

KYLSC BOARD OF DIRECTORS
May 11, 2002
Blairwood Tennis and Fitness Center

Attending: General Chairman Mark Lynn, Past Officials Chair Mary Reynolds, Top 16 and Records Coordinator Carol Foster, Program Development Chair Dave Doolin, Age Group Vice-Chair Scott Paulson, Records Chair Marvin Watson, Delegate at Large Paul Klingensmith, Finance Chair Angelina Green, Administrative Vice-Chair Mike Essig, Executive Secretary Susan Klingensmith, and Jared Hisle (Invited Guest).

Absent: Secretary Joan Hopkins, Coaches Representative Dave Montgomery, Officials Chair George Hubbard, Past General Chair Dan Petry, Program Operations Chair Judy Akers, Senior Athlete Representative Brittany Hocker, Junior Athlete Representative Emile Ewing, Technical Planning Chair Mike Timperman, and Senior Vice Chair Mike DeBoor.

Meeting was called to order at 6:30 p.m.

Motion/Passed: To appoint Jared Hisle as Safety Chair to fulfill the unexpired term of Marvin Watson.

The purpose of the meeting is to discuss ways to improve the operation of the organization. Simply: (1) determine the direction of the KYLSC – develop a VISION (2) establish a process to implement our Vision – develop a MISSION that will result in a Strategic Plan (3) to review our By-Laws and Policies and to assign Board member responsibilities to assist in facilitating our Mission and Strategic Plan.

I. Review of the Board minutes from the meeting held Saturday April 20, 2002. **Motion to Approve, motion PASSED with the following changes additions and/or corrections:**

An Ad-Hoc committee was appointed to develop a meet format for the Championship meets that would allow the swimming of the 200's of the strokes, 400 IM and the 800 Free for the 11-12 age group. This new format should be developed and published for a **Proposed Rules Change** at the Fall HOD meeting. The committee will be Chaired by the Program Development Chair, Dave Doolin, and have the following members – Mike Timperman, Mike DeBoor, Scott Paulson, and Jim Rogers.

The General Chair requested that Dave Doolin set a meeting date for the above Ad-Hoc committee within 30 days.

II. Review of the House of Delegates minutes from the meeting held Saturday April 20, 2002. **Motion to Approve, motion PASSED with the following changes additions and/or corrections:**

A. General Chair asked if **Rule Change Motion B #1(Bonus Events for 12 & Unders)** was written as intended. Program Development Chair Dave Doolin assured the General Chair that it was. **Bonus Events for 12 & Under swimmers have been eliminated from the Championship meets.**

B. From the Athletes Report, **Motion on "Athlete of the Year Awards";** the following needs to be added to the minutes.

The process for nominations and voting will be the same as the process used at the 2002 Short Course Championships.

Clarification of the process is as follows:

1. The Athlete Representative from each team participating in the Short Course Championship meet will be given the opportunity to nominate one (1) female and one (1) male for each division (this nomination will take place at the meet on Saturday). A ballot will be compiled listing all swimmers nominated. Voting will be on Sunday with each athlete casting one (1) female and one (1) male vote in **each division**.
 2. In the case of a tie in the voting, the Coach Members of the Board of Directors will vote for one (1) female and one (1) male in each division.
- C. The General Chair requested that the Rules Chair review all Changed and New Rules from the April 20, 2002 HOD meeting and submit the proper verbiage and changes to the Executive Secretary and the Web master within the next 30 days.
- D. The Executive Secretary is instructed to amend the Policies and Procedures Handbook reflecting the changes, and distribute a copy to all board members.

III. The General Chair requested that each Board member develop a bullet point outline of the responsibilities and duties of their Board Position. Once compiled a copy is to be sent to the General Chair and the Executive Secretary. This outline will then be compared to the By-Laws and Policy Manuel to see if additions and/or corrections need to be made. **The outlines should be sent to Mark and Susan no later than June 10, 2002.**

IV. Review of meeting procedures:

A. Coaches Committee meetings

1. The Board recommends the coaches meet at least 4 times a year.
2. It is the responsibility of the coaches to develop, review, and participate in the programs and policies necessary to improve the quality of swimming in the KYLSC. It is the responsibility of the Board to develop the policies necessary to monitor and fund those programs.
3. **Motion/Passed:** The Board will assign a moderator to attend Coaches meetings in an effort to establish a consistent procedure for following the KYLSC By-Laws and Rules so we can develop a better Mission for the KYLSC.

B. Athletes Committee meetings

1. The Board recommends the athletes set up a **Yahoo Group** for email. Any Athlete member of KYLSC could subscribe to the group. This might help facilitate their communication needs. Jared Hisle agreed to set-up the group. He will enter the email addresses of the Senior and Junior athlete Reps for each team (if the address is on file with the KYLSC Office). It will be up to each athlete entered to subscribe to the group once they are notified by email. Once established, any athlete member can join the group, simply by subscribing.
2. **Motion/Passed:** The Board has assigned Paul Klingensmith to serve as moderator for the Athlete Committee meetings. It will be his job to assist the Senior Athlete Rep to the BOD and the committee with policy and program development.

V. Board of Review discussion.

VI. General Chair directed Marvin Watson to Chair a Committee with two (2) other coaches of his choice to explore dates for a USA Swimming Swimposium to be held for KYLSC clubs.

VII. **Motion/Passed:** Form a Futures Committee consisting of Mike Essig, Paul Klingensmith, Dave Doolin and George Hubbard to work on the "Values and Vision" of KYLSC. Once the "Values and Vision" are established they will then work on a process to establish a "Strategic Plan" for the KYLSC. The first meeting is to be scheduled within 30 days.

VIII. The Ex. Secretary is to e-mail all Board members who are eligible to attend USAS to determine if they will be available. Mark Lynn and Scott Paulson have committed so far. Names of those committing will be submitted to the General Chair as quickly as possible.

IX. **Motion/Passed:** Starting with the next BOD meeting and for all subsequent BOD meetings, **ALL BOARD MEMBERS will submit their Reports to the Board** in writing to the Ex. Secretary 1 week prior to each meeting for distribution to all Board members. The reports should be submitted using email, so they can be attached to an agenda and forwarded to all BOD members prior to the meeting. The use of a Consent Agenda will be used as often as possible for all BOD meetings. MS Word files are requested.

X. General Chair requested the Executive Secretary to contact Dr. William Godfrey to request a copy of the contract with E'Town Swim-n-Fitness Center for pool use for LC State. If a contract is not produced so the Board understands the exact stipulations of the contract, the Board may consider the contract null and void. The Letter is to be sent immediately. In addition, Paul Klingensmith is directed to call Dr. Godfrey regarding the pool contract and to contact Dana Corporation to get a copy of the sponsorship agreement.

XI. The next Board meeting will be Sunday, June 30 at 2 p.m. at the Klingensmith's home in Elizabethtown.

Meeting adjourned at 9:00 p.m.
Susan Klingensmith
KYLSC Executive Secretary