

**Title: Pacific Swimming 2012 Motions**

F= FINANCIAL

B=BUSINESS

R =RULES AND REGULATION

P =POLICY AND PROCEDURES

L=BY-LAWS

Date	Motion #	Type	Doc	Motion/Motion Description	Action
1/25/12 BOD	<b>1111OEC1</b>	R	Y	<b>New wording for R&amp;R Section 1B1a(5) regarding Open Events:</b> In order to enter open events at an age-group meet, a swimmer must have met the listed qualifying time or have coach verification for the following events; 200 Back, 200 Breast, 200 Fly, 400 IM, 400/500 Free, 800/1000 Free, 1500/1650 Free	30 Day Motion For BOD 1/25/2012 Passed – BOD 1/25/2012
	<b>1201GN1</b>	B	N	<b>Motion to Table 1111OEC1:</b> Request that this motion be tabled until the new committee on Meets, time standards and scheduling arrives at some decision regarding time standards (Gerry Ng/2 <sup>nd</sup> Fred Vogelgesang)	Failed
	<b>1201TS1</b>	R	Y	<b>Restore Zone Autonomy For Zone Champs:</b> Amend Section 4.A.2 of Rules and Regulations to Restore Zone Autonomy for Zone champs (30 day motion) ( Tisha Steimle - Time Standards)  4.A.2. 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 competition, <b>LSC Championship Meets and Zone Championship meet</b> , times from sanctioned or approved meets only will be acceptable.  Motion is to remove Zone Championship meets and the LSC Championship Meet (10 and Under Meet) from the rule.	30 Day Motion For BOD 2/22/2012  Tabled 2/22/12 BOD  See Amended motion BOD 3/21/2012 which passed
	<b>1201MS1</b>	F	Y	<b>Money for Swimming World:</b> Request the LSC provide funding for having Swimming World provide live video cast of the Spring and Summer Far Westerns. Funding request is not to exceed \$5710 for short course, and \$7,200 for long course. (Mark Scannell/2 <sup>nd</sup> Gerry Ng)	Failed
	<b>1201BM1</b>	F	Y	<b>Officials Barbecue: 1201BM1</b> Request to spend \$1000 of the money budgeted for an Officials Appreciation Barbecue at Far Westerns Short Course (Officials – Brian Malick)	Passed
	<b>1201BM2</b>	F	Y	<b>National Evaluators for Far Westerns:</b> Request to spend \$1300 of the money budgeted for National Evaluators to be used at Far Westerns Short Course (Officials – Brian Malick)	Passed

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	1201BM3	F	Y	<b>Lodging Officials for JOs and Far Westerns:</b> Request to spend \$1520 of the money for lodging of officials for JOs and Far Westerns Short Course (Officials – Brian Malick)	Passed
2/6/12 EXC	1202MR1	F	Y	<b>Pay November &amp; December Team Works Invoice, and LMGW Invoice:</b> Move to pay the Team Works November Invoice of \$6921, December invoice of \$2905 which includes payroll processing for November and December, as well as the invoice for LMGW for attending the January 26 BOD meeting and meeting with Team Works to make sure we are on track. That amount is \$1133.28.	Passed
2/22/12 BOD	1202Z21 AMEND 1201TS1	R	N	<b>Remove LSC Championship Meets:</b> Amend 1201TS1 so that only “Zone Championship Meet” is removed from 4.A.2 of Rules and Regulations. (Clint Benton – Zone 2/Larry Rice 2 <sup>nd</sup> )	30 Day Motion Passed 3/21/2012 BOD
	1202TC1	F	Y	<b>Motion to fund travel for Open Water Nationals, Olympic Trials, Nationals and Junior Nationals:</b> (Rick Waterhouse – Travel Committee) Funding for stipend, and air fare to Fort Myers, FL for Open Water Nationals, Omaha, Nebraska for US Olympic Trials, Indianapolis for US Nationals and Junior Nationals was proposed.	Passed
	1202GC1	L	Y	<b>Motion to accept the Governance committee’s statement of Purpose, Membership, Meetings and Responsibilities:</b> (Leo Lin – Governance Committee) Proposed statement of the Governance Committee to be added to the bylaws.	30 Day Motion See amended motion 3/21/2012 BOD Passed HOD 5/5/2012
	1202C1	L	Y	<b>Pacific’s Crisis Management Plan for the By Laws</b> (John Bitter – General Chair) (30 day motion that then goes to the HOD)	30 Day Motion Passed 3/21/2012 BOD Passed HOD 5/5/2012
3/21/12 BOD	1201TS1 AMENDED	R	Y	<b>1201TS1 Amended – Restoring Zone Autonomy over Zone Champs:</b> Amend Section 4.A.2 of Rules and Regulations to Restore Zone Autonomy for Zone champs. Remove Zone Championship meets from the rule so that 4. A.2. now reads as follows: <b>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 competition, and LSC Championship Meets times from sanctioned or approved meets only will be acceptable.</b>	Passed (see 1202Z21)
	1202GC1 AMENDED	L	Y	<b>Motion to accept the Governance committee’s statement of Purpose, Membership, Meetings and Responsibilities:</b> (Leo Lin – Governance Committee) (30 day motion that then goes to the HOD) Proposed statement of the Governance Committee to be added to the bylaws with specific changes to the original document ( “Program Operation Vice Chair” substituted for “Administrative Vice Chair”, and “ One representative from each of the five zones” instead of “Zone Chairs (or their designee) of the five zones”).	Passed 3/21/2012 BOD Passed HOD 5/5/2012
	1203BOR1	R	Y	<b>Increase penalty for no show on finals from \$25 to \$100 if the fee is not paid in a timely</b>	30 Day Motion

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				<b>manner</b> – 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. (Darryl Woo – Board of Review)(30 day motion)	Tabled 4/25/2012 Passed 5/23/2012
	<b>1203GC1</b>	P	Y	<b>Motion to Retain Legal Counsel for Pacific Swimming</b> (Leo Lin – Governance Committee)	Tabled
	<b>1203AC1</b>	F	Y	<b>Engage LMGW Certified Public Accountants to do accounts review for 2012 and file the Tax Returns for 2011</b> (Peggy Ramirez – Audit Committee)	Passed
	<b>1203Z21</b>	F	Y	<b>Zone 2 Purpose for Funds Statement</b> (Clint Benton – Zone 2)	Passed
	<b>1203Z22</b>	B	N	<b>Change 7/7-7/8 meet to SC B/A+ meet</b> (Clint Benton – Zone 2)	Passed
	<b>1203SC1</b>	B	Y	<b>2013 meet Schedule and Criteria</b> (see AGMinCriteria2013 -final, SRMinCriteria2013New – final, 2013ProposedPCMeetScheduleVer.1 – final) (Steve Hurko – Scheduling Committee) (30 day motion)	30 Day Motion Passed 4/25/2012 Passed HOD 5/5/2012
	<b>1203CC1</b>	F	N	<b>Release of Funds for 10 &amp; Under Camp for \$3450</b> (Jennifer Malick-Camps Committee)	Passed
4/25/2012 BOD	<b>1204DC1</b>	F	Y	<b>Approval of Awarding the 5 Diversity Grants:</b> 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)	Passed
	<b>1204DC2</b>	F	Y	<b>Approval to Spend Budgeted Diversity Grant Funds:</b> Approve spending \$19,000 for Grants to five clubs for diversity programs (Kent Yoshiwara – Diversity Committee)	Passed
	<b>1204IC1</b>	F	Y	<b>Increase Pool Improvement Grants Funding:</b> Move to increase the available investment funds for Pool Improvement Grant from \$50,000 to \$61,000 (Mary Ruddell -Investment Committee)	Passed 4/25/2012 BOD Passed HOD 5/5/2012
	<b>1204IC2</b>			<b>Approve 2012 Pool Improvement Grants:</b> Approve the Grant Awards from the 2012 Pool Improvement Grant Program to the following Clubs and/or Organizations (Mary Ruddell - Investment Committee)	Passed
	<b>1204Z21</b>	R P	Y	<b>Out of Zone Team Entry with Priority Entries:</b> 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	30 Day Motion Passed 5/23/2012 Also P&P
	<b>1204SRC1</b>	B	Y	<b>Approval for Coaches Education Proposal:</b> Offering funding for 1 coach to go the t USAS Annual Convention, funding for 2 coaches to go to ASCA World Clinic, and funding 3 coaches to go to Pacific Swimming/NorCal Coaches Clinic with the selection process following a specific criteria (Don Heidary – Sr Committee)	Passed
	<b>1204SRC2</b>	F	Y	<b>Request amendment to 1204SRC1 to increase budget to \$6000</b>	Passed

Date Intro	Motion #	Type	Doc	Motion/Motion Description	Action
	1204GC1	P	Y	<p><b>Occurrence Report Procedure:</b> Proposed Reporting Process for an Occurrence</p> <ol style="list-style-type: none"> <li>1. Utilize the paper ROO form which most swim personnel will use in the swim venue to collect information about the occurrence.</li> <li>2. Fill out and submit the on line ROO to USA-S</li> <li>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&amp;P</li> </ol>	Passed
	1204GC2  1204GC2 ADDENDUM	B	Y	<p><b>Conflict of Interest Form:</b> 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>Addendum Presented 08/22/2012: <b>Statement of Principles on Ethical Behavior and Conflict of Interest</b> that is attached to the back of the Annual Registration form for non-athlete membership, to be filled out and signed annually on registering for USA membership:</p> <p><b>STATEMENT OF PRINCIPLES ON ETHICAL BEHAVIOR AND CONFLICT OF INTEREST</b></p> <p>All of us who choose to serve USA Swimming and Pacific Swimming, whether as volunteers or paid professionals, are held to a high standard of conduct. We must serve without personal gain in order to avoid any institutional loss or embarrassment, and we must behave in a way to enhance the public’s confidence and trust in our organizations.</p> <p>These principles require us to disclose any personal financial interests that might be affected by decisions we make on behalf of USA Swimming and Pacific Swimming, and to abstain from participating in those decisions. Any person who accepts the honor of serving USA Swimming and Pacific Swimming must accept the burden of public disclosure and public scrutiny. These principles also prohibit us from using information or data that belongs to USA Swimming or Pacific Swimming for our own personal gain.*</p> <p>Therefore, the following policies apply to all non-athlete volunteers and paid employees of Pacific Swimming:</p> <ul style="list-style-type: none"> <li>• No one shall make or participate in making any decision on behalf of Pacific Swimming that may affect his or her personal financial interests. This includes the award of contracts, the purchase of goods and services, the award or participation in contracts for professional or other services, and the allocation of USA Swimming or Pacific Swimming resources for personal use.</li> <li>• It is the responsibility of every person to publicly disclose any personal financial interests that may be affected by the conduct of his or her duties for Pacific Swimming, and to abstain from making or participating in any decision that may affect those interests.</li> <li>• All members of Pacific Swimming, and all consultants of Pacific Swimming, are prohibited from taking any list of Pacific Swimming clients for the purpose of making a personal or private solicitation of those clients.</li> </ul>	<p>Tabled 4/25/2012 Tabled 5/23/2012</p> <p><b>1204GC2 Addendum (08/22/2012) Passed</b></p>

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				<p>At this time, I am an owner, member of the board, or employee of the following organizations which may be affected by decisions I make as a member of Pacific Swimming:</p> <p>_____</p> <p>_____</p> <p>Date: _____ Signature: _____</p> <p>Print: _____</p> <p>* Please direct any questions you may have regarding this policy to your Zone or Committee Chair.</p>	
	1204MMC1	B	Y	<p><b>Waive Meet Fees for the Upcoming NCS and CCS Walk-On Meet and no stipend:</b> 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 Management Committee)</p>	Failed
	1204OC1	B	Y	<p><b>Officials Travel Assistance Grant:</b></p> <p><b>Purpose:</b> 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><b>Criteria for award:</b> 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><b>Eligibility:</b></p> <ul style="list-style-type: none"> <li>• 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</li> <li>• The official must have worked 8 days at Senior or Age Group Championship Meet in the past year as a Stroke &amp; Turn, Chief Judge, Referee or Starter</li> <li>• 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 &amp; Turn, Chief Judge, Referee or Starter</li> </ul> <p><b>Process:</b> 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><b>Amount of Grant:</b> 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>	Passed
	1204AG1	F	Y	<p><b>Request for BOD Spending Approval for Western Zones:</b> The request to is spend \$158,070 on the Western Zones (Veronica Hernandez – Age Group Committee)</p>	Tabled 4/25/2012 Passed 5/23/2012
	1204AG2	F	Y	<p><b>Request for BOD Spending Approval for NACC:</b> the request is to spend \$53, 751.73</p>	Passed

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	1204BOD1	F	Y	<b>Motion to Present to HOD a Request to increase the Operating Budget by \$8000 to \$11,000, to cover the possible projected expenses that are over the budget we passed in November</b> (Board of Directors)	Passed
5/5/2012 HOD	1205T1	F	N	<b>Raise approved budget for 2012 by another \$30,000</b> (Mary Ruddell – Treasurer)	Passed
5/23/2012 BOD	1205Z41	F	Y	<b>Meet Fee for High Country League Championship:</b> Meet fees \$5 for individual, \$16 for relays, and \$8 splash fee. (Jim Morfield-Zone 4)	Passed
	1205AMC1	R	Y	<b>Approve Meet Processing Fee:</b> Move to require host teams/clubs to pay an “approved meet processing fee” for meets whose participants are USA swimming athletes and non-USA swimming athletes. The fee structure is as follows: \$35 for a 1-day meet, \$75 for a 2-3 day meet, \$105 for a 4+day meet. This fee structure would be effective January 1, 2013 including any meet approved prior to January 1, but held in 2013. (Mary Ruddell – Alternative Meets Committee) (30 days) R&R	30 Day Motion Passed 8/22/2012
	1205AMC2	R	Y	<b>All Sanctioned and approved meet sheets to be posted on Pacific Web Site:</b> Move to require all sanctioned and approved meet sheets to be posted on the Meet Schedule page on the Pacific Web Site (Mary Ruddell-Alternative Meets Committee)	30 Day Motion Passed 8/22/2012
	1205TC1	F	Y	<b>Travel Reimbursement for USA Swimming Convention:</b> Recommend travel assistance to Convention be a reimbursement of up to \$600 to cover actual air fare expenses only (not to include baggage fees, business class or other upgrades). For Convention Delegates: Pacific Swimming can send up to 10 delegates to convention. All delegates who are slated to attend (based upon your position on the BOD) or who are a member at large, need to inform John Bitter by July 1 of your intention of attending the convention. Any others interested in attending the convention should also contact John Bitter by July 1 in case there is an opening. The funding for convention includes early registration, airfare allowance as set by the BOD, \$20 per diem and up to 5 nights in a hotel.	Passed
	1205GC1	R	Y	<b>Document Change Procedure:</b> Process for effecting proposed New Language or Wording in Pacific Swimming By-Laws, Policy and Procedure, and Rules and Regulations (referred to as Governing Documents or GD in rest of document).  <ol style="list-style-type: none"> <li>1. Introduce motion to PacSwim Board of Director to support the change.</li> <li>2. Motion passed by BOD and House of Delegates (if required)</li> <li>3. Wording: <ul style="list-style-type: none"> <li>• If wording in Motion can be incorporated verbatim into GD, no further editing</li> <li>• If language in Motion needs to be reworded (for clarity, grammar or other non-substantive changes), rewording will be performed by PacSwim Office staff. Reworded statement will be approved by</li> </ul> </li> </ol>	30 Day Motion Passed 8/22/2012

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				<p>Governance Committee (GC).</p> <ol style="list-style-type: none"> <li>4. Exact location in GD where change is to be made or inserted will be identified or confirmed by Office Staff and approved by GC.</li> <li>5. Changes to PacSwim By-laws must be approved by USA Swimming (USA-S Rules 602.7) <ul style="list-style-type: none"> <li>• Office Staff to submit proposed change to Chair, USA-S Rules and Regulation Committee.</li> <li>• Decision from USA-S must be made within 45 days. If no notification or response to PacSwim within 45 days, the proposed change will be deemed as approved by USA-S.</li> </ul> </li> <li>6. Changes, when effected in appropriate GD will have change date noted at the end of inserted changes for 1 year..</li> <li>7. A summary table of changes will be appended at the end of each GD listing the changes, including location of change, effective date and Document Change Number.</li> <li>8. Notice of GD changes will be announced on PacSwim website.</li> <li>9. Document Change will be tracked using the Track Document Changes Procedure and the Document Change Form.</li> </ol> <p>Pacific Swimming Procedure for Tracking Document Changes</p> <p>Any Motion passed by PacSwim BOD and/or HOD that required change in By-Laws, Policy and Procedure, and Rules and Regulations (refer to as Governing Documents or GD in rest of document) will be assigned a <b>DOCUMENT CHANGE NUMBER</b></p> <p>All documents involving the changed will be filed with the <b>Change Number</b></p> <p>All relevant information will be summarized in the <b>Document Change Form</b>.</p> <p>Document Change numbers will be summarized in a Summary Table.</p> <p>The Summary Table of Document changes will be maintained by the Office and all Document Change Files will be maintained by the Office in either hard copy or digital format in perpetuity.</p> <p>Appendix: Document Change Form (Leo Lin – Governance Committee) (30 days) R&amp;R</p>	
	<b>1205GC2</b>	R	Y	<b>Document Change Form:</b> This form tracks the change that is made, listing where the change will take place, what other documents the change will affect, what the changes are, when they were done, and when they are affected, and request to USA –S Chair of R&R Committee if this is a by-law change. (Leo Lin – Governance Committee) (30 day motion) R&R	30 Day Motion Passed 8/22/2012
	<b>1205FV1</b>	F	Y	<b>Allocate money to start Discovery and Technical and Specification part of Phase 1 of Website:</b> Motion to allocate up to \$6,500 to do the Discovery and Technical Specification for Phase 1 and release \$1000 as a deposit to start that phase. (Fred Vogelgesang)	Passed
<b>8/22/2012 BOD</b>	<b>1208CCCC1</b>	F	N	<b>Release money for Junior Leadership Camp:</b> Release \$11,800 of approved funding for Junior Camp (note \$3600 in copay funds required). (Jenny Malick – Camp Committee)	Passed

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	1208BOR1	L	Y	<p><b>Alternate Panel Member for Board Hearing:</b> The Chair of the Pacific Swimming Board of Review may, at their discretion, designate up to two (2) alternate members to a Board of Review panel. These alternate panel members shall be authorized to replace any originally designated panel member(s) who is not present when the Board of Review hearing is called to order, and shall have all of the rights and responsibilities of the original panel member(s). (Darrell Woo – BOR) (30 day motion) By-Law</p>	<p>30 Day Motion To be rewritten 8/22/2012 Withdrawn 9/26/12</p>
	1208BOR2	L	Y	<p><b>Fees for BOR Rehearing:</b> Should either a Board of Review Petitioner or Respondent, upon notification of the finding by a Board of Review Panel, request the Board of Review to conduct a Rehearing, the requesting party shall be responsible for the costs to Pacific Swimming for the room in which the rehearing is conducted. (Darrell Woo – BOR) (30 day motion) By-Law</p>	<p>30 Day Motion To be rewritten 8/22/2012 See Revised motion 9/26/12</p>
	1208VC1	L	Y	<p><b>Pacific Staff Employee and relationship to General Chair and/or Administrative Vice Chair:</b> Amendment to By-Laws Article 14.2.</p> <p>It is moved that the Pacific Swimming Bylaws be amended by the addition of the statement, "It is prohibited for a person to be employed by Pacific Swimming who is a member of the General Chair or Administrative Vice-Chair(s)'s immediate family. Definitions for purposes of this policy - "Immediate Family" include current spouse, children (including step children), parents (including step parents), grandparents, brothers and sisters. "Spouse" means those employees having a legal marital relationship or a recognized long-term shared living quarters relationship." to Article 14 – Permanent Office and Staff, 14.2 Staff.</p> <p><b>ARTICLE 14 -- PERMANENT OFFICE AND STAFF</b></p> <p><b>14.1 Office</b></p> <p>Pacific Swimming may maintain an office in the Territory for the storage of the books and records and equipment of Pacific Swimming and for other purposes as may be determined by the House of Delegates or the Board of Directors in accordance with the Bylaws.</p> <p><b>14.2 Staff</b></p> <p>Pacific Swimming may retain paid staff at the Pacific Swimming Office as the Board of Directors may determine to be appropriate or necessary. The staff shall be under the general supervision of the General Chair and the Administrative Vice-Chair. It is prohibited for a person to be employed by Pacific Swimming who is a member of the General Chair or Administrative Vice-Chair(s)'s immediate family. Definitions for purposes of this policy - "Immediate Family" include current spouse, children (including step children), parents (including step parents), grandparents, brothers and sisters. "Spouse" means those employees having a legal marital relationship or a recognized long-term shared living quarters relationship. With respect to delegated functions of the officers, committee chairmen and coordinators, the staff shall be responsible to the respective officer, committee Chair or coordinator. The power and duties of the paid staff shall be established in Pacific Swimming's Policies and Procedures Manual or by resolution of the Board of Directors or by delegation approved by the Executive Committee.</p> <p><b>14.3 Appropriations</b></p> <p>The Budget Committee shall include in its proposed budget a line item for the costs of Pacific Swimming's Office inclusive of the compensation and benefits costs of the paid staff. Once appropriated by the House of Delegates, the Executive Committee shall be responsible, together with the General Chair, for the administration of those funds. The</p>	<p>30 Day Motion Passed 9/26/12 with legal advice about revising definition of "spouse" Revised motion to HOD 10/13/12 See Revised motion</p>



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				compensation of the staff shall to the extent possible be treated as confidential. (Mike Rianda – Vice Chair Operations) (30 day motion) By-Law	
	1208TS1	B	Y	JO, FW, and PRT Times for 2013: Adopt the JO, FW, and PRT spreadsheets for 2013 times with the revisions made, and some alterations in the process for calculation of times where needed. (Tish Steimle – Time Standards)	Passed
	1208LI1	F	N	Approval to Spend up to \$50,000 for WebSight to proceed to next process: John Bitter authorized to sign for approval to move forward in the next steps of the Web Design Process. (Lehla Irwin, Rick Waterhouse, 2 <sup>nd</sup> )	Passed
	1208BOR2 REVISED 9/26/12	L	Y	<p><b>FEES FOR BOR REHEARING:</b> Motion 1208BOR2: It is moved that the Pacific Swimming Bylaws be amended by the addition of the statement, Every appeal to the Board of Review shall be instituted by a Petition served upon the General Chair and Chair of Board of Review, as well as the other party(ies) to the LSC Board of Review proceeding, and shall be accompanied by a \$350 non-refundable filing fee payable to Pacific Swimming. Any appeal must be filed within thirty (30) days from the postmark date of the written Decision of the LSC Board of Review. The Petition on appeal shall set forth the grounds for appeal, citing factual and legal issues in as much detail as possible. to Article 10.3.5</p> <p>Article 10.3.5 Filing Fees The Board of Directors or the House of Delegates may impose a schedule of generally applicable fees to be collected at the time a Petition, Request for a Rehearing or Request for Formal Hearing following an Emergency Hearing is filed with the Board of Review. If, on its own initiative or upon written request, the Board of Review determines it to be in the interest of justice and the sport of swimming, the filing fee may be waived on a case-by case basis. Every appeal to the Board of Review shall be instituted by a Petition served upon the General Chair and Chair of Board of Review, as well as the other party(ies) to the LSC Board of Review proceeding, and shall be accompanied by a \$350 non-refundable filing fee payable to Pacific Swimming. Any appeal must be filed within thirty (30) days from the postmark date of the written Decision of the LSC Board of Review. The Petition on appeal shall set forth the grounds for appeal, citing factual and legal issues in as much detail as possible. (Darrell Woo – BOR) (30 day motion) By-Law</p>	Passed 9/26/12 BOD Referred to HOD 10/13/12 Passed by HOD 10/13/12
9/26/2012 BOD	1209C1	B	Y	Proposed BOD and HOD meetings for 2013 January 23, 2013: BOD Meeting February 2013: No BOD meeting, committee reports will still need to be posted to web site March 27, 2013: BOD Meeting April 24, 2013: BOD Meeting May 4, 2013: HOD Meeting May 22, 2013: BOD Meeting June 2013: No BOD Meeting, committee reports will still need to be posted to web site July 2013: No BOD Meeting, committee reports will still need to be posted to web site	Passed 9/26/12 BOD Referred to HOD 10/13/12  Replaced by 1210GC1

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				<p>August 28, 2013: BOD Meeting  September 25, 2013: BOD Meeting  October 12, 2013: HOD Meeting  October 23, 2013: BOD Meeting  November 20, 2013: BOD Meeting*  *one-week earlier due to Thanksgiving  December 2013: No BOD Meeting, committee reports will still need to be posted to web site  (John Bitter – Chairman)</p>	
	1209TC1	F	Y	<p><b>Reimbursements for Travel to Nationals and Junior Nationals:</b>  Austin Travel Assistance: \$400 plus \$200 stipend for all  Knoxville Travel Assistance: \$350 plus \$200 stipend for all except  \$400 plus \$200 stipend for Sacramento  \$610 plus \$200 stipend for Reno  Note: a swimmer attending both meets would be eligible for both travel assistance amounts since the meets are in two separate locations.  (Rick Waterhouse – Travel Committee)</p>	Passed
	1209FV1	F	Y	<p><b>Prepare Quadrennial Budget:</b>  Move that the BOD direct the Executive Committee, working with the Budget Committee, prepare a four year 2013-2016 Quadrennial Budget for review by the BOD and approval at the Spring 2013 HOD meeting  (Fred Vogelgesang, 2<sup>nd</sup> Elias Totah) (30 day motion)</p>	<p>Made a 30 day motion  Referred to BOD 10/24/12  Withdrawn 10/24/12 BOD</p>
	1208VC1 REVISED	L	Y	<p><b>Pacific Staff Employee and relationship to General Chair and/or Administrative Vice Chair:</b>  Amendment to By-Laws Article 14.2.  It is moved that the Pacific Swimming Bylaws be amended by the addition of the statement, “It is prohibited for a person to be employed by Pacific Swimming who is a member of the General Chair or Administrative Vice-Chair(s)’s immediate family. Definitions for purposes of this policy - "Immediate Family" include current spouse, children (including step children), parents (including step parents), grandparents, brothers and sisters. “Spouse” means an employee having a legal marital relationship or having registered as a domestic partner in compliance with the statutes of his/her respective Municipality and State of residency.  to Article 14 – Permanent Office and Staff, 14.2 Staff.</p> <p><b>ARTICLE 14 -- PERMANENT OFFICE AND STAFF</b>  <b>14.1 Office</b>  Pacific Swimming may maintain an office in the Territory for the storage of the books and records and equipment of Pacific Swimming and for other purposes as may be determined by the House of Delegates or the Board of Directors in accordance with the Bylaws.</p>	Passed by HOD 10/13/12

Date Intro	Motion #	Type	Doc	Motion/Motion Description	Action																																													
				<p><b>14.2 Staff</b>  Pacific Swimming may retain paid staff at the Pacific Swimming Office as the Board of Directors may determine to be appropriate or necessary. The staff shall be under the general supervision of the General Chair and the Administrative Vice-Chair. It is prohibited for a person to be employed by Pacific Swimming who is a member of the General Chair or Administrative Vice-Chair(s)'s immediate family. Definitions for purposes of this policy - "Immediate Family" include current spouse, children (including step children), parents (including step parents), grandparents, brothers and sisters. "Spouse" means an employee having a legal marital relationship or having registered as a domestic partner in compliance with the statutes of his/her respective Municipality and State of residency.</p> <p>With respect to delegated functions of the officers, committee chairmen and coordinators, the staff shall be responsible to the respective officer, committee Chair or coordinator. The power and duties of the paid staff shall be established in Pacific Swimming's Policies and Procedures Manual or by resolution of the Board of Directors or by delegation approved by the Executive Committee.</p>																																														
10/13/12 HOD	1210IC1	F	N	<b>Release Money for Pool Grants 2013:</b> Pool Grants applications have been opened for 2013 and this is a request that the money from the investment funds be released to fund these grants.	Passed by HOD 10/13/12																																													
	1210IC2	F	N	<b>Release funding set aside for Website Upgrade:</b> We have spent \$27K, and have set aside \$50K for this project	Passed by HOD 10/13/12																																													
	1210GC1	B	Y	<p><b>Governance Committee's recommendation for BOD/HOD meetings for 2013:</b></p> <table border="1" data-bbox="1003 917 1619 1507"> <thead> <tr> <th>Date</th> <th>Bitter</th> <th>Gov. Comm.</th> </tr> </thead> <tbody> <tr><td>23-Jan-13</td><td>BOD</td><td>Exec. Comm.</td></tr> <tr><td>20-Feb-13</td><td>No Mtg</td><td>BOD</td></tr> <tr><td>27-Mar-13</td><td>BOD</td><td>Exec. Comm.</td></tr> <tr><td>24-Apr-13</td><td>BOD</td><td>BOD</td></tr> <tr><td>4-May-13</td><td>HOD</td><td>HOD</td></tr> <tr><td>22-May-13</td><td>BOD</td><td>Exec. Comm.</td></tr> <tr><td>June 2013</td><td>No Mtg</td><td>No Mtg</td></tr> <tr><td>24-Jul-13</td><td>No Mtg</td><td>BOD</td></tr> <tr><td>28-Aug-13</td><td>BOD</td><td>No Mtg</td></tr> <tr><td>25-Sep-13</td><td>BOD</td><td>BOD</td></tr> <tr><td>12-Oct-13</td><td>HOD</td><td>HOD</td></tr> <tr><td>23-Oct-13</td><td>BOD</td><td>Exec. Comm.</td></tr> <tr><td>20-Nov-13</td><td>BOD</td><td>BOD</td></tr> <tr><td>Dec 2013</td><td>No Mtg</td><td>No Mtg</td></tr> </tbody> </table>	Date	Bitter	Gov. Comm.	23-Jan-13	BOD	Exec. Comm.	20-Feb-13	No Mtg	BOD	27-Mar-13	BOD	Exec. Comm.	24-Apr-13	BOD	BOD	4-May-13	HOD	HOD	22-May-13	BOD	Exec. Comm.	June 2013	No Mtg	No Mtg	24-Jul-13	No Mtg	BOD	28-Aug-13	BOD	No Mtg	25-Sep-13	BOD	BOD	12-Oct-13	HOD	HOD	23-Oct-13	BOD	Exec. Comm.	20-Nov-13	BOD	BOD	Dec 2013	No Mtg	No Mtg	Passed by HOD 10/13/12
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	1210MD1	L	N	<p><b>Suspend 6.6.3 of By-laws for 1 term, and rewrite to allow the General Chair to run for a 3<sup>rd</sup> consecutive term:</b> Amend section 6.6.3 of the bylaws to state: "Except for the <b>General Chair</b>, Treasurer, and Registration Chair, no individual member who has been elected by the House of Delegates and served four (4) successive years shall be eligible for re-election to the same position until a lapse of two (2) years". This amendment is a temporary suspension of the original language of 6.6.3 and is limited to the next term. At the end of that term section 6.6.3 will revert back to the original language (which excludes the General Chair from the exemption of a lapse of 2 years before being able to run for re-election). (Mike Davis, 2<sup>nd</sup> Mary Ruddell)</p>	Passed by 2/3s + majority by HOD 10/13/12
10/24/12 BOD	1210FV1	F	N	<p><b>Prepare Quadrennial Budget Annually:</b> Move that Budget Committee, prepare a four year Quadrennial Budget annually for review by the BOD (Fred Vogelgesang, 2<sup>nd</sup> Larry Rice) (30 day motion)</p>	30 Day Motion Tabled
	1210OC1	R	Y	<p><b>No Show Motion</b> The officials committee puts forward the following motion in order to clear up contradicting rules within the "Individual Scratch Rules" and to eliminate the no-show penalty at zone awarded meets. <b>The officials committee motions to make the following changes to the present scratch rule penalty (R&amp;R Sec 3B5b):</b> b. Individual Scratch Rule — Swimmers shall inform themselves of the meet starting time and shall report to the proper meet authorities promptly upon call. (1) Pre-Seeded Meets — Swimmers shall report promptly to the starting blocks when their event/heat is called. (a) Any swimmers not reporting for or competing in an individual timed final event shall not be penalized. (b) Any swimmers not reporting for or competing in a preliminary heat when finals are scheduled shall not be penalized. (2) In Zone awarded Meets that are Deck Seeded – (a) 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. Swimmers who do not check-in will not be allowed to compete in the event. (b) Any swimmers not reporting for or competing in an individual timed final event shall not be penalized. (3) In all Age Group and Senior Meets - LSC Awarded Meets (a) 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. Swimmers who do not check-in will not be allowed to compete in the event. (b) Swimmers entered in a timed final individual event that is seeded on the deck who have checked in for that event, must swim in the event unless they notify the clerk of the course before seeding for that event</p>	<p>30 Day Motion Tabled 11/28/2012 referred to BOD 2/20/2013</p> <p>Passed 2/20/13 BOD To take effect at first Long Course Zone meet after Far Westerns</p>

Date Intro	Motion #	Type	Doc	Motion/Motion Description	Action
				<p>has begun that they wish to scratch. Failure to swim an event will result in being barred from their next individual event in which the swimmer is entered on that day or the next meet day, whichever if first.</p> <p>(c) Swimmers entered in an individual event in a Trials and Finals meet that is seeded on the deck who have checked in for that event, must swim in the event unless they notify the clerk of the course before seeding for that event has begun that they wish to scratch. Failure to swim an event will result in being barred from rest of his/her events that day including relays. If the swimmer qualified for a final before missing an event they may swim that final.</p> <p>(Brian Mallick, Officials Committee) (30 day motion)</p>	
	1210GC2	L	Y	<p><b>Executive Committee Composition:</b>  Motion to change membership of the Executive Committee: (By-laws 5.8)  Current Executive Committee:  General Chair, Administrative Vice Chair, Senior Vice Chair, Age Group Vice Chair, Treasurer, Senior Athlete Representative, Senior Coach Representative Quorum = 4 members present</p> <p>Proposed Executive Committee:  General Chair, Vice Chair-Program Development, Vice Chair-Program Operations, Treasurer, 5 Zone Chairs, 2 Athlete Representatives, Secretary Quorum = 7 members present</p> <p>(Leo Lin, Governance Committee) (By-Laws, 30 day motion)</p>	<p>Tabled  To be considered together with 1211GC1 BOD Structure BOD 2/24/2013</p> <p>Passed 2/20/13 BOD  Referred to HOD 5/4/13</p>
	1210SC&TC1	R	Y	<p><b>Rewrite of Section 9 Travel Assistance to Senior Travel Support (R&amp;R):</b>  <b>SECTION 9</b>  <b>SENIOR TRAVEL SUPPORT</b>  <b>A. Purpose</b>  1. To help defray the travel costs of Pacific teams/clubs with athlete members competing in "national" level meets as determined by the Board of Directors.  2. To help defray the travel costs of Pacific Swimming coaches attending "national" level meet as determined by the Board of Directors.  <b>B. Control of Funds</b>  1. The Treasurer shall have control of disbursements. The disbursements shall be managed in accordance with Article 6.7.6 of the Pacific Bylaws.  2. A Travel Committee shall be established consisting of the Travel Chairman, Senior Vice-Chairman, Treasurer and a coach representative. The committee shall recommend, for approval of the Board of Directors, airfares on which the travel assistance shall be based.  3. No payment for 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.  4. All swimmers representing a Pacific Swimming registered club at a "national" level meet must not be indebted to Pacific Swimming.</p>	<p>30 Day Motion  Passed BOD  11/28/2012</p>

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				<p>5. Clubs that fail to report and transmit collected Pacific meet fees by October 1, from meets held during the prior period from September 1 through August 31, shall not receive travel assistance until such reports and fees are received.</p> <p>6. All disbursements shall be paid to Pacific Swimming registered teams/clubs.</p> <p><b>C. Eligibility</b></p> <p><b>1. Representation</b></p> <p>a. The swimmer shall compete attached to a Pacific team or compete unattached as a Pacific member.</p> <p>b. Swimmers attending the Open Water Nationals must have achieved a Winter Junior National standard in the 800/1000 or 1500/1650 to be eligible for Pacific Travel support.</p> <p>c. Relay-only swimmers will not be eligible for travel support.</p> <p>d. For coach's travel support - the coach/team must attend at least three (3) of the designated Pacific Swimming Senior level meets during the previous twelve (12) month period. There shall be a limit of two (2) national level meets for which a coach/team may receive travel support per year. Pacific Swimming's Membership Office will determine eligibility.</p> <p>e. During Olympic and World Championship years, a coach/team may apply for travel support for the Olympic Trials or World Champ Trials in addition to the reimbursements outlined in Section C 1.d.</p> <p><b>2. Registration</b></p> <p>a. The level of travel assistance is based upon a swimmer holding continuous Pacific registration on the following schedule with each swim year will be made up of two Championship meet periods. The first shall be from September 1 to February 29. The second shall be from March 1 to August 31.</p> <p>b.</p> <table border="1" data-bbox="674 816 1688 1040"> <thead> <tr> <th></th> <th>Season 1</th> <th>Season 2</th> <th>Season 3</th> <th>Season 4</th> <th>Season 5</th> </tr> </thead> <tbody> <tr> <td>Grand Prix type meets</td> <td>None</td> <td>Full</td> <td>Full</td> <td>Full</td> <td>Full</td> </tr> <tr> <td>Sr, Jr, US Open, Open H20</td> <td>None</td> <td>One-half</td> <td>Full</td> <td>Full</td> <td>Full</td> </tr> <tr> <td>World Champs Trials</td> <td>None</td> <td>None</td> <td>One-half</td> <td>Full</td> <td>Full</td> </tr> <tr> <td>Olympic Trials</td> <td>None</td> <td>None</td> <td>None</td> <td>One-half</td> <td>One-half</td> </tr> </tbody> </table> <p>c. Once a swimmer qualifies for full travel support at a particular level of meet, the swimmer remains eligible for full travel support at that level as long as continuous Pacific registration is maintained.</p> <p>d. To be eligible for travel support, swimmers must have been registered with a Pacific Swimming team/club and competed in Pacific sanctioned meets during their senior year of high school.</p> <p>f. A swimmer may register with, or transfer to, their college's LSC during the school season. Such registration shall not be considered an interruption of the continuous registration so long as the swimmer immediately transfers to, or registers in, Pacific Swimming at the end of his/her school swim season and before further competition in USA-S sanctioned events.</p> <p>e. Once a collegiate swimmer who was previously ineligible (based on the rule) has exhausted their college swimming eligibility, they become eligible for travel support on the same schedule as described in the above chart.</p> <p><b>3. Travel Support Requirements</b></p> <p>a. A copy of the team's/club's Travel Policy must be on file with Pacific Swimming's LSC Office – Membership</p> <p>b. A signed Code of Conduct for all athletes attending the meet must be on file with Pacific Swimming's LSC Office – Membership</p> <p>c. The coach must be a USA Swimming registered coach in good standing.</p>		Season 1	Season 2	Season 3	Season 4	Season 5	Grand Prix type meets	None	Full	Full	Full	Full	Sr, Jr, US Open, Open H20	None	One-half	Full	Full	Full	World Champs Trials	None	None	One-half	Full	Full	Olympic Trials	None	None	None	One-half	One-half	
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				<p><b>4. Citizenship</b>  a. To be eligible for travel support, a swimmer must be a United States citizen or have a U.S. permanent resident visa.</p> <p><b>5. Appeals</b>  a. A Club can appeal the decision of the Travel Committee</p> <p><b>D. Disbursement Policy</b>  1. Pacific Swimming's Membership Office must receive applications for travel support by the end of sixty (60) days following the last day of the attended meet.  2. The travel support for teams taking swimmers to compete in Olympic Trials, World Champs Trials, Senior National Championship, U.S. Open, Junior National Championships, and Open Water National Championships will be the determined airfare plus a stipend to be determined by the Board of Directors. Swimmers attending back-to-back National Championship meets held in the same city will be eligible for travel assistance of the determined airfare plus an increased stipend.  3. The travel support for coaches will be the same amount as determined by the Board of Directors for airfare only.  4. Travel support for swimmers at Grand Prix type meets, in addition to the current travel support for USA Swimming National and Junior National Championships, is provided per the following guidelines and criteria:  a. One disbursement per year. The amount of the disbursement will be determined annually by the Senior and/or Travel committees and approved by the annual budget at the House of Delegates.  b. To qualify for support a swimmer must have USA Swimming December Junior National Qualifying time. The time may be achieved at the meet.  c. Meet must be held outside of Pacific Swimming boundaries.  d. Meet must be high-level Senior competition. Pre-approved meets: any foreign travel meet approved by FINA, USA Swimming Grand Prix Meets, NCSA Jr. Nationals, TX All-American Meet, Mission Viejo Meet of Champions. Senior Committee must approve all other meets.  (Don Heidary and Rick Waterhouse, Senior Committee and Travel Committee – presented by Mary Ruddell) (30 day motion) R&amp;R</p>	
11/28/12 BOD	1211GC1	L	Y	<p><b>Proposed Organization of the Pacific Swimming Board of Directors:</b> The following reorganization of the Pacific Swimming Board is presented in the attached organization chart (see attached Organization Chart) which is summarized as follows, with <b>bold= voting members</b>, regular type=voice, but no vote, <i>italics=eliminated</i>:</p> <p><b>Pacific Swimming General Chair: Treasurer, Secretary, Program Development Vice Chair(see branch), Program Operation Vice Chair(see branch), Audit &amp; Budget Chair, Board of Review Chair, At Large Members, LSC Office Staff, Investment Committee Chair, Governance Committee Chair, Safety Coordinator Office, Safe Sport Coordinator, General Counsel Consultant, Parliamentarian</b></p> <p><b>Program Operation Vice Chair (dry side): Zone Chairs, Officials Committee LSC Officials Chair, Membership/Registration Coordinator, Club Development Coordinator, Communications, Top Times &amp; Records Coordinator, Travel Committee Chair, LSC Sanction (Zone Sanction Chairs), High School Coordinator, College Coordinator, National &amp; Local Legislation Coordinator</b></p>	<p>30 day motion</p> <p>Passed 2/20/13 BOD</p> <p>Referred to HOD 5/4/13</p>

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				<p><b>Program Development Vice Chair: Senior Committee Chair</b> (Senior Coach Representative), <b>Age Group Committee Chair</b> (Age Group Coach Representative), <b>Diversity Committee Chair, Disability Coordinator, Athlete Committee Chair/Senior Rep</b>, Open Water Coordinator, Camps Coordinator, Time Standards Coordinator, Scheduling Committee Chair (Leo Lin, Governance Committee) (30 day motion) By-Laws</p> <p>Leo presented the following explanatory document as part of the motion:</p> <p><b>Proposed Organization of the Pacific Swimming Board of Directors</b>  Based on the increasing complexity of the tasks facing Pacific Swimming, an additional Vice Chair position was created in the Board of Director (BOD) in 2011 to address the multitude of tasks and to share the responsibility among 2 Vice Chairs. The division of responsibilities between the two vice chairs has been made according to whether the program/committee/tasks fall into the “dry side” or “wet side” of swimming. The Program Development Vice Chair is responsible for “wet side” programs/committees/tasks and the Program Operation Vice Chair is responsible for “dry side” programs/committees/tasks.</p> <p>In addition to organizing the various positions existing in the Pacific Swimming Board, the governance committee was asked to study the current membership of the BOD and recommend an organizational structure that will be streamlined and more efficient in meeting the needs of swimmers, clubs and volunteers. The goal is to modernize the BOD structure resulting in a more effective BOD. The proposed structure is presented in the attached three (3) organization charts.  The approach that the Governance committee took was first to understand the roles of each of the committees</p> <p>In cases where it appears that it is a one person committee, the responsible person is given the title of “Coordinator” rather than committee chair.</p> <p>Functions in the BOD that are identified as “dry side” or “wet side” are grouped under the 2 vice chairs respectively, reducing the number of “direct reports” to the general chair (Org Chart 2 &amp; 3).</p> <p>In cases where a Committee/Coordinator has their functions already covered (by another committee, or coordinator), that Committee/Coordinator position has been eliminated in order to streamline and avoid redundancy.</p> <p>In the past voting rights were given to all BOD members (partially as a means to entice volunteers to serve on the BOD). This strategy has not been functional, in that many such</p>	



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				<p>members have not actively participated in the BOD meetings. In this proposed structure, voting rights are not automatically given to all BOD members. It is given to all elected members, and to assigned Committee chairs and Coordinators where it has been judged that their vote will be an important part of their function, role and/or responsibility within the BOD.</p> <p>Senior athlete members on the BOD are given voting rights.</p> <p>Voting rights of committee members within their committees are decided by the respective committees</p>	
	1211SC1	P	Y	<p><b>Positive Check-In</b> The following General Guidelines presented with the proposal that this be formatted into a document that will be presented as a motion to add to the Policy and Procedures of Pacific Swimming allowing for Positive Check In for Senior Trials and Finals meets:</p> <p><b>General Guidelines</b></p> <ul style="list-style-type: none"> <li>• A coach can check a swimmer in (must show current registration)</li> <li>• A swimmer may check-in for any or all events during the day – up the close of check-in (thirty minutes after results are announced)</li> <li>• A swimmer may declare their intention to swim (used with strategic purpose). <i>Note:</i> A swimmer, who makes this declaration and does not return, WILL be checked-in and subject the same penalty if he/she does not return for the Finals swim.</li> <li>• There will be no team of group check-in <ul style="list-style-type: none"> <li>○ Consideration may be given to teams traveling as they may not use a positive check-in system in their LSC, and they are traveling by group.</li> </ul> </li> <li>• Penalty for a Finals “no-show” is disqualification from the meet.</li> </ul> <p><b>Criticism/Concern</b></p> <ul style="list-style-type: none"> <li>• Not allowing a kid to check-in for all events</li> <li>• “Intention to Swim” option was requested by coaches</li> <li>• What role should Positive Check-in play for “Senior swimmers” at Age-Group Meets (Far Westerns/JO’s)</li> <li>• What are administrative issues? (see protocol)</li> </ul> <p><b>Note</b></p> <p>This was positively viewed by coaches in the Senior Coach Survey</p> <p><b>Senior Recommendation</b></p> <p><i>This policy be adopted as standard operating procedure for all Pacific Senior Trial/Final meets</i></p> <p>(Don Heidary, Senior Committee) (30 day motion) (to be worded for P&amp;P addition)</p>	<p>30 day motion</p> <p>Tabled 2/20/13 BOD</p> <p>Referred to BOD 4/24/13</p>
	1211SCH1	P	Y	<p><b>Scheduling Section Amendment to P&amp;P Section X</b></p> <p>Amend Policies and Procedures Section X – Scheduling by the addition of new paragraphs 2.0,</p>	<p>30 day motion</p> <p>Tabled 2/20/13</p>

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				<p>3.0, and 4.0 with the paragraph numbers of the following paragraphs changed accordingly.</p> <p>Following is the new Section X with additions and changes shown in italics.</p> <p style="text-align: center;"><b>SECTION X</b></p> <p><b>SCHEDULING</b></p> <ul style="list-style-type: none"> <li>• The Scheduling Committee shall:</li> </ul> <p>As a general rule, oversee the operation of the present schedule, plan the next year's schedule, and plan future schedules, if possible, in accordance with the following:</p> <ul style="list-style-type: none"> <li>• The Pacific Swimming schedule should foster continuous competition from Age Group through Senior Swimming.</li> <li>• The schedule should be arranged so that conflicts are minimized.</li> <li>• Establish standards to control the awarding of meets.</li> <li>• Provide guidelines for meet formats for Pacific Swimming awarded meets.</li> </ul> <p>Adopted 1/25/84 Reworded 7/22/98</p> <p><i>2.0 Committee Membership</i></p> <ol style="list-style-type: none"> <li><i>1. Chair appointed by the Pacific Swimming General Chair</i></li> <li><i>2. Program Development Vice-Chair</i></li> <li><i>3. Age Group Vice-chair</i></li> <li><i>4. Senior Vice-chair</i></li> <li><i>5. Officials Committee Chair</i></li> <li><i>6. Zone Chairs (5)</i></li> <li><i>7. Coach Representative</i></li> <li><i>8. Athlete Representative</i></li> <li><i>9. One or two others as appointed by the General Chair</i></li> </ol> <p><i>Any of the above may designate an alternate to represent their function.</i></p> <p><i>3.0 The Scheduling Committee shall annually establish a schedule of the meets to be awarded by the committee and publicize the schedule.</i></p> <p><i>4.0 Meet Award Procedures</i></p> <ol style="list-style-type: none"> <li><i>1. The Chair shall annually announce the time, place, and method for submitting bids for</i></li> </ol>	<p>BOD</p> <p>Referred to 4/24/13 BOD</p>

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				<p><i>meets to be awarded by the Pacific Swimming Scheduling Committee.</i></p> <ol style="list-style-type: none"> <li>2. <i>Clubs shall submit their application for the award of meets in accordance with the above. Applications for meets not received in accordance with 1. above need not be considered until all bids received in compliance have been considered.</i></li> <li>3. <i>Clubs applying for more than one meet shall designate as their 1<sup>st</sup>, 2<sup>nd</sup>, etc. choice on the applications.</i></li> <li>4. <i>Meets designated to be conducted within the Pacific Swimming territory by USA Swimming or the Western Zone shall be awarded the meet without the necessity for the club to submit an <u>application</u> to the Committee.</i></li> <li>5. <i>The Committee shall award the two Far Western Championship meets first, then the two JO Championship meets, followed by all of the remaining meets.</i></li> <li>6. <i>Host responsibilities for the Spring JO and July (Summer) Adam Szmidt JO Championship Meets and the Far Western Short Course and Far Western Long Course Championship Meets shall not be awarded to the same club for more than two successive years except when there is no qualifying bidder for the succeeding year.</i></li> <li>7. <i>Priority for Age Group Open meets set for holiday weekends (Memorial Day, Independence Day, and Labor Day) shall be given to clubs in remote locations of the Pacific Swimming territory, ie. Nevada/Tahoe area, Monterey County, Ukiah, Stockton, etc.</i></li> <li>8. <i>Any meets not bid for and awarded during the initial award period shall be open for bidding by a later date as determined by the Committee, and shall not be subject to the protection from competing meets for those dates.</i></li> <li>9. <i>Meet awards shall be confirmed by action of the Board of Directors.</i></li> </ol> <p>5.0 Clubs wanting to bid to host Pacific Swimming awarded Age Group meets shall agree to comply with the Minimum Criteria for Pacific Age Group Meets. See appendix A2. Adopted 5/25/05</p> <p>6.0 On protected weekends, no further meets may be approved or sanctioned for meets held by a USA Swimming member where all participants are registered swimmers. Adopted 2/23/00 Reworded 1/24/01</p> <p>7.0 Any Zone or club that wants to schedule a meet opposite a Pacific Swimming awarded meet with time standards which conflict with the Pacific Swimming awarded meet must first obtain Board of Directors approval. Adopted 1/26/94 Revised 9/22/99</p>	

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				<p>8.0 A change in venue for a Pacific Swimming awarded meet not yet sanctioned shall be resolved by the Scheduling Committee as an administrative matter. Adopted 10/28/87 Reworded 3/25/98</p> <p>9.0 Any request to the Pacific Swimming Board of Directors to change the level of a meet shall be a 30-day motion in order to allow comments from the Zone Scheduling Committees. Adopted 10/25/89 Reworded 3/25/98</p> <p>10.0 Clubs in the Eureka/Crescent City area and Zone 4 may schedule meets opposite Pacific swimming sponsored meets (distance being the determining factor). Adopted 10/24/91 Reworded 3/25/98</p> <p>11.0 Pacific Swimming may subsidize host clubs for some of the documented out-of-pocket costs of hosting meets designated by the Board of Directors. Such costs may include pool rental, computer and timing services and similar direct costs. These costs do not include costs associated with programs, snack bars, hospitality, raffles, and similar indirect costs. The designated meets and amounts of subsidy shall be proposed jointly by the Senior and/or Age Group committees and the Scheduling committee and be approved by the Board of Directors for inclusion in the annual operating budget. The subsidy shall be paid to the host club upon submission of the required documentation as specified by the Treasurer. Adopted 4/24/96 Reworded 12/2/98 Amended 4/25/01</p> <p>12.0 Any LSC adjoining the territory of Pacific Swimming shall be permitted to hold a meet at a pool within the territory of Pacific Swimming subject to the approval of the pool owner, any Pacific Swimming club located in the vicinity of the pool, and the Pacific Swimming Board of . Said meet shall be sanctioned and operated under the using LSC's rules. Adopted 12/2/98 Reworded 1/24/01 Amended 3/22/06. (George Cleveland, Scheduling Committee) (P&amp;P) (30 day motion)</p>	

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