Coaches Clinics per year
- II. Speedo Southern Sectional dates/locations
 - A. Hold the spring meet in the Gold Coast LSC
 - B. Hold the summer meet in the Florida LSC
 - C. Set up a quad plan of dates
 - D. Swim indoors in the Summer Long Course Sectional
 - E. Let FGC hold a Short Course Spring Sectional
 - F. FS would hold a Long Course Invite or Long Course Grand Prix in March
- III. Florida Swim Coaches Association Hall of Fame
 - A. Hall of Fame criteria to be developed
 - B. Coach/Volunteer/Official/Athlete
 - C. Recognized on the front cover of the Annual FS Handbook
 - D. Inducted/Introduced at the Annual Meeting (Luncheon/Dinner??)

Larry also distributed & reviewed a copy of a proposed Quad Plan.

Discussion with questions and comments were entertained throughout the presentation. Further discussion was tabled for further review at the next meeting in April.

The question as whether or not Senior Champs would be open to FGC will be discussed and voted on at a future meeting.

Athletes: Senior Rep-Lauren Nightingale- Not in attendance.
Junior Rep-Katie Westbrook - reported they are moving forward with the slogan contest.

OLD BUSINESS:

Progress on FS Grand Prix 2009 – Melissa Hellervik-Bing reported that she had spoken with Dean Ekeren at a recent National Meet. Dean advised us to get our date on the calendar and sign the contract. FS would receive \$5,000, 30 days out FS would send \$10,000 to USA Swimming (this is done to guarantee commitment) \$5,000 is later returned to FS. FS would retain the proceeds of the meet.

Ms. Hellervik-Bing reviewed several requirements to consider, such as;

- *Housing and transportation is provided by the host.

- *Swimmers would receive payment;

 - National level swimmer @ \$400 each

 - Foreign club swimmers @ \$2,000.00 each

 - Foreign national swimmers (such as Australians) @ \$5,000 each

Corporate deals could be made but could not conflict with current major USA-S corporate sponsors.

Ms. Hellervik-Bing further commented that we could seek help from Disney and/or Universal. The funds raised would go to FS to assist our senior swimmers.

Larry Shofe made a motion that we aggressively pursue hosting a Grand Prix Meet, Bill Vargo seconded and the motion passed.

Policies & Procedures – Helen Kelly stated that athletes must be a member of FS for 120 days prior to swimming in JO's. Discussion followed.

Bill Vargo made a motion that athletes must be a member of FS for 120 days prior to swimming in JO's, Sr. Champs, "B" Championships or Area Meets, Larry Shofe seconded and the motion passed.

NEW BUSINESS:

Meet Staffing Responsibilities- Adequate number of officials at meets.

It had been reported that several meets including the "B" Championship (East) afternoon session had not been properly staffed with the required number of officials. A discussion followed, comments were made on recent history of rule changes regarding officials. Terry Maul recommended this topic be tabled for the next BOD Meeting.

Proposed New Fees- Clubs

A proposal imposing an additional fee for LSC clubs for changing and reposting of their Sanctioned Meet Information Letter or results- this too was briefly discussed and tabled for the next BOD Meeting.

Non-registered athletes participating in sanctioned meets

Larry Shofe said "if a swimmer is not registered he/she cannot swim".

Charlie Rose suggested that the registration process be quicker.

Melissa Hellervik-Bing stated as a referee she is willing to accept the application w/birth certificate and money at a meet and then allow the swimmer to compete.

Terry Maul requested clarification and to see written policy. He asked Helen Kelly to write a proposal and to bring it to the next BOD meeting.

OTHER:

Sunshine State Games

Terry Maul has been asked if FS is interested in keeping the swimming portion of the games, if yes, are we willing to pay \$7.00 per entry to help with the meet?

Steve Lochte stated our FS Calendar is so full we should drop Sunshine State. After some discussion he made a motion to let them know we're not interested in keeping the swimming portion of the Sunshine State Games. Bill Vargo seconded and motion passed.

An additional comment from Technical Planning and from all present on what an Excellent Job Clearwater Aquatic Team was doing at JO's! WELL DONE!

Terry Maul advised that OME entries would be discussed at the April meeting.

Steve Lochte asked if we could use both entry processes? Larry Shofe indicated he now supports OME.

Bill Vargo questioned why faxed entries are accepted for JO's and not for Sr. Champs.

Peter Banks advised that was an oversight and would be corrected for future meets.

Next BOD Meeting April 12, 2008 in Clermont, Championship bid forms due April 5, 2008.

Peter Banks quickly announced ASCA to have a clinic on a free weekend in May.

Steve Lochte motioned to adjourn, Larry Shofe seconded, and the meeting was adjourned at 2:50 pm

Respectfully submitted,

Gay Wright, Secretary