



PO Box 449, West Linn, OR 97068 ~ Phone (503) 747-3702

Mission Statement: To promote and support the achievement and development of athletes, coaches, volunteers and clubs in competitive swimming.

OSI Board Meeting Wednesday, November 4, 2020 - 7:00 pm, Zoom Conference Call		
Attendees	Jacki Allender, <del>Quinn Brown</del> , Gabby Calvi, <del>Julie Carpenter</del> , Judi Creech, Fallon DeWitt, Dan Gipe, Jeff Gudman, Rick Guenther, Andrew Huang, Avery Keinonen, Debbie Laderoute, <del>Marilyn Loitz</del> , Jessica Maeda, <del>Emily Melina</del> , Julia Murphy, Gary Muzzy, Sheila Lovell-Otterstrom, Lissa Parker, Christopher Pfaffenroth, Shelly Rawding, Mark Rieniets, Quentin Rieniets, <del>Brad Robbins</del> , <del>Russel Seovel</del> , Rhonda Soule, Evangeline Swift, <del>Heather Thomas</del> , Rex Watkins	
TOPIC	DISCUSSION/ RECOMMENDATION	ACTION/ FOLLOW UP
Welcome, Agenda Items/Consent Agenda, Special Announcements		
Shelly Rawding welcomed attendees at 7:00 pm. One add to the agenda is our event calendar per Quentin Rieniets. Julia Murphy said that she would like to have the official's registration assistance topic added to new business as well.		
Treasurer's Report-		
The profit and loss statement was sent out ahead, as well as the balance sheet. Numbers are much different this year. Rex Watkins, Vice Finance Chair said there are some other financial topics to be discussed. He said that Rick Guenther needs to finalize the OSCA scholarships payments, and then that account needs to be closed before the end of the year and the remaining funds transferred to the OSI account. Rex suggested that we also consider using the platform 'Zell' for payments instead of using credit card payments that incur transaction fees, and it is more secure than some of the other platforms. Another item to consider is whether we should continue the contract with the vendor Arena, which expires at the end of the year. We can follow up on these items at next month's OSI Board meeting.		
Past Minutes		
The minutes for the September 2, 2020 minutes were approved as presented.		
Chair Reports		
General Chair	See submitted report.	
Admin Chair		
Senior Chair	Winter Travel Reimbursement Proposal was submitted- see New Business and submitted report.	
Age Group Chair	No report	
Coaches Rep.	No report	
Officials	See New Business below.	
Operational Risk	No report	

Safe Sport	No report
Diversity, Equity & Inclusion	No report
Athletes	No report
Sanctions	No report
Office	See submitted report.
Other	No other submitted reports such as Age Group Camps and Zones reports.

#### New Business

Winter Travel	<p>Quentin Rieniets presented the topic submitted by Emily Melina titled the <u>Winter Travel Reimbursement Proposal for 2020</u>. (She is not available tonight so Quentin is speaking for her).</p> <p>With the US Open being held at multiple locations this year (instead of Nationals) and using the winter junior qualifying cut - the reimbursement should be adjusted accordingly. The concern is for the athletes that might travel from farther away i.e. from southern Oregon to Tualatin Hills. The proposal would be for a \$400.00 reimbursement which is the current Junior Zone 1 Level. This is different than the 18 &amp; Under Champs meet which is slated to be held in Corvallis. Discussion addressed some of these concerns:</p> <ol style="list-style-type: none"> <li>1) The time standards for the US Open are using the Junior National cuts</li> <li>2) The 18 &amp; Under meet would be a slower standard, not reimbursed</li> <li>3) If everyone in the state would get the same amount why would those farther away be specifically designated</li> <li>4) Concerns that the travel fund is charged/contributed to by all swimmers - but only a few are benefitted from it</li> <li>5) In the past expenses were submitted for reimbursement, up to a fixed level</li> <li>6) What would be included in expenses i.e. mileage, hotel and food?</li> <li>7) Designate it as expenses upon submission of receipt for travel for that meet</li> </ol> <p>The change to the wording was “up to \$400.00 for proven travel expenses on receipts” added into the proposal. A vote was taken, and the proposal passed.</p>	Proposal approved as amended
Event Calendar	<p>Rex Watkins asked that we discuss the OSI Event / Meet Calendar on the OSI website. He said that there were a whole month of events that were gone for October on the competition calendar. However, there were other meets still listed for the following months i.e. November 2020 through February 2021. His club was supposed to host a meet in November, and they had been getting calls as teams were looking for meets to attend. He wonders if other meet directors are getting inquiries. If we are not hosting meets should these be taken down? Whose responsibility is it?</p> <p>Another consideration how far out would consider looking to list meets- there is much uncertainty today.</p> <p>Debbie Laderoute said the we should ask teams to confirm dates, but teams are planning month to month right now. Rex suggested we come up with some type of system – perhaps a month or two out for confirmation. Rhonda Soule agreed as she has received calls and questions about meets from out of state.</p> <p style="text-align: right;">(see next page)</p>	

Event Calendar Contd.	<p>After discussion was to add a disclaimer done monthly to the calendar as the schedule may be subject to change due to the pandemic. Shelly Rawding also said that they can add a statement in the newsletter that teams should take down meets off the calendar if they do not intend to host them.</p> <p>Debbie Laderoute added that Greg Bostrom is currently upgrading the OSI website and can work on some of these elements. We will consider adding a disclaimer to the meet schedule as well. A suggestion was made to go out to January 2021 for now- this was agreed upon.</p>	Revise monthly - out to January 2021 for now
Officials	<p>Julia Murphy brought up the annual registration for officials. They have not been able to work very many meets this year, and some may have financial hardships due to the pandemic. Is there a way that we can pay for some of their annual 2021 registration fees- if they are having a hard time paying for it- to keep them involved and supported in their roles as volunteer officials?</p> <p>Shelly Rawding added that some clubs pay for their officials. Rex Watkins said that perhaps some of our set aside COVID- 19 funds could help pay for this. He thinks we need to find a way to not lose officials.</p> <p>Shelly said that the best approach for now it to create a task force and come up with some suggesstions for this. Mark Rieniets agreed that there are many concerns to address first before we present this to the membership.</p> <p>Julie Carpenter, Judi Creech and Sheila Love Otterstrom volunteered, as well as Debbie Laderoute and Rex Watkins. The athletes will also choose a representative to join this task force.</p>	Create a Task Force to address officials annual dues, support
18 & Under Champs Meet	<p>Rex Watkins asked about the 18 &amp; Under Champs Meet. Shelly Rawding explained that it was set up in place of Junior Nationals, and the time standards were a Futures Meet standard plus 1%. These meets could be held in various locations. Sierra Nevada wanted to come and attend a meet in Corvallis, and that they would make a donation to help pay for pool expenses. Shelly added that we would have 4 different sessions with 50 swimmers per session- Sierra Nevada would bring about 60- Oregon has about 123 that would qualify but some might be off at college or unable to attend. This would be for the second weekend of December.</p> <p>Questions were raised about financing, and discussion ensued about the travel fund money and that it should not be used as a "slush" fund. Shelly said that Emily Melina proposed that the senior fund designated for camps and travel previously could be used to help fund this meet. It could support more swimmers than the group that was going to the senior camp.</p> <p>Debbie Laderoute said she spoke with Paul Windrath today and he has concerns with how to identify where it is coming from.</p> <p>Rex added that the money needs to come from the correct spot, rather than out of the travel fund. Shelly agreed that we can we move the travel fund money that is not used this year back into the general fund and find support for this meet from another area in the budget. Mark Rieniets said that he agrees with Rex that it should not come from the travel fund. Most of the swimmers in OSI pay into the travel fund but only about 2% ever get to use it.</p> <p>Jessica Madea asked for clarification about this meet- Shelly said that it is a USA swimming meet, but it could be held at any pool, and it is better for our athletes to have another group join in (Sierra Nevada) for the competition. Rex said he does not have an issue with OSI supporting the meet but does not think that we should use the travel meet to help finance it.</p> <p style="text-align: right;">(see next page)</p>	

18 & Under Champs Meet Contd.	Rex asked that the finance arm of OSI be notified ahead of time about this meet. Shelly added that it has just been recently finalized. There are other fundraising plans, sales of T-shirts etc. to help with expenses. Garry Muzzy, DEI Chair added that the meet is already in motion, and we should help support it and the swimmers that are able to attend.  Shelly suggested that we have a group meet this week to come up with a proposal to help fund this meet. Shelly agreed that Emily Melina, Debbie Laderoute, Rex Watkins and Rhonda Soule should meet and come up with a workable plan for how to finance this meet and solidify plans.	Group to meet this week & plan for details, finances
<b>Old Business</b>		
Question	Marilyn Loitz asked for clarification about some issues regarding the USA Swimming LEAP program, as detailed in Shelly's report. She discussed the issue offline with Shelly Rawding and Mark Rieniets once the meeting was adjourned.	None
<b>Next Meeting (s) at 7:00 PM</b>		
<ul style="list-style-type: none"> <li>Online OSI Board – additional meeting November 16, 2020 at 7:00 PM</li> </ul> With no other business, the meeting was adjourned at approximately 8:15 PM		

November 4, 2020 Reports:

*General Chair Report – Shelly Rawding*

Thank you to everyone who made our HOD meeting last month run smoothly. Special thank you to Debbie, Julie, Emily and Beverly who were in the control room and helped out that morning. I learned an incredible amount from our parliamentarian who assisted us. I think it would benefit us to use her again for our next HOD meeting – online or in person. She was able to answer those parliamentarian questions immediately and kept us on task. Especially for our one paragraph that had 3 changes proposed – her help was instrumental in helping us get thru that in accordance with parliamentary rules.

I learned many things that will assist this year in running our Board meetings as well. For example, with our minutes, we don't need a motion to approve them. We ask for changes – and if there are no changes then they are “approved as presented”. If there are changes, then after all the changes are made they are simply “approved as amended”. And for the treasurers report it is like any other report, it just states what things are. It does not require a vote of approval – it just is what it is. We do vote on and approve our annual budget – that allows us the ability to spend money during the course of the year in an appropriate way – and we approve our end of year report that goes to the IRS and to USA Swimming.

We are working thru the revamped LEAP program as a trial LSC to go thru the new LEAP program. USA Swimming has changed it from different levels to just one mandatory level. Passing it now will count towards us passing LEAP when our LSC normally would have been due in 2022.

I have asked Jane Grosser for a date to help us with a Strategic Planning Session. She is working on finding a weekend for us. The last one we did was in 2016, so we are due for a revamp and some assistance. Our goal this next time is to keep our Strategic Plan in the forefront of our minds so we can stay on track with what we feel is important. Now that we have a Governance Committee, I think they can assist us in this goal of keeping those items in front of us as needed.

I have kept in contact with Debbie to ensure our Bylaws updates were sent to USA Swimming with the mandatory changes that USA Swimming made to them as well. And working with her and Greg to get the space on the website to post all the information that needs to be online to make our LSC website LEAP compatible. And have worked with the group spearheading the opportunity for OSI swimmers to participate in the 18 & Under meet.

*OSI SR Report - Emily Melina:*

In an effort to support senior swimming, and because we aren't attending the World Cup (as planned) or a SR Camp (as historically done), we will be supporting the senior level athletes per our policies and procedures (included below), by contributing to the 18&U Winter Championships held in Corvallis :

*Section IV – Senior All-Star Camp*

*A. The OSI Senior All-Star Camp will take place annually with OSI funding \$18,000 of the camp. The Senior Chair is responsible for this camp. The Camp may consist of travel, training (in and out of the water), competition and team activities.*

With covid-19 impacting virtually every swimmer, this allows OSI to support far more athletes than normal. Some of these athletes may not get another competitive opportunity for months, and this will allow this experience to be a positive and engaging one. Currently we have over 120 athletes qualified so our ability to support a far higher number of athletes than usual is a huge benefit. While under normal circumstances, we support the top 5 or less percent, given that we're in the midst of a pandemic, it makes far more sense to support a greater number of athletes.

*Registration Report – Debbie Laderoute*

Year to Date:

Registration Type:

Total Memberships Athlete 983

Athlete Flex 401

Athlete Outreach 27 I

Individual 103

Life 11

Club 7

Top 5 Event- After some thought and discussion about how best to serve our athletes and make them feel celebrated the plan is to reach out to the teams of the Top 5 athletes. We will be asking teams to present the awards to their athletes and either record or take pictures of the presentations. If the teams then submit the recording or pictures we will put everything together in a complete video to show all of the presentations across the LSC. That way the athletes can be recognized in front of their teammates and coaches and later see their peers from other teams in the completed video. If there is anyone who is interested in helping to put together the final video please let me know!