

Meeting Title: Pacifica Swimming House of Delegates Meeting
Date: May 22, 2022


Attendance: See at end of minutes

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
Meeting Called to Order	Meeting called to order at 5:00 PM by David Cottam		
Mission Statement and Conflict of Interest	Meeting Opened with reading of the Mission Statement and USA-S Conflict of Interest Statement: <i>is any member aware of any conflict of interest (that is, of a personal interest or direct or indirect pecuniary interest) in any matter being considered by this meeting which should now be reported or disclosed or addressed under Pacific Swimming Conflict of Interest Policy? If a board member determines there is to be a conflict of interest at any point during the course of the meeting when a specific subject is being discussed and/or action is being taken, a declaration of a conflict of interest should be made at that time.</i> Clint Benton reported his spouse is an employee of Pacific Swimming		
Minutes from Previous Meeting	Minutes from October 18, 2021 HOD meeting approved		
Ratify Actions of BOD	Motion to ratify actions of the BOD since previous meeting of the HOD on October 18, 2021. - ratified	Approved	
Officer's Reports			
Chair	David Cottam: <ol style="list-style-type: none"> 1. LSC continues to recover from the pandemic. <ol style="list-style-type: none"> a. Swimmer count is improving, but we are down 2500 swimmers from pre-pandemic levels b. Meet schedules are returned to normal, but availability of facilities is still a challenge c. Zone Chairs are urged to send in reports about their Zones d. Athlete participation on LSC leadership roles is notable, and Aidan Pfeleger, and Anika Nagpal have done an outstanding job as Senior and Junior Reps. We also have Zone Reps that attend their respective Zone Meetings: Lily Struempf Z2, Ainsley Jane Tambling Z1N, and Sophie Boeun Z1s Veronica Hernandez is to be commended on the support she has provided the athlete representatives. We continue to work at having at least one athlete representative per club. e. We have done well in getting our clubs recognition in the Safe Sport program. We continue to strive to get all annual clubs Safe Sport Recognition, and to support the renewal of those needing it. 2. Kent Yoshiwara and John Schonder were interviewed by a local TV station regarding the Make A Splash program USA Swimming sponsored for Richmond Sailfish, an LSC team. 		
Vice Chair - Admin	Leo Lin: <ol style="list-style-type: none"> 1. OTS will be shut down on September 1, and the LSC will have to manage the information carried in OTS until the new system is completed. Leo is working with Phil Grant on this situation. 2. On the Zone level, meets have been cancelled because of problems with facilities . Issues include: <ol style="list-style-type: none"> a. Facility Operators are making up for monetary losses during COVID by increasing their rates 		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<ul style="list-style-type: none"> b. Scheduling conflicts where local teams are competing for venues c. Facilities are unable to hire sufficient staff 		
Vice Chair – Program Operation	<p>Veronica Hernandez:</p> <ul style="list-style-type: none"> 1. Has been working in the Personnel Committee to create a job description for a contract bookkeeper. However it is no longer necessary to look for one as we now have a Treasurer 2. The Personnel Committee is now working on developing an annual review matrix to measure and evaluate the activity of the staff. 		
Vice Chair –Program Development	<p>Eric Scalise:</p> <ul style="list-style-type: none"> 1. No report 		
Vice Chair - Finance	<p>Mary Ruddell:</p> <ul style="list-style-type: none"> 1. Prepared for the outside audit which we passed with excellent commendations. No changes were needed, and our financial policy and procedures were found to be comprehensive and done well. We received complements for maintaining stability during these difficult financial times. 2. We instituted a new invoice policy regarding meet fees. It has been very well received, and on the whole has been efficient and highly functional. However, the Board agreed to institute a \$100 fine if the Meet reports are not filed within the required timeframe. 3. Introducing our new Treasurer Randy Pedersoli 4. The annual audit report is presented. 		
Age Group Vice Chair	<p>Kyle Kikuta:</p> <ul style="list-style-type: none"> 1. Summer JO's and Far Westerns have been scheduled 2. Re-evaluating the time standards for next season 3. Reminding all Coaches about the Age Group Tech Suit requirements 4. We will be taking a team to Western Zones 		
Senior Coach Vice Chair	Tony Daly: - unable to attend but sent in a report which indicated that the Senior Western Zone meet updates will be on their website. The meet layout was discussed in the May 9th General Meeting. Contact the Head Coach of Clovis Swim Club Mark Bennett for more information.		
Registration	<p>Laurie Benton – See Report</p> <ul style="list-style-type: none"> 1. High School meets have to be entered by hand, so they are taking a lot of time. It is almost completed 2. Notifying everyone that meets taking place now will not be loaded into swims until after June 1 		
Senior Coach Rep	<p>Asher Green:</p> <ul style="list-style-type: none"> 1. Went to USA Swimming's Coach Workshops in Colorado 2. USA Swimming has a new Coaches Certification process, including various modules of training 3. The Trainings will be required for all new coaches to be certified. 4. Some of the trainings will not be necessary for those coaches who are recertifying. 5. ASCA trainings will be acceptable for certain education units. 6. This program will roll out in the fall. 		
Reports/Recommendations of Staff	<p>Cindy Rowland:</p> <ul style="list-style-type: none"> 1. Staff is working on Western Zones and booking of hotel rooms. So far 11 coaches have signed up to 		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>be considered to coach at Western Zones.</p> <ol style="list-style-type: none"> 2. On-Line Registration for USA membership will roll out this fall. It will be paperless and new member ID's will be generated that do not reveal information about the member. <ol style="list-style-type: none"> a. Members will register for USA and LSC swimming membership via on-line registration and will pay by credit card. Clubs will not be able to register their swimmers as everything will be tied to the member's ID. b. USA will collect the money and reimburse the LSC's their portion less 4% for processing fees c. Much of the refinements still need to be worked out. d. They will also be working out Club registrations. e. Members are asked to consider waiting till October 15th to renew their registration. f. New registrations will be handled first g. There will be trainings around how to use the system after they have ironed out most of the kinks in the system. h. Transfer's will also be handled on-line 		
Standing Committees			
Zone Chair reports	<p>1N - no report 1S - Mark Taliaferro - things going well 2 - Chris Lam - experiencing facility problems for our meets, need to recruit more officials to replace those that are leaving as their athlete daughters or sons are graduating, held an admin official's clinic last month 3 - Debbi Tucker - meet schedule is back to normal, and they now have a treasurer 4 - Jim Morefield - all clubs back in business, experiencing limited water for practice, meet venues are good except one pool in Lake Tahoe, have resumed regular meet schedule with no added COVID regulations, have switched to pre-seeding procedures (meets are small and they do not have problems regarding empty lanes).</p>		
Consent Calendar	Approved except for Athletes, DDEI, Officials, Safe Sport and Club Development which had oral reports		
Diversity/Disability	<p>Kent Yoshiwara:</p> <ol style="list-style-type: none"> 1. DDEI's new Mission Statement: We strive to create a welcoming environment to bring in new and diverse participants and retain them for life long enjoyment of the sport 2. Richmond Sailfish was chosen as a recipient of a Make A Splash program from USA Swimming and were featured in the local TV broadcast 3. Focus on breaking down barriers to the sport of swimming for diverse populations. 		
Athletes	<p>Aidan Pflieger:</p> <ol style="list-style-type: none"> 1. Our Athlete Committee was recognized as a runner- up by USA Swimming 2. Reinstated the subcommittee for developing the annual athlete summit 3. Continued work on getting at least one athlete rep per club 4. Elections were held for Junior Rep. Two very worthy candidates ran, Sophie Boeun and Lily Struempf. Lily won the election 		
Officials	<p>Phil Grant:</p> <ol style="list-style-type: none"> 1. All LSC meets have been attended well 		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<ol style="list-style-type: none"> We have about 400 officials registered but will be losing some with the high school graduation of some athletes. We are actively advertising for Stroke and Turn officials There are instructions about registering as an official and the Pacific Swimming website under the Officials tab Zone Clinics will be held as needed and they are approximately 2 hours long. The Pacific Swimming Official's Clinic will take place on October 15th, at the Pleasant Hill Senior Center. - Breakfast and Lunch will be served 		
Safe Sport	<p>Kelly Schott:</p> <ol style="list-style-type: none"> Meets every month via zoom on the 2nd Sunday of the month at 7 pm. Every Zone is expected to have a representative attend Every Team needs to have a Safe Sport Representative We need to have information shared at every meet and there are free resources to help with this With regard to stats we rank 2nd in the number of teams with Safe Sports Recognition, but we also have a large LSC and still have much work to do Clubs should check to see if they are up for renewal Reminded that parents video for the Club Safe Sport requirement is different from the non-athlete member APT (Athlete Protection Training). There are a lot of training webinars available regarding MAAPP 2.0 		
Club Development	<p>Don Heidary:</p> <ol style="list-style-type: none"> Resuming the grant program - providing training, equipment, facility upgrades Coaches clinic will happen in October on the weekend of House of Delegates and Gary Hall Sr. will be speaking. 		
Resolutions and Orders	None		
Presentation of Annual Audit	<p>Mary Ruddell:</p> <ol style="list-style-type: none"> Our Annual Audit which ended for the seasonal year August , 2021 showed a positive report. The BOD approved the report Motion for the HOD to approve the report - Clint Benton, Mark Taliaferro 2nd - Approved All Tax Reports were filed in February 	Annual Audit ending August 2021 Approved	
Elections	<ol style="list-style-type: none"> Age Group Coach Representative voted by the Coaches: candidates - Mike Nichols, Doug Reed, Laura Mitchell, Tyler Denize - Doug Reed was elected Volunteer of the Year: candidates - Larry Rice, Lisa Blackwell, Mike Piccardo, Don Heidary & Orinda Aquatics - voted on tonight and winner will be announced at the USA Swimming "Convention" and announced in our October Board Meeting 		
Presentation of Annual Budget	<ol style="list-style-type: none"> Budget was approved accept for 63000 Office Expenses 63000: 63675 Software purchase - we needed to purchase an additional license for Quick books + fees change to \$2881, and 63700 Storage Rental - Drop Box increase, change to \$6618. Changes to 63000 approved completing the full budget approval 	Amended Budget Approved	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
Motions	Motion 2202FC02 New Membership Category - Administrator This was informational only since it has been incorporated in the Revised Rules and Regulations which is also to be voted on today.	Passed	
	2203GC01 Revised Rules and Regulations 5/22/22 Amendment to Catalogue of Changes - May 19, 2022 Change 9. to read <i>Travel Support Requirements moved to Policies & Procedures</i> , delete #10 Updated Section XXX Pacific Swimming Travel Policy, and renumber 11-14 Amendment passed Revised Rules and Regulations 5/22/2022 Approved  R&R 2022 ver 8- - 05-22-2022 HOD Approved .docx Note: Grammatical changes will be made on this document to complete the final version	Revised Rules and Regulations, ver. 8 5/19/2022	
New Business	None		
Next HOD Meeting	October 16, 2022		
Meeting Adjourned	Meeting adjourned 6:56 PM		

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

ATTENDANCE:

HOUSE OF DELEGATES ATTENDANCE SPRING 2022

Name (Original Name)	Member Type
D Chris Lam (BOD (Chris Lam))	At Large Delegate (since vote by proxy isn't allowed per the bylaws)
D Aden Li ATH TERA	Athlete
D Bella Pflieger ATH RENO (Isabella Pflieger)	Athlete
D Calvin Ciciarelli ATH TIDE (Calvin Ciciarelli)	Athlete
D Charlie Barrett (Santa Rosa Neptunes) (Charlie Barrett)	Athlete
D Cherise Wong ATH LO (Cherise)	Athlete
D Daniel Roberts ATH NVST (Daniel)	Athlete
D Emma Little ATH LGSC (Emma)	Athlete
D Ernest Leong ATH LAMV (Ernest Leong)	Athlete
D Gunner Hopkins ATH DACA (Gunner Hopkins)	Athlete

D Joseph Harris ATH PRNA (joseph harris)	Athlete
D Maddie Blackwell ATH OAPB (maddie blackwell)	Athlete
D Millie Gieve ATH LAKE (Millie G)	Athlete
D Nathan Rogers ATH HILL (Nathan Rogers)	Athlete
D Sarah Darzacq ATH AAA (Sarah)	Athlete
D Saveta Holunga ATH LAC (Saveta Holunga)	Athlete
D Steph Anderson ATH PASA (Steph Anderson)	Athlete
D Veronica Vetter ATH SEA(Veronica)	Athlete
D Zackary Caufield ATH TRIV (Zackary Caufield)	Athlete
D Aidan Pflieger ATH BOD (Aidan Pflieger)	Athlete - BOD Senior Rep
D Ainsley Jane Tambling ATH BOD	Athlete - BOD Z1N Rep
D Anika Nagpal ATH BOD (Anika Nagpal)	Athlete - BOD Junior Rep
D Lily Struempf ATH BOD (lily struempf)	Athlete - BOD Z2
D Sophie Boeun ATH BOD Z1S (Sophie Boeun)	Athlete - BOD 1S
D Asher Green BOD (Asher Green)	BOD
D Clint Benton (Clint Benton)	BOD
D David Benjamin BOD At Large Member (davidbenjamin)	BOD
D David Cottam (David Cottam# GC# Pacific Swimming)	BOD
D Debbi Tucker BOD (Debbi Tucker)	BOD
D Erik Scalise BOD (Erik Scalise)	BOD
D Jim Morefield BOD (Jim Morefield (Z4 Chair))	BOD
D Kelly Schott BOD (Kelly Schott)	BOD
D kent yoshiwara BOD (kent yoshiwara)	BOD
D Kyle Kikuta BOD	BOD
D Leo Lin - BOD (Leo)	BOD
D Marie Lin BOD (Marie Lin)	BOD
D Mark Taliaferro BOD (Mark Taliaferro)	BOD
D Mary Ruddell BOD (Mary Ruddell# PC)	BOD
D Phil Grant BOD (Phil Grant)	BOD
D Verónica Hernández BOD (Verónica Hernández)	BOD
N Jay Rowland BSW (Jay Rowland)	Guest
N Joe Selzer Ukiah Dolphins (Joe Selzer)	Guest
N Markus Daene guest (Markus Daene)	Guest
N Mike Piccardo Non-Athlete Z1S UN (Mike Piccardo Z1S UN)	Guest
N Millie Nygren (Millie Nygren)	Guest
N Nathan Adrian AC (Nathan Adrian)	Guest

N Rolandas Gimbutis (Rolandas's iPhone)
N Tyler Denize SRN (Ashley)
N Wenrui Lai_SRB (Wenrui Lai)
D Bob Hill - SUNN
D Chris Horner - DA (chris)
D Claudia Narvaez SBA
D dionnedunn EBSD (dionnedunn)
D Don Heidary (Don Heidary)
D Doug Reed TERA (Doug Reed)
D Ericka Richards-PRNA (Ericka Richards)
D Gaku Ito PSL
D Jennifer Thiem -VJO (Jennifer Thiem)
D Jon Hiatt AC (JH)
D Judy Wong RAYS (Judy Wong)
D Julie Hardt CARS (Julie Hardt)
D Karyn Kikuta TIDE (Karyn K)
D Kevin Zacher SCSC (Kevin Zacher)
D Kristine Gonzalez UD (Kristine Gonzalez)
D Kyler Von Swol MAC (Kyler's iPhone)
D Laurie Jacobson Jones - MONT (Laurie Jacobson Jones)
D Lehla Irwin SSS-PC (Lehla Irwin SSS-PC)
D Lucas Salles-Cunha QSS (Lucas)
D Marisa Cozort (BAY) (Marisa Cozort (BAY))
D Mark Sand EBAT (Mark Sand)
D MaryAnn Nygren Triv (MaryAnn Nygren)
D Melina Gold -MAV (Melina Gold)
D Mike Keck TOC (Mike Keck)
D Mike Nichols HST (Mike Nichols)
D Steve Morsilli PLS
D Suzie Nguyen MHSA (suzie.nguyen)
D Tammy Hopkins DACA (Summer Hopkins)
D Todd Tucker RHA
D Veronica Harmon NNA (Veronica Harmon)
D Sonya Schaeffer MCSD
N Annie Stein (Annie Stein)
N Cindy Rowland (she/her)

[illegible]

N Diana Fetterman (Diana Fetterman)
N Laurie Benton
16504008914
17755440743
19255770717

Staff
Staff
UNKNOWN
UNKNOWN
UNKNOWN