

Meeting Title: Pacific Swimming BOD Executive Committee Meeting
Date: March 27, 2013

Attendance:

John Bitter	X	Veronica Hernandez	X	Zone Reps		Athlete Reps		Guests	
Mike Rianda	X	Marie Lin	X	1N - Larry Rice	X	3 – Debbie Tucker	X	Michela Roan	X
Lehla Irwin	X	Mary Ruddell	X	1S – Mike Picardo	X	4 - Jerry Rudd		George Cleveland	X
Ron Heidary		Steve Hurko	X	2 - Clint Benton	X	4 - Jim Morefield	X	Leo Lin	X
Don Heidary	X					Office		Kent Yoshiwara	X
						Jill Ruppenstein	X		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
Meeting Called to Order	Meeting was called to order by John Bitter at 7:30 PM		
Minutes from Previous Meeting	January 24, 2013 Executive Committee Meeting minutes approved		
General Chair	John Bitter: No report		
Old Business	<p>Web Site Update: Jill Ruppenstein:</p> <ol style="list-style-type: none"> 1. Jill has sent the web address and passwords to the new website for our review and comments before it is sent out for all to see 2. Content under the different categories and tabs have not all been completed yet. She is trying to make the documents into the same Pacific Swimming format 3. The Officials page will be made to look like the Zones pages 4. Jill requests that we continue to monitor the new website for changes. It should be completed by the end of this weekend. 5. Don Heidary wonders if the meets can be presented in several different configurations – like all senior meets, age group meets, open water meets. This way the coaches don't have to scroll down the whole year to find specific types of meets. Jill will check to see if that can be done. 6. Jill requests that if we have any high resolution photos, of the camps, officials meeting, swimmers please forward them so she can put them on the website. 7. Mary Ruddell will be sending Jill updates on financial forms. 		4/24/2013 BOD
Old Motions	<p>1302GC1 – Prohibit Photography: This motion passed with the recommendation that the wording be crafted and reviewed by the Pacific Swimming counselor to insure it covers what was intended. The following is the wording:</p> <p>“Photography and video recording from behind the blocks or starting areas is prohibited</p>	<p>To be required for all meet sheets starting with any new meet sheets</p> <p>Jill Ruppenstein to inform</p>	

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	<p>unless prior permission is granted by the Meet Referee. Use of any audio or visual recording electronic devices, including but not limited to film and digital cameras, cell phones and tablets, is not permitted in changing areas, rest rooms or locker rooms. Violation of this recording prohibition may result in ejection from the swimming pool facility by the Meet Referee or his/her designee.” (Leo Lin, Governance Committee) Discussion:</p> <ol style="list-style-type: none"> 1. This accepted wording will now be required for all meet sheets that are sanctioned by Pacific Swimming. Jill Rupenstein will put this on the website and inform all sanctions chairs. 	all Zone Sanctions Chairs and put this on the website	
New Business	<p>Staff Reports/Recommendations to be on BOD Agenda: The Governance Committee suggests that the BOD Agenda included a place for Staff Reports/Recommendations.</p>	Marie Lin will add this to the BOD agenda template	
	<p>10 & Under Championship: Larry Rice reports for the meet director:</p> <ol style="list-style-type: none"> 1. The Fremont High School has just informed them that the Pool will be available but the Quad and parking will not be available for the scheduled 10 & Under Championship Meet scheduled Saturday, April 27, 2013 (because of another school function) 2. Two choices offered are: move the meet to Sunday, April 28, 2013, or move the meet to Lynnbrook if they can get the facility 3. The 10 & Under camp is scheduled for April 28, 2013, so it does not make it feasible to move the meet to Sunday unless the camp can be moved to another weekend 4. The preferred solution would be to move both the camp and the meet to Lynnbrook 5. Lehla Irwin will check with Jenny Malick to see about moving the date of the camp or moving the site 6. Larry Rice will check to see about the availability of Lynnbrook. 7. They will share the information with John Bitter and a decision will be made ASAP regarding both 	Larry Rice and Lehla Irwin will gather the information and give this to John Bitter so a decision can be coordinated	
	<p>Staff I-Phones Mary Ruddell reports that the staff have Pacific Swimming designated phone numbers:</p> <ol style="list-style-type: none"> 1. Jeannette Soe – 408 769-0565 2. Laurie Benton – 925 822-7913 3. Jill Rupenstein – 415 654-2938 <p>Centralized fax number will be out shortly.</p>		
	<p>Morgan Hill Meet March 23-24, 2013 Cancelled George Cleveland reports:</p>		

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	<p>Morgan Hill cancelled the Morgan Hill Senior Meet (March 23-24, 2013) one week before the meet was scheduled to take place and George Cleveland reminds us that our Policies and Procedures has a required 90 day notice for cancellation, or else the host team may be penalized by losing the ability to bid for meets the following year. He requests the Executive Committee determine how to handle this, as bidding for next year's meets will take place this month.</p> <p>1303CB1-Motion to Waive Penalty: Move that the Executive Committee approve the action of John Bitter to allow the cancellation of the Morgan Hill Senior Meet without penalty to the team. (Clint Benton, Mike Piccardo 2nd)</p> <p>Discussion:</p> <ol style="list-style-type: none"> 1. John Bitter states that the team consulted with him, Don Heidary, Mike Piccardo, and Brian Malick because the registrations one week prior to the meet were so low (100 swimmers). Even with Pacific agreeing to make them whole (at significant expense), and changes the team could make, it would still have been an extreme hardship for the team to hold the meet. John, with the concurrence of Don, Mike and Brian, agreed that Morgan Hill should be able to cancel the meet without penalty. 2. It was pointed out that this meet only had about 200 swimmers last year, and was able to run only because the UOP pool rental fees were low for Tiger. The time placement of this meet may make it unviable. 3. Next year this meet has been changed to "long course" to try and address this issue, and we will see if it is bid. <p>Passed</p>	<p>1303SCH1 Passed – Morgan Hill will be allowed to bid this year</p>							
<p>New Motions</p>	<p>1303SCH1 – 2014 Proposed Pacific Swimming Schedule Proposed Pacific Swimming Schedule for 2014 to be sent out immediately for bidding, so bids can be approved at the April BOD meeting:</p> <p style="text-align: center;"><u>SCHEDULE OF PACIFIC SWIMMING AWARDED MEETS</u></p> <p style="text-align: center;"><u>AUGUST 31 THROUGH DECEMBER 31, 2013</u></p> <table border="0" style="width: 100%;"> <tr> <td style="width: 33%;"><u>DATES</u></td> <td style="width: 33%;"><u>MEET</u></td> <td style="width: 33%;"><u>HOST/LOCATION</u></td> </tr> <tr> <td>Aug. 31 – Sep. 2 or Aug. 30 – Sep. 1 Oct. 4 – 6</td> <td>Age Group Open (2) Senior I</td> <td>Morgan Hill Swim Club Monticello Aquatic Club Marin Pirates</td> </tr> </table>	<u>DATES</u>	<u>MEET</u>	<u>HOST/LOCATION</u>	Aug. 31 – Sep. 2 or Aug. 30 – Sep. 1 Oct. 4 – 6	Age Group Open (2) Senior I	Morgan Hill Swim Club Monticello Aquatic Club Marin Pirates	<p>Passed - George Cleveland may use this schedule in the bid packages he is sending out.</p>	
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	Oct. 12 – 13	Pacific Swimming House of Delegates, Officials Clinic and Awards Banquet	TBD		
	Oct. 18 – 20	Senior II	Walnut Creek Aquabears		
	Nov. 8 – 10	Senior III T&F	Terrapins Swim Team		
	Dec. 5 – 7	Short Course National Championships	Knoxville, TN		
	Dec. 6 – 8	Junior Olympic Championships (14/un)	Morgan Hill Swim Club		
	Dec. 6 – 8	Senior II T&F	Walnut Creek Aquabears		
	Dec. 12 – 14	Short Course Junior Championships	Greensboro, NC		
<u>PRELIMINARY SCHEDULE OF PACIFIC SWIMMING AWARDED MEETS</u> <u>JANUARY 1, 2014 THROUGH AUGUST 31, 2014</u>					
	Jan. 4 – 5	Pacific Coast All-Stars	PNS – Federal Way		
	Jan. 8 – 12	Winter Sectionals	TBD (or Jan. 23 – 26		
	Jan. 12	Pacific Distance Challenge	TBD		
	Jan. 18 – 20	Zone Championships			
	Jan. 19 – 20	Cal Invitational - Senior II T&F			
	Jan. 25 – 26	Zone Championships			
	Jan. 24 – 26	Senior I	Santa Clara Swim Club		
	Feb. 15 – 17	Senior II T&F or Timed Finals	TBD – Z1N and Z1S + Z4		
	Feb. 15 – 17	Senior II T&F or Timed Finals	TBD – Z2 and Z3 + Z4		
	Mar. 1 – 2	Senior I	TBD		
	Mar. 1 – 2	Zone All – Star Development Meet	Zone 1 N		
	Mar. 14 – 16	Spring Junior Olympic Championships	TBD- 2 Venues?		
	Mar. 22 – 23	Senior II – LC Preferred	TBD – 2 Venues?		
	Apr. 3 – 6	Short Course Far Westerns	TBD		
	Apr. 12 – 13	Senior I or II LC, bidder choice	TBD – 2 Venues?		
	Apr. 26	10/un Championships	TBD		

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	Apr. 27	Pacific Sprint Challenge	TBD	
	May 3	Pacific Swimming House of Delegates		
	May 9 8 - 10	Sac. – Joaquin Section – H.S.	Lodi, CA	
	May 9 – 10	Central Coast Section – H.S.	Santa Clara, CA	
	May 11	Senior II Walk – on Meet	Santa Clara, CA	
	May 16 – 17	North Coast Section – H.S.	Concord, CA	
	May 18	Senior II Walk – on Meet	Orinda, CA TBD	
	May 24 – 26	Age Group Open 1, 2, or 3 days	TBD (Memorial Day holiday is May 26)	
	May 31 – June 1	Senior II LC	TBD	
	June 19 – 22	Grand Prix Meet	Santa Clara Swim Club	
	July 4 – 7	Age Group Open 1, 2, or 3 days	TBD (July 4 holiday is on a Friday)	
	July 11 – 13	Junior Olympic Championships LC	TBD - 2 Venues?	
	July 16 – 20	Summer Sectionals LC	TBD (or July 23 – 27)	
	July 25 - 27	Senior I or II LC (T&F or Timed Finals – bidder to choose)	TBD Z1N and Z1S + Z4	
	July 25 - 27	Senior I or II LC (T&F or Timed Finals – bidder to choose)	TBD Z2 and Z3 + Z4	
	July 30 – Aug. 3	Long Course Far Westerns	TBD	
	July 31 – Aug. 4	Western Zone Senior Championships	TBD – PNS?	
	July 31 – Aug. 3	Junior National Championships	Irvine, CA	
	Aug. 6 – 10	Senior National Championships	Irvine, CA	
	Aug. 6 – 9	Western Zone Age Group Championships	PNS – Federal Way	
	Aug. 6 – 9	North American Challenge Cup	So-Cal Swimming	
	Aug. 29 – Sep. 1	Age Group Open 1, 2, or 3 days	TBD (Labor Day holiday is Sep. 1)	

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	<p>Note: The Age Group Open meets may be 1, 2, or 3 day meets on days determined by the bidder. They may be short course or long course, and may be timed finals or trials and finals, bidder choice. (George Cleveland, Scheduling Committee)</p> <p>Discussion:</p> <ol style="list-style-type: none"> 1. George Cleveland would like this approved so that he may send this out for bids and return to the April BOD meeting with recommendations for the April BOD to vote on. 2. Criteria for the meets is still being worked on, but will be sent out with the schedule in the Bid package. 3. Mary Ruddell will review the criteria to make sure the subsidies will match the financials she has in the budget. 4. George has a motion to amend sections in the Policies and Procedures regarding scheduling – and will add that the teams assigned the High School Sectional Meets (Central Coast and North Coast) Walk-On meets will be given first right of refusal for the Walk-on meet the following day. In the meantime the Walk-On meet for North Coast Sectionals will be listed TBD. Santa Clara has already declared they will accept the Walk-On meet following Central Coast Sectionals. 5. The dates for the Joaquin Sectional meet should be changed to May 8-10. 6. JOs for Spring and Summer do not designate what is to happen with the 15-18 age group. Lehla Irwin states that Age Group has determined that 15-18 will compete as a combined age group. <p>Executive Committee approved the schedule with listed changes - Passed</p>		
	<p>1303GC1 – 30 Day Motions in the Executive Committee Motion to amend the Policy and Procedures to include presentation of 30 day motions in either the BOD or the Executive Committee, with the clock starting at that presentation. (Leo Lin, Governance Committee)(P&P)(30 day motion)</p> <p>Discussion:</p> <ol style="list-style-type: none"> 1. With the change in schedule which has the BOD meeting every other month, and the Executive Committee meeting during alternate dates, 30 day motions would be delayed and take longer to get passed if they could only be presented in the BOD meetings. This will ameliorate the impact of this change on Pacific's ability to pass motions that are needed. 2. Leo will revise this motion to provide the exact wording to be changed in the Policy and Procedures. 3. The Executive Committee recommends that this motion be approved 	30 Day Motion to be voted at the 4/24/2013 BOD	4/24/2013 BOD
	<p>Motion 1303GC2 A new Article of the PacSwim Bylaws that is dedicated to describing the 5 Zones that make up PacSwim.</p>	30 Day Motion to be voted at the 4/24/2013 BOD	4/24/2013 BOD

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	<p>Create a new Article of the PacSwim Bylaws that is dedicated to describing the 5 Zones that make up PacSwim. It will also provide a consolidated geographical definition of the 5 Zones and the roles and responsibilities of the zones. When the article is adopted, sections in the current Bylaws dealing with Zones will be removed to avoid duplication and/or conflicting information.</p> <p>ARTICLE 7 – ZONES</p> <p>Pacific Swimming is responsible for promoting the sport of swimming over a large geographical region stretching north to the Oregon border, east through part of the state of Nevada near Reno, south through Monterey county, and west to the Pacific Ocean. This region is comprised of many different and diverse communities, with a wide spectrum of demographics. In order to better serve the local communities, Pacific Swimming is divided into 5 zones within this region. The definition of the 5 Zones are described below. The swimming needs of these distinctly different local communities are best served by allowing these 5 Zones the ability to develop procedures and processes that can best address their unique and specific demographics. The roles and responsibilities of the Zones are listed below.</p> <p>7.1-Geographic Definition</p> <p>A. Zone 1 North – County of San Mateo and County of Santa Clara north of Highway 9 and west of Mathilda Ave./Sunnyvale –Saratoga Road/DeAnza Blvd./Saratoga-Sunnyvale Road.</p> <p>B. Zone 1 South – County of Santa Clara south of Highway 9 and east of Mathilda Ave./Sunnyvale-Saratoga Road/DeAnza Blvd./Saratoga-Sunnyvale Road, and counties of San Benito, Santa Cruz and Monterey.</p> <p>C. Zone 2 – Counties of Contra Costa and Alameda and all of the area of Pacific Swimming in the State of California lying east of the counties of Contra Costa, Alameda and Santa Clara, except the counties of Alpine and El Dorado and the communities of Bishop and Mammoth Lakes.</p> <p>D. Zone 3 – Counties of Del Norte; Humboldt; Mendocino; Lake; Sonoma; Napa; Marin; San Francisco; and the portions of: Solano County south of Highway 12, including the communities of Vallejo and Benicia and excluding the communities of Fairfield, Suisun City, and Rio Vista.</p> <p>E. Zone 4 – All the area of Pacific Swimming lying in the State of Nevada, the counties of Alpine and El Dorado and the communities of Bishop and Mammoth Lakes, California.</p>		

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	<p>7.2- Governing Body/Zone Structure</p> <p>Each Zone shall establish its own Board structure comprising of at least the following officers, Zone Chair, Vice Chair, Treasurer and Secretary. Other officers may be appointed by the Zone Chair or elected by the member clubs of the Zone when such positions are deemed necessary to serve the functions of the Zone. The Zone Chairs (or designees) shall be a voting member of the Pacific Swimming Board of Directors and Executive Committee.</p> <p>7.3 – By laws</p> <p>Each Zone shall establish its own Bylaws in addition to the LSC Bylaws to better describe or address specific Zone needs. The Zone bylaws shall not be in conflict with the Bylaws of Pacific Swimming and USA Swimming.</p> <p>7.4 – Policies and Procedures</p> <p>The Zone shall establish Policies and Procedures to govern Zone Operations. Each Zone shall develop and establish its own governing process provided that such process is not in conflict with Pacific and USA-Swimming Rules and Regulations.</p> <p>7.5 - Election</p> <p>The Zone will establish rules for the election of the Zone Officers and the terms for Zone Officers.</p> <p>7.6 – Budget</p> <p>Zones shall establish an annual budget to guide the operation of the Zone. Financial practices by the Zone shall follow generally accepted accounting principles.</p> <p>7.7 – Meets and Sanctions</p> <p>Each Zone shall define its Zone Meet formats and establish a Zone meet Schedule with a defined host assignment process. The Zone shall be responsible for team assignment to meets, team priority for meets, and the meet Sanction requirements that are specific to the Zone.</p> <p>7.8 – Zone Representatives</p>		

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	<p>Each Zone is responsible for appointing and/or electing Zone representatives to LSC committees such as Nominating Committee, Scheduling Committee, Athlete Committees and other standing or ad hoc LSC committees when Zone representation is required or desired. Zone athlete representatives also shall be nominated and approved by the Zone.</p> <p>7.9 – Meet and Office Equipment</p> <p>Each Zone may purchase and maintain office equipment to support Zone functions plus Meet Equipment to support Zone Teams in hosting swim meets.</p> <p>7.10 – Fines or penalty</p> <p>Each Zone may determine and levy penalties or fines on Zone Teams and/or members who violate Zone Bylaws, Rules and Regulations and /or agreed upon processes and procedures. Such fines or penalty shall be clearly established and agreed to by a majority vote of the Zone Board. (Leo Lin, Governance Committee (By-Laws)(30-Day motion)</p> <p>Discussion:</p> <ol style="list-style-type: none"> 1. Leo Lin reports that in the present By-Laws the Zones are describe in the Committees section, but they are actually what make up Pacific Swimming. Consequently, the Governance Committee felt the Zones section should have a separate section in the By-Laws. 2. Much of the rest of the information regarding Zone requirements, when the Zone functions autonomously, etc. is scattered in the P&P, R&R, and By-Laws. This new Article consolidates everything into one section of the By-Laws. 3. This also clarifies what is Zone and what is LSC jurisdiction. 4. Leo will designate the Article number. 5. The Executive Committee recommends approval 		
	<p>1303DC1 – Diversity Grants Spring 2013 Motion to approve distribution of funds designated in the budget to approved grants:</p> <ol style="list-style-type: none"> 1. \$4000 to MLKB 2. \$3000 to Oakland Tsunamis 3. \$4050 to Starfish Aquatics 4. \$5000 to Oakland Undercurrents 5. Total \$1650, which is within the budget (Kent Yoshiwara, Diversity Committee) 	Passed	

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	Discussion: 1. Kent Yoshiwara briefly described each of the grant proposals – See CRT Diversity Committee, March 19, 2013) Passed		
Next Meeting	Next meeting of the Executive Board is May 22, 2013 (will notify whether teleconference or at Marriott in San Ramon) at 7:30 PM	Notify members of site	
Meeting Adjourned	Meeting adjourned		

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