**STSI Board of Directors Conference Call Meeting**

**Tuesday, April 14, 2015**

**9:00 p.m.**

**Call to Order**

The meeting was called to order at 9:03 PM.

**Board Members Present:**

Mark Parshall, Jessica Evans, Janet Risser, Don Walker, Trey Prinz, Didi Byerly, Blaine Stapleton, Rachel Woodard, Kaila Byerly, Doug Donofrio, Robert Coleman, and Kay Gerken.

**Board Members Absent:**

Annette Duvall and Ellery Parish.

**Others Present:**

Ron Zolno, Lorna Anaya, Tim Byerly, and Angella Woodard.

**Verify Quorum**

A quorum was verified.

**Report of Committee Chairs, Coordinators, and Others**

**Open Water Chairman Tim Byerly**

The Open Water Clinic held at Blossom was a success. Twenty-one athletes, two coaches, and six officials attended.

Taylor Abbott placed 4th in the Crippen Cup 10K in Ft Myers, Florida. Taylor will be competing at USA Swimming's Open Water Nationals April 24-26. Taylor Abbott and Zach Yeadon will also compete in the 5K event.

There are spots available on the South Texas Open Water Zones Team competing at the Southern Zones Open Water Meet in Pinehurst, NC June 4-7. Fourteen swimmers will be selected from ages 11-18. The team will be coached by Rachel Woodard and Mark Parshall.

Applications are available on the STSI website.

**Sanctions Chairman Lorna Anaya**

Sanctioning of Long Course STAGS and Long Course Junior STAGS is in process and will be done by the deadline of April 15.

**Registration and Membership Angella Woodard**

For 2015 to date, 7495 athletes, 19 Seasonal, 42 Others, 297 Coaches, and 160 Officials have been registered for a grand total of 7992 registrations. Total registration numbers are approximately 1.5% higher than the same time last year. All membership categories have shown an increase.

**Reports of Officers**

**Athlete Representative Kaila Byerly**

Two carloads of food were collected during the Food Drive held at STAGS.

**Age Group Chair Rachel Woodard**

Planning is in process for both the Southern Zones Open Water Meet and the Southern Zones Meet. Rachel asked the BOD for guidance as to the equipment outfitting for the Open Water team. Rachel felt that equipment should be equal for each team. Didi will get with Rachel to crunch the numbers for the equipment budget.

Hotels have been booked. Several quotes for travel have been obtained. Due to the location of the Zones meet, airfare is more expensive than it has been in past years. Charter Bus Lines have been contacted but an issue exist with the size of the busses. The maximum capacity is 57 and the Zones team is comprised of 48 able bodied athletes, 6 disability athletes, and 7 coaches. Not taking into account any chaperones or officials, total travelers would be in excess of bus capacity. Research is ongoing to determine the best avenue for travel.

Applications will be posted on the STSI website by mid May and the team will be selected immediately after STAGS and Sectionals.

**Business**

**Website Update, Electronic Payments Jessica Evans**

Jessica Evans reported that about half of the STSI Teams have responded to request for financial information, despite numerous request. Jessica recommends that we move forward to a monthly billing system with everyone receiving one bill per month. Prior to initiating the process, all outstanding fines need to be input into the system. Questions still needing to be addressed include: 1) What is the penalty for bounced debits or checks? 2) When is payment considered late and what is the penalty? 3) Will there be any of grace period? 4) If a swimmer is registered and then the club does not pay, what consequences will be in place?

It was suggested that a committee be formed to look at what the policies and procedures will be moving forward. Jessica will work with Angella and Mindy. Don Walker will also serve on the committee. Frank Swigon requested that a report be sent out prior to the next BOD Meeting so that ample time could be spent prior to the meeting reviewing the proposal from the committee.

In the meantime, we plan to move forth with having all credits and charges on the accounts by April 30, and the electronic payment will be made effective on May 1. The first bills will be generated in June.

**Sanctioning Policies and Procedures Jessica Evans**

Jessica and Lorna worked on updating the Sanctioning Policies and Procedures and a copy of the new document was emailed out to all board members prior to the meeting. The current version of the document, dated March, 2012, is out of date. The updated version of the document aligns with current policies and procedures and will also be used for LEAP Level I certification requirements.

Mark Parshall expressed concern that the Sanctioning Policies and Procedures should be approved by the HOD and not by the BOD. Frank Swigon suggested that the BOD could approve them with the provision that they be presented to the HOD for ratification at the Annual HOD Meeting.

Jessica had received one suggestion concerning the listing of officials on Sanction Applications. Officials sometimes work more than one meet in a weekend. Therefore, it was recommended changing the wording from *"The four officials listed on the sanction application may not also be listed on another sanction application for a meet with overlapping/conflicting dates."* to *"for a meet with overlapping/conflicting dates and times."*

Didi Byerly was fine with making USA Swimming mandated changes but felt that STSI Policy Changes should be a HOD decision. Don Walker said that he would prefer to wait for HOD approval and asked if there was reason to act now. Jessica Evans explained that we needed the revised document for our LEAP Level I completion and the current version of the document was outdated.

Jessica Evans moved that the revised Sanctioning Policies and Procedures be approved and implemented immediately and be brought before the HOD for ratification at the Annual HOD Meeting. She would change the revision to include the new wording above for listing officials on Sanction Applications. Didi pointed out, the revised version was incomplete concerning the removal of the 11-day deadline for championship meets that use OME. The revised version has no set deadline and there needs to be one. Didi suggested setting the meet entry deadline for OME meets four days prior to the meet start date. Jessica accepted this change. Didi also asked for a change relating to the fee associated with Observed meets. Jessica acknowledged the change. The motion was seconded and passed.

**LEAP Level I Doug Donofrio**

The requirements for LEAP Level I are almost complete. There are four items still needing attention and Doug will work with the person responsible for each area to get the final data uploaded.

**Late Athlete Reimbursement Request Didi Byerly**

Didi received an Athlete Reimbursement Request for Winter Nationals after the deadline. She has no proof that the request was submitted by the deadline. According the STSI Policies and Procedures, reimbursement will only be given to individuals submitting request on or before the published deadline. A decision was made to follow published STSI Policies and Procedures.

**STSI Annual HOD Meeting Didi Byerly**

According to STSI Policies and Procedures, The Annual Meeting of the HoD shall take place in October and held in the city shown in the Policies and Procedures manual. In the past, the rotation was changed if the TSA meeting was held in San Antonio or Austin, so that the TSA meeting and STSI meeting could be held on the same weekend. Didi contacted Phil Lakota to inquire about plans for the TSA Annual Convention for the fall of 2015. The TSA Annual Convention will be held in conjunction with TAGS in Austin in July.  There is no plan to have a TSA meeting in October.

According to the Policies and Procedures manual, the 2015 meeting is to be held on South Padre Island; however, Jessica pointed out the fact that the rotation was altered in 2013 to hold the meeting in San Antonio to coincide with the TSA meeting. So, in fact, Austin was next in the rotation and the 2016 meeting would be held in South Padre Island. The location of the Annual Meeting is rotated on a quadrennial between San Antonio, Corpus Christi, Austin, and South Padre Island. It was moved that the Policies and Procedures be updated to show the correct rotation. The motion was seconded and passed. The meeting dates are set for October 10-11, 2015. A BOD Meeting and the Planning Meeting will be held on Saturday afternoon followed by a delegate dinner. The HOD Meeting will be held on Sunday.

**Adjournment**

Being no additional business, it was moved and seconded to adjourn. The motion passed and the meeting adjourned at 10:15 PM

**Next BOD Meeting**

Tuesday, May 12, 2015 at 9:00 PM.