

Pacific Swimming Board of Directors Meeting 23 March 2011
(Subject to Board of Directors approval)

The meeting was called to order at 7:37 p.m.

The Minutes of the meeting of January 2011 presented for approval. Approved without corrections

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 guests in attendance are also noted.

John Bitter	x	Steve Hurko	x	Marcia Benjamin	x	Joe Woo	x	Athlete Reps	
Millie Nygren	x	Scott Shea		Judy Siegrist	x				
Warren Lager	x	Phil Harter	x	Mike Metcalf				Guests	
Jon Pallesen	x	Rick Beebe		Gerry Ng	x			Sibyl Baldwin	x
Gwenn Chong	x	Marie Wise		Tish Steimle	x	Zone Reps		Bruce Baldwin	x
Fred Vogelgesang		Kent Yoshiwara	x	Rick Waterhouse	x	1N-Larry Rice	x	Valerie Rudd	x
Nick Johnson		Mary Ruddell	x	Lehla Irwin		1S-A Salles-Cunha	x	Joyce Lanphere	x
Tyler Nolette		Elias Totah		Karyn Kikuta	x	2-Clint Benton	x	Marvin Lanphere	x
Mike McCombs		Ken Brown	x	Leo Lin	x	3-Lee Rosichan			
Jennifer Malick		Carlene Takaki		Darwin Takaki	x	2-Clint Benton	x	Office	
Linda Nolette		Brian Malick	x	Darryl Woo	x	4-Jerry Rudd	x	Amy Smith	x
Danica Burge	x	David Benjamin				4-Jim Morefield	x	Laurie Benton	x

Announcements and Correspondence : None

Officer's Reports:

Chair: Athlete Protection Officer – Contacted USA Swimming, effective 01 June, required of each LSC to have an officer in position to educate, help clubs, coaches, athletes, and volunteers to understand the reporting process to USA Swimming. USA Swimming will handle all cases. Ad hoc committee has been formed to select this person. Ad hoc committee to review the travel policies of Pacific as well so as to adhere to the guidelines of USA Swimming. Zone 1N-presented motion to LSC board regarding Protection Officer- general chair has appointed an Ad hoc committee to handle matter. Person will be in place by 01 June 2011.

Admin Vice Chair: Time Verifications- not getting files for time verifications, as a result there not able to give time verifications back. If files received on Thursday before meet starts on Friday, definitely not going to get times verified. Will contact Zone Sanction chairs to follow up that people follow up with where to send things. Banquet will be on Sunday not on Saturday.

Treasurer – (presented by Mary Ruddell) filed report. Background checks are going through. Investment Committee receiving applications for pool grant program.

Age Group – Zone All Star meet held in early March, felt it went rather well at DVC. Felt it would run better in a 10 lane facility. Requested zones keep it mind to host in a 10 lane pool, preferred. Preparing for Summer All Star meets – flight arrangements, hotels, vans, done. Big thanks to the office staff for getting things done. NACC trip will be going to Mexico; WZ going to Clovis. Participants restricted to 48 athletes over 4 age groups. JO's meet-will be reviewed in the committee at meeting held at FW. Noted – 3 swimmers will be coming from Reno for NACC - may need to look at hotel, and chaperon after return trip to bay area, before being sent back to Reno.

Sr. Committee: goals to expand schedule 1. Presidents Day weekend meet- has grown over the past few years, and has become a rather big success. 2. Indoor meet for March- 2 day T/F meet held at Pacifica.

1. **Diversity:** Next meeting to be held on 27 March 2011. Looking at no more than \$200 expenditure for room and other expenses, Kent will bring that forward at the next meeting.

Camps: Just finished up the 11-12 JO camp, had 65 applicants for 48 swimmer slots. Speaker was a swimmer on college break and two active swimmers from age group who helped with the camp. Currently getting phone calls for the leadership camps. 9-10 camp will be selected off FW; information on web site, application not on line yet and will accept applications at FW. Problems at camps- Parents want to pick up swimmers early from camps, even after told no they still came to get swimmer. Other problem – swimmer had no ride home. Aunt said to drop swimmer off at BART. Solution was swimmer was dropped off at a friend's house; otherwise swimmer would have been driven home. The situation puts Pacific in an awkward position. The matter was turned over to the Executive board and they are working on it.

Officials: Meeting held on 12 March for official chairs; missing were Valerie Rudd and Gale Maynor. Discussed – Coach verified times. Closing of events 30 minutes before, looking to extend the time for closing. Both motions are before the board today.

Discussed recommendations for upgrades of officials – Names not listed, upgraded Steve Kumpan. Discussed Pacific Officials web site – all zones decided it needs to be done. Hope is to be able to get more information out to all.

Discussed National travel assistance – age limit included now, but want to take out the limit.

Discussed Clinics – want to focus on Stroke and Turns, Chief Judges clinic – 1N, 1S and then 2 and 3. Length of meets – some can run 8 or 9 hours. Bottom line is that we have not been following the intent of the 11-12 4 hour rule. Now open to ideas as to how to handle it – in order to bring the length down.

Club Development: No Report

Travel: Open Water motion before the board tonight.

Disability: No Report

Board of Review: No Report

Open Water: No Report

Scheduling: Will report later.

Marketing: No Report

Zone Reports:

Zone 1N – Last met 14 March, zone still working on by laws, looking for a new secretary, and starting scheduling process.

Zone 1S – Zone Championship meet did not net as much as last year. Need to get more officials in zone.

Zone 2 – Last met on Monday. Majority of the meeting was spent discussing motions to be discussed at tonight BOD meeting. Discussed zone scheduling. Have no meeting next month so next meeting will be in May. Have to figure out how to handle meets if zone decides not to hold dual venues anymore. Next

meeting in May.

Zone 3 – Held board meeting this past Monday. Zone focus is on upcoming Zone Champs. Discussed officials, and still need to pass budget. Did not discuss scheduling. Will have a meeting in April.

Zone 4 – Submitted

Developmental All Star: (Darwin) Report submitted. Would like to suggest this meet be handled by Pacific staff. The biggest problem is to get enough volunteers to organize, host, put on the meet and chaperon. The meet format works well but would like to have the meet run in a 10 lane pool. John Bitter requests a member from each zone to participate in an ad hoc committee to discuss all meets from zone level to LSC level.

Time Standard: (Presentation by Tish) Reviewing JO time standards – Repot suggests the meet needs to get smaller.

Available options – (1) Unrestrict the weekend. Possibility to have JO+ meets

(2) Dual venue – 2 JO meets, and then funnel into 1 FW Need to look at what the function of the JO meet should be. If it is a “full” team meet – the older swimmers are not coming.

(3) Remove 15 up from the meet, possibly saving 1hr 45 mins to 2 hours

(4) Change the time standards

(5) Possible stipends for the meet

(6) Possibly change total number of events swimmers can swim for the meet

Definition of JO meet – (per Jon Pallesen) meant to be the first step into T/F swimming.

Discussion – Are we really providing the best for the swimmers? Matter to be reviewed at the April meeting after age group has their meeting and John Bitter will have his meeting recommendations as well.

Review of FW – last major changes were done around the Atlanta Olympics.

Motion 1103CB1 – For LC JO and FW this year 2011 only that the Meet Referee and Meet Director may impose a scratch down on any day that’s going to exceed the 8 hour limit, across the board. Passed

New Business: Motions and Resolutions – New Motions:

Officials Committee – 1103BM1 (1) Amend section 3.B.2a of the Pacific Rules and Regulations. Close of check-in for all events shall be no more than 60 minutes before the estimated time of the start of the first heat of the event. No event shall be closed more than 30 minutes before the scheduled start of the meet. Effective 01 July 2011. Passed

1103BM2 (2) Amend section 4.A.2 of the Pacific Rules and Regulations Swimmers are permitted to qualify in any sanctioned or unsanctioned meet such as school competition, time trial, or by coach verification. For JO and Q level of competition, LSC Championship Meets and Zone Championship meets, times from sanctioned or approved meets only will be acceptable. Effective immediately. Passed

Motion 1103FV1/JP Move that the BOD authorize that a **Chase Bank Charge Account** be opened with the primary use for major trip expenses requiring the use of a payment card for airlines and hotels. Passed

Discussion: No preset spending limit. Annual fees of \$95 with cash rebate program estimated to cover this fee. Approved signers are the Treasurer and/or Office Administrator – Support. Full monthly payment required. Any purchase with this card must be included in an Approved to Spend Motion by the BOD under an approved budget line.

Motion 1103 FV2/JP Move that the BOD authorize that a **Chase Bank Credit Cart Account** be opened where the cards will be issued in the names of the paid staff for normal office expensed which as postage, office supplies and equipment maintenance. Passed.

Discussion: Preset spending limit. No annual fees with a small percentage rebate. A reconciliation process with receipt and documentations and accounting processes to treasurer will be established. Authorized purchases must for Pacific Swimming use only and have an approved budget line item. Any use for purchases other than normal office expenses must be cleared by the Treasurer in advance and approved by the supervisor.

Motion 0311-JB01 Motion to modify Pacific Swimming Rules and Regulations Document

Add item 9, D (Disbursement Policy) of the Pacific Swimming Rules and Regulations document.

Proposed Text of Change:

Item 9 is added (below, underlined) to the existing text of section 9, D of the Pacific Swimming Rules and Regulations.

D. Disbursement Policy

1. Swimmer application for travel assistance requests must be received by the Registration Chairman by the end of the third month following the attended meet.

2. The travel assistance for swimmers competing in the National Championship meets, including the Senior National Championship, the U.S. Open, the Junior National Championships, and the Open Water National Championships will be the determined airfare plus an increased stipend.

3. Travel Assistance for national "Trials" types of meets such as Olympic Trials will be determined and approved by the Board of Directors as requested and appropriate.

4. No payment to, or for a swimmer, will be made if the swimmer or the swimmer's family is indebted to Pacific. Resolution of the indebtedness subsequent to submissions of a request for the travel assistance will not qualify the swimmer for payment. The swimmer will not be eligible for a travel assistance payment as long as any indebtedness to Pacific remains unresolved.

5. Coach application for travel assistance request must be received by the Senior Committee by the end of the third month following the attended meet.

6. The travel assistance for coaches will be the same amount as determined by the Board of Directors for airfare as determined for the athlete for the same meet.

7. No payment from the coach will be made if the coach or club is indebted to Pacific Swimming. No payment will be made until the indebtedness has been resolved.

8. To be eligible for travel assistance, collegiate swimmers must have been registered with a Pacific Swimming Team during their senior year of high school. Once a swimmer who was previously ineligible (based on this rule) has exhausted their college swimming eligibility, they become eligible for travel assistance on the same schedule as described in Section 9.C.2.

9. To be eligible for travel assistance, (1) a copy of the athlete's team's Travel Policy shall be on-file with Pacific Swimming's LSC Office – Membership and (2) the party seeking reimbursement attests that the athlete(s) for whom reimbursement is sought did receive, acknowledge and sign said policy and did abide by said policy during the event for which reimbursement is sought. Passed.

Purpose: To better ensure that, per the requirements of USAS, each USAS Club within Pacific Swimming adopts a Travel Policy by withholding travel reimbursement from clubs which do not have a policy on file with the Pacific Swimming office. They will not be eligible for reimbursement of any travel assistance until it is on file.

Discussion: There will be a line for coach or club official to sign off as to the behavior of the participating swimmer, that the requesting person did behave and did not cause any trouble. Required by USA Swimming.

Motion 1103-AG1 Western Zones: Move that the BOD authorize that the bus contract, van rental, hotel contract and catering contract for Western Zones be approved.

Discussion: Bus contract with Got U There tours LLC Bus Company from Clovis, plus rental vans (2) - \$13000. Hotel contract with Piccadilly Inn University \$29,000, catering with Piccadilly Inn University Inn University \$10,000, and snacks \$1,000. Passed

Motion 1103-AG2 North American Challenge Cup: Move that the BOD authorize flight contract to Puerto Vallarta for North American Challenge Cup be approved. Passed

Discussion: Airline contract with US Airways to Puerto Vallarta plus approximately 3 round trip flights from

Reno to SFO and one night hotel stay at SFO with 2 rooms for Reno travelers (as the SFO – Puerto Vallarta flight leaves at 6:00 a.m.) \$33,000.

Zone 2 voiced concern regarding sending swimmers to Mexico with regards to what is going on in Mexico. It is noted that the money is refundable if we do not go on the trip. This money is a deposit to hold the seats.

Refundable date is 60 days. If Pacific does the trip, USA Swimming will supply 2 security personal to travel with the team. Final decision to send team to be discussed at May meeting.

Motion from **Travel Committee**: The Open Water National Championships – 2011. The meet is June 10 – 12 in Ft Myers, Florida. Travel assistance to the U.S. Open water Nations is set at \$500. Swimmers must have achieved a Junior National time standard in the 1500 meter free to qualify for assistance. Qualifying swimmers would also be eligible for a \$200 add-on. Passed.

Motion 1103-WL1 Move that the BOD authorize that Rules and Regulations, Section 9D be amended to provide financial assistance for top level senior swimmers at high level senior meets in addition to the current travel support for USA Swimming National and Junior National Championships. Passed.

Discussion: In order to assist our top senior athletes with an additional opportunity to compete against other top swimmers, Pacific Swimming will provide travel assistance to high level senior meets. The following guide lines and criteria shall be used:

1. One \$200 reimbursement per year.
2. USA Swimming December Jr. National Q time from the previous year required (2010 qualifying time would determine eligibility for 2011).
3. Qualifying time must be met prior to meet for which reimbursement is being requested.
4. Meet must require air travel (receipts must be provided). Trip costs may also include entry fees, meals, and etc.
5. Meet must be high level senior competition, examples - International, Grand Prix, NCSA Juniors, Texas Invitational, and others with approval of the Senior Committee.
6. A separate supplementary senior meet travel reimbursement form (In addition to the current Junior/Senior National form) will be posted on the Pacific Swimming website. The Senior Vice-Chair and Travel Chair will approve these requests.

Clarification: Items 1 – 6 goes into Policies and Procedures.

Motion 1103-WL2 Move that the BOD authorizes \$12000 funding to support Motion 1103-WL1. Passed.

1. \$12,000 budget for this program will help facilitate 60 swimmers in attending meets.
2. In January 2012, the Senior Vice-Chair will survey teams whose swimmers were recipients of this travel fund to determine if it helped facilitate participating in travel meets

Motion 0311-MN1 To modify Pacific Swimming Rules and Regulations Document – Add item 2 (below, underlined to the existing text of section 2, C of the Pacific Swimming Rules and Regulations.

Proposed Text Change:

C. Events

1. All events must conform to the current list in the USA-S Rules and Regulations. Exceptions may be made by application to and approval of the Sanctions Chairman or the Board of Directors.
2. With the exception of championship meets, the program in all other age group competition shall be planned to allow the events for swimmers 12 years and younger to be completed in four (4) hours or less for a timed finals session or in a total of eight (8) hours or less per day for a preliminaries and finals meet. Withdrawn.

Motion 1102-JM1 (on behalf of Zone 4) Approve the following proposed amendment, which adds one sentence to USA Swimming rule 102.7.2, for submission by Pacific Swimming LSC to the Chair of the UA Swimming Rules and Regulations Committee no later than may 15, 2011, per requirements of rule 511.2. Tabled til April

102.7 PPOSTPONEMENTS AND CHANGES IN PROGRAM

.1 The order of events, as stated in the meet announcement, shall not be changed. The announced arrangement of heats in any event shall not be added to or altered, except by the authority of the Referee, to the extent of consolidating the heats.

.2 At the Meet Referee's discretion, events may be combined by age, gender, distance and/or stroke provided there is at least one empty lane between such combined events. As a local option, an LSC may waive the requirement for empty lane(s) between combined events provided each such combined event is conducted using a single contiguous set of lanes.

.3 (no change)

.4 (no change)

Proposed effective date: Immediately upon adoption.

Scheduling – Gerry Ng Provided proposed schedule, on reverse side is the Senior criteria and Age Group to submit criteria. Mary handed out 2009 meet summary. Nothing can really be done until the ad hoc committee reports regarding meets because they may change, but schedule handed out gives an idea of meet dates.

Tish – requests copies of meet programs and time lines from each of the JO and FW meets. These are needed for calculation of information from time standards. Tish to send list of requested information to John and he will handle it through the office.

Reminder to Zone Chairs to submit names to John for the ad hoc committee.

Adjournment 9:49 PM

The next Board of Directors meetings will be held on Wednesday 23 March 2011

Respectfully
Gwenn Chong,
Secretary