

Meeting Title: Pacific Swimming Board of Directors Meeting

Date November 15, 2017

Attendance:

Board members attending are noted by an 'x' in the table below/ board members not present but excused are marked with an 'E'. Team representatives and guest in attendance are also noted.

David Benjamin	X	Coach Sr		Open Water		2 – Peter McNamara	X	Ex Officio -John Bitter	X	Athlete Reps - open	
Debbi Tucker	X	Rick Beebe		Judy Siegrist		3 – Kevin Twohey					
Veronica Hernandez	X	Pam Redding		Don Bautista		4 - Jerry Rudd	X	Office			
Allison Beebe	X	Kent Yoshiwara	X	Leo Lin	X	4 - Jim Morefield	X	Cindy Rowland	X		
Kyle Kikuta	X	Finance Chair		Curtiss Kikuta	X	Athlete Reps		Traci Benton	X		
Marie Lin	X	Invest Chair		Mike Piccardo	X	Sr -Calla Richards		Diana Fetterman	X		
Mary Ruddell	X	Governanc Chair		Larry Rice	X	1N--		Laurie Benton	X	Guests	
Paul Reidl		Clint Benton	X	Jay \Rowland	X	1S -		Jeannette Soe		Valerie Rudd	X
Brian Potts	X	Michala Roan		Zone Reps		2 -		Annie Stein	X		
Don Heidry		Safety Chair		1N - Jim Stretch		3-					
Coach Rep Age		Mike Davis	X	1S – Cliff Reyda	X	4-					

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
Meeting Called to Order	Meeting was called to order by David Benjamin at 7:30PM		
Conflict of Interest	Meeting opened with reading of the USA-S Conflict of Interest Statement: <i>Is any member aware of any conflict of interest (that is, of a personal interest or direct or indirect pecuniary interest) in any matter being considered by this meeting which should now be reported or disclosed or addressed under Pacific Swimming Conflict of Interest Policy? No affirmative answers. If a board member determines there is to be a conflict of interest at any point during the course of the meeting when a specific subject is being discussed and/or action is being taken, a declaration of a conflict of interest should be made at that time.</i>		
Minutes from Previous Meetings	The September 20, 2017 BOD minutes were approved		
Executive Committee Report	David Benjamin: Topics of note: BOD/HOD schedule for 2018, Aid for swimmers/coaches/Teams affected by the Firestorm in Zone 3: Minutes Approved		
Officer's Reports			
Chair	David Benjamin 1. Use of Consent Calendar for BOD/HOD agenda. We will use this to limit repeating things that are in reports that should be read before hand. This should allow us more time to focus on the action items and other items that need discussion.		

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	<ul style="list-style-type: none"> a. When you send in a report or an item for posting and placement on the agenda please indicate if it is a consent item or one you want discussed in the meeting. If you do not make any indication it will automatically be put on the Consent Calendar b. All items on the Consent Calendar that require approval will be voted on in a block, unless the item is pulled for discussion. c. Items pulled for discussion and requiring approval, will be put up for approval separately 		
Vice Chair – Program Operations	Debbi Tucker:: No report		
Vice Chair – Program Development	Veronica Hernandez: 1. Working to get Allison Beebe caught up and functioning as Senior Vice Chair		
Treasurer	Mary Ruddell: 1. The Audit is going on right now and is almost complete		
Camps	Brian Potts: 1. Olympic Center Distance Camp <ul style="list-style-type: none"> a. 40 applicants for 24 slots in the Distance Camp that is set for January 25-28 (awaiting final confirmation on the dates) b. Selection will be 12 females and 12 males: 3- 200 breaststrokes, 3-200 butterflyers, 3-200 backstrokes,3- distance (400 IM and distance freestyle) for each gender c. Swimmers must have swum in the Senior Circuit Meet in November. Working on determining the time period to use to determine best times for each swimmer. d. In future, the selection criteria will be posted in the meet sheet 2. Next Camp to work on is the 11-12 Camp in February.		
Age Group	Kyle Kikuta: 1. Working on rules regarding Tech Suits for Age Group swimmers 2. Working on next year's Winter JOs, especially with regard to distance events. 3. Spring JOs will follow this year's schedule and will be 2 1/2 days 4. Far Westerns event schedule has one change from previous year - there is a change in the order of the relays. 5. Next meeting is in a couple of weeks. .		
Sr. Committee	Allison Beebe: No report		
Registration	Laurie Benton; 1. Reminder to all that the Athlete Protection has 2 parts. You must complete 2 parts =75 points to complete that requirement 2. There are some issues with credit being processed to OTS. If you do not get acknowledgment it is in OTS after 24 hours let Laurie know and she will work with headquarters on getting it done..		
Report/Recom - Staff			
	Cindy:		

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	<ol style="list-style-type: none"> Working on the audit Registrations and renewal of registrations should come to the office by December 15 in order to be completed by January, 2018 The office will be closed for Thanksgiving on Thanksgiving and Friday after. It will also be closed from December 22nd to January 2nd for the holidays. 		
Standing Committees			
Diversity	<p>Kent Yoshiwara:</p> <ol style="list-style-type: none"> We have received 7 grant applications and will be setting up phone interviews in the next couple of weeks. Pacific Diversity Camp <ol style="list-style-type: none"> Lillian Batista was the camp photographer and is responsible for the slide show. There were 57 athletes, 6 coaches and 4 guest speakers for the camp. One of the athlete reps spoke about his role as an athlete rep and from that talk another athlete signed up to be a team athlete rep. The athletes really appreciated the speakers including Tony Batis talk which was inspirational Summit had 12 parents attending and Manny Banks spoke to them, Kent gave a presentation and David Benjamin, General Chair attended One bus seating 36 was entirely full for both trips back and forth. In fact there still needed to be some car pooling to get everyone to the site. 		
Officials	<p>Mike Davis:</p> <ol style="list-style-type: none"> At the Senior Circuit there was some discussion regarding the Positive Check-in Procedure.. Allison Beebe, Senior Vice Chair will conduct a survey among all Senior Coaches to see whether they wish to change the present rule (all Senior meets with trials and finals will use positive check-in for finals) to having all Senior trials and finals meets using the Scratch procedure for finals. 		
Adhoc Committees			
	No Ad Hoc Committes		
Zone Reports			
Zone 1N	<p>Larry Rice</p> <ol style="list-style-type: none"> Zone Champs was discussed Winter JOs and distance events were discussed. Relays are considered nice but not necessary Voted to designate \$5000 to help Zone 3 teams, athletes and coaches affected by the Firestorm. 		
Zone 1S	Cliff Reyda: Report Posted		
Zone 2	Peter McNamara : No report		
Zone 3	<p>Debbi Tucker</p> <ol style="list-style-type: none"> Kevin Twohey is still very occupied with the firestorm issues Looking for a new Chair, and training up the new Secretary 		
Zone 4	<p>Jim Morefield -</p> <ol style="list-style-type: none"> Would like some consideration regarding Zone 4 swimmers when setting up eligibility requirements for camps since Zone 4 swimmers are at a disadvantage because of the distance they need to travel. 		

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	Veronica agreed they will need to look at that.		
Consent Calendar			
	<ol style="list-style-type: none"> 1. Allison Beebe appointed Senior Chair 2. General Chairs Workshop and Facilitation of Strategic Planning 3. Financial Statements <ol style="list-style-type: none"> a. Statement of Financial Position - August 2017 b. Draft 2017-18 Statement of Activities Budget Performance c. Draft Statement Financial Position - Sept. 2017 4. Diversity <ol style="list-style-type: none"> a. 2018 Western Zone Diversity and Inclusion Swim Camp, June 14-17, 2018 <p>All the above items approved</p>	Approved	
Consent Agendas Discussed			
	<p>Un-Audited Profit and Loss Budget vs. Actual Sept-August 2017 Volunteers and Officials Expenses includes such items as coaches stipends, background checks Approved</p>	Approved	
	<p>2018 Western Zone All -Star Team, 32nd Black History Swim Meet - information and applications - 2/15-18/18 <ol style="list-style-type: none"> 1. Pacific is eligible to send one swimmer to this meet. 2. Athlete would have to pay air fare. The diversity committee is looking to contribute \$475 to the other expenses from the money already budgeted to Diversity (grant money). 3. If the athlete still has financial hardship we would consider using Fred Siegrist scholarship funding'. 4. Jeannette Soe has looked at air fares and it would be \$275 from SFO but \$400 or \$500 from other airports Approved</p>	Approved	
Old Business			
Old Consent Agenda	<p>Meeting Dates for BOD and HOD - Staff <ol style="list-style-type: none"> 1. Wed. Jan 17 - Exec Com - 7:30 pm Confer Call 2. Wed Feb 21 - BOD - 7:30 pm San Ramon 3. Wed Mar 21 - Exec Com. - 7:30 pm Confer Call 4. Wed Apr 18 - BOD - 7:30 pm San Ramon 5. Sat <i>May 19</i> - HOD - TBD 6. Wed May 16 - Exe Com - 7:30 pm Confer Call 7. Wed July 18 - BOD - 7:30 pm San Ramon 8. Wed Sept 19 - BOD - 7:30 pm San Ramon 9. Sun Oct 14 - HOD - 10:30 am Concord Hilton 10. Wed Oct 17 - Exec Com - 7:30 pm Confer Call 11. Wed Nov 14 - BOD - 7:30 pm San Ramon <p>Discussion: It was agreed to have the HOD in May be Saturday May 19th. We all concurred that May 19 would</p> </p>	Approved	

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	<p>not be a protected day, so Zones could have scheduled swim meets on that day. Approved</p>		
Old Items for Discussion	<p>Relief for Teams and Swimmers Affected by Firestorms in Zone 3</p> <ol style="list-style-type: none"> 1. The Investment Committee has set aside \$50,000 for relief funds 2. Responses from Zone 3 teams <ol style="list-style-type: none"> a. Vallejo lost about \$16,000 anticipated revenue because they cancelled a meet. They request that the portion of fees normally due to Pacific when holding a sanctioned meet be waived for their meets in January and May to help make up some of the loses to their budget. We agreed that we have been following a process in which if meets need to be cancelled for any reason that is not the fault of the team, the teams would be made whole (reimbursed for expenses they incurred and could not recover (for food bought for the meet, pool deposit, etc.) However, teams would not be given funds for anticipated profits. b. Warren Lager suggests 1) set up funds for swimmers who lost everything and are in need and, for example, to pay their monthly dues for a year and 2) create a grant fund to be used to help teams devastated by the fire. 3. Teams affected <ol style="list-style-type: none"> a. Napa - 3 swimmers and 1 coach lost their homes b. Santa Rosa - 29 swimmers and 1 coach lost their homes. They have waived fees for the swimmers involved, used Outreach services, and have a Go Fund set up. c. Forest Grove was devastated. Laurie Benton spoke to 1 coach who lost his home but not much is left there. However, the pool is intact. 4. MEFA P is available for those swimmers that need it. 5. Teams can apply to USA Swimming for grants up to \$5000 but that closes on November 27th. 6. Zone 3 teams' ability to apply to enter meets even after they have closed was maintained from October through November. This allowed swimmers a chance to make JO times. This is no longer needed as all scheduled meets for Zone 3 are up and will run. 7. It was agreed to set up a Task Force to determine when and how to distribute the \$50,000 set aside for relief funds. (see the two new motions 1711GC1, and 1711LR1) 		
Old Motions	<p>1709MR1 Penalty for late filing of registration file for a sanctioned meet</p> <p><i>If the entry deadline has been extended, entries shall close no later than the Sunday prior to the start of the meet. The meet host shall send the athlete registration file to the Registration Chair no later than Monday prior to the start of the meet. Meet registration files received by the Registration Chair: four (4) days prior to the start of the meet the meet host shall be accessed a \$100 fine, three (3) days prior to the start of the meet the meet host shall be accessed a \$200 fine, two (2) days prior to the start of the meet the meet host shall be accessed a \$400 fine and on the day before the start of the meet the meet host shall be accessed a \$800 fine. If the registration file is not received by the start of the meet, the meet host shall not be allowed bid for a sanctioned meet in the next bidding cycle.</i></p>	Approved	

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	<p><i>(See the full text of Section X-F.1 in the attached)</i></p> <p>Intent/Reasoning: Host clubs are not sending the athlete registration to the Registration Chair. When this does not occur, the meet host is breaking Section 1 A.6 of the Rules and Regulations, which states that <i>“The meet director shall ensure that all athletes, coaches and officials participating in a meet are members of USA Swimming.”</i> There is no consequence for not meeting the requirement.</p> <p>The Policies and Procedures do not define when entries must close for a meet whose entry deadline has been extended. The Sunday prior to the start of the meet defines the extension closing deadline.</p> <p>Pacific Swimming does not have consequences for not meeting requirements for many of our Rules or Procedures. The consequences need to have enough bite that the abuses that have occurred stop, yet do not hurt our athletes by stripping away meets from our schedule.</p> <p>(Mary Ruddell) (P&P, 30 day motion)</p> <p>Discussion:</p> <ol style="list-style-type: none"> 1. The final penalty was changed from not allowing a team to host their next sanctioned meet to not allowing a bid in the next bidding cycle (other teams would not be hurt by loss of a meet they planned to attend and the host team would be penalized by not being able to bid for a sanctioned meet) <p>Approved</p>		
	<p>1709MR2 Penalty for late filing of registrations and fees collected at a meet</p> <p><i>a. If the registration forms and fees have not been received by the Registration Chair within 14 days of the last day of the meet, the meet host shall not be allowed to host a sanctioned meet for six/three months. If a meet has already been sanctioned for that meet host, the meet host shall not be allowed to host a host a sanctioned meet for three/six months after the last sanctioned meet. (See the full text of Section X F.1. in the attached)</i></p> <p>Intent/Reasoning: Host clubs have been negligent in returning registration forms and fees to the Registration chair. For our members, this becomes very frustrating. Often, a family will have to pay the membership and surcharge fees for their athlete at 2-3 meets. (Laurie can give you the statistics).</p> <p>If the registration chair has not received the registration forms and fees by Wednesday following the meet, Pacific Swimming does not rebate the meet surcharge to the host club. The \$10 meet surcharge has been deemed inconsequential by most clubs and is not an enticement to return the forms and fees or a deterrent for not sending in registration in a timely manner. This above wording outlines the consequence for host clubs when the Registration Chair has not received registration forms and fees within 14 days of the last day of the week.</p> <p>(Mary Ruddell) (P&P, 30 day motion)</p> <p>Discussion:</p> <ol style="list-style-type: none"> 1. There is a stated penalty for not turning registrations collected at the meet. It is listed on the sanction packet which is returned when the host applies for a sanction of their meet. 2. Mary Ruddell will take those penalties and write them into the P&P rather than the statement above. 	<p>Tabled till Exe Com January, 2018</p>	<p>Executive Committee 1/2018</p>

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	3. This motion will be tabled until Mary presents the new set of penalties. Motion Peter McNamara (1st), Veronica Hernandez (2nd) Tabled		
New Business			
New Information			
New Motions	1711GC1 Establish Task Force to Oversee \$50,000 Firestorm Funds Establish a Task Force to oversee the use and distribution of the \$50,000 Firestorm Funds plus any other money contributed to that fund. The task force will consist of all the At-Large Members of Pacific Swimming, plus the Zone 3 Chair, or designee appointed by the Zone 3 Chair, Mary Ruddell (treasurer) and Staff member will be Laurie Benton. (David Benjamin, General Chair, 2nd Larry Rice) Passed	Passed	
	1711LR1 Maximum amount in the Firestorm will be \$50,000 The Firestorm fund will consist of the \$50,000 as a maximum, plus any outside contributions to the fund. The Task force will run through August 31, 2018 (Larry Rice, Peter McNamara 2nd) Discussion: 1. Moneys already spent to help Firestorm victims will not be credited to this grant. 2. Money must be spent towards USA Swimming's Mission 3. This excludes money spent on MEFAP and outreach. Passed	Passed	
	1711MR1 Remove Section XII Awards and Banquet A.1.c and d from P&P (Male and Female Race of the Year and Relay of the Year) A. Awards and Banquet 1. There shall be an annual dinner at which the following awards shall be presented: a. The Outstanding Male and Female athlete in each age-group (10 and Under, 11, 12, 13, 14, 15, 16, 17) from the selection criteria provided in Section XII 3 separately for short and long course achievements b. The Outstanding Senior Male and Female Athlete as determined in accordance with the provisions of Section XII4 c. The Male and Female Race of the Year (Age-Group and Senior) d. The Male and Female Relay of the Year (Age-Group and Senior) e. Coach of the year (Age-Group and Senior) f. Impact Award	Refer to Executive Committee Jan, 2018	Exe Com 1/2018

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	Reasoning: The recommendation to remove the awarding of the Male and Female Race of the Year (Age Group and Senior) and the Male and Female Relay of the Year (Age Group and Senior) comes from Staff. The reasoning is that there is a lack of (valid) nominations, lack of participation in the finalist selection process, as well as challenges in comparing swims (particularly for age group). (Mary Ruddell, Larry Rice 2nd) (P&P 30 day Motion)		
Closing Comments	None		
Next Meeting	Next BOD meeting is February 21, 2018		
Meeting Adjourned	Meeting adjourned at 9:15 PM		

RESPECTFULLY SUBMITTED BY,
MARIE LIN
SECRETARY - PACIFIC SWIMMING BOARD OF DIRECTORS