

Meeting Title: Pacific Swimming BOD Executive Committee Meeting

Date: January 19, 2023

Attendance:

David Cottam	E	Mary Ruddell	X	Zone Reps		Guests		Athlete Reps		Office	
Leo Lin	X	Randy Pedersoli	X	1N - Larry Rice	X			Saveta Holunga	X	Cindy Rowland	X
Veronica Hernandez	X	Marie Lin	X	1S - Tony Daly	✓			Anika Nagpal	X		
Erik Scalise	X	Asher Green	X	2 -Chris Lam	X			Steph Anderson	X		
Tony Daly	X	Doug Reed		3 -Debbi Tucker	X						
Kyle Kikuta		Clint Benton	X	4-Jim Morefield	X						

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW-UP DATE
Meeting Called to Order	Meeting was called to order by Leo Lin at 7:30 PM via Zoom		
Conflict of Interest	Conflict of interest statement was not read		
Approval of Exe Min	Executive Committee Meeting minutes - May 18, 2022 minutes approved	Approved	
Admin Vice Chair Report	<p><b>Leo Lin - Administrative Vice Chair</b></p> <ol style="list-style-type: none"> <li>1. Leo report's that David Cottam experienced a stroke last week, and is at home, recovering and engaged in therapy.</li> <li>2. In the interim, we are following the Crisis Management Plan, and Leo, as the Administrative Vice Chair is covering the General Chair's duties .</li> </ol>		
Finance Vice Chair Report	<p><b>Mary Ruddell - Finance Vice Chair</b></p> <ol style="list-style-type: none"> <li>1. Mary presented Draft Statements of Financial Position from September, and December, 2022, and Draft Statement of Activities Budget Performance for September, November, and December, 2022</li> <li>2. All reports were approved</li> </ol>	Approved	
Scheduling	<p><b>Annie Stein - Scheduling</b></p> <ol style="list-style-type: none"> <li>1. Annie, sent the 2023-34 Pacific Swimming Meet Schedule for approval.</li> <li>2. Schedule approved - with the name change of the Zone Challenge meet to the original name Zone All Stars</li> </ol>	Approved	
Registration	<p><b>Laurie Benton - Registration</b></p> <ol style="list-style-type: none"> <li>1. Laurie sent a request by ALGA to change their name to BAA, Bay Area Aquatics</li> <li>2. See Motion 2301CB01 Change team name and abbreviation</li> </ol>		
Motions	<b>Motion 2301CB01: Change Team Name and Abbreviation</b>	Passed	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>Change ALGA to BAA, Bay Area Aquatics. Clint Benton, Veronica Hernandez, 2nd Passed</p>		
	<p><b>Motion 2301FVC01: MEFAP Meet Reporting Requirement</b> Approve the removal of the option to collect MEFAP Splash Fees at a meet from Section D. Meet Reporting Requirements - MEFAP Entries of Policy and Procedures.</p> <p><b>MEFAP Entries</b> (MEFAP – Meet Entry Financial Assistance Program for Outreach Members) Pacific Swimming’s Meet Management shall provide a summary of any MEFAP entries to the host team prior the meet. <del>The host team may be required to collect and submit any splash fees at the meet.</del> The electronic invoice will reflect a reduction in the amount due to Pacific Swimming due to MEFAP Entries.</p> <p>Mary Ruddell, Finance Vice Chair (30 day, P&amp;P)</p> <p>Rationale: This process does not work. Clubs have misplaced the checks and it takes extra work by staff in follow up in retrieving the payments. MEFAP Splash Fees are collected either via a check sent to Annie or a Zelle payment/</p>	Refer to BOD 2/15/23	BOD 2/15/23
	<p><b>Motion 2301PC01: Purchase Staff Equipment</b> The Personnel Committee recommends the purchase of new equipment for staff. This would be an approximate \$4000, cost to purchase 2 laptops and 3 cell phones.. Mary Ruddell, Personnel Committee</p> <p>Rationale: The Personnel Committee feels that staff should not be using their personal devices for Pacific Swimming work.</p> <p>Passed</p>	Passed	
<b>New Business</b>	<p><b>Priority Credit Line Loan</b> Mary Ruddell</p> <ol style="list-style-type: none"> <li>1. The Investment Committee has been monitoring the increases in the prime rate and it was determined that the interest rate on the PCL Loan is higher than the return we are receiving on our investments.</li> <li>2. We have approximately \$700,000 that is liquid (not in investments) so we can easily pay off the \$144,000 left on the PCL Loan. This will save us between \$7,000 to \$10,000 we would pay in interest on the loan, if we kept to present schedule of paying the loan off in May 2024..</li> <li>3. The Investment Committee chose to pay off the loan now, and the execution should happen within a day or two.</li> </ol>		

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	<p><b>Accounting Practice for Donor Restricted Fund</b> Mary Ruddell</p> <ol style="list-style-type: none"> <li>1. Pacific Swimming has had a Donor Restricted Fund to be used to cover MEFAP expenses.</li> <li>2. The auditor reports that according to FASB ASC 958 205-45-11 we must exhaust the restricted funds before we can use organizational funds to cover those same MEFAP expenses</li> <li>3. The auditor has requested that this change should be made starting September 1, 2021.</li> <li>4. It is projected that the Donor Restricted funds will cover another 4-4.5 years.</li> <li>5. Once the Donor Restricted funds are exhausted the MEFAP entry fees., will continue to be funded by Pacific Swimming funds.</li> </ol>		
	<p><b>Finis Goggles</b></p> <ol style="list-style-type: none"> <li>1. Pacific Swimming purchased 125 Smart Goggles ( a training device) to be used as an incentive to get coaches to participate in the Coaches Clinic last October. 29 goggles were given out at the clinic, leaving 96 goggles valued at \$14,683.20 including tax.</li> <li>2. Brainstorming took place at this meeting regarding what to do with the goggles. (Finis will not take the goggles back, as we are past the 30 day return date)</li> <li>3. It was determined that a Task Force should explore possible solutions and make a recommendation to the board.'</li> <li>4. Veronica Hernandez and Asher Green will head up the task force that will work with Athletes and Coaches to determine the best disposition of the goggles, and report back to the Board, or the Executive Committee (whichever meets first).</li> </ol>	<p>Task Force headed by Veronica Hernandez and Asher Green</p>	
<b>Next Meeting</b>	Next regular Executive Committee Meeting: March 15, 2023		
<b>Meeting Adjourned</b>	Meeting adjourned at 8:35 PM		

RESPECTFULLY SUBMITTED BY,  
MARIE LIN  
PACIFIC SWIMMING SECRETARY