



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 Meeting

Wednesday, June 5th, 2019, 7:30 pm, Zoom Conference Call

In attendance: Shelly Rawding, Debbie Laderoute, Julie Carpenter, Paul Windrath, Marilyn Loitz, Jeff Gudman, Brad Robbins, Jacki Allender, Emily Melina, Christopher Pfaffenroth, Russel Scovel, Jessica Maeda, Heather Thomas, and Julie Greenaway.

Meeting Called to Order: 7:31 pm.

Welcome: Announcements: We are looking for a new Diversity and Inclusion Chair. Emily has volunteered to fill in the interim. New MAAPP information is coming out. We will be doing Zoom calls. Please have anyone in your club who is interested sign up. The calls will be next Wednesday and the following Monday and Wednesday. The question was asked as to when the e-mails went out about all of these dates. It was explained that this was sent to teams, not board members, but the link will be resent. As clarification for our board, it is okay to run past 8:30 for our board meetings but with athletes on the board, there can be no e-mails or notes from the meeting sent out to the entire board before 8:00 am the following morning.

Minutes: Minutes were reviewed. Did T-hills agree to provide timers if they charge a spectator fee? This is not known. SC 11-14 went to MHA. Senior Meet is a tie with MHA and THills. This is dependent on the bubble going up. The decision is to be made by the college by 6/14/19. The team was told that the bubble would be going up when they submitted their bids. OSI was told the college will be making their decision on 6/14/19. Motion was made to approve the May minutes. Minutes were seconded and approved.

Treasurer's Report (Paul Windrath): Financials as of 4/30/19 pretty close to on budget right now. Accurate within 4-5,000 plus/minus. Bank balance is fine. The 2 things to note if you are involved in club finances – look under May activities – credit card fees were calculated incorrectly. Until Sports Engine changes it – it won't change from our end of it. We're in pretty good shape. Our taxes have been submitted on time for the 1st time in 5 years. Motion was made, seconded, and treasurer's report approved.

Board Chair Report (Shelly Rawding): Been a month of working on the details. Worked on cleaning up the bylaws – goal is for the BOD to review again now, and send to USA Swimming by the end of June for their review. Please let me know if you have any questions on them. Working on helping to get Policies and Procedures cleaned up. We need to add what we are taking out of the bylaws into them, and also working on eliminating formatting so easier to get uploaded as links on the website.

One procedure that needs to be cleaned up is the section on Convention. We currently state that if you live more than 90 miles from Portland your meeting attendance requirement is waived to attend Convention – and some other items that are repeated in the section that should be cleaned up. So that section will have quite a few changes in it come September at our HOD. Just wanted to let you know



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.

that will be coming. Paul asked to be involved/included in these discussions from a budget standpoint regarding any changes.

Bob Bruce is doing a fantastic job organizing our Open Water event, and Julie has rounded up a great group of officials to assist with it. This looks to be a wonderful swim! Encourage your teams to participate in it if you haven't already.

I attended the Zone workshop in Chicago, helped with LSC Development Committee with the Chair sections and promoted the Bright Ideas contest. Sunday morning there I was able to attend the Safe Sport portion to help get answers to some questions – it was very valuable. Jacki and I will be on Zoom calls later this month to answer questions about implementation of the MAAPP standards.

As listed in our agenda, we are in need of a new Diversity and Inclusion Chair.

Debbie and Linda continue to do a great job for Oregon Swimming holding down the office.

Operational Risk Report (Russel Scovel): With regard to lifeguard certifications expiring at the end of the month, there are no classes in Oregon this month. Russ stated he would attend a class on the 30th of the month and would like to request reimbursement to attend this class for OSI. Paul stated that these funds would be reimbursed through a grant. Russ has made this request which should be approved and would come in \$1000 in 45-90 days. Paul stated there were plenty of funds to offset this and it was agreed it was a valid expense regardless. It was asked if there was any opposition to his reimbursement and no opposition was raised.

Russ stated he has received questions from people regarding MAAPP and timers. Russ felt we did not meet the applicability of this but this will be touched on later in the meeting. Timers do not have to go through background checks.

Regarding coaches certifications – This is my 3rd month in a row of sending out a monthly email stating they are current or in need. He has been sending these out stating current, 30-60 days to expire, or expired. However, there has been confusion regarding this and I will be changing this to 30-60 days to expire or expired. The response has been really positive. I have also been sending to the head coach and showing their staff and their statuses as well.

Admin Chair Report (Debbie Laderoute): Year Round athletes 5420, FLEX athletes 439 (Total 5859) compared to 6100 Year Round athletes in 2018.

We are still in need of lots of volunteers for the Western Zone Age Group Meet August 6-10, 2019 at MHCC. There is a sign up link on the OSI website under the zones tab for meet volunteers and timers. Each LSC is required to supply at least one timer per session so we are hoping to have most OSI



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.

volunteers help out in other areas of the meet (hospitality, awards, security, runners etc). Still waiting to hear back from MHA about whether or not they can help and/or let us use their meet supplies etc.

Answering questions as needed. Thank you!

Senior Chair Report (Emily Melina): Senior All Star Camp will be October 17-20 in Coronado, CA. Application will go out shortly and will be based on swims through Junior Nationals. We will do a similar selection format to last time with using tiers based on time standards (power point scores to break the tie) and one male and female IMX scorer. 12 boys and 12 girls, 3 coaches and one manager. Last year we opted to move the camp to October to avoid conflicts with AP testing and end of school commitments. We continued to express the desire to have this camp be targeted at the best (versus wanting to bring in new kids each year) and this was one of the ways to continue to support this intent.

We brought Debbie last year and this was incredibly helpful as a) she holds the credit card and b) is able to make some various reservations etc and allow the coaches to focus on coaching. I will follow up again to make sure this isn't too taxing on her (and the benefit of a weekend in San Diego is enjoyable!). Tim Larkin (MAC) will be the head coach and the dates selected were based on Tim and Debbie's schedule. I plan on selecting the assistant coaches earlier than usual to ensure availability. This means straying from what we did last year (which was try to choose coaches who had the most kids at the camp) and instead choosing a cohesive staff that is available (we always run into availability issues when we ask coaches 2-4 weeks out).

Coaches Rep Report (Jody Braden): 3 applicants for OSCA mentorships. Rick and I are reviewing this week.

Safe Sport Report (Jacki Allender): Zoom Conferences set for June 12, 17, and 19 for MAAPP Q&A.

New Business: Review (and approval) of the Investment policy (Paul Windrath):

1. In January an investment committee was formed. A template for nonprofits was used to put this together. This would allow Jeff to invest up to 25% of funds in domestic Equity index funds.
2. In the Appendix Section, this specifically outlines the 2 areas regarding how the OSI board could access emergency funds and that such fund transfer not exceed 95 percentage of earnings. This allows the board structure to handle this should Jeff no longer choose to continue. The question was raised if this 95% is the current year or previous year? This wouldn't be much of a difference regardless of the year chosen. The intent was to be no more than a lag of 2 years. It was asked that this be specified. Motion was made to amend the language to "single year's earning to the earning from 2 years past." This was seconded and motion was passed.

Old Business:

1. Discussion of the 4 Travel Fund Amendments from May (Paul Windrath): These were the policies and procedures were approved in April. This would update the language.
 - A. The first would allocate splash fees to the operating fund.



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.

- B. The current policies and procedures restricts officials travel reimbursement is limited to 10% of the previous years travel fund expenditures. The change would allow officials to travel to out of LSC competitions to be reimbursed at the same amount as coaches and athletes. Paul asked regarding questions/opinions of the board. The question was raised how many officials would this encompass? How would they qualify? It was stated that officials have to get the required ranking to attend, apply, and be accepted to attend these high-level meets. Paul asked if anyone was against expanding the amount for officials travel. It was asked what the financial impact would be? Julie Carpenter stated she could provide some history with regard to this. Currently Paul stated this is \$4,000 a year and he would not expect this to go up more than \$10,000 and Julie stated her budget currently would cover this and is not expected to be a large impact. Paul suggested he and Julie come up with criteria and what the costs involved could be.
 - C. Athlete Reps are going to convention as well as Meet Referee reimbursement for hosting a championship meet is being proposed to be moved from travel fund to administrative function/expenses. It was expressed that it was never intended that these come out of the travel fund.
2. **Additional review of new ByLaws template before we send it to USA Swimming for review. Any additional questions? (Shelly Rawding):** Shelly asked for review of this template within the next week and asked for feedback before this is being sent to USA Swimming. This will be reviewed by a lawyer and USA Swimming before we bring this forward for a vote by our membership this fall.
3. **Update on Zones (Debbie Laderoute):** Discussions are being had daily with Jody. There are discussions with the college regarding concessions. This has yet to be worked out with the college as to whether we can do this or the college will be providing concessions. We are still waiting to hear from MHA as to what they can help provide or what we could borrow. The biggest challenge currently is going to be getting volunteers.

Motion was made to adjourn the meeting. This was seconded and approved.

Next Meetings:

July 10th – 7:30pm on Zoom (if needed)
August 14th – **moved to 2nd week in month due to Zones
September 4th – 7:30pm on Zoom (if needed)
September 11-14 – Convention in St Louis
September 28-29 – HOD weekend

Meeting adjourned to 8:33 pm.

Submitted by:
Julie Greenaway