

Meeting Title: Pacific Swimming Board of Directors Meeting

Date: April 25, 2012

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.

John Bitter	X		Gerry Ng		Zone Reps	Athlete	Guests
Mike Rianda	X	Rick Beebe	Tish Steimle	X	1N - Larry Rice	X Stephanie Scannell	Millie Nygren X
Lehla Irwin		Marie Wise	Rick Waterhouse	X	1S - Andre Salles-Cunha	Natalie Tang	
Ron Heidary		Kent Yoshiwara	X Warren Lager		2 - Clint Benton	X	
Don Heidary	X	Peggy Ramirez	X Leo Lin	X	3 - Sybil Baldwin		
Veronica Hernandez		Elias Totah	X Izzy Real		4 - Jerry Rudd		
Marie Lin	X		Darwin Takaki	X	4 - Jim Morefield		
Mary Ruddell	X	Brian Malick	Fred Volgelgesang	X			
Jennifer Malick		Marcia Benjamin	X Darryl Woo			Office	
Danica Burge		David Benjamin	Joe Woo			Jill Ruppenstein	X
Scott Shea		Judy Siegrist	X			Amy Smith	
Steve Hurko						Laurie Benton	X

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW-UP DATE
Meeting Called to Order	Meeting was called to order by John Bitter at 7:42 PM		
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 Meeting	Minutes from March 21, 2012 BOD meeting approved		
Executive Committee Report	None		
Officer's Reports			
Chair	John Bitter: 1. Thanks those that have completed and returned their monthly committee report. He'd like this to be an automatic part of reporting at each meeting and would like all committees to do this monthly for every BOD meeting. Committees that attach their minutes may just complete the top part of the document.	Committee Chairs will make sure this is completed every month	

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Admin Vic Chair – Operations	No Report		
Admin Vice Chair – Programs	No Report		
Treasurer	<p>Mary Ruddell:</p> <ol style="list-style-type: none"> 1. See the reports posted 2. Significant events of the quarter are highlighted, and now with this transition, we can see how much an event costs 3. The 2011 report reflects the transition from cash accounting to accrual accounting, but we were unable to capture all. 4. Some Key points: we brought in more money then expected because of larger non-athlete membership enrollments due to the new Officials Rule, increased income from entry fees, and using less money then allocated for salaries, open water, meet support, and sending of athletes to Junior Nationals. 5. With accrual accounting we should be able to allocate funding more accurately in our next budget. <p>Mary would like clarity on the fees to be charged Super League meets and the Meets that have USA and Rec swimmers.</p> <ol style="list-style-type: none"> 1. Meets with USA and Rec (non- USA) Swimmers <ol style="list-style-type: none"> a. Meets with USA and Rec Swimmer’s are <u>Approved</u> meets and presently have no Pacific fee charges. However because we enter the USA Swimmers times into the USA data base it is reasonable to consider charging a flat fee, such as Southern California does (\$100). b. Walnut Creek Aquabear’s Annual Summer’s End Program was brought up by Fred Vogelgesang as the example raising this issue. Fred charged Pacific Swimming Fees for this USA – Rec Swimmer meet because WCAB “charged entry fees”. This meet had been going on for years but Fred was unaware of it until he received a meet sheet showing WCAB charged entry fees. Fred charged WCAB but the fees were not paid because the Audit Committee informed him he should not charge the fees. Fred advocates that in future WCAB should be charged Pacific fees including this year’s 2012 meet because WCAB is charging entry fees. c. Clint Benton and John Bitter clarified that the WCAB Summer’s End meet (with USA and Rec swimmers) is an <u>Approved</u> meet, just like the Cal Invitational, and AIA’s meet and presently should be charged no fees. The section in Rules and Regulations Fred was applying regarding charging Pacific fees to meets charging entry fees was written for <u>Sanctioned</u> meets and applies to <u>Sanctioned</u> meets only. d. It was agreed that a committee should look into creating some appropriate flat fee for <u>Approved</u> Meets since Pacific Swimming is providing some services 2. Super League Meets <ol style="list-style-type: none"> a. At the present time some Super League Meets are not paying any Pacific Swimming fees because they do not charge swimmers entry fees. However the teams pay some kind of team fee to the host team, which is actually equivalent to entry fee charges. 		

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	<p>b. This issue may need further evaluation as well.</p> <p>3. High School League Championship meets, NCS, and CCS</p> <p>a. These meets are <u>Observed</u> meets where the times for USA swimmers are put into the USA data base by Pacific Swimming without charge to the League, NCS and CCS</p> <p>b. Presently <u>Observed</u> meets have no Pacific fees attached to them.</p> <p>4. It was agreed that Mary Ruddell would form a small ad hoc committee to look at these issues and come up with a clear statement regarding each of these types of meets and possible fees Pacific might want to charge. Mary is charged to select a couple people she would like to work with, who will return to the BOD with some recommendations.</p>	Mary Ruddell to form an ad hoc committee to come up with recommendations regarding fees for these types of meets, and report back to the BOD	5/23/2012 BOD meeting
Age Group	No Report		
Sr. Committee	<p>Don Heidary:</p> <p>1. Sectional Conference call – there will be new time standards for 2012 with time adjustments to events that were impacted (events that had 200 or more swimmers). Summer Sectionals will have 4 heats of finals. The open water event is open to any swimmer with the sectional cut in a pool event. The meet sheet will be out very soon. The new 2012 time standards will be in use for the December meet held at Belmont Plaza hosted by Golden West, and at the summer 2013 meet at Santa Clarita hosted by Canyons.</p> <p>2. Coach Education Grant Proposal – Using the criteria in the proposal, Don has awarded PASA the convention trip, and Pleasanton (for their performance in Nationals) and Crow Canyon (for doubling their Club Excellence Point Scores) the ASCA trips. The NAPA clinic is not offered yet but Don is considering some of the Diversity Clubs and smaller teams. Response has been very positive. He requests an increase in the budget from \$5000 to \$6000 to insure adequate funding. See motion below</p> <p>3. Orinda aquatics will be running a senior trials and final meet in June using positive check-in. Senior Committee would like feed back on the positive check-in procedure from the officials' perspective, the administrative perspective, and the coach-swimmer perspective to determine if this is a viable approach for all senior meets.</p> <p>a. Positive Check-In has been used recently in a couple Senior meets and worked fairly well. It has not done well in recent Age Group Meets.</p> <p>b. Ater the Orinda meet, the November and December senior meets, we'll consider whether to require using positive check-in at all Senior meets for consistency.</p>	Senior Committee will come to this BOD early next year with a recommendation regarding positive check-in	January , 2013 BOD meeting
Registration	<p>Laurie Benton – the report is posted:</p> <p>Addition of 2 clubs: AMA Dorados (AMA), and Ellis Aquatics (EA)</p>		
Diversity	<p>Kent Yoshiwara</p> <p>1. On April 19, the Diversity Committee interviewed all the grant applicants in a 2 hour conference call, Each applicant gave a 10 minute presentation in which they also answered any questions the committee had.</p> <p>a. Because some of the applications provided irrelevant information that sometimes made it</p>		

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	<p>difficult for the Committee to determine the main goal of the project ,the Committee will try to refine the application form to make the questions asked more specific</p> <ul style="list-style-type: none"> b. All five programs interviewed were granted money. Richmond Sailfish asked for a lower amount than the other applicants so the Committee was able to provide them full funding while providing partial funding to the others. c. The Committee recommended ONDA, MLKB, OT and STAR receive \$4000 each, and SAIL receive the full \$3000 requested – totaling grants of \$19,000. This leaves \$19,500 for the Fall applications. d. Programs included money for scholarship funding for dues, and competition meet fees. e. Clubs who have received grants may apply again, but each application must be for different programs. Evaluation of those applications includes an assessment of how well they fulfilled the goals of the previous grant. The Committee is looking for innovation, so for example ONDA previously awarded money for training older swimmers in coaching, is now awarded money for a supporting incoming elementary school age swimmers. f. Reports from previous recipient teams regarding their use of the grants are posted. g. See motions below regarding approving the grants <ul style="list-style-type: none"> 2. Western Zone Diversity Camps <ul style="list-style-type: none"> a. This year’s Western Zone Diversity Camp will not be held because we could not provide the venue b. USA Swimming wants Western Zone to hold their diversity meet in 2014, so diversity meets can be offered by two Zones each year, with each Zone alternating years.. 3. Long Course Diversity Meets <ul style="list-style-type: none"> a. USA Diversity Committee wants to have summer diversity meets in conjunction with a diversity theme, so for example, a Black History Month meet at DC or a Black Heritage Meet in North Carolina, and maybe something on the West Coast, with internet comparisons of athletes across the nation. b. Kent will look at the schedule with plans to do it the year after next.. 4. National Diversity Meeting in Washington DC <ul style="list-style-type: none"> a. The USA Diversity Committee, at the request of Bruce Stratton, is working on changing the Mission Statement to include gender, along with ethnicity and culture b. On the NGB level they are working to promote gender equity. 		
Camps	No Report		
Officials	No Report - See Motion		
Time Standards	No Report		
Club Development	No Report		
Travel	No Report		
Disability	Report Posted		
Board of Review	No Report		

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Open Water	<p>Marcia Benjamin</p> <ol style="list-style-type: none"> 1. A website regarding open water has been given to Rick Beebe who is working on opening it. 2. It provides links to Open Water Nationals, the Open Water page, and contains "how to" items and information on rules and other things pertaining to Open Water. 3. Marcia proposes to have an Open Water points competition, where points are tallied annually and an Open Water award would be given to the high point swimmers, as we do for short course and long course swimmers. (A trial of tallying points was done last year and the results are posted on line) 4. Marcia will get together with Mary Ruddell to determine what fees Pacific will charge for Open Water events, to be put into the Policy and Procedures. 	<p>Marcia and Mary will determine Pacific fees charged for Pacific services for Open Water</p>	
Finance & Auditing	<p>Mary Ruddell</p> <ol style="list-style-type: none"> 1. Review budget versus Actuals as they are so far. <ol style="list-style-type: none"> a. We will be spending more on salary, on storage (physical and digital). b. Reductions include – savings because the Rudds will not be attending meetings for a while. c. Budget for the HOD meetings may be a little low d. Western Zones and NACC anticipated Actuals are different then budgeted-Western Zones more and NACC less e. Officials Chair Brian Malick has asked for additional money but may actually come below budget f. Cost for Team Works and the review and tax preparation was more than anticipated g. Senior Committee has reduced their request from \$38,000 to \$8,000. 2. Snapshot of the operating budget, (which does not include web site, Olympic Travels expenses which is paid for from investments) suggests we may be running from \$8,000 to \$12,000 over budget, but it is likely that across the year we may ultimately be fine. We already know, for example, that we have probably over budgeted for Junior National travelers. 		
Scheduling	See Motion		
Athlete	No Report		
Governance Committee	<p>Leo Lin</p> <ol style="list-style-type: none"> 1. Report has been posted 2. Posted a proposed organizational chart –would like Board members to review this and get back to him 3. See motions below 	<p>Board Members to send comments regarding the Organizational Chart to Leo</p>	
Nomination Committee	<p>Reported by Clint Benton:</p> <ol style="list-style-type: none"> 1. Nominations for Board of Review: There are 3 openings and the committee submits the following names, David Benjamin , Todd Tucker, both running for a second term and Andy Clifford 2. The Nominations committee did not seek nominations for Volunteer of the Year so nominations will come from the floor of the HOD. 	<p>Names nominated for the BOR positions to be submitted at the HOD</p>	<p>HOD Meeting 5/5/2012</p>
Investment Committee	<p>Mary Ruddell</p> <ol style="list-style-type: none"> 1. Investment Committee received 21 pool improvement proposals and the committee recommends funding 19 of these proposals. 		

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	<ol style="list-style-type: none"> 2. 2 of the proposals did not have enough specificity and the applicants are encouraged to address this issue and resubmit. Letters will be going to them with this information and offering assistance regarding focusing their next application. 3. The information is posted regarding the recommended amounts 4. Because of the merit of the 19 proposals the committee would like to increase the amount budgeted from \$50,000 to \$61,000 so all would receive funding. Our investments have sufficient return to make that possible. 		
Zone Reports			
Zone 1N	Reported by Larry Rice <ol style="list-style-type: none"> 1. Next Meeting May 14th 2. Will work on next year's schedule of meets 3. Will Work on Zone Championships 		
Zone 1S	No Report		
Zone 2	Reported by Clint Benton: <ol style="list-style-type: none"> 1. No meeting this month 2. Next meeting will be May 21, 2012 3. See Motion for Priority Entry for one out of Zone Team 		
Zone 3	No Report		
Zone 4	No Report		
Old Business	None		
Motions	<p>1203BOR1 – Increase penalty for no show on finals from \$25 to \$100 – Change to R&R Sect 3, B, 5b(4)(ii) If the No-Show occurs on the last day that the swimmer is entered in an individual even in the meet, and no other individual event penalty is applicable, the swimmer shall then be fined \$100. (Darryl Woo – Board of Review)</p> <p>Fred Vogelgesang proposed a friendly amendment that was accepted so that the motion now reads: 1203BOR1 – Increase penalty for no show on finals from \$25 to \$100 if the fee is not paid in a timely manner– Change to R&R Sect 3, B, 5b(4)(ii) If the No-Show occurs on the last day that the swimmer is entered in an individual even in the meet, and no other individual event penalty is applicable, the swimmer shall then be fined \$25. The fine will be increased to \$100 if after 30 days of receiving the letter of notification the party has not made the payment. (30 day motion)</p> <p>Darryl Woo was absent so this motion is tabled to be reviewed at the next BOD.</p> <p>Note that a second clause has been added. If the fine is not paid after the second letter, the penalty will increase to \$500 if a BOR hearing is required.</p>	Tabled – 30 day motion to be voted at the next BOD meeting	5/23/2012 BOD meeting
	1203GC1 Motion to Retain Legal Counsel for Pacific Swimming (Leo Lin – Governance Committee)	Tabled – Leo Lin will continue to work with John	5/23/2012 BOD

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		Bitter to determine next steps	meeting
	<p>1203SC1 – 2013 Meet Schedule and Criteria (see 1203SC1a, 1203SC1b, 1203SC1c attachments) (Steve Hurko – Scheduling Committee) (30 day motion)</p> <p>The following amendments and additions were made to the 3 documents.</p> <p>1203SC1c – 2013 Proposed Schedule has the following additions:</p> <ol style="list-style-type: none"> 1. Western Zones Senior Meet - August 1-3, 2012 2. Western Zones Age Group Meet – August 6-10, 2012 3. Junior Nationals August 12-16, 2012 <p>Discussion: We will be funding the World Trials swimmers. USA Swimming is making the time standards faster for Olympic Trials, so they are like the Junior National Time Standards, and they will drop the times for Nationals to another level down. The goal is to make Nationals be about 700 swimmers, and Junior Nationals about 1000 swimmers. USA Swimming is putting more emphasis on Sectionals being the junior level meet, and the Juniors being a very elite level 18 and under meet. So for next year's budget World Trials will be included and we can anticipate a decrease in swimmers going to Nationals and Junior Nationals.</p> <p>1203SC1b – 2012 Senior Meets Criteria</p> <ol style="list-style-type: none"> 1. Footnote 4-change this to: Complimentary hotel rooms, if available are to be distributed at the discretion of the Meet Referee to accommodate assigned officials with extraordinary commute time. 2. Feb 16-17 SR II – Hotel rooms required will be 1 room, and funding level is changed to \$2000 3. March 2-3 SR I – Format changed to Timed Final. <p>1203SC1a – 2012 Age Group Meet Criteria</p> <ol style="list-style-type: none"> 1. Footnote 5-change this to: Hotel rooms, if available, are to be distributed at the discussion of the Meet Referee to accommodate assigned officials with extraordinary commute time. 2. Footnote 11-change this to: Spring JO's to offer Championship Finals & Consolation Finals to be run on the 2nd course of a 50-meter pool w/Positive Check-In for 15-18 Age Group Only 3. Spring JO's 3/16-18 Dual Venues – 8 competition lanes, 8 lane scoreboard required, meet subsidy is \$2000 with footnote 13 applying, 1 comp room required 4. Adam Schmidt JO 7/12 -7/14, Dual Venue – meet subsidy is \$2000 with footnote 13, and 1 comp room required. 5. Winter JO 12/7-9 –no subsidy, and 1 comp room required 6. Footnote 7 - to be removed Award subsidy is a not to exceed amount, must provide receipts to be reimbursed <p>1203SC1a, b, c with amendments was passed. Goes to House of Delegates</p>	<p>1203SC1 (a,b,c)as amended - Passed by BOD</p> <p>Present to HOD for approval</p>	<p>5/5/2012 HOD meeting</p>

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<p>New Business</p>	<p>Presentation of bid from Web Sight Design by Alex Paine, Chief Executive Officer (See handout)</p> <ol style="list-style-type: none"> 1. Small company of 18 founded in 1995, based in Sausalito, marketing and hosting web sites for various sized companies with varied needs, (about 500 web sites). 2. Their particular skill is in data based websites, especially those that do not require costly ongoing maintenance which is what they would plan to build for Pacific swimming (a website we could maintain for ourselves without a lot of ongoing cost) 3. Websites built have cost as little as \$5000, and up to ½ million dollars. 4. Women’s Cancer Resource Center and their fund raising Swim-a-mile is an example of a website they created which has many of the features we are looking for: on-line registrations, keeping track of donations, reporting event results. 5. The first step will be the process of scoping, which takes from a month to 6 weeks, and will result in the production of a site map with technical specifications which will be presented as part of Web Site Design’s bid. 6. They have already looked at the Pacific Swimming website, and the other websites within the LSC, and realize we have multiple stakeholders, with many people managing the data, but we will want it all under one centralized website using a common language. The approach they suggest is one using an “open source” so you can add systems as you need them. 7. Besides the communication aspect they could easily incorporate the functions that Swim Connections does for us and the revenue would then go to Pacific Swimming. They could also help develop e-commerce on our website 8. Steps for moving forward– 1) identify a group of people to interact with for the process, 2) 2 to 6 weeks for the scope process (discovery and documentation process) resulting in a final technical spec, a final estimate, a site map, and a schedule, which would be part of their formal bid. (if it is extensive then they would charge for the time, but if it is something that is attenuated and they are asked to present a bid without a huge amount of detail it would be considered a part of the sales process and would have no cost) 3) design – this process takes about 8 weeks, with 3 or 4 iterations, 4) once the design is determined they will take about 4 weeks to develop a test site, which they will then provide, 5) final step is quality assurance phase starting with an internal alpha date where everyone here (internal audience) knows the test site will turn on and will start using it. Web Sight Design will use that time to get feedback regarding the website and make final adjustments in relation to the feedback. This process can take from 6 weeks (for smaller projects) to 6 months (for larger projects). 6) Our website is finished and running. <p>We voted to have Web Sight Design proceed. Alex will work with Jillian using the old websites as references. Alex will come back to the next BOD meeting with a presentation which will provide progress on the scope, and estimates of what the expenses might be so that the Board can vote on it at that meeting. Alex will do this as part of the sales process. The bid presentation will include a spread sheet with line items so we will know the cost of each part and we can pick and choose which items we want and will know the cost of adding the other items at a later date.</p>	<p>Alex will work with Jillian Ruppenstein and return in May to present his scope</p>	<p>5/23/2012 BOD meeting</p>

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Motions	1204DC1- Approval of Awarding the 5 Diversity Grants: Approve awarding Diversity Funding of \$4000 each to ONDA-Oakland Undercurrents, MLKB-MLK Blue Dolphins, OT-Oakland Tsunami, STAR-SFBoys and Girls Club STARFish, and \$3000 to SAIL Richmond Sailfish (Kent Yoshiwara – Diversity Committee)	1204DC1 - Passed	
	1204DC2- Approval to Spend Budgeted Diversity Grant Funds: Approve spending \$19,000 for Grants to five clubs for diversity programs (Kent Yoshiwara – Diversity Committee)	1204DC2- Passed	
	1204IC1 – Increase Pool Improvement Grants Funding: Move to increase the available investment funds for Pool Improvement Grant from \$50,000 to \$61,000 (Mary Ruddell -Investment Committee) Discussion: <ol style="list-style-type: none"> 1. The 19 proposals were all very worthy of receiving the funding, but we would need to raise the funding amount to \$61,000 to fund them all. 2. This funding comes from capital expense and is not part of our Operating Budget. 3. The funding for this program comes from the interest generated by our investment fund and the projected earnings is around \$70,000 so we should be able to provide the \$61,000. 	1204IC1 - Passed	
	1204IC2 – Approve 2012 Pool Improvement Grants: Approve the Grant Awards from the 2012 Pool Improvement Grant Program to the following Clubs and/or Organizations (Mary Ruddell - Investment Committee) Discussion: <ol style="list-style-type: none"> 1. Question regarding why Richmond Sailfish is requesting only one starting block. Richmond Sailfish has gotten a grant for four blocks from another source. A restaurant is donating another block, and they received a block from us last year. 2. This site may have potential as an indoor facility for Pacific Swimming and a host site for the diversity meet. 	1204IC2 - Passed	
	1204Z21 – Out of Zone Team Entry with Priority Entries: Proposal to add wording to R&R Section 2, A, 4 Swim Meet Preparation, Meet Information Sheet so that it reads – 4. Meet entries are due two Mondays prior to the meet. Any Zone sanctioned meets may accept zone entries three Mondays prior to the meet. The host team may invite to be part of the Zone priority, one team outside of the Zone or LSC up to 30 total swimmers. (Clint Benton – Zone 2) – 30 day motion Discussion: Clint reports that Zone 2 felt that because Zone meets have been impacted there has been less ability to have competition from swimmers outside the Zone. This motion would allow bringing in athletes from out of the zone increasing the variety of the competition. Since this may already be happening in some zones this motion would make the practice equitable across all zones.	1204Z21 – (30 day motion) To be brought to the 5/23/12 BOD meeting	5/23/2012 BOD meeting
	1204SRC1 – Approval for Coaches Education Proposal: Offering funding for 1 coach to go to the USAS Annual Convention, funding for 2 coaches to go to ASCA World Clinic, and funding for 3 coaches to go to Pacific Swimming/NorCal Coaches Clinic with the selection process following a specific criteria (Don Heidary – Sr Committee) Discussion: this has been very well received by the coaches and the selection process is going smoothly. This	1204SRC1 – Passed	

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	<p>proposal provides the procedure for granting the funds that have been budgeted for coach development</p> <p>1204SRC2 – Request amendment to 1204SRC1 to increase budget to \$6000</p> <p>Discussion: this amendment to the original request is to insure that there will be sufficient funds to cover all 6 grants, as some of the costs have risen since the original draft proposal was made.</p>	1204SRC2 - Passed	
	<p>1204GC1 – Occurrence Report Procedure: Proposed Reporting Process for an Occurrence</p> <ol style="list-style-type: none"> 1. Utilize the paper ROO form which most swim personnel will use in the swim venue to collect information about the occurrence. 2. Fill out and submit the on line ROO to USA-S 3. Fax or e-mail a copy of the paper ROO form to PacSwim Office (Leo Lin – Governance Committee) Normally a 30 day motion – P&P <p>Discussion: If the electronic form is the only form used to provide the information about the occurrence the information never gets back to the LSC. It just goes to USA-S. Pacific should be kept informed of the occurrences so they can make use of the information for safety education, prevention and management</p> <p>This is normally a 30 day motion but since we are losing information monthly there were no objections to voting now, the motion was put to a vote and passed, to be effective immediately.</p>	1204GC1 - Passed	
	<p>1204GC2 – Conflict of Interest Form: Change the current practice of having Conflict of Interest Policy and the Statement of Principles on Ethical Behavior and Conflict of Interest signed by members of the Board of Directors annually to:</p> <p>Members of the PacSwim Board of Directors shall sign the CONFLICT OF INTEREST POLICY and the STATEMENT OF PRINCIPLES ON ETHICAL BEHAVIOR AN CONFLICT OF INTEREST at the beginning of their term of office and upon any change in status. The signed document will be in effect for their term of office. (Leo Lin – Governance Committee)</p> <p>Discussion: Leo has requested this motion be tabled because there are some issues raised that need to be addressed first. The advantage of doing it annually is that you will cover all bases. The disadvantage is that most positions are two year terms and this generates a lot of extra paper to manage.</p> <p>There is a possibility this could be handled at the annual registration and Laurie Benton will check into seeing if this can be handled with a check box on the annual membership registration form if there is no change. However, life members would have to be handled differently.</p>	1204GC2 – Tabled	Laurie Benton to look into a check box on the registration form
	<p>1204MMC1 – Waive Meet Fees for the Upcoming NCS and CCS Walk-On Meet and no stipend: Motion for immediate action of the BOD to waive all meet fees for the 2012 One Day Walk-On Meet after both the NCS and the CCS High School meets. We would also remove the stipend that is given for the meet. (Gerry Ng – Meet</p>	1204MMC1 - Failed	

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	<p>Management Committee)</p> <p>Rationale: This meet needs to take place for the athletes and we want to insure the athletes will have a place to go without putting the host teams at risk. The only requirement is to make sure that the meet is sanctioned and follows the USA/PC rules since these times are extremely important for the athletes</p> <p>Discussion:</p> <ol style="list-style-type: none"> 1. This motion refers only to the upcoming 2012 NCS and CCS Walk-On Meet., and would result in the hosting teams making slightly more money if the meets ran as they did last year. 2. Larry Rice indicated he did not believe we can remove a stipend that was part of a bid package., but it was pointed out that these meets were not Bid meets, but were Awarded via a different process, so the bid package is not at issue. 3. Fred Vogelgesang indicated that Gerry Ng's motion is steeped in emotion in response to a recent Board of Review hearing regarding these meets and believes that this motion is not well thought out, and is not a strategic decision. He advocates that in future we should stick to a package which gives the stipend and does not waive fees. 4. Clint Benton indicated that if we plan in the future to have these meets part of the bidding process, rather than awarded, we will need to review our present policy regarding monetary incentives, because the present package is not attracting any bidders. Waiving the Pacific fees may be much more of an incentive than the stipend presently offered, since nobody bid for it under those conditions. 5. When Gerry Ng approached Santa Clara Swim Club (CCS Walk-on Meet) and Walnut Creek Aquabears (NCS Walk-on Meet) with this proposal both responded they had no opinion regarding whether this motion should be raised, and that they planned to host the meet this year regardless of the specific financial arrangement. Both clubs were clear that for them the purpose of this meet was to serve the athletes and neither team considered it a vehicle for making money through out the years they have offered it. John Bitter affirmed this for Santa Clara, and Marie and Leo Lin affirmed this for Walnut Creek. 		
	<p>1204OC1-Officials Travel Assistance Grant:</p> <p>Purpose: To provide travel subsidy for Pacific Swimming (PC) officials in order to gain officiating experience in higher level meets outside of the LSC. Meets to be included in this Assistance are limited to USAS Zone Meets, Sectional Meets, Grand Prix, U.S. Open, Junior Nationals and Senior Nationals meets.</p> <p>Criteria for award: Officials who are attending their first out of LSC meet will be given priority consideration. Other selection criteria includes length of service as a PC Official, number of meets worked in the last 12 months, LSC and National Certification levels. Decision to award is made by the LSC Officials Chair with recommendations from the Zone Officials Chair.</p> <p>Eligibility:</p> <ul style="list-style-type: none"> • The Pac Swim Official must be certified as a referee for at least 1 year and have met all Pac Swim Requirement for annual recertification • The official must have worked 8 days at Senior or Age Group Championship Meet in the past year as a Stroke & Turn, Chief Judge, Referee or Starter 	1204OC1 – Passed	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<ul style="list-style-type: none"> The official must agree to post-meet commitment of working 8 days at Senior or Age Group Championship Meet the following year as a Stroke & Turn, Chief Judge, Referee or Starter <p>Process: Officials applying for the travel assistance grant should fill out the on-line application form, and submit to their Zone Officials Chair for endorsement. The Zone Officials Chair will forward the application form with their endorsement to the LSC Officials Chair.</p> <p>Amount of Grant: The travel assistance grant will be awarded in the amount not to exceed \$350. The award will be based on need, the meet type, location of meet, and distance from Pacific. (Brian Malick – Officials Committee)</p> <p>Discussion:</p> <ol style="list-style-type: none"> Clint Benton suggested we consider this a policy and procedure motion to be maintained for future senior meets, sectionals, etc and asked that Jill Ruppenstein find where it belongs in P&P and reword it to fit into the P&P. Because this motion has a specific amount of money \$350 (which is really an annual budget issue) this cannot be a P&P motion presently. Because Brian Malick is not hear to determine how he would want to restate this motion the BOD voted on the present motion as applicable to 2012 only, with the suggestion that Brian come back with a motion of a process that can go into P&P. <p>This motion for 2012 passed.</p>	<p>Brian Malick is asked to come up with a motion that will be put this process into our P&P</p>	
	<p>1204AG1 - Request for BOD Spending Approval for Western Zones: The request to is spend \$158,070 on the Western Zones (Veronica Hernandez – Age Group Committee)</p> <p>Discussion:</p> <ol style="list-style-type: none"> Fred Vogelgesang proposes that Age Group cut the expenditures by cutting the number of swimmers from 80 to 64 and the number of chaperones to 16 which would bring the cost down to \$130,000. Fred contends that since our operating Actuals are presently running over budget and there are a number of items that are coming in over budget we need to cut back our spending to balance the budget. This is an example of where we are overspending our budget. John Bitter reminds us there are several points to consider, including the fact that this trip is for the swimmers, we have always sent 80 swimmers, and staff has needed to be increased for reasons of chaperoning. Also when the budget estimate was made there were many costs that were not considered. We also know that it is possible, given our present projected spending, that we may come in over our approved budget at the end of the year. However, there are other budgeted expenses occurring later in the year which look like they will come in below the budget, so we could actually be just fine. Fred Vogelgesang stated that the co pay was not sent to the board for approval, and that it is out of order. Darwin Takaki corrected Fred indicating that the co pay does not and has never needed BOD approval. The application form also has never been subject to BOD approval. The original budgeted amount was \$132,760, but airfares have gone up dramatically accounting for \$30,000 of the increase, something not 	<p>1204AG1 – Tabled to be reviewed 5/23/2012 BOD</p>	<p>5/23/2012 BOD meeting</p>

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>predicable in October.</p> <ol style="list-style-type: none"> 5. Peggy Ramirez and Darwin Takaki stated that funds go up some years and go down other years. However we have always sent 80 athletes to Western Zones regardless. The athletes expect this and have been working hard all year with the expectation that their chance to go on this trip remains the same. 6. Clint Benton felt that this requires more information and discussion. Each committee can determine where and how they want to make cuts in spending if it is needed, and we are looking at overall operating expenses so there are many ways to cut operating costs. We are not in the process of cutting costs on a line by line basis. Clint would like to present this to his constituents to get their input on what they would like to do as a solution. 7. Since we have time before approval is needed on this motion we will table it so we can consider the broader issues of how to handle the budget, and whether this program is a part of any programs which might be impacted if we go over the approved budget level. 8. We are also going to the HOD to ask for approval of an increase to the operating budget by \$8000-\$11,000. If they do not approve the increase we will need to look at our overall budget and not just focus on this item. <p>The motion was tabled</p>		
	<p>1204AG2 Request for BOD Spending Approval for NACC: the request is to spend \$53,751.73</p> <p>Discussion:</p> <ol style="list-style-type: none"> 1. This budget request is much lower than the original request which was \$132,760 because this meet falls at the same time as Far Westerns which is the meet most coaches prefer their kids attend. 2. A small contingent will be sent to NACC to hold our place at this meet, and Age Group will re-evaluate next year the merits of attending the meet. 3. The Board approved the money for NACC 	1204AG2 - Passed	
	<p>1204BOD1 Motion to Present to HOD a Request to increase the Operating Budget by \$8000 - \$11,000, to cover the possible projected expenses that are over the budget we passed in November (Board of Directors)</p>	1204BOD1- Passed To HOD	HOD 5/5/2012 meeting
Next Meeting	Next meeting will be on May 23, 2012 at the Marriott in San Ramon		
Meeting Adjourned	Meeting adjourned at 10:40 PM		

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