Meeting Title: Pacific Swimming Board of Directors Meeting

Date: Wednesday, September 18, 2024

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.

Lehla Irwin	Х	Kent Yoshiwara	Х	Zone Chairs		Zone Reps		Guests		Staff	
Verónica Hernández	Х	Kelly Schott	Х	1N – Bob Hill	Х	SR – Steph Anderson		Mike Piccardo	X	Cindy Rowland	Х
Debbi Tucker	Х	Phil Grant	Х	1S – Trent Larsen		JR – Aly Cutforth	Х	David Cottam		Laurie Benton	Х
Kyler Van Swol	Х	Traci Benton	Х	2 – Mark Ryan	Х	1N – Paige Griffis		Chris Lam	Х	Diana Fetterman	Х
Erik Scalise	Χ	Larry Rice	Х	3 – Kevin Twohey		1S – Joyce Lee		Jerry Rudd	Х	Annie Stein	Х
Asher Green	Х			4 – Jim Morefield	Х	2 – Saveta Holunga		Valerie Rudd	Х	Karen Bair	Х
Tyler Long	Х	Clint Benton	Х			3 – Joseph Harris	Х	Markus Daene	Х	Mary Ruddell	E
Amy Chen	Х					4 – Bella Pfleiger	Х	Mike Davis	Х		
Gracie Goss	Х										
Don Heidary	Х					·					
Doug Reed											

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW-UP DATE
Meeting Called to	Meeting was called to order by Lehla Irwin at 7:30 PM		
Order			
Conflict of Interest	Meeting opened with the reading of the Conflict of Interest Statement.		
Minutes from Previous	July 17, 2024 BOD Minutes – Posted	Approved	
Meeting	K.Yoshiwara Moved, E.Scalise 2nd		
Minutes from Previous	August 18, 2024 Exec Comm Minutes – Posted	Approved	
Executive Committee	J.Morefield Moved, B.Hill 2nd		
Meetings			
Officer's Reports			
Chair	Lehla Irwin –		
	1.		
Admin Vice-Chair	Verónica Hernández – Posted		
	1. Board Member Registration fee is covered by the LSC. Members who have already paid for 2025		
	registration can be reimbursed or have their club reimbursed.		
	Final Vision Statement: To provide opportunities for members to pursue their goals.		
Vice Chair – Program	Kyler Van Swol – No Report		
Operations	1.		
Vice Chair – Program	Eric Scalise – No Report		
Development	1.		
Vice Chair - Finance	Debbi Tucker – Posted		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW-UP DATE
	 Statement of Financial Position, Activities Budget Performance, Budget Vs Actuals Membership income is down from what was budgeted. Meet entry fee income was up, but we are going to watch it closely in the Fall. Treasurer expenses went over budget due to the conversion to Quickbooks Online and the additional services needed to convert to the new system. Many programs were under budget for 23-24. V.Hernandez Moved, K.VanSwol 2nd 	Approved	
Age Group Committee	Tyler Long – Posted		
Senior Committee	 Asher Green – Posted Senior motion to remove 12 & un from Senior meets and enforce time standards for 13 & ups needs to be suspended until Jan so that the policy can be communicated. There has been much push back from hosts who bid on meets prior to the change and coaches are trying to find meets for athletes who would now be excluded from the Senior meets they were planning to attend. Committee still agrees that the policy is the right thing to do, but it needs more time before implementing. 		
Registration	Laurie Benton – Posted		
Report/Recom - Staff	Cindy Rowland – posted 1. Fall House of Delegates meeting will be held on Wednesday, October 16, 2024 via zoom instead of on Sunday, October 13.		
Consent Calendar	Consent Calendar presented for approval (including all committee reports and minutes) except: J.Morefield Moved, D.Tucker 2nd Pulled: Officials, Finance	Approved	
Disability, Diversity, Equity, and Inclusion Committee	Kent Yoshiwara – 1.		
Officials Committee	 Phil Grant – Posted Officials Clinic on Saturday, October 12 in Pleasant Hill with 9 different subjects and 16 presenters. A new official can obtain an apprentice stroke & turn certification online. New officials can still come to the clinic but should first register with USAS as a non-athlete member, then take the online courses and written test prior to attending the in-person clinic. 		
Finance Committee	Debbi Tucker – Posted 1. Sent out letters to all Zone Chairs & Zone Treasures for them to sign to acknowledge the types of payment that are allowed. Committee is waiting for the signed letters to be returned. 2. Thank you to Jerry Rudd for years of service as he retires from the Treasurer position in Zone 4.		

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	3. New Zone 4 treasurer Malia O'Brien		
Governance Committee	David Benjamin, Zone 2, is also stepping down from the finance committee. Jim Morefield – Posted		
Budget			
Old Business			
Old Motions	 2407GOV01 - Amendment to Policies & Procedures To amend the following Pacific Swimming Policies and Procedures, as detailed herein: 1. Section I, Governance, to align with a proposed change in Section VIII, 2. Section VIII, Scheduling, to rename as Meet Scheduling and Meet Bid Awards, and to streamline and align with current practices, 3. Section XIII, Camps, to clarify and align with current practices, 4. Section XVIII, Committees and Coordinators, to add new policies and procedures for Age Group Committee, Budget Committee, Camps Coordinator, and Senior Committee, and to remove the placeholder subsection for Meet Awards Committee, which is part of the Scheduling Committee responsibilities outlined in Section VIII, 5. Section XIX, Leagues Administration, to streamline and align with current practices. 	30-Day presented 7/17/24 Approved 9/18/24	
New Business			
New Motions	 2409AG01 - Facility Surcharge for LSC AG Champ Meets The Age Group Committee moves to allow meet hosts elubs to implement a facility surcharge not to exceed \$20.00 per athlete for LSC Age Group Championship Meets for the next swim year (September 1, 2024 to August 31, 2025). Outreach registered athletes are exempt from the facility surcharge.	Approved as amended 30-Day Motion	10/16/24
	 2409TFSEC01 - TCA Sectional Finance Review Task Force Motion to have a one-time adjustment to the percentage of entry fees collected by Pacific Swimming for the July Sectional meet hosted by TCA from 30% to 20%. 2409PER01 - Competition Coordinator The Personnel Committee moves to allocate no more than \$75,000 from the Savings Account for one year (2024-2025 fiscal year) to fund a new staff position. After the first 9 months, this position will be re-evaluated and funds may be allocated from a different source. 2409OFC01 - Junior Officials 	Approved Approved Approved	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW-UP DATE
	Motion to accept the Junior Officials membership category in Pacific Swimming as laid out by USA Swimming. 6. 2409OFC02 - Officials Travel Assistance Amendment The Officials Committee moves to amend the Policies and Procedures to include an additional \$50 in assistance for assigned officials in qualifying positions, without an athlete entered in the meet.	30-Day Motion	10/16/24
	Section V Travel Expense Reimbursement C. Travel and Lodging Assistance for Officials 4. LSC Meets and National-level Meets held inside Pacific Swimming Boundaries a. Assigned Officials (Meet Referee, Starters, Deck Referees, Lead Chief Judges and the Administrative Referees) working LSC Meets who reside 50 miles or more from the meet venue are eligible to receive a lodging reimbursement or subsidy as determined by the Board of Directors and supported by the Annual Budget. b. Travel Assistance shall be: (1) Meet Referee, Lead Administrative Referee, Head Starter, and Lead Chief Judge shall receive \$100 per night. (2) Deck Referees, Starters, Assistant Chief Judges, Assistant Administrative Referees shall receive \$50 per night.		
	 c. Assigned Officials working the meet in said qualifying positions without an athlete entered in the meet may claim an extra \$50 per night in lodging reimbursement or subsidy. Assigned Officials working the meet in said qualifying positions without an athlete entered in the meet may instead of lodging choose to be reimbursed or subsidized for mileage at the annual federal rate. Mileage reimbursement or subsidy shall not exceed the per night lodging rate allowance. 7. 2409FIN01 - National Meets Sanctioned by Pacific Swimming The Finance Committee, with the recommendation of the Sectional Finance Review Task Force, moves to amend the Rules and Regulations to include the sanctioning of National level meets within Pacific Swimming at a rate of 20% on all individual and relay entry fees. SECTION 4 SWIM MEET PREPARATION B. Entry Fees 1. Entry fees shall be charged for each meet category. The meet host is not required to accept entries that do not include applicable fees. Participation fees cannot be charged unless entry fees are charged. Pacific Swimming may charge a credit card processing fee for online meet entries (OME). 	30-Day Motion	10/16/24
	Notes: g. The Pacific Swimming fee collected on individual and relay entries will be 20% of the designated amount listed in the meet announcement. 8. 2409FIN02 - Other Meet Fees Motion to amend the Policies and Procedures to include meets other than those already included in the Rules and Regulation. SECTION III FEES C. Entry Fees	30-Day Motion	10/16/24

ТОРІС	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW-UP DATE
	 League <u>and Other Meet</u> Entry Fees All meets sanctioned by Pacific Swimming that do not fit any of the standard fee categories 2409SRC01 - Postpone Implementation of Motion 2408SR03 Move to postpone the implementation of Motion 2408SR03 until January 1, 2025. J. Morefield 2nd 	Approved	
Closing Comments			
Next Meeting	Wednesday, November 20, 2024		
Meeting Adjourned	Adjourned 8:47 PM		

Respectfully submitted by,
Gracie Goss and Amy Chen
Secretary - Pacific Swimming Board of Director