

**Meeting Title: Pacific Swimming Board of Directors Meeting**

**Date July 19, 2017**

**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 guest in attendance are also noted.

John Bitter	X	Jon Pallesen				<b>Zone Reps</b>		<b>Athlete Reps</b>		<b>Guests</b>	
Leo Lin	X	Tom Evers		John Schneider		1N – Jim Stretch		Calla Richards		Millie Nygren	X
Todd Krohn		Rick Beebe		Rick Waterhouse		1S – Cliff Reyda	x	Robert Mitchell	x	Jay Rowland	X
Lehla Irwin		Pam Redding		David Cottam		2 – David Benjamin	x			Mike Piccardo	X
Joey Sementelli		Kent Yoshiwara	X	Susi Jackson		3 – Debbi Tucker		<b>Office</b>		Kyle Kikuta	X
Debbi Tucker	X	Jennifer Winters		Marie Lin		4 - Jerry Rudd		Cindy Rowland	x	Guiselle Morrone	X
Mary Ruddell	X	Clint Benton	X	Veronica Hernandez	x	4 - Jim Morefield		Laurie Benton	x	Paul Murphy	X
Paul Reidl		Mike Davis	X	Larry Rice				Traci Benton	x		
Don Heidary		Marcia Benjamin				<b>Athlete Reps</b>		Diana Fetterman	x		
		Judy Siegrist				Brandon Shi	x	Jeannete Soe			
				Joe Woo		Tyler Lu	x	Annie Stein			

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
<b>Meeting Called to Order</b>	Meeting was called to order by John Bitter at 7:36PM (1936 Hrs)		
<b>Conflict of Interest</b>	Meeting opened with reading of the 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? No affirmative answers. 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>		
<b>Minutes from Previous Meeting</b>	April 19, 2017 BOD minutes approved.		
<b>Executive Committee Report</b>	1, Motion 1705DI01 – Approval of funding for Diversity grants to clubs: Oaklantis-\$3025, 5 swimmers' scholarships; Vallejo Aquatics-\$3100, 5 swimmers' scholarships; Oakland Undercurrent-\$3000, 10 swimmers' scholarships; Sailfish-\$3800, travel meet assistance, lifeguard training, swim lessons. 2. Motion 1705SC1 – Additional travel support for 1 <sup>st</sup> time qualifiers. An additional \$100 in travel support to late qualifiers to US Senior Nationals, US Junior Nationals, US Open, Olympic Trials, or World Championships.	1.Approval by email 2. Approval by email	
<b>Officer's Reports</b>			
<b>Chair</b>	John Bitter		
<b>Vice Chair – Program Operations</b>	Leo Lin 1. Long course Junior Olympics surveys were compiled and reviewed. Approval for the single age finals		

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	<p>format has increasing support. It has risen to 10 to 1 approval as opposed to 5 to 1 previously. There were 800 swimmers and 200 relay only swimmers. The meet barely fit into the 8 hour rule. The distance causes the problem with meet length. Currently discussing with Age Group and Program Development to come up with ideas on how to handle in the future. The next Winter and Spring JOs will be in this format. The relays during Finals are being looked at. There is almost no change in approval of the relays. The survey showed 3 to 1 approval for the relays during Finals. So the relays will remain in the Finals session.</p> <p>2. Scheduling – Spring JO is being hosted by Pleasanton and it is a 3 day meet with the single age format. The Winter JO is being worked on by Age Group and other coaches to come up with a 2½ day meet. The goal is to keep the swimmers out of the cold and dark and get them home early. The 1000 and 1650 are being eliminated. The 500 Free and 400 IM will be run as timed finals on Friday afternoon around 4 or 5 pm so that the athletes do not have to miss school. Preference would be to run the 500 Free first so that a minimal amount of officials would be needed and then the 400 IM will be run when hopefully officials will be arriving after completing their day shift jobs. The number of lanes awarded for Finals will be however number of lanes are being run on the girls' course. Tentatively, the meet is to be held at the Soda Aquatic Center in Moraga. Pacific Swimming will be hosting the meet and allowing clubs to bid for jobs at the meet. Payment to the clubs will be based upon the job they are doing. This allows the smaller clubs to have an opportunity to use this as a fundraiser. Many small clubs have no pool or enough personnel to run a meet. All the LSC meets are scheduled. One senior meet was cancelled. Leo will be the Scheduling Chair.</p>		
Vice Chair – Program Development	Todd Krohn- not present		
Treasurer	<p>Mary Ruddell:</p> <ol style="list-style-type: none"> <li>1. Reports posted. May and June. May expanded budget shown. May was quiet. June was busier.</li> <li>2. Treasurer reports to be adopted.</li> </ol> <p>Approved.</p>	Approved	

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Age Group	Joey Sementelli – not present Kyle Kikuta – incoming Age Group Chair introduced. Kyle has already been involved in designing the next JO.		
Sr. Committee	Lehla Irwin – not present		
Registration	Report posted. Still having problems with clubs not registering their swimmers. This past weekend there were 152 times that were not cleared and it is noted that we are already in mid-July.		
Report/Recom - Staff	Diana Fetterman – JO survey results including the comments are posted on the website under staff reports. Cindy Rowland – <ol style="list-style-type: none"> <li>1. Diana has finished the summer edition of the newsletter and it is on the website.</li> <li>2. Question posed about the Spring HOD. Change of date or time is being brought up. John points out that it is probable that USA Swimming will have the budget approved by the Board and not at HOD. The Spring HOD may not be needed.</li> </ol>		
Diversity	Kent Yoshiwara: <ol style="list-style-type: none"> <li>1. Committee has not met for 1-2 months.</li> <li>2. Looking at how the Northwest administers its program for athletes that need assistance for their finances. The program will most likely be a multiple tier system based on a percentage under the poverty guidelines. This will be added to the grant system and this will help the individual swimmers be able to pay their dues and continue swimming. Kent will be looking for information from Laurie Benton.</li> <li>3. Pacific Swimming Diversity Camp and Summit has secured West Coast in San Jose as the site. The goal was to move the location around so that athletes from different areas could attend. Applications should be out soon and, hopefully, have more athletes. Usually, there are 7-9 coaches interested in working at the camp. October 21, 22 will be the date of the camp. USA Swimming has asked for the date so that they can be sure to send a speaker.</li> </ol>		
Officials	Mike Davis: <ol style="list-style-type: none"> <li>1. Report posted.</li> <li>2. Officials' newsletter is in planning stages. The Officials' webpage will be reviewed and updated to answer questions regarding the responsibilities of the various positions. There are some changes of responsibilities depending upon the level of meet.</li> <li>3. Most of the meets' assigned positions are filled for next year. Requests for applications need to be collected sooner, prior to the officials' assignment meeting. The Far Westerns are filled first since they are</li> </ol>		

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	<p>OQM meets and National Evaluators are brought in.</p> <ol style="list-style-type: none"> <li>We will have some Pacific Swimming Officials at the Western Zones as part of the incentive to have our officials recognized in USA Swimming and traveling to meets.</li> <li>Cindy is working on October officials' clinic. Two outside officials, Dan McAllen and Mary Jo Swalley, will be presenters. Mary Jo will present the Starter clinic. Dan will be the keynote speaker and present the Deck Referee clinic.</li> <li>A George Cleveland Award for Pacific Swimming has been instituted in addition to the existing Best New Official and Best Official in each zone. The Officials' Chairs will be nominating someone they feel exemplifies George's values, dedication to every level of meet, personality, mentoring, etc. This award will be presented at the awards banquet.</li> </ol>		
<b>Camps</b>	<ol style="list-style-type: none"> <li>New camps chair is Brian Potts (Seaside). Conference call was held to discuss camp dates and outline budget and basic structure. Many things are in the works and there is excitement about starting up the camps program. The OTC camp will be first. The Leadership camp will not be held this year. The 11-12 camp will be next to organize after the OTC camp.</li> </ol>		
<b>Club Development</b>	Don Heidry submitted report. He needs some committee members. He passed out a survey and only received only 1 survey response.		
<b>Disability</b>			
<b>Administrative Review Board</b>			
<b>Scheduling</b>	<p>Leo Lin</p> <ol style="list-style-type: none"> <li>Starting to get input for the next year's schedule.</li> <li>Senior meet schedule will be worked on first. Leo with meet with Don Heidry and other senior coaches for input.</li> <li>Discussing a season ending Senior II Trials and Finals for the 15-18 age group. It is aimed for the time period around Far Westerns and Sectionals.</li> </ol>		
<b>Open Water</b>	David Benjamin – no report from John Schneider.		
<b>Finance</b>	Report posted.		
<b>Athlete</b>	<p>Millie Nygren</p> <p>Group held a conference call on Monday. There was a discussion regarding the direction the group will be taking.</p>		
<b>Governance Committee</b>	<p>David Benjamin:</p> <p>No report</p>		
<b>Investment Committee</b>	<p>Mary Ruddell:</p> <ol style="list-style-type: none"> <li>Investments are doing well.</li> <li>The Quad Year 1 grant receipts are due by August 1<sup>st</sup>. There are still a few that are outstanding. The Investment committee did discuss the Quad Year 2 grants. Don is working on using it for the athletes for training purposes such as training equipment or have a speaker come in and talk about nutrition or a training focused talk.</li> </ol>		

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	3. A motion is being made to increase the amount to be awarded in order to use up the entire \$50,000, which was not reached with the Year 1 awards. 4. The additional money from Year 1 will be used to purchase things that will be needed for Far Westerns such as hospitality, etc.		
At-Large	No Reports		
Zone Reports			
Zone 1N	Larry Rice- Not present		
Zone 1S	Cliff Reyda – No report		
Zone 2	David Benjamin – Report posted		
Zone 3	Debbi Tucker: No report		
Zone 4	Jerry Rudd – Not present		
Old Business	None		
New Business	1. <b>Thank you letter</b> – Receipt of a thank you letter from the Campbell United Methodist Church for the Pacific Swimming donation of \$300 in honor of George Cleveland. Thank you to all who attended the services. John also shared his appreciation for those who had a moment at Far Westerns for George.		
	2. <b>Motion 1707FC1</b> – Motion to change the names of the signers on the Chase Bank accounts and Wells Fargo Investment Account from the current General Chair, John Bitter to the new General Chair, David Benjamin effective September 1, 2017. From Finance Committee. Approved.	Approved	
	3. <b>Motion 1707FC2</b> – Motion to change the names of the signers on the Chase Bank accounts and Wells Fargo Investment Account from the current Program Operations Vice Chair, Leo Lin to the new Program Operations Vice Chair, Debbi Tucker effective September 1, 2017. From Finance Committee. Approved.	Approved	
	4. <b>Motion 1707IC</b> – the committee moves to increase the dollar amount awarded in year2 of the Quad Grant as follows: Level 1 from \$750 to \$1,000 Level 2 from \$1000 to \$1,250 Level 3 from \$1,250 to \$1,500 Reason: It is the intent of the investment committee to award the full \$50,000 and the current amounts listed for Quad 2 may inhibit that intent. Investment Committee. Approved.	Approved	

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	<p>5. <b>Time Standards</b> – Annie Stein was charged with updating the Time Standards for the next few upcoming meets. The deadline for the Short Course meets of July and the Long Course meets of September. Age group and a committee worked with Annie to develop these Time Standards. John is asking for Board approval so that Diana can post these on the website on the following day. Approved</p>	Approved	
	<p>6. <b>Presentation to John Bitter</b> – Thank you for 8 years. Many of the things that John wrote early in his tenure that he envisioned for this LSC have been accomplished. Mary Ruddell on behalf of Pacific Swimming presented a plaque to John. <b>“Pacific Swimming Honors JOHN BITTER General Chair Thank you for 8 years of extraordinary dedication, vision and leadership July 2017</b></p>		
Closing Comments	<p>John Bitter</p> <ol style="list-style-type: none"> <li>1. Challenge to the new Age Group Chair and new Senior Chair to look at changing meet formats. Consider the possibility of not offering every event at every meet. Alternative events at alternative meets can be a positive thing. This could be a method of getting some of the clubs and swimmers to come back to meets. A club may not want to attend both days, but possibly focus on a particular event. Many coaches do not choose to have their athletes swimming the same events over and over again.</li> <li>2. Challenge to the LSC and Age Group to look at technical suits. 4 LSCs have already passed the ban for certain ages. The age limit is varied but the trend is going toward banning the use of tech suits for the younger age groupers. Recommend starting with 10 and under and perhaps changing to 12 and under. The problem with the 12 and under is that some 12 year olds are swimming up. SoCal and Maine have passed the ban. For the 10 and under the suits give no advantage and are expensive.</li> <li>3. Challenge to the Board to look at how the budget is approved. Boards are responsible for the budget. They have been elected to be responsible for the budget so the Boards should be approving and managing such. Pacific Swimming needs to look at the Board approving and managing the budget. A second HOD just to approve the budget will no longer be necessary. The Bylaws would need to be changed.</li> <li>4. Final speech from John as General Chair – I will tell you as I told the staff last week, I am blessed. I've made mistakes throughout the whole time. Some of my hires were not the greatest hires. I am very blessed to have the people we now have working for Pacific Swimming. They are an awesome group of ladies who do a tremendous amount of work that a lot of people out there don't realize how much they do and how smoothly things run. I look back years ago when I first walked into that dank nasty place and our first major discussion or war was about the enormous amount, \$100,000 we spent on Western Zones because we had to get into a resort and get the rooms at the last minute. I did not get the full details but I did know we spent \$100,000 on Western Zones Age Group meet in Hawaii. We had a problem. But I now look at the fact that we have Jeanette, who basically has the whole next year planned out. If we don't get her the schedule soon enough she just barks at us. She wants the schedule even before USA Swimming decides where the meets are being held. I look at our website where we did a major overhaul. The overhaul was a great idea but we really didn't do all the stuff that we needed to do in order to make it function right and Diana has made that thing function fantastically. Diana responds, she gets it done without any lag time, no delays. When you as committees ask for things to change, she gets it done right away. Again, we have a website that is getting out the information; thanks to Diana. Traci, you have taken over this (meeting audiovisual). Thank you, Traci, for all the things that you do and all the support you give Laurie. Cindy, we did the right</li> </ol>		

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	<p>thing by hiring you and you have grown into this role. It is only get better and better as more responsibilities get turned over to you. Annie is not here tonight. Laurie, you have been here a long time with this LSC. You take on a tremendous amount of headaches that no one will ever understand. You are a Godsend for this LSC. To Mary and Leo, I don't know how you put up with me, but you always did with a smile. To everyone else who has served on this board for most of the time, for those of you have been here throughout the eight years and seen how this has changed. I hope it has changed for the better. I hope it continues to get better. I am very confident in what David is going to bring. There are things that David wants to do that I just didn't have time or was not in my wheelhouse of concern. But now that the administrative part of it and the day to day running of this operation is taken care of, he can focus and take this board onto bigger things instead of struggling with time standards. It is fantastic that the time standards will be posted tomorrow. We are doing the right things. Now, the board can look at things like 10 &amp; under tech suits; how do we get the educational component out for Safe Sport; or, how do get help for Don and making Club Development do more, How can we do things that are more important is what the board should be focused on. The staff is now staff liaisons to committees. So they will make sure that the committees are starting to function more. That is one of the goals that Cindy and I have talked about. We all met as a staff and Cindy is going to make sure to follow through on getting a meeting schedule so they will know when the committees are meeting and what they are doing. If you have input and time to work on a committee then by all means, volunteer for the committee. With some of the changes coming from USA Swimming, it is another chance for this organization and this board to look at what do they want to be. You want to be a governance board. That means that you want to govern the LSC on strategic planning and what you want to do as opposed to...you don't need to worry about the day-to-day operation. You don't need to be an administrative board because we have taken a lot of those functions away. That was not my goal. I did not want this board to sit here and be an administrative board or an operational board. I would not have sat here for 8 years if that was going to be the goal. We have bigger and better things to concern ourselves with. Our staff is getting paid to handle those things of day-to-day operations. We can be looking at some of the issues I mentioned; alternative meet schedules; how do we get our meets filled; are we having the right kind of meets for this LSC; are we making sure that we are making it economically feasible for families to enter this sport. We live in a very expensive area. We all know how expensive it is to live in the Bay Area. Things will not change. Home prices will not suddenly go from \$1.3 million to \$200,000. The challenge going forward is to not only make our sport the safest sport it can be but how can we make it economically feasible and exciting for young families and new families to want to enter. The proudest things that I have to bring to this board is when I go to general chair conferences, zone meetings, diversity conferences, I can say to many of their ideas that we already do that. Our Diversity budget is way above what other LSCs have budgeted. If you want to be at the top, you have to be the model and be what everyone else wants to see. It makes me proud that you bought into this vision that we needed to move forward and allowed me to do what we needed to do. I thank every one of you because it has been an absolute joy and pleasure and an honor for me to have able to sit up here for eight years. I will not be disappearing, but I have told David I will not interfere with him setting his voice of what he needs to do with the board going forward. So I will not be coming to the board meetings. We pushed for an audit of USA Swimming, which had never been done</p>		

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	before and resulted in this Governance committee report. The past presidents all sit on the Board and the change will be that there will be only one past president sitting on the USAS board and will have no vote as an ex officio. I will always be there for David to ask questions or advice. I may reappear in some position in a couple of years. I thank all of you.		
Next Meeting	BOD ON 9-20-2017		
Meeting Adjourned	MEETING ADJOURNED AT 8:35 PM (2035HRS.)		

RESPECTFULLY SUBMITTED BY

DEBBI TUCKER

SECRETARY – PACIFIC SWIMMING BOARD OF DIRECTORS