Meeting Title: Pacifica Swimming House of Delegates Meeting

Date: October 15, 2023

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 guests in attendance are also noted.

Board of Directors		Traci Benton	Χ	1N – Paige Griffis		Club Reps		Steve Morsilli (PLS)	Χ	Guests	
Lehla Irwin	Χ	Peter McNamara	Χ	1S – Joyce Lee		Dionne Dunn (EBSD)	Χ	Marisa Cozort (BAY)	Χ		
Verónica Hernández	Χ	Larry Rice	Χ	2 – Saveta Holunga	Χ	Julie Hardt (CARS)	Χ	Shelbi Oskolkoff-Cambell (LGSC)	Χ		
Debbi Tucker	Χ	Clint Benton	Χ	3 – Joseph Harris	Χ	Naomi Trepiak (HCS)	Χ	Vanessa Gage (PST)	Χ		
Kyler Van Swol	Χ			4 – Bella Pfleiger	Χ	Patricia Lai (RAYS)	Χ	Chris Lam (Z2)	Χ		
Erik Scalise	Ε	Zone Reps				Mehrad Zarrehparvar (SRBY)	Χ	Mark Taliaferro (QSS)	Χ		
Asher Green	Χ	1N – Bob Hill	Χ			Kat Matheson (DDST)	Χ	Lily Yung (OAPB)	Χ		
Tyler Long	Χ	1S – Tony Daly	Χ			Bruce Smith (PASA)	Χ	Samantha Ng (RAYS)	Χ		
Zach Silverman	Χ	2 – Mark Ryan	Χ			Ben Chuang (BAC)	Χ	Noah Barrgas (SLST)	Χ	Staff	
Gracie Goss	Χ	3 – Kevin Twohey	Χ			Dan Cottam (TERA)	Χ	Dan Jumanan (SSFAC)	Χ	Cindy Rowland	Χ
Don Heidary	Χ	4 – Jim Morefield	Χ			Don Pangilian (DCD)	Χ	Jule Corrigan (SCSC)	Χ	Laurie Benton	Χ
Doug Reed	Χ					Jenson Wong (PSL)	Χ	Rolandas Gimbutis (ONDA)	Χ	Diana Fetterman	Χ
Kent Yoshiwara	Χ	Athlete Reps				Jon Hiett (AC)	Χ	Kelly Nathane (HSC)	Χ	Annie Stein	Χ
Kelly Schott	Χ	SR – Lily Struempf	Χ			Richard Barth (ALTO)	Χ	Hailey Sotelo	Χ	Karen Bair	Χ
Phil Grant	Χ	JR – Steph Anderson	Χ			Samantha Ng (RAYS)	Χ	Jon Hiett	Χ	Mary Ruddell	Χ

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
Meeting Called to Order	Meeting called to order by Lehla Irwin at 10:01 AM		
Mission Statement and	Inspiring a passion for swimming and making a difference in the lives of our members.		
Conflict of Interest	Conflict of Interest Statement read		
Minutes from Previous	Minutes from Sept 22, 2023, BOD meeting presented for approval	Approved	
Meeting			
	Correction made to the title of 2306PC02 to 2309GC01. 2306PC01 was a motion to change the Bylaws to reflect a paid staff Treasurer. In September the Governance Committee brought a motion with the specific language changes in the Bylaws which will now be titled 2309GC01. This is a housekeeping change in September minutes and does not change the content of the motion.		
Ratify Actions of BOD	Motion to ratify actions of the BOD since the previous meeting of the HOD on May 21, 2023	Ratified	
Agenda Modification			
Officer's Reports			
Chair	Lehla Irwin:		
	No host for Spring Age Group Championships		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	Need approval appoint Mike Piccardo, Mike Davis and Clint Benton as voting members of the HOD for October 2023 and May 2024 HOD meetings.	Approved	
Vice Chair –	Verónica Hernández:		
Administration	1. No report		
Vice Chair – Program	Kyler Van Swol:		
Operation	 Committee is meeting later this month and will be setting up staff reviews and double-checking any changes to labor laws. 		
Vice Chair – Program	Eric Scalise:		
Development	1. No report		
Vice Chair – Finance	Debbi Tucker: 1. Draft of Year End Actual vs Budget has been posted. a. Final report will be posted February after the audit. 2. The audit of the 2022-2023 financial statements has started. 3. Budget for 2023-2024 has had multiple changes a. There will not be an OPTC Camp or a USA Swimming Annual Business Meeting b. Increased expenses for Western Zone Diversity Select Camp c. Increase in Travel Support for a new 18 & Under Cup meet d. 10 & Under Camp will be reintroduced e. There is also an increase in Income due to an increase in team transfers and meet income 4. Travel Support application will be out next week. a. The amounts per meet will be posted on the website under Documents>Forms>Athlete & Coach Travel Support.		
Age Group Vice Chair	Tyler Long: 1. Still need a host for Spring Age Group Champs a. Contact us with suggestions and ideas 2. Time standards for short and long course champs have been completed		
Senior Vice Chair	Asher Green: 1. Still in process of assembling committee 2. 2 Zones without a Senior Chair and need at least one more Athlete Rep		
Registration	Laurie Benton: 1. APT (Athlete Protection Training) online course will be down on OCT 25. If you are in the middle of completing you will be made to start over. The course is being updated.		
Reports/Recommendati ons of Staff	Cindy Rowland: No Report		
Consent Calendar	Motion to accept the consent calendar except pulled items C.Benton Moved, V.Hernández 2nd	Approved	
Standing Committees			
Athletes	Lily Struempf & Steph Anderson 1. The LSC and Zones are required to have Athletes Representatives be 20% of their voting board membership		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	 Athlete Reps contribute to how the sport that they are a part of is governed and gain experiences that can be applied to their adult lives, while giving back to the swimming community. Current projects/subcommittees being run by the Athlete Reps: Mental Health, Social Media, Suit Exchange Program, Rep Recruitment, and Team Interaction Athlete Leadership Summit Session: Mock BOD Meeting/Governance, In-water Session w/ Olympian Hunter Armstrong plus Q&A, Mental Health w/Olympian Golda Marcus, Athlete Rep & Coach Interaction, College Athlete Panel Q&A 		
Disability, Diversity, Equity & Inclusion	 Kent Yoshiwara: Need to work on 'welcoming' environment within clubs for swimmers Inclusion Camp coming up on Oct 22 Grant program that is closing tonight, still time to be able to submit online		
Officials	Phil Grant: 1. Currently have 555 Officials throughout LSC, 3rd largest in the nation a. 350 Officials attended the Clinic yesterday b. Over 100 new Officials, goal is to get all of them through to full certification and then advance them as efficiently and quickly as responsibly possible 2. Online clinic was held for all Meet Referees assigned to one of the 22 major meets in the LSC a. Goal was to set expectations, meet operation procedures and consistent application of the rules 3. Junior Officiating category will begin sometime next year a. 16&17-year-olds can attend training and become Junior Officials b. Lots of benefit for zones with split meet sessions, hopefully getting more officials for afternoon sessions c. For every Junior Official, there has to be one adult Official present i. USAS still working out specifics d. Has been approved by 7 of USAS committees already		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	Zone Official of the Year Awards		
	a. Z4 - Joe Porter		
	b. Z3 - Michael Abbeg		
	c. Z2 - Marcus Dane		
	d. Z1N - Karen Wall		
	e. Z1S - Trevor Gillis		
	f. Officials Chair Special Recognition – Dino Nguy		
	g. George Cleveland Award - Valerie and Jerry Rudd		
	5. Updates for R9 - USA Swimming Standardized Minimum Requirements for Officials		
	We will not be allowed to exceed the minimum requirement from USA Swimming		
	b. R-9 pass as amended to include the National Officials Committee and the Coaches Advisory		
	Committee		
	c. The goal is for all 5 Zones using the same standard across the LSC		
Investments	Mike Piccardo:		
	1. Investment Committee has a grant fund of \$35,000		
•	a. Grant documents and application should be out by Friday		
Governance	Jim Morefield:		
	Finishing Policies and Procedures review and update Act of PO's acceptable and affect the PAP and Commenced in action the PAP.		
	a. Most of PC's committees are not defined in the P&P, so Governance is assisting the		
	committees to get written documentation of their functions and processes.		
	In the process of reconstituting committee membership Missian 4 of the required 0 members		
	a. Missing 4 of the required 9 members		
Cafa Cuant	b. Need a non-board member from 4 of the 5 Zone to continue moving forward		
Safe Sport	Kelly Schott:		
	PC was doing well with Club Safe Sport Recognition, but now is falling behind. Many teams' and the same are supplied.		
	certification have expired.		
	2. Only 18 clubs are currently certified, and 67% of teams have started the process.		
	3. Each Zone has a Safe Sport Rep who is there to help teams get certified.4. USA Swimming is offering online training to all every month		
	a. Need to get parents to watch Safe Sport training videos		
	5. Club Board Members are required to be Safe Sport Certified		
	6. Reach out if need help or have questions		
	7. Make sure Safe Sport has a presence at all the meets and rules are posted in multiple areas of the		
	pool deck, restrooms, and locker rooms		
Zone 4	Jim Morefield		
=+··• ·	1. 10 meets scheduled for this year		
	2. Modified bylaws		
	a. Accepted minimum officials rule from Sierra Nevada		
I	3. Provided supplemental travel support for athletes attending major meets from Z4		
I	4. Modified Zone P&P to provide more travel support for Athlete Reps		

Pacific Swimming HOD Meeting – May 22, 2022

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	5. Hosting Zone All-Star meet in Carson City		
Club Development			
Resolutions and Orders	None		
Presentation of Annual Audit			
Elections	None		
Presentation of Annual Budget			
Motions	Motion 2309GC01 - Amendment to Bylaws Addressing Treasurer		
	To amend the following Bylaws sections to remove the Treasurer as a voting member of the Board and other housekeeping edits required by USA Swimming.	Adopted	
	Pacific Swimming Bylaws Article 2 2.1.2 MEMBERSHIP A PRIVILEGE NOT A RIGHT - Membership in Pacific Swimming and USA Swimming is a privilege and shall not be interpreted as a right. Membership may be terminated by the National Board of Review, or the U.S. Center for SafeSport in accordance with Part Four of the USA Swimming Rules and Regulations the National Board of Review procedures, pursuant to Policy 26.0 of the USA Swimming Operating Policy Manual. Article 4 4.1 1.1 GROUP MEMBER REPRESENTATIVES The representatives of any Group Member are net-required to be Individual Members of Pacific Swimming or USA Swimming. 4.4 ATHLETE AT-LARGE HOUSE MEMBERS – A sufficient number of athletes to ensure that Athlete Members Representatives 4.8 MEETING LOCATION AND TIME - Meetings of the House of Delegates may be held at any date, time, and place, including via telecommunication (unless prohibited by state or local laws), as may be fixed in the notice of such meeting. All in-person meetings of the House of Delegates shall take place at a site within the Territory. The House of Delegates or the Board of Directors shall determine the location and time of all meetings of the House of Delegates meeting within the Territory, a House of Delegates meeting may be conducted through conference equipment by means of which all persons participating in the meeting can hear each other at the same time. In that circumstance, participation by such means shall constitute presence at that meeting All meetings conducted via telecommunications shall include means by which all persons participating in the meeting can hear each other at the same time and which ensures all votes duly cast by voting members are officially recorded. Article 5 5.1 MEMBERS - The Board of Directors shall consist of the following officers, committee chairs, coordinators, and representatives of Pacific Swimming, together with those additional members designated in Sections 5.2 and 5.3:		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	.1 General Chair		
	.2 Administrative Vice-Chair		
	.3 Finance Vice-Chair		
	.4 Coach Representatives (2)		
	.5 Senior Athlete Representative		
	.6 Junior Athlete Representative		
	.7 Secretary		
	.8 Treasurer (filled by Staff Treasurer with voice but no vote)		
	5.2 AT-LARGE BOARD MEMBERS - The House of Delegates may specify three (3) At-Large positions. Any reduction in		
	the number of At-Large Board Members shall not take effect until the terms of office of the incumbents expire or become		
	vacant. The At-Large Board Members are elected by the House of Delegates. Additionally, a sufficient number of athlete		
	members Athlete Representatives shall be elected as At-Large Board Members such that athletes constitute at least		
	twenty percent (20%) of the voting membership of the Board of Directors at any given time (taking into account the Athlete		
	Board Representatives). The Athlete At-Large Board Members shall meet the same requirements and be elected at the		
	same time and place as the Athlete <u>Board</u>		
	5.6 DUTIES AND POWERS		
	.10 Remove from office any Board Members, committee chairs, or committee members or coordinators of Pacific		
	Swimming who were appointed/elected by the Board and who have failed to attend to their official duties or member		
	responsibilities or have done so improperly, or who would be subject to penalty by the National Board of Review for any of		
	the reasons set forth in Part Four of the USA Swimming Rules and Regulations the National Board of Review procedures.		
	pursuant to Policy 26.0 of the USA Swimming Operating Policy Manual.		
	Article 6		
	6.1 OFFICERS - The officers shall be as listed herein and shall be elected by the House of Delegates at its annual		
	meeting in odd-years.		
	.1 General Chair		
	.2 Administrative Vice-Chair		
	.3 Finance Vice-Chair		
	.4 Program Operations Vice-Chair		
	.5 Program Development Vice-Chair		
	.6 Secretary		
	.7 Treasurer (filled by Staff Treasurer and not elected by House of Delegates)		
	6.2 OTHER DIRECTORS		
	.1 ATHLETE REPRESENTATIVES - Two Athlete Board Representatives shall be elected, one each year for a two-year		
	term, or until their respective successors are elected. They shall be referred to as Senior Athlete Representative during		
	the second year and as Junior Athlete Representative during the first year of their terms. At the time of election, the		
	Athlete Board Representative must (a) be an athlete member in good standing; (b) be at least a sophomore in high school		
	or at least 16 years of age, (c) be currently competing, or have competed within the three (3)two (2) immediately		
	preceding years, in the program of swimming USA Swimming sanctioned event conducted by Pacific Swimming or		
	another LSC; and (d) have his or her place of permanent residence in the Territory and expect to reside therein throughout		
	at least the first half of the term (other than periods of enrollment in an institution of higher education). The balloting shall		
	take place via electronic vote and/or at a meeting called for that purpose by the Athletes Committee, or failing that, at a		

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	time and in a manner designated by Board of Directors. At least twenty (20) days' written notice of the election shall be		
	given to all clubs. The election shall be conducted in accordance with Pacific Swimming Policy and Procedures. The		
	Athlete Board Representatives shall		
	.3 B (3) Athletes-at-Large to the Board shall be elected (if needed) at the same time and in the same manner as the Athlete Board Representatives.		
	6.3 ELIGIBILITY - Only Individual Members of Pacific SwimmingUSA Swimming in good standing with Pacific Swimming		
	and USA Swimming shall be eligible to hold office and must maintain their eligibility throughout their term of office.		
	6.9 VACANCIES AND INCAPACITIES -		
	.2 OFFICES OF ATHLETE BOARD REPRESENTATIVES OR COACH REPRESENTATIVES OR ANY POSITION		
	ELECTED - In the event of a vacancy or of the permanent incapacity of a person holding the office of Athlete Board		
	Representative		
	ARTICLE 7		
	7.3 COMMITTEES - In addition to the standing committees listed herein, the Board of Directors and the House of		
	Delegates are each authorized to establish additional committees to meet programming needs. Except as otherwise		
	provided in these Bylaws or the Pacific Swimming Policies and Procedures, members of each committee shall be appointed by the General Chair with the advice and consent of the respective division chair and the chair of the		
	committee. Athlete members-Representatives of each committee shall be appointed by the General Chair with the advice		
	of the Senior Athlete Board Representative.		
	7.4 STANDING COMMITTEES & COORDINATORS		
	.1 ATHLETES COMMITTEE – A. CHAIR - The Senior Athlete Board Representative or his/her designee shall be the chair		
	of the committee. B. MEMBERS - The Athletes Committee shall consist of the Athlete Board_Representatives		
	7.4 STANDING COMMITTEES & COORDINATORS		
	.2 B. MEMBERS - The members of the Finance Committee shall be the Finance Vice-Chair, the Treasurer (with voice but no vote), the Treasurer of each Zone, one (1) member appointed by the General Chair, and a sufficient number of		
	athletes Athlete Representatives		
	.3 B. MEMBERS - The Committee shall be comprised of two (2) members appointed by the General Chair with advice and		
	consent of the Board of Directors, one representative designated by each Zone (5) and two (2) athletes Athlete		
	Representatives		
	.5 B MEMBERS - The members of the Executive Committee shall be the		
	(9) Senior Athlete Board Representative		
	(10) Junior Athlete Board Representative Article 13		
	13.1 INTRODUCTION - USA Swimming was organized as the National Governing Body for the sport of swimming under		
	the Amateur Sports Act of 1978, as amended by the Ted Stevens Olympic and Amateur Sports Act of 1998, both federal		
	laws. These laws require USA Swimming to establish and maintain provisions for the swift and equitable resolution of all		
	disputes involving any of its members. This Article, together with Section 2.2 and Part Four of the USA Swimming Rules		
	and Regulationsthe National Board of Review procedures, pursuant to Policy 26.0 of the USA Swimming 877 Operating		
	Policy Manual, are intended to provide a mechanism for resolving in an orderly and fair way all manner and kinds of		
	disputes that may arise among its members in connection with the sport of swimming This Article, together with Part Four of the USA Swimming Rules and Regulations the National Board of Review procedures, pursuant to Policy 26.0 of		
	the USA Swimming Operating Policy Manual, is intended to provide a fair hearing before a group of independent and		
	impartial people. This Article and Part Four of the Rules the National Board of Review procedures, pursuant to Policy 26.0		
	of the USA Swimming Operating Policy Manual shall be construed accordingly.		
	13.2 ADMINISTRATIVE REVIEW BOARD ORGANIZATION -		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	.2 Members - The Administrative Review Board shall have at least three (3) regular members, with a sufficient number of		
	athlete members Athlete Representatives to constitute at least 20% of the voting membership. At least three members of		
	the Administrative Review Board shall hear each case, with a sufficient number of athlete members Athlete		
	Representatives to constitute at least twenty percent (20%) of its membership		
	13.3 GENERAL -		
	.4 Timeliness of Petition A determination not to exercise its jurisdiction as a result of the untimeliness of a complaint		
	may be made by the Chair alone and may be the subject of a request for rehearing and, thereafter, appeal to the National		
	Board of Review pursuant to Part Four of the USA Swimming Rules and Regulations in accordance with the National		
	Board of Review procedures, pursuant to Policy 26.0 of the USA Swimming Operating Policy Manual. 14.2 DEFINITIONS -		
	.3 ATHLETE BOARD REPRESENTATIVE - an Athlete Member elected to represent athletes in the House of Delegates		
	and on the Board of Directors.		
	.4 ATHLETE REPRESENTATIVE - shall be (a) an athlete member in good standing; (b) currently competing, or have		
	competed within the two (2) immediately preceding years, in a USA Swimming sanctioned event conducted by Pacific		
	Swimming or another LSC, and (c) have his or her place of permanent residence in the Territory and expect to reside		
	therein throughout at least the first half of the term (other than periods of enrollment in an institution of higher education).		
	.45 BOARD MEMBER - a member of the Board of Directors, including the At-Large Board Members.		
	.56 BOARD OF DIRECTORS -the Board of Directors of Pacific Swimming.		
	.67 BYLAWS -these bylaws as adopted and amended from time to time by, and in effect for, Pacific Swimming.		
	.78 COACH REPRESENTATIVE - a Coach Member elected to represent the coaches in the House of Delegates and on		
	the Board of Directors.		
	.89 FINA -the Federation Internationale de Natation, the international governing body for the sport of swimming.		
	.910 GROUP MEMBER REPRESENTATIVE - an individual appointed to represent a Group Member in the House of		
	Delegates.		
	. 10 11 HOUSE OF DELEGATES - the House of Delegates of Pacific Swimming as established by Article 4 of these		
	Bylaws.		
	.4412 IMMEDIATE PAST GENERAL CHAIR - the individual who is the immediate past General Chair of Pacific		
	Swimming.		
	.4213 IRS CODE - the current United States Internal Revenue Code.		
	.4314 LOCAL SWIMMING COMMITTEE / LSC - Pacific Swimming as defined by the USA Swimming Corporate Bylaws.		
	.4415 MEMBER - a Group Member or an Individual Member.		
	.4516 NATIONAL BOARD OF REVIEW - the National Board of Review of USA Swimming established pursuant to Part		
	Four of the USA Swimming Rules and Regulations in accordance with the National Board of Review procedures, pursuant		
	to Policy 26.0 of the USA Swimming Operating Policy Manual. Where the context requires, a reference to the National Board of Review shall include a reference to the USA Swimming Board of Directors when that body is acting upon an		
	appeal from the National Board of Review.		
	.1617 PACIFIC SWIMMING -the California not-for-profit corporation to which these Bylaws pertain.		
	.1718 POLICIES AND PROCEDURES -the principles, rules, and guidelines of Pacific Swimming, as amended and		
	adopted by the Board of Directors or the House of Delegates.		
	.1819 SECTION - a subdivision of the Articles of these Bylaws.		
	.1920 TERRITORY - the geographic territory over which Pacific Swimming has jurisdiction as a Local Swimming		
	Committee.		
	.2021 USA SWIMMING - USA Swimming, Inc., a Colorado nonprofit corporation which is the national governing body for		
	the United States for the sport of swimming.		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
New Business			
Next HOD Meeting	May 19, 2024		
Meeting Adjourned	Meeting adjourned 11:10 AM		

Respectfully Submitted by, Zach Silverman Secretary - Pacific Swimming Board of Directors