

Meeting Title: Pacific Swimming BOD Executive Committee Meeting
Date: March 19, 2025

Attendance:

Lehla Irwin	X	Don Heidary		Zone Reps		Guests		Athlete Reps		Staff	
Verónica Hernández	X	Doug Reed		1N – Bob Hill	X	Clint Benton	X	Steph Anderson		Cindy Rowland	X
Kyler Van Swol		Erik Scalise	X	1S – Trent Larsen	X	Mike Piccardo	X	Aly Cutforth	X	Mary Ruddell	E
Amy Chen	X			2 – Mark Ryan	X	Jen Van Dyke	X	Joyce Lee			
Gracie Goss				3 – Kevin Twohey		Jennifer Lee	X	Isabelle Pflieger	X		
Debbie Tucker	X			4 – Jim Morefield	X			Paige Griffis			

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW-UP DATE
Meeting Called to Order	Meeting was called to order by Lehla Irwin at 7:30 PM		
Conflict of Interest	Conflict of Interest Statement was read by Lehla Irwin		
Approval of Exec Min	Executive Committee Meeting minutes – January B.Hill moved, D.Tucker 2nd	Approved	
Presentation of Financial Reports	Presentation of Financial Reports for February		
Old Motions	<p>1. 2502FIN01 - Membership Fee The Finance Committee moves an increase of one dollar for a Premium Athlete Membership from \$19 to \$20, and an Individual Season Athlete Membership from \$16 to \$17, effective September 1, 2025.</p> <p>2. 2502FIN02 - Board Membership Restriction The Finance Committees, with the recommendation of the independent accountant, moves to add the following language to the Pacific Swimming Rules and Regulations: “Any member of Pacific Swimming who engages in embezzlement, theft, or fraudulent activities shall not be eligible to hold an LSC or Zone board position that involves financial responsibility. This includes but is not limited to: LSC or Zone Chair, Financial Vice Chair, Treasurer, Meet Director, Camp Coordinator, and any fundraising positions.”</p>	<p>Approved</p> <p>Withdrawn</p>	
New Business	<p>1. SBA Extenuating Circumstances - Motion for Pacific Swimming to grant an exception to the Team Grant requirements and allow San Benito Aquatics to receive and respond to a new Bill.com set of instructions and for PC go through with the grant payment. J.Morefield moved, Trent 2nd i. Due to the passing of the team’s head coach all email correspondence regarding the grant were not answered. All requirements for the grant have been met by the team.</p>	Approved	

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	<p>2. Computer Operator Non-Athlete Membership Recommendation to all meet hosts to request that computer and colorado operators be registered members of USAS and complete a background check. Computer operators have access to personal identification information on athletes and are around athletes at meets. They should be cleared to be on deck with minors just as coaches and officials are.</p> <p>i. Zone Chairs please share this recommendation with teams at Zone meetings.</p>		
New Motions	<p>1. 2503GOV01 - P&P Updates Motion: to amend the following Pacific Swimming Policies and Procedures: 1. Section I, Governance, to add our existing policies and statements on Ethical Behavior and Conflict of Interest, with minor recommended edits. 2. Section X, Meet Conduct, to change the requirements for submitting meet results to include a complete meet database backup (instead of a SDIF, SD3, or CL2 file), and to prohibit public posting of meet results data containing athlete birthdates. NOTE: meet backups will be for internal use only by Staff, to generate different versions of the electronic results data, with birthdates to aid in upload to SWIMS, and without birthdates for public posting on the Pacific Swimming website. 3. Section XIX, League Administration, to reflect the same new requirements for submitting and posting of meet results.</p>	30-Day	4/16/25
	<p>2. 2503INV01 - Grant Funding Increase The Investment Committee moves to increase its grant funding from \$50,000 to \$60,000, with the additional amount coming from Pacific Swimming's Wells Fargo Advisors Investment account to fund up to 20 club grants at a maximum of \$3000 per grant proposal.</p>	Approved	
	<p>3. 2503ADM01 - Swimming World Newsletter Motion to approve no more than \$5000 from the Marketing budget (line item 62100 Website/Internet) to subscribe to Swimming World Magazine's LSC Newsletter platform. D. Tucker 2nd.</p>	Approved	
	<p>4. 2503ADM02 - PC Records and Awards Eligibility Motion to add "Only results from LSC sanctioned meets or national and international competition shall be considered for Pacific Swimming records." and "Only results from LSC sanctioned meets or national and international competition shall be considered for Pacific Swimming records." to the Policies and Procedures to clarify which results will be used to determine Pacific Swimming records and awards.</p>	30-Day	4/16/25
	<p>5. 2503PER01 - Competition Coordinator Increase The Personnel Committee moves to increase the amount budgeted for the Competition Coordinator position from \$75,000 to no more than \$90,000 with the additional amount to come from the Local Savings account.</p>	Approved	
	<p>6. 2503FIN01 - Board Membership Restriction The Finance Committee, with the recommendation of the independent accountant, moves to add the following language to the Pacific Swimming Rules and Regulations:</p>	30-Day	4/16/25

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	<p>“Any person who, in the sole judgement and determination of the Executive Committee of the Board of Directors, has engaged in fiscal or financial misconduct, shall be ineligible for nomination, election, appointment, employment, or engagement in a position of responsibility for, or adjudication of, Pacific Swimming funds (including Zone funds), shall not be granted signature authority over any such funds, and shall have any existing signature authority promptly revoked by a designated Board or Staff member. Affected positions include but are not limited to LSC or Zone Chair, Financial Vice Chair, LSC or Zone Treasurer, Meet Director, Camp Coordinator, Administrative Board of Review, and any fundraising positions. The Executive Committee shall further forward a recommendation to the relevant elective or appointive body to remove the ineligible person from their position.”</p> <p>7. Update to Western Zone budget. Expenses have dropped a significant amount due to the closer location of the meet. The copay will decrease from \$950 per athlete to \$715. The total cost is expected to drop from \$141,537.34 to about \$103,970.</p>		
Next Meeting	Next regular Executive Committee Meeting: May 21, 2025		
Meeting Adjourned	Meeting adjourned at 8:24 PM		

Respectfully Submitted by Amy Chen

Verónica Hernández

Administrative Vice Chair sitting in for the Co-Secretaries