



Gulf Swimming, Inc.
Gulf Swimming Board of Directors Meeting
April 11th 2018

Reminder: Next House of Delegates Meeting
Wednesday, May 9th 2018 **8:00 PM**

Reminder: Next Board of Directors Meeting
Wednesday, June 27th 2018 **7:30 PM**

Reminder: Next Technical Planning Committee Meeting
Wednesday, June 7th 2018 **8:00 PM**

Travis Sandifer, General Chair, called the Gulf Swimming Board of Directors meeting to order at 7:30pm. Meeting was held in the Rec Center at University of Houston, 4500 University Drive, Houston, TX.

The following voting members (bold) and committee coordinators (italicized) were present and represented a quorum:

Travis Sandifer	Tom Jones	Jake Mitchell	Dusti See	<i>Todd Johnson</i>
Charlie Fry	Beau Caldwell	Willie Xu	Pete Wright	<i>Mark Martinez</i>
Jennie Shamburger	Paige Sikkema	Tim Bauer	Mike Yearwood	
Bob Kizer	Annie Norris	Gilbert Legaspi		

Correction was made to BOD minutes from 1.24.18 and meet title American Jr Classic under the Sr Vice Chair report. Motion to approve minutes with this correction was made and seconded. Minutes approved.

Mission Moment: Travis read Gulf LSC Mission Statement. *Gulf Swimming provides opportunities to learn, grow, and strive for excellence that develops leaders through competitive swimming.* He then read the Vision Statement for Gulf Swimming: *Competitive swimming for all.*

NEW BUSINESS

A. LSC Meeting Schedule for 2018-19. Discussion with Marriott about 2018 Gulf Banquet. There is no other date they can accommodate. Open Water meet will now be on September 30th and will be added to calendar. There was a question about adding an HOD meeting in January. Consensus that it wasn't needed.

Discussion around budget normally presented at January BOD meeting. Should be sent in October HOD for approval. This means budgets need to be developed in Aug/Sept.

B. Reimbursement request: Request for air travel reimbursement for NCSA travel meet to Irish Open. Amount is under \$300 per person. Motion made to reimburse air travel for these athletes made and seconded. Motion approved.

C. Flex Membership: Last fall at USAS Convention, this new membership category was approved. Limitation is allowance for only two sanctioned competitions per year and not above the LSC Championship level. Cost is \$20 with \$10 going to USA Swimming and \$10 going to LSC. Membership category must be approved by Gulf HOD for LSC to offer in the fall of 2018. Motion made to offer this membership made and seconded. Discussion included questions about how to track meet attendance. It would be done at meet recons and swimmers would be flagged by OME and put into SWIMS database to track meets. If swimmers deck enter, they would be subject to fines. If caught after the fact, times would not go into SWIMS. Swimmers may move from flex membership to whole membership and upgrade membership prior to third meet. The \$20 Flex membership cost would be credited towards their full membership fee. Three LSCs have approved offering this and many more HOD's voting to approve in coming months. No LSC's known to have voted down approval. There will be a financial hit to LSC and to clubs, but trade off would be teams getting more new membership offering Flex option. Provides opportunity for more people to get involved in our sport. Motion to approve Flex Membership and recommend approval to HOD was passed.

D. By-Laws Change: These were presented for review only. These are mandated changes by USA Swimming.

Darcey presented a new commerce site website. Active Network doesn't give the information needed to reconcile the books. PayPal has a non-profit site. Using this site, the LSC pays a 2.5% fee. Active charges 1% plus \$3 per transaction. Site has been developed and is out for testing. No changes can be made to website during the 5 day test period. "Gulf Pay" is link to our site. Emails can be sent to multiple people and much more back end information is available. Paige Sikkema, Eddie Adams and Rick Kehlenbach will be involved in the testing. Goal is to launch around April 15th.

OLD BUSINESS

Travis presented a review of the organizational structure – especially with regard to new employees. This review is important. The executive director reports to BOD and the Membership Admin Assistant and Staff Accountant report to the executive director. Any new tasks or requests for these employees should be sent through Darcey. There will be stated office hours. The review of the

structure of the HOD with elected officials and the BOD was also presented. The BOD acts between HOD meetings. The Executive Committee acts for Gulf Swimming between these items. The duties of the Admin Vice Chair, Senior Vice Chair, Age Group Vice Chair, Athlete Rep, Coaches Rep and Finance Vice Chair were listed. Each of these positions also has an At-Large BOD member assigned to them. The other item reviewed were action steps and tasks agreed upon during previous BOD workshop. Paige addressed the Safe Sport action steps in regards to publicizing Safe Sport Mondays and calling for each team to have a Safe Sport rep. Beau spoke to leadership and planning with regard to the TPC task force. They will be ready to present at the June meeting. Darcey addressed the social media presence for the LSC. Attending Swim Biz gave her many ideas regarding how to increase LSC profile on social media platforms. More updates will be given at the June meeting.

Financial Statements and Reports – Year end financials and the first quarter of 2018 were presented. The investment performance gain in 2017 was highlighted. The LSC is currently ahead of budget and on track.

CONSENT AGENDA: Travis asked for agenda items in the Officer Reports that needed to be pulled for discussion. It was noted that officers could pull their own reports. Motion to approve all reports not pulled. Motion seconded. Consent agenda approved and noted below.

OFFICER REPORT
GENERAL CHAIRMAN

Travis Sandifer

Travis welcomed Tom Jones and made a motion to officially appoint him as the new Officials Chair. Motion was seconded and approved. Travis also discussed executive committee approvals for the audit committee and the reduction of cost for the OTC trip from \$400 to \$300 for athletes. USA Swimming proposed changes for the LSC required bylaws. Travis asked Herb Schwab to present the information and stated he was going to a workshop this upcoming weekend and would take any concerns to USA Swimming.

Herb presented background as to USA Swimming looking at bylaws templates written in 1995. These have become unwieldy, confusing and redundant. There will be a presentation to all General Chairs at the Zone meetings and feedback is welcome. There is an FAQ and an actual template in presentation going from 70 to 22 pages. It is basically the required elements of the LSC. LSC's can add to individual bylaws. This will be presented to USA Swimming at the May BOD meeting and will get presented to the Rules and Regs meeting in June. It will come up for a vote at the USA Swimming House meeting during USAS Convention. If approved, LSCs will have to make changes by a January 2020 deadline. Items taken out of bylaws and put into LSC Policies and Procedures mean that P&P changes can be approved by LSC. Changes to bylaws have to

go through the Rules and Regs committee. Motion to start a governance committee and approve committee members: Charlie Fry, Henry Clark, Herb Schwab and an athlete to be named later. Motion seconded. It was stated that committee will chose their Chair. Time commitment should be as needed and primarily email/phone communications. Motion approved.

Executive Director Report

Darcey Baron

Report approved via consent agenda.

VICE – CHAIR

Charlie Fry

Report approved via consent agenda.

SECRETARY

Jennie Shamburger

No report.

FINANCE VICE-CHAIR

Henry Clark

Report approved via consent agenda.

SENIOR VICE-CHAIR

Bob Kizer

Report approved via consent agenda.

AGE GROUP VICE-CHAIR

Laura Davis

Report approved via consent agenda.

MEMBERSHIP CHAIR

Eddie Adams

Report approved via consent agenda.

OFFICIALS CHAIR

Tom Jones

Tom introduced himself and stated this was his 29th year with USA Swimming. He is working with Andrea Walin on the best transition possible and has been given suggestions on recruiting officials and percentages of officials in the Gulf. He is attending the Southern/Eastern Zone meeting this upcoming weekend. Meeting results will be reported. The BOD thanked Tom for taking on this position.

TECHNICAL PLANNING

Beau Caldwell

Motion was made to accept raising fees for the 2018 Gulf Sr Champs (LCM) at UH to \$11 per event and a \$10 swimmer surcharge (including heat sheet) and allowing out of LSC teams up to pushing meet over 500 swimmers. Motion seconded. Last year, 380 swimmers attended meet. Question about allowing out of LSC swimmers rather than protecting our meet. Venue has space for 500 athletes within 4 hour rule. The hope is that out of LSC teams will help reach that. There is concern by UH about going over 400 athletes and they are comfortable with deck space for 450. The \$7000 cost per day doesn't include ambulance service. Amendment to motion made to raise entry fees to \$15 per event and keep meet closed to out of LSC swimmers. Amendment seconded. Concerns were stated that entry fee costs may keep swimmers from entering full meet which would automatically cut splash fees. Limited facility

options were discussed as was cost of other Champs meets at \$9 per event and \$8.50 swimmer surcharge with meet sheets. Some coaches spoke to quality of facility and that the pool would be a draw for more swimmers. Meet would be more difficult to run with deck access requirements by UH. FBISD facility has been contacted but UH is safer venue for any weather conditions. Cost of lodging, location of facility for entire LSC and hotel fees were discussed. There was an amendment to the amendment to charge \$13 per event with a \$10 swimmer surcharge. This would cover host team costs. Amendment to the amendment was seconded and was passed. Amended amendment to charge \$13 per event with a \$10 swimmer surcharge and no out of LSC athletes allowed in meet was passed. Original motion with amendments was passed.

Motion made to accept the revised 2018-19 calendar with meet hosts as awarded at the bid meeting on April 4th. Motion seconded. Meet hosts still needed for Sr. Champs. Motion passed.

Motion made to revise the 2018 Sprint Series meet format to a single site with 225 swimmers per session for 450 swimmer meet total on one day at one site. Motion seconded. This was brought up at TPC meeting and motion failed at meeting by TPC vote. Question as to why it was brought to floor after these actions. TPC chair stated he was trying to come up with solutions prior to the entries being submitted because a host site was lost and current site has strict swimmer number limits. Motion was called to question. Motion failed. Issue would now be brought back to TPC.

Motion made to add AMBU as May 2018 backup site. SSAN was awarded bid to be backup site and they have since withdrawn their bid. Motion seconded. If numbers over 1000, may need backup site. FCST and SHRK are current meet hosts. FCST has capacity limit per session. No other bids at the TPC bid meeting. Motion approved.

SAFE SPORT COORDINATOR

Paige Sikkema

Paige reiterated discussion from Coaches Clinic. It is important as BOD members to push teams to find Safe Sport Coordinators. It is also important to identify teams by dressing in team gear. Many times, safety marshals don't recognize coaches by team. Everyone is asked to be pleasant when asked to show credentials. Tim Bauer said there is a USA Swimming BOD meeting upcoming specifically about Safe Sport. Positive literature is coming out recognizing the good that has been done and changes in Safe Sport from 2008 to present. Paige is looking forward to the Safe Sport workshop and is excited to work with the Safe Sport committee.

PAST GENERAL CHAIR

Henry Clark

No report.

ATHLETE REPRESENTATIVE

Annie Norris

Annie presented report and said the governance and publicity committees has been working to spread information and guidelines for posting. The Athlete Committee is prepping for their June 18th meeting. Elections are starting and new reps should attend meeting if possible. The Hurricane Harvey fundraiser – application for aid is in report. Asked to get this info out. Committee has sold almost all fundraiser shirts. Numbers are being put together to determine final amount of Gulf matching funds. Leadership Camp is coming up this weekend. Reps and list of attendees has been presented. 53 of 59 LSC's will have representation and over 200 athletes will attend. This idea is a direct result of our LSC and our first athlete retreat with 42 participants. Training them for leadership has led to one of USA Swimming's largest non-competition events.

COACHES REPRESENTATIVE

Mike Nordmann

Report approved via consent agenda.

COMMITTEES AND COORDINATORS REPORTS

SANCTIONS COORDINATOR

Paige Sikkema

Report approved via consent agenda.

NTV COORDINATOR

Rick Kehlenback

Report approved via consent agenda.

RECORDS COORDINATOR

Mike Nordmann

Report approved via consent agenda.

DISABILITY SWIMMING COORDINATOR

No report.

EQUIPMENT COORDINATOR

Eddie Adams

No report.

OPERATIONAL RISK AND SAFETY COORDINATOR

Todd Johnson

Report approved via consent agenda.

CLUB DEVELOPMENT LIASON

Jim Bocci

No report.

DIVERSITY COORDINATOR

Mark Martinez

No report.

OPEN WATER COORDINATOR

Seth Huston

No report.

CAMP COORDINATOR

Mandy Norris

No report.

Reminder about upcoming HOD meeting on 5.9.18 at DADS Club and TPC meeting on 6.7.18 at DADS Club. The next BOD meeting will be at UH on 6.27.18.

Motion to move to executive session at close of meeting made and seconded. Motion approved. Motion to adjourn BOD meeting made and seconded. Motion approved. Meeting adjourned at 8:58pm.

Notes recorded on April 11th, 2018 and respectfully submitted on May 15th by Jennie Shamburger – Gulf Secretary. Minutes amended and resubmitted on June 26th 2018.