**Mission:** *Michigan Swimming inspires excellence through education and develops integrity in a fun, inclusive environment.*

**Core Values:** *Integrity, Inclusion, Education, Excellence*

**Vision:** *Pure Excellence! Made in Michigan Swimming*

Meeting Date: November 9th, 2015 7pm

Location: Okemos Conference Center, Okemos, MI

1. Welcome and Introduction of board members and guests
2. Approve the Agenda
3. Consent Agenda
4. Approve the Minutes
5. Board Reports

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| **OLD BUSINESS** |

1. Status of By-Law Revisions and Bylaw Inconsistencies-Josh Wood
2. Status of Rule and Procedure Updates-Josh Wood

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| **NEW BUSINESS** |

1. Office 365 for Non-Profits-Joe Gazzarato, Athlete At-Large
   1. Presentation and discussion of the creation of email addresses for Michigan Swimming Board and other key positions of the organization.
   2. **Attachments:**
      1. **Microsoft Office 365 Basic Information.pdf**
2. Program Development Committee Rules and Procedures Changes
   1. **Attachments:**
      1. **PD – 1 Time Standards amendment R&P Proposal.docx**
      2. **PD – 2 Time Standards due date R&P Proposal.docx**
      3. **PD – 3 Time Standards publish R&P Proposal.docx**
      4. **PD – 4 State meets Defined R&P Proposal.docx**
      5. **PD – 5 State Meets events Defined RP proposal.docx**
3. Program Operations Committee Rules and Procedures Changes
   1. **Attachments:**
      1. **PO 1 – Types of meets – internet distance reference R&P Proposal.docx**
      2. **PO 2 – Types of Meets RP Proposal (2).docx**
      3. **PO 3 – the meet contract BOR correction Proposal.docx**
      4. **PO 4 – Transmittal – BOR reference Proposal.docx**
      5. **PO 5 – State Meets A0 – AR correction R&P Proposal.docx**
      6. **PO 6 – Skeleton Schedule Development due dates R&P Proposal.docx**
      7. **PO 7 – Skeleton Schedule Development R&P Proposal.docx**
      8. **PO 8 – bids to host – save the date doc R&P Proposal.docx**
      9. **PO 9 – bids to host – approval R&P Proposal.docx**
      10. **PO 10 – bids to host – co-host R&P Proposal.docx**
      11. **PO 11 – bids to host – LCM Deadline Proposal.docx**
      12. **PO 12 – bids to host – SCY Deadline Proposal.docx**
      13. **PO 13 – Finalize Meet Schedule MSC deadline Proposal.docx**
      14. **PO 14 – Finalize Meet Schedule posting deadline Proposal.docx**
      15. **PO 15 – Sanctioning Announcement& MM files earlier deadline Proposal.docx**
      16. **PO 16 – Sanctioning taking initial entries earlier Proposal.docx**

**Next Board Meeting:**

**Reminders & Announcements:**

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| **GENERAL CHAIR** | **Katy Dean** |

**GENERAL / UPDATES**

Congratulations and Welcome to all of our new members: Paul Jones, Steve Weeks, Josh Morgan, Josh Wood, Mike Pettigrew, Jacob Krzciok, Isaiah Johnson and Joe Gazzarato. Welcome back to Dakota Noble, ex officio Senior Athlete Rep, now Athlete at Large. Congratulations to us all on a successful launch of a new HoD experience. It was not perfect, I know I learned a great deal and walked away with a clear vision for changes and improvements next year, but overall I received a great deal of positive feedback from people as they left and in the days that followed. I appreciate everyone’s support through that process.

Our collective thanks once again to Arlene McDonald and my heartfelt appreciation to all of you who so graciously spent a second full day in Lansing for the Strategic Planning session. I know everyone who was not able to attend was there in spirit. We had a great day, made huge strides, and as was the case in April, all benefitted from the opportunity to work together, get to know each other, and focus almost entirely on the future.

Kudos to Saline Swimming! They have requested the Logo and plan to provide special shirts for the Officials crew for the upcoming meet. Spread the word the Logo is available through John right now, or the athletes. Within the next month or so I hope to be able to identify a solid candidate for appointment to the non-voting Marketing /PR position on the Board. I welcome any and all suggestions at this point. This person needs to be not on the Board at this time, to be a Member in good standing, and to have the time and talents we need to effect a broad based re-branding effort to get our Logo, Mission, Vision and Core Values saturating the LSC and its membership. Please email me or call me with your suggestions. This will be a learning process, we will be newly “out of the box” with this effort, so in my opinion, not much can go wrong! Let’s just do this, get the word out, start tooting our horn!

I have reached out now to two Members in regards to serving on an appointed task force to investigate the general workings of a Standing Governance Committee for the LSC. My vision at this point in time is this task for will provide the Board a comprehensive summary by mid-Winter and if the Board decides to move forward based upon this report, By Law revision will be drafted for the May deadline for vote at the Fall HoD. I anticipate the task force will be asked to draft these revisions. I am hoping to identify a third person soon and when I have done so will seek Advice and Consent to move forward with the task force.

By the December meeting I plan to have the Strategic Plan published in some way as to be reflected within our consent agenda on a monthly basis so that at each meeting, no matter how much time we can allocate, at least a minute or two will be spent touching base on where we are with the Goals and Objectives established with Arlene. As part of this overall long term vision approach, I plan to require all members of the Board to complete the online Governance Training through USA Swimming. This training went live in late September of this year and was getting rave reviews already at convention by numerous General Chairs who had taken the course already. I anticipate looking at a January meeting deadline with time allocated at that meeting for a quick debriefing on the value of the course. This is not yet engraved in stone and I am open to discussion on this plan.

Communication is a critical part of how we function and in the past there have been times when email based communication has taken very South turns which have resulted in vitriole, lashing out, derogatory words and in general have been negative and unproductive. The first step I would like to take to diminish this going forward is to simply state this: let’s all stop doing it. By way of encouraging a different approach, I ask that everyone provide their cell phone # on the sheet provided at the meeting. Mike says he is “a spread sheet guy” so I will ask him to create a user friendly, quick reference sheet for all to have and when something comes up, and you are tempted to shoot off a quick and maybe slightly negative email….grab your list and call the first person involved in whatever situation may have you concerned. Just use the phone. Then email.

Finally, as a result of an emergency closed Executive Committee meeting, called with proper notice by the General Chair, taking place Monday October 26th, a unanimous vote supported retaining legal counsel for Michigan Swimming in a matter affecting a Member in good standing. At the time of this writing that matter has been resolved. The law firm has been placed on retainer at this time for future legal needs of the LSC. The firm is Poznak, Dyer, Kanar, Garchow PLC in Midland.

**GOVERNANCE MOMENT**

As per recommendation of Arlene and several clinics attended at convention, I will provide for a “governance moment” in all reports from now on. These will be meant to allow all of us to spend some time during each meeting being mindful of our roles as Board members, not just bodies in the room who are diversely passionate about and interested in most of the same things. I will always welcome suggestions on topics!

A quick review of legal responsibilities, this excerpt taken directly from a Board Source resource page:

**What Are the Legal Responsibilities of Nonprofit Boards?**

Under well-established principles of nonprofit corporation law, a board member must meet certain standards of conduct and attention in carrying out his or her responsibilities to the organization. Several states have statutes adopting some variation of these duties which would be used in court to determine whether a board member acted improperly. These standards are usually described as the duty of care, the duty of loyalty, and the duty of obedience.

 **Duty of Care**

The duty of care describes the level of competence that is expected of a board member and is commonly expressed as the duty of "care that an ordinarily prudent person would exercise in a like position and under similar circumstances." This means that a board member owes the duty to exercise reasonable care when he or she makes a decision as a steward of the organization.

**Duty of Loyalty**

The duty of loyalty is a standard of faithfulness; a board member must give undivided allegiance when making decisions affecting the organization. This means that a board member can never use information obtained as a member for personal gain, but must act in the best interests of the organization.

 **Duty of Obedience**

The duty of obedience requires board members to be faithful to the organization's mission. They are not permitted to act in a way that is inconsistent with the central goals of the organization. A basis for this rule lies in the public's trust that the organization will manage donated funds to fulfill the organization's mission.

Respectfully Submitted,

Katy Dean, LMSW

General Chair

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| **ADMINISTRATIVE DIVISION VICE CHAIR** | **Ahern Naylis** |

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| **SECRETARY** | **Mike Pettigrew** |

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| **SAFE SPORT CHAIR** | **Laurie Davenport** |

1. I received 1 EAP

2. I received 1 Occurrence Report- an athlete was hit by a Frisbee during an ultimate

Frisbee game. Pt got a bump on his head.

3. I am working on the EAP submission process and hope to have something official to present at next month’s meeting.

4. I received 3rd Quarter Accident summaries from USA Swimming which are attached.

**Attachments:**

* **USA Swimming 3rd quarter 2015 Accident Charts.pdf**
* **USA Swimming Accident Summary 3rd Quarter 2015 by LSC.pdf**
* **USA Swimming Accident Summary 3rd Quarter 2015.pdf**

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| **MEMBERSHIP/REGISTRATION COORDINATOR** | **Jan Cartmill** |

**Board Report for November 9, 2015 from J. Cartmill**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **USA SWIMMING, INC** | | | | | | | | |
| **REGISTRATION STATISTICS 2011-2016** | | | | | | | | |
| **FOR MICHIGAN LSC** | | | | | | | | |
| **As of October 29, 2015** | | | | | | | | |
|  | **2011** | **2012** | **2013** | **2014** | **2015** | **2016 YTD** | **Change** |  |
| **ATHLETE** | | | | | | | | |
| Athlete | 8003 | 8023 | 9402 | 9396 | 9226 | **5189** | (4037) |  |
| Athlete Season 1 | 84 | 0 | 243 | 5 | 168 | **0** | (168) |  |
| Athlete Outreach | 192 | 143 | 95 | 108 | 111 | **28** | (83) |  |
| Athlete Individual Season | 492 | 543 | 446 | 621 | 470 | **11** | (459) |  |
| Athlete Single Meet | 16 | 0 | 0 | 0 | 0 | **0** | **0** |  |
| **TOTAL:** | **8787** | **8709** | **10186** | **10130** | **9975** | **5228** | **(4747)** |  |
| **NON-ATHLETE** | | | | | | | | |
| Individual | 468 | 481 | 551 | 622 | 634 | **192** | (442) |  |
| Family 1 | 22 | 23 | 25 | 25 | 30 | **5** | (25) |  |
| Family 2 | 22 | 23 | 25 | 25 | 31 | **5** | (26) |  |
| Life | 4 | 4 | 3 | 3 | 3 | **3** | 0 |  |
| **TOTAL:** | **516** | **531** | **604** | **675** | **698** | **205** | **(493)** |  |
| **CLUBS** | | | | | | | | |
| Club | 84 | 84 | 87 | 84 | 86 | **30** | (56) |  |
| **TOTAL:** | **84** | **84** | **87** | **84** | **86** | **30** | **(56)** |  |

* **MONTHLY REGISTRATIONS 2015 vs. 2016**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **ATHLETES** | **2015** | **2016** | **NON-ATHLETES** | **2015** | **2016** |
| Sept | 2488 | 2724 | Sept | 68 | 59 |
| Oct | 2848 | 2506 | Oct | 132 | 146 |
| **TOTAL ATH** | **5336** | **5230** | **TOTAL NON-ATH** | **200** | **205** |

* There is one new club –Bay City Aquatics Club (BAY). Head coach is Matthew Beattie.
* One club name change from Traverse City Aquatics Club (TCAC) to Grand Traverse Breakers Y (GTBY).
* MSU has rejoined as a collegiate team after an absence. Head coach is Matt Gianiodis.
* This is our first year of using online payments. So far we have:
  + 5 clubs and many individuals and unattached athletes paying via credit cards
  + 44 clubs paying via ACH (expect more to be added).
  + 37 clubs paying via bank checks – several of these have not registered anyone yet for 2016.
* There has been a bit of confusion with the online payment button on the website—several folks paid but did not submit an application. Had to send them an email to get them to send their information. Hopefully this will resolve itself.

Jan Cartmill

[jbcartmill@gmail.com](mailto:jbcartmill@gmail.com)

231-690-5847

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| **MEET AND SANCTIONING CHAIR** | **John Loria** |

* Meets and Sanctioning: Attached you will find the list of currently assigned numbers for all Sanctioned, Approved, and Observed meets. As of this writing there are three meets in the December queue, four meets in the January queue and two in the February queue. In many cases, meets that are On the Published Schedule are coming in just before the sixty-day deadline but are often delayed in the sanctioning process by Off the Published Scheduled meets. The Off the Published Scheduled Meets are required to be submitted thirty days before the first day of competition. Approved meets also can delay the sanctioning of On the Published Scheduled meets as there is no time frame required in our R&P other than to have Form E, with the required Meet Information Packet, filled out and signed off by the NTV Chair and the designee of Program Operations at USA Swimming.
* Observed High School Championship Meets have also been a challenge again this year. Michigan Swimming has a Procedure Manual for Observed Meets that is woefully out of date and will require considerable work to be redone. Several people had contacted Suzanne Heath concerning the High School State Championship meets who were not aware that this procedure manual existed and what it contained. Last updated in January 2008, very similarly as our Rules and Procedures, there are numerous contradictions within this document itself and also with the way we have allowed meets to be observed in the past. I had cited sections of this document in my report at the July 2015 BOD meeting. After making Suzanne aware that this procedure manual existed she asked me to request a task force be formed to systematically go through and update this document. We discussed various areas of major concern and agreed that this document was written at a point in time when USA Swimming did not have a good working relationship with the High School NGB.
* The quality of Meet Information Packets and Meet Manager files submitted for sanctioning have also caused delays. In many cases, it still appears that the Meet Referees have not taken ownership or even reviewed the documents that have been submitted for sanctioning. It becomes a real conundrum because to reject the documents that have so many errors or even explain the errors found creates a situation where I am going through the sanctioning process twice for the same meet. It also creates delays in sanctioning those particular meets and the meets that follow them in the queue.
* Since the September BOD meeting we have had one Meet Host submit their paperwork for sanctioning one day late and another Meet Host not have a seeded backup file submitted within the time required by Michigan Swimming Rules & Procedures. The seeded back up file was finally submitted two days late but only after a request was made by the Office informing them that they were late. I am only reporting this to make the BOD aware of the occurrences.
* As of today results for all meets conducted so far have been loaded into SWIMS and posted to the website. There are no results waiting the resolution of errors in the holding tank of the SWIMS database. Again, there seems to be confusion concerning what comprises mixed relays. Mixed relays are only deemed legal if they are comprised of two female and two male athletes. If there is any other configuration of athletes in a mixed relay event the Meet Referee and Administrative Official need to disqualify the relay in Meet Manager. The lead leg in these relays does not count as a legal swim as the relay itself is not legal to begin with.
* The website continues to be a work in progress, which is a good thing. The intent from the beginning was that this website should be a living site and not the static site it had been in the past. I have recommended that a committee be formed to decide on a new skin design for the homepage of the website. We have been waiting to use the free design element offered by TeamUnify for when the new logo was approved. The direction to TeamUnify must be done on their worksheet and be very specific in nature because once the initial design work is completed and we wish to make changes the meter starts running. I have asked Joe McBratnie to bring the new logo into our current homepage so that we can start making our logo more visible and recognizable. Joe and I have also been working on a new design for the Meet Info and Results sub tab on the website to make it more readable and user friendly. Joe has been working on a new icon to be used for the new “save the date” meet announcement document, launched this fall, which will be placed under the Invitation column and then replaced with the PDF icon once the meet has been sanctioned.

Respectfully submitted,

John Loria

Operations Administrative Coordinator

Michigan Swimming Office

Meet and Sanctioning Chair

Times Officer/TSO Coordinator

Webmaster

**Attachments:**

* **2015-16 Assigned Numbers.xlsx**

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| **FINANCE DIVISION-VICE CHAIR** | **Dan Meconis** |

Finance Division Report

October 29, 2015

* Currently all athletes that have applied for travel reimbursement and meet the requirements have been paid.
* As a Board we need to address having contacts in place for individuals that provide services to the Corporation, an IRS requirement.
* Currently, a substantial portion of our funds are not being effectively invested. Below are excerpts from our by-laws and rules and procedures that discuss how we should invest our funds. I will propose a Board Resolution that we can provide our investment advisor at Morgan Stanley advising them how they should invest our funds. I will draft this within the next week and will forward to all for review prior to the Board Meeting.

3) Funds shall be conservatively invested with discretion and prudence, and endeavor to maintain the highest levels of safety, liquidity, and income, in that order. Investments shall be diversified and balanced so that a disproportionate share is not invested in any one security, class of security, or form of investment. Investments shall be restricted to those for which a ready market exists so that they may be disposed of in an orderly and prompt manner. 4) Funds shall be invested to the maximum extent possible consistent with the working capital cash needs of the Corporation. 5) All investments shall meet one or more of the following criteria: a). Moody's rating of AAA/P-1/P-1 b) Standard & Poor’s ratings of AAA/SP-1/A1+ c) FDIC-insured commercial bank certificate of deposit, $100,000 maximum any one bank. d) Debt obligation of the federal government or agency 6) Allow all funds, with the exception of working capital, to be managed by a professional money manager

6.11 DEPOSITORIES AND BANKING AUTHORITY - .1 DEPOSITORIES, ETC. - All receipts, income, charges and fees of MS shall be deposited to its credit in the banks, trust companies, other depositories or custodians, investment companies or investment management companies as the Board of Directors may select, or as may be selected by the Finance Committee or any officer or officers or agent or agents authorized to do so by the Board of Directors. Endorsements for deposit to the credit of MS in any of its duly authorized depositories shall be made in the manner determined by the Finance Vice Chair, the Finance Committee or the Board of Directors. All funds of MS not otherwise employed shall be maintained in the banks, trust companies, other depositories or custodians, investment companies or investment management companies designated by the Finance Vice Chair, the Finance Committee, the Board of Directors or any officer or officers or agent or agents authorized to do so by the Board of Directors.

6.7.7 FINANCE VICE CHAIR: The Finance Vice Chair is the chief financial officer of MS. The Finance Vice Chair shall chair and have general charge of the affairs and property of the division that includes the Treasury function, the development and implementation of an investment program for MS’s working capital, funded reserves and endowment funds and the development and implementation of a marketing and fund-raising plan for MS.

* As a Board we need to discuss the merits of procuring Officers and Directors liability insurance.
* We need to task a group to ensure that all of our athletes understand the athlete reimbursement procedures.

Respectfully submitted,

Dan Meconis

Finance Vice Chair

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| **TREASURER** | **Mary Perczak** |

**Attachments:**

* **BS 9-15.pdf**
* **BTA 9-15.pdf**
* **QTR 9-15.pdf**

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| **PROGRAM DEVELOPMENT DIVISON CHAIR** | **Josh Morgan** |

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| **PARA-SWIMMING COMMITTEE CHAIR** | **Chuck Krochmal** |

**U.S. Paralympics Officials Workshop**

**September 18-20, 2015**

**USOC Training Center**

**Colorado Springs, CO**

A **U.S. Paralympics Swimming Officials Strategic Planning** workshop was held at the Olympic Training Center (OTC) September 18-20, 2015 for all U.S. Paralympics swimming officials. Chuck Krochmal participated, the focus of which was to increase and enhance the U.S. Paralympics National Officials program.

**Upcoming Para-Swimming Opportunities**

Following is a listing of sanctioned competitive para-swimming opportunities available in the USA for those with physical impairments:

December 10 - 12, 2015  
**Can-Am Open** (IPC Approved - International Classification Available)  
Bismarck, ND

January 16-17, 2016  
**Jimi Flowers Classic**  
Colorado Springs, CO

March 5-6, 2016  
**Central Oklahoma Para-Swimming Open**  
Edmond, OK

May 7 - 8, 2016  
**Cincinnati Para-Swimming Open**  
Cincinnati, OH

June 30 – July 2, 2016  
**U.S. Paralympic Team Trials**  
Charlotte, NC

**Attachments:**

* **2015-2016 CanAm Stds.pdf**

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| **PROGRAM OPERATIONS DIVISION CO VICE-CHAIRS** | **Mike Cutler and Steve Shipps** |

To: Michigan Swimming BOD

RE: Program Operations and Program Development Michigan Swimming Summary Reports for 2015

Date: November 1, 2015

Following is the report for the Program Operations Division

Steve and I are excited to start the second year of the term, now as co-chairs. Following is our report for the upcoming BOD meeting.

**Meet Scheduling Committee**

* The Skeleton Schedule for LCM 2016 is being published
* Work on SCY 2016-17 has begun
* Steve is to head the 2 yr plan going forward
* Bids going forward should have the format and event lists attached for better review (save the Date Document)
* Minutes from the last meeting attached
* There are several proposals put forth that were developed just ahead of HOD and during the recent call that are attached and start PO or PD for the divisions they would impact.

**Officials Committee**

* Steve and Paul have formed a new Officials committee and are busy working on multiple fronts
* Please see their report also attached.
* There are a few proposals for R&P changes attached as well starting OC (Officials Chair).
  + There are some with multiple parts that should be reviewed together.

**Open Water Coordinator**

* Jason Moore (Coach GTBS) will be moving to the coordinator spot here with support of Steve and I
* Jason is working hard to get the Traverse City Open Water Event sanctioned and then use the template and process to help guide others through the process so we can get our Open Water events up and running.
  + Anyone interested in running one of these events should contact Jason ASAP as it is a longer lead time to get through sanctioning.

**National Times Verification Coordinator**

* Don Kimble has been heading up out NTV spot and been very busy
  + MHSAA Obersvations and multiple other Club, HS and College meets have been submitted and tracked
  + Don’s report is also attached.

The Program Operations Vice co-chairs are asking for your review of the attached proposals for R&P change and that you be prepared to discuss questions. We are asking that these be passed at the meeting November 9.

Thanks,

Mike Cutler & Steve Shipps

**Program Operations Vice Co-Chairs**

**Attachments:**

* **2015-Oct 25 Meet Scheduling Committee Minutes.docx**

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| **OFFICIALS COMMITTEE CO-CHAIRS** | **Steve Weeks and Paul Jones** |

***MICHIGAN SWIMMING BOARD MEETING NOVEMBER 9, 2015.***

***OFFICIALS COMMITTEE REPORT***

***PAUL JONES & STEVE WEEKS***

1. ***The first task was to develop files on each Officials as to their current registration, current level and other requirements such as completed current test, active BGC, active APT and completed Concussion Training. Numerous notices have been to all regarding registration for 2016***
2. ***Currently: 1 AO, Stroke and Turn, Starters and Referees still needing to complete their tests before their 2016 Registration can be processed.***
3. ***All observers for all women’s High School State Championships are identified and in place for all D-1, D-2 and D-3 locations. Don Kimble has all request forms and when completed will send to Mich Swim Office.***
4. ***All Sanctioned, observed and approved meets have been loaded into OTS. This is timely as after the meet is complete, the Meet Referee must load their officials and sessions worked.***
5. ***The new Officials Committee has been identified and are in place. Each member has identified their interest and final assignments will be made by the beginning of November. The first conference call is being scheduled for Tuesday evening October 27, 2015.***
6. ***One month into the role we are busy transitioning, and trying to build data on all officials especially apprentices, previous evaluations and sessions worked. We are receiving emails suggesting that the official is apprenticing for advancement but no data on the clinics taken, tests taken, position, sessions worked and evaluations. We have not and will not leave anyone hanging, however we are relying on the individual’s information as a starting point.***
7. ***Prepared legislation for HOD to be presented from the floor. Legislation basically rewrites the Officials Committee Section of the Rules and Procedures. Legislation to be presented for approval and immediate activation at the November 9, 2015 Board meeting.***

***Respectfully submitted:***

***Co-Officials Chair***

***Paulj. & Steve***

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| **MEET SCHEDULING COMMITTEE** | **Mike Cutler** |

**Meet Scheduling Committee  
Meeting October 25, 2015  
Conference Call**

**Roll Call:** *Mike Cutler (Coach - ROCK)*, *Steve Shipps (Coach - MMA), Don Kimble (NTV/ Coach – BC), Hanna Davenport (Athlete – LCSC), Andy Cebull (Coach OLY)*

*Guest: Josh Morgan – Program Development Chair (Coach – PCC)*

**Members Absent:** Scott Appleyard (Official – UN), Ellie Dean (Athlete – CUDA), Caroline Clement (Coach-Jaws)

**Old Business:** None

**New Business:** Agenda and discussion as follows:

* Steve Shipps co-Chair
  + Primary functions will be the long term schedule planning and open water
  + Mike to focus on Officials Committee, NTV with Don, and Sanctioning process changes along with work with Program Development
* Skeleton Schedule for approval and posting:
  + Open discussion
    - “Suggested” formats to remain but explained through letter
    - Discussion on Distance meet and proposal for BOD to raise the fees on distance only meets to help defray costs
    - Discussion on other meet formats
      * League
      * Group of teams (closed invite)
      * Incentivizing alternative formats
        + Paying for officials?
      * Number of events in a day a limiter for some “one day, two session” meets
  + Needs Prog Dev, GC and Sr Coach Rep input.
    - No other input from GC or Sr Coach Rep – will post 11/1
  + With the Bid Letter, we will be requesting a host for a season ending “Sr Meet”
    - If this has legs, we’ll get more behind it and formalize a structure
* Impact of Time Standards
  + State Meet impact this year
    - Best alternative is to create a “bonus cut” rather than change or add time standards
    - Measures of the current cuts to be discussed between Mike and Josh
  + JO & District impact future.
    - Review after this SC season – Bonus events may eliminate the kids that are only in JO’s for 1-2 more State Cuts
* R&P Proposed changes review
  + Additional input before BOD presentation on 11/9
    - All reviewed and updated – attachments included
* Any other business

**Motion to adjourn:** *Steve, Don 2nd*

Respectfully Submitted,  
Mike Cutler  
Program Operations

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| **NATIONAL TIMES VERIFICATION(NTV) COMMITTEE** | **Don Kimble** |

Collegiate:

We continue to work on building a system to better communicate with the colleges in our LSC of the process required to get their times in for NCAA use. We have meets ready for the MAC as well as U of M. I have reached out to both the MIAA and the GLIAC in hopes of avoiding last minute scrambling.

MHSAA:

We are working with the MHSAA to improve this relationship both in cooperation as well as communication and education. We have secured permission for our observers to once again be on deck for the state meets. On a side note we did work with the Michigan Interscholastic Coaches Association this year and the annual meet(s).

Internally:

We are working on building better communication through this process and working on a set routine for making sure all parties have the information they need.

National:

Suzanne Heath has been a great asset for myself both as a sounding board for what other LSCs do to accomplish this task and to discuss issues and how USA Swimming views our job in the process.

Sincerely

Don Kimble

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| **ATHLETE DIVISION** | **Ellie Dean, Jacob Krzciok, Isaiah Johnson, Joe Gazzarato, Dakota Noble** |

**Attachments:**

* **Athlete Division Report to the Michigan Swimming Board of Directors 09NOV15 – Corrected.pdf**

|  |  |
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| **COACH DIVISION** | **Drew Hansz, Josh Wood** |

**Coach Representatives report for the 11/9/15 BOD meeting**

Coaches, we hope that your 2015-2016 season is off to a great start with many fast times and enthusiastic swimmers! Here you will find our October report, which will also serve as our report for the upcoming Michigan Swimming BOD meeting on November 9th.

### Things To Note

1. Coaches, time standards for the 2015-2016 SCY Season and the 2016 LCM season were approved by the House of Delegates (HOD) at the October 10th HOD meeting. PDF copies and Hy-tek files are available for download/viewing on the Michigan Swimming website.
2. Coaches interested in serving as a Zone or Mid-States team coach for the 2015-2016 swim year should contact Joe McBrantie (Zone Team Coordinator) for information. Applications for this year’s coaching squad are available on the Zone Team website (<https://www.teamunify.com/Home.jsp?team=milsczone>).

This year’s Zone meet is a Mega-Zone meet, which means all LSC’s in the Central Zone will be participating in one big meet at IUPUI.

**Areas of Concern Brought by Coach Members**

Several coaches have expressed concern that the 2015-2016 SCY time standards are too quick, especially from last year’s times. Concern is that the meets will be too fast in terms of both swimmers and length of prelims.

One coach expressed concern that the JO meets will be very large if state cuts are faster, but JO cuts did not change. The coach expressed the fact that last year’s JO meets were already too crowded.

## Reminders for Coaches

# 2016 Non-Athlete Applications Available

If you plan on continuing to coach after 12/31/2015, please be sure to download and submit the 2016 Non-Athlete application from the Michigan Swimming website. The application can be found under the “Registration” tab.

# Meet Packet Late Fees

If your club is hosting a meet this year, we just want to remind you that there is now a late fee for late meet packet submissions. Here is the exact language that was passed at the April 19th HOD meeting:

“Failure to submit the Meet Announcement at least 60 days prior to the actual date of the meet, using the most current Meet Announcement Template, will result in an automatic fine of $250 plus $25 a day for each additional day the announcement is late. Receipt of the announcement will be determined by the time stamp on the e-mail sent to the MS Office. This fine is automatic and may only be waived by the Board of Directors. In addition, more than one late filing may result in the loss of future meets at the discretion of the Board of Directors. Fees collected will go into the athlete.”

Program Ops should notify meet hosts well in advance when their meet packets are due, but we feel it’s also important for club coaches to be aware of the rule change, especially those who serve as meet directors for their club.

**Reimbursements for Athletes Attending National Meets**

Coaches, did you know that your swimmer may qualify for some travel reimbursements if they attend a National Meet (NCSA’s, Jr. Nats, Nationals, U.S. Open, Olympic Trials)?  
  
Under our Rules and Procedures, if a swimmer meets the eligibility requirements, they can apply for a travel expense reimbursement. Reimbursement amounts depend on the meet attended and other eligibility factors.

Reimbursements requests are made at the end of each season. For the short course season, they are due to the Finance Vice-Chair by May 1st, and by September 14th for the long course season. Reimbursement forms can be found on the Michigan Swimming website.  
  
Coaches, please let your athletes know!

**Have Concerns, Thoughts, Questions?**

Coaches, we are here to represent YOU. If you have any questions, comments, or concerns, please let us know! Feel free to talk to us on deck at meets, or send us an email (email addresses below). We want to hear from you!

**Thanks to all the coaches that serve**

We would like to acknowledge and thank the following coaches for volunteering to be a part of the Michigan Swimming Board of Directors and/or its committees. Thank you for all that you do and for volunteering your time! For a full list of BOD members, please visit the Michigan Swimming website.

* Alex Brinks (GRNSA) – Technical Planning Committee, Diversity Committee
  + Dave Carson (EGRA) – Camps and Clinics Committee
  + Caroline Clements (JAWS) – Meet Scheduling Committee
  + Andy Cebull (OLY) – Meet Scheduling Committee
  + Mike Cutler (ROCK) – Program Ops Co-Chair, Meet Scheduling Committee
  + Colin Dolcetti (UN) – Camps and Clinics Committee
  + Drew Hansz (dROP) – Senior Coaches Rep, Camps and Clinics Chair, Technical Planning Committee, Nominating Committee.
  + Don Kimble (BC) – NTV Chair, Meet Scheduling Committee
  + Shawn Kornoelje (OU) – Para-Swimming Committee
  + Joe McBrantie (MCA) – Zone Team Coordinator
  + Josh Morgan (PCC) – Program Development Vice-Chair, Technical Planning Committee
  + Ahern Naylis (OLY) – Admin-Vice Chair, Finance Committee
  + Larry Nunnery (TSSD) – Diversity Committee
  + Ray Onisko (LL) – Technical Planning Committee, Camps and Clinics Committee
  + Bryce Pitters (UN) – Camps and Clinics Committee
  + Patrick Saucedo (S) – Nominating Committee, Camps and Clinics Committee
  + Steve Shipps (MMA) – Program Ops Co-Chair
  + Chris Thompson (PCC) – Camps and Clinics Committee
  + Josh Wood (CW) – Jr. Coaches Rep., Special Rules and Procedures Committee Chair
  + Julie Youngquist (LAC) – Safe Sport Committee

Michigan Swimming is always looking for more volunteers (both Coach and other), so if you or a member of your club is interested, contact the Chair of the committee and express your desire to help.

Respectively Submitted,

Drew Hansz (Sr. Coaches Rep) – [dropaquatics@gmail.com](mailto:dropaquatics@gmail.com)

Josh Wood (Jr. Coaches Rep) – [woodj1991@gmail.com](mailto:woodj1991@gmail.com)

**Respectively Submitted:**

**Michael J Pettigrew**

**Secretary**

**November 5th, 2015**