

**Meeting Title:** Pacific Swimming House of Delegates Meeting  
**Date:** October 13, 2013

**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.

<b>Board of Directors</b>	Rick Beebe	Andre Salles-Cunha	X	<b>Athlete</b>	Anthony Koo	X	<b>Guests</b>
John Bitter	Brian Malick	Helen Garcia	X	Maxime Rooney	Maryann Nygren	X	Millie Nygren
Lehla Irwin	X	Marcia Benjamin		Cate MacGregor	X	Lee Pantaja	X
Ron Heidary		David Benjamin		Michala Roan	X	Alan Augst	X
Don Heidary	X	Judy Siegrist	X	Joe Woo	X	Karyn Kikuta	X
Veronica Hernandez	X	Warren Lager				Guiselle Morrone	X
Marie Lin	X	Kent Yoshiwara	X	<b>Club Reps</b>		Valerie Rudd	X
Mary Ruddell	X	George Cleveland	X	<b>Zone Reps</b>		Kyle Kikuta	X
Phil Harter		Tish Steimle		1N - Larry Rice	X		
Jennifer Malick	X	Rick Waterhouse		1S – Mike Picardo	X		
Danica Burge		Peggy Ramirez	X	2 – David Benjamin	X		
Tom Evers		Leo Lin	X	3 – Debbie Tucker for K. Twohey	X		<b>Office</b>
Annie Stein		Clint Benton	X	4 - Jerry Rudd	X		Jill Ruppenstein
Steve Hurko		David Cottam		4 - Jim Morefield			Laurie Benton
				Sean Chew	X		Jeanette Soe

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
<b>Meeting Called to Order</b>	Meeting called to order at 2:46 PM by Lehla Irwin and Leo Lin		
<b>Minutes from Previous Meeting</b>	Minutes from May 4, 2013 approved		
<b>Ratify Actions of BOD</b>	Motion to ratify actions of the BOD since previous meeting on May 4, 2013	Passed	
<b>Officer's Reports</b>			
<b>Chair</b>	John Bitter not present – letter and report posted – Leo Lin read highlights from John's letter: 1. USA experience 13% jump in membership and our LSC continues to be the 3 <sup>rd</sup> largest in USA Swimming 2. Dues increase passed in convention to start 2015 \$2/year for the next 10 years – we will need to look at whether there are ways for us to manage it without just passing it through to our membership 3. Developing a Coach mentoring program 4. Wants to get more coach input in developing future LSC meet schedules 5. Zone Officials chairs are working on recruitment and retention of officials 6. Aware there are meets on the schedule that do not get bid – looking at what might motivate teams to bid		

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	<p>for meets, or what needs to be done to change the structure so that we offer meets that are attractive for bidding, including looking at financial incentives, etc.</p> <ol style="list-style-type: none"> <li>7. Looking at ways to attract more 1<sup>st</sup> time swimmers and families and retaining them.</li> <li>8. Continue to foster diversity and the strides that have already been made in this area</li> <li>9. Possibly developing a bigger fund to help with fixing the older pools in our LSC</li> <li>10. Create new avenues of funding, other revenue sources, such as sponsors, in house on-line entry to meets, so we can have more money to offset the increase in membership dues, to enhance senior travel, and support other programs.</li> <li>11. He also thanks everyone for their work and efforts in making this year such a fruitful one.</li> </ol>		
<b>Admin Vice Chair – Operations</b>	No Report		
<b>Admin Vice Chair – Programs</b>	No Report		
<b>Treasurer</b>	<p>See Posted Reports Mary Ruddell:</p> <ol style="list-style-type: none"> <li>1. Finance Committee meets monthly except August and December – working on issues from the Audit</li> <li>2. This Committee has given her many good suggestions</li> </ol>		
<b>Age Group</b>	<p>See Posted Report Veronica Hernandez:</p> <ol style="list-style-type: none"> <li>1. Veronica and Steve Hurko are working on transitioning Steve into this Age Group Vice Chair position</li> <li>2. They are ready to get coach applications for the Pacific All Star Meet</li> </ol>		
<b>Sr. Committee</b>	<p>See Posted Report and Handouts Don Heidary:</p> <ol style="list-style-type: none"> <li>1. Some highlites include: travel form updated, 2013 winter travel amounts set, looking at providing travel support for sectionals,</li> <li>2. Sectional time standards have been posted</li> <li>3. USA has 2 year agreement with Japan to have a Japanese All Star team compete with a USA Team that will be picked from Junior Nationals and Nationals. (USA will go to Japan in 1<sup>st</sup> year and Japan's team will come to USA in the 2<sup>nd</sup> year).</li> <li>4. Conducted survey of Senior Coaches but only got 4 back – still open to getting more.</li> <li>5. Brainstorming Meeting scheduled regarding improvement of the Senior Schedule – open to everyone and coaches especially are encouraged to attend. (Marriott Pleasanton, October 27<sup>th</sup>, 10:00-2:00pm)</li> <li>6. Positive Check-in document produced and the process is to be followed at all Senior Trials and Finals meets.</li> <li>7. Coach Education Grant Program will continue</li> </ol>		
<b>Registration</b>	No Report		
<b>Reports/Recommendations of Staff</b>	None		

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<b>Standing Committees</b> <b>Diversity</b>	See Posted Report Kent Yoshiwara: <ol style="list-style-type: none"> <li>1. Committee meetings have over 50% attendance – but there is a need for a Zone 1N representative and the Committee will welcome any athletes who are interested.</li> <li>2. Working on November 9<sup>th</sup> Pacific Diversity Camp to take place at the indoor facility (MLK Pool) in San Francisco. They are looking for an athlete speaker. Veronica Hernandez is camp director.</li> <li>3. Fall grant proposals are being processed and they have accepted 4 out of 5 applications for interview rounds</li> <li>4. They have begun a program of grants for Seasonal Clubs</li> <li>5. Outreach Program and Fred Siegrist Scholarships continue to be available.</li> <li>6. USA Swimming Diversity discussed what they define as diversity last year and this year they are working on the USA Code of Ethics.</li> <li>7. Western Zone Diversity committee has been established and meets monthly</li> <li>8. Western Zone Diversity Camp will take place June 26-29 at Cal State Hayward and will be open to 13-16 year olds.</li> </ol>		
<b>Officials</b>	See Posted Report Brian Malick gave highlights: <ol style="list-style-type: none"> <li>1. Finalized Positive Check-in Process</li> <li>2. Modified the No-Show Rule</li> <li>3. Sent 10 officials to National meets</li> <li>4. Working on assigning officials to the 2014 meets</li> <li>5. There is an issue of recruiting and retaining officials – we really need help from the coaches of the team               <ol style="list-style-type: none"> <li>a. At yesterday’s official meeting we had 266 participants, with about 100 new stroke and turns.</li> <li>b. We need the support of teams and coaches, to let these volunteers know they are valued and will be supported by their teams and coaches.</li> <li>c. We are looking at ways to engage teams in providing officials to the LSC meets that they attend – Zones have worked on it for Zone meets and the LSC has to work on it for LSC meets</li> <li>d. In looking at “paying” officials we need to consider some of the possible negative consequences – some of which we have seen in other LSCs that use paid officials                   <ol style="list-style-type: none"> <li>1. Teams engage in wage wars to attract official’s to work at their meets</li> <li>2. Officials’ development might begin to be stifled by those “paid” officials who want to protect their turf</li> <li>3. Paid officials may become unconcerned about efficiency in running meets, resulting in a decrease in capacity of the meets.</li> </ol> </li> </ol> </li> </ol>		
<b>Camps</b>	Jenny Malick: <ol style="list-style-type: none"> <li>1. Leadership camp took place at San Jose and was well attended</li> <li>2. Olympic Training Camp will be taking applications at the Senior Meet at Cowell Pool on November 2-3 – will be selecting 12 girls, and 12 boys and will take 6 staff.</li> </ol>		

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	3. End of February, early March the 11-12 camp will take place. The swimmers must have swum in the JOs in December. The camp will take place at Independence HS.		
<b>Time Standards</b>	No Report – but new time standards have been posted		
<b>Club Development</b>	No Report		
<b>Travel</b>	No Report – but rates for travel reimbursements have been posted		
<b>Disability</b>	No Report		
<b>Board of Review</b>	Darryl Woo: 1. There are no cases pending		
<b>Scheduling</b>	See Posted Report		
<b>Open Water</b>	No Report		
<b>Investment Committee</b>	See Posted Report Mary Ruddell gives highlights: 1. Pool improvement programs are bearing fruition and the LSC is reaping benefits from it in the betterment of the facilities available for the LSC. 2. Looking at adding a program for One-Time Capital Improvements Grants 3. Looking at developing an in-house On-Line Meet Entry system – Jill spoke to a representative of USA Swimming to work with them and their OME system. 4. We have not put in anymore money into the investment program – all the money available has come from interest and dividends of the original monies. 5. Investment committee may look at using some moneys beyond interest and dividends without depleting our resources, so we can use more of our money to support Pacific Swimming programs		
<b>Finance &amp; Auditing</b>	See Posted Reports Peggy Ramirez: 1. Independent Audit Report is available – conducted by LMGW 2. 990 and 199 have been filed 3. Financial Statements for Auditing are all posted		
<b>Athlete</b>	See Posted Report Michala Roan: 1. They would like to have at least 1 athlete representative from each club 2. Athlete representative applications passed out to Zone Chairs to help with recruitment		
<b>Governance</b>	See Posted Report Leo Lin reports highlights: 1. Developed the Electronic Communication Policy 2. Developed Broadcast and Image Statement 3. Items on this year's docket: a. Establish criteria which would disqualify Chaperones and/or Coaches with poor driving records from transporting swimmers in USA-S or Pacific Swimming sponsored events. b. Determining how we will chose the 2 BOR representatives to the Western Zone BOR (election, appointment and terms of office)		

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	c. Looking at the voting and documentation processes for committees		
<b>Nominations</b>	Nomination committee formed and approved: 1N – Larry Rice 1S – Mike Piccardo 2 – David Benjamin 3 – Debbie Tucker 4 – Jim Morefield Ex-Officio – Joe Woo At-Large – Clint Benton	Find candidates for the BOR positions that will come open be elected at the May, 2014 HOD	
<b>Resolutions and Orders</b>	<b>1309SCH1 Proposed 2014/2015 SR Swimming Schedule</b> <b>September 1, 2014-September 7, 2015</b>  10//3-5           SRI – 2 sites with Spring Challenge format on 10/5 10/17-19           SR II – 2 sites 10/25 or 26       distance challenge format 11/7-9             SR III/IV 12/5-7             14Us JO's 12/5-7             SR II <hr/> 1/23-25            SRI 2/14-16            SR II – 2 sites 2/14-16            9 to 14 single Age Group Champs 2/28-3/1           SR II 2/28-3/1           Zone All StarMeet 3/14-15            SR II Long Course 3/20-22            JO's – 2 sites 4/9-12             SC Far Westerns (4/5 Easter) 4/18-19            10/Under Champs 5/??                SR II Walk-on – 2 5/23=25           Age Group Open – 1 or 2 or 3 sites (5/25 Memorial Day Observed) 5/29-31            SR II – 2 sites Or 6/5-7 6/27-28            SR II 7/3-5               Age Group Open – 1 or 2 or 3 sites (7/3 Independence Day Observed) 7/?? <b>Grand Prix</b> 7/10-12 <b>JO's – 2 sites</b> 7/24-26            SR II – 1 or 2 sites 7/29-8/2           LC Far Western	Reported	

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	<p>9/4-7 Age Group Open – 1 or 2 or 3 sites (9/7 Labor Day Observed) (George Cleveland – Scheduling Committee)</p> <p>Approved by BOD September 25, 2014 – For Information to HOD only</p>																												
	<p>1309GC1 – 2014 Meeting Schedule + Amendments 1310AC1, and 1310LI1</p> <p>2014 Meeting Dates</p> <table border="0"> <tr><td>January 22, 2014</td><td>EXE</td></tr> <tr><td>February 19, 2014</td><td>BOD</td></tr> <tr><td>March 26, 2014</td><td>EXE</td></tr> <tr><td>April 23, 2014</td><td>BOD</td></tr> <tr><td>May 3, 2014</td><td>HOD</td></tr> <tr><td>May 21, 2014</td><td>EXE</td></tr> <tr><td>July 23, 2014</td><td>BOD</td></tr> <tr><td>September 24, 2014</td><td>BOD</td></tr> <tr><td>October 11, 2014</td><td>Officials Clinic</td></tr> <tr><td>October 12, 2014</td><td>HOD</td></tr> <tr><td>October 12, 2014</td><td>Awards Banquet</td></tr> <tr><td>October 22, 2014</td><td>EXE</td></tr> <tr><td>September 19, 2014</td><td>BO</td></tr> </table> <p>(Leo Lin, Governance Committee) Passed by BOD 9/25/2013</p> <p>Amendment: 1310AC1&amp;2 Change Awards Banquet to October 11, and Official's Clinic and HOD to October 12 (Michala Roan, Athlete Committee)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. Michala reports that Athletes want the banquet to be on a weekend night and not on Sunday which is a day before school. It is hard for them to attend with school the next day. They would like the HOD to move to the same day as the Banquet so that more athletes could attend both more conveniently. They would like to require that two athlete representatives from each zone attend the HOD.</li> <li>2. Brian Malick and Mike Davis reported that changing the Official's clinic to Sunday will make it difficult for officials to attend and that we could lose up to 20% attendance. Saturday is the most convenient for most working officials</li> <li>3. There was some discussion regarding putting all three events on October 11, but Jill Ruppenstein stated that we might need to look for a new venue since this present site may not be able to make the turn around of the rooms on time. We are not sure about the costs of such a change and how much</li> </ol>	January 22, 2014	EXE	February 19, 2014	BOD	March 26, 2014	EXE	April 23, 2014	BOD	May 3, 2014	HOD	May 21, 2014	EXE	July 23, 2014	BOD	September 24, 2014	BOD	October 11, 2014	Officials Clinic	October 12, 2014	HOD	October 12, 2014	Awards Banquet	October 22, 2014	EXE	September 19, 2014	BO	<p>1309GC1, &amp; Amendment 1310AC1 &amp; Amendment 1310LI1 - Passed</p>	
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	<p>more work that would involve. Jill is clear she will need a team to help with the whole process</p> <p>4. Mary Ruddell reported that the events really needed to be on the same weekend. Having them on two separate weekends could add another \$10,000.</p> <p>5. It was voted to split the amendment into two:</p> <p>1310AC1 Move Awards Banquet to October 11 - Passed</p> <p>1310AC2 Move HOD to October 11, and move Official's Clinic to October 12 – Failed</p> <p>1310L11 Move Awards Banquet, HOD, and Official's clinic to October 11 (Lehla Irwin) – Passed</p> <p>1309GC1 passed with the two passed amendments.</p>		
	<p>1309VCPD – All-Star Co-Pay</p> <p>To raise All-Star Meet Co-Pay for North American Challenge Cup, Western Zones Age Group, Pacific Coast All Stars to 50%.</p> <p><b>Proposed by:</b> Vice Chair Program Development Lehla Irwin</p> <p><b>Purpose:</b> This will be the collected co-pay for All-Star meets (except Zone All Stars) and passed onto the LSC. It is calculated by establishing a 50% co-pay for each participant. No change will be made for swimmers needing financial assistance with the co-pay as established by the Age Group and/or Finance and/or Outreach Committees.</p> <p><b>Rationale:</b> This figure has not varied for over 10 years. Compared to other LSCs, Pacific Swimming burdens a much higher cost, as well as attends more all-star meets than other LSC's. Many Zones in Pacific Swimming also offer a reimbursement to families for athletes in their region who attend all-star meets.</p> <p>In the past, Pacific Swimming supported only 112 athletes for All-Stars (80 athletes to Western Zone Age-Group Championships and 32 to Pacific Coast All Star Meet). In 2012 Pacific Swimming supported 176 athletes, and in 2013 Pacific supported 144 athletes (with the change in format to Western Zones). With the addition of North American Challenge Cup, Pacific Swimming's Policies and Procedures should reflect the additional meet, as well as increase co-pay to reflect the increased number of participants.</p> <p><b>Location:</b> Section II: Budget and Finance Pacific Swimming Policies and Procedures Special Categories Division Section C: Pacific Swimming All Star Teams</p> <p>7.0 The co-pay for <u>North American Challenge Cup</u>, Western Zone and Pacific Coast All sStar meets shall be 30%</p>	Passed	

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	<p><del>50%</del> unless otherwise specified by the Board of Directors. Adopted 4/16/00 Amended 1/24/01 2.0 The co-pay for all Pacific Swimming All Star teams shall be <del>30%</del> 50% <del>of the meet is held in California and 35% if held outside California unless otherwise specified by the Board of Directors.</del> Adopted 4/26/00 amended 1/24/01 Revised 4/26/06 Amended 1/3/08 (Lehla Irwin, Vice Chair, Program Development)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. Lehla Irwin proposed this because in the last couple of years Pacific has been unable to field a full Western Zone All Star Team because of budgetary limitations. Money allocated needs to be split between NACC and Western Zone Age Group. We should have come in first in Western Zone's but we could not field a large enough team. We have not been able to send 80 athletes for the past couple of years. This increase in copay will allow Age Group to have more money to allocate to more swimmers.</li> <li>2. Some people wondered if the increase in co-pay will actually result in an increase in the size of the teams we will send. There is a concern regarding the added cost for the swimmers which might lead them not to apply. The increase will result in the following increases in copay: Pacific All Star from \$255 to \$425 Western Zone from \$445 to \$738 NACC from \$680 to \$970</li> <li>3. It was suggested that we have Outreach Programs so some of the swimmers could have their copay subsidized.</li> <li>4. It was pointed out that many of the swimmers would not be eligible for the Outreach Program and that would just be putting the cost back to Pacific (which had limited the amount of money to be spent on these Age Group Competitions)</li> </ol> <p>Motion Passed</p>		
<b>Presentation of Annual Audit</b>	Annual Outside Audit Report was approved	Approved	
<b>Presentation of Annual Budget</b>	<p>Annual Budget was presented</p> <ol style="list-style-type: none"> <li>1. 11000 Membership was pulled</li> </ol> <p>Motion: 1310ASC1 Raise the membership fees for athletes, and nonathlete memberships for 2014 by \$5 (Andre Salles-Cunha, 2<sup>nd</sup> Mike Piccardo)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. Andre Salles-Cunha wondered why we only increased dues by \$2 in 2014, rather than just move it up to \$5 in anticipation of the increases USA Swimming has voted in. He felt it would be more palatable to get it now then in little bits.</li> <li>2. Mary Ruddell and Peggy Ramirez reported that they used \$2 because there was not enough time to investigate the impact of the USA planned increase and they felt they had time to change the budget in the May, 2014 HOD before they would take effect in September 2015.</li> </ol>	<p>Budget Approved</p> <p>Motion 1310ASC1 - Failed</p>	



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	3. Clint Benton reported that we do not know yet whether we have other ways to offset the increase that USA has voted in, and so we have time to decide if we need to make that significant an increase right away, and so we he was not in favor of changing it to \$5 increase. Motion 1310ASC1 Failed Budget Approved		
<b>New Business</b>	None		
<b>Elections</b>	None		
<b>Next HOD Meeting</b>	May 3, 2014		
<b>Meeting Adjourned</b>	Meeting adjourned 4:46PM		

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