

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

**Date April 22, 2015**

**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		George Cleveland	X	<b>Zone Reps</b>		<b>Athlete Reps</b>		<b>Guests</b>	
Leo Lin	X	Tom Evers		Tish Steimle		1N - Larry Rice	X	Michala Roan		Millie Nygren	X
Lehla Irwin	X	Rick Beebe		Rick Waterhouse		1S – Mike Picardo	X	Aric Lang		Valerie Rudd	X
Ron Heidary		Pam Redding	X	David Cottam	X	2 – David Benjamin	X			Paul Murphy	X
Don Heidary	X	Kent Yoshiwara	X	Helen Garcia		3 – Debbi Tucker	X			Guiselle Morrone	X
Steve Hurko		Peggy Ramirez	X	Phil Harter		4 - Jerry Rudd	X	<b>Office</b>			
Marie Lin	X	Clint Benton	X	Veronica Hernandez	X	4 - Jim Morefield	X	Traci Benton			
Mary Ruddell	X	Brian Malick	X	Andre Salles Cunha				Diana Fetterman	X		
Darryl Woo	X	Marcia Benjamin						Laurie Benton	X		
Jennifer Malick	X	Judy Siegrist						Jeannette Soe			
Danica Burge	X			Joe Woo				Annie Stein			

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
<b>Meeting Called to Order</b>	Meeting was called to order by John Bitter 7:35PM		
<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 Meetings</b>	The February 18, 2015 BOD minutes are approved		
<b>Executive Committee Report</b>	John Bitter: <ol style="list-style-type: none"> <li>Office Manager position approved and posted on several different websites - 5 applications received so far, and application deadline is May 1. Interviews will be conducted soon after. Goal is to have person hired and on board by the beginning of summer.</li> <li>Athlete Representatives will be electing the Senior Athlete</li> <li>See motions below</li> </ol>		
<b>Officer's Reports</b>			
<b>Chair</b>	No report		
<b>Vice Chair –</b>	Leo Lin:		

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Program Operations	<ol style="list-style-type: none"> <li>1. Have completed a number of contracts from Pacific Swimming to hosts for the JOs and Far Westerns.</li> <li>2. Discussion regarding some of the agreements for the host of the 2016 Far Westerns</li> <li>3. There will be a teleconference with Speedo next week to iron out the contract Pacific Swimming has with them regarding their sponsorship of the JOs and the Far Western Meets</li> </ol>		
Vice Chair – Program Development	No Report		
Treasurer	Mary Ruddell: <ol style="list-style-type: none"> <li>1. Financial Reports for February ;and March were presented</li> <li>2. Income is about \$112,000</li> <li>3. All expenses are accounted for except those from NSCA and from Mesa trips</li> <li>4. Financial reports approved</li> </ol>	Reports Approved	
Age Group	No Report		
Sr. Committee	No Report		
Registration	Report Posted		
Report/Recom - Staff	John Bitter: <ol style="list-style-type: none"> <li>1. Jill Ruppenstein is no longer on the staff</li> <li>2. Diana Fetterman has been hired to temporarily take over the webmaster duties, and some of the other duties Jill had responsibility for</li> <li>3. Other duties that were Jill's have been taken over by the rest of staff</li> <li>4. Jeannette Soe has taken over responsibility for the Awards Banquet</li> <li>5. We are hoping to hire the Office Manager by the beginning of summer, and then sort out the delegation of all the tasks among the staff</li> </ol>		
Diversity	Kent Yoshiwara: <ol style="list-style-type: none"> <li>1. Latest meeting was with the applicants for the grants (see Motion)</li> <li>2. National Zone Chairs met to coordinate schedules for each of the Zones</li> <li>3. USA Swimming is supporting more diversity meets</li> <li>4. Western Zones working on camps and Veronica Hernandez is head of a subcommittee to look for the next site for Western Zones.</li> <li>5. Working on newsletter</li> <li>6. Working on helping other LSCs develop their diversity programs</li> <li>7. Reviewed the Meet Reimbursement Program proposed by Leo Lin and will plan to meet with him to get clarity about implementation</li> <li>8. Working on a program focused on supporting Individuals/Families so the outreach can be broader then just to clubs.</li> </ol>		
Camps	No Report		

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Officials	No Report - See motions		
Time Standards	No Report		
Club Development	No Report		
Disability	No Report		
Travel	See Motion		
Board of Review	Darryl Woo: 1. There are some issues but nothing that has risen to the point of requiring Board of Review Action 2. No cases pending		
Open Water	No Report		
Finance & Auditing	Mary Ruddell - report posted 1. Unable to hold a budget committee meeting 2. All committee chairs were contacted by phone or email regarding their budgets		
Scheduling	Motion withdrawn		
Athlete	No Report		
Governance Committee	No Report		
Investment Committee	Report Posted		
Nominating Committee	Larry Rice: 1. All positions have candidates except Vice Chair -Program Development		
At-Large	No Report		
Adhoc Committees			
Zone Reports			
Zone 1N	Larry Rice 1. Met March 9 2. Discussed Zone Champs 3. Next meeting May 11th, will be working on schedule, and election of new officers		
Zone 1S	Report Posted		
Zone 2	David Benjamin 1. Met Monday night 2. Finalized 2015-2016 meet schedule 3. Next meeting will start bidding		
Zone 3	Debbi Tucker 1. Summer Champs will be short course, and will sit on top of the same weekend as Far Westerns 2. Collecting data on impact of new minimum officials rule implemented in October		
Zone 4	Jim Moorfield 1. Discussed the Officials Motion regarding the requirement that Marshals must be registered as USA Swimming Members and pass a background check. They concluded that it would not really increase		

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	<p>athlete safety at meets and would be too hard to implement because of inability to recruit sufficient numbers of marshals</p> <p>2. The Zone's query regarding reimbursement for background checks was answered that , yes, Pacific Swimming reimburses Administrative Officials for their background check, like any other official.</p> <p>3. The Zone felt it was worth exploring putting a flat cap on co-pay amounts (\$500,\$600) for all-star teams which went to extraordinarily expensive venues such as Hawaii and Mexico, so that we would keep an emphasis on recruiting elite athletes rather than financially elite families. It was agreed to have the Age Group Committee look into this. Lehla Irwin was charged with taking this to the Age Group Committee .</p>	Lehla Irwin to lead the Age Group Committee in looking at a fixed cap for co-pay on expensive venues for All Star Teams.	
Old Business	None		
Old Motions	<p><b>1502LL1: Blue Tide Swim Team Transfer to Sierra Nevada</b>            Approve Blue Tide Swim Team moving from Zone 2 Pacific Swimming to Sierra Nevada, but home pool remains within Pacific Swimming, and there will be no change in Pacific Swimming boundaries.            (Leo Lin – VP Operations, George Cleveland 2<sup>nd</sup>) (30 day motion – then HOD)</p> <p>No Discussion: Passed</p>	Passed - Refer to HOD 5/1/2015	
	<p><b>1502OC1: Motion to Require Marshals to be Registered as Members of USA Swimming</b>            The official's committee motion to make the following changes  <b>In Pacific Swimming's Policy and Procedures.</b></p> <p><b>Change Section IV 3.0 from the following;</b>            The following statement shall be placed in the meet information for all meets: "All coaches and deck officials must visibly display their current USA Swimming membership card."  <b>TO</b>  <i>The following statement shall be placed in the meet information for all meets: "All coaches, deck officials and marshals must visibly display their current USA Swimming membership card."</i></p> <p><b>Change Section IV 12.0 from the following;</b>            The following statement shall be placed in the meet information for all meets: "All coaches and deck officials must visibly display their current USA Swimming membership card."  <b>TO</b>  <i>The following statement shall be placed in the meet information for all meets: "All coaches, deck officials and marshals must visibly display their current USA Swimming membership card."</i></p> <p><b>In Pacific Swimming's Rules and Regulations</b></p> <p><b>Change Section 8.B.3 from the following;</b>            All meet directors, referees, starters, and stroke &amp; turn judges serving as officials in a USA-S shall be members of</p>	Tabled	

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	<p>USA-S.</p> <p style="text-align: center;">TO</p> <p><i>All meet directors, referees, starters, marshals and stroke &amp; turn judges serving as officials in a USA-S shall be members of USA-S.</i></p> <p>(Brian Malick, Officials Committee) (P&amp;P, R&amp;R – 30 day motion)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. Zone 1N was not in favor of this motion because they felt they could not recruit enough marshalls</li> <li>2. Zone 1S was not in favor of this motion</li> <li>3. Zone 4 was not in favor of this motion</li> <li>4. On the National Level, both Safe Sport and Registration Committees felt that if it could be implemented appropriately it would make the venues safer for the swimmers but they could not figure out a way to get it implemented because of the difficulty of getting marshalls, and the expense of getting all the marshalls registered</li> </ol> <p>Motion Tabled (Mary Ruddell, Veronica Hernandez 2nd)</p>		
	<p><b>1502GC1: Pacific Swimming Sanction Process</b>  Replace in P&amp;P Section IX Sanctions and Meet Approval</p> <p>1.0 The meet information for any PC meet must be reviewed and approved by the Head Referee prior to the meet being sanctioned.</p> <p style="text-align: center;">TO</p> <p><i>1.0 Pacific Swimming Sanction Process</i></p> <ol style="list-style-type: none"> <li><i>a. 90 days prior to first day of competition, sanction application must be submitted to LSC sanctions.</i></li> <li><i>b. No meet sheet shall be approved until the sanction application is submitted.</i></li> <li><i>c. 75 days prior to the first day of competition, meet sheet must be submitted to the Meet Referee for review.</i></li> <li><i>d. 60 days prior to the first day of competition, meet sheet must be submitted to Zone Sanction Chair and LSC Sanctions.</i></li> <li><i>e. Any meet sheet received 4 weeks or less before the first day of competition will not be sanctioned.</i></li> <li><i>f. Dual/tri/quad/invitational meet sheets received 3 weeks or less before the first day of competition will not be sanctioned.</i></li> <li><i>g. In emergency circumstances, which are beyond the control of the meet host, meet sheets submitted later than posted deadlines may be considered on a case by case basis.</i></li> </ol> <p>(Debbi Tucker, Governance Committee) (P&amp;P 30 day motion)</p> <p>No Discussion - Passed</p>	Passed	
	<p><b>1503GC2 Revision of Article 12 LSC Administrative Board of Review</b></p> <p><b>ARTICLE 12 – LSC ADMINISTRATIVE BOARD OF REVIEW ORGANIZATION</b></p>	Passed - Refer to HOD 5/1/2015	

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	<p><b>12.1 Introduction</b></p> <p><i>USA Swimming is required to establish and maintain provisions for the swift, fair, and equitable resolution of all disputes involving any of its members. Pacific Swimming has established an LSC Administrative Board of Review to hear matters to include but not limited to complaints, protests and appeals regarding fines and matters not involving code of conduct violations. All matters involving code of conduct violations and sanctions will be heard by the USA Swimming Zone or National Board of Review.</i></p> <p><b>12.2 Board of Review Organization</b></p> <p><b>12.2.1 Establishment</b></p> <p>The <b>LSC Administrative</b> Board of Review of Pacific Swimming shall be independent and impartial.</p> <p><b>12.2.2 Members</b></p> <p>The Board of Review shall have at least <b>five (5)</b> members, which shall include at least <b>one (1)</b> athlete member. The Board of Review, and any panel hearing a case, shall have a sufficient number of athlete members to constitute at least 20% of its membership. The House of Delegates may increase the number of members by resolution but subsequent to the adoption of these Bylaws may only decrease the number of members upon the expiration of the term of office of any incumbent members. When a matter is being heard by less than the full Board of Review, the panel hearing the case shall include a sufficient number of athlete members so as to constitute at least 20% of the hearing panel. No hearing shall proceed without the required athlete representation</p> <p><b>12.2.3 Election; Term of Office; Eligibility</b></p> <p>A. Election – The House of Delegates shall annually elect members of the Board of Review. Three (3) members shall be elected in even-numbered years and <b>two (2)</b> members in odd-numbered years.</p> <p>B. Term of Office – The term of office shall be two (2) years. Each member shall assume office on the September 1 following the election and shall serve until a successor takes office.</p> <p>C. Eligibility – Each member of the Board of Review shall be an Individual Member of Pacific Swimming and USA Swimming. In no case shall the General Chair serve on the Board of Review or elected members of the Board of Directors constitute a majority of the Board of Review.</p> <p>(Debbi Tucker, Governance Committee) (By-Laws, 30 day motion)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. This revision was to made to downsize the LSC BOR, and limit it's scope as a result of USA Swimming instituting Zone BORs to handle most cases</li> <li>2. Jeff Goodman is the Western Zone BOR chair, so any cases that come up for possible Zone BOR review, are to be sent to Jeff to determine if they should proceed with a Western Zone BOR process</li> <li>3. Our LSC BOR will have 5 members to be elected at this election (3 to serve 3 year terms and 2 to serve 2</li> </ol>		

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	<p>year terms) - Once elected the BOR members will elect their chair and determine which members will serve 3 year terms and which 2 year terms</p> <p>Passed</p>		
	<p><b>1503VCOP1 - Meet Entry Deadlines</b>  Amendment to Rules and Regulations  SECTION 2 - SWIM MEET PREPARATION,  Paragraph A - Meet Information Sheet  Item 4: Meet entries due date.</p> <p><i><b>Rationale for change:</b></i> Proposed change is to reflect current practice of meet entry deadlines.</p> <p><i><b>Current wording:</b></i>  Meet entries are due two Mondays prior to the meet. ....</p> <p><i><b>Proposed wording change:</b></i>  Mail in entries are <b>post marked</b> two Mondays prior to the meet, <b>online entries are due two Wednesdays prior to the meet.</b>  (Leo Lin, Vice Chair Operations), (By-laws, 30 day motion)</p> <p>Discussion:  1. These changes in the R&amp;R are so they reflect our common practice now that we have online entries that close 10 days before the meet starts.</p> <p>Passed</p>	<p>Passed - Refer to HOD, 5/1/2015</p>	
	<p><b>1503SENC1 Walk-On Meets</b>  Add the following to R&amp;R Section 5 Senior Competition, A. Qualifying, 1. Senior Competitions, b. Senior 2, 1), and c. Senior Open, 1).</p> <p><b>A. Qualifying</b>  1. Senior Competitions  a. Senior Circuit  1.) The minimum age shall be thirteen years old  2.) Meets to be Trials and Finals and to include Time Trials  3.) Senior Circuit qualifying shall be the applicable year's <b>USA Swimming National Age-Group Motivational Time Standards AAA Minimum for 15-16.</b> For bonus events, USA Swimming National Age-Group Motivational Time standards A Minimum for 15-16 will apply  4.) Bonus events shall be as follows: one qualified event allows three bonus events, two qualified events allow two bonus events, and three qualified events allow one bonus event</p>	<p>Passed - Refer to HOD 5/1/20156</p>	

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	<p>5.) The maximum number events allowed for Senior Circuit competition is three per day</p> <p>b. Senior 2</p> <p>1.) The minimum age shall be twelve years old <i>(except High School Walk-On Meets, where swimmers must have been in high school)</i></p> <p>2.) Meets to be either Timed Finals or Trials and Finals and may include Time Trials</p> <p>3.) Senior 2 Qualifying shall be the applicable year's <b>USA Swimming National-Age Group Time Motivational Time Standards A for 15-16</b>. For bonus events, USA Swimming National Age-Group Motivational Time Standards BB Minimum for 15-16 will apply</p> <p>4.) Bonus events shall be as follows: Qualified thirteen and over swimmers are allowed two bonus events. Twelve year-old swimmers are not eligible for bonus events</p> <p>5.) The maximum number events allowed for Senior 2 Timed Final competition is four per day</p> <p>c. Senior Open</p> <p>1.) The minimum age shall be eleven years-old <i>(except High School Walk-On Meets, where swimmers must have been in high school)</i></p> <p>2.) Meets to be Timed Finals only with no Time Trials</p> <p>3.) For Senior Open meets, thirteen and over swimmers shall be automatically qualified as there are no minimum standards. Eleven and twelve year-old swimmers must meet the applicable year's <b>USA Swimming National Age-Group Motivational Time Standards BB Minimum for 15-16</b></p> <p>4.) No bonus events</p> <p>5.) The maximum number events allowed for Senior Open Competition is four per day.</p> <p>(Don Heidary, Senior Committee) (R&amp;R, 30 day motion)</p> <p>Discussion:</p> <p>1. Clarification regarding the nature of these High School Walk-On Meets</p> <p>Passed</p>		
	<p><b>1503NC1 Amendment to 6.6.4 Suspension of Consecutive Terms Limitation</b></p> <p>Motion to allow John Bitter to run for one additional term as General Chair, to complete the restructuring of Pacific Swimming governance body. By-Laws Section 6.6.4 would be amended in the following way:</p> <p><b>6.6.4 Suspension of Consecutive Terms Limitation</b></p> <p>The Consecutive Terms Limitation of the General Chair, <del>having been</del> <i>if</i> elected by the House of Delegates for an additional 24 months, shall be suspended beginning September 1, 2013 <i>2015</i> to August 31, 2015 <i>2017</i>.</p> <p>(Larry Rice, Chair Nomination Committee) (By-Laws, 30 day motion)</p>	<p>Passed - This Motion will need to be voted on at the beginning of the HOD 5/2/2015 prior to elections</p>	



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	Discussion: <ol style="list-style-type: none"> <li>Board read Fred Vogelgesang's letter in opposition</li> <li>No Discussion</li> </ol> Passed		
<b>New Business</b>	<b>Budget</b> <ol style="list-style-type: none"> <li>Mary Ruddell reviewed the budget</li> <li>A couple of items will more than likely be revised and that review is already calendared in - among them are copays for the Age Group Meets, and bonus money to be given to hosts of the JOs and Far Westerns</li> </ol> Approved - and sent to HOD	Approved - Refer to HOD 5/1/2015	
	<b>2015 July Junior Olympics</b> <ol style="list-style-type: none"> <li>Only one site, Terrapins, has bid for the dual venue JOs and it is clear that without modifications that one site cannot handle the number of expected swimmers.</li> <li>Below are possible changes that might help alleviate the situation               <ol style="list-style-type: none"> <li>Limit the max number of events per swimmer to 6 for the meet</li> <li>Limit the number of heats for the distance races, such as only the top 3 heats in each age group are eligible (800/1500)</li> <li>Swim two per lane on the distance races</li> <li>Make the meet timed final only</li> <li>Start the meet at 8:30 am</li> <li>Possibly limit the number of entries for the 400 Free and 400 IM, toughen the time standard to enter.</li> <li>July 2015 TERA JO meet could choose to use the new (more difficult) time standards</li> <li>Let CARS (considering location and altitude) pick up the second site</li> <li>some other team offers to host the 2nd site</li> <li>Limit meet to 14 and under age group swimmers</li> <li>That there be an upper time limit so that swimmers with a Far Western time or faster may not swim that event</li> </ol> </li> </ol> Discussion <ol style="list-style-type: none"> <li>Items a,c,e,g are easily implemented and should be considered</li> <li>Limiting distance races seems unfair - if we limit heats it should be for all distances</li> <li>Some teams have planned this to be a whole team taper meet and changing suddenly to only 14 and Unders really could mess up their schedules</li> <li>Since this is a Championship meet it really needs to be trials and finals.</li> <li>CARS can only run single ended so they cannot run 200 Medley Relays or 200 Free Relays.</li> <li>Teams may refuse to travel to CARS and resist assignment to that site.</li> <li>There are insufficient officials in Zone 4 so that many officials would need to be transported to CARS</li> </ol> See Motion 1504LI1 <b>July 2015 Junior Olympics</b>		

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New Motions	<p><b>1504LI1 July 2015 Junior Olympics</b>  This JOs be limited to 14 and Under swimmers, and that there be an upper time limit, so that swimmers will not be allowed to enter an event in which they already have a Far Western time.  (Lehla Irwin, Veronica Hernandez 2nd)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. We should still try to look for an alternate venue, and Lehla Irwin will call teams which have a possible site, to see if it is available.</li> <li>2. If the team has an available site but is not willing to take the meet on, we can explore if several other teams, or Pacific Swimming will staff and run it.</li> <li>3. Lehla will also explore the other possible changes and make recommendations to the HOD.</li> </ol> <p>Motion Tabled - to be taken up at the HOD meeting on 5/2/2015 if another site cannot be found</p>	Tabled Lehla Irwin to call about site availability, and to bring this to the HOD 5/2/2015	
	<p><b>1504TRC1 Travel Funds</b>  Motion to approve the following travel support airfares for summer national meets. The total support amount is airfare plus a \$300 stipend:  US Open Water Air Fare \$450 (Fort Myers)  US Junior National Champs \$450 (San Antonio)  US National Championships \$450 (San Antonio)  (Rick Waterhouse, Travel, Committee)</p> <p>Discussion</p> <ol style="list-style-type: none"> <li>1. If the person decides to stay in San Antonio for Junior Nationals and Nationals they will receive an additional \$300 for living expenses but will only be eligible for 1 airfare reimbursement</li> </ol> <p>Passed</p>	Passed	
	<p><b>1504SCH1 Change 2016 Far Western Championship Short Course Dates</b>  To approve moving the dates for the 2016 Short Course Far Western Championship meet from March 31-April 3, 2016 to April 7-10, 2016  (George Cleveland, Chair Scheduling Committee)</p>	Withdrawn	
	<p><b>1504DIV1 Approve Diversity Grants</b>  Motion to approve allocating \$24,000 of Diversity Committee's budget in the following manner, CARS \$3,000, FBA \$5,500, ONDA \$3,000, RENO \$5,000, SAIL \$3,000, VJO \$4,500.  (Kent Yoshiwara, Diversity Committee)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. CARS: scholarship to 30 swimmers - target low income families and reaching out to South Reno</li> <li>2. FBA: Scholarship to 25 swimmers 2nd, 3rd and 4th graders to continue program started in local schools</li> <li>3. ONDA: Scholarship to 100 swimmers, "nurturing Swimming Families" outreach to Head Start families</li> <li>4. RENO: Scholarship to 40 swimmers 4-14 year olds in old closed pool in low income area. Work with local</li> </ol>	Passed	

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	Boys and Girls Clubs 5. SAIL: Team apparel to help develop team cohesion - parkas, suits, t-shirts, bags, canopies 6. VJO: Scholarship 20 beginner swimmers 10-13 years old , including meet entry assistance Passed		
<b>Closing Comments</b>	None		
<b>Next Meeting</b>	Next BOD meeting is July 22, 2015		
<b>Meeting Adjourned</b>	Meeting adjourned at 9:25 PM		

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