



12655 SW Center St., Suite 330, Beaverton, OR, 97005 \* (503) 747-3702

Mission Statement: To build and promote the sport of competitive swimming for the benefit of all swimmers to achieve their maximum potential.

### **OSI Board Conference Call**

**Wednesday, June 1st, 2016, 7:30pm**

**In attendance: Paul Windrath, Ruth Stocks, Nathan Templeton, George Sampson, Robbert van Andel, Ethan Hanson, Marilyn Loitz, Russ Scovel, Shelley Rawding, Joe Dahl, Jacki Allender, Emily Melina, Lucie Davis, Lindsey Soule, Julie Carpenter, Sophia Stone-Holmbeck, Rick Guenther, Tiana Julian, Jody Braden.**

**Called meeting to order: 7:31pm.**

#### **Administrative Chair - Rick Guenther**

**Meeting Minutes:** Motion to approve the February and April minutes. M/S/P

#### **Treasurer's Report - Paul Windrath**

Action Points:

- \*Approve \$12/athlete Facility Use Fee (Surcharge) for 13 & Over Championship
- \*Approve \$1,000 additional reimbursement to Albany Aquatics for loss of 11-12 year olds

Financial Discussion Points:

Facility Use Fee (FUF): MHCC has increased the FUF to \$5/athlete for 2016 (from \$3/athlete). I estimate that the expected 800 athletes will result in about 1875 "athlete days" leading to a \$9,375 Facility Use Fee. Since the FUF is supposed to be a "pass-through", OSI should increase the FUF portion of the Athlete Surcharge to \$12.

Additional Reimbursement to Albany Aquatics for loss of 11-12 yr olds: When the decision was made to move the 11-12 yr olds to the 13 & Over meet, there was no discussion about the impact on the host club – Albany Aquatics. In 2015, this age group represented 218 swimmers and 972 splashes. Without this age group, Albany Aquatics loses at least \$1500 in splash fee reimbursement from OSI for hosting the Championship – not to mention loss of concessions and other club revenue streams.

Revenue/Expense Highlights:

- \*OSI received a \$2,700 donation from Intel for the volunteer hours by David Galbraith.
- \*The 2016 budget has been updated to reflect better figures from Heather Thomas. I updated the numbers because the new forecast reflects a larger loss (due to reduced athlete revenue) that OSI subsidizes.
- \*YTD, Net operating income is \$25,000 vs budget of \$18,000.

Quad Budget Development: The Quad budget suggests that our deficits will grow from now through 2020. That suggests a need to control spending or increase revenue. Your thoughts/ideas/comments are needed.

Discussion:

Motion to approve \$12/athlete Facility Use Fee (Surcharge) for the 11 & Over Championship Long Course 2016 meet. M/S/P

Tabled the approval of \$1,000 additional reimbursement to Albany Aquatics for loss of 11-12 year olds until the July meeting. We'll have an idea of how many 8 & Under qualifiers there are that would offset the loss of the 11-12 year old age group.

*Oregon Swimming Inc:*

*State of Oregon excluding Malheur County; plus Clark, Cowlitz, Skamania, and western portion of Klickitat Counties of Washington State.*

**CONTRIBUTIONS ARE DEDUCTIBLE FOR FEDERAL INCOME TAX PURPOSES**



12655 SW Center St., Suite 330, Beaverton, OR, 97005 \* (503) 747-3702

Mission Statement: To build and promote the sport of competitive swimming for the benefit of all swimmers to achieve their maximum potential.

### **Website & Records Report - Robbert van Andel**

Meet bids are slowly trickling in. This table shows you what teams have requested and received a log in and how many meets have been submitted. Historically we asked for meet submissions in April because we had a separate scheduling meeting in the Spring. Now that the calendar is compiled online and voted on at the HOD, we may want to rethink the timing of the meet submissions. I propose that we accept meet submissions throughout the summer, with the submission deadline being August 31.

We have received a bid for each championship meet, including two for the summer 10 & under meet.

Summer 10 & Under: THSC & HRST

Summer LC 11 & Over: MHA

Winter 10 & Under: WSC

Winter 11-14 Champs: THSC

Winter Senior Champs: MHA

With respect to the summer 10 & Under meet, we will need to set up a vote. Before doing so, I want to make sure that we are going to use the same process as in the past. I believe the cost of running the meet was a concern and may be included in consideration. If the board approves, I'll set up the vote and send information to each club's head coach to vote on the meet.

Discussion: Question as to why meet bids are coming in so slowly. Point was made that there are no consequences for not having the meet bids in by a certain time.

Tabled vote for the 10 & Under summer meet bid until July when everyone has had a chance to look at the meet bids.

### **Official's Chair Report - Julie Carpenter**

Preparing for summer championship meets

10 & Under Champs– Meet Ref Andrea Knutsen, Assistant (and next year's ref)– Liam McMahon

LC Champs – Meet Ref John Haring, Assistant (and next year's ref) – Dave Twenge

LC Sectional Meet – Meet Ref John Gagliardo from PNW, Admin Ref – Bob Keller from PNW, TL CJ – Dar Gerber from HI, National Evaluator – Jason Johnson from North Texas

USAS Mentoring Workshop – Hosted by the National Officials Committee. This will be a weekend workshop October 14-16, 2016. The purpose of this workshop is to educate, encourage and prepare officials in all LSCs to become National Evaluators. I am able to nominate up to 3 people who meet specific standards to attend. USA Swimming will provide shared accommodation at the workshop, transportation from the airport to the workshop and a per diem to cover meals not provided during the weekend. The LSC is asked to cover the airfare. Location is in Chicago.

Potential Task Force - adding policy requiring teams attending meets to provide officials.

*Oregon Swimming Inc:*

*State of Oregon excluding Malheur County; plus Clark, Cowlitz, Skamania, and western portion of Klickitat Counties of Washington State.*

**CONTRIBUTIONS ARE DEDUCTIBLE FOR FEDERAL INCOME TAX PURPOSES**



12655 SW Center St., Suite 330, Beaverton, OR, 97005 \* (503) 747-3702

Mission Statement: To build and promote the sport of competitive swimming for the benefit of all swimmers to achieve their maximum potential. The Task Force will be comprised of Jacki Allender, George Sampson, Lucie Davis, and Joe Dahl, and headed by Julie Carpenter.

### Senior Report - Shelley Rawding

The Senior Training Camp went well from the reports I heard. Now that this camp is happening every year a couple ideas/question have been brought up - should priority be given to athletes who have never attended the camp before? or is it our goal to have the fastest swimmers in the LSC attend so priority is the same every year? And for coaches - does it make sense to have one coach from the previous year stay and be the head coach for the next year so there is some continuity in the program and consistency in how it is run?

We won't know until December if we can attend the OTC next April, but this location seemed to work well and fit within the budget, so on short notice it could be a location we could probably do even if we couldn't start planning it until January.

From our meeting last Saturday with Jane, on the communications front it was brought up by our athlete representatives that Twitter and Instagram would be two very good ways to get information from OSI directly to swimmers -without having to rely on coaches or parents to get the word to them. Why is this important? We need to get current information on OSI camps, clinics, meets, trips, etc... to our athletes so they can apply for them. It was discussed and agreed on, that the way information is currently being spread, especially to our athletes, is not effective.

There is concern from board members about social media sites being unsafe for us to use. We understand that if left unchecked, social media sites can be abused. I called and talked with Maggie Vail on May 24th, she is the Safe Sport Education Specialist for USA Swimming, who agreed with our ideas of starting Twitter and Instagram accounts, and agreed that they can be very useful tools for us to utilize to meet our goal of increased communication, especially with our athletes. She and I discussed the following items - and that if we followed this plan we could utilize the sites effectively and within the guidelines set by Safe Sport.

1) Determine the purpose of the accounts. I have talked with Caitlyn and Lucy and Jody and we have determined that useful purposes for these accounts include:

- \* Shout-outs for athletes that make cuts - new OSI records - USA teams/Top 100 lists
- \* National results of Oregon swimmers at Trials/National meets
- \* Seniors as they commit to their colleges
- \* Camps offered in our LSC (information as it comes out and application forms)
- \* Clinics offered in our LSC (information and forms)
- \* Zone applications for athletes and chaperones
- \* Meet information for OSI Championships
- \* Time standard links
- \* USA Swimming news and information
- \* Mentorship applications for coaches
- \* Officials shout-outs - new referees, when officials get chose for national/international assignments

2) Have 2 people willing to commit to checking the accounts daily. It does take someone daily checking the accounts. (also, posting regularly will encourage people to follow). Since this is primarily for the benefit of the athletes, I would feel one athletes and one adult at least could be the ones 'in charge'. If someone feels they are unable to continue to do the daily checking, then they can pass on the duties to another person. Both

*Oregon Swimming Inc:*

*State of Oregon excluding Malheur County; plus Clark, Cowlitz, Skamania, and western portion of Klickitat Counties of Washington State.*

**CONTRIBUTIONS ARE DEDUCTIBLE FOR FEDERAL INCOME TAX PURPOSES**



12655 SW Center St., Suite 330, Beaverton, OR, 97005 \* (503) 747-3702

Mission Statement: To build and promote the sport of competitive swimming for the benefit of all swimmers to achieve their maximum potential. Lucy Davis and Caitlyn Wilson have agreed to be the athletes that could check the accounts daily, and I can be the adult to oversee this also.

- 3) Adults will ever direct message swimmers who they see respond online.
- 4) No videos on specific athletes - this gets messy...so we would agree to not post any videos.
- 5) Any photos used of swimmers will be approved by the athlete/parents to use them. Most teams have a policy in place for this - or could easily do it - either an opt out, or parents sign in advance so photos can be used. (Reminder: no photos in locker rooms or behind the blocks...) If we add a photo release to zone, camps and clinic applications we could post pictures of swimmers from those special events.
- 6) As these two social media sites begin, there would be reminders to athletes to re-tweet and re-gram in positive ways to show their support for Oregon Swimming.

I am asking the board to approve OSI starting both a Twitter Feed and Instagram accounts. The purpose is as listed above, the athlete and adults who post to these accounts will only do so with these purposes in mind. The accounts will be watched daily. With the Olympic Trials starting later this month, much energy and enthusiasm will be around this meet and we could use this positive energy towards 'building the base' of 'followers' as our LSC begins improving communication with our membership in general, and athletes in particular.

I sent out a survey to the families who had swimmers attend the Training Camp in San Diego. Feedback was positive, but there were a couple of areas that a few swimmers and parents would like to see changes made to. Both mentioned how they would like to have more meals together as a team, and a couple people mentioned to have one event daily besides the swim workouts, that they all do together, would have made the trip even better. There has been discussion regarding attending the Olympic Training Center - and the pros and cons of going there vs. going somewhere like San Diego. Also, discussion in regards to the purpose of the camp. My suggestion is to have a Task Force look at the camp, and come up with the answers to a few questions.

- 1) Purpose of the camp. Is it to enable the best swimmers in Oregon to train with each other once a year? Or is it to enable the most athletes from Oregon to take advantage of the trip? We need to be consistent yearly with how the group is chose to attend based on what our designated purpose is.
- 2) Destination. Pros and Cons of the OTC and other locations. Is it best to wait and see yearly if we can get accepted to go to Colorado Springs? (we are being turned down often so it makes planning more difficult). Is it best to choose one location and stay there yearly? Or does it benefit the group to find new places to train?
- 3) Coaches - is it best to have one coach do two years in a row so there is some consistency with the group?
- 4) Would it be beneficial for this trip of 27 people to have a team manager who travels with the group when it is not at the OTC to plan group meals, fix travel issues, etc...?

These are a few questions to have answered now that this has turned from an every other year trip to the OTC, which is really an 'all inclusive destination' that takes no planning other than choosing a team and purchasing plane tickets, to a yearly trip to other destinations that need more advanced trip planning.

Discussion: Lucie Davis, Caitlyn Wilson, and Shelley Rawding will have access to the accounts and will be checking it daily. Shelley will adjust the above wording to be a general social media policy.

Motion to approve the social media apps Twitter & Instagram as outlined above. M/S/P

*Oregon Swimming Inc:*

*State of Oregon excluding Malheur County; plus Clark, Cowlitz, Skamania, and western portion of Klickitat Counties of Washington State.*

**CONTRIBUTIONS ARE DEDUCTIBLE FOR FEDERAL INCOME TAX PURPOSES**



12655 SW Center St., Suite 330, Beaverton, OR, 97005 \* (503) 747-3702

Mission Statement: To build and promote the sport of competitive swimming for the benefit of all swimmers to achieve their maximum potential. Task Force created to examine the Training Camp consisting of Shelley Rawding, Russ Scovel, George Sampson, Rick Guenther, Lucie Davis, Emily Melina.

### **Safe Sport Report - Joe Dahl**

In April USA-S has started a new Safe Sport program called Safe Sport Monday. I have attached information on the new initiative. The response from the coaches that have reported back has been very positive. The problem I am having is the small number of responses.

I would also like to talk about requiring host clubs to add a safe sport page to their heat sheets.

### **Diversity Chair - Emily Melina**

We ran a successful camp at Lewis and Clark with 9 participants ranging from ages 9 to 16. Probably a better way to break up the camp based on age, but the low number of participants doesn't really make a lot of sense. Tiana and I will continue to talk about improving the camp. Feedback from the swimmers and parents was incredibly positive however and many parents asked if we could hold them more often than once a year. I'd like to find a way to involve the two kids attending the WZ diversity camp in June as leaders in the future. I was the only staffer at the camp and given that I had never run/worked one before specific to diversity, I felt like we (in the future), could work in that aspect more effectively.

We have two athletes attending the WZ camp (Leila Alejos and Jensen Ervin), one coach (Patrick Beasley), and Tiana will attend as our diversity rep. There was an opportunity to send alternates but it wasn't budgeted for and I wasn't sure if we wanted to send them but its something to consider for next year depending on the experience of the participants this year.

### **Office Report - Tiana Julian**

Outstanding Fines are still due from THSC, RACE, CURR, TDPS.

LC 10&U Championship Meet announcement has been posted. 11&O announcement will be posted soon.

National Travel Reimbursement Forms are being created and will need to be reviewed before posting.

By laws and Policies & Procedures need to be reviewed and updated.

Convention registration is complete, and hotel rooms have been reserved for all OSI delegates. Please make your flight reservation and email itineraries to the office. At Large votes have been requested for Jeff Gudman and Mark Rienets.

Several teams still have outstanding fees and fines due for SC Champs meets. Final notices have been sent.

Teams with outstanding balances will not be able to enter LC Champs meets.

May Registration Numbers (June is not available at this time). 144 athletes, 16 outreach, 47 seasonal, 31 non-athletes, and 1 club.

Zone Applications were distributed to coaches and will be posted on website soon. Some modifications will be made before posting.

### **Age Group Chair Report - Emily Melina**

Shelly had a breakdown of how we spend money and on what age group. It appeared as if we could invest more in our 10&U athletes and it made the most sense to do so in the form of clinics or camps (since we are not giving any 10&U reimbursement for travel meets etc). I will continue to look into this. We reasoned that an

*Oregon Swimming Inc:*

*State of Oregon excluding Malheur County; plus Clark, Cowlitz, Skamania, and western portion of Klickitat Counties of Washington State.*

**CONTRIBUTIONS ARE DEDUCTIBLE FOR FEDERAL INCOME TAX PURPOSES**



12655 SW Center St., Suite 330, Beaverton, OR, 97005 \* (503) 747-3702

Mission Statement: To build and promote the sport of competitive swimming for the benefit of all swimmers to achieve their maximum potential. "elite 10&U" type camp did not make sense and was somewhat of an oxymoron. I will bring something within the next few meetings with a more fleshed out idea of what might be workable.

**Coaches Chair - George Sampson - no report**  
**Immediate Past General Chair Report - Jacki Allender - no report**  
**All Stars/Zones Report - Heather Thomas - no report**  
**Athlete's Representatives Report - Lucie Davis, Lindsey Soule' - no report**  
**Safety Chair - Russ Scovel - no report**  
**TPC Chair Report - Ruth Stocks - no report**

### **Old Business**

Meet Bids for 2017: Discussed above in the Website/Records report.

Leagues: House keeping issues. Valley Coast League Association, Tall Timbers League, and a league with the summer teams in Eastern Oregon. Tall Timbers League has paid the league fee. The others have not. Office wants to know if we can enforce the policy that we have in place: if they are going to remain a league that need to have a League Championship meet and pay the associated fees. Would like that the league fee be paid when the meet bid goes in. Motion that any League wanting to host a League Championship meet pays for the \$150 League fee prior to the Sanction. M/S/P

### **New Business**

Russ Scovel has been named the new Safety Chair.

National Travel Reimbursement Forms: Coaches can access it at their leisure, but it must be submitted by the end of the respective season. Receiving receipts is chaotic at best. We are looking at changing the policy to say "stipend" instead of "reimbursement" with regards to the travel to simplify the process for coaches and office administration. Marilyn, Jody, Rick and Paul will work together on the policy language. Motion to change the policy to a stipend instead of a reimbursement with regards to the travel. Board will have an e-vote on this motion before Olympic Trials once the language has been finalized.

Looking Ahead to July Meeting.

Possible Zone Task Force with George Sampson and Emily Melina to examine Zone spending.

### **Announcements**

**Next Board Meeting - July 6th, 2016 - 7:00 pm, Albany**

**Next Conference Call -**

**Meeting Adjourned at 8:26pm.**

Submitted by:

*Oregon Swimming Inc:*

*State of Oregon excluding Malheur County; plus Clark, Cowlitz, Skamania, and western portion of Klickitat Counties of Washington State.*

**CONTRIBUTIONS ARE DEDUCTIBLE FOR FEDERAL INCOME TAX PURPOSES**



12655 SW Center St., Suite 330, Beaverton, OR, 97005 \* (503) 747-3702

Mission Statement: To build and promote the sport of competitive swimming for the benefit of all swimmers to achieve their maximum potential.

Sophia Stone-Holmbeck

OSI Secretary

*Oregon Swimming Inc:*

State of Oregon excluding Malheur County; plus Clark, Cowlitz, Skamania, and western portion of Klickitat Counties of Washington State.

**CONTRIBUTIONS ARE DEDUCTIBLE FOR FEDERAL INCOME TAX PURPOSES**