

**Meeting Title:** Pacific Swimming BOD Executive Committee Meeting  
**Date:** January 24, 2013

**Attendance:**

John Bitter	X	Veronica Hernandez	X	<b>Zone Reps</b>		<b>Athlete Reps</b>		<b>Guests</b>
Mike Rianda	X	Marie Lin	X	1N - Larry Rice	X	3 – Debbie Tucker	X	Michela Roan
Lehla Irwin	X	Mary Ruddell	X	1S – Mike Picardo	X	4 - Jerry Rudd		
Ron Heidary		Scott Shea		2 - Clint Benton	X	4 - Jim Morefield	X	<b>Office</b>
Don Heidary	X	Steve Hurko	X					Jill Ruppenstein

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
<b>Meeting Called to Order</b>	Meeting was called to order by John Bitter at 7:30 PM		
<b>Minutes from Previous Meeting</b>	No minutes		
<b>General Chair</b>	<p>John Bitter:</p> <ol style="list-style-type: none"> <li>1. Indicates that the Executive Committee may conduct most of their meetings via teleconference</li> <li>2. This initial meeting was convened at San Ramon to launch our work together in this new format, also so we could see the latest update on the web site.</li> <li>3. Together in this meeting we will be creating a broad set of Goals for Pacific Swimming for the year 2013, with focus on 3 specific areas               <ol style="list-style-type: none"> <li>a) Creating new possibilities for athletes</li> <li>b) Club and LSC enhancement</li> <li>c) Administration and Board</li> </ol> </li> <li>4. John is working on creating sponsorships and advertising for some of Pacific Swimming's more notable meets</li> </ol>		
<b>Old Business</b>	<p><b>Web Site Update:</b></p> <p>Bryan Levenson and Jill Ruppenstein presented the latest mockups for the new website:</p> <ol style="list-style-type: none"> <li>1. The Shell Site for the Front End (the HTML layer) was presented and the executive committee is now asked to review it and make suggestions               <ol style="list-style-type: none"> <li>a) Example of the Home Page includes large tabs showing the Upcoming Meets (the next 3 to 7 meets), the Latest swim results (the last 3 to 7 meets) and News Updates. The data available immediately will be from the year with links to archived data (data that is collected from the date the new website goes live). We will not be putting in the previously archived data that our present website has, but that will be available from drop box.</li> <li>b) The design of the Program pages was shown using the Disability Program as an example (Jill</li> </ol> </li> </ol>		

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	<p>and Bryan will be needing recommendations for content from the various programs)</p> <p>c) Zone Page example was given. (Zone website masters will need to get together with Jill and Bryan's group to indicate what they want in the website)</p> <p>d) A jump page to the Zone pages will be available and we elected to have a graphic map of Pacific Swimming and the Zones which provide a click to each zone page on the map (this will be a slight added expense)</p> <ol style="list-style-type: none"> <li>2. We will need to be providing our suggestions as to what we want for the tabs and what might be missing in the tabs – with indications of priority from 1 (little importance) to 5 (extremely important) to be completed by January 30.</li> <li>3. Jill will work with John Bitter to determine exactly what features to request to keep the website cost effective</li> <li>4. With that information the next step will be to tie in the back end to the front end</li> <li>5. Administration of the main site will be done by Jill. The Zone webmasters and the Official's webmaster will also have access for administration of the Zone pages and the Official's page.</li> <li>6. Launch Date is scheduled for April – so content material will need to be completed by March (language and text for the different Zones and Program pages).</li> </ol>	<p>Jill Ruppenstein to send out e-mail requesting feedback by January 30<sup>th</sup></p> <p>Jill and Bryan will meet with the other webmasters to get details regarding the back end links</p>	<p>January 30, 2013</p> <p>Sometime this month</p>
<b>Old Motions</b>	None		
<b>New Business</b>	<p><b>Zone 4 Revenues and Proposed Solutions:</b></p> <p>Jim Morefield presented Zone 4's financial dilemma:</p> <ol style="list-style-type: none"> <li>1. In the past Zone 4, because of it's size and features, has always had difficulty generating revenue, but has managed by making some money off Swim Guides, and by getting some money from the co-pays for the annual Zone All Stars Meet.</li> <li>2. With the changes Pacific made last year (electronic swim guides only, and Pacific managing all the expenses for ZAM) these extra revenues were unavailable to Zone 4, creating a Zone 4 revenue deficit of \$2000 to \$3000.</li> <li>3. Zone 4 is seeking new sources of revenue to make up for these losses, and is requesting the ability to increase meet fees for swimmers. If they are allowed to charge an additional 10¢ per event entry fee designated as revenue for Zone 4, they feel they can make up the revenue deficit. In discussion it was suggested that it is simpler to increase the splash fee by \$1 (\$9 short course, \$11 long course) with that increase in money designated as Zone 4 revenue. See motion. 1301Z41</li> </ol>		
	<p><b>Zone 4 Payment to LSC regarding ZAM:</b></p> <p>Jim Morefield indicated that information regarding fees to be charged to each Zone for ZAM (\$5000) was not available when Zone 4 had to set the co-pay fees for the swimmers. They had anticipated that the Zone fees would be calculated per swimmer rather than a flat fee. Because they will not be bringing a full team (they have never fielded a full team to ZAM) their fee of \$80 per swimmer will be insufficient to cover the flat fee of \$5000.</p> <ol style="list-style-type: none"> <li>1. Although Zone 3 will also not field a full team this year (an exception for them), it was felt that Zone 4's situation is different. Zone 4 has never brought a full team and often do not bring 8&amp;Us because their</li> </ol>		

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	<p>Zone membership is so small (900+).</p> <ol style="list-style-type: none"> <li>2. Because of Zone 4's special circumstances (never bringing a full team) it was agreed to charge them \$3750 (the set fee for any team that chooses not to field an 8&amp;U squad). See motion 1301CB1</li> <li>3. Since Zone 4 will not need all the rooms allocated to them for swimmers, they wondered if they could use some of their designated rooms to house the few 8&amp;U and their parents, since Zone 4 charged all swimmers \$80. For all the other age groups this included housing. It was agreed that the parents could be housed in those rooms with their 8&amp;under child, provided they were chaperones for the team (be registered with USA swimming, pass background check, and take Athlete Safety education). Otherwise Zone 4 might consider returning a partial amount of the fee to the 8&amp;Us.</li> </ol>		
	<p><b>Creating an LSC Uniform Policy regarding required Officials for Swim Meets</b>  John Bitter requested that the Zone Chairs see if they can come up with a common policy regarding Officials requirements for Zone meets. He reports that the Officials Committee was unable to come up with one that would fit the needs across all the Zones, so at this time each Zone has its own distinctive policy. John asks that the Zone Chairs give it a try.</p> <ol style="list-style-type: none"> <li>1. Clint Benton indicated that he tried to get that to happen many years ago but that the Zones are so different in demographics and needs that they were unable to come up with a functional uniform policy.</li> <li>2. It was agreed the Zone Chairs would get together in a teleconference to review this issue once more. They will report back with either a recommendation of a common policy that might successfully work across all the Zones or a recommendation to leave the system as it is with distinctive policies for each Zone.</li> </ol>	<p>Jill Ruppenstein to arrange a telephone conference among the Zone Chairs</p>	<p>BOD 2/20/13</p>
	<p><b>Nomination Process for Age Group Coach of the Year</b>  Steve Hurko provided a power point presentation regarding what the Coaches Committee would like as their process for selecting the Age Group Coach of the Year:</p> <ol style="list-style-type: none"> <li>1. He presented criteria to be used, and weighted criteria, all taken from ASCA criteria</li> <li>2. A Nomination Committee will be formed with 8 to 10 members, composed of coaches representing each of the Zones, and the PC's coaches' representative.</li> <li>3. The Zones will then nominate coaches to be considered for age group coach of the year.</li> <li>4. The Nomination Committee will review the information on each of the recommended nominees (a template will be created to provide uniform information on each nominee), and have a conference call to determine the nominees to be placed on the ballot</li> <li>5. The ballot will be sent to the Head Coach of every club and they are expected to work with their team of coaches to determine the vote of that club (one vote/club).</li> <li>6. Steve will create the information template, and he will also create a nomination form</li> </ol>	<p>Coaches Committee to oversee the formation of the Nomination Committee</p> <p>Steve Hurko to generate nomination form and candidate template</p>	
	<p><b>Goals and Objectives for 2013:</b></p> <ol style="list-style-type: none"> <li>1. Creating New Possibilities for Athletes <ol style="list-style-type: none"> <li>a) Don Heidary is working on creating some new meet structures and will present this shortly</li> <li>b) Veronica Hernandez will be working with Age Group to look at what changes might be helpful</li> </ol> </li> </ol>	<p>Don to report at BOD</p>	<p>BOD 2/20/13</p>



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	<p>Pacific Swimming activities and recognize them for the things they are doing</p> <ol style="list-style-type: none"> <li>1) John Bitter reports that Maryland, Indiana, and Illinois have some fairly good programs. They allocate points for various activities the team performs for the LSC, such as putting on meets, and when a team has acquired a sufficient number of points they get a monetary award.</li> <li>2) Such a program would not start until September</li> </ol> <p>d) Pool Improvement Program:</p> <ol style="list-style-type: none"> <li>1) John Bitter reports that Pacific is now looking at our program for pool improvements in order to consider whether that might be something for them to pursue</li> <li>2) The Investment committee would like to have an additional level of granting for more extensive pool improvement, \$10,000, or \$15,000</li> <li>3) The new grants coming in are written quite well, with good documentation, and have strong merit</li> </ol> <p>e) Volunteer Recognition Program – focused on recognizing and encouraging volunteer participation in Pacific Swimming and Zone activity</p> <ol style="list-style-type: none"> <li>1) John Bitter is requesting that each Zone nominate a volunteer each month and from the nominees one will be picked to receive a gift card in recognition of their service, and a letter of appreciation.</li> <li>2) This is to occur on the 15<sup>th</sup> of each month</li> <li>3) Zones can nominate whoever they feel appropriate, and individuals may be nominated more than once.</li> </ol> <p>3. Administration and Board</p> <ol style="list-style-type: none"> <li>a) The Governance Committee is finishing up the work in restructuring the BOD and Executive Committee, with definition of positions and separation of duties.</li> <li>b) John Bitter will begin to send out monthly e-blasts that will inform everyone of what is happening in Pacific Swimming</li> <li>c) We are working on having the Coaches' clinic and the annual Officials' clinic in October the day before the HOD meeting. It is hoped that by combining them on the same weekend we will get more participation in all three activities.</li> <li>d) USA Swimming is undergoing a similar redefinition of its Board and looking to go to a Biannual Convention schedule with the meeting scheduled from Sunday to Wednesday.</li> <li>e) We need to continue to work on Communication – information regarding the close of the Pacific Office during the Christmas holidays was not broadcast. The office will be closed again from July 1st to July 5<sup>th</sup>.</li> </ol>		
<b>New Motions</b>	<p><b>1301Z41 – Maximum Splash Fee for Zone meets hosted in Zone 4</b>  Motion to allow Zone 4 to increase the maximum splash fee charged in Zone 4 meets by \$1 (\$9 for SC, and \$11</p>	30 day motion to go to BOD	BOD

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	for LC). This extra fee will be designated for Zone 4 revenue. (Jim Morefield, Zone 4) R&R  Discussion: The Executive Board unanimously supported that motion and will bring it to the BOD with the recommendation to pass it.		
	<b>1301CB1 – Zone 4 ZAM fees:</b> Motion that Zone 4 pay \$3750 to Pacific as their fee for ZAM. (Clint Benton, 2 <sup>nd</sup> Larry Rice)	Passed	
<b>Next Meeting</b>	Next meeting of the Executive Board is 27 March (will notify whether teleconference or at Marriott in San Ramon) at 7:30 PM	Notify members of site	
<b>Meeting Adjourned</b>	Meeting adjourned		

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

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

**Date:** February 20, 2013

**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		Gerry Ng		<b>Zone Reps</b>	<b>Athlete Reps</b>	<b>Guests</b>
Mike Rianda		Rick Beebe	Tish Steimle	X	1N - Larry Rice	Michela Roan	Valerie Rudd X
Lehla Irwin	X	Marie Wise	Rick Waterhouse		1S – Mike Picardo		David Cottam X
Ron Heidary		Kent Yoshiwara	Warren Lager	X	2 - Clint Benton	X	William Chong X
Don Heidary	X	Peggy Ramirez	Leo Lin	X	3 – Debbie Tucker	X	
Veronica Hernandez	X	Elias Totah	Izzy Real	X	4 - Jerry Rudd	X	
Marie Lin	X	Phil Harter	Darwin Takaki		4 - Jim Morefield		
Mary Ruddell	X	Brian Malick	Fred Vogelgesang	X			
Jennifer Malick	X	Marcia Benjamin	Darryl Woo			<b>Office</b>	
Danica Burge	X	David Benjamin	Joe Woo			Jill Ruppenstein	X
Scott Shea		Judy Siegrist		X		Laurie Benton	X
Steve Hurko		George Cleveland					

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<b>Meeting Called to Order</b>	Meeting was called to order by John Bitter at 7:30PM		
<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? <b>No affirmative answers.</b> 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>	Minutes from November 28, 2012 BOD meeting, amended and approved		
<b>Executive Committee Report</b>	<ol style="list-style-type: none"> <li>Minutes from January 24, 2013 Executive Committee Meeting, amended and approved, (Clint Benton, Veronica Hernandez, 2<sup>nd</sup>)</li> <li>The 2 motions passed by the Executive Committee were approved – money for Maps on the website, and lowered fees for Zone 4 for the All Star Meet</li> </ol> <p>Discussion:</p> <ol style="list-style-type: none"> <li>Fred Vogelgesang expressed concern regarding what he thought were decisions made by the Executive Committee to do retail selling via the website and to move forward to do \$10K and \$15K</li> </ol>		

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	<p>pool grants without looking at how much we could spend without getting into the principal of our investment funds</p> <ol style="list-style-type: none"> <li>2. John Bitter responded that these are the ideas we are considering pursuing and which the various committees will look into for this year. The minutes reflect discussions, and exploration of ideas, not decisions. We want to be open about the things we are exploring, and that is what is listed in the minutes and the Goals Document. The committees will look at these ideas and come before the board with the results of their work on it.</li> <li>3. We are looking at what retailing would entail, including making sure we preserve our non-profit status</li> <li>4. John Bitter also reports that they have already contacted Steve at Wells Fargo who is managing our investment funds, to find out what the actual figure would be that we can expect to spend without affecting the principal of our investments.</li> <li>5. Clint Benton stated that most of the minutes are informative, and that the only two things up for discussion are the two motions passed. Neither of these motions was pulled for discussion.</li> </ol>		
<b>Officer's Reports</b>			
<b>Chair</b>	<p>John Bitter:</p> <ol style="list-style-type: none"> <li>1. Had 1<sup>st</sup> Executive Committee meeting and posted a bulletin of things we would like to accomplish. It is basically broken into 3 different areas (see document).</li> <li>2. Congratulated Don and Ron Heidary for their Positive Coaching Lines, which had some really valuable information</li> <li>3. John just got back this afternoon, from traveling and will finish addressing all the emails he received while gone within the next few days.</li> </ol> <p><b>*Addendum:</b> Although not discussed at this meeting, John Bitter wants everyone to know that with regard to the revised Section 9 (R&amp;R) Senior Travel Support (Motion 1210SC&amp;TC1) the concerns regarding the effect this change in process (clubs collect the receipts from the swimmers and receive the reimbursement funds from the Pacific Swimming Treasurer, and then the clubs disburse the funds to their swimmers) have been addressed. The procedure has been reviewed by Jim Harvey, Chief Financial Officer for USA Swimming, Bruce Stratton, President of USA Swimming and a CPA, and Michael Bryant, Partner LMGW and a CPA. They found no issues with the proposed changes and no need for the LSC to 1099 clubs for direct reimbursement checks made to the club. This motion was passed 11/28/2013 and will go before the HOD at the May 2013 meeting.</p>		
<b>Admin Vic Chair – Operations</b>	No Report		
<b>Admin Vice Chair – Programs</b>	No Report		
<b>Treasurer</b>	<p>Mary Ruddell:</p> <ol style="list-style-type: none"> <li>1. See the posting of the budget and accounting statements</li> <li>2. There are a few things left over from last year – a couple of meets from the end of the year have not turned everything in yet, and some checks have still not cleared (including some that are over 6 months</li> </ol>		



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	<p>old).</p> <ol style="list-style-type: none"> <li>3. Mary is talking to all the Zone Treasurers so they can confirm everything is consolidated correctly in preparation for the outside audit.</li> <li>4. There are 2 new members on the Finance Committee, Cliff Reyda, and Jim Morfield, and Carol Wain's term is over so she is stepping down.</li> <li>5. We are looking to get cell phones, and phone contracts for all the Pacific Staff so there is no blending of personal phone and business phone charges.</li> <li>6. We are also getting unique e-mail addresses for everyone on the Board to be used to do any Pacific Business. This should be set up by early next week. This will protect Board member's private e-mails because if there are any issues regarding Pacific Swimming e-mails can be subpoenaed, and that would include private e-mails if it is mixed.</li> </ol>		
<b>Age Group</b>	<p>Veronica Hernandez:</p> <ol style="list-style-type: none"> <li>1. She and Don have been working together on the schedule of meets for the 2014 season. They are preparing the schedule to match up with the new annual year for scheduling – September to August</li> <li>2. Working on the Zone All Star Meet details.</li> </ol>		
<b>Sr. Committee</b>	<p>Don Heidary:</p> <ol style="list-style-type: none"> <li>1. Working on the senior schedule</li> <li>2. Working on refining the language on meet sheets for senior meets</li> <li>3. Crow Canyon host of the Senior I Meet for March 2 -3 ran into problems because it was discovered that some documents say it is a Timed Finals meet, but the final document passed shows it as a Trials and Finals. The meet was set up as a Timed Finals and entries were made based on this. When the discrepancy was discovered last week the team began the process of trying to comply with the T&amp;F requirements, but this has caused significant confusion and will be quite unwieldy to handle. In the meantime, because of the confusion Swim Connection shut entries off these past few days. It was agreed that it would be more difficult to convert it to a Trials and Finals meet. Don recommends that we keep it as a Timed Finals meet, and that it be opened thru Saturday 11:59 PM since the meet is relatively small and it was closed several days during the confusion. The Board approved this procedure. Jill will send e-mails to all the coaches that it is a timed finals event and that it will remain open for entries through Saturday</li> <li>4. Tiger Senior II Meet for July 19 -21, is actually scheduled on the same weekend as Sectionals. They requested to have the meet moved to July 27-28 as a first choice (same weekend as Pleasanton C/B/A+) and secondarily on July 12-14 (which is the same weekend as JO's). It was agreed that the weekend of JO's would not work. However, Zone 2 agreed (Clint Benton) that, provided Pleasanton gave the okay, it would be fine to have the meet on July 27-28, since we had planned a dual venue and the second venue was not picked up.</li> </ol>	<p>Run Crow Canyon Senior I meet as a Timed Finals and leave open to entries through Saturday 11:59 PM</p> <p>Don Heidary will check with Pleasanton to see if they will okay this change.</p>	
<b>Registration</b>	<p>Laurie Benton:</p> <ol style="list-style-type: none"> <li>1. See Posted Report s</li> </ol>		
<b>Diversity</b>	<p>Kent Yoshiwara:</p> <ol style="list-style-type: none"> <li>1. Diversity is open for grant applications and the deadline is March 1<sup>st</sup></li> </ol>		

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	<ol style="list-style-type: none"> <li>2. Reports from last year's recipients are posted on the website</li> <li>3. Diversity Camp took place, 30 swimmers signed up and 27 came – Alex Cushing from CAL was the guest speaker, with plenty of coaches, enough to allow for breakouts into small groups, and swimmers were given opportunity to do dryland work as well.</li> </ol>		
<b>Camps</b>	Jennifer Malick: <ol style="list-style-type: none"> <li>1. 11-12 camp was held in February at Campolindo. Things went very well</li> </ol>		
<b>Officials</b>	CRT report posted – See Motion		
<b>Time Standards</b>	No Report		
<b>Club Development</b>	No Report		
<b>Travel</b>	No Report		
<b>Disability</b>	No Report		
<b>Board of Review</b>	No Report		
<b>Open Water</b>	No Report		
<b>Finance &amp; Auditing</b>	Peggy Ramirez: <ol style="list-style-type: none"> <li>1. Audit Committee met. Mike Davis, Mary Ruddell, and Leo Lin attended along with Peggy</li> <li>2. Went over the drop box and went over the Zones information</li> <li>3. Each member has taken up some tasks which they will follow up on.</li> <li>4. Next meeting is planned for March to prepare for Audit in the end of April</li> </ol>		
<b>Scheduling</b>	See Motions		
<b>Athlete</b>	Michela Roan: <ol style="list-style-type: none"> <li>1. Senior swimmers are concerned that we are losing avenues for middle senior swimmers to swim. They no longer can go to age group Western Zones and the Sectional cuts have gotten more difficult. They have sent an email to Age Group (Veronica Hernandez) and Seniors (Don Heidary), and Vice Chair Programs (Lehla Irwin) regarding this issue</li> <li>2. The Age Group and Senior committee are looking at solutions for this</li> <li>3. They would like to have an athlete Social after Far Westerns.</li> </ol>		
<b>Governance Committee</b>	Leo Lin: <ol style="list-style-type: none"> <li>1. Met In February</li> <li>2. Worked on the Board Structure and did a thorough analysis as to the benefit of having a Vice Chair Finance               <ol style="list-style-type: none"> <li>a. Looked at the tasks involved for the proposed Vice Chair– the main thrust is strategic planning</li> <li>b. It was agreed that the Treasurer is doing some strategic planning already, and that the other tasks of the Treasurer are the tactical ones like writing checks, chasing after payments, looking at the accounts.</li> <li>c. A Vice Chair of Finance would add another layer over the finance, audit, investments and bookkeeping tasks for Pacific Swimming</li> <li>d. With all this in mind, the Governance Board unanimously voted to recommend hiring a bookkeeper to take over most of the tactical tasks and have the Treasurer take on the Strategic</li> </ol> </li> </ol>		

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	<p>Planning. They do not recommend a Vice Chair of Finance.</p> <ol style="list-style-type: none"> <li>3. They made a motion to prohibit photography and video recording of any kind from behind the starting blocks unless specifically allowed by the meet referee – see motion</li> <li>4. They are working on defining and codifying the roles and responsibilities for the Zone               <ol style="list-style-type: none"> <li>a. Their first obstacle is that the Zones’ geographies are described in 3 different places, twice in the by-laws, and once in the swim guide. The boundaries for the different zones all differ across those three references.</li> <li>b. They have asked each Zone to research and come back with their definition of the geographic boundaries of their Zone.</li> </ol> </li> <li>5. Working on the issue of Noncompliance on the part of meet directors with regard to turning in USA registrations for swimmers that are collected at the meet. Some meet directors have just turned in the registrations that took place in December. This is a problem for the swimmers and the Registrar is having to handle complaints regarding the non-registration of the swimmer. It is not thought that fining the host team will be very effective. One thought is to have the Meet Referee shepherd that process.</li> </ol>		
<b>Investment Committee</b>	<p>Mary Ruddell:</p> <ol style="list-style-type: none"> <li>1. Committee met in January and discussed the pool grant applications.</li> <li>2. Three were turned back because they were not presented by a sponsoring Pacific Swim Team. Two of these are asked to resubmit with sponsorship from the Pacific Swim Team utilizing the facility.</li> <li>3. The grants were very complete and done very well, including indication of where the other resources and funding for the project would be coming from.</li> <li>4. They did not allocate all \$50,000, so they will open again for applications in April through June.</li> </ol>		
<b>Adhoc Committees</b>			
	Adhoc Committee to look at Zone Meet Official’s requirements: Did not meet. Jill Ruppenstein will set up a phone conference for all the Zone Chairs to discuss this issue	Jill to set up a conference call	
<b>Zone Reports</b>			
<b>Zone 1N</b>	No Report		
<b>Zone 1S</b>	No Report		
<b>Zone 2</b>	See CRT		
<b>Zone 3</b>	<p>Debbie Tucker:</p> <ol style="list-style-type: none"> <li>1. Still no new treasurer</li> <li>2. Need to set aside money for equipment that is no longer working</li> <li>3. Had an officials appreciation dinner – 15 attended and during this dinner they were able to assign Meet Referee and Head Starter for all the Zone meets.</li> </ol>		
<b>Zone 4</b>	<p>Jerry Rudd:</p> <ol style="list-style-type: none"> <li>1. Had a meeting on January 15<sup>th</sup>.</li> <li>2. Regional Coaches Clinic to be held at Lake Tahoe</li> <li>3. Finances discussed and the Zone did not submit a budget yet because they are unsure about revenues.</li> </ol>		

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	<ol style="list-style-type: none"> <li>4. Presenting motion to address their financial dilemma – see motion</li> <li>5. New Co-Official Chair – Richard Hayes</li> <li>6. Gail Maynard a long time official has passed away, but his wife continues to officiate</li> <li>7. Worked on guidelines for meet marshals at Swim Meets</li> <li>8. Worked on the Zone All Star Meets</li> </ol>		
<b>Old Business</b>	None		
<b>Old Motions</b>	<p><b>12100C1-No Show Motion</b>  The officials committee puts forward the following motion in order to clear up contradicting rules within the “Individual Scratch Rules” and to eliminate the no-show penalty at zone awarded meets.  <b>The officials committee motions to make the following changes to the present scratch rule penalty (R&amp;R Sec 3B5b):</b></p> <p>b. Individual Scratch Rule — Swimmers shall inform themselves of the meet starting time and shall report to the proper meet authorities promptly upon call.</p> <p>(1) Pre-Seeded Meets — Swimmers shall report promptly to the starting blocks when their event/heat is called.</p> <p>(a) Any swimmers not reporting for or competing in an individual timed final event shall not be penalized.  (b) Any swimmers not reporting for or competing in a preliminary heat when finals are scheduled shall not be penalized.</p> <p>(2) In Zone awarded Meets that are Deck Seeded –</p> <p>(a) Close of check-in for all events shall be no more than 60 minutes before the estimated time of the start of the first heat of the event. No event shall be closed more than 30 minutes before the scheduled start of the meet. Swimmers who do not check-in will not be allowed to compete in the event.  (b) Any swimmers not reporting for or competing in an individual timed final event shall not be penalized.</p> <p>(3) In all Age Group and Senior Meets - LSC Awarded Meets</p> <p>(a) Close of check-in for all events shall be no more than 60 minutes before the estimated time of the start of the first heat of the event. No event shall be closed more than 30 minutes before the scheduled start of the meet. Swimmers who do not check-in will not be allowed to compete in the event.  (b) Swimmers entered in a timed final individual event that is seeded on the deck who have checked in for that event, must swim in the event unless they notify the clerk of the course before seeding for that event has begun that they wish to scratch. Failure to swim an event will result in being barred from their next individual event in which the swimmer is entered on that day or the next meet day, whichever is first.  (c) Swimmers entered in an individual event in a Trials and Finals meet that is seeded on the deck who have checked in for that event, must swim in the event unless they notify the clerk of the course before seeding for that event has begun that they wish to scratch. Failure to swim an event will result in being barred from rest of his/her events that day including relays. If the swimmer qualified for a final before missing an event they may swim that final.</p> <p>(Brian Malick, Officials Committee) (30 day motion)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. Zone 4 and Zone 3 voted against this motion. Zones 2, 1S, and 1N voted for having it.</li> <li>2. Jerry Rudd reports having uniformity for all meets would be more helpful.</li> <li>3. Leo Lin discusses the displeasure parents have if they have to wait around a long time before their child gets to swim when a child misses a swim and then has to sit out the next swim.</li> <li>4. Fred Vogelgesang reports that swimmers should learn about penalties earlier then Far Westerns and advocates against the motion to eliminate the penalty for no-shows at the Zone level meet</li> </ol>	Passed – to take effect at first Long Course Zone meet after Far Westerns	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<ol style="list-style-type: none"> <li>5. Veronica Hernandez states that the Age Group coaches are really split, some wanting the penalty and other just as strongly not wanting it.</li> <li>6. There was discussion regarding whether it will slow the meet down because of a lot of empty lanes especially at the end of meets.</li> <li>7. There was also discussion regarding whether it actually makes the meet faster because meet referees can choose not to make calls, and just send heats off with the unfilled lanes without delay</li> <li>5. The motion passed – to take effect with the first Zone meets that are long course (after Far Westerns)</li> </ol>		
	<p><b>1210GC2-Executive Committee Composition:</b>  Motion to change membership of the Executive Committee: (By-laws 5.8)  Current Executive Committee:  General Chair, Administrative Vice Chair, Senior Vice Chair, Age Group Vice Chair, Treasurer, Senior Athlete Representative, Senior Coach Representative    Quorum = 4 members present</p> <p>Proposed Executive Committee:  General Chair, Vice Chair-Program Development, Vice Chair-Program Operations, Treasurer, 5 Zone Chairs, 2 Athlete Representatives, Secretary    Quorum = 7 members present  (Leo Lin, Governance Committee) (By-Laws, 30 day motion)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. Fred Vogelgesang expressed concern regarding the Financial side of the organization. He wants the responsibilities for the Treasurer to be clarified to include Strategic Planning</li> <li>2. Fred Vogelgesang also wants to have the HOD know that there will be a budget item to hire a bookkeeper.</li> <li>3. John Bitter assured Fred Vogelgesang that the bookkeeper will be a budget item in the next budget</li> <li>4. Fred also wants to make sure his idea of making a Foundation is not lost.</li> <li>5. Fred also wanted to be sure that the Nomination Committee will be clear that we will be looking for two positions for Vice Chair – Program Development and Program Operations. Clint Benton assured Fred that that is already happening</li> </ol>	Passed – to be referred to the HOD 5/2013	HOD 5/4/2013
	<p><b>1211GC1 – Proposed Organization of the Pacific Swimming Board of Directors:</b> The following reorganization of the Pacific Swimming Board is presented in the attached organization chart (see attached Organization Chart) which is summarized as follows, with <b>bold= voting members</b>, regular type=voice, but no vote, <i>italics=eliminated</i>:</p> <p><b>Pacific Swimming General Chair: Treasurer, Secretary, Program Development Vice Chair(see branch), Program Operation Vice Chair(see branch), Audit &amp; Budget Chair, Board of Review Chair, At Large Members,</b> LSC Office Staff, Investment Committee Chair, Governance Committee Chair, Safety Coordinator Office, Safe Sport Coordinator, General Counsel Consultant, Parliamentarian</p> <p><b>Program Operation Vice Chair (dry side): Zone Chairs, Officials Committee LSC Officials Chair, Membership/Registration Coordinator, Club Development Coordinator,</b> Communications, Top Times &amp; Records Coordinator, Travel Committee Chair, LSC Sanction (Zone Sanction Chairs), <i>High School Coordinator, College Coordinator, National &amp; Local Legislation Coordinator</i></p>	Passed – to go to HOD 5/2013	HOD 5/4/2013

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p><b>Program Development Vice Chair: Senior Committee Chair</b> (Senior Coach Representative), <b>Age Group Committee Chair</b> (Age Group Coach Representative), <b>Diversity Committee Chair, Disability Coordinator, Athlete Committee Chair/Senior Rep</b>, Open Water Coordinator, Camps Coordinator, Time Standards Coordinator, Scheduling Committee Chair (Leo Lin, Governance Committee) (30 day motion) By-Laws</p> <p>Leo presented the following explanatory document as part of the motion:</p> <p><b>Proposed Organization of the Pacific Swimming Board of Directors</b> Based on the increasing complexity of the tasks facing Pacific Swimming, an additional Vice Chair position was created in the Board of Director (BOD) in 2011 to address the multitude of tasks and to share the responsibility among 2 Vice Chairs. The division of responsibilities between the two vice chairs has been made according to whether the program/committee/tasks fall into the “dry side” or “wet side” of swimming. The Program Development Vice Chair is responsible for “wet side” programs/committees/tasks and the Program Operation Vice Chair is responsible for “dry side” programs/committees/tasks.</p> <p>In addition to organizing the various positions existing in the Pacific Swimming Board, the governance committee was asked to study the current membership of the BOD and recommend an organizational structure that will be streamlined and more efficient in meeting the needs of swimmers, clubs and volunteers. The goal is to modernize the BOD structure resulting in a more effective BOD. The proposed structure is presented in the attached three (3) organization charts.</p> <p style="padding-left: 40px;">The approach that the Governance committee took was first to understand the roles of each of the committees</p> <p style="padding-left: 40px;">In cases where it appears that it is a one person committee, the responsible person is given the title of “Coordinator” rather than committee chair.</p> <p style="padding-left: 40px;">Functions in the BOD that are identified as “dry side” or “wet side” are grouped under the 2 vice chairs respectively, reducing the number of “direct reports” to the general chair (Org Chart 2 &amp; 3).</p> <p style="padding-left: 40px;">In cases where a Committee/Coordinator has their functions already covered (by another committee, or coordinator), that Committee/Coordinator position has been eliminated in order to streamline and avoid redundancy.</p> <p style="padding-left: 40px;">In the past voting rights were given to all BOD members (partially as a means to entice volunteers to serve on the BOD). This strategy has not been functional, in that many such members have not actively participated in the BOD meetings. In this proposed structure, voting rights are not automatically given to all BOD members. It is given to all elected members, and to assigned Committee chairs and Coordinators where it has</p>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>been judged that their vote will be an important part of their function, role and/or responsibility within the BOD.</p> <p>Senior athlete members on the BOD are given voting rights.</p> <p>Voting rights of committee members within their committees are decided by the respective committees.</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. Looked at why Open Water did not have a vote, and Leo Lin reported that part of what was the determining factor was the amount of participation in the past and what would be needed in the future in the BOD meetings</li> <li>2. Elias Totah wondered what would happen to High School now that that position would be eliminated. Leo Lin reported that the duties, like the duties of the College Chair have been relegated to the Zone Officials Chair where those High Schools or Colleges reside. Staffing and certifying the appropriateness of an official for a particular position for High School Championships will be the responsibility of the Zone Official's chair and if needed the Pacific Officials Chair</li> <li>3. Motion Passed</li> </ol>		
	<p><b>1211SC1-Positive Check-In</b> The following General Guidelines presented with the proposal that this be formatted into a document that will be presented as a motion to add to the Policy and Procedures of Pacific Swimming allowing for Positive Check In for Senior Trials and Finals meets:</p> <p><b>General Guidelines</b></p> <ul style="list-style-type: none"> <li>• A coach can check a swimmer in (must show current registration)</li> <li>• A swimmer may check-in for any or all events during the day – up the close of check-in (thirty minutes after results are announced)</li> <li>• A swimmer may declare their intention to swim (used with strategic purpose). <i>Note:</i> A swimmer, who makes this declaration and does not return, WILL be checked-in and subject the same penalty if he/she does not return for the Finals swim.</li> <li>• There will be no team of group check-in <ul style="list-style-type: none"> <li>○ Consideration may be given to teams traveling as they may not use a positive check-in system in their LSC, and they are traveling by group.</li> </ul> </li> <li>• Penalty for a Finals “no-show” is disqualification from the meet.</li> </ul> <p><b>Criticism/Concern</b></p> <ul style="list-style-type: none"> <li>• Not allowing a kid to check-in for all events</li> <li>• “Intention to Swim” option was requested by coaches</li> <li>• What role should Positive Check-in play for “Senior swimmers” at Age-Group Meets (Far Westerns/JO’s)</li> <li>• What are administrative issues? (see protocol)</li> </ul> <p><b>Note</b> This was positively viewed by coaches in the Senior Coach Survey</p> <p><b>Senior Recommendation</b> <i>This policy be adopted as standard operating procedure for all Pacific Senior Trial/Final meets</i></p>	30 day motion - tabled until next BOD meeting	BOD 4/24/2013

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>(Don Heidary, Senior Committee) (30 day motion) (to be worded for P&amp;P addition)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. The rewording has not been completed.</li> <li>2. Don Heidary will present it at the next BOD meeting</li> <li>3. In the meantime this 30 day motion is tabled</li> </ol>		
	<p><b>1211SCH1-Scheduling Section Amendment to P&amp;P Section X</b>  Amend Policies and Procedures Section X – Scheduling by the addition of new paragraphs 2.0, 3.0, and 4.0 with the paragraph numbers of the following paragraphs changed accordingly.</p> <p>Following is the new Section X with additions and changes shown in italics.</p> <p style="text-align: center;"><b>SECTION X</b></p> <p><b>SCHEDULING</b></p> <ul style="list-style-type: none"> <li>• The Scheduling Committee shall: <p>As a general rule, oversee the operation of the present schedule, plan the next year’s schedule, and plan future schedules, if possible, in accordance with the following:</p> <ul style="list-style-type: none"> <li>• The Pacific Swimming schedule should foster continuous competition from Age Group through Senior Swimming.</li> <li>• The schedule should be arranged so that conflicts are minimized.</li> <li>• Establish standards to control the awarding of meets.</li> <li>• Provide guidelines for meet formats for Pacific Swimming awarded meets.</li> </ul> <p>Adopted 1/25/84 Reworded 7/22/98</p> <p><i>2.0 Committee Membership</i></p> <ol style="list-style-type: none"> <li>1. <i>Chair appointed by the Pacific Swimming General Chair</i></li> <li>2. <i>Program Development Vice-Chair</i></li> <li>3. <i>Age Group Vice-chair</i></li> <li>4. <i>Senior Vice-chair</i></li> <li>5. <i>Officials Committee Chair</i></li> <li>6. <i>Zone Chairs (5)</i></li> <li>7. <i>Coach Representative</i></li> <li>8. <i>Athlete Representative</i></li> </ol> </li> </ul>	<p>30 day motion – tabled until next BOD meeting</p>	<p>BOD 4/24/2013</p>



TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p><i>9. One or two others as appointed by the General Chair Any of the above may designate an alternate to represent their function.</i></p> <p><i>3.0 The Scheduling Committee shall annually establish a schedule of the meets to be awarded by the committee and publicize the schedule.</i></p> <p><i>4.0 Meet Award Procedures</i></p> <ol style="list-style-type: none"> <li><i>1. The Chair shall annually announce the time, place, and method for submitting bids for meets to be awarded by the Pacific Swimming Scheduling Committee.</i></li> <li><i>2. Clubs shall submit their application for the award of meets in accordance with the above. Applications for meets not received in accordance with 1. above need not be considered until all bids received in compliance have been considered.</i></li> <li><i>3. Clubs applying for more than one meet shall designate as their 1<sup>st</sup>, 2<sup>nd</sup>, etc. choice on the applications.</i></li> <li><i>4. Meets designated to be conducted within the Pacific Swimming territory by USA Swimming or the Western Zone shall be awarded the meet without the necessity for the club to submit an <u>application</u> to the Committee.</i></li> <li><i>5. The Committee shall award the two Far Western Championship meets first, then the two JO Championship meets, followed by all of the remaining meets.</i></li> <li><i>6. Host responsibilities for the Spring JO and July (Summer) Adam Szmidt JO Championship Meets and the Far Western Short Course and Far Western Long Course Championship Meets shall not be awarded to the same club for more than two successive years except when there is no qualifying bidder for the succeeding year.</i></li> <li><i>7. Priority for Age Group Open meets set for holiday weekends (Memorial Day, Independence Day, and Labor Day) shall be given to clubs in remote locations of the Pacific Swimming territory, ie. Nevada/Tahoe area, Monterey County, Ukiah, Stockton, etc.</i></li> <li><i>8. Any meets not bid for and awarded during the initial award period shall be open for bidding by a later date as determined by the Committee, and shall not be subject to the protection from competing meets for those dates.</i></li> <li><i>9. Meet awards shall be confirmed by action of the Board of Directors.</i></li> </ol> <p><i>5.0 Clubs wanting to bid to host Pacific Swimming awarded Age Group meets shall agree to comply with the Minimum Criteria for Pacific Age Group Meets. See appendix A2. Adopted 5/25/05</i></p> <p><i>6.0 On protected weekends, no further meets may be approved or sanctioned for meets held by a</i></p>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>USA Swimming member where all participants are registered swimmers. Adopted 2/23/00 Reworded 1/24/01</p> <p>7.0 Any Zone or club that wants to schedule a meet opposite a Pacific Swimming awarded meet with time standards which conflict with the Pacific Swimming awarded meet must first obtain Board of Directors approval. Adopted 1/26/94 Revised 9/22/99</p> <p>8.0 A change in venue for a Pacific Swimming awarded meet not yet sanctioned shall be resolved by the Scheduling Committee as an administrative matter. Adopted 10/28/87 Reworded 3/25/98</p> <p>9.0 Any request to the Pacific Swimming Board of Directors to change the level of a meet shall be a 30-day motion in order to allow comments from the Zone Scheduling Committees. Adopted 10/25/89 Reworded 3/25/98</p> <p>10.0 Clubs in the Eureka/Crescent City area and Zone 4 may schedule meets opposite Pacific swimming sponsored meets (distance being the determining factor). Adopted 10/24/91 Reworded 3/25/98</p> <p>11.0 Pacific Swimming may subsidize host clubs for some of the documented out-of-pocket costs of hosting meets designated by the Board of Directors. Such costs may include pool rental, computer and timing services and similar direct costs. These costs do not include costs associated with programs, snack bars, hospitality, raffles, and similar indirect costs. The designated meets and amounts of subsidy shall be proposed jointly by the Senior and/or Age Group committees and the Scheduling committee and be approved by the Board of Directors for inclusion in the annual operating budget. The subsidy shall be paid to the host club upon submission of the required documentation as specified by the Treasurer. Adopted 4/24/96 Reworded 12/2/98 Amended 4/25/01</p> <p>12.0 Any LSC adjoining the territory of Pacific Swimming shall be permitted to hold a meet at a pool within the territory of Pacific Swimming subject to the approval of the pool owner, any Pacific Swimming club located in the vicinity of the pool, and the Pacific Swimming Board of . Said meet shall be sanctioned and operated under the using LSC's rules. Adopted 12/2/98 Reworded 1/24/01 Amended 3/22/06.</p>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>(George Cleveland, Scheduling Committee) (P&amp;P) (30 day motion)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. Fred Vogelgesang wanted to place a friendly amendment – he wanted to eliminate Vice Chair Program from the Scheduling Committee. His rationale is that the Age Group and Senior Vice Chair are already on the committee</li> <li>2. This motion was tabled because George Cleveland was absent, so the friendly amendment could not be considered at this time.</li> </ol>		
	<p><b>1301Z41 – Increase in Splash Fee for Zone 4 Meets :</b> The Zone 4 Board moves to add the following language which is in <b><u>bold underline</u></b> to Section 2.B. Notes of (Jim Morefield, Zone 4) (30 day motion) (R&amp;R)</p> <p><b>[Section 2.B.] NOTES:</b></p> <ol style="list-style-type: none"> <li>1. Multi-class meets – applicable fee will be that of the highest class included in the meet.</li> <li>2. Host teams may impose a participation fee not to exceed \$8.00 for short course meets and \$10.00 for long course meet per swimmer to help defray meet expenses. <b><u>Host teams of meets scheduled by Zone 4 may increase the foregoing participation fee amounts by \$1.00 per swimmer to help defray expenses of the Zone.</u></b> Relay - only swimmers are exempt from this surcharge, except in relay-only meets.</li> <li>3. Leagues charging entry fees shall pay the Pacific portion applicable to amount of entry fee as listed above. The Pacific fee does not apply to Adapted Swimming.</li> </ol> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. Fred Vogelgesang opposes this because it will put increased expenses on the swimmers.</li> <li>2. Fred also feels adjusting fees like this invites confusion, and changes in fees in future</li> <li>3. Fred feels that Pacific can handle the Zones LSC expenses. The Zones should ask for an LSC budget line.</li> <li>4. Clint Benton stated that with 5 distinct Zones, they need to have the ability and flexibility to manage their Distinctive needs on their own, in the best way to address those needs.</li> <li>5. Zone 4 has specific needs and has provided a way they could handle the problem themselves</li> <li>6. Mary Ruddell points out, by the removal of the Swim Guide and by taking over control of moneys for the Zone All Stars, the LSC took away some of the sources of revenue for Zone 4</li> <li>5. Motion passed</li> </ol>	Passed – to be effective immediately	
<b>New Business</b>	<p><b>Far Western – Request by Wyoming</b> to bring an All Star team to Far Westerns</p> <ol style="list-style-type: none"> <li>1. There is nothing in our Policy and Procedures regarding whether All Star Teams are limited to international teams</li> <li>2. They are welcome, with the understanding that they cannot score points for the Team award.</li> <li>3. John Bitter will let Wyoming know they may bring an All Star team</li> </ol>		
	<p><b>Committees and Transparency</b></p> <ol style="list-style-type: none"> <li>1. Fred Vogelgesang reports that for personal reasons he resigned from the investment committee and the finance committee. Since then he has felt in the dark regarding how he can contribute as a member at</li> </ol>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>large.</p> <ol style="list-style-type: none"> <li>2. Fred states that since we will be having fewer BOD meetings, it is important that all committees should have minutes and that those minutes need to be published so there is transparency about what we are doing.</li> <li>3. Fred asks that all the committees publish the times of their meetings so anyone not on the committee can still attend the meeting or conference call. He would also like to know who met at the committees and be able to see all the names of the attendees.</li> <li>4. Fred feels we will have much more volunteer participation if everyone knows when the different committees meet.</li> <li>5. John Bitter reports he will be writing a memo to all Committee Chairs that they give their dates of meeting to Pacific Swimming so it can be put on a calendar. Pacific Committees are open to guests (unless personnel issues are being discussed).</li> </ol>		
<b>New Motions</b>	<p><b>1302FV1 – Nomination of 2 individuals, one for Vice Chair Program Operations, one for Vice Chair Program Development:</b> The nomination committee is directed to recruit for 2 individuals to hold the position of Vice Chair Administration – a position which we anticipate will be split into Vice Chair Program Operations and Vice Chair Program Development. These individuals should be recruited for one or the other position. (Fred Vogelgesang, Elias Totah 2<sup>nd</sup>)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. Fred Vogelgesang brings this up because these two “new” positions will not be open until the HOD votes to ratify the new organization, although we already have split the Vice Chair position into two positions in the last vote. As a result we presently have 2 vice chairs, Vice Chair Program and Vice Chair Administration</li> <li>2. Motion passed</li> </ol>	Passed	
	<p><b>1302SCH1 – Bid Schedule:</b> Change the time period that the Pacific Swimming Scheduling Committee sets up the schedule for Pacific Swimming awarded meets from the period January 1 through December 31 each calendar year to the period September 1 through August 31 of the following year. (George Cleveland, Scheduling Committee)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. We are already charged to do an annual schedule, and this motion just defines what the annual schedule will be</li> <li>2. Motion passes</li> </ol>	Passed	
	<p><b>1302GC1- Video Recording and Photo Prohibition:</b> Prohibit Video Recording and Photography behind the Starting areas.  <b>Wording to be included in all Meet Sheets of Pacific Swimming LSC and Zone Meets.</b>  Photography or video recording from behind the starting block and starting areas are prohibited unless previous/prior permission to do so is granted by the Meet Referee. (Leo Lin, Governance Committee)</p> <p>Discussion:</p>	Passed – with wording that will be all inclusive of photography and video	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<ol style="list-style-type: none"> <li>1. This passage in the meet sheet allows a police officer the right to remove an individual from our swim venue for doing this behavior.</li> <li>2. This statement should be wordsmithed by our consulting attorney to insure we cover all forms of photography, including cell phones, and ipads.</li> <li>3. Motion passes with the wordsmithing.</li> </ol>		
	<p><b>1302FC1 – All Star Application Fee:</b> The finance committee moves to charge a \$25 non- refundable application/administration fee with All Star (Pacific Coast, Western Zone and North American Challenge Cup) and Camp (OTC, 11/12 JO Camp and Jr. Leadership) applications. (Marry Ruddell, Finance Committee) (P&amp;P) (30 day motion)</p> <p>Rational: The application fee would offset the administrative expenses incurred by the selection of all-star teams and camp participants. The fee would also cover the cost of changes needed when an athlete backs out of a meet. (Recently an unused flight coupon and insurance expired because an athlete was not able to attend an all-star meet).</p> <p>The fee would be part of the co-pay. For example, if the co-pay is \$150, a check for \$125 and a check for \$25 would be collected from each applicant. If the applicant is not selected or backs out of the meet only \$125 would be returned.</p> <p>Should the applicant be eligible for a scholarship, the application fee would be \$5. The Zone All Star meet and Adam Schmidt 10 and under camp are excluded from the application fee.</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. Jennifer Malick requests that camps be taken out of this application fee.</li> <li>2. The motion will be rewritten to include the scholarship situation.</li> <li>3. Th is a 30 day motion to be addressed at the next BOD meeting</li> </ol>	30 day motion – BOD 4/2013	BOD 4/24/2013
	<p><b>1302IC1 – Pool Improvement Grants:</b> Motion to approve funding for the 11 applications for pool grants approved by the Investment Committee (see Chart) (Mary Ruddell, Investment Committee)</p> <p>Mary Ruddell explains that 3 applications were not acceptable because they were not sponsored by and LSC member team. Two applicants were told to have the team sponsor it. All others were of excellent quality</p> <p>Motion passed</p>	Passed	

TOPIC	DISCUSSION - CONCLUSION										RECOMMENDATION/ ACTION	FOLLOW- UP DATE
<b>2013 Pool Improvement Grant Application Summary</b>												
Motion 1301C: The investment committee moves to approve the 2013 Pool Improvement Grant awards to the following Pacific Swimming Clubs as outlined below.												
#	Club	Location	Level	Previous Awards	Project	Project cost	Cost est provided	Add Funding secured	Grant eligibility	Amount Awarded		
1	SCSC	George Haines	Gold	2011 & 2012	Repair Deck Concrete	\$ 20,844.00	Yes	Yes	\$ 5,000	\$ 5,000		
2	MLKB	MLK Pool	Bronze	2012	Start System & Colorado (System 6)	\$ 6,896.31	Yes	Yes	\$ 1,500	\$ 1,500		
3	PLS	Dolores Bengston	Gold	2011	Lane Lines 25m	\$ 3,826.80	Yes		\$ 5,000	\$ 3,827		
4	MP	College of Marin	Silver	2011 & 2012	7 of 20 lane lines	\$ 2,736.62	Yes	Yes	\$ 2,500	\$ 2,500		
5	CARS	Carson Aquatic Center	Gold	2011 & 2012	Meet manager upgrade; turn master Pro	\$ 5,000.00	Yes		\$ 5,000	\$ 500		
6		Ives Pool	n/a		starting block replacement		No	inelligible		\$ -		
7	OAPB	Soda Aquatic Center	Gold	2011	lane lines	\$ 26,278.00	Yes	Yes	\$ 5,000	\$ 5,000		
8		Morgan Hill Aquatic Center	n/a	2011 & 2012	lane line parts and reels	\$ 5,000.00	Yes	inelligible		\$ -		
9	PASA	Rinconada	Silver	2011	electrical upgrade; 2 starting blocks	\$ 5,000.00	No	No	\$ 2,500	\$ 2,500		
10	RENO	Idlewild Pool	Silver	2011 & 2012	bulletin boards; EZ pop up tents	\$ 2,569.99	Yes	Yes	\$ 2,500	\$ 2,500		
11	QSS	Gunderson	Gold	2011	Meet signage; electric wiring; canvas shade	\$ 5,020.00	Yes		\$ 5,000	\$ 5,000		
12	VJO	Cunningham Pool Sunnyvale Swim	Silver	2012	16 lane line	\$ 4,823.28	334.95/ln	No	\$ 2,500	\$ 2,500		
13	SUNN	Complex	Silver	2012	5 lane lines	4000-5000est	Yes	No	\$ 2,500	\$ 2,500		
14		Bret Harte HS	n/a	2012	Bleachers	~\$1510	Yes	inelligible		\$ -		
									<b>\$ 39,000</b>	<b>\$ 33,327</b>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p><b>1302-T1 One Time Subsidy for Zone 4</b>  Move to give Zone 4 a one-time subsidy of \$10,000 for 2013. This subsidy would be a stop gap measure to allow Zone 4 the opportunity to construct and implement a plan to raise revenue. The \$10,000 would come from the PAC event hosting budget (55502). The LSC spent \$15, 038.08 of the \$25,000 budgeted to host the event.  (Mary Ruddell, Treasurer)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. John Bitter would like to get Zone 4 solidly on their feet financially, which would help buy them time to figure out how to plan their finances in future</li> <li>2. Jerry Rudd felt they would do fine with the increase in splash fee and will not need that subsidy at this time</li> <li>3. Motion tabled</li> </ol>	Tabled	
	<p><b>1302 AG/Staff-1- Copay for Western Zone</b>  Move to Change the Co-pay for WZ to \$360 per athlete. The original co-pay of \$270 per athlete was based on 64 swimmers instead of 48. (Veronica Hernandez, Age Group Committee)</p> <p>Motion passed</p>	Passed	
	<p><b>1302 AG/Staff-2 – Copay for NACC</b>  Move to change the co-pay for NACC to \$380 per athlete. The original co-pay of \$400 per athlete was based on 48 swimmers instead of 64. (Veronica Hernandez, Age Group Committee)</p> <p>Motion passed</p>	Passed	
<b>Next Meeting</b>	Next meeting will be the Executive Board meeting by Go-to-Web, on Wednesday, March 27, 2013 Next BOD meeting will be April 24, 2013 at the Marriott in San Ramon		
<b>Meeting Adjourned</b>	Meeting adjourned at 9:57 PM		

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

**Meeting Title:** Pacific Swimming BOD Executive Committee Meeting  
**Date:** March 27, 2013

**Attendance:**

John Bitter	X	Veronica Hernandez	X	<b>Zone Reps</b>		<b>Athlete Reps</b>		<b>Guests</b>		
Mike Rianda	X	Marie Lin	X	1N - Larry Rice	X	3 – Debbie Tucker	X	George Cleveland	X	
Lehla Irwin	X	Mary Ruddell	X	1S – Mike Picardo	X	4 - Jerry Rudd		Leo Lin	X	
Ron Heidary		Steve Hurko	X	2 - Clint Benton	X	4 - Jim Morefield	X	<b>Office</b>	Kent Yoshiwara	X
Don Heidary	X							Jill Ruppenstein	X	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
<b>Meeting Called to Order</b>	Meeting was called to order by John Bitter at 7:30 PM		
<b>Minutes from Previous Meeting</b>	January 24, 2013 Executive Committee Meeting minutes approved		
<b>General Chair</b>	John Bitter: No report		
<b>Old Business</b>	<p><b>Web Site Update:</b>            Jill Ruppenstein:</p> <ol style="list-style-type: none"> <li>Jill has sent the web address and passwords to the new website for our review and comments before it is sent out for all to see</li> <li>Content under the different categories and tabs have not all been completed yet. She is trying to make the documents into the same Pacific Swimming format</li> <li>The Officials page will be made to look like the Zones pages</li> <li>Jill requests that we continue to monitor the new website for changes. It should be completed by the end of this weekend.</li> <li>Don Heidary wonders if the meets can be presented in several different configurations – like all senior meets, age group meets, open water meets. This way the coaches don't have to scroll down the whole year to find specific types of meets. Jill will check to see if that can be done.</li> <li>Jill requests that if we have any high resolution photos, of the camps, officials meeting, swimmers please forward them so she can put them on the website.</li> <li>Mary Ruddell will be sending Jill updates on financial forms.</li> </ol>		4/24/2013 BOD
<b>Old Motions</b>	<p><b>1302GC1 – Prohibit Photography:</b> This motion passed with the recommendation that the wording be crafted and reviewed by the Pacific Swimming counselor to insure it covers what was intended. The following is the wording:</p> <p>“Photography and video recording from behind the blocks or starting areas is prohibited</p>	<p>To be required for all meet sheets starting with any new meet sheets</p> <p>Jill Ruppenstein to inform</p>	



TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>unless prior permission is granted by the Meet Referee. Use of any audio or visual recording electronic devices, including but not limited to film and digital cameras, cell phones and tablets, is not permitted in changing areas, rest rooms or locker rooms. Violation of this recording prohibition may result in ejection from the swimming pool facility by the Meet Referee or his/her designee.” (Leo Lin, Governance Committee) Discussion:</p> <ol style="list-style-type: none"> <li>1. This accepted wording will now be required for all meet sheets that are sanctioned by Pacific Swimming. Jill Rupenstein will put this on the website and inform all sanctions chairs.</li> </ol>	all Zone Sanctions Chairs and put this on the website	
<b>New Business</b>	<p><b>Staff Reports/Recommendations to be on BOD Agenda:</b> The Governance Committee suggests that the BOD Agenda included a place for Staff Reports/Recommendations.</p>	Marie Lin will add this to the BOD agenda template	
	<p><b>10 &amp; Under Championship:</b> Larry Rice reports for the meet director:</p> <ol style="list-style-type: none"> <li>1. The Fremont High School has just informed them that the Pool will be available but the Quad and parking will not be available for the scheduled 10 &amp; Under Championship Meet scheduled Saturday, April 27, 2013 (because of another school function)</li> <li>2. Two choices offered are: move the meet to Sunday, April 28, 2013, or move the meet to Lynnbrook if they can get the facility</li> <li>3. The 10 &amp; Under camp is scheduled for April 28, 2013, so it does not make it feasible to move the meet to Sunday unless the camp can be moved to another weekend</li> <li>4. The preferred solution would be to move both the camp and the meet to Lynnbrook</li> <li>5. Lehla Irwin will check with Jenny Malick to see about moving the date of the camp or moving the site</li> <li>6. Larry Rice will check to see about the availability of Lynnbrook.</li> <li>7. They will share the information with John Bitter and a decision will be made ASAP regarding both</li> </ol>	Larry Rice and Lehla Irwin will gather the information and give this to John Bitter so a decision can be coordinated	
	<p><b>Staff I-Phones</b> Mary Ruddell reports that the staff have Pacific Swimming designated phone numbers:</p> <ol style="list-style-type: none"> <li>1. Jeannette Soe – 408 769-0565</li> <li>2. Laurie Benton – 925 822-7913</li> <li>3. Jill Rupenstein – 415 654-2938</li> </ol> <p>Centralized fax number will be out shortly.</p>		
	<p><b>Morgan Hill Meet March 23-24, 2013 Cancelled</b> George Cleveland reports:</p>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE						
	<p>Morgan Hill cancelled the Morgan Hill Senior Meet (March 23-24, 2013) one week before the meet was scheduled to take place and George Cleveland reminds us that our Policies and Procedures has a required 90 day notice for cancellation, or else the host team may be penalized by losing the ability to bid for meets the following year. He requests the Executive Committee determine how to handle this, as bidding for next year's meets will take place this month.</p> <p><b>1303CB1-Motion to Waive Penalty:</b> Move that the Executive Committee approve the action of John Bitter to allow the cancellation of the Morgan Hill Senior Meet without penalty to the team. (Clint Benton, Mike Piccardo 2<sup>nd</sup>)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. John Bitter states that the team consulted with him, Don Heidary, Mike Piccardo, and Brian Malick because the registrations one week prior to the meet were so low (100 swimmers). Even with Pacific agreeing to make them whole (at significant expense), and changes the team could make, it would still have been an extreme hardship for the team to hold the meet. John, with the concurrence of Don, Mike and Brian, agreed that Morgan Hill should be able to cancel the meet without penalty.</li> <li>2. It was pointed out that this meet only had about 200 swimmers last year, and was able to run only because the UOP pool rental fees were low for Tiger. The time placement of this meet may make it unviable.</li> <li>3. Next year this meet has been changed to "long course" to try and address this issue, and we will see if it is bid.</li> </ol> <p>Passed</p>	<p>1303SCH1 Passed – Morgan Hill will be allowed to bid this year</p>							
<p><b>New Motions</b></p>	<p><b>1303SCH1 – 2014 Proposed Pacific Swimming Schedule</b> Proposed Pacific Swimming Schedule for 2014 to be sent out immediately for bidding, so bids can be approved at the April BOD meeting:</p> <p style="text-align: center;"><b><u>SCHEDULE OF PACIFIC SWIMMING AWARDED MEETS</u></b></p> <p style="text-align: center;"><b><u>AUGUST 31 THROUGH DECEMBER 31, 2013</u></b></p> <table border="0" style="width: 100%;"> <tr> <td style="width: 33%;"><b><u>DATES</u></b></td> <td style="width: 33%;"><b><u>MEET</u></b></td> <td style="width: 33%;"><b><u>HOST/LOCATION</u></b></td> </tr> <tr> <td>Aug. 31 – Sep. 2 or Aug. 30 – Sep. 1 Oct. 4 – 6</td> <td>Age Group Open (2) Senior I</td> <td>Morgan Hill Swim Club Monticello Aquatic Club Marin Pirates</td> </tr> </table>	<b><u>DATES</u></b>	<b><u>MEET</u></b>	<b><u>HOST/LOCATION</u></b>	Aug. 31 – Sep. 2 or Aug. 30 – Sep. 1 Oct. 4 – 6	Age Group Open (2) Senior I	Morgan Hill Swim Club Monticello Aquatic Club Marin Pirates	<p>Passed - George Cleveland may use this schedule in the bid packages he is sending out.</p>	
<b><u>DATES</u></b>	<b><u>MEET</u></b>	<b><u>HOST/LOCATION</u></b>							
Aug. 31 – Sep. 2 or Aug. 30 – Sep. 1 Oct. 4 – 6	Age Group Open (2) Senior I	Morgan Hill Swim Club Monticello Aquatic Club Marin Pirates							

TOPIC	DISCUSSION - CONCLUSION		RECOMMENDATION/ ACTION	FOLLOW- UP DATE	
	Oct. 12 – 13	Pacific Swimming House of Delegates, Officials Clinic and Awards Banquet	TBD		
	Oct. 18 – 20	Senior II	Walnut Creek Aquabears		
	Nov. 8 – 10	Senior III T&F	Terrapins Swim Team		
	Dec. 5 – 7	Short Course National Championships	Knoxville, TN		
	Dec. 6 – 8	Junior Olympic Championships (14/un)	Morgan Hill Swim Club		
	Dec. 6 – 8	Senior II T&F	Walnut Creek Aquabears		
	Dec. 12 – 14	Short Course Junior Championships	Greensboro, NC		
<b><u>PRELIMINARY SCHEDULE OF PACIFIC SWIMMING AWARDED MEETS</u></b> <b><u>JANUARY 1, 2014 THROUGH AUGUST 31, 2014</u></b>					
	Jan. 4 – 5	Pacific Coast All-Stars	PNS – Federal Way		
	Jan. 8 – 12	Winter Sectionals	TBD (or Jan. 23 – 26		
	Jan. 12	Pacific Distance Challenge	TBD		
	Jan. 18 – 20	Zone Championships			
	Jan. 19 – 20	Cal Invitational - Senior II T&F			
	Jan. 25 – 26	Zone Championships			
	Jan. 24 – 26	Senior I	Santa Clara Swim Club		
	Feb. 15 – 17	Senior II T&F or Timed Finals	TBD – Z1N and Z1S + Z4		
	Feb. 15 – 17	Senior II T&F or Timed Finals	TBD – Z2 and Z3 + Z4		
	Mar. 1 – 2	Senior I	TBD		
	Mar. 1 – 2	Zone All – Star Development Meet	Zone 1 N		
	Mar. 14 – 16	Spring Junior Olympic Championships	TBD- 2 Venues?		
	Mar. 22 – 23	Senior II – LC Preferred	TBD – 2 Venues?		
	Apr. 3 – 6	Short Course Far Westerns	TBD		
	Apr. 12 – 13	Senior I or II LC, bidder choice	TBD – 2 Venues?		
	Apr. 26	10/un Championships	TBD		

TOPIC	DISCUSSION - CONCLUSION		RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<b>Apr. 27</b>	<b>Pacific Sprint Challenge</b>	<b>TBD</b>	
	<b>May 3</b>	<b>Pacific Swimming House of Delegates</b>		
	<b>May 9 8 - 10</b>	<b>Sac. – Joaquin Section – H.S.</b>	<b>Lodi, CA</b>	
	<b>May 9 – 10</b>	<b>Central Coast Section – H.S.</b>	<b>Santa Clara, CA</b>	
	<b>May 11</b>	<b>Senior II Walk – on Meet</b>	<b>Santa Clara, CA</b>	
	<b>May 16 – 17</b>	<b>North Coast Section – H.S.</b>	<b>Concord, CA</b>	
	<b>May 18</b>	<b>Senior II Walk – on Meet</b>	<b><del>Orinda, CA</del> TBD</b>	
	<b>May 24 – 26</b>	<b>Age Group Open 1, 2, or 3 days</b>	<b>TBD (Memorial Day holiday is May 26)</b>	
	<b>May 31 – June 1</b>	<b>Senior II LC</b>	<b>TBD</b>	
	<b>June 19 – 22</b>	<b>Grand Prix Meet</b>	<b>Santa Clara Swim Club</b>	
	<b>July 4 – 7</b>	<b>Age Group Open 1, 2, or 3 days</b>	<b>TBD (July 4 holiday is on a Friday)</b>	
	<b>July 11 – 13</b>	<b>Junior Olympic Championships LC</b>	<b>TBD - 2 Venues?</b>	
	<b>July 16 – 20</b>	<b>Summer Sectionals LC</b>	<b>TBD (or July 23 – 27)</b>	
	<b>July 25 - 27</b>	<b>Senior I or II LC (T&amp;F or Timed Finals – bidder to choose)</b>	<b>TBD Z1N and Z1S + Z4</b>	
	<b>July 25 - 27</b>	<b>Senior I or II LC (T&amp;F or Timed Finals – bidder to choose)</b>	<b>TBD Z2 and Z3 + Z4</b>	
	<b>July 30 – Aug. 3</b>	<b>Long Course Far Westerns</b>	<b>TBD</b>	
	<b>July 31 – Aug. 4</b>	<b>Western Zone Senior Championships</b>	<b>TBD – PNS?</b>	
	<b>July 31 – Aug. 3</b>	<b>Junior National Championships</b>	<b>Irvine, CA</b>	
	<b>Aug. 6 – 10</b>	<b>Senior National Championships</b>	<b>Irvine, CA</b>	
	<b>Aug. 6 – 9</b>	<b>Western Zone Age Group Championships</b>	<b>PNS – Federal Way</b>	
	<b>Aug. 6 – 9</b>	<b>North American Challenge Cup</b>	<b>So-Cal Swimming</b>	
	<b>Aug. 29 – Sep. 1</b>	<b>Age Group Open 1, 2, or 3 days</b>	<b>TBD (Labor Day holiday is Sep. 1)</b>	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p><b>Note: The Age Group Open meets may be 1, 2, or 3 day meets on days determined by the bidder. They may be short course or long course, and may be timed finals or trials and finals, bidder choice.</b> (George Cleveland, Scheduling Committee)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. George Cleveland would like this approved so that he may send this out for bids and return to the April BOD meeting with recommendations for the April BOD to vote on.</li> <li>2. Criteria for the meets is still being worked on, but will be sent out with the schedule in the Bid package.</li> <li>3. Mary Ruddell will review the criteria to make sure the subsidies will match the financials she has in the budget.</li> <li>4. George has a motion to amend sections in the Policies and Procedures regarding scheduling – and will add that the teams assigned the High School Sectional Meets (Central Coast and North Coast) Walk-On meets will be given first right of refusal for the Walk-on meet the following day. In the meantime the Walk-On meet for North Coast Sectionals will be listed TBD. Santa Clara has already declared they will accept the Walk-On meet following Central Coast Sectionals.</li> <li>5. The dates for the Joaquin Sectional meet should be changed to May 8-10.</li> <li>6. JOs for Spring and Summer do not designate what is to happen with the 15-18 age group. Lehla Irwin states that Age Group has determined that 15-18 will compete as a combined age group.</li> </ol> <p>Executive Committee approved the schedule with listed changes - Passed</p>		
	<p><b>1303GC1 – 30 Day Motions in the Executive Committee</b> Motion to amend the Policy and Procedures to include presentation of 30 day motions in either the BOD or the Executive Committee, with the clock starting at that presentation. (Leo Lin, Governance Committee)(P&amp;P)(30 day motion)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. With the change in schedule which has the BOD meeting every other month, and the Executive Committee meeting during alternate dates, 30 day motions would be delayed and take longer to get passed if they could only be presented in the BOD meetings. This will ameliorate the impact of this change on Pacific's ability to pass motions that are needed.</li> <li>2. Leo will revise this motion to provide the exact wording to be changed in the Policy and Procedures.</li> <li>3. The Executive Committee recommends that this motion be approved</li> </ol>	30 Day Motion to be voted at the 4/24/2013 BOD	4/24/2013 BOD
	<p><b>Motion 1303GC2 A new Article of the PacSwim Bylaws that is dedicated to describing the 5 Zones that make up PacSwim.</b></p>	30 Day Motion to be voted at the 4/24/2013 BOD	4/24/2013 BOD

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>Create a new Article of the PacSwim Bylaws that is dedicated to describing the 5 Zones that make up PacSwim. It will also provide a consolidated geographical definition of the 5 Zones and the roles and responsibilities of the zones. When the article is adopted, sections in the current Bylaws dealing with Zones will be removed to avoid duplication and/or conflicting information.</p> <p><b>ARTICLE 7 – ZONES</b></p> <p>Pacific Swimming is responsible for promoting the sport of swimming over a large geographical region stretching north to the Oregon border, east through part of the state of Nevada near Reno, south through Monterey county, and west to the Pacific Ocean. This region is comprised of many different and diverse communities, with a wide spectrum of demographics. In order to better serve the local communities, Pacific Swimming is divided into 5 zones within this region. The definition of the 5 Zones are described below. The swimming needs of these distinctly different local communities are best served by allowing these 5 Zones the ability to develop procedures and processes that can best address their unique and specific demographics. The roles and responsibilities of the Zones are listed below.</p> <p><b>7.1-Geographic Definition</b></p> <p>A. Zone 1 North – County of San Mateo and County of Santa Clara north of Highway 9 and west of Mathilda Ave./Sunnyvale –Saratoga Road/DeAnza Blvd./Saratoga-Sunnyvale Road.</p> <p>B. Zone 1 South – County of Santa Clara south of Highway 9 and east of Mathilda Ave./Sunnyvale-Saratoga Road/DeAnza Blvd./Saratoga-Sunnyvale Road, and counties of San Benito, Santa Cruz and Monterey.</p> <p>C. Zone 2 – Counties of Contra Costa and Alameda and all of the area of Pacific Swimming in the State of California lying east of the counties of Contra Costa, Alameda and Santa Clara, except the counties of Alpine and El Dorado and the communities of Bishop and Mammoth Lakes.</p> <p>D. Zone 3 – Counties of Del Norte; Humboldt; Mendocino; Lake; Sonoma; Napa; Marin; San Francisco; and the portions of: Solano County south of Highway 12, including the communities of Vallejo and Benicia and excluding the communities of Fairfield, Suisun City, and Rio Vista.</p> <p>E. Zone 4 – All the area of Pacific Swimming lying in the State of Nevada, the counties of Alpine and El Dorado and the communities of Bishop and Mammoth Lakes, California.</p>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p><b>7.2- Governing Body/Zone Structure</b></p> <p>Each Zone shall establish its own Board structure comprising of at least the following officers, Zone Chair, Vice Chair, Treasurer and Secretary. Other officers may be appointed by the Zone Chair or elected by the member clubs of the Zone when such positions are deemed necessary to serve the functions of the Zone. The Zone Chairs (or designees) shall be a voting member of the Pacific Swimming Board of Directors and Executive Committee.</p> <p><b>7.3 – By laws</b></p> <p>Each Zone shall establish its own Bylaws in addition to the LSC Bylaws to better describe or address specific Zone needs. The Zone bylaws shall not be in conflict with the Bylaws of Pacific Swimming and USA Swimming.</p> <p><b>7.4 – Policies and Procedures</b></p> <p>The Zone shall establish Policies and Procedures to govern Zone Operations. Each Zone shall develop and establish its own governing process provided that such process is not in conflict with Pacific and USA-Swimming Rules and Regulations.</p> <p><b>7.5 - Election</b></p> <p>The Zone will establish rules for the election of the Zone Officers and the terms for Zone Officers.</p> <p><b>7.6 – Budget</b></p> <p>Zones shall establish an annual budget to guide the operation of the Zone. Financial practices by the Zone shall follow generally accepted accounting principles.</p> <p><b>7.7 – Meets and Sanctions</b></p> <p>Each Zone shall define its Zone Meet formats and establish a Zone meet Schedule with a defined host assignment process. The Zone shall be responsible for team assignment to meets, team priority for meets, and the meet Sanction requirements that are specific to the Zone.</p> <p><b>7.8 – Zone Representatives</b></p>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>Each Zone is responsible for appointing and/or electing Zone representatives to LSC committees such as Nominating Committee, Scheduling Committee, Athlete Committees and other standing or ad hoc LSC committees when Zone representation is required or desired. Zone athlete representatives also shall be nominated and approved by the Zone.</p> <p><b>7.9 – Meet and Office Equipment</b></p> <p>Each Zone may purchase and maintain office equipment to support Zone functions plus Meet Equipment to support Zone Teams in hosting swim meets.</p> <p><b>7.10 – Fines or penalty</b></p> <p>Each Zone may determine and levy penalties or fines on Zone Teams and/or members who violate Zone Bylaws, Rules and Regulations and /or agreed upon processes and procedures. Such fines or penalty shall be clearly established and agreed to by a majority vote of the Zone Board. (Leo Lin, Governance Committee (By-Laws)(30-Day motion)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. Leo Lin reports that in the present By-Laws the Zones are describe in the Committees section, but they are actually what make up Pacific Swimming. Consequently, the Governance Committee felt the Zones section should have a separate section in the By-Laws.</li> <li>2. Much of the rest of the information regarding Zone requirements, when the Zone functions autonomously, etc. is scattered in the P&amp;P, R&amp;R, and By-Laws. This new Article consolidates everything into one section of the By-Laws.</li> <li>3. This also clarifies what is Zone and what is LSC jurisdiction.</li> <li>4. Leo will designate the Article number.</li> <li>5. The Executive Committee recommends approval</li> </ol>		
	<p><b>1303DC1 – Diversity Grants Spring 2013</b> Motion to approve distribution of funds designated in the budget to approved grants:</p> <ol style="list-style-type: none"> <li>1. \$4000 to MLKB</li> <li>2. \$3000 to Oakland Tsunamis</li> <li>3. \$4050 to Starfish Aquatics</li> <li>4. \$5000 to Oakland Undercurrents</li> <li>5. Total \$1650, which is within the budget</li> </ol> <p>(Kent Yoshiwara, Diversity Committee)</p>	Passed	



TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	Discussion: 1. Kent Yoshiwara briefly described each of the grant proposals – See CRT Diversity Committee, March 19, 2013) Passed		
<b>Next Meeting</b>	Next meeting of the Executive Board is May 22, 2013 (will notify whether teleconference or at Marriott in San Ramon) at 7:30 PM	Notify members of site	
<b>Meeting Adjourned</b>	Meeting adjourned		

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

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

**Date:** April 24, 2013

**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		Gerry Ng		<b>Zone Reps</b>	<b>Athlete Reps</b>	<b>Guests</b>
Mike Rianda	X	Rick Beebe	Tish Steimle	X	1N - Larry Rice	X Michela Roan	Valerie Rudd X
Lehla Irwin	X	Marie Wise	Rick Waterhouse		1S – Mike Picardo	X	Millie Nygren X
Ron Heidary		Kent Yoshiwara	X Warren Lager		2 - Clint Benton	X	Andre Salles-Cune X
Don Heidary	X	Peggy Ramirez	X Leo Lin	X	3 – Debbie Tucker	X	
Veronica Hernandez	X	Elias Totah	Izzy Real		4 - Jerry Rudd	X	
Marie Lin	X	Phil Harter	Darwin Takaki		4 - Jim Morefield		
Mary Ruddell	X	Brian Malick	X Fred Vogelgesang				
Jennifer Malick	X	Marcia Benjamin	Darryl Woo	X		<b>Office</b>	
Danica Burge	X	David Benjamin	Joe Woo			Jill Ruppenstein	X
Scott Shea		Judy Siegrist				Laurie Benton	X
Steve Hurko		George Cleveland	X				

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW-UP DATE
<b>Meeting Called to Order</b>	Meeting was called to order by John Bitter at 7:30PM		
<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>	Minutes from February 20, 2013 BOD meeting, amended and approved		
<b>Executive Committee Report</b>	Reviewed and Motions passed by the Executive Committee approved		
<b>Officer's Reports</b>			
<b>Chair</b>	None		
<b>Admin Vic Chair – Operations</b>	None		
<b>Admin Vice Chair –</b>	None		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
<b>Programs</b>			
<b>Treasurer</b>	See Reports		
<b>Age Group</b>	Veronica Hernandez: <ol style="list-style-type: none"> <li>1. Results of Age Group Survey on JOs               <ol style="list-style-type: none"> <li>a. More than ½ the coaches want the 15-18 age group to continue to participate - and to do it as a single age group</li> <li>b. They were overwhelmingly in favor of the Dual Venue</li> <li>c. JOs will continue to be a dual venue and 15-18s will compete as a single age group</li> </ol> </li> <li>2. All the coaches have been selected for the 2 all star meets this summer (Western Zones, and NACC)</li> <li>3. Will begin to recruit athletes for these 2 all star meets</li> </ol>		
<b>Sr. Committee</b>	John Bitter: <ol style="list-style-type: none"> <li>1. 2014 Sectionals will take place next year at Clovis between July 23<sup>rd</sup> and 27<sup>th</sup></li> <li>2. In 2015 Sectionals will probably be split into 3 instead of 2               <ol style="list-style-type: none"> <li>a. The times will be significantly faster – 3 to 4% below the Junior National Cuts</li> <li>b. The meets will be capped at 700 swimmers</li> </ol> </li> </ol>		
<b>Registration</b>	See Report		
<b>Report/ Rec - Staff</b>	None		
<b>Diversity</b>	Kent Yoshiiwara: See Reports <ol style="list-style-type: none"> <li>1. Western Zone Diversity Committee met (6 to 8 members)</li> <li>2. Recommending to Western Zones that they change Policy and Procedures to include the Western Zone Diversity Committee and a Chair</li> <li>3. Projects include setting up a web page, sending out a survey to all the coaches to see what diversity needs they might have, and setting up a Western Zone Diversity Camp</li> <li>4. Working on Western Zone Diversity Camp               <ol style="list-style-type: none"> <li>a. Modeling after Central Zone (which has had 2) and Eastern Zone (which has done 1)</li> <li>b. Ideally, Kent would like a Pacific location, one near an airport , with access to a swimming pool, (preferably long course), with housing for swimmers, classrooms and dining facilities. (Pacific has 2 such sites.</li> <li>c. Southern California has Long Beach State and USC</li> <li>d. Otherwise we could do something like Central which used a combination of hotels, a school pool, restaurants and catering</li> <li>e. Want submittal of bids by the end of July or early August.</li> </ol> </li> </ol>		
<b>Camps</b>	Jenny Malick: <ol style="list-style-type: none"> <li>1. 10 &amp; Under Camp moved to May 5<sup>th</sup> at Morgan Hill Aquatic Center – she is looking for a few more coaches</li> </ol>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>since some of the original coaches are not available for the new date</p> <p>2. In future, when the 10&amp;Under Championship meet is bid, the host team will be required to bid with a pool available for the following day of the meet so the camps can be held the next day</p>		
<b>Officials</b>	<p>Brian Malick: See report</p> <p>1. Pacific's practice of having a swimmer "sit on the blocks" and be excused without penalty during a finals in a trials &amp; finals meet, is in violation of the USA Swimming Rules. We have not been in compliance with that rule for many years. Brian reports that we need to come into compliance.</p> <ul style="list-style-type: none"> <li>a. This will start with this year's Far Western's Long Course</li> <li>b. Brian will send out word to officials and all the coaches so that the swimmers will be prepared to expect the enforcement of the USA rule.</li> <li>c. Swimmer's will be expected to swim in finals if they are seeded in finals unless they have been medically excused. Sitting on the blocks will no longer be accepted as a valid excuse.</li> <li>d. The penalty for an unexcused absence in a final is withdrawal from the rest of the meet</li> </ul> <p>2. Official's committee is looking at changing the penalty for missing an event during a trials and finals meet</p> <ul style="list-style-type: none"> <li>a. Presently the penalty for missing a preliminary event, is that you are out of the meet for the rest of the day, excepting any finals the swimmer has already qualified for – this includes any relays on that day</li> <li>b. Looking at removing the penalty regarding participation in a relay so that the other members of the relay do not get penalized</li> <li>c. Also, it seems unfair that if you miss the first event of the day you lose the rest of the events (up to 2 more) but if you miss the last event of the day, you essentially have no penalty.</li> <li>d. Veronica Hernandez, speaking for Age Group, requests we consider changing the penalty for missing a preliminary event to being scratched from your next preliminary event (the result is you miss only one event, and if the event you missed is your last event of the day, it would carry over to the next day's 1<sup>st</sup> event).</li> <li>e. Also Brian is considering whether the penalty for missing finals should be withdrawal from the rest of the meet as it is now, or whether we could consider a less punitive penalty</li> <li>f. Tish Steimle reports that in Arizona the penalty for missing a final is missing your 1<sup>st</sup> event of the next day</li> <li>g. Brian Malick will have the Official's Committee come back with a concrete proposal regarding these issues that this Board can vote on in order to address these issues</li> </ul>	<p>Brian Malick will send word out to officials and coaches that sitting on the blocks will not be an option in the finals of a in trials &amp; finals starting with Far Western Long Course</p> <p>Official's committee will bring a proposal regarding changes to penalties in a trials and finals meet</p>	<p>Exe Com 5/22/13 or BOD 7/24/13</p>
<b>Time Standards</b>	<p>Tish Steimle:</p> <ul style="list-style-type: none"> <li>1. Will be making a report at the next meeting</li> <li>2. Would like the Time Standards Calendar year September thru August to match the scheduling year and will bring back a concrete proposal</li> </ul>	<p>Tish Steimle will write a motion to change the Time Standard Calendar Year</p>	<p>Exe Comm 5/22/13 Or BOD 7/24/13</p>
<b>Club Development</b>	None		
<b>Travel</b>	None		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE																																																
<b>Disability</b>	None																																																		
<b>Board of Review</b>	None																																																		
<b>Open Water</b>	Veronica Hernandez: <ol style="list-style-type: none"> <li>1. In order to get an Open Water Meet sanctioned it must have an Independent Safety Monitor who is a certified Official</li> <li>2. Pacific Swimming only has one certified Independent Safety Monitor – David Benjamin</li> <li>3. The Official's Chair is asked to promote getting a few more officials certified</li> </ol>	Brian Malick will look into this																																																	
<b>Finance &amp; Auditing</b>	Peggy Ramirez:- See Reports <ol style="list-style-type: none"> <li>1. Meeting cancelled last Tuesday</li> <li>2. The outside audit is in progress</li> </ol>																																																		
<b>Scheduling</b>	George Cleveland: <ol style="list-style-type: none"> <li>1. 1<sup>st</sup> round of bids are out for our approval</li> <li>2. Will be beginning the 2<sup>nd</sup> round of bidding – there are a couple of meets not bid or despite being bid that did not run last year because there was insufficient interest, so scheduling will continue to look at how to fix those</li> <li>3. This was a short cycle for bidding – and scheduling will announce soon when bidding will take place for the September 2014-August 2015 year</li> </ol>																																																		
<b>Athlete</b>	None																																																		
<b>Governance Committee</b>	See Report																																																		
<b>Investment Committee</b>	Mary Ruddell: See Report <ol style="list-style-type: none"> <li>1. Working on a Structured Policy</li> <li>2. The policy will include the ability to access more of our funds for various projects without touching our principal</li> <li>3. Considering having some larger projects, and other projects besides pool grants</li> </ol>																																																		
<b>Nominating Committee</b>	Clint Benton: - See Report <ol style="list-style-type: none"> <li>1. The slate of candidates is as follows:               <table border="1" data-bbox="352 1133 1390 1521"> <thead> <tr> <th>OFFICE</th> <th>CURRENT HOLDER</th> <th>TERM</th> <th>Willing to Run</th> </tr> </thead> <tbody> <tr> <td>General Chair</td> <td>John Bitter</td> <td>2009-2013</td> <td>Yes</td> </tr> <tr> <td>Operations Vice Chair</td> <td>Mike Rianda</td> <td>2011-2013</td> <td>Yes</td> </tr> <tr> <td>Operations Vice Chair</td> <td>Leo Lin</td> <td></td> <td>Yes</td> </tr> <tr> <td>Prog Dev Vice Chair</td> <td>Lehla Irwin</td> <td>2011-2013</td> <td>Yes</td> </tr> <tr> <td>Senior Chair</td> <td>Don Heidary</td> <td>2011-2013</td> <td>Yes</td> </tr> <tr> <td>Age Group Chair</td> <td>Steve Hurko</td> <td></td> <td>Yes</td> </tr> <tr> <td>Age Group Chair</td> <td>Annie Stein</td> <td></td> <td>Yes</td> </tr> <tr> <td>Secretary</td> <td>Marie Lin</td> <td>2011-2013</td> <td>Yes</td> </tr> <tr> <td>Treasurer</td> <td>Mary Ruddell</td> <td>2011-2013</td> <td>Yes</td> </tr> <tr> <td>At-Large</td> <td>David Cottam</td> <td></td> <td>Yes</td> </tr> <tr> <td>At-Large</td> <td>Phil Harter</td> <td></td> <td>Yes</td> </tr> </tbody> </table> </li> </ol>	OFFICE	CURRENT HOLDER	TERM	Willing to Run	General Chair	John Bitter	2009-2013	Yes	Operations Vice Chair	Mike Rianda	2011-2013	Yes	Operations Vice Chair	Leo Lin		Yes	Prog Dev Vice Chair	Lehla Irwin	2011-2013	Yes	Senior Chair	Don Heidary	2011-2013	Yes	Age Group Chair	Steve Hurko		Yes	Age Group Chair	Annie Stein		Yes	Secretary	Marie Lin	2011-2013	Yes	Treasurer	Mary Ruddell	2011-2013	Yes	At-Large	David Cottam		Yes	At-Large	Phil Harter		Yes		
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TOPIC	DISCUSSION - CONCLUSION				RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	At-Large	Helen Garcia		Yes		
	At-Large	Warren Lager	2011-2013	Eligible		
	At-Large	Izzy Real	2011-2013	Yes		
	At-Large	Fred Vogelgesang	2011-2013	Yes		
	At-Large	Veronica Hernandez		Yes		
	At-Large	Zach Wolfe		Yes		
	At-Large	Joey Sementelli		Yes		
	Board of Review	David Benjamin	2010-2014	Continuing member		
	Board of Review	Andy Clifford	2012-2014	Continuing member		
	Board of Review	Karyn Kikuta	2011-2013	Yes		
	Board of Review	Daryl Woo	2011-2013	Yes		
	Board of Review	Todd Tucker	2010-2014	Continuing member		
	Board of Review	Clint Benton		Yes		
	Board of Review	Susi Jackson	2011-2013	Yes		
	<ol style="list-style-type: none"> <li>2. Nominations will also be accepted from the floor at the HOD meeting with the caveat that any such nominee must be a certified member of USA Swimming on the day of elections ( registered with USA swimming, background check passed, and athlete protection completed)</li> <li>3. Volunteer of the Year nominations will be taken from the floor of the HOD meeting</li> <li>4. Right now there will voting for several positions including At-Large (5 positions), and Board of Review (which could use a couple more nominations)</li> </ol>					
<b>Adhoc Committees</b>						
<b>Awards &amp; Banquet</b>	Created a proposal for a new process and award systems for the Banquet – see motion 1304AB1 Awards/Banquet					
<b>Zone Reports</b>						
<b>Zone 1N</b>	See Report Next Meeting May 13th					
<b>Zone 1S</b>	See Report					
<b>Zone 2</b>	See Report - Next meeting May 20th					
<b>Zone 3</b>	Debbie Tucker: <ol style="list-style-type: none"> <li>1. Still no treasurer</li> <li>2. Lost Equipment Chair</li> <li>3. Starting in October meetings will be on the 3<sup>rd</sup> Tuesday of the month</li> <li>4. They have a 30 day motion to have Pacific's Bookkeeper handle their accounts since they have not been able to get a treasurer</li> </ol>					
<b>Zone 4</b>	Valerie Rudd <ol style="list-style-type: none"> <li>1. Next meeting is on May 14<sup>th</sup></li> <li>2. The Zone will give 4 Officials' clinics in May: 2 in Reno (1 basic, and 1 advanced), 2 in Mammoth (1 basic and 1 advanced)</li> <li>3. Bishop still has no coaches</li> </ol>					

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	4. Mammoth now has 2 experienced coaches in their area		
<b>Old Business</b>	None		
<b>Old Motions</b>	<p><b>1211SC1-Positive Check-In</b> The following General Guidelines presented with the proposal that this be formatted into a document that will be presented as a motion to add to the Policy and Procedures of Pacific Swimming allowing for Positive Check In for Senior Trials and Finals meets:</p> <p><b>General Guidelines</b></p> <ul style="list-style-type: none"> <li>• A coach can check a swimmer in (must show current registration)</li> <li>• A swimmer may check-in for any or all events during the day – up the close of check-in (thirty minutes after results are announced)</li> <li>• A swimmer may declare their intention to swim (used with strategic purpose). <i>Note:</i> A swimmer, who makes this declaration and does not return, WILL be checked-in and subject the same penalty if he/she does not return for the Finals swim.</li> <li>• There will be no team of group check-in <ul style="list-style-type: none"> <li>○ Consideration may be given to teams traveling as they may not use a positive check-in system in their LSC, and they are traveling by group.</li> </ul> </li> <li>• Penalty for a Finals “no-show” is disqualification from the meet.</li> </ul> <p><b>Criticism/Concern</b></p> <ul style="list-style-type: none"> <li>• Not allowing a kid to check-in for all events</li> <li>• “Intention to Swim” option was requested by coaches</li> <li>• What role should Positive Check-in play for “Senior swimmers” at Age-Group Meets (Far Westerns/JO’s)</li> <li>• What are administrative issues? (see protocol)</li> </ul> <p><b>Note</b> This was positively viewed by coaches in the Senior Coach Survey</p> <p><b>Senior Recommendation</b> <i>This policy be adopted as standard operating procedure for all Pacific Senior Trial/Final meets (Don Heidary, Senior Committee) (30 day motion) (to be worded for P&amp;P addition)</i></p> <p>There was some confusion regarding who was going to write this P&amp;P document. The motion is tabled Don Heidary (Senior Committee) and Brian Malick (Official’s Committee) will work on it</p>	<p>Tabled</p> <p>Don Heidary and Brian Malick will write the P&amp;P document and bring this motion to the next meeting</p>	<p>Exe Com 5/22/2103 or BOD 7/24/2013</p>
	<p><b>1211SCH1-Scheduling Section Amendment to P&amp;P Section X</b></p> <p><b>Motion 1211SC1 from George Cleveland, Chair, Scheduling Committee:</b></p> <ol style="list-style-type: none"> <li>1. Amend Policies and Procedures Section X – Scheduling by the addition of new paragraphs 2.0, 3.0, and 4.0 with the paragraph numbers of the following paragraphs changed accordingly.</li> <li>2. Amend the above motion: <ol style="list-style-type: none"> <li>a. In 2.0 Committee Membership, remove 2. Program Development Vice-Chair</li> <li>b. In 4.0 Meet Award Procedures, insert new item 7. With the item numbers of the following items changed accordingly.</li> </ol> </li> </ol>	Passed	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p><b>Following is the new Section X with additions and changes shown in italics.</b></p> <p style="text-align: center;"><b>SECTION X</b></p> <p><b>SCHEDULING</b></p> <p>1.0 The Scheduling Committee shall:</p> <p>As a general rule, oversee the operation of the present schedule, plan the next year's schedule if possible in accordance with the following:</p> <ol style="list-style-type: none"> <li>1. The Pacific Swimming schedule should foster continuous competition from Age Group through Senior Swimming.</li> <li>2. The schedule should be arranged so that conflicts are minimized.</li> <li>3. Establish standards to control the awarding of meets.</li> <li>4. Provide guidelines for meet formats for Pacific Swimming awarded meets.</li> </ol> <p>Adopted 1/25/84 Reworded 7/22/98</p> <p>2.0 <i>Committee Membership</i></p> <ol style="list-style-type: none"> <li>1. <i>Chair appointed by the Pacific Swimming General Chair</i></li> <li>2. <i>Program Development Vice-Chair - to be removed</i></li> <li>3. <i>Age Group Vice-chair</i></li> <li>4. <i>Senior Vice-chair</i></li> <li>5. <i>Officials Committee Chair</i></li> <li>6. <i>Zone Chairs (5) (May designate an alternate to represent their zone.)</i></li> <li>7. <i>Coach Representative</i></li> <li>8. <i>Athlete Representative</i></li> <li>9. <i>One or two others as appointed by the General Chair</i></li> </ol> <p>3.0 <i>The Scheduling Committee shall annually establish a schedule of the meets to be awarded by the committee and publicize the schedule.</i></p> <p>4.0 <i>Meet Award Procedures</i></p> <ol style="list-style-type: none"> <li>1. <i>The Chair shall annually announce the time, place, and method for submitting bids for meets to be awarded by the Pacific Swimming Scheduling Committee.</i></li> <li>2. <i>Clubs shall submit their application for the award of meets in accordance with the above. Applications for meets not received in accordance with 1. above need not be considered until all bids received in compliance have been considered.</i></li> <li>3. <i>Clubs applying for more than one meet shall designate as their 1<sup>st</sup>, 2<sup>nd</sup>, etc. choice on the applications.</i></li> <li>4. <i>Meets designated to be conducted within the Pacific Swimming territory by USA Swimming or the Western Zone shall be awarded the meet without the necessity for the club to submit an <u>application</u> to the Committee.</i></li> <li>5. <i>The Committee shall award the two Far Western Championship meets first, then the JO Championship meets, followed by all of the remaining meets.</i></li> <li>6. <i>Host responsibilities for the Spring JO and July (Summer) Adam Szmidt JO</i></li> </ol>		



TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p><i>Championship Meets and the Far Western Short Course and Far Western Long Course Championship Meets shall not be awarded to the same club for more than two successive years except when there is no qualifying bidder for the succeeding year.</i></p> <p>7. <i>Clubs hosting a High School Section Championship meet (awarded by the High School Section) shall be awarded the Walk-on meet following the Section meet. Should that Club decline to host the Walk-on meet, the Walk-on meet will be included in the schedule of meets to be bid on that year.</i></p> <p>8. <i>Priority for Age Group Open meets set for holiday weekends (Memorial Day, Independence Day, and Labor Day) shall be given to clubs in remote locations of the Pacific Swimming territory, ie. Nevada/Tahoe area, Monterey County, Ukiah, Stockton, etc.</i></p> <p>9. <i>Any meets not bid for and awarded during the initial award period shall be open for bidding by a later date as determined by the Committee, and shall not be subject to the protection from competing meets for those dates.</i></p> <p>10. <i>Meet awards shall be confirmed by action of the Board of Directors.</i></p> <p>5.0 Clubs wanting to bid to host Pacific Swimming awarded Age Group meets shall agree to comply with the Minimum Criteria for Pacific Age Group Meets. See appendix A2. Adopted 5/25/05</p> <p>6.0 On protected weekends, no further meets may be approved or sanctioned for meets held by a USA Swimming member where all participants are registered swimmers. Adopted 2/23/00 Reworded 1/24/01</p> <p>7.0 Any Zone or club that wants to schedule a meet opposite a Pacific Swimming awarded meet with time standards which conflict with the Pacific Swimming awarded meet must first obtain Board of Directors approval. Adopted 1/26/94 Revised 9/22/99</p> <p>8.0 A change in venue for a Pacific Swimming awarded meet not yet sanctioned shall be resolved by the Scheduling Committee as an administrative matter. Adopted 10/28/87 Reworded 3/25/98</p> <p>9.0 Any request to the Pacific Swimming Board of Directors to change the level of a meet shall be a 30-day motion in order to allow comments from the Zone Scheduling Committees. Adopted 10/25/89 Reworded 3/25/98</p> <p>10.0 Clubs in the Eureka/Crescent City area and Zone 4 may schedule meets opposite Pacific swimming sponsored meets (distance being the determining factor). Adopted 10/24/91 Reworded 3/25/98</p> <p>11.0 Pacific Swimming may subsidize host clubs for some of the documented out-of-pocket costs of hosting meets designated by the Board of Directors. Such costs may include pool</p>		

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	<p>rental, computer and timing services and similar direct costs. These costs do not include costs associated with programs, snack bars, hospitality, raffles, and similar indirect costs. The designated meets and amounts of subsidy shall be proposed jointly by the Senior and/or Age Group committees and the Scheduling committee and be approved by the Board of Directors for inclusion in the annual operating budget. The subsidy shall be paid to the host club upon submission of the required documentation as specified by the Treasurer. Adopted 4/24/96 Reworded 12/2/98 Amended 4/25/01</p> <p>12.0 Any LSC adjoining the territory of Pacific Swimming shall be permitted to hold a meet at a pool within the territory of Pacific Swimming subject to the approval of the pool owner, any Pacific Swimming club located in the vicinity of the pool, and the Pacific Swimming Board of Directors. Said meet shall be sanctioned and operated under the using LSC's rules. Adopted 12/2/98 Reworded 1/24/01 Amended 3/22/06. (George Cleveland, Scheduling Committee) (P&amp;P) (30 day motion)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. George Cleveland had discussed with others the exclusion of the Program Development Vice Chair because both Age Group and Senior Committees are already represented and he has chosen to remove that position from the Scheduling Committee</li> <li>2. Section 4.7 gives Host Team of the High School Section Championship first right of refusal regarding the Walk-on meet of the next day</li> <li>3. Section 4.8 restores priority to remote location clubs in bidding for holiday weekends in hopes of supporting those teams in hosting "traveling" meets – to go into effect for bidding next year</li> </ol> <p>Motion passed</p>		
	<p><b>1302FC1 – All Star Application Fee:</b> The finance committee moves to charge a \$25 non- refundable application/administration fee with All Star (Pacific Coast, Western Zone and North American Challenge Cup) and Camp (OTC, 11/12 JO Camp and Jr. Leadership) applications. (Marry Ruddell, Finance Committee) (P&amp;P) (30 day motion)</p> <p>Rational: The application fee would offset the administrative expenses incurred by the selection of all-star teams and camp participants. The fee would also cover the cost of changes needed when an athlete backs out of a meet. (Recently an unused flight coupon and insurance expired because an athlete was not able to attend an all-star meet).</p> <p>The fee would be part of the co-pay. For example, if the co-pay is \$150, a check for \$125 and a check for \$25 would be collected from each applicant. If the applicant is not selected or backs out of the meet</p>	Tabled	

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	<p>only \$125 would be returned.</p> <p>Should the applicant be eligible for a scholarship, the application fee would be \$5. The Zone All Star meet and Adam Schmidt 10 and under camp are excluded from the application fee.</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. Mary reminded everyone that Camps have been removed from this motion</li> <li>2. The rationale is to offset the time and expense of processing all the applications (which can be up to 50 hours) so that it would be applied like a "college application fee" regardless of whether the swimmer is selected to the team or not.</li> <li>3. Swimmers selected, who subsequently change their mind and withdraw, will have the "no refund" policy applied so that they would forfeit all the fees, including the co-pay and this application fee.</li> <li>4. So members were concerned about the fees being applied for swimmers who would not know what their specific competition was when applying, and who would have definitely not applied if they had knowledge that they clearly were not competitive.</li> </ol> <p>Mary Ruddell has decided to withdraw this motion at this time to consider rewriting some parts. Motion tabled</p>		
	<p><b>1302GC1 – Prohibit Photography:</b> This motion passed with the recommendation that the wording be crafted and reviewed by the Pacific Swimming counselor to insure it covers what was intended. The following is the wording:</p> <p>"Photography and video recording from behind the blocks or starting areas is prohibited unless prior permission is granted by the Meet Referee. Use of any audio or visual recording electronic devices, including but not limited to film and digital cameras, cell phones and tablets, is not permitted in changing areas, rest rooms or locker rooms. Violation of this recording prohibition may result in ejection from the swimming pool facility by the Meet Referee or his/her designee." (Leo Lin, Governance Committee)</p> <p>This motion passed in February 20, 2013. This is the recommended rewording.</p>	<p>Passed 2/20/13 and has already been implemented with this new wording.</p>	
	<p><b>1303GC1 – Initiation of Motions (30 Day Motions in the Executive Committee)</b></p> <p>Due to the change of the BOD meetings Schedule we recommend the process for introduction of motions for consideration be amended. In addition to BOD and HOD meetings, motions can also be introduced in Executive Committee Meetings. Individuals who wish to introduce a motion at an Executive Committee meeting should contact the General Chair and Secretary prior to the Executive Meeting, and provide a written copy of the motion. Time will be set aside during the Executive committee meeting for the originator of the motion to present the motion and answer any questions. The executive Committee may choose to endorse the motion. The clock for the motion (for 30/60 day motions) will start with the presentation to the Executive Committee and posting if the motion on the</p>	<p>Passed</p>	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>Pacific Swimming website.</p> <p><b>Motion:</b> Initiation of a motion may take place during an Executive Committee Meeting using the following procedure:</p> <ol style="list-style-type: none"> <li>1. The originator of the motion contacts Pacific Swimming General Chair and Secretary prior to the Executive Committee Meeting and provides a written copy of the motion to the secretary for posting</li> <li>2. The originator presents the motion during the Executive Committee Meeting, and answers any questions.</li> <li>3. The clock starts (for 30/60 day motions) with the presentation at the Executive Committee and posting of the motion on the PacSwim website.</li> <li>4. The Executive Committee may choose to endorse or recommend to the BOD acceptance or rejection of the motion.</li> <li>5. The motion can be voted on in the next Board of Director meeting.</li> </ol> <p>(Leo Lin, Governance Committee) (P&amp;P) (30 day motion)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. This proposal was made to address the delay in sending through 30 and 60 day motions now that the BOD meets less frequently</li> <li>2. This does not impact any emergency motions that cannot be delayed. The Executive Committee has the power to act on any emergency motions (which the BOD would subsequently approve) and the Chair retains the emergency power as well</li> </ol> <p>Motion passed</p>		
	<p><b>1303GC2 - A new Article of the PacSwim Bylaws that is dedicated to describing the 5 Zones that make up PacSwim.</b></p> <p>Create a new Article of the PacSwim Bylaws that is dedicated to describing the 5 Zones that make up PacSwim. It will also provide a consolidated geographical definition of the 5 Zones and the roles and responsibilities of the zones. When the article is adopted, sections in the current Bylaws dealing with Zones will be removed to avoid duplication and/or conflicting information.</p> <p><b>ARTICLE 7 – ZONES</b></p> <p>Pacific Swimming is responsible for promoting the sport of swimming over a large geographical region stretching north to the Oregon border, east through part of the state of Nevada near Reno, south through Monterey county, and west to the Pacific Ocean. This region is comprised of many different and diverse communities, with a wide spectrum of demographics. In order to better serve the local communities, Pacific Swimming is divided into 5 zones within this region. The definition of the 5 Zones are described below. The swimming needs of these distinctly different local communities are best served by allowing these 5 Zones the ability to develop procedures and</p>	<p>Passed Refer to HOD 5/4/13</p>	<p>HOD 5/4/13</p>

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>processes that can best address their unique and specific demographics. The roles and responsibilities of the Zones are listed below.</p> <p><b>7.1-Geographic Definition</b></p> <p>A. Zone 1 North – County of San Mateo and County of Santa Clara north of Highway 9 and west of Mathilda Ave./Sunnyvale –Saratoga Road/DeAnza Blvd./Saratoga-Sunnyvale Road.</p> <p>B. Zone 1 South – County of Santa Clara south of Highway 9 and east of Mathilda Ave./Sunnyvale-Saratoga Road/DeAnza Blvd./Saratoga-Sunnyvale Road, and counties of San Benito, Santa Cruz and Monterey.</p> <p>C. Zone 2 – Counties of Contra Costa and Alameda and all of the area of Pacific Swimming in the State of California lying east of the counties of Contra Costa, Alameda and Santa Clara, except the counties of Alpine and El Dorado and the communities of Bishop and Mammoth Lakes.</p> <p>D. Zone 3 – Counties of Del Norte; Humboldt; Mendocino; Lake; Sonoma; Napa; Marin; San Francisco; and the portions of: Solano County south of Highway 12, including the communities of Vallejo and Benicia and excluding the communities of Fairfield, Suisun City, and Rio Vista.</p> <p>E. Zone 4 – All the area of Pacific Swimming lying in the State of Nevada, the counties of Alpine and El Dorado and the communities of Bishop and Mammoth Lakes, California.</p> <p><b>7.2- Governing Body/Zone Structure</b></p> <p>Each Zone shall establish its own Board structure comprising of at least the following officers, Zone Chair, Vice Chair, Treasurer and Secretary. Other officers may be appointed by the Zone Chair or elected by the member clubs of the Zone when such positions are deemed necessary to serve the functions of the Zone. The Zone Chairs (or designees) shall be a voting member of the Pacific Swimming Board of Directors and Executive Committee.</p> <p><b>7.3 – By laws</b></p> <p>Each Zone shall establish its own Bylaws in addition to the LSC Bylaws to better describe or address specific Zone needs. The Zone bylaws shall not be in conflict with the Bylaws of Pacific Swimming and USA Swimming.</p> <p><b>7.4 – Policies and Procedures</b></p> <p>The Zone shall establish Policies and Procedures to govern Zone Operations. Each Zone shall develop and establish its own governing process provided that such process is not in conflict with Pacific and USA-Swimming Rules and Regulations.</p> <p><b>7.5 - Election</b></p>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>The Zone will establish rules for the election of the Zone Officers and the terms for Zone Officers.</p> <p><b>7.6 – Budget</b></p> <p>Zones shall establish an annual budget to guide the operation of the Zone. Financial practices by the Zone shall follow generally accepted accounting principles.</p> <p><b>7.7 – Meets and Sanctions</b></p> <p>Each Zone shall define its Zone Meet formats and establish a Zone meet Schedule with a defined host assignment process. The Zone shall be responsible for team assignment to meets, team priority for meets, and the meet Sanction requirements that are specific to the Zone.</p> <p><b>7.8 – Zone Representatives</b></p> <p>Each Zone is responsible for appointing and/or electing Zone representatives to LSC committees such as Nominating Committee, Scheduling Committee, Athlete Committees and other standing or ad hoc LSC committees when Zone representation is required or desired. Zone athlete representatives also shall be nominated and approved by the Zone.</p> <p><b>7.9 – Meet and Office Equipment</b></p> <p>Each Zone may purchase and maintain office equipment to support Zone functions plus Meet Equipment to support Zone Teams in hosting swim meets.</p> <p><b>7.10 – Fines or penalty</b></p> <p>Each Zone may determine and levy penalties or fines on Zone Teams and/or members who violate Zone Bylaws, Rules and Regulations and /or agreed upon processes and procedures. Such fines or penalty shall be clearly established and agreed to by a majority vote of the Zone Board. (Leo Lin, Governance Committee (By-Laws)(30-Day motion)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. It was agreed that this Article addresses the issues of having information regarding the Zones scattered all over the By-Laws, Policy &amp; Procedures, and Rules &amp; Regulations</li> <li>2. All the sections presently pertaining to Zones will be removed and Article 7 will be placed in the By-Laws and subsequent sections will be renumbered</li> </ol> <p>Passed, to go the HOD, and then to USA Swimming</p>		
<b>New Business</b>	None		
<b>New Motions</b>	<b>1304AB1 – Awards/Banquet</b> Proposal for Awards Banquet:	30 day motion	BOD 7/24/2013

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p data-bbox="359 233 638 261">AWARDS &amp; BANQUET</p> <p data-bbox="359 315 1308 342">1.1 There shall be an annual dinner at which the following awards will be presented:</p> <ul style="list-style-type: none"> <li data-bbox="457 350 1524 440">a. The top male and female swimmer in each age-group (10 &amp; Under, 11, 12, 13,14,15,16, 17) from the selection criteria provided in Section XVI 3.0 separately for short and long course achievements.</li> <li data-bbox="457 448 1524 508">b. The Outstanding Senior Male and Female Swimmers (pre and post collegiate) as determined in accordance with the provisions of Section XVI 5.0.</li> <li data-bbox="457 516 1234 544">c. The Male and Female Race of the Year (Age-Group and Senior)</li> <li data-bbox="457 552 1241 579">d. The Male and Female Relay of the Year (Age-Group and Senior)</li> <li data-bbox="457 587 810 615">e. Team Cheer of the Year</li> <li data-bbox="457 623 1010 651">f. Coach of the Year (Age-Group and Senior)</li> <li data-bbox="457 659 705 686">g. Impact Award</li> </ul> <p data-bbox="359 721 1551 781">2.0 The Outstanding age-group and senior swimmers will be selected based on their swims completed between September 1 of the previous year and August 31 of the year in which the banquet is being held.</p> <p data-bbox="359 834 995 862">3.1 The selection criteria for the age group awards are:</p> <ul style="list-style-type: none"> <li data-bbox="457 870 867 898">a. National Record – 100 points</li> <li data-bbox="457 906 835 933">b. Pacific Record – 50 points</li> <li data-bbox="457 941 995 1325">c. National Top 10 Rankings – each placing <ul style="list-style-type: none"> <li data-bbox="554 967 722 995">1<sup>st</sup> – 10 points</li> <li data-bbox="554 1003 714 1031">2<sup>nd</sup> – 9 points</li> <li data-bbox="554 1039 709 1066">3<sup>rd</sup> – 8 points</li> <li data-bbox="554 1075 709 1102">4<sup>th</sup> – 7 points</li> <li data-bbox="554 1110 709 1138">5<sup>th</sup> – 6 points</li> <li data-bbox="554 1146 709 1174">6<sup>th</sup> – 5 points</li> <li data-bbox="554 1182 709 1209">7<sup>th</sup> – 4 points</li> <li data-bbox="554 1218 709 1245">8<sup>th</sup> – 3 points</li> <li data-bbox="554 1253 709 1281">9<sup>th</sup> – 2 points</li> <li data-bbox="554 1289 709 1317">10<sup>th</sup> – 1 point</li> </ul> </li> <li data-bbox="457 1341 1551 1430">d. If, after determining the point total from a-c, above, it is not possible to make a final selection, each placing in the Pacific Swimming Top 10 Rankings (in each event) shall be used to assist in the selection, 10 points for 1<sup>st</sup> through 1 point for 10<sup>th</sup>.</li> </ul> <p data-bbox="359 1471 1570 1531">4.0 Pacific Swimming shall awards two “Outstanding Senior male and Female” awards each year—one award each to a college or post-graduate male and female, and one each to a pre-college male and female.</p>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>Each award shall be based on total points scored at the National-level Championship Meets as approved by the Board of Directors. The tie breaker will go to the swimmer with the highest World Ranking in any event, or the highest combination of World Rankings if necessary. If there are no scores kept (i.e. Olympic Trials or Top 24 placing) then the highest combined finishes will be used with the lowest total winning. Note: this formula will weight the swimmer with two Top 8 and one Top 16 placing higher than a swimmer who wins one event, but fails to swim other events.</p> <p>The intent is to award swimmers who have spent all or much of their age group career with Pacific Swimming. Swimmers whose families have relocated to Pacific are eligible, as are swimmers who began their USA Swimming careers a short time ago but progress to a National level rapidly. Swimmers moving into Pacific to attend a University (whether or not on scholarship) are not eligible for these awards, as they do not meet the age group requirement. Swimmers must be representing a Pacific Swimming member team (or be listed Unattached/Pacific) at both meets each year for their performances to be considered.</p> <p>Swimmers who must represent their University at Spring Nationals (or UN-PC) will still be considered for awards, provided they represent their home club (PC) at Summer Nationals.</p> <p>5.0 The Male and Female Race of the Year for both Age-Group and Senior swimmers will be selected based on the following criteria:</p> <p>a. Races can be submitted by the general public.</p> <p>5.a.1 All races must have taken place between September 1 of the previous year and the end of the submission period.</p> <p>5.a.2 Once the submission period closes, the Awards Banquet Committee will select 5 finalists for the Male and Female Age-Group, Male and Female Senior Race of the Year. The Committee will have 5 days to make selections.</p> <p>5.a.3 Approximately 45 days before banquet, the finalists for each Race of the Year category will be announced.</p> <p>5.a.4 The general public will have approximately 20 days to vote.</p> <p>5.a.5 Based on the results of the vote, the finalists will receive the following points: 1<sup>st</sup> – 5 points 2<sup>nd</sup> – 4 points 3<sup>rd</sup> – 3 points 4<sup>th</sup> – 2 points 5<sup>th</sup> – 1 point</p> <p>5.a.6 All individuals members of the Awards Banquet Committee will also rank all 5 finalists 1<sup>st</sup> through 5<sup>th</sup>. 1<sup>st</sup> being their top vote, 2<sup>nd</sup> being what they perceive as the second best race and so forth. Based on their ranking, a finalist can receive the following</p>		



TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p style="text-align: center;">points:</p> <p style="text-align: center;">1<sup>st</sup> – 5 points</p> <p style="text-align: center;">2<sup>nd</sup> – 4 points</p> <p style="text-align: center;">3<sup>rd</sup> – 3 points</p> <p style="text-align: center;">4<sup>th</sup> – 2 points</p> <p style="text-align: center;">5<sup>th</sup> – 1 point</p> <p style="text-align: center;">5.a.7 All points for each finalist will be added together, the finalist with the most points winning the award.</p> <p>6.0 The Male and Female Relay of the Year for Age-Group and Senior will be selected by the same criteria used in Section XVI.5.0.</p> <p>7.0 The Team Cheer of the Year will be selected by the same criteria used in Section XVI.5.0.</p> <p>8.1 The Age-Group &amp; Senior Coach of the Year will be selected based on the following criteria:</p> <ul style="list-style-type: none"> <li>a. A nominating committee, headed by the Age-Group and Senior Coaches Representatives, will select nominees for both the Age-Group and Senior awards.</li> <li>b. Nominees will be sent out to all Pacific coaches to vote on.</li> <li>c. Nominee in each caching category with the most votes wins the Coach of the Year award.</li> </ul> <p>9.1 The IMPACT Award will be given to the Male and Female Age-Group and the Male and Female Senior swimmers that have made an impact not only in the sport of swimming (whether through achievement or inspiration), but also made an impact on their school and community as a whole.</p> <ul style="list-style-type: none"> <li>a. Selection will be made by using the same criteria mapped out in Section XVI.5.0.</li> </ul> <p>10.1 The following individuals will be invited guests of the Awards Banquet and not asked to pay for a ticket:</p> <ul style="list-style-type: none"> <li>a. All Outstanding Age-Group and Senior swimmers of the year</li> <li>b. All finalists for the Age-Group and Senior Race of the Year awards</li> <li>c. All finalists for the Age-Group and Senior Relay of the Year awards</li> <li>d. The head of coach of each team nominated for Cheer of the Year</li> <li>e. All finalists for the IMPACT award</li> <li>f. The Age-Group and Senior Coach of Year award winners</li> <li>g. Members of Pacific Swimming’s Board of Directors</li> </ul> <p>11.1 All other individuals not mentioned in Section XVI.10.0 are required to purchase a ticket for admittance. The fees are as is follows:</p> <ul style="list-style-type: none"> <li>a. Adults (18 &amp; Over): \$25.00</li> <li>b. Children (6-17 years): \$15.00</li> <li>c. 5 &amp; Under: FREE</li> </ul> <p>(Jill Ruppenstein, Ad hoc Awards/Banquet Committee) (P&amp;P) (30 day motion)</p> <p>Discussion:</p>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<ol style="list-style-type: none"> <li>1. Jill Ruppenstein describes the program which will be giving different types of awards then previously</li> <li>2. Voting procedures follow procedures similar to those used for the Golden Goggles Awards.</li> <li>3. Nominations for most positions will be open to the public</li> <li>4. Once nominations are closed the Selection committee will choose the 5 to be put up for voting</li> <li>5. Public voting will take place over 20 days and points will be distributed according to ranks achieved in the public voting</li> <li>6. The Selection Committee will also vote and the two sets of points will be added to determine placement</li> <li>7. Coach of the year will be determined by Coaches and the voting process will be conducted by the coaches.</li> <li>8. We may try to limit the number of votes anyone can make.</li> <li>9. The banquet will take place October 13</li> <li>10. The Selection Committee will have 2 coach representatives, 2 athlete representatives, Veronica Hernandez (Age Group Chair), and Don Heidary (Senior Chair)</li> </ol> <p>This is a 30 day motion. To be determined at BOD 7/24/13</p>		
	<p><b>1304FC1 – LMGW Access to Drop Box</b>  The Finance Committee moves to allow the firm doing the audit of Pacific Swimming's 2012 Financial Records, LMGW Certified Public Accountants, access to Pacific's Dropbox account.</p> <p>Pacific's Dropbox files have all the financial statements, reconciliations, source documentations, minutes and reports of the organization as well as records of travel, meet sanction and governing documentation. This permission will exclude access to personnel and Board of Review documents. Access to Dropbox will facilitate the audit process.  (Mary Ruddell, Finance Committee)</p> <p>This motion was voted on by the Finance Committee and passed. This is just informational</p>	Passed by Finance Committee 2/20/13	
	<p><b>1304T1-Forms for Dual, Tri, Quad Meets</b>  New financial form to be filled out by hosting team for meets  (Mary Ruddell, Treasurer)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. These are forms to be used when there are Dual, Tri, and Quad meets where the hosts will not be charging any fees.</li> <li>2. The hosts still need to pay a sanction fee and this form allows us to track and know what happens</li> <li>3. If fees are charged, the regular form should be filed by the host team</li> <li>4. Also, this is not used for a League which submits a number of dual meets at once and pays for them as a league – the forms for those will be handled by Mary Ruddell</li> </ol>	Passed	

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	<p><b>1304SCH1-2014 Major Meet Schedule</b></p> <table border="1" data-bbox="348 256 1392 1263"> <thead> <tr> <th>DATE</th> <th>MEET</th> <th>HOST</th> </tr> </thead> <tbody> <tr><td>JAN. 12</td><td>Pacific Distance Challenge</td><td></td></tr> <tr><td>FEB. 15-17</td><td>SR-II T&amp;F or Timed Final</td><td>Cabrillo Threshers</td></tr> <tr><td>FEB. 15-17</td><td>SR-II T&amp;F or Timed Final</td><td>Pleasanton Seahawks</td></tr> <tr><td>MAR. 1-2</td><td>SR-I</td><td>Crow Canyon Sharks</td></tr> <tr><td>MAR. 14-16</td><td>Spring SC JO Champs (venue 1)</td><td>San Ramon Valley Livermore Aquatics</td></tr> <tr><td>MAR. 14-16</td><td>Spring SC JO Champs (venue 2)</td><td>Terrapin Swim Team</td></tr> <tr><td>MAR. 22-23</td><td>SR-II (LCM preferred)</td><td></td></tr> <tr><td>MAR. 22-23</td><td>SR-II (LCM preferred)</td><td></td></tr> <tr><td>APR. 3-6</td><td>SC Far Western Champs</td><td>Morgan Hill Swim Club</td></tr> <tr><td>APR. 12-13</td><td>SR-I or SR-II (Z1N, Z1S or Z4)</td><td>Quicksilver Swimming</td></tr> <tr><td>APR. 12-13</td><td>SR-I or SR-II (Z2, Z3 or Z4)</td><td></td></tr> <tr><td>APR. 26</td><td>10/U Champs</td><td>Monterey Bay Swim Club</td></tr> <tr><td>APR. 27</td><td>Pacific Sprint Challenge</td><td></td></tr> <tr><td>MAY 11</td><td>SR-II Walk-On (CCS)</td><td>Santa Clara Swim Club</td></tr> <tr><td>MAY 18</td><td>SR-II Walk-On (NCS)</td><td>Walnut Creek Aquabears</td></tr> <tr><td>MAY 24-26</td><td>Age Group Open</td><td>Carson Tigersharks</td></tr> <tr><td>MAY 24-26</td><td>Age Group Open</td><td>Monterey Bay Swim Club</td></tr> <tr><td>May 24-26</td><td>Age Group Open</td><td>Tiger Aquatics</td></tr> <tr><td>MAY 31-JUN. 1</td><td>SR-II (LCM)</td><td>Pleasanton Seahawks</td></tr> <tr><td>JUL. 4-7</td><td>Age Group Open</td><td></td></tr> <tr><td>JUL. 11-13</td><td>LC JO Champs (venue 1)</td><td>West Coast Aquatics</td></tr> <tr><td>JUL. 11-13</td><td>LC JO Champs (venue 2)</td><td></td></tr> <tr><td>JUL. 25-27</td><td>SR-I or SR-II T&amp;F or Timed Final (Z1N, Z1S or Z4)</td><td></td></tr> <tr><td>JUL. 25-27</td><td>SR-I or SR-II T&amp;F or Timed Final (Z2, Z3 or Z4)</td><td>Orinda Aquatics</td></tr> <tr><td>JUL. 30-AUG. 3</td><td>LC Far Western Champs</td><td>Terrapin Swimming</td></tr> <tr><td>AUG. 29-SEPT. 1</td><td>Age Group Open</td><td>Morgan Hill Swim Club</td></tr> <tr><td>AUG. 29-SEPT. 1</td><td>Age Group Open</td><td>Monticello Aquatic Club Seals</td></tr> </tbody> </table> <p>Discussion:</p> <ol style="list-style-type: none"> <li>Blanks are meets that received no bidding.</li> <li>Next round of bidding will occur in the near future</li> </ol> <p>Motiion Passed</p>	DATE	MEET	HOST	JAN. 12	Pacific Distance Challenge		FEB. 15-17	SR-II T&F or Timed Final	Cabrillo Threshers	FEB. 15-17	SR-II T&F or Timed Final	Pleasanton Seahawks	MAR. 1-2	SR-I	Crow Canyon Sharks	MAR. 14-16	Spring SC JO Champs (venue 1)	San Ramon Valley Livermore Aquatics	MAR. 14-16	Spring SC JO Champs (venue 2)	Terrapin Swim Team	MAR. 22-23	SR-II (LCM preferred)		MAR. 22-23	SR-II (LCM preferred)		APR. 3-6	SC Far Western Champs	Morgan Hill Swim Club	APR. 12-13	SR-I or SR-II (Z1N, Z1S or Z4)	Quicksilver Swimming	APR. 12-13	SR-I or SR-II (Z2, Z3 or Z4)		APR. 26	10/U Champs	Monterey Bay Swim Club	APR. 27	Pacific Sprint Challenge		MAY 11	SR-II Walk-On (CCS)	Santa Clara Swim Club	MAY 18	SR-II Walk-On (NCS)	Walnut Creek Aquabears	MAY 24-26	Age Group Open	Carson Tigersharks	MAY 24-26	Age Group Open	Monterey Bay Swim Club	May 24-26	Age Group Open	Tiger Aquatics	MAY 31-JUN. 1	SR-II (LCM)	Pleasanton Seahawks	JUL. 4-7	Age Group Open		JUL. 11-13	LC JO Champs (venue 1)	West Coast Aquatics	JUL. 11-13	LC JO Champs (venue 2)		JUL. 25-27	SR-I or SR-II T&F or Timed Final (Z1N, Z1S or Z4)		JUL. 25-27	SR-I or SR-II T&F or Timed Final (Z2, Z3 or Z4)	Orinda Aquatics	JUL. 30-AUG. 3	LC Far Western Champs	Terrapin Swimming	AUG. 29-SEPT. 1	Age Group Open	Morgan Hill Swim Club	AUG. 29-SEPT. 1	Age Group Open	Monticello Aquatic Club Seals	Passed	
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	<p><b>1304TC1-Travel Support for Worlds and Nationals</b> Motion to recommend the following travel assistance:</p>	Passed																																																																																					

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>US Open Water Nationals: \$230+\$300 add-on \$310+\$300 add-on RNO (Swimmers must have achieved a Junior National time standard in the 1500/1650 prior to the meet to be eligible for Pacific Travel Assistance)</p> <p>World Championship Team Trials: \$600+\$300 add-on (be sure to check Southwest)</p> <p>US Open: \$225+\$300 add-on \$285+\$300 add-on for RNO only</p> <p>US Junior National Champs: \$215+\$300 add-on \$240+300 add-on for RNO only (Rick Waterhouse, Travel Committee)</p> <p>No discussion Motion passed</p>		
	<p><b>Motion 1304ASC1 - New Swim League Proposal</b> for Pac Swim board of directors:</p> <p>Motion: Approve our league of 4 teams with the right to add up to 6 more teams. Approve our fee structure for Dual, 2 day dual (last chance qualifier), and a league championship meet with A &amp; B qualifying standards set by the league.</p> <p>Goal: To establish a “Collegiate Preparatory Swim League Championships” qualifying meet as the culmination of a qualifying dual meet season.</p> <ol style="list-style-type: none"> <li>1) Prepare our swimmers for College swimming</li> <li>2) Generate more team based excitement for age group swimmers.</li> <li>3) Shorten meet commitment of parents, swimmers, officials by offering dual meets; use dual meets to drive new official recruiting efforts</li> <li>4) Use the dual meet income to supplement the Championship meet income to help cover high costs of running a low entry, high cost meet.</li> </ol> <p>2013 League runs from Aug 31-Dec22. (Starts the week before Labor day, ends the weekend before X-mas,min 3 days).</p> <p>Meets will be run on an approximation of NCAA scoring and event order for dual meets and championship meet.</p> <p>2 Day dual meet will attempt to find best way to compress all the NCAA events into a 2 day format.</p> <p>Fees:</p>	30 day motion	BOD 7/24/2013

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>Dual Meets: \$25 total/swimmer : Model works if LSC cut is \$2-\$3/swimmer or less.  2 Day Dual: \$40 total/swimmer (last chance qualifier meet): Model works at LSC cut of \$3- \$5/swimmer or less.  Championship: up to \$40/swimmer \$10 splash/\$10 per event for up to 3 events. No charge for relays.</p> <p>LSC and zone meet impact: All league meets will be sanctioned. Dual meets will likely consist of 150-300 swimmers based on previous experience. Championship meet will be picked up like NCAA meet and restricted to a limited number of events.  No negative impact on LSC schedule is predicted. Dual meet dates will be flexible to work around member teams' desired LSC meets. Teams will be rewarded and encouraged for top finishes at JO's and FW meets.</p> <p>Impact to zone :  We do not plan to ask zone official chair for help with staffing our meets. We wish to recruit and train more new officials. We plan to ask current officials with previous training experience to train new recruits.  Member teams plan to continue to host the fall meets we are currently scheduled to host. This league will not cause our meets to be returned in the fall season.  The league may help local CBA+ meets better meet the 4 hour rule, though the swimmers who generally do not attend meets and our senior swimmers would not be attending CBA meets anyway.  Likely impact: Negligible if the meets fill and close before the official entry deadline in the fall as they usually do. Up to 150 fewer swimmers attending a CBA+ meet monthly spread across 3 zones.</p> <p>League will have 4-10 teams (goal of 6-8 for first year)  Currently Committed  QSS  SUNN  BAC  WEST</p> <p>Inviting  Up to 6 others from zone 1, 2, or 3 attempting to get 6-8 teams total</p> <p>(Andre Salles-Cunnes) (30 day motion)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. This Winter League is somewhat modeled after the Summer Leagues, such as the League in Zone 3 and Super League</li> <li>2. The main issue is the ability to regulate the flat fees charged so that Pacific Swimming will receive the appropriate remuneration while the new league can run these meets without incurring extra costs.</li> <li>3. The plan is ultimately to have no more than 10 teams in the league, and flat fees per swimmer for meets will be adjusted accordingly, so the League does not lose money</li> <li>4. The hope is to have dual meets, a Championship Qualifying meet using A and B standards as it is done in NCAA.</li> </ol>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>5. George Cleveland states that right now it looks like there are not that many meets in the Pacific Schedule that such a league would create conflicts in the meet schedule. Zone meet schedules might need to be looked at</p> <p>1304ASC-1 Amendment – This League would run for a period of 1 year with an option to modify it at the end of that year, and run for an additional year with the modifications. At that time it would be reviewed. (Clint Benton, 2<sup>nd</sup> Mike Piccardo)</p> <p>Amendment passes – This motion will be voted on with the amendment at the next BOD In the meantime Andre will consult with John Bitter and Mary Ruddell regarding the possible fee structures.</p>		

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

**Meeting Title:** Pacific Swimming House of Delegates Meeting  
**Date:** May 4, 2013

**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.

<b>Board of Directors</b>	Rick Beebe	X	Izzy Real	<b>Athlete</b>	Dia Rianda	X	<b>Guests</b>		
John Bitter	X	Elias Totah	Darwin Takaki	Maxime Rooney	X	Michael Greymont	X		
Mike Rianda	X	Brian Malick	X	Fred Volgelgesang	Cate MacGregor	X	Valerie Rudd	X	
Lehla Irwin	X	Marcia Benjamin		Darryl Woo	Michala Roan	X	Marcelo Castro	X	
Ron Heidary		David Benjamin	X	Joe Woo		Maryann Nygren	X		
Don Heidary	X	Judy Siegrist	X	Marie Wise	<b>Club Reps</b>	Alan Augst	X		
Veronica Hernandez	X	Warren Lager			Helen Garcia	X	Mary Malone	X	
Marie Lin	X	Kent Yoshiwara	X	<b>Zone Reps</b>	Dik Advincola	X	Patrick Malaga	X	
Mary Ruddell	X	George Cleveland	X	1N - Larry Rice	X	Steve Panzram	X	Matthew Schubert	X
Phil Harter		Tish Steimle		1S – Mike Picardo	X	Tammy Hopkins	X	Andre Salles-Cunha	X
Jennifer Malick	X	Rick Waterhouse		2 - Clint Benton	X	Dionne Dunn	X	Lee Panttaja	X
Danica Burge	X	Peggy Ramirez		3 – Debbie Tucker for K. Twohey	X	Mike Davis	X	Christine Tam	X
Scott Shea		Leo Lin	X	4 - Jerry Rudd	X	Patrick Windschiti	X	Betsy Messman	X
Steve Hurko	X	Elias Totah	X	4 - Jim Morefield		Mark Craig	X		Jeanette Soe

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
<b>Meeting Called to Order</b>	Meeting called to order at 5:00 PM		
<b>Minutes from Previous Meeting</b>	Minutes from October 13, 2012 approved		
<b>Ratify Actions of BOD</b>	Motion to ratify actions of the BOD since previous meeting on October 13, 2012	Passed	
<b>Officer's Reports</b>			
<b>Chair</b>	John Bitter: 1. Discussed the accomplishments of the last 2 years, including the granting of pool improvement grants, change in schedule year, new auditing process 2. Encourages all of us to look for those leadership qualities which include, influencing others, service orientation, keeping an open mind to incorporating changes that will keep Pacific Swimming up to date in meeting the needs of our swimmers, embracing the perspective of connection with each other and creating new ideas		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	3. He encourages all those having ideas to contact him and other members of the BOD		
<b>Admin Vice Chair – Operations</b>	No Report		
<b>Admin Vice Chair – Programs</b>	No Report		
<b>Treasurer</b>	See Posted Reports Mary Ruddell: <ol style="list-style-type: none"> <li>1. She will be bringing quarterly reports to the BOD, and monthly reports to the Executive Committee</li> <li>2. We are fully implemented into accrual accounting</li> <li>3. The Finance Committee provides checks and balances for her, and together they have instituted changes that were required by the previous audit and await the changes that will be recommended as a result of the audit which is presently being done</li> <li>4. Working on new item of Inventory Control as we begin to stock officials apparel and other apparel</li> <li>5. The Fiscal Trend for this year is income slightly lower than what we had last year at this time, but expenses are also lower than they were last year at this time.</li> <li>6. This trend will continue to be monitored.</li> </ol>		
<b>Age Group</b>	See Posted Report Veronica Hernandez: <ol style="list-style-type: none"> <li>1. This year JOs were split into two venues – and this will be done next year               <ol style="list-style-type: none"> <li>a. If the two venues are close together, the assignment of teams will try to mix geographically and mix by size, so swimmers will be able to compete with swimmers they do not normally swim against</li> <li>b. If the two venues are at a distance, the assignment of teams will be done geographically in order to minimize the traveling time</li> <li>c. Survey conducted with the coaches suggest that they want 15-18 year olds to continue to compete at JOs but they want them to compete as a single age group</li> </ol> </li> <li>2. Winter JOs for 14 and Unders may also be split into two venues</li> <li>3. 10 &amp; U champs ran 9 hours this year – next year time standards will be significantly faster, and will be applied much more stringently to avoid having swimmers compete who are not yet swimming at a championship level.</li> <li>4. Moving to a September to August Calendar year. This year we have scheduled up till August 2014 so far.</li> <li>5. All Star Meet applications are due May 30<sup>th</sup>.</li> <li>6. Goals for Age Group are reviewing Far Westerns, looking at processes for the All Star Meet, and setting up the Awards Banquet</li> </ol>		
<b>Sr. Committee</b>	No Report		
<b>Registration</b>	No Report		
<b>Reports/Recommendations</b>	None		



TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
<b>tions of Staff</b>			
<b>Standing Committees</b>			
<b>Diversity</b>	<p>Kent Yoshiwara</p> <ol style="list-style-type: none"> <li>1. The Western Zone Diversity Committee has been recognized by USA Swimming</li> <li>2. The Pacific program is one of the most robust in USA swimming and a lot of LSCs are trying to copy some of the things we do.</li> <li>3. Working on a Diversity Camp for 2013 and looking for a site with an indoor pool</li> <li>4. Reviewed the Grant Program and grants given since the inception of the program in 2010</li> <li>5. Looking to extending the Grant Program to seasonal clubs</li> <li>6. Reminded all members of the Outreach Program where registration with USA Swimming is only \$5 to those swimmers who can demonstrate need.</li> <li>7. The Fred Siegrist Scholarship is available to subsidize swimmers who make the All Star Team but are unable, because of economic issues, to pay the copay fees.</li> <li>8. Western Zone Diversity Committee is working on the Western Zone Diversity Camp in 2014 <ol style="list-style-type: none"> <li>a. Looking for a site that is near an airport, has a swimming pool (preferably 50 meters) has housing, dining and classroom facilities</li> <li>b. U. of Hawaii has volunteered, but transportation of swimmers seems prohibitive</li> <li>c. Looking for a site in Pacific or Southern California</li> </ol> </li> <li>9. Reminded all that the Mission Statement for USA swimming includes sexual diversity .</li> </ol>		
<b>Camps</b>	No Report		
<b>Officials</b>	No Report		
<b>Time Standards</b>	No Report		
<b>Club Development</b>	No Report		
<b>Travel</b>	No Report		
<b>Disability</b>	No Report		
<b>Board of Review</b>	No Report		
<b>Open Water</b>	John Bitter: We have just received our first USA sanctioned Open water event		
<b>Investment Committee</b>	<p>See Posted Report</p> <p>Mary Ruddell:</p> <ol style="list-style-type: none"> <li>1. Pool grants program has been utilized by clubs in all 5 of our Zones <ol style="list-style-type: none"> <li>a. They are accepting applications up to June 1 for submission to the BOD in July</li> </ol> </li> <li>2. Indicated that Zone 2's use of the investment funds available through Pacific Swimming has resulted in substantial gains for the zone <ol style="list-style-type: none"> <li>a. Other Zones are invited to take advantage of this opportunity</li> <li>b. Money for the Zones are not co-mingled with Pacific funds – and use of these funds are solely at the discretion of the Zone</li> </ol> </li> </ol>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	3. The committee is looking to revise their Statement of Purpose in order to bring it up to date with the present context <ol style="list-style-type: none"> <li>a. Looking to expand allocating of funds from the investment results without touching the principle.</li> <li>b. The committee is looking into a new investment policy where Pacific will be able to tap into the funds generated by the investing when they are positive so the money can be used to improve the LSC.</li> </ol>		
<b>Finance &amp; Auditing</b>	Mary Ruddell: <ol style="list-style-type: none"> <li>1. The Outside Audit is in progress and should be completed in mid-May</li> <li>2. The Zones should be receiving a request from the Auditor to have access (read only) to the Zone accounts for auditing purposes</li> </ol>		
<b>Scheduling</b>	George Cleveland: <ol style="list-style-type: none"> <li>1. We have just completed scheduling for the 2<sup>nd</sup> half of next year (up to August 2014)</li> <li>2. We will be setting up the schedule for September 2014-August 2015 in the near future</li> <li>3. This will complete the switch over to a September-August Year, from an Annual Year.</li> </ol>		
<b>Athlete</b>	Maxime Rooney, Michala Roan, Cate MacGregor: <ol style="list-style-type: none"> <li>1. Pacific Swimming Athlete Facebook website will have postings every week through out the summer</li> <li>2. Athlete Summer Newsletter is being worked on and is expected to come out in mid-July</li> <li>3. Presentation made regarding Fast Foundation with the suggestion that we consider a partnership with this program to promote safe swimming for kids.               <ol style="list-style-type: none"> <li>a. Discussed drowning as the leading cause of death for children under the age of 5</li> <li>b. Fast Foundation has supported using swimmers to teach water safety to high risk kids</li> <li>c. The founder of the foundation is Joe Zemaitis Coach of Swim Neptune (AZ)</li> <li>d. They have produced the video featuring Swim Alcatraz and the Golden Gate Bridge</li> <li>e. There is a branch in Palo Alto and the athletes would like Pacific Swimming to see if this would be a good partnership</li> </ol> </li> </ol>	John Bitter will look further into this	
<b>Governance</b>	See Motions Leo Lin: <ol style="list-style-type: none"> <li>1. The committee has worked on a number of by-law changes</li> <li>2. Wanted everyone to be aware that we now have wording from our legal counsel for the prohibition of video, photo, etc from the rear of the starting blocks. This wording is to be placed in every meet sheet, and allows the Meet Referee to expel anyone who is violating this rule. The purpose is to prohibit people taking (inappropriate) pictures of the swimmers from the rear when they are on the starting blocks.</li> </ol>		
<b>Resolutions and Orders</b>	<b>1211GC1 Proposed Organization of the Pacific Swimming Board of Directors:</b> The following reorganization of the Pacific Swimming Board is presented in the attached organization chart (see attached Organization Chart) which is summarized as follows, with <b>bold= voting members</b> , regular type=voice, but no vote, <i>italics=eliminated</i> : <b>Pacific Swimming General Chair: Treasurer, Secretary, Program Development Vice Chair(see branch),</b>	Passed – Refer to USA Swimming for approval	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p><b>Program Operation Vice Chair(see branch), Audit &amp; Budget Chair, Board of Review Chair, At Large Members,</b> LSC Office Staff, Investment Committee Chair, Governance Committee Chair, Safety Coordinator Office, Safe Sport Coordinator, General Counsel Consultant, Parliamentarian</p> <p><b>Program Operation Vice Chair (dry side): Zone Chairs, Officials Committee LSC Officials Chair, Membership/Registration Coordinator, Club Development Coordinator,</b> Communications, Times Recognition Coordinator, Travel Committee Chair, LSC Sanction (Zone Sanction Chairs), <del>High School Coordinator, College Coordinator, National &amp; Local Legislation Coordinator</del></p> <p><b>Program Development Vice Chair: Senior Committee Chair</b> (Senior Coach Representative), <b>Age Group Committee Chair</b> (Age Group Coach Representative), <b>Diversity Committee Chair, Disability Coordinator, Athlete Committee Chair/Senior Rep,</b> Open Water Coordinator, Camps Coordinator, Time Standards Coordinator, Scheduling Committee Chair (Leo Lin, Governance Committee) (30 day motion) By-Laws</p> <p>The following explanatory document I posted as part of the motion:</p> <p><b>Proposed Organization of the Pacific Swimming Board of Directors</b> Based on the increasing complexity of the tasks facing Pacific Swimming, an additional Vice Chair position was created in the Board of Director (BOD) in 2011 to address the multitude of tasks and to share the responsibility among 2 Vice Chairs. The division of responsibilities between the two vice chairs has been made according to whether the program/committee/tasks fall into the “dry side” or “wet side” of swimming. The Program Development Vice Chair is responsible for “wet side” programs/committees/tasks and the Program Operation Vice Chair is responsible for “dry side” programs/committees/tasks.</p> <p>In addition to organizing the various positions existing in the Pacific Swimming Board, the governance committee was asked to study the current membership of the BOD and recommend an organizational structure that will be streamlined and more efficient in meeting the needs of swimmers, clubs and volunteers. The goal is to modernize the BOD structure resulting in a more effective BOD. The proposed structure is presented in the attached three (3) organization charts.</p> <p style="padding-left: 40px;">The approach that the Governance committee took was first to understand the roles of each of the committees</p> <p style="padding-left: 40px;">In cases where it appears that it is a one person committee, the responsible person is given the title of “Coordinator” rather than committee chair.</p> <p style="padding-left: 40px;">Functions in the BOD that are identified as “dry side” or “wet side” are grouped under the 2 vice chairs respectively, reducing the number of “direct reports” to the general chair (Org Chart 2 &amp; 3).</p> <p style="padding-left: 40px;">In cases where a Committee/Coordinator has their functions already covered (by another committee,</p>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>or coordinator), that Committee/Coordinator position has been eliminated in order to streamline and avoid redundancy.</p> <p>In the past voting rights were given to all BOD members (partially as a means to entice volunteers to serve on the BOD). This strategy has not been functional, in that many such members have not actively participated in the BOD meetings. In this proposed structure, voting rights are not automatically given to all BOD members. It is given to all elected members, and to assigned Committee chairs and Coordinators where it has been judged that their vote will be an important part of their function, role and/or responsibility within the BOD.</p> <p>Senior athlete members on the BOD are given voting rights.</p> <p>Voting rights of committee members within their committees are decided by the respective committees</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. Leo Lin explained the process, the methodology followed, and the proposed plan for restructuring.</li> <li>2. Goal was to streamline the structure and decrease the activities that had direct responsibility to the General Chair</li> <li>3. Dea Rianda expressed the concern that with the changes, and decrease in voting members we would be losing some of the checks and balances within the BOD</li> <li>4. Leo Lin and Clint Benton indicate that this change does not effect vote privileges for the HOD – it is believed that all members of the BOD (with voting, and voice only privileges in the BOD) retain HOD voting privileges, but the Governance Committee will check this out.</li> </ol> <p>Motion Passed – will be forwarded to USA Swimming for approval</p>	<p>Governance committee to check on HOD voting privileges</p>	
	<p><b>1210GC2 Executive Committee Composition:</b>  Motion to change membership of the Executive Committee: (By-laws 5.8)  Current Executive Committee:  General Chair, Administrative Vice Chair, Senior Vice Chair, Age Group Vice Chair, Treasurer, Senior Athlete Representative, Senior Coach Representative Quorum = 4 members present</p> <p>Proposed Executive Committee:  General Chair, Vice Chair-Program Development, Vice Chair-Program Operations, Treasurer, 5 Zone Chairs, 2 Athlete Representatives, Secretary Quorum = 7 members present  (Leo Lin, Governance Committee) (By-Laws, 30 day motion)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. Leo Lin indicated that the change in the membership reflected the fact that the Executive Committee will no longer only function as an emergency committee, but would meet more frequently to allow</li> </ol>	<p>Passed – Refer to USA Swimming for Approval</p>	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>discussion of strategic planning, and changes that would help Pacific Swimming keep up with the times.</p> <ol style="list-style-type: none"> <li>2. Larry Rice indicated that Zone Chairs were added to the committee in recognition that the Zones had a major role in Pacific Swimming (as the Zones are what makes up Pacific Swimming)</li> <li>3. The BOD is now meeting every other month, allowing members to work on committee issues during the alternate months. The Executive Committee meets on the alternate months to work on strategic planning and creating changes to implement these plans</li> </ol> <p>Motion Passed – will be forwarded to USA Swimming for approval</p>		
	<p><b>1303GC2 A new Article of the PacSwim Bylaws that is dedicated to describing the 5 Zones that make up PacSwim</b></p> <p>Create a new Article of the PacSwim Bylaws that is dedicated to describing the 5 Zones that make up PacSwim. It will also provide a consolidated geographical definition of the 5 Zones and the roles and responsibilities of the zones. When the article is adopted, sections in the current Bylaws dealing with Zones will be removed to avoid duplication and/or conflicting information.</p> <p><b>ARTICLE 7 – ZONES</b></p> <p>Pacific Swimming is responsible for promoting the sport of swimming over a large geographical region stretching north to the Oregon border, east through part of the state of Nevada near Reno, south through Monterey county, and west to the Pacific Ocean. This region is comprised of many different and diverse communities, with a wide spectrum of demographics. In order to better serve the local communities, Pacific Swimming is divided into 5 zones within this region. The definition of the 5 Zones are described below. The swimming needs of these distinctly different local communities are best served by allowing these 5 Zones the ability to develop procedures and processes that can best address their unique and specific demographics. The roles and responsibilities of the Zones are listed below.</p> <p><b>7.1-Geographic Definition</b></p> <ol style="list-style-type: none"> <li>A. Zone 1 North – County of San Mateo and County of Santa Clara north of Highway 9 and west of Mathilda Ave./Sunnyvale –Saratoga Road/DeAnza Blvd./Saratoga-Sunnyvale Road.</li> <li>B. Zone 1 South – County of Santa Clara south of Highway 9 and east of Mathilda Ave./Sunnyvale-Saratoga Road/DeAnza Blvd./Saratoga-Sunnyvale Road, and counties of San Benito, Santa Cruz and Monterey.</li> <li>C. Zone 2 – Counties of Contra Costa and Alameda and all of the area of Pacific Swimming in the State of California lying east of the counties of Contra Costa, Alameda and Santa Clara, except the counties of Alpine and El Dorado and the communities of Bishop and Mammoth Lakes.</li> <li>D. Zone 3 – Counties of Del Norte; Humboldt; Mendocino; Lake; Sonoma; Napa; Marin; San Francisco; and the portions of: Solano County south of Highway 12, including the communities of Vallejo and Benicia and excluding the communities of Fairfield, Suisun City, and Rio Vista.</li> </ol>	<p>Passed – Refer to USA Swimming for Approval</p>	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p data-bbox="457 191 1524 248">E. Zone 4 – All the area of Pacific Swimming lying in the State of Nevada, the counties of Alpine and El Dorado and the communities of Bishop and Mammoth Lakes, California.</p> <p data-bbox="363 285 737 310"><b>7.2- Governing Body/Zone Structure</b></p> <p data-bbox="363 347 1533 467">Each Zone shall establish its own Board structure comprising of at least the following officers, Zone Chair, Vice Chair, Treasurer and Secretary. Other officers may be appointed by the Zone Chair or elected by the member clubs of the Zone when such positions are deemed necessary to serve the functions of the Zone. The Zone Chairs (or designees) shall be a voting member of the Pacific Swimming Board of Directors and Executive Committee.</p> <p data-bbox="363 505 499 529"><b>7.3 – By laws</b></p> <p data-bbox="363 566 1533 623">Each Zone shall establish its own Bylaws in addition to the LSC Bylaws to better describe or address specific Zone needs. The Zone bylaws shall not be in conflict with the Bylaws of Pacific Swimming and USA Swimming.</p> <p data-bbox="363 660 669 685"><b>7.4 – Policies and Procedures</b></p> <p data-bbox="363 722 1524 810">The Zone shall establish Policies and Procedures to govern Zone Operations. Each Zone shall develop and establish its own governing process provided that such process is not in conflict with Pacific and USA-Swimming Rules and Regulations.</p> <p data-bbox="363 847 499 872"><b>7.5 - Election</b></p> <p data-bbox="363 909 1293 933">The Zone will establish rules for the election of the Zone Officers and the terms for Zone Officers.</p> <p data-bbox="363 971 495 995"><b>7.6 – Budget</b></p> <p data-bbox="363 1032 1503 1089">Zones shall establish an annual budget to guide the operation of the Zone. Financial practices by the Zone shall follow generally accepted accounting principles.</p> <p data-bbox="363 1127 636 1151"><b>7.7 – Meets and Sanctions</b></p> <p data-bbox="363 1188 1499 1276">Each Zone shall define its Zone Meet formats and establish a Zone meet Schedule with a defined host assignment process. The Zone shall be responsible for team assignment to meets, team priority for meets, and the meet Sanction requirements that are specific to the Zone.</p> <p data-bbox="363 1313 644 1338"><b>7.8 – Zone Representatives</b></p> <p data-bbox="363 1375 1505 1463">Each Zone is responsible for appointing and/or electing Zone representatives to LSC committees such as Nominating Committee, Scheduling Committee, Athlete Committees and other standing or ad hoc LSC committees when Zone representation is required or desired. Zone athlete representatives also shall be nominated and approved by the Zone.</p> <p data-bbox="363 1500 701 1524"><b>7.9 – Meet and Office Equipment</b></p>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>Each Zone may purchase and maintain office equipment to support Zone functions plus Meet Equipment to support Zone Teams in hosting swim meets.</p> <p><b>7.10 – Fines or penalty</b></p> <p>Each Zone may determine and levy penalties or fines on Zone Teams and/or members who violate Zone Bylaws, Rules and Regulations and /or agreed upon processes and procedures. Such fines or penalty shall be clearly established and agreed to by a majority vote of the Zone Board.</p> <p>(Leo Lin, Governance Committee (By-Laws)(30-Day motion)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. Leo Lin displayed the Map of the LSC and it was clear there were significant demographic and geographic differences across the LSC and the different Zones</li> <li>2. The new article was set up to recognize that the composition of Pacific Swimming was made up of the Zones and that there were different needs across each of the zones that differed widely – “one size does not fit all”</li> <li>3. This article takes all the pieces regarding Zones (in the By-Laws, Rule &amp; Regulations, and Policy &amp; Procedures) and places them in one place – Article 7 of the By-Laws</li> <li>4. If this motion passes – By-Laws, R&amp;R, and P&amp;P would be cleaned up so that all the references to the Zones would be removed except those in Article 7 and the other sections of the By-Laws would be renumbered appropriately.</li> </ol> <p>Motion Passed – (Item 4 will be done – and the resulting changes in the By-Laws will be sent to USA Swimming for approval)</p>		
<b>Presentation of Annual Budget</b>	Not applicable		
<b>New Business</b>	None		
<b>Elections</b>	<p>Election Results:</p> <p>General Chair: John Bitter</p> <p>Program Operations Vice Chair: Leo Lin</p> <p>Program Development Vice Chair: Lehla Irwin</p> <p>Senior Vice Chair: Don Heidary</p> <p>Age Group Vice Chair: Steve Hurko</p> <p>Secretary: Marie Lin</p> <p>Treasurer: Mary Ruddell</p> <p>At-Large: Dave Cottam, Helen Garcia, Phil Harter, Veronica Hernandez, Andre Salles-Cunha</p> <p>Board of Review: Clint Benton, Susi Jackson, Karyn Kikuta, Darryl Woo</p> <p>Registrar: Judy Siegrist</p>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	Volunteer of the Year: to be announced at USA Convention (Nominees – Mike Davis, Jerry and Valerie Rudd, Fred Vogelgesang, Clint Benton, Mehdi Saghafi)		
<b>Next HOD Meeting</b>	October 12, 2013		
<b>Meeting Adjourned</b>	Meeting adjourned 7:06PM		

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



**Meeting Title:** Pacific Swimming BOD Executive Committee Meeting  
**Date:** May 22, 2013

**Attendance:**

John Bitter	X	Veronica Hernandez	X	<b>Zone Reps</b>				<b>Athlete Reps</b>		<b>Guests</b>	
Mike Rianda		Marie Lin	X	1N - Larry Rice	X	3 – Debbie Tucker	X	Michela Roan		George Cleveland	X
Lehla Irwin	X	Mary Ruddell		1S – Mike Picardo	X	4 - Jerry Rudd				Leo Lin	X
Ron Heidary		Steve Hurko		2 - Clint Benton	X	4 - Jim Morefield	X	<b>Office</b>		David Benjamin	X
Don Heidary								Jill Ruppenstein	X		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
<b>Meeting Called to Order</b>	Meeting was called to order by John Bitter at 7:30 PM (Teleconference)		
<b>Minutes from Previous Meeting</b>	March 27, 2013 Executive Committee Meeting minutes approved		
<b>General Chair</b>	No report		
<b>Old Business</b>	None		
<b>Old Motions</b>	<p><b>1304AB1 – Awards Banquet Revised</b>  Revision to Motion:  5.a.2 Once the submission period closes, the <i>Awards Banquet Committee, comprised of the Age-Group Chair, Senior Chair, Age-Group and Senior Coach Representatives, the Program Development Vice Chair, Officials Chair, and one (1) Athlete Representative</i>, will select 5 finalists for the Male and Female Age-Group, Male and Female Senior Race of the Year. The Committee will have 5 days to make selections.  (Jill Ruppenstein, Awards Banquet Ad Hoc Committee) (R&amp;R) (30 day motion)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>Jill Ruppenstein would like the Motion 1304AB1 – Awards Banquet (with the revision) approved so that she can start gathering the nominations. She is concerned that if she waits for the next BOD meeting there will be insufficient time to set up the Awards Banquet Committee and get all the nominations in order to make appropriate selections.</li> <li>The Executive Committee agreed to approve the motion now, as the BOD has power of final approval.</li> </ol>	<p>Passed</p> <p>Jill Ruppenstein to go ahead and get nominations</p>	
<b>New Business</b>	<p><b>Pacific Distance Challenge Meet and Pacific Challenge Sprint Meet:</b></p> <ol style="list-style-type: none"> <li>George Cleveland reports that in the first round of bidding neither the January Pacific Distance Challenge nor the April Pacific Challenge Spring meets were bid. John Bitter and George discussed these two meets, and found that neither of these meets were held last year, one because it was not bid</li> </ol>	George Cleveland will put these two meets into the Fall 2014 schedule for normal bidding	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>and the other which was bid had to be cancelled because only 25 swimmers entered the meet.</p> <ol style="list-style-type: none"> <li>2. It was felt that fall might be a better time to run these meets (when there won't be interference from other large meets, the Distance Camp, and High School Season).</li> <li>3. This year there was a second round bidder for these meets, but the team agreed to having them moved to the fall, 2014, but would like first right of refusal..</li> <li>4. The Scheduling Committee felt if the schedule of these meets is changed it should be open to new bidding, so the Executive Committee was asked to provide their recommendation.</li> <li>5. The Executive Committee concurred that if these meets were moved to the fall of 2014 they should be put into the September 2014-August 2015 normal bidding process.</li> <li>6. However, it was agreed that George Cleveland could ask the team that had to cancel the meet last year whether they were interested in holding one of these meets in the fall 2013, and whether the team that did a second round bid this year was also willing to offer one of these meets in the fall. If they agreed on dates to do this, these meets would be brought in for approval by teams holding meets on either side of the date to see if there is no objection to adding these meets (in case these teams felt such a meet might interfere with the success of the already scheduled meets).</li> </ol>	George Cleveland will look into the hosting of these two meets in the fall of 2013.	
	<p><b>Pleasanton Senior II Meet June 1-2</b> (Information provided to Executive Committee)</p> <ol style="list-style-type: none"> <li>1. Because of oversubscription, "exception time" swims will not be accepted and swimmers are receiving checks to reimburse them for entry fees charged by Pacific Swimming.</li> <li>2. Information regarding this is posted on the Pacific Swimming website.</li> <li>3. In addition information will be posted indicating that if a swimmer wishes to withdraw from this meet they should contact Pleasanton and Pacific Swimming entry fees will be reimbursed. <ol style="list-style-type: none"> <li>a. The memo should list a cut off date, by which a swimmer must withdraw in order to be entitled to a refund (May 31, 2013)</li> <li>b. The memo will indicate that fees for Swim Connection services will not be refunded, as this is a service that they voluntarily chose to use.</li> </ol> </li> </ol>	Jill Ruppenstein will address these issues so that the Pacific Swimming website will have the appropriate information	
	<p><b>Pleasanton C/B/A+ Meet June 8-9</b> (Information provided to Executive Committee)</p> <ol style="list-style-type: none"> <li>1. Because of oversubscription, permission was granted to open a second venue in order to handle the overflow</li> <li>2. Albany Armada Aquatics will host the second venue at Contra Costa College</li> <li>3. The Zone divided the entered Teams between the two sites based on geographics and the number of swimmers entered by the teams.</li> <li>4. The meet sheet will be amended to reflect the two venues, with further acceptance of deck and team entries only, with the concurrence of the venue's Meet Director and Meet Referee, with a cap of 350 swimmers set for the new venue.</li> <li>5. The amended meet sheet will be sent ASAP to Pacific Swimming for Sanctioning</li> </ol>	Jill Ruppenstein will review the amended meet sheet for Pacific Sanctioning	
<b>New Motions</b>	<b>1305Z41 – Fees for High Country League Meet</b>	Passed	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>Motion: The Douglas Dolphins Swim Team, as host of the closed-league trials-and-finals championship meet approved by the Zone 4-BOD to be held August 9-11, 2013, is authorized to use the same entry fee structure and Pacific portion as was used for the 2012 meet (\$5.00 individual, \$16 relays), plus the new \$9.00 splash fee in Zone -4, for this meet (Jim Morefield, Zone 4) Motion passed</p>		
	<p><b>1305SC1 – Senior Competition</b></p> <p style="text-align: center;"><b>SECTION 5 SENIOR COMPETITION</b></p> <p>A. Qualifying</p> <p>1. A swimmer will qualify for Senior IV (4) or III (3) competition when he or she has equaled or bettered the published time standard for the event. Thirteen and over swimmers may qualify for Senior level II (2) and Senior level I (1) meets without qualifying times. <i>These events should be entered at the swimmer's best time.</i> <del>These events should be entered at the entry time.</del> Twelve and under swimmers <i>11-12 year old swimmers</i> must meet Senior level II(2) and Senior level I(1), III(3) and IV (4) meet times to qualify for Senior Competition.</p> <p>2. A swimmer may qualify in any sanctioned or approved competition, or in an observed swim.</p> <p>3. A swimmer who qualifies for Senior competition in a specific stroke and distance will be considered qualified in the same stroke and distance in all courses. For all Senior meets enter your time for the course that you qualified.</p> <p>B. Eligibility</p> <p>1. Senior Meets</p> <p>a. In all meets with trials and finals, swimmers are eligible to enter all events in which they have equaled or bettered the listed time standards, but may not swim more than three (3) individual events per day.</p> <p>b. In all timed finals meets, swimmers are eligible to enter all events in which they have equaled or bettered the listed time standard, but may not swim more than five (5) individual events per day.</p> <p><del>c. In all Senior meets, a swimmer that is able to prove their time in one or more events may enter two (2) additional (bonus) events along with the provable event(s). Performance penalties will not apply to the bonus event(s). The swimmer must enter their actual time for the bonus event(s) and circle the time on the entry form to indicate that it is a bonus event.</del></p> <p>d. Proof of Time using the USA SWIMS Database as a standard will be used to verify times for all swimmers entering these meets. The Time must have been achieved prior to the closing date for entries to the meet. If the time cannot be proven prior to the meet, the swimmer will be not be allowed to check-in for the event until the entry time has been proven. When possible the coaches will be notified of their swimmers who have not proven their entry time.</p> <p>e. A swimmer who qualifies for a Senior meet in a specific stroke and distance will be considered qualified in the same stroke and distance in all courses. If the time was made SCY and it is a SCM or an LCM meet, enter your SCY time. If the time was made SCM and it is a SCY or an LCM meet, enter your SCM time. If the time was made LCM and it is a SCY or an SCM meet, enter your LCM time. When entering a meet, if your qualifying time is in yards enter the yards time and put a Y after the time. If the qualifying time is in Short Course meters enter that time with an S after it. If the qualifying time is in long course meters then enter that time with an L</p>	<p>(30 day motion) Referred to BOD 7/24/13</p>	<p>7/24/13</p>

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>after it.  f. No time conversions will be accepted.  g. Swimmers, thirteen years and older will be considered entered in Senior level II (2), I (1) meets without proof of time. These events should be entered with the <del>entry time</del> <i>swimmer's best time</i>. Swimmers <b>11-12</b> years of age must meet the time standard (<del>bonus events excepted</del>) and will be subject to proof of time per B.1.d. above.  (Don Heidary, Senior Committee) (R&amp;R) (30 day motion)</p> <p>Discussion:  1. Jill Ruppenstein states that Swim Connection has already been consulted and this procedure can be handled operationally by Swim Connection.</p>		
	<p><b>1305SCH1: Round Two Scheduling Bids</b>  Motion: To approve Awarding of meets for the second round of bidding as follows  1. April 12-13 Senior I Long Course to PLS  2. June 28-29 Age Group Open Long Course to SUNN (they requested changing to this date from July 4-7 and the committee approved their request)  (George Cleveland, Scheduling Committee)</p> <p>Discussion:  1. George Cleveland reports that because the date for the Age Group Open Long Course meet has been changed – this meet is no longer a “protected” meet, and other meets can be held on June 28-29  2. July 4-7 is also now an unprotected date  Motion Passed</p>	Passed	
	<p><b>1305SCH2: Scheduling Bids after Round 2</b>  Motion: The Executive Committee authorizes the Scheduling Committee Chair to accept and award any qualified bids received for any currently unbid and awarded meets on the Schedule of Pacific Swimming Awarded Meets January 1, 2014 through August 31, 2014 without action by the Scheduling Committee, Board of Directors or Executive Committee.  (George Cleveland, Scheduling Committee)</p> <p>No Discussion – Motion Passed</p>	Passed	
	<p><b>1305T1: Fees – Dual, Tri, Quad, and Closed Invitational Sanctioned Meets</b>  The proposal is as follows:</p> <p>For swim meets of which Pacific Swimming grants a sanctioning, but the meet fee structure does not follow currently adopted methods as prescribed in Pacific Swimming Rules and Regulations, the following calculations will be used to determine the share owed to Pacific Swimming following the conclusion of the swim meet. This formula applies to all Dual, Tri,</p>	30 Day Motion Referred to BOD 7/24/13	7/24/13

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>Quad, and/or closed Invitational's whereby the meet host does not use current methods listed. This percentage fee incorporates the sanction fee, thereby replacing any additional sanctioning fee owed to Pacific Swimming.</p> <p>1) One day meet, Pacific Swimming would receive 12.5% of meet participation fees charged.  2) Two day meet, Pacific Swimming would receive 18.25% of meet participation fees charged.  3) For a three or more day meet, Pacific Swimming would receive 22% of meet participation fees charged.</p> <p>(Mary Ruddell, Treasurer) (R&amp;R) (30 day motion)</p> <p>Discussion:  1. If passed this would be effective September 1, 2013</p>		
<b>Next Meeting</b>	Next meeting of the Executive Board is October 23, 2013 (will notify whether teleconference or at Marriott in San Ramon) at 7:30 PM	Notify members of site	
<b>Meeting Adjourned</b>	Meeting adjourned at 8:30 PM		

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

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

**Date: July 24, 2013**

**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		Gerry Ng		<b>Zone Reps</b>	<b>Athlete Reps</b>	<b>Guests</b>	
Mike Rianda	X	Rick Beebe	Tish Steimle	X	1N - Larry Rice	X	Michela Roan	Valerie Rudd X
Lehla Irwin		Marie Wise	Rick Waterhouse		1S - Mike Picardo	X		Millie Nygren X
Ron Heidary		Kent Yoshiwara	X	Warren Lager	2 - Clint Benton	X		Kelly Crowley X
Don Heidary	X	Peggy Ramirez	X	Leo Lin	X	3 - Debbie Tucker	X	Barry Fogarty X
Veronica Hernandez	X	Elias Totah		Izzy Real	4 - Jerry Rudd	X		Ronald Thompson X
Marie Lin	X	Phil Harter		Darwin Takaki	4 - Jim Morefield	X		
Mary Ruddell	X	Brian Malick		Fred Vogelgesang	X			
Jennifer Malick		Marcia Benjamin		Darryl Woo	X		<b>Office</b>	
Danica Burge	X	David Benjamin		Joe Woo			Jill Ruppenstein	X
Scott Shea		Judy Siegrist					Laurie Benton	X
Steve Hurko	X	George Cleveland	X					

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW-UP DATE
Meeting Called to Order	Meeting was called to order by Leo Lin at 7:30PM (John Bitter delayed 10 minutes)		
Conflict of Interest	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?</i> <b>No affirmative answers.</b> <i>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>		
Minutes from Previous Meeting	Minutes from April 24, 2013 BOD meeting approved		
Executive Committee Report	Reviewed and Motions passed by the Executive Committee approved		
Officer's Reports			
Chair	None		
Admin Vic Chair - Operations	None		
Admin Vice Chair - Programs	None		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
Treasurer	See Reports		
Age Group	Veronica Hernandez: <ol style="list-style-type: none"> <li>1. Waiting to get numbers (entries and timelines) from Terrapins JOs. Will add that to Orinda data and review whether the split of the teams was appropriate and evaluate for improvements. There were no issues raised</li> <li>2. Splitting the teams is a complicated process, because of the need to balance the number of entries, distribution of officials and differences in the number of lanes available at each lane</li> </ol>		
Sr. Committee	Don Heidary: <ol style="list-style-type: none"> <li>1. Extended Coaches grants this year to Santa Clara, Osprey, Terrapins, and Crow Canyon – decision based on performance standards, described previously</li> <li>2. Don has distributed a survey to Senior coaches attending both JOs, providing them with the Senior Schedule of meets, the time standards and the number of qualifiers. He is asking for their input regarding these areas. He will also be distributing it at the Senior meet at Tiger, and Far Western. So far he has only gotten 4 back, and encourages the other senior coaches to return them</li> </ol>	Senior coaches to return completed survey to Don Heidary	
Registration	Laurie Benton: <ol style="list-style-type: none"> <li>1. See Report</li> <li>2. Athlete Protection expiration date will be extended to December 31<sup>st</sup>. It will then be converted to an annual credential expiring every December 31<sup>st</sup>. Target date for posting the new Athlete Protection video/test is sometime in September. Everyone should complete it between September and December</li> <li>3. Background Checks - eligibility for "renewal" is carried through a 30 day grace period after the expiration date. Applications beyond that grace period must be entered as "new" and are charged the higher rate.</li> <li>4. Coaches Safety requirement will change on August 20<sup>th</sup>. Coaches should complete that requirement before that date if they wish to complete it under the old requirement.</li> </ol>		
Report/ Rec - Staff	None		
Diversity	Kent Yoshiwara: <ol style="list-style-type: none"> <li>1. See Reports</li> <li>2. Western Zone Committee only received one bid for hosting the Western Zone Diversity Camp which will take place June 26-29, 2014               <ol style="list-style-type: none"> <li>a. Cal State East Bay – Hayward has a pool, has dorms, dining at a reasonable cost (\$6 breakfast and \$10 dinner), and is close to San Jose airport.</li> <li>b. Budget is about \$12,000</li> <li>c. Copay will probably \$200 to \$240 per swimmer – which will bring in about \$6000</li> <li>d. Each LSC can send 2 swimmers (which means approximately 32 participants)</li> <li>e. USA Swimming will contribute \$4000</li> <li>f. Western Zone Committee will need to raise the rest of the money from Corporate Sponsors and other fundraising activities (approximately \$1900)</li> <li>g. One idea is to ask each LSC to contribute 10 cents for every swimmer registered in their LSC.</li> </ol> </li> </ol>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<ul style="list-style-type: none"> <li>h. There are plans for the camp to do some outreach to the community and the Head Coach for Cal State East Bay is excited about both having the camp and the outreach.</li> <li>i. See motion 1307D1 – for Pacific Swimming Sanctioning this camp.</li> </ul>		
<b>Camps</b>	None		
<b>Officials</b>	None		
<b>Time Standards</b>	See Report and Motions		
<b>Club Development</b>	None		
<b>Disability</b>	None		
<b>Travel</b>	None		
<b>Board of Review</b>	None		
<b>Open Water</b>	None		
<b>Finance &amp; Auditing</b>	Peggy Ramirez: <ul style="list-style-type: none"> <li>1. See Report</li> <li>2. Status of 2012 Audit - LMGW has just completed it and we are now in the process of addressing responses to their management letter. The Audit Committee will be working on it and once completed the Audit will be reported to the BOD.</li> <li>3. Fred Vogelgesang wanted to remind everyone that the budget will be presented in the HOD October meeting and that the initial budget should be presented to the BOD in the September meeting. In previous BOD meetings, Peggy Ramirez has already contacted all Committee Chairs and announced the need for getting the budget requests to her.</li> <li>4. Peggy Ramirez will be setting up the budget committee meeting in preparation for the budget.</li> </ul>	1. Committee Chairs and other entities with budget lines should respond ASAP to Peggy Ramirez with their budgets for next year  2. Peggy Ramirez to set up budget meeting	
<b>Scheduling</b>	George Cleveland: <ul style="list-style-type: none"> <li>1. He is setting up the timeline for bidding for the next year's schedule</li> <li>2. Monticello Team has just requested to cancel their meet on Labor Day weekend. George Cleveland informed them that they needed to do this at least 90 days before the meet was to take place, and canceling it might place them in jeopardy for hosting a meet next year. He encouraged them to hold the meet               <ul style="list-style-type: none"> <li>a. The Monticello Team has bid and been approved for the meet that takes place on Labor Day next year, and this could be in jeopardy</li> <li>b. Reason for the request is that they have had a turnover in personnel and the new meet director is fairly confused about what he needs to do.</li> </ul> </li> </ul>		
<b>Athlete</b>	Jill Ruppenstein: <ul style="list-style-type: none"> <li>1. See Report</li> <li>2. The latest athlete newsletter is posted.</li> </ul>		
<b>Governance Committee</b>	Leo Lin: <ul style="list-style-type: none"> <li>1. See Report</li> <li>2. HOD voting rights for the "voice but not vote" BOD members have not been changed. They will continue to have that voting rights in the HOD.</li> <li>3. The Electronic Communication Policy was a requirement made by USA Swimming, and it was an oversight that we did not have one.</li> </ul>		



TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<ul style="list-style-type: none"> <li>a. The policy to be presented in Motion 1307GC1 is modeled after the USA Swimming Policy</li> <li>b. All local swim teams in Pacific are also required to have one. If they do not it defaults to the USA Swimming Policy</li> <li>4. Discussing how to make communication better regarding the Zones All Star Meet</li> <li>5. The Broadcast and Image Statement is introduced to cover all events other than swim meets and is modeled after the one in place for USA Swimming. See Motion 1307GC2</li> </ul>		
<b>Investment Committee</b>	See CR and Motions		
<b>Nominating Committee</b>	None		
<b>At-Large</b>	<p>Fred Vogelgesang:</p> <ul style="list-style-type: none"> <li>1. Reports this is his last meeting as member At-Large</li> <li>2. He wishes to state the issues he feels are important for the BOD to follow through with <ul style="list-style-type: none"> <li>a. Would like the BOD to maintain focus on long term issues in a long term way (references Bruce Stratton's statement in which Bruce describes USA Swimming's Quad Plan and process)</li> <li>b. Would like to see a 4 year plan presented in the October HOD meeting – including a 4 year budget plan</li> <li>c. Would like to see the BOD plan for the increase in dues of \$2/year starting 2015 approved by USA BOD which will come up for vote in the USA HOD this September.</li> <li>d. Would like the fee structures for all meets to be reviewed</li> <li>e. Would like to see the BOD continue to support the recruitment and retention of volunteers, more specifically Officials</li> </ul> </li> </ul>		
<b>Adhoc Committees</b>			
<b>Zone Reports</b>			
<b>Zone 1N</b>	<p>Larry Rice:</p> <ul style="list-style-type: none"> <li>1. See CR</li> <li>2. Meeting was July 8<sup>th</sup> : voted in officers: Most of the officers continue in office except there is a new Treasurer</li> <li>3. Next meeting is September 9<sup>th</sup></li> </ul>		
<b>Zone 1S</b>	<p>Mike Piccardo:</p> <ul style="list-style-type: none"> <li>1. See Report</li> <li>2. 8 meets were bid for in the schedule but only 5 teams did the bidding</li> <li>3. They will be looking at ways to get other teams to host meets as they have a large number of teams and most are not participating – the Secretary is looking into this</li> </ul>		
<b>Zone 2</b>	<p>Clint Benton:</p> <ul style="list-style-type: none"> <li>1. See Report</li> <li>2. New Officers elected</li> </ul>		
<b>Zone 3</b>	<p>Debbie Tucker:</p> <ul style="list-style-type: none"> <li>1. See Report</li> </ul>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
Zone 4	<p>2. Meet Schedule bid and approved</p> <p>Jim Morefield:</p> <ol style="list-style-type: none"> <li>1. July 8<sup>th</sup> meeting – officers elected</li> <li>2. Approved 2014 meet schedule</li> <li>3. Reported a difficulty with one meet where the computer was not working – manual seeding and entries were done by the officials that had previous experience with that process.</li> </ol>		
Old Business	None		
Old Motions	<p><b>1211SC1-Positive Check-In</b> The following General Guidelines presented with the proposal that this be formatted into a document that will be presented as a motion to add to the Policy and Procedures of Pacific Swimming allowing for Positive Check In for Senior Trials and Finals meets:</p> <p><b>General Guidelines</b></p> <ul style="list-style-type: none"> <li>• A coach can check a swimmer in (must show current registration)</li> <li>• A swimmer may check-in for any or all events during the day – up the close of check-in (thirty minutes after results are announced)</li> <li>• A swimmer may declare their intention to swim (used with strategic purpose). <i>Note:</i> A swimmer, who makes this declaration and does not return, WILL be checked-in and subject the same penalty if he/she does not return for the Finals swim.</li> <li>• There will be no team of group check-in <ul style="list-style-type: none"> <li>○ Consideration may be given to teams traveling as they may not use a positive check-in system in their LSC, and they are traveling by group.</li> </ul> </li> <li>• Penalty for a Finals “no-show” is disqualification from the meet.</li> </ul> <p><b>Criticism/Concern</b></p> <ul style="list-style-type: none"> <li>• Not allowing a kid to check-in for all events</li> <li>• “Intention to Swim” option was requested by coaches</li> <li>• What role should Positive Check-in play for “Senior swimmers” at Age-Group Meets (Far Westerns/JO’s)</li> <li>• What are administrative issues? (see protocol)</li> </ul> <p><b>Note</b></p> <p>This was positively viewed by coaches in the Senior Coach Survey</p> <p><b>Senior Recommendation</b></p> <p><i>This policy be adopted as standard operating procedure for all Pacific Senior Trial/Final meets (Don Heidary, Senior Committee) (30 day motion) (to be worded for P&amp;P addition)</i></p>	Tabled	
	<p><b>1302FC1: All Star Application Fee:</b></p> <p>The finance committee moves to charge a \$25 non- refundable application/administration fee with All Star (Pacific Coast, Western Zone and North American Challenge Cup) and Camp (OTC, 11/12 JO Camp and Jr. Leadership) applications. (30 day motion?)</p> <p>(Mary Ruddell, Finance Committee) (30 day Motion)</p>	Withdrawn	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p><b>Motion 1304ASC1 - New Swim League Proposal</b> for Pac Swim board of directors:</p> <p>Motion:  Approve our league of 4 teams with the right to add up to 6 more teams.  Approve our fee structure for Dual, 2 day dual (last chance qualifier), and a league championship meet with A &amp; B qualifying standards set by the league.</p> <p>Goal: To establish a “Collegiate Preparatory Swim League Championships” qualifying meet as the culmination of a qualifying dual meet season.</p> <ol style="list-style-type: none"> <li>1) Prepare our swimmers for College swimming</li> <li>2) Generate more team based excitement for age group swimmers.</li> <li>3) Shorten meet commitment of parents, swimmers, officials by offering dual meets; use dual meets to drive new official recruiting efforts</li> <li>4) Use the dual meet income to supplement the Championship meet income to help cover high costs of running a low entry, high cost meet.</li> </ol> <p>2013 League runs from Aug 31-Dec22. (Starts the week before Labor day, ends the weekend before X-mas,min 3 days).</p> <p>Meets will be run on an approximation of NCAA scoring and event order for dual meets and championship meet.</p> <p>2 Day dual meet will attempt to find best way to compress all the NCAA events into a 2 day format.</p> <p>Fees:  Dual Meets: \$25 total/swimmer : Model works if LSC cut is \$2-\$3/swimmer or less.  2 Day Dual: \$40 total/swimmer (last chance qualifier meet): Model works at LSC cut of \$3- \$5/swimmer or less.  Championship: up to \$40/swimmer \$10 splash/\$10 per event for up to 3 events. No charge for relays.</p> <p>LSC and zone meet impact: All league meets will be sanctioned. Dual meets will likely consist of 150-300 swimmers based on previous experience. Championship meet will be picked up like NCAA meet and restricted to a limited number of events.  No negative impact on LSC schedule is predicted. Dual meet dates will be flexible to work around member teams' desired LSC meets. Teams will be rewarded and encouraged for top finishes at JO's and FW meets.</p> <p>Impact to zone :  We do not plan to ask zone official chair for help with staffing our meets. We wish to recruit and train more new officials.We plan to ask current officials with previous training experience to train new recruits.  Member teams plan to continue to host the fall meets we are currently scheduled to host. This league will not cause our meets to be returned in the fall season.  The league may help local CBA+ meets better meet the 4 hour rule, though the swimmers who generally do not attend</p>	<p>Passed with  1304ASC1-Amendment  2</p>	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>meets and our senior swimmers would not be attending CBA meets anyway. Likely impact: Negligible if the meets fill and close before the official entry deadline in the fall as they usually do. Up to 150 fewer swimmers attending a CBA+ meet monthly spread across 3 zones.</p> <p>League will have 4-10 teams (goal of 6-8 for first year) Currently Committed QSS SUNN BAC WEST</p> <p>Inviting Up to 6 others from zone 1, 2, or 3 attempting to get 6-8 teams total</p> <p>(Andre Salles-Cunnes) (30 day motion)</p> <p>1304ASC-1 Amendment – This League would run for a period of 1 year with an option to modify it at the end of that year, and run for an additional year with the modifications. At that time it would be reviewed. (Clint Benton, 2<sup>nd</sup> Mike Piccardo)</p> <p>Amendment passes – This motion will be voted on with the amendment at the next BOD In the meantime Andre will consult with John Bitter and Mary Ruddell regarding the possible fee structures.</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. Fred Vogelgesang expressed concern that this is starting a different way to have competitive opportunities</li> <li>2. George Cleveland expressed the concern that opening this program will create a way in which clubs will compete in these competitions at the expense of the regular schedule</li> <li>3. John Bitter indicates that the plan to allow this to occur for one year, with a report following, allows an evaluation of this type of program, and if it is successful, these types of meets could be added to the regular schedule.</li> <li>4. This league will be applied only in the fall and will be primarily involving Senior Swimmers.</li> <li>5. A proposal to Amend the original Amendment (1304ASC-1) is proposed.</li> </ol> <p>1304ASC-1 Amendment 2 This League would run for the fall of 2013. At that time it would be reviewed. (Fred Vogelgesang, Darryl Woo 2<sup>nd</sup>)</p>	Amendment Passed	
	<p>1305SC1 – Senior Competition</p> <p style="text-align: center;"><b>SECTION 5 SENIORCOMPETITION</b></p>	Passed	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>A. Qualifying</p> <p>1. A swimmer will qualify for Senior III (3) or IV (4) competition when he or she has equaled or bettered the published time standard for the event. Thirteen and over swimmers may qualify for Senior level I (1) and Senior level II (2) meets without qualifying times. <i>These events should be entered at the swimmer's best time.</i> <del>These event-s should be entered at the entry time.</del> Twelve and under swimmers <i>11-12 year old swimmers</i> must meet Senior level I(1) and Senior level II(2), III(3) and IV (4) meet times to qualify for Senior Competition.</p> <p>2. A swimmer may qualify in any sanctioned or approved competition, or in an observed swim.</p> <p>3. A swimmer who qualifies for Senior competition in a specific stroke and distance will be considered qualified in the same stroke and distance in all courses. For all Senior meets enter your time for the course that you qualified.</p> <p>B. Eligibility</p> <p>1. Senior Meets</p> <p>a. In all meets with trials and finals, swimmers are eligible to enter all events in which they have equaled or bettered the listed time standards, but may not swim more than three (3) individual events per day.</p> <p>b. In all timed finals meets, swimmers are eligible to enter all events in which they have equaled or bettered the listed time standard, but may not swim more than five (5) individual events per day.</p> <p>c. <del>In all Senior meets, a swimmer that is able to prove their time in one or more events may enter two (2) additional (bonus) events along with the provable event(s). Performance penalties will not apply to the bonus event(s). The swimmer must enter their actual time for the bonus event(s) and circle the time on the entry form to indicate that it is a bonus event.</del></p> <p>d. Proof of Time using the USA SWIMS Database as a standard will be used to verify times for all swimmers entering these meets. The Time must have been achieved prior to the closing date for entries to the meet. If the time cannot be proven prior to the meet, the swimmer will be not be allowed to check-in for the event until the entry time has been proven. When possible the coaches will be notified of their swimmers who have not proven their entry time.</p> <p>e. A swimmer who qualifies for a Senior meet in a specific stroke and distance will be considered qualified in the same stroke and distance in all courses. If the time was made SCY and it is a SCM or an LCM meet, enter your SCY time. If the time was made SCM and it is a SCY or an LCM meet, enter your SCM time. If the time was made LCM and it is a SCY or an SCM meet, enter your LCM time. When entering a meet, if your qualifying time is in yards enter the yards time and put a Y after the time. If the qualifying time is in Short Course meters enter that time with an S after it. If the qualifying time is in long course meters then enter that time with an L after it.</p> <p>f. No time conversions will be accepted.</p> <p>g. Swimmers, thirteen years and older will be considered entered in Senior level I (1), II (2) meets without proof of time. These events should be entered with the <del>entry time</del> <i>swimmer's best time</i>. Swimmers <i>11-12</i> years of age must meet the time standard <del>(bonus events excepted)</del> and will be subject to proof of time per B.1.d. above. (Don Heidary, Senior Committee) (R&amp;R) (30 day motion)</p> <p>Discussion:</p> <p>1. It was suggested that the listing of the level of meets Senior I (1), Senior II (2), etc. be consecutive in order and Don agreed to this change in the body of this document</p> <p>Motion passed with these changes</p>		
	1305T1: Fees – Dual, Tri, Quad, and Closed Invitational Sanctioned Meets	Passed with	8/31/2014

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	<p>The proposal is as follows:</p> <p>For swim meets of which Pacific Swimming grants a sanctioning, but the meet fee structure does not follow currently adopted methods as prescribed in Pacific Swimming Rules and Regulations, the following calculations will be used to determine the share owed to Pacific Swimming following the conclusion of the swim meet. This formula applies to all Dual, Tri, Quad, and/or closed Invitational's whereby the meet host does not use current methods listed. This percentage fee incorporates the sanction fee, thereby replacing any additional sanctioning fee owed to Pacific Swimming.</p> <p>1) One day meet, Pacific Swimming would receive 12.5% of meet participation fees charged.  2) Two day meet, Pacific Swimming would receive 18.25% of meet participation fees charged.  3) For a three or more day meet, Pacific Swimming would receive 22% of meet participation fees charged.</p> <p>(Mary Ruddell, Treasurer) (R&amp;R) (30 day motion)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. If passed this would be effective September 1, 2013</li> <li>2. Fred Vogelgesang wants the entire fee structure for meets to be reviewed, so he does not want limits set on how long this fee structure will last without evaluation and proposed a sunset amendment.</li> </ol> <p>1305T1- Amendment:  This fee structure will take place on September 1, 2013 and end August 31, 2014, at which time it can be renewed (Fred Vogelgesang, George Cleveland 2nds)</p> <p>Amendment passes and the motion with the amendment passes</p>	Amendment	
<b>New Business</b>	None		
<b>New Motions</b>	<p><b>1307D1: Pacific Swimming Sanctions the Western Zone Diversity Camp</b></p> <p>Motion to have Pacific Swimming Sanction the Western Zone Diversity Camp to take place at Cal State East Bay – Hayward, June 26-29, 2014  (Kent Yoshiwara, Diversity Committee)</p> <p>Motion passed</p>	Passed	
	<p><b>1307FC1 All Star Application Fee - Revised:</b></p> <p>Motion that a \$25 fee be charged to families who want to change travel arrangements for all star athletes. If the</p>	Tabled Referred to BOD 9/25/2013	BOD 9/25/2013

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	<p>change causes Pacific to forfeit airfare, the athletes family will be charged the airfare plus \$25 change fee.</p> <p>Reason: Families of all star athletes often decide to use the location of the all star meet as a vacation destination or starting point. Often the change in travel arrangements is made in time for Pacific to change our flight arrangements. A \$25 fee is a minimal fee charged for Pacific to make these changes to the athletes travel arrangements. In some cases, Pacific loses the return air fare. This occurs when the family decides to make alternate travel plans for the athlete at the last minute (or post airline change date.) In this case the athletes family should be charged the change fee and the lost airfare. The no refund policy would stay in tact - with refunds only coming with a note from the athletes physician or death in the athletes immediate family. (note there has been at least 4 athletes who will not return with the team from Seattle)</p> <p>(Mary Ruddell, Finance Committee) (30 Day Motion) (P&amp;P)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. Some discussion of which circumstance will result in the application of the Air Fare penalty – for example, in cases where the family changes their plans for return and pay out of pocket for their transportation return, would they also have to pay an airfare penalty?</li> <li>2. It was suggested that if it was not going to cause Pacific Swimming any additional money, the air fare penalty should not be applied, since the money was budgeted for that swimmer anyway.</li> <li>3. Motion to table since Mary Ruddell was not present (Mike Rianda, Clint Benton 2<sup>nd</sup>)</li> </ol>		
	<p><b>1307TS1: Revisions to R&amp;R regarding Time Standards and Fees</b></p> <p><b>Rules and Regulations -</b> <b>Section 4.A.2</b> Current - 2. Swimmers are permitted to qualify in any sanctioned or unsanctioned meet such as school competition, time trial, or by coach verification. For JO and <b>Q</b> level competition, and LSC Championship Meets, times from sanctioned or approved meets only will be acceptable. Change to - 2. Swimmers are permitted to qualify in any sanctioned or unsanctioned meet such as school competition, time trial, or by coach verification. For JO and <b>FW</b> level competition, and LSC Championship Meets, times from sanctioned or approved meets only will be acceptable.</p> <p><b>Section 4.A.4.a</b> Current - a. Swimmers who qualify B, A, or <b>AA</b> for a specific stroke in a specific distance will be considered qualified at that same level in the equivalent stroke and distance in all courses. For a C, B, A+ meet if you met the standard short course, then enter a long course meet at the long course standard, or if you met the long course standard, enter the meet at the short course standard. Change to – a. Swimmers who qualify B, A, or <b>FW</b> for a specific stroke in a specific distance will be considered qualified at that same level in the equivalent stroke and distance in all courses. For a C, B, A+ meet if you met the standard short course, then enter a long course meet at the long course standard, or if you met the long course standard, enter the meet at the short course standard.</p>	<p>(30 day motion) BOD 9/25/2013</p>	<p>BOD 9/25/2013</p>

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	<p><b>Section 4.A.4.c</b> Current - c. Any swimmer, upon changing age groups, who has already met the B, A or <b>AA</b> standard in events offered in the new age group will be considered qualified at that level for those events in the new age group. Change to – c. Any swimmer, upon changing age groups, who has already met the <b>B, A standard</b> in events offered in the new age group will be considered qualified at that level for those events in the new age group. <b>Any swimmer, upon changing age groups, who has already met the JO or FW standard in events offered in the new age group will be considered qualified at that level for those events in the new age group as long as the time has been made in the qualifying period for entry into the meet.</b></p> <p><b>Section 4.B.1.b</b> Current - b. Swimmers are eligible to compete only in the individual events for which they qualify in any classified meet (B, A, <b>AA</b>). Change to – b. Swimmers are eligible to compete only in the individual events for which they qualify in any classified meet (B, A, <b>JO, FW</b>) <b>unless provisions in the meet sheet allow for bonus events.</b></p> <p><b>Section 4.B.1.c</b> Current – c. In multi-class meets, i.e., <b>B-A, B-A-AA</b>, etc., swimmers shall compete only in the division(s) for which they qualify and shall not compete in divisions of lower classification in any event for which they have achieved the time standard for the higher division. Change to- c. In multi-class meets, i.e., <b>C-B-A+, B-A+</b>, etc., swimmers shall compete only in the division(s) for which they qualify and shall not compete in divisions of lower classification in any event for which they have achieved the time standard for the higher division.</p> <p><b>Section 4.B.1.d</b> Current - d. In multi-classed meets (<b>B-A, B-A-AA</b>, etc.), the zone may allow an event to be restricted to certain of those classes. Change to- d. In multi-classed meets (<b>C-B, CBA+</b>, etc.), the zone may allow an event to be restricted to certain of those classes.</p> <p><b>Section 4.B.2.a</b> Current- a. Swimmers may compete in relays in meets of higher classification than that for which they qualify in individual events; (i.e., a swimmer an in 50 Free may swim on a relay in <b>AA</b> meets, etc.). Change to- a. Swimmers may compete in relays in meets of higher classification than that for which they qualify in individual events; (i.e., a swimmer an in 50 Free may swim on a relay in <b>JO or FW</b> meets).</p> <p><b>Section 4.B.2.b</b> Current – b. Swimmers may not compete in relays in meets of lower classification than that for which they qualify in the like individual event; (i.e., a swimmer <b>AA</b> in 50 Breast shall not be eligible for the breaststroke leg on a 200 Medley Relay team in an A meet). Change to – b. Swimmers may not compete in relays in meets of lower classification than that for which they qualify in the like individual event; (i.e., a swimmer <b>JO</b> in 50 Breast shall not be eligible for the breaststroke leg on a 200 Medley Relay team in an A meet).</p>		



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	<p><b>Section 4.D.1</b> Current- 1. <b>Q</b>, JO, A Meets — Awards for all finalists. The minimum is three (3) medals or other distinctive awards (something other than a single ribbon) with ribbons for the balance of the finalists. Change to – 1. <b>FW</b>, JO, A Meets — Awards for all finalists. The minimum is three (3) medals or other distinctive awards (something other than a single ribbon) with ribbons for the balance of the finalists.</p> <p><b>Section 2.B.1</b> <b>Current -</b></p> <p><b>B. Entry Fees</b> 1. The following are entry fees which shall be charged for each class of meet. The meet sponsor is not required to accept entries that do not include applicable fees. Participation fees cannot be charged unless entry fees are charged. <b>Class of Meet</b></p> <table border="0"> <thead> <tr> <th></th> <th colspan="3"><b>Individual Entry Fees</b></th> <th colspan="3"><b>Relay Entry Fees</b></th> </tr> <tr> <th><b>Total Fee</b></th> <th><b>To Host</b></th> <th><b>Due PC</b></th> <th><b>Total Fee</b></th> <th><b>To Host</b></th> <th><b>Due PC</b></th> <th></th> </tr> </thead> <tbody> <tr> <td>Senior IV</td> <td>\$6.50</td> <td>\$4.70</td> <td>\$1.80</td> <td>\$20.00</td> <td>\$14.30</td> <td>\$5.70</td> </tr> <tr> <td>Senior I, II, III</td> <td>\$5.50</td> <td>\$4.00</td> <td>\$1.50</td> <td>\$16.00</td> <td>\$11.70</td> <td>\$4.30</td> </tr> <tr> <td>FW &amp; JO Championships</td> <td>\$5.50</td> <td>\$4.00</td> <td>\$1.50</td> <td>\$20.00</td> <td>\$14.30</td> <td>\$5.70</td> </tr> <tr> <td><b>AA+</b> Trials and Finals</td> <td>\$5.00</td> <td>\$3.65</td> <td>\$1.35</td> <td>\$16.00</td> <td>\$11.70</td> <td>\$4.30</td> </tr> <tr> <td>C/B and <b>C/B/BB</b></td> <td>\$2.50</td> <td>\$2.20</td> <td>\$0.30</td> <td>\$8.00</td> <td>\$6.00</td> <td>\$2.00</td> </tr> <tr> <td>All other age group meets</td> <td>\$2.75</td> <td>\$2.00</td> <td>\$0.75</td> <td>\$9.00</td> <td>\$6.60</td> <td>\$2.40</td> </tr> <tr> <td>Time Trials</td> <td>\$9.00</td> <td>\$6.70</td> <td>\$2.30</td> <td>\$22.00</td> <td>\$15.70</td> <td>\$6.30</td> </tr> <tr> <td>Grand Prix</td> <td>\$10.00</td> <td>\$7.50</td> <td>\$2.50</td> <td>\$16.00</td> <td>\$11.50</td> <td>\$4.50</td> </tr> </tbody> </table> <p><b>Change to -</b></p> <p><b>B. Entry Fees</b> 1. The following are entry fees which shall be charged for each class of meet. The meet sponsor is not required to accept entries that do not include applicable fees. Participation fees cannot be charged unless entry fees are charged. <b>Class of Meet</b></p> <table border="0"> <thead> <tr> <th></th> <th colspan="3"><b>Individual Entry Fees</b></th> <th colspan="3"><b>Relay Entry Fees</b></th> </tr> <tr> <th><b>Total Fee</b></th> <th><b>To Host</b></th> <th><b>Due PC</b></th> <th><b>Total Fee</b></th> <th><b>To Host</b></th> <th><b>Due PC</b></th> <th></th> </tr> </thead> <tbody> <tr> <td>Senior IV</td> <td>\$6.50</td> <td>\$4.70</td> <td>\$1.80</td> <td>\$20.00</td> <td>\$14.30</td> <td>\$5.70</td> </tr> </tbody> </table>		<b>Individual Entry Fees</b>			<b>Relay Entry Fees</b>			<b>Total Fee</b>	<b>To Host</b>	<b>Due PC</b>	<b>Total Fee</b>	<b>To Host</b>	<b>Due PC</b>		Senior IV	\$6.50	\$4.70	\$1.80	\$20.00	\$14.30	\$5.70	Senior I, II, III	\$5.50	\$4.00	\$1.50	\$16.00	\$11.70	\$4.30	FW & JO Championships	\$5.50	\$4.00	\$1.50	\$20.00	\$14.30	\$5.70	<b>AA+</b> Trials and Finals	\$5.00	\$3.65	\$1.35	\$16.00	\$11.70	\$4.30	C/B and <b>C/B/BB</b>	\$2.50	\$2.20	\$0.30	\$8.00	\$6.00	\$2.00	All other age group meets	\$2.75	\$2.00	\$0.75	\$9.00	\$6.60	\$2.40	Time Trials	\$9.00	\$6.70	\$2.30	\$22.00	\$15.70	\$6.30	Grand Prix	\$10.00	\$7.50	\$2.50	\$16.00	\$11.50	\$4.50		<b>Individual Entry Fees</b>			<b>Relay Entry Fees</b>			<b>Total Fee</b>	<b>To Host</b>	<b>Due PC</b>	<b>Total Fee</b>	<b>To Host</b>	<b>Due PC</b>		Senior IV	\$6.50	\$4.70	\$1.80	\$20.00	\$14.30	\$5.70		
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FW & JO Championships	\$5.50	\$4.00	\$1.50	\$20.00	\$14.30	\$5.70																																																					
Trials and Finals	\$5.00	\$3.65	\$1.35	\$16.00	\$11.70	\$4.30																																																					
C/B	\$2.50	\$2.20	\$0.30	\$8.00	\$6.00	\$2.00																																																					
All other age group meets	\$2.75	\$2.00	\$0.75	\$9.00	\$6.60	\$2.40																																																					
Time Trials	\$9.00	\$6.70	\$2.30	\$22.00	\$15.70	\$6.30																																																					
Grand Prix	\$10.00	\$7.50	\$2.50	\$16.00	\$11.50	\$4.50																																																					
	<p><b>1307TS2 – Far Western Time Adjustments for 2014:</b> See Addendum to minutes with times tables (Tish Steimle, Time Standards)</p> <p>Discussion: 1 Tish Steimle reports this is just enforcing the process in our P&amp;P</p> <p>Motion Passed</p>	Passed																																																									
	<p><b>1307TS3 – Senior Time Adjustment for 2013 Short Course:</b> See Addendum to minutes with times tables (Tish Steimle, Time Standards)</p> <p>Discussion: 1 Tish reports this is just informational and is not a motion</p>	Not a motion																																																									
	<p><b>1307TS4 – P&amp;P for Determining Time Standards:</b> <b>Policy and Procedure for Determining Time Standards</b></p> <p><b>Far Western Qualifying Times</b></p> <ol style="list-style-type: none"> <li>1. 40<sup>th</sup> place time from the meet results for three year rolling average, rounded to .09</li> <li>2. No time standard for an older age group can be slower than a younger age group. <ol style="list-style-type: none"> <li>A. If result time is slower, use the faster of the two times (make times equal)</li> <li>B. Times are valid for 18 months</li> </ol> </li> </ol>	(30 day motion) BOD 9/25/13	BOD 9/25/13																																																								

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE									
	<p style="text-align: center;"><b>C. Using the USA Swimming Time Conversion Utility, make SCM times</b></p> <p style="text-align: right;"><b>Clarification of procedure</b> <b>Approved BOD, 9/2011 meeting</b></p> <p><b>Junior Olympic Qualifying Times</b></p> <ol style="list-style-type: none"> <li>1. 40<sup>th</sup> place time from the meet results for three year rolling average, rounded to .09</li> <li>2. No time standard for an older age group can be slower than a younger age group. <ol style="list-style-type: none"> <li>A. If result time is slower, use the faster of the two times (make times equal)</li> <li>B. Times are valid for 18 months</li> </ol> </li> </ol> <p style="text-align: center;"><b>C. Using the USA Swimming Time Conversion Utility, make SCM times</b></p> <p style="text-align: right;"><b>Clarification of procedure</b> <b>Approved BOD, 9/2011 meeting</b></p> <p><b>A Times</b> Shall be 8% off Junior Olympic Times rounded to the next .09 <span style="float: right;"><b>Approved BOD, 10/2011 meeting.</b></span></p> <p><b>B Times</b> Shall be 10% off A times rounded to the next .09</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">For 2012 –</td> <td style="width: 33%;">A Time is 12% off JO time.</td> <td style="width: 33%;">B is 10% off 2012 A time</td> </tr> <tr> <td>For 2013 –</td> <td>A Time is 10% off JO time.</td> <td>B is 10% off 2013 A time.</td> </tr> <tr> <td>For 2014 –</td> <td>A Time is 8% off JO time.</td> <td>B is 10% off 2014 A time.</td> </tr> </table> <p style="text-align: right;"><b>Approved BOD, 10/2011 meeting.</b></p> <p><b>Pacific Reportable Times</b> Using the Swim Year (September 1-August 31) from Swim Connection (in order to get 25 yd times) Times must be faster than Far Western Qualifying times for applicable age groups. If time is not faster than Far Western Qualifying, it must be adjusted to be faster.</p> <p>For 2012 - 25<sup>th</sup> place time in Pacific Swimming from 2010, rounded to .09. For 2013 – 25<sup>th</sup> place time averaged from 2010 and 2011, rounded to .09 For 2014 and thereafter 25<sup>th</sup> place time in Pacific Swimming averaged and rounded to .09 <span style="float: right;"><b>Approved BOD, 11/ 2011 meeting</b></span></p> <p>(Tish Steimle, Time Standards) (30 Day Motion) (P&amp;P)</p>	For 2012 –	A Time is 12% off JO time.	B is 10% off 2012 A time	For 2013 –	A Time is 10% off JO time.	B is 10% off 2013 A time.	For 2014 –	A Time is 8% off JO time.	B is 10% off 2014 A time.		
For 2012 –	A Time is 12% off JO time.	B is 10% off 2012 A time										
For 2013 –	A Time is 10% off JO time.	B is 10% off 2013 A time.										
For 2014 –	A Time is 8% off JO time.	B is 10% off 2014 A time.										
	<p><b>1307SCH1: Long Course B Time Requirement</b></p> <p>In order to enter an event in a long course meet, the swimmer must have a Pacific Swimming B time or faster in the USA Swimming Swims data base for the short course event or its equivalent. Coach verification of a qualifying time is not acceptable – the time must be in the swims data base. (George Cleveland, Darryl Woo 2<sup>nd</sup>) (30 day motion) (R&amp;R)</p> <p>Discussion::</p>	30 day motion – referred to BOD 9/25/2013	BOD 9/25/2013									

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<ol style="list-style-type: none"> <li>1. George Cleveland proposed this in his capacity as Meet Manager for Pacific Swimming, because long course water opportunity is so limited. He felt that with meets closing out swimmers so early, and having swimmers in the long course meets who cannot complete these long events or who are really not capable to swim them in a reasonable time, we need to more efficiently allocate the long course water opportunities.</li> <li>2. Concerns were raised by some coaches that they need a place for their slower swimmers to compete during this season, so there would need to be some short course meet opportunities or other venues for their swimmers to get competition experience</li> <li>3. Other coaches felt that this would interfere with a part of the coaches' plan of training to expose swimmers to long course swimming as they approach competency in long course swimming, and that coaches should have the opportunity to make those decisions</li> <li>4. Clint Benton, and Mike Piccardo stated that the meets that are most impacted by this motion are Zone meets (C/B/A+) and that we have just established rules to allow the Zones to make these type of decisions autonomously for their Zones. The solutions to address the coaches concerns, if this motion passes, such as providing additional short course meets would fall to the Zones. It was suggested that the decision regarding having long course meets that only allow coach verified B swimmers or better, having long course meets that are C/B/A+, providing venues for less accomplished swimmers during this season, having short course meets during that time should all reside with the Zones when it is regarding the Zone meets.</li> <li>5. Zones Chairs will take this back to the Zone Boards for their input and the rest of the BOD will take all these factors into consideration</li> <li>6. Voting on this 30 day motion will take place at the next BOD meeting.</li> </ol>	Zone Chairs to take this motion back to their Zone Boards	
	<p><b>1307GC1: Electronic Communication Policy:</b></p> <p><b>Purpose:</b> Pacific Swimming recognizes the prevalence of electronic communication and social media in today's world. Many of our swimmers use these means as their primary method of communication. While Pacific Swimming acknowledges the value of these methods of communication, Pacific Swimming also realizes that there are associated risks that must be considered when adults use these methods to communicate with minors.</p> <p><b>General Content</b> All communications between a coach or other adult including but not limited to official chaperone, manager and an athlete must be professional in nature and for the purpose of communicating information about team activities. The content and intent of all electronic communications must adhere to the USA Swimming code of conduct regarding Athlete Protection.</p> <p>For example, as with any communication with an athlete, electronic communication should not contain or relate to any of the following:</p> <ul style="list-style-type: none"> <li>• drugs or alcohol use</li> <li>• sexually oriented conversation; sexually explicit language; sexual activity</li> <li>• the adult's personal life, social activities, relationship or family issues, or personal problems; and</li> </ul>	Automatically passed in 30 days – to take effect at that time.	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<ul style="list-style-type: none"> <li>• inappropriate or sexually explicit pictures</li> <li>• Note: Any communication concerning an athlete's personal life, social activities, relationship or family issues or personal problems must be transparent, accessible and professional</li> </ul> <p>Whether one is an athlete, coach, board member or parent, the guiding principle to always use in communication is to ask: "Is this communication something that someone else would find appropriate or acceptable in a face-to-face meeting?" or "Is this something you would be comfortable saying out loud to the intended recipient of your communication in front of the intended recipient's parents, the coaching staff, the board, or other athletes?"</p> <p>With respect to electronic communications, a simple test that can be used in most cases is whether the electronic communication with swimmers is <b>Transparent, Accessible and Professional</b>.</p> <p><u>Transparent:</u> All electronic communication between coaches and athletes should be transparent. Your communication should not only be clear and direct, but also free of hidden meanings, innuendo and expectations.</p> <p><u>Accessible:</u> All electronic communication between coaches and athletes should be considered a matter of record and part of Pacific Swimming 's records. Whenever possible, include another coach or parent in the communication so that there is no question regarding accessibility.</p> <p><u>Professional:</u> All electronic communication between a coach and an athlete should be conducted professionally as a representative of Pacific Swimming. This includes word choices, tone, grammar, and subject matter that model the standards and integrity of a staff member.</p> <p>If your communication meets all three of the <b>T.A.P.</b> criteria, then it is likely your method communication with athletes will be appropriate.</p> <p><b>FACEBOOK, MYSPACE, BLOGS, AND SIMILAR SITES</b></p> <p>Coaches may have personal Facebook (or other social media site) pages, but they are not permitted to have any athlete member of Pacific Swimming join their personal page as a "friend". A coach should not accept any "friend" request from an athlete. In addition, the coach should remind the athlete that this is not permitted. Coaches and athletes are not permitted to "private message" each other through Facebook. Coaches and athletes are not permitted to "instant message" each other through Facebook chat or other IM method.</p> <p>Pacific Swimming has an official Facebook page that athletes and their parents can "friend" for information and updates on team-related matters.</p> <p>Coaches are encouraged to set their pages to "private" to prevent athletes from accessing the coach's personal information.</p>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p><b>TWITTER</b> Coaches and athletes may follow each other on Twitter. Coaches cannot retweet an athlete message post. Coaches and athletes are not permitted to “direct message” each other through Twitter.</p> <p><b>TEXTING</b> Subject to the general guidelines mentioned above, texting is allowed between coaches and athletes during the hours from 7 AM until 9 PM. Texting only shall be used for the purpose of communicating information directly related to team activities.</p> <p><b>EMAIL</b> Athletes and coaches may use email to communicate between the hours of 7 AM and 9 PM. When communicating with an athlete through email, a parent, another coach, or a board member must also be copied.</p> <p><b>REQUEST TO DISCONTINUE ALL ELECTRONIC COMMUNICATIONS</b> The parents or guardians of an athlete may request in writing that their child not be contacted by coaches through any form of electronic communication. (Leo Lin, Governance Committee) (30 day motion) (P&amp;P)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. Leo explained that we should have had such a policy in place already but did not, and this proposed policy is a copy of the USA Swimming Policy</li> <li>2. It was agreed that this policy will automatically go into effect after 30 days</li> </ol>		
	<p><b>1307GC2: Broadcast Statement and Image Authorization</b> Proposal that this broadcast statement and image authorization be used for any Pacific Swimming events other than swim meets (where we already have a statement that goes in the meet sheet). This is taken from the USA Swimming Policy</p> <p><b>Broadcast Statement</b> Any photographs, videotape or other audio and/or visual recordings of the event created by a spectator may be used solely for such spectator’s personal non-commercial use, and may not be broadcasted, published, disseminated and used for any commercial purposes without the prior written consent of Pacific Swimming. All use of audio and visual products must conform to Pacific Swimming rules and applicable laws.</p> <p><b>Image Authorization</b> All participants and their respective swimming clubs agree to be filmed and photographed by the official photographer(s) and network(s) of Pacific Swimming and authorize event organizers the right to use names, pictures, likenesses, images and biographical information before, during or after the conclusion of this Pacific Swimming event to promote the sport of swimming. (Leo Lin, Governance Committee) (30 day motion)</p>	Automatically passed in 30 days – to take effect at that time.	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>Discussion: It was agreed to have this pass automatically in 30 days.</p>		
	<p><b>1307IC1: Pool Grants</b> The Investment committee moves to approve the second round of Pool Improvement Grants as outlined below. Grant awards total \$19,174.</p> <p>West: Frank Fiscillini Gold \$5000 CARS Carson Aquatic Cen Gold \$4500 TERA CCP Gold \$5,000 SLST Private School Pool Bronze – No VJO Cunningham Silver – NO MHSA Morgan Hill Aquatic Center Gold \$2500 RS Plunge Natatorium Bronze \$2174 (Mary Ruddell, Investment Committee)</p> <p>Motion passed</p>	Passed	
	<p><b>1307IC2 Increase of funding for Pool Grants</b> The Investment committee moves to increase the funding for Pool Improvement Grants from the investment fund from \$50,000, to \$52,500. (Mary Ruddell, Investment Committee)</p> <p>Motion passed</p>	Passed	
<b>Next Meeting</b>	Next BOD meeting will be September 25, 2013 at the Marriott in San Ramon		
<b>Meeting Adjourned</b>	Meeting adjourned at 9:46 PM		

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

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

**Date:** September 25, 2013

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

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
Meeting Called to Order	Meeting was called to order by John Bitter at 7:30PM		
Conflict of Interest	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>		
Minutes from Previous Meeting	Minutes were approved		
Executive Committee Report	None		
Officer's Reports			
Chair	Convention Information  1. USA Membership fee will be increasing \$2.00 every year for the next 10 years. Board needs to think about proposals to maintain a surplus so Board can continue to give back to the membership through programs. Need to prevent a loss caused by pass through to USA Swimming. Ask membership for ideas to present to		



TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>the Board at November's meeting.</p> <p>2. Zone Board of Review to be formed with each LSC appointing a representative to serve. The goal is a more professional BOR. Maximum of 25 members starting Sept 2014. LSC may maintain an administrative BOR to deal with minor issues.</p>		
Admin Vic Chair – Operations	None		
Admin Vice Chair – Programs	None		
Treasurer	<p>Reports posted till end of August.</p> <p>Expressed appreciation hearing reports coming from convention.</p>		
Age Group	None		
Sr. Committee	<p>Report posted</p> <p>Convention</p> <ol style="list-style-type: none"> <li>1. Sectional times adjusted faster to 5% off LC Jr National times.</li> <li>2. Coach educational grant completed ASCA portion, sending coach to New Orleans, also sending coaches to NorCal coaches clinic in January.</li> <li>3. Working on a document called "Senior Swimming" for the website Talk of extending travel support for senior swimming, particularly outside of Pacific swimming.</li> <li>4. Millie- workshop on swimming into college on website</li> <li>5. John-Sectionals, Nationals, and Juniors used for selection committee to choose 18 men and 18 women for Western section team to send to Japan. Proposal later for ½ travel cost paid for by selected member. Japan will cover housing and food. In 2015, Japan will come to the U.S. Also, 2 managers and 4 coaches to travel. Meet will be over President's Day weekend.</li> </ol>		
Registration	<p>Report Posted.</p> <p>&gt;20,000 currently registered swimmers</p>		
Report/ Rec - Staff			
Diversity	Report Posted		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>Updates:</p> <ol style="list-style-type: none"> <li>1. Pacific Diversity Camp being held at MLK pool in San Francisco. USA Swimming representative coming.</li> <li>2. Convention <ol style="list-style-type: none"> <li>a. Policies and Bylaws changed</li> <li>b. Formation of Western Zone Diversity Committee</li> <li>c. Surcharge of 10 cents per swimmer in the Western Zone to fund the Western Zone Diversity Camp being held at Cal State Hayward, looking at funding</li> </ol> </li> <li>3. Grant program posted on website, deadline October 1<sup>st</sup>.</li> </ol>		
<b>Camps</b>	<ol style="list-style-type: none"> <li>1. Junior Leadership camp successful, held at Independence</li> <li>2. USA granted bid for Olympic Center Distance Training Camp: 24 athletes/6 staff. Swimmer applications will be given and taken in at November Concord meet.</li> </ol>		
<b>Officials</b>	<p>Report posted</p> <ol style="list-style-type: none"> <li>1. No show rule, motion finalized</li> <li>2. Positive check-in procedure complete</li> <li>3. October Officials clinic offering all classes and have some outside LSC instructors</li> <li>4. Change USA technical rules Breaststroke-hands have to be separated at the touch</li> <li>5. January 1<sup>st</sup> backstroke platform, Omega only at this time. Connects to Myrtha block and removed after start. October 2 video shooting at Santa Clara pool on platform. Prevents swimmer slippage.</li> </ol>		
<b>Time Standards</b>	<p>REPORT POSTED. USA has electronic card linked to Deck pass. Our LSC has lowest usage of Deck Pass due to having our own time standards. Discussed motion for 1 year to post both USA and Pacific time standards, transitional year. In 2015, changing to U.S.A.S. motivational times and do away with Pacific times.</p>		
<b>Club Development</b>	None		
<b>Disability</b>	Meet at Santa Clara this coming weekend		
<b>Travel</b>	See motions		
<b>Board of Review</b>	No activity		
<b>Open Water</b>	None		
<b>Finance &amp; Auditing</b>	Report posted		
<b>Scheduling</b>	See motions		
<b>Athlete</b>	Report posted		
<b>Governance</b>	None		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
<b>Committee</b>			
<b>Investment Committee</b>	Report posted. Review of 2014 goals and ideas <ol style="list-style-type: none"> <li>1. Review of Statement of purpose.</li> <li>2. 4<sup>th</sup> year of pool improvement grant</li> <li>3. 1 time \$10,000 grant for major improvement of an aging facility</li> <li>4. Phase II of website upgrade</li> <li>5. Looking at Pacific online meet entry portal</li> </ol>		
<b>Nominating Committee</b>	None		
<b>At-Large</b>	None		
<b>Adhoc Committees</b>			
<b>Zone Reports</b>			
<b>Zone 1N</b>	Report posted		
<b>Zone 1S</b>	<ol style="list-style-type: none"> <li>1. Looking at dual venues for Zone Champs</li> <li>2. Need to recruit more officials, numbers very low</li> </ol>		
<b>Zone 2</b>	<ol style="list-style-type: none"> <li>1. Gratitude to Clint Benton for his service to the Zone</li> <li>2. Discussed Long Course "B" motion</li> <li>3. Discussed how quickly meets are filling</li> <li>4. Working on Zone2 Champs</li> <li>5. Developing schedule 2014-2015</li> </ol>		
<b>Zone 3</b>	<ol style="list-style-type: none"> <li>1. Working on scheduling corrections</li> <li>2. Working on setting up Zone 3 championships in Jan</li> <li>3. No treasurer, no equipment manager and secretary resigning</li> <li>4. Meeting changed to 3<sup>rd</sup> Tuesday of the month</li> <li>5. Working on Bylaws and Standing Rules</li> </ol>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
Zone 4	<p>1.Rudds honored as volunteers of the year for last year</p> <p>2.Report posted</p> <p>3.Discussed Long Course "B" motion</p> <p>4.Re-established relationship with UNR</p> <p>5. Richard Hayes and Valerie Rudd scheduled 6 officials clinics Plenty of officials at last meet</p>		
Old Business	None		
Old Motions	<p><b>1307FC1 All Star Application Fee - Revised:</b></p> <p>Motion that a \$25 fee be charged to families who want to change travel arrangements for all star athletes. If the change causes Pacific to forfeit airfare, the athletes family will be charged the airfare plus \$25 change fee.</p> <p>Reason: Families of all star athletes often decide to use the location of the all star meet as a vacation destination or starting point. Often the change in travel arrangements is made in time for Pacific to change our flight arrangements. A \$25 fee is a minimal fee charged for Pacific to make these changes to the athletes travel arrangements. In some cases, Pacific loses the return air fare. This occurs when the family decides to make alternate travel plans for the athlete at the last minute (or post airline change date.) In this case the athletes family should be charged the change fee and the lost airfare. The no refund policy would stay in tact - with refunds only coming with a note from the athletes physician or death in the athletes immediate family. (note there has been at least4 athletes who will not return with the team from Seattle) (Mary Ruddell, Finance Committee) (30 Day Motion) (P&amp;P)</p> <p>Mary Ruddell withdraws</p>	Withdrawn	
	<p><b>1307TS1: Revisions to R&amp;R regarding Time Standards and Fees</b></p> <p><b>Rules and Regulations -</b> <b>Section 4.A.2</b> Current - 2. Swimmers are permitted to qualify in any sanctioned or unsanctioned meet such as school competition, time trial, or by coach verification. For JO and <b>Q</b> level competition, and LSC Championship Meets, times from sanctioned or approved meets only will be acceptable. Change to - 2. Swimmers are permitted to qualify in any sanctioned or unsanctioned meet such as school competition, time trial, or by coach verification. For JO and <b>FW</b> level competition, and LSC Championship Meets, times from sanctioned or approved meets only will be acceptable.</p>	Passed	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p><b>Section 4.A.4.a</b> Current - a. Swimmers who qualify B, A, or <b>AA</b> for a specific stroke in a specific distance will be considered qualified at that same level in the equivalent stroke and distance in all courses. For a C, B, A+ meet if you met the standard short course, then enter a long course meet at the long course standard, or if you met the long course standard, enter the meet at the short course standard. Change to – a. Swimmers who qualify B, A, or <b>FW</b> for a specific stroke in a specific distance will be considered qualified at that same level in the equivalent stroke and distance in all courses. For a C, B, A+ meet if you met the standard short course, then enter a long course meet at the long course standard, or if you met the long course standard, enter the meet at the short course standard.</p> <p><b>Section 4.A.4.c</b> Current - c. Any swimmer, upon changing age groups, who has already met the B, A or <b>AA</b> standard in events offered in the new age group will be considered qualified at that level for those events in the new age group. Change to – c. Any swimmer, upon changing age groups, who has already met the <b>B, A standard</b> in events offered in the new age group will be considered qualified at that level for those events in the new age group. <b>Any swimmer, upon changing age groups, who has already met the JO or FW standard in events offered in the new age group will be considered qualified at that level for those events in the new age group as long as the time has been made in the qualifying period for entry into the meet.</b></p> <p><b>Section 4.B.1.b</b> Current - b. Swimmers are eligible to compete only in the individual events for which they qualify in any classified meet (B, A, <b>AA</b>). Change to – b. Swimmers are eligible to compete only in the individual events for which they qualify in any classified meet (B, A, <b>JO, FW</b>) <b>unless provisions in the meet sheet allow for bonus events.</b></p> <p><b>Section 4.B.1.c</b> Current – c. In multi-class meets, i.e., <b>B-A, B-A-AA</b>, etc., swimmers shall compete only in the division(s) for which they qualify and shall not compete in divisions of lower classification in any event for which they have achieved the time standard for the higher division. Change to- c. In multi-class meets, i.e., <b>C-B-A+, B-A+</b>, etc., swimmers shall compete only in the division(s) for which they qualify and shall not compete in divisions of lower classification in any event for which they have achieved the time standard for the higher division.</p> <p><b>Section 4.B.1.d</b> Current - d. In multi-classed meets (<b>B-A, B-A-AA</b>, etc.), the zone may allow an event to be restricted to certain of those classes. Change to- d. In multi-classed meets (<b>C-B, CBA+</b>, etc.), the zone may allow an event to be restricted to certain of those classes.</p> <p><b>Section 4.B.2.a</b> Current- a. Swimmers may compete in relays in meets of higher classification than that for which they qualify in individual events; (i.e., a swimmer an in 50 Free may swim on a relay in <b>AA</b> meets, etc.). Change to- a. Swimmers may compete in relays in meets of higher classification than that for which they qualify in individual events; (i.e., a</p>		

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	<p>swimmer an in 50 Free may swim on a relay in <b>JO or FW</b> meets).</p> <p><b>Section 4.B.2.b</b> Current – b. Swimmers may not compete in relays in meets of lower classification than that for which they qualify in the like individual event; (i.e., a swimmer <b>AA</b> in 50 Breast shall not be eligible for the breaststroke leg on a 200 Medley Relay team in an A meet). Change to – b. Swimmers may not compete in relays in meets of lower classification than that for which they qualify in the like individual event; (i.e., a swimmer <b>JO</b> in 50 Breast shall not be eligible for the breaststroke leg on a 200 Medley Relay team in an A meet).</p> <p><b>Section 4.D.1</b> Current- 1. <b>Q, JO, A Meets</b> — Awards for all finalists. The minimum is three (3) medals or other distinctive awards (something other than a single ribbon) with ribbons for the balance of the finalists. Change to – 1. <b>FW, JO, A Meets</b> — Awards for all finalists. The minimum is three (3) medals or other distinctive awards (something other than a single ribbon) with ribbons for the balance of the finalists.</p> <p><b>Section 2.B.1</b> <b>Current -</b></p> <p><b>B. Entry Fees</b> 1. The following are entry fees which shall be charged for each class of meet. The meet sponsor is not required to accept entries that do not include applicable fees. Participation fees cannot be charged unless entry fees are charged. <b>Class of Meet</b></p> <table border="1" data-bbox="346 1039 1344 1445"> <thead> <tr> <th rowspan="2">Class of Meet</th> <th colspan="3">Individual Entry Fees</th> <th colspan="3">Relay Entry Fees</th> </tr> <tr> <th>Total Fee</th> <th>To Host</th> <th>Due PC</th> <th>Total Fee</th> <th>To Host</th> <th>Due PC</th> </tr> </thead> <tbody> <tr> <td>Senior IV</td> <td>\$6.50</td> <td>\$4.70</td> <td>\$1.80</td> <td>\$20.00</td> <td>\$14.30</td> <td>\$5.70</td> </tr> <tr> <td>Senior I, II, III</td> <td>\$5.50</td> <td>\$4.00</td> <td>\$1.50</td> <td>\$16.00</td> <td>\$11.70</td> <td>\$4.30</td> </tr> <tr> <td>FW &amp; JO Championships</td> <td>\$5.50</td> <td>\$4.00</td> <td>\$1.50</td> <td>\$20.00</td> <td>\$14.30</td> <td>\$5.70</td> </tr> <tr> <td><b>AA+</b> Trials and Finals</td> <td>\$5.00</td> <td>\$3.65</td> <td>\$1.35</td> <td>\$16.00</td> <td>\$11.70</td> <td>\$4.30</td> </tr> <tr> <td>C/B and <b>C/B/BB</b></td> <td>\$2.50</td> <td>\$2.20</td> <td>\$0.30</td> <td>\$8.00</td> <td>\$6.00</td> <td>\$2.00</td> </tr> <tr> <td>All other age group meets</td> <td>\$2.75</td> <td>\$2.00</td> <td>\$0.75</td> <td>\$9.00</td> <td>\$6.60</td> <td>\$2.40</td> </tr> <tr> <td>Time Trials</td> <td>\$9.00</td> <td>\$6.70</td> <td>\$2.30</td> <td>\$22.00</td> <td>\$15.70</td> <td>\$6.30</td> </tr> <tr> <td>Grand Prix</td> <td>\$10.00</td> <td>\$7.50</td> <td>\$2.50</td> <td>\$16.00</td> <td>\$11.50</td> <td>\$4.50</td> </tr> </tbody> </table> <p><b>Change to -</b> <b>B. Entry Fees</b></p>	Class of Meet	Individual Entry Fees			Relay Entry Fees			Total Fee	To Host	Due PC	Total Fee	To Host	Due PC	Senior IV	\$6.50	\$4.70	\$1.80	\$20.00	\$14.30	\$5.70	Senior I, II, III	\$5.50	\$4.00	\$1.50	\$16.00	\$11.70	\$4.30	FW & JO Championships	\$5.50	\$4.00	\$1.50	\$20.00	\$14.30	\$5.70	<b>AA+</b> Trials and Finals	\$5.00	\$3.65	\$1.35	\$16.00	\$11.70	\$4.30	C/B and <b>C/B/BB</b>	\$2.50	\$2.20	\$0.30	\$8.00	\$6.00	\$2.00	All other age group meets	\$2.75	\$2.00	\$0.75	\$9.00	\$6.60	\$2.40	Time Trials	\$9.00	\$6.70	\$2.30	\$22.00	\$15.70	\$6.30	Grand Prix	\$10.00	\$7.50	\$2.50	\$16.00	\$11.50	\$4.50		
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	<p>1307TS4 – P&amp;P for Determining Time Standards:</p> <p style="text-align: center;"><b>Policy and Procedure for Determining Time Standards</b></p> <p><b>Far Western Qualifying Times</b></p> <ol style="list-style-type: none"> <li>1. 40<sup>th</sup> place time from the meet results for three year rolling average, rounded to .09</li> <li>2. No time standard for an older age group can be slower than a younger age group. <ol style="list-style-type: none"> <li>A. If result time is slower, use the faster of the two times (make times equal)</li> <li>B. Times are valid for 18 months</li> <li>C. Using the USA Swimming Time Conversion Utility, make SCM times</li> </ol> </li> </ol> <p style="text-align: right;"><b>Clarification of procedure</b> Approved BOD, 9/2011 meeting</p> <p><b>Junior Olympic Qualifying Times</b></p> <ol style="list-style-type: none"> <li>1. 40<sup>th</sup> place time from the meet results for three year rolling average, rounded to .09</li> <li>2. No time standard for an older age group can be slower than a younger age group. <ol style="list-style-type: none"> <li>A. If result time is slower, use the faster of the two times (make times equal)</li> <li>B. Times are valid for 18 months</li> <li>C. Using the USA Swimming Time Conversion Utility, make SCM times</li> </ol> </li> </ol> <p style="text-align: right;"><b>Clarification of procedure</b></p>	Passed																																																																					

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	<p style="text-align: right;"><b>Approved BOD, 9/2011 meeting</b></p> <p><b>A Times</b> Shall be 8% off Junior Olympic Times rounded to the next .09</p> <p style="text-align: right;"><b>Approved BOD, 10/2011 meeting.</b></p> <p><b>B Times</b> Shall be 10% off A times rounded to the next .09</p> <p>For 2012 – A Time is 12% off JO time. B is 10% off 2012 A time  For 2013 – A Time is 10% off JO time. B is 10% off 2013 A time.  For 2014 – A Time is 8% off JO time. B is 10% off 2014 A time.</p> <p style="text-align: right;"><b>Approved BOD, 10/2011 meeting.</b></p> <p><b>Pacific Reportable Times</b>  Using the Swim Year (September 1-August 31) from Swim Connection (in order to get 25 yd times)  Times must be faster than Far Western Qualifying times for applicable age groups.  If time is not faster than Far Western Qualifying, it must be adjusted to be faster.</p> <p>For 2012 - 25<sup>th</sup> place time in Pacific Swimming from 2010, rounded to .09.  For 2013 – 25<sup>th</sup> place time averaged from 2010 and 2011, rounded to .09  For 2014 and thereafter 25<sup>th</sup> place time in Pacific Swimming averaged and rounded to .09</p> <p style="text-align: right;"><b>Approved BOD, 11/ 2011 meeting</b></p> <p>(Tish Steimle, Time Standards) (30 Day Motion) (P&amp;P)  Motion passed</p>		
	<p><b>1307SCH1: Long Course B Time Requirement</b></p> <p>In order to enter an event in a long course meet, the swimmer must have a Pacific Swimming B time or faster in the USA Swimming Swims data base for the short course event or its equivalent. Coach verification of a qualifying time is not acceptable – the time must be in the swims data base.  (George Cleveland, Darryl Woo 2<sup>nd</sup> ) (30 day motion) (R&amp;R)  Discussion included comments about lack of sufficient numbers of officials to staff more short course meets to accommodate beginning swimmers during long course season, meets filling up before qualified swimmers can enter, financial incentives to hold more meets, Zone autonomy regarding meet format, and providing more swimming opportunities to match the increasing number of swimmers in the LSC.  Motion failed</p>	Failed	
New Business	<p>Appointment of a new senior representative coach – Tom Evers and age group representative coach – Annie Stein. All remaining appointments remain unchanged.</p> <p>(John Bitter, Chairperson)</p> <p>Appointments approved</p>		



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New Motions	<p><b>1309TS1 Proposed 2014 Time Standards</b> (Tish Steimle, Time Standards) Adjusted according to the rules. Motion passed</p>	Passed	
	<p><b>1309OC1 Revision to Scratch Rules</b></p> <p><b>Delete all of Section 3.B.5.b&amp;c</b> <b>Add the following to the Age Group Section 4.C.3</b> <b>Individual Scratch Rule</b> - Swimmers shall inform themselves of the meet starting time and shall report to the proper meet authorities promptly upon call.</p> <p>(1) Pre-Seeded Meets — Swimmers shall report promptly to the starting blocks when their event/heat is called.</p> <p>(a) Any swimmers not reporting for or competing in an individual timed final event shall not be penalized.</p> <p>(b) Any swimmers not reporting for or competing in a preliminary heat when finals are scheduled shall not be penalized.</p> <p>(2) In Zone awarded Meets that are Deck Seeded –</p> <p>(a) Close of check-in for all events shall be no more than 60 minutes before the estimated time of the start of the first heat of the event. No event shall be closed more than 30 minutes before the scheduled start of the meet session. Swimmers who do not check-in will not be allowed to compete in the event.</p> <p>(b) Any swimmers not reporting for or competing in an individual timed final event that they have checked in for shall not be penalized.</p> <p>(3) In LSC awarded Meets that are seeded on Deck -</p> <p>(a) Close of check-in for all events shall be no more than 60 minutes before the estimated time of the start of the first heat of the event. No event shall be closed more than 30 minutes before the scheduled start of the meet session. Swimmers who do not check-in will not be allowed to compete in the event.</p> <p>(b) Swimmers entered in a timed final individual event that is seeded on the deck who have checked in for that event, must swim in the event unless they notify the clerk of the course before seeding for that event has begun that they wish to scratch. Failure to swim an event will result in being barred from their next individual event in which the swimmer is entered on that day or the next meet day, whichever if first.</p> <p>(c) Swimmers entered in a preliminary individual event in a Trials and Finals meet that is seeded on the deck who have checked in for that event, must swim in the event unless they notify the clerk of the course before seeding for that event has begun that they wish to scratch. Failure to swim an event will result in being from their next preliminary individual event in which the swimmer is entered on that day or the next meet day, whichever if first.</p> <p>(4) Scratching from Consolation Finals and Finals</p> <p>(a) Any swimmer qualifying for any level of finals in an individual event who does not wish to compete must scratch within 30 minutes after the announcement of qualifiers. During this period, qualifiers may also notify the referee that they may not intend to compete in consolation finals or finals. In this case they must declare their final intention within 30 minutes after the announcement of qualifiers following their last</p>	Referred to BOD11/20/13	BOD 11/20/13

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>individual preliminary event.</p> <p>(b) In the event of withdrawal or barring of a swimmer from competition, the referee shall fill the consolation final or final when possible with the next qualified swimmer(s). First and second alternates shall be announced along with the final qualifiers. These alternates shall not be penalized if they are unavailable to compete in the finals.</p> <p>(c) Where consolation finals have not yet been swum and a barring or withdrawal is known to the referee, the referee shall reseed the consolation final and the final, if necessary, to insert the alternate(s) in the appropriate lane(s), filling all lanes in the final.</p> <p>(d) If a consolation final has already been contested, the companion final shall be swum without reseeding for the empty lane(s).</p> <p>(5) Penalty for No-Show at Finals</p> <p>(a) Any swimmer qualifying for a consolation final or final race in an individual event who fails to show up in said consolation final or final race prior to calling the alternate shall be barred from the remainder of any final events for that day. Should the swimmer have no additional final events for that day they will be barred from their next preliminary event on the next day of the meet they are entered.</p> <p>(b) If the No-Show occurs on the last day that the swimmer is entered in an individual event in the meet, and no other individual event penalty is applicable, the swimmer shall then be fined \$25.00. The fine will be increased to \$100 if after 30 days of receiving the letter of notification the party has not made the payment.</p> <p>(6) Exceptions — No penalty shall apply for failure to withdraw or compete in an individual event if:</p> <p>(a) The referee is notified in the event of illness or injury and accepts the proof thereof.</p> <p>(b) It is determined by the referee that the No-Show is caused by circumstances beyond the control of the swimmer.</p> <p>(c) The swimmer qualified for any level of finals due to scratches of one or more original finalists.</p> <p>(d) The swimmer is an alternate for any level of finals.</p> <p>(7) Relay Scratch Rule — Any relay team entered in a relay event that fails to compete in or report for that event shall not be penalized.</p> <p><b>Add the following to the Senior Section 5.C.4</b></p> <p><b>Individual Scratch Rule</b> - Swimmers shall inform themselves of the meet starting time and shall report to the proper meet authorities promptly upon call.</p> <p>(1) Pre-Seeded Meets — Swimmers shall report promptly to the starting blocks when their event/heat is called.</p> <p>(a) Any swimmers not reporting for or competing in an individual timed final event shall not be penalized.</p> <p>(b) Any swimmers not reporting for or competing in a preliminary heat when finals are scheduled shall not be penalized.</p> <p>(3) In all Senior Meets that are seeded on Deck -</p> <p>(a) Close of check-in for all events shall be no more than 60 minutes before the estimated time of the start of the first heat of the event. No event shall be closed more than 30 minutes before the scheduled start of the meet session. Swimmers who do not check-in will not be allowed to compete in the event.</p>		

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	<p>(b) Swimmers entered in a timed final individual event that is seeded on the deck who have checked in for that event, must swim in the event unless they notify the clerk of the course before seeding for that event has begun that they wish to scratch. Failure to swim an event will result in being barred from their next individual event in which the swimmer is entered on that day or the next meet day, whichever if first.</p> <p>(c) Swimmers entered in an individual event in a Trials and Finals meet that is seeded on the deck that have checked in for that event, must swim in the event unless they notify the clerk of the course before seeding for that event has begun that they wish to scratch. Failure to swim an event will result in being barred from rest of his/her events that day including relays. If the swimmer qualified for a final before missing an event they may swim that final.</p> <p>(4) Scratching from Consolation Finals and Finals <b>(Non-Positive Check-in Meet)</b></p> <p>(a) Any swimmer qualifying for any level of finals in an individual event who does not wish to compete must scratch within 30 minutes after the announcement of qualifiers. During this period, qualifiers may also notify the referee that they may not intend to compete in consolation finals or finals. In this case they must declare their final intention within 30 minutes after the announcement of qualifiers following their last individual preliminary event.</p> <p>(b) In the event of withdrawal or barring of a swimmer from competition, the referee shall fill the consolation final or final when possible with the next qualified swimmer(s). First and second alternates shall be announced along with the final qualifiers. These alternates shall not be penalized if they are unavailable to compete in the finals.</p> <p>(c) Where consolation finals have not yet been swum and a barring or withdrawal is known to the referee, the referee shall reseed the consolation final and the final, if necessary, to insert the alternate(s) in the appropriate lane(s), filling all lanes in the final.</p> <p>(d) If a consolation final has already been contested, the companion final shall be swum without reseeding for the empty lane(s).</p> <p>(5) Checking in for Consolation Finals and Finals <b>(Positive Check-in Meet)</b></p> <p>(a) Swimmers may check-in or declare their intent to swim finals for that day at the beginning competition for that day.</p> <p>(b) Swimmers must check-in or declare their intent to compete in consolation finals or finals within 30 minutes of the posting of results. In the case were a swimmer declares their intent to swim they must declare their final intention within 30 minutes after the posting of results for their last individual preliminary event. Swimmers not returning to declare their final intention will not be seeded into the event.</p> <p>(6) Penalty for No-Show at Finals</p> <p>(a) In a <b>non-positive check-in trials &amp; finals meet</b> any swimmer qualifying for a consolation final or final race in an individual event who fails to show up in said consolation final or final race prior to calling the alternate shall be barred from further competition for the remainder of the meet.</p> <p>(b) In a <b>positive check-in trials and finals meets</b> any swimmer checking in for a consolation final or final race in an individual event who fails to show up in said consolation final or final race prior to calling the alternate shall be barred from further competition for the remainder of the meet.</p> <p>(c) If the No-Show occurs on the last day that the swimmer is entered in an individual</p>		

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	<p>event in the meet, and no other individual event penalty is applicable, the swimmer shall then be fined \$25.00. The fine will be increased to \$100 if after 30 days of receiving the letter of notification the party has not made the payment.</p> <p>(7) Exceptions — No penalty shall apply for failure to withdraw or compete in an individual event if:</p> <p>(a) The referee is notified in the event of illness or injury and accepts the proof thereof.</p> <p>(b) It is determined by the referee that the No-Show is caused by circumstances beyond the control of the swimmer.</p> <p>(c) In a non-positive check-in meet the swimmer qualified for any level of finals due to scratches of one or more original finalists.</p> <p>(d) The swimmer is an alternate for any level of finals.</p> <p>(8) Relay Scratch Rule — Any relay team entered in a relay event that fails to compete in or report for that event shall not be penalized</p> <p>(Brian Malick, Officials) (R&amp;R) (30 day)</p> <p>Separation of Age group meet conduct and Senior meet conduct. Age group - Removal of penalty of "out of meet" for missing a final. Swimmer can still swim relays. All penalties for trials and finals are out of next prelim. Question regarding administrative fee to re-enter meet, but not discussed at officials meeting. Senior-Positive check-in failure to swim final will be result in out of meet, missing a prelim results in out of day's events. No check-in, announcement still to be made. For positive check-in, no longer announcing swimmers, just the event posted.</p>		
	<p>1309OC2 Procedure for Positive Check-in for Final</p> <p><b>Procedure for Positive Check-in for Final</b></p> <ol style="list-style-type: none"> <li>1. Swimmers must check-in for each event that they would like to swim in finals at the FINALS CHECK-IN Desk.</li> <li>2. The FINALS CHECK-IN Desk will be open at the start of competition.</li> <li>3. Swimmers may positive check-in for an event they intend to swim at any time (including before the swim) after the FINALS CHECK-IN desk opens, up to 30 minutes after the preliminary results are posted.</li> <li>4. To positively check-in for a Finals, swimmers shall find their name in the check-in sheet for the specific event and write their initial after their name to indicate a positive check in. Swimmers should be sure their positive check-in is witnessed by FINALS CHECK-IN desk personnel, and that their name is highlighted by the desk personnel.</li> <li>5. Swimmers may also "<i>Declare their Intention to Swim</i>" by filling out the "<b>Intent to Swim in Finals Form</b>" for the respective event in the check-in book at the FINALS CHECK-IN desk. Swimmers must fill in all the relevant information on the form.</li> <li>6. "<b>Declaration of Intent to Swim</b>" is a process where a swimmer positively checks-in for Finals for a specific event but may choose not to swim that event later depending on the</li> </ol>	Takes effect December	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>performance of the swimmer in their later events in the trial session. Swimmers who declare their intention to swim have up to 30 minutes after the posting of the results of their last event to decide to swim or scratch from the event they declared their intent to swim in finals. Swimmers must return to the FINALS CHECK-IN Desk to finalize their intent to swim. Otherwise they will be scratched from that final.</p> <p>7. Swimmers may scratch their positive check-in for an event any time during the day up to 30 minutes after the results for that specific event are posted.</p> <p>8. The “tentative” Heat and Lane assignment for the Final heats of any event will be posted on the <b>Finals Posting Board</b> as soon as possible after the close of Finals Check-in for that event. The location of the Finals Posting Board will be clearly marked and announced. Swimmers who have declared their “<b>Intention to Swim in Finals</b>” will be highlighted on the “tentative” Finals posting.</p> <p>9. Attempts will be made by the Administrative Referee (or designee) to notify the alternate swimmers and/or their coaches if they are “scratched into Final” due to declared false starts and/or removal of intention to swim by a swimmer prior to the beginning of Finals competition. Swimmers should also confirm their place in Finals at the posting board or the FINALS CHECK-IN Desk.</p> <p>10. Final heats will be swum fastest to slowest, starting with Championship, followed by Consolation and Bonus Finals.</p> <p>11. Penalties for No Show at Finals: Any swimmer who positively checked-in to swim a finals event and fails to swim that event will be in jeopardy of having no show penalty applied. This will include swimmers who have completed their “<b>Intention to Swim in Finals</b>” process</p> <p>(Brian Malick, Officials)</p> <p>All swimmers who positively checked in are at risk should they miss a final. Discussion of meet sheet formatting for at risk information. Dec 1<sup>st</sup> ,to be put in effect.</p> <p>Wording approved. Motion did not need to be approved.</p>		
	<p><b>1309SCH1 Proposed 2014/2015 SR Swimming Schedule</b></p> <p><b>September 1, 2014-September 7, 2015</b></p> <p>10//3-5           SRI – 2 sites with Spring Challenge format on 10/5  10/17-19           SR II – 2 sites  10/25 or 26       distance challenge format  11/7-9             SR III/IV  12/5-7             14Us JO's  12/5-7             SR II</p> <hr/> <p>1/23-25           Sri  2/14-16           SR II – 2 sites</p>	<p>Passed – Referred to HOD 10/12/13</p>	<p>HOD 10/12/13</p>

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>2/14-16 9 to 14 single Age Group Champs  2/28-3/1 SR II  2/28-3/1 Zone All StarMeet  3/14-15 SR II Long Course  3/20-22 JO's – 2 sites  4/9-12 SC Far Westerns (4/5 Easter)  4/18-19 10/Under Champs  5/?? SR II Walk-on – 2  5/23=25 Age Group Open – 1 or 2 or 3 sites (5/25 Memorial Day Observed)  5/29-31 SR II – 2 sites  Or 6/5-7  6/27-28 SR II  7/3-5 Age Group Open – 1 or 2 or 3 sites (7/3 Independence Day Observed)  7/?? <b>Grand Prix</b>  7/10-12 <b>JO's – 2 sites</b>  7/24-26 SR II – 1 or 2 sites  7/29-8/2 LC Far Western  9/4-7 Age Group Open – 1 or 2 or 3 sites (9/7 Labor Day Observed)  (George Cleveland – Scheduling Committee)</p> <p>Question regarding 1 vs 2 venues. Will grant 1 or 2 depending upon the number of bidders. Grand Prix date unknown. Feb meet, new concept meet, information will be in bid package. Zone meet can be on any of these dates as long as time standards do not conflict.</p> <p>Motion passed.</p>		
	<p>1309SC1-TC1 Travel Stipend</p> <p>Knoxville Travel Assistance ( Short Course Nationals )- \$400 plus \$300 stipend for SFO, OAK, SJC, SMF  \$600 plus \$300 Stipend for RNO  Greensboro Travel Assistance (Short Cours Jr. Nationals) - \$475 plus \$300 stipend for all  (Rick Waterhouse)  Motion Passed</p>	Passed	
	<p>1309GC1 – 2014 Meeting Schedule</p> <p>2014 Meeting Dates</p> <p>January 22, 2014 EXE  February 19, 2014 BOD</p>	Passed – Referred to HOD 10/12/13	HOD 10/12/13

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>March 26, 2014      EXE  April 23, 2014      BOD  May 3, 2014          HOD  May 21, 2014        EXE  July 23, 2014        BOD  September 24, 2014   BOD  October 11, 2014    Officials Clinic  October 12, 2014    HOD  October 12, 2014    Awards Banquet  October 22, 2014    EXE  September 19, 2014   BO</p> <p>(Leo Lin, Governance Committee)</p> <p>Motion Passed</p>		
	<p>1309VCPD – All-Star Co-Pay</p> <p>To raise All-Star Meet Co-Pay for North American Challenge Cup, Western Zones Age Group, Pacific Coast All Stars to 50%.</p> <p><b>Proposed by:</b> Vice Chair Program Development Lehla Irwin</p> <p><b>Purpose:</b> This will be the collected co-pay for All-Star meets (except Zone All Stars) and passed onto the LSC. It is calculated by establishing a 50% co-pay for each participant. No change will be made for swimmers needing financial assistance with the co-pay as established by the Age Group and/or Finance and/or Outreach Committees.</p> <p><b>Rationale:</b> This figure has not varied for over 10 years. Compared to other LSCs, Pacific Swimming burdens a much higher cost, as well as attends more all-star meets than other LSC's. Many Zones in Pacific Swimming also offer a reimbursement to families for athletes in their region who attend all-star meets.</p> <p>In the past, Pacific Swimming supported only 112 athletes for All-Stars (80 athletes to Western Zone Age-Group Championships and 32 to Pacific Coast All Star Meet). In 2012 Pacific Swimming supported 176 athletes, and in 2013 Pacific supported 144 athletes (with the change in format to Western Zones). With the addition of North American Challenge Cup, Pacific Swimming's Policies and Procedures should reflect the additional meet, as well as increase co-pay to reflect the increased number of participants.</p> <p><b>Location:</b> Section II: Budget and Finance Pacific Swimming Policies and Procedures  Special Categories Division Section C: Pacific Swimming All Star Teams</p> <p>7.0</p> <p>The co-pay for <u>North American Challenge Cup</u>, Western Zone and Pacific Coast All sStar meets shall be <del>30%</del> <u>50%</u></p>	<p>Referred to Executive Committee 10/23/13</p>	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>unless otherwise specified by the Board of Directors. Adopted 4/16/00 Amended 1/24/01 2.0 The co-pay for all Pacific Swimming All Star teams shall be <del>30%</del> 50% of the meet is held in California and 35% if held outside California unless otherwise specified by the Board of Directors. Adopted 4/26/00 amended 1/24/01 Revised 4/26/06 Amended 1/3/08</p> <p>(Lehla Irwin, Vice Chair, Program Development)</p> <p>Change in co-pay across the board, in effect Jan 1<sup>st</sup>. Needs strikethrough for 2.0 on 35%. Rolls to Executive Committee with revision.</p>		
	<p><b>1309TR1 &amp; 1309TR2 – Changes in Officers on Financial Accounts</b></p> <p>1309 TR1: Change in officers on Chase Bank Business Checking and Saving Accounts: John Bitter, General Chair; Leo Lin, Admin Vice Chair (replaces Mike Rianda) and Mary Ruddell, Treasurer, are authorized as signers on the Chase Bank Business checking and Savings Accounts as of September 25, 2013.</p> <p>1309TR2: Change of Signers on Wells Fargo Investment Account: John Bitter, General Chair; Leo Lin, Admin Vice Chair (replaces Mike Rianda) and Mary Ruddell, Treasurer are authorized as signers to the Wells Fargo Investment account as of September 25, 2013.</p> <p>(Mary Ruddell, Treasurer)</p> <p>Chase Checking and Saving and Wells investment account, housekeeping.</p> <p>Motions passed.</p>	Passed	
	<p>1309FC1 Motion to accept approving of the Audit by LMGW written in a draft communication.</p> <p>(Peggy Ramirez, Finance &amp; Auditing)</p> <p>Motion passed</p>	Passed – Refer to HOD Oct 12, 2013	HOD 10/12/2013
	<p>1309TR3-2014 Budget</p> <p>(Mary Ruddell, Treasurer, Peggy Ramirez, Finance &amp; Auditing)</p> <p>Mary-the membership numbers reflect passing through the \$2.00 increase, shows 2% increase in the athletes and</p>	Passed – Refer to HOD Oct12,2013	HOD 10/12/2013



TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>non-athletes; does not include outreach or seasonal</p> <p>George-Question of decrease of subsidies for clubs to hold meets.</p> <p>Don-Transitioning out of fixed subsidies, but move toward subsidizing struggling clubs</p> <p>Motion to pass the Budget as presented to the House of Delegates</p> <p>Motion passed</p>		
<b>Closing Comments</b>	<p>John- Need feedback regarding \$2.00 fee increase.</p> <p>Look at setting up Pacific OME and capture the money.</p> <p>HOD meeting Sunday, October 13, 2013</p>		
<b>Next Meeting</b>	Next BOD meeting will be November 20, 2013 at the Marriott in San Ramon		
<b>Meeting Adjourned</b>	Meeting adjourned at 09:16 PM		

RESPECTFULLY SUBMITTED BY,  
DEBBI TUCKER, ZONE 3 REPRESENTATIVE  
FOR THE SECRETARY - PACIFIC SWIMMING BOARD OF DIRECTORS

**Meeting Title:** Pacific Swimming House of Delegates Meeting  
**Date:** October 13, 2013

**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.

<b>Board of Directors</b>	Rick Beebe	Andre Salles-Cunha	X	<b>Athlete</b>	Anthony Koo	X	<b>Guests</b>	
John Bitter	Brian Malick	Helen Garcia	X	Maxime Rooney	Maryann Nygren	X	Millie Nygren	X
Lehla Irwin	X	Marcia Benjamin		Cate MacGregor	X	Lee Pantaja	X	
Ron Heidary		David Benjamin		Michala Roan	X	Alan Augst	X	
Don Heidary	X	Judy Siegrist	X	Joe Woo		Karyn Kikuta	X	
Veronica Hernandez	X	Warren Lager		Marie Wise		Guiselle Morrone	X	
Marie Lin	X	Kent Yoshiwara	X		<b>Club Reps</b>	Valerie Rudd	X	
Mary Ruddell	X	George Cleveland	X	<b>Zone Reps</b>	Jim Triplett	X	Kyle Kikuta	X
Phil Harter		Tish Steimle		1N - Larry Rice	X	Sherie Macgregor	X	
Jennifer Malick	X	Rick Waterhouse		1S – Mike Picardo	X	AJ Vergara	X	
Danica Burge		Peggy Ramirez	X	2 – David Benjamin	X	Judy Maynor	X	
Tom Evers		Leo Lin	X	3 – Debbie Tucker for K. Twohey	X	Mike Davis	X	<b>Office</b>
Annie Stein		Clint Benton	X	4 - Jerry Rudd	X	Kim Kempton	X	Jill Ruppenstein
Steve Hurko		David Cottam		4 - Jim Morefield		Sean Chew	X	Laurie Benton
								Jeanette Soe
								X

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
<b>Meeting Called to Order</b>	Meeting called to order at 2:46 PM by Lehla Irwin and Leo Lin		
<b>Minutes from Previous Meeting</b>	Minutes from May 4, 2013 approved		
<b>Ratify Actions of BOD</b>	Motion to ratify actions of the BOD since previous meeting on May 4, 2013	Passed	
<b>Officer's Reports</b>			
<b>Chair</b>	<p>John Bitter not present – letter and report posted – Leo Lin read highlights from John's letter:</p> <ol style="list-style-type: none"> <li>1. USA experience 13% jump in membership and our LSC continues to be the 3<sup>rd</sup> largest in USA Swimming</li> <li>2. Dues increase passed in convention to start 2015 \$2/year for the next 10 years – we will need to look at whether there are ways for us to manage it without just passing it through to our membership</li> <li>3. Developing a Coach mentoring program</li> <li>4. Wants to get more coach input in developing future LSC meet schedules</li> <li>5. Zone Officials chairs are working on recruitment and retention of officials</li> <li>6. Aware there are meets on the schedule that do not get bid – looking at what might motivate teams to bid</li> </ol>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>for meets, or what needs to be done to change the structure so that we offer meets that are attractive for bidding, including looking at financial incentives, etc.</p> <ol style="list-style-type: none"> <li>7. Looking at ways to attract more 1<sup>st</sup> time swimmers and families and retaining them.</li> <li>8. Continue to foster diversity and the strides that have already been made in this area</li> <li>9. Possibly developing a bigger fund to help with fixing the older pools in our LSC</li> <li>10. Create new avenues of funding, other revenue sources, such as sponsors, in house on-line entry to meets, so we can have more money to offset the increase in membership dues, to enhance senior travel, and support other programs.</li> <li>11. He also thanks everyone for their work and efforts in making this year such a fruitful one.</li> </ol>		
<b>Admin Vice Chair – Operations</b>	No Report		
<b>Admin Vice Chair – Programs</b>	No Report		
<b>Treasurer</b>	<p>See Posted Reports Mary Ruddell:</p> <ol style="list-style-type: none"> <li>1. Finance Committee meets monthly except August and December – working on issues from the Audit</li> <li>2. This Committee has given her many good suggestions</li> </ol>		
<b>Age Group</b>	<p>See Posted Report Veronica Hernandez:</p> <ol style="list-style-type: none"> <li>1. Veronica and Steve Hurko are working on transitioning Steve into this Age Group Vice Chair position</li> <li>2. They are ready to get coach applications for the Pacific All Star Meet</li> </ol>		
<b>Sr. Committee</b>	<p>See Posted Report and Handouts Don Heidary:</p> <ol style="list-style-type: none"> <li>1. Some highlites include: travel form updated, 2013 winter travel amounts set, looking at providing travel support for sectionals,</li> <li>2. Sectional time standards have been posted</li> <li>3. USA has 2 year agreement with Japan to have a Japanese All Star team compete with a USA Team that will be picked from Junior Nationals and Nationals. (USA will go to Japan in 1<sup>st</sup> year and Japan's team will come to USA in the 2<sup>nd</sup> year).</li> <li>4. Conducted survey of Senior Coaches but only got 4 back – still open to getting more.</li> <li>5. Brainstorming Meeting scheduled regarding improvement of the Senior Schedule – open to everyone and coaches especially are encouraged to attend. (Marriott Pleasanton, October 27<sup>th</sup>, 10:00-2:00pm)</li> <li>6. Positive Check-in document produced and the process is to be followed at all Senior Trials and Finals meets.</li> <li>7. Coach Education Grant Program will continue</li> </ol>		
<b>Registration</b>	No Report		
<b>Reports/Recommendations of Staff</b>	None		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
<b>Standing Committees</b> <b>Diversity</b>	See Posted Report Kent Yoshiwara: <ol style="list-style-type: none"> <li>1. Committee meetings have over 50% attendance – but there is a need for a Zone 1N representative and the Committee will welcome any athletes who are interested.</li> <li>2. Working on November 9<sup>th</sup> Pacific Diversity Camp to take place at the indoor facility (MLK Pool) in San Francisco. They are looking for an athlete speaker. Veronica Hernandez is camp director.</li> <li>3. Fall grant proposals are being processed and they have accepted 4 out of 5 applications for interview rounds</li> <li>4. They have begun a program of grants for Seasonal Clubs</li> <li>5. Outreach Program and Fred Siegrist Scholarships continue to be available.</li> <li>6. USA Swimming Diversity discussed what they define as diversity last year and this year they are working on the USA Code of Ethics.</li> <li>7. Western Zone Diversity committee has been established and meets monthly</li> <li>8. Western Zone Diversity Camp will take place June 26-29 at Cal State Hayward and will be open to 13-16 year olds.</li> </ol>		
<b>Officials</b>	See Posted Report Brian Malick gave highlights: <ol style="list-style-type: none"> <li>1. Finalized Positive Check-in Process</li> <li>2. Modified the No-Show Rule</li> <li>3. Sent 10 officials to National meets</li> <li>4. Working on assigning officials to the 2014 meets</li> <li>5. There is an issue of recruiting and retaining officials – we really need help from the coaches of the team               <ol style="list-style-type: none"> <li>a. At yesterday’s official meeting we had 266 participants, with about 100 new stroke and turns.</li> <li>b. We need the support of teams and coaches, to let these volunteers know they are valued and will be supported by their teams and coaches.</li> <li>c. We are looking at ways to engage teams in providing officials to the LSC meets that they attend – Zones have worked on it for Zone meets and the LSC has to work on it for LSC meets</li> <li>d. In looking at “paying” officials we need to consider some of the possible negative consequences – some of which we have seen in other LSCs that use paid officials                   <ol style="list-style-type: none"> <li>1. Teams engage in wage wars to attract official’s to work at their meets</li> <li>2. Officials’ development might begin to be stifled by those “paid” officials who want to protect their turf</li> <li>3. Paid officials may become unconcerned about efficiency in running meets, resulting in a decrease in capacity of the meets.</li> </ol> </li> </ol> </li> </ol>		
<b>Camps</b>	Jenny Malick: <ol style="list-style-type: none"> <li>1. Leadership camp took place at San Jose and was well attended</li> <li>2. Olympic Training Camp will be taking applications at the Senior Meet at Cowell Pool on November 2-3 – will be selecting 12 girls, and 12 boys and will take 6 staff.</li> </ol>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	3. End of February, early March the 11-12 camp will take place. The swimmers must have swum in the JOs in December. The camp will take place at Independence HS.		
<b>Time Standards</b>	No Report – but new time standards have been posted		
<b>Club Development</b>	No Report		
<b>Travel</b>	No Report – but rates for travel reimbursements have been posted		
<b>Disability</b>	No Report		
<b>Board of Review</b>	Darryl Woo: 1. There are no cases pending		
<b>Scheduling</b>	See Posted Report		
<b>Open Water</b>	No Report		
<b>Investment Committee</b>	See Posted Report Mary Ruddell gives highlights: 1. Pool improvement programs are bearing fruition and the LSC is reaping benefits from it in the betterment of the facilities available for the LSC. 2. Looking at adding a program for One-Time Capital Improvements Grants 3. Looking at developing an in-house On-Line Meet Entry system – Jill spoke to a representative of USA Swimming to work with them and their OME system. 4. We have not put in anymore money into the investment program – all the money available has come from interest and dividends of the original monies. 5. Investment committee may look at using some moneys beyond interest and dividends without depleting our resources, so we can use more of our money to support Pacific Swimming programs		
<b>Finance &amp; Auditing</b>	See Posted Reports Peggy Ramirez: 1. Independent Audit Report is available – conducted by LMGW 2. 990 and 199 have been filed 3. Financial Statements for Auditing are all posted		
<b>Athlete</b>	See Posted Report Michala Roan: 1. They would like to have at least 1 athlete representative from each club 2. Athlete representative applications passed out to Zone Chairs to help with recruitment		
<b>Governance</b>	See Posted Report Leo Lin reports highlights: 1. Developed the Electronic Communication Policy 2. Developed Broadcast and Image Statement 3. Items on this year's docket: a. Establish criteria which would disqualify Chaperones and/or Coaches with poor driving records from transporting swimmers in USA-S or Pacific Swimming sponsored events. b. Determining how we will chose the 2 BOR representatives to the Western Zone BOR (election, appointment and terms of office)		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	c. Looking at the voting and documentation processes for committees		
<b>Nominations</b>	Nomination committee formed and approved: 1N – Larry Rice 1S – Mike Piccardo 2 – David Benjamin 3 – Debbie Tucker 4 – Jim Morefield Ex-Officio – Joe Woo At-Large – Clint Benton	Find candidates for the BOR positions that will come open be elected at the May, 2014 HOD	
<b>Resolutions and Orders</b>	<b>1309SCH1 Proposed 2014/2015 SR Swimming Schedule</b> <b>September 1, 2014-September 7, 2015</b>  10//3-5           SRI – 2 sites with Spring Challenge format on 10/5 10/17-19          SR II – 2 sites 10/25 or 26       distance challenge format 11/7-9             SR III/IV 12/5-7            14Us JO's 12/5-7            SR II <hr/> 1/23-25           SRI 2/14-16           SR II – 2 sites 2/14-16           9 to 14 single Age Group Champs 2/28-3/1          SR II 2/28-3/1          Zone All StarMeet 3/14-15           SR II Long Course 3/20-22           JO's – 2 sites 4/9-12            SC Far Westerns (4/5 Easter) 4/18-19           10/Under Champs 5/??              SR II Walk-on – 2 5/23=25          Age Group Open – 1 or 2 or 3 sites (5/25 Memorial Day Observed) 5/29-31          SR II – 2 sites Or 6/5-7 6/27-28          SR II 7/3-5             Age Group Open – 1 or 2 or 3 sites (7/3 Independence Day Observed) <b>7/??             Grand Prix</b> <b>7/10-12          JO's – 2 sites</b> 7/24-26          SR II – 1 or 2 sites 7/29-8/2         LC Far Western	Reported	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE																										
	<p>9/4-7 Age Group Open – 1 or 2 or 3 sites (9/7 Labor Day Observed) (George Cleveland – Scheduling Committee)</p> <p>Approved by BOD September 25, 2014 – For Information to HOD only</p>																												
	<p>1309GC1 – 2014 Meeting Schedule + Amendments 1310AC1, and 1310LI1</p> <p>2014 Meeting Dates</p> <table border="0"> <tr><td>January 22, 2014</td><td>EXE</td></tr> <tr><td>February 19, 2014</td><td>BOD</td></tr> <tr><td>March 26, 2014</td><td>EXE</td></tr> <tr><td>April 23, 2014</td><td>BOD</td></tr> <tr><td>May 3, 2014</td><td>HOD</td></tr> <tr><td>May 21, 2014</td><td>EXE</td></tr> <tr><td>July 23, 2014</td><td>BOD</td></tr> <tr><td>September 24, 2014</td><td>BOD</td></tr> <tr><td>October 11, 2014</td><td>Officials Clinic</td></tr> <tr><td>October 12, 2014</td><td>HOD</td></tr> <tr><td>October 12, 2014</td><td>Awards Banquet</td></tr> <tr><td>October 22, 2014</td><td>EXE</td></tr> <tr><td>September 19, 2014</td><td>BO</td></tr> </table> <p>(Leo Lin, Governance Committee) Passed by BOD 9/25/2013</p> <p>Amendment: 1310AC1&amp;2 Change Awards Banquet to October 11, and Official's Clinic and HOD to October 12 (Michala Roan, Athlete Committee)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. Michala reports that Athletes want the banquet to be on a weekend night and not on Sunday which is a day before school. It is hard for them to attend with school the next day. They would like the HOD to move to the same day as the Banquet so that more athletes could attend both more conveniently. They would like to require that two athlete representatives from each zone attend the HOD.</li> <li>2. Brian Malick and Mike Davis reported that changing the Official's clinic to Sunday will make it difficult for officials to attend and that we could lose up to 20% attendance. Saturday is the most convenient for most working officials</li> <li>3. There was some discussion regarding putting all three events on October 11, but Jill Ruppenstein stated that we might need to look for a new venue since this present site may not be able to make the turn around of the rooms on time. We are not sure about the costs of such a change and how much</li> </ol>	January 22, 2014	EXE	February 19, 2014	BOD	March 26, 2014	EXE	April 23, 2014	BOD	May 3, 2014	HOD	May 21, 2014	EXE	July 23, 2014	BOD	September 24, 2014	BOD	October 11, 2014	Officials Clinic	October 12, 2014	HOD	October 12, 2014	Awards Banquet	October 22, 2014	EXE	September 19, 2014	BO	<p>1309GC1, &amp; Amendment 1310AC1 &amp; Amendment 1310LI1 - Passed</p>	
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	<p>more work that would involve. Jill is clear she will need a team to help with the whole process</p> <p>4. Mary Ruddell reported that the events really needed to be on the same weekend. Having them on two separate weekends could add another \$10,000.</p> <p>5. It was voted to split the amendment into two:</p> <p>1310AC1 Move Awards Banquet to October 11 - Passed</p> <p>1310AC2 Move HOD to October 11, and move Official's Clinic to October 12 – Failed</p> <p>1310LI1 Move Awards Banquet, HOD, and Official's clinic to October 11 (Lehla Irwin) – Passed</p> <p>1309GC1 passed with the two passed amendments.</p>		
	<p>1309VCPD – All-Star Co-Pay</p> <p>To raise All-Star Meet Co-Pay for North American Challenge Cup, Western Zones Age Group, Pacific Coast All Stars to 50%.</p> <p><b>Proposed by:</b> Vice Chair Program Development Lehla Irwin</p> <p><b>Purpose:</b> This will be the collected co-pay for All-Star meets (except Zone All Stars) and passed onto the LSC. It is calculated by establishing a 50% co-pay for each participant. No change will be made for swimmers needing financial assistance with the co-pay as established by the Age Group and/or Finance and/or Outreach Committees.</p> <p><b>Rationale:</b> This figure has not varied for over 10 years. Compared to other LSCs, Pacific Swimming burdens a much higher cost, as well as attends more all-star meets than other LSC's. Many Zones in Pacific Swimming also offer a reimbursement to families for athletes in their region who attend all-star meets.</p> <p>In the past, Pacific Swimming supported only 112 athletes for All-Stars (80 athletes to Western Zone Age-Group Championships and 32 to Pacific Coast All Star Meet). In 2012 Pacific Swimming supported 176 athletes, and in 2013 Pacific supported 144 athletes (with the change in format to Western Zones). With the addition of North American Challenge Cup, Pacific Swimming's Policies and Procedures should reflect the additional meet, as well as increase co-pay to reflect the increased number of participants.</p> <p><b>Location:</b> Section II: Budget and Finance Pacific Swimming Policies and Procedures Special Categories Division Section C: Pacific Swimming All Star Teams</p> <p>7.0 The co-pay for <u>North American Challenge Cup</u>, Western Zone and Pacific Coast All sStar meets shall be 30%</p>	Passed	



TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p><u>50%</u> unless otherwise specified by the Board of Directors. Adopted 4/16/00 Amended 1/24/01 2.0 The co-pay for all Pacific Swimming All Star teams shall be <del>30%</del> 50% <del>of the meet is held in California and 35% if held outside California unless otherwise specified by the Board of Directors.</del> Adopted 4/26/00 amended 1/24/01 Revised 4/26/06 Amended 1/3/08 (Lehla Irwin, Vice Chair, Program Development)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. Lehla Irwin proposed this because in the last couple of years Pacific has been unable to field a full Western Zone All Star Team because of budgetary limitations. Money allocated needs to be split between NACC and Western Zone Age Group. We should have come in first in Western Zone's but we could not field a large enough team. We have not been able to send 80 athletes for the past couple of years. This increase in copay will allow Age Group to have more money to allocate to more swimmers.</li> <li>2. Some people wondered if the increase in co-pay will actually result in an increase in the size of the teams we will send. There is a concern regarding the added cost for the swimmers which might lead them not to apply. The increase will result in the following increases in copay: Pacific All Star from \$255 to \$425 Western Zone from \$445 to \$738 NACC from \$680 to \$970</li> <li>3. It was suggested that we have Outreach Programs so some of the swimmers could have their copay subsidized.</li> <li>4. It was pointed out that many of the swimmers would not be eligible for the Outreach Program and that would just be putting the cost back to Pacific (which had limited the amount of money to be spent on these Age Group Competitions)</li> </ol> <p>Motion Passed</p>		
<b>Presentation of Annual Audit</b>	Annual Outside Audit Report was approved	Approved	
<b>Presentation of Annual Budget</b>	<p>Annual Budget was presented</p> <ol style="list-style-type: none"> <li>1. 11000 Membership was pulled</li> </ol> <p>Motion: 1310ASC1 Raise the membership fees for athletes, and nonathlete memberships for 2014 by \$5 (Andre Salles-Cunha, 2<sup>nd</sup> Mike Piccardo)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. Andre Salles-Cunha wondered why we only increased dues by \$2 in 2014, rather than just move it up to \$5 in anticipation of the increases USA Swimming has voted in. He felt it would be more palatable to get it now then in little bits.</li> <li>2. Mary Ruddell and Peggy Ramirez reported that they used \$2 because there was not enough time to investigate the impact of the USA planned increase and they felt they had time to change the budget in the May, 2014 HOD before they would take effect in September 2015.</li> </ol>	<p>Budget Approved</p> <p>Motion 1310ASC1 - Failed</p>	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	3. Clint Benton reported that we do not know yet whether we have other ways to offset the increase that USA has voted in, and so we have time to decide if we need to make that significant an increase right away, and so we he was not in favor of changing it to \$5 increase. Motion 1310ASC1 Failed Budget Approved		
<b>New Business</b>	None		
<b>Elections</b>	None		
<b>Next HOD Meeting</b>	May 3, 2014		
<b>Meeting Adjourned</b>	Meeting adjourned 4:46PM		

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

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

**Date:** November 20, 2013

**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	Annie Stein	X	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	X	Valerie Rudd	X
Lehla Irwin	X	Rick Beebe		Rick Waterhouse		1S - Mike Picardo	X			Millie Nygren	X
Ron Heidary		Marie Wise		David Cottam	X	2 - David Benjamin	X				
Don Heidary	X	Kent Yoshiwara	X	Helen Garcia	X	3 - Debbie Tucker	X				
Steve Hurko		Peggy Ramirez		Phil Harter	X	4 - Jerry Rudd	X				
Marie Lin	X	Clint Benton	X	Veronica Hernandez	X	4 - Jim Morefield					
Mary Ruddell	X	Brian Malick		Andre Salles Cunha	X			<b>Office</b>			
Darryl Woo	X	Marcia Benjamin						Jill Ruppenstein	X		
Jennifer Malick		Judy Siegrist	X	Joe Woo				Laurie Benton	X		
Danica Burge								Jeannette Soe			

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
<b>Meeting Called to Order</b>	Meeting was called to order by John Bitter at 7:30PM		
<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? <b>No affirmative answers.</b> 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>	Minutes were approved		
<b>Executive Committee Report</b>			
<b>Officer's Reports</b>			
<b>Chair</b>	John Bitter:  Congratulations to Steve Morsilli who was appointed the Head Coach for the Women's Team for the Japanese All Star Team		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
Admin Vic Chair – Operations	No Report		
Admin Vice Chair – Programs	No Report		
Treasurer	Mary Ruddell – See Reports  1. Zone 1 N is not yet in the Statement of Financial Position because of some difficulties with the computer but it will be added soon		
Age Group	See Report 1. Working on Time Standards 2. Leo Lin requests that Age Group consider having JOs and Far Westerns run events fastest to slowest. John Bitter will see if that can be done starting with Spring JOs	John Bitter to coordinate with Age Group – regarding fastest to slowest	
Sr. Committee	See Report		
Registration	Report Posted		
Report/ Rec - Staff	Jill Ruppenstein 1. Working with Hytek to get gratis the newest Meet Manager and Team Manager for Pacific Swimming 2. Working with Mako team and Speedo to get Far Westerns going <ol style="list-style-type: none"> <li>a. Awards will be custom made by A1 Awards (who will also do the Banquet awards)</li> <li>b. Speedo will supply : Far Western logo, FW T- Shirts, Official's Polo Shirts, Custom flags on the pool deck, Custom banners, new special awards for FW</li> </ol>		
Diversity	Kent Yoshiwara – See Reports 1. November 9 <sup>th</sup> MLK Diversity Camp <ol style="list-style-type: none"> <li>a. USA Swimming provided a Coach and Athlete for the camp</li> <li>b. USA Swimming will have an announcement regarding the camp published in Splash next year</li> <li>c. USA Swimming is trying to promote this camp as a model for Diversity Camps</li> <li>d. For the first time this camp had a full roster of 50 swimmers</li> <li>e. Some of the swimmers found out about the camp from the posting on the Pacific Swim website</li> <li>f. Will need to brain storm how to get more coaches to promote the camp – especially coaches from those teams that have been awarded diversity grants from Pacific Swimming</li> </ol> 2. See motion for Diversity Grants Funding		
Camps	No Report		
Officials	No Report		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
Time Standards	See Report		
Club Development	No Report		
Disability	No Report		
Travel	No Report		
Board of Review	No pending cases		
Open Water	No Report		
Finance & Auditing	<p>Mary Ruddell – See Report</p> <ol style="list-style-type: none"> <li>1. Updated the Equipment Inventory and this has been sent to the Insurance company At Risk Management</li> <li>2. Jeannette Soe has worked to bring the cost down on the Pacific All Star Meet now that the location of Olympia, Washington has been chosen. The co-pay has been reduced to \$385 (50% of expenses)</li> <li>3. New budget posted includes the changes in cost for this meet, and if costs change for the Western Zone, and NAAC meet a revised budget will be posted around February</li> </ol>		
Scheduling	<p>George Cleveland:</p> <ol style="list-style-type: none"> <li>1. Bidding Packets for the Pacific Schedule approved in September have been withheld at the request of the Senior Committee</li> <li>2. The Senior Committee will meet with Senior Coaches and Coaches with a large proportion of Far Western Swimmers on January 9<sup>th</sup>, to possibly revamp the types of meets offered and to also revamp the Senior Times.</li> <li>3. George Cleveland has requested that they try not to change the scheduled dates for having PC meets – but he is not really concerned about the type of meets that they will choose to put in the schedule.</li> <li>4. Once this is completed George will review it and send out the bidding packets. George hopes to have the “Award” meeting prior to the February BOD meeting.</li> <li>5. In future, the plan is to have the Pacific Schedule out and bid before the Zones have to do theirs. Presently one of the Zones has already bid out their schedule, based on the Pacific Schedule approved in September</li> </ol>		
Athlete	<p>Michela Roan:</p> <ol style="list-style-type: none"> <li>1. Athlete representatives will be working to get Club Athlete Representatives</li> </ol>		
Governance Committee	<p>Leo Lin – See Report</p> <ol style="list-style-type: none"> <li>1. Discussed a possible conflict of interest issue: although conflict of interest can be avoided (as any audit committee member can recuse themselves from the audit of a specific Zone) it was decided, because of the appearance it might create, to <b>recommend</b> that an Audit Committee member should not also hold the position of Zone Treasurer.</li> <li>2. Looked at what criteria to use to determine whether a person (coach, parent, chaperone) can be eligible to drive swimmers to an event. Discussed looking at the DMV record of the drivers but it is not clear what other factors besides a DUI would deem a driver ineligible. Debbie Tucker will look into what the Vallejo school system does, and Larry Rice will look at what Red Wood City school system does.</li> <li>3. Discussed USA Swimming’s ruling to create Zone Board of Reviews, rather than relying on LSC Board of Reviews. Each LSC will provide 2 representatives to be available to sit on the Zone Board of Review. It was decided that Pacific’s two representatives should be appointed by the Executive Committee.</li> </ol>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>Interested parties should send their credentials to the Executive Committee for consideration. USA Swimming will provide training and each Zone will pull from their pool of LSC representatives to staff each Zone BOR case. As a result it was felt that the Pacific representatives might be called upon sporadically and should have terms of at least 4 years. The Governance Committee will report their final recommendations regarding these positions after further deliberation.</p> <ol style="list-style-type: none"> <li>4. Working on the job descriptions for the 2 Administrative Vice Chair Positions</li> <li>5. Helen Garcia agrees to be the At-Large member of the Governance Committee</li> </ol>		
<b>Investment Committee</b>	<p>Mary Ruddell-See Report</p> <ol style="list-style-type: none"> <li>1. Conducted their quarterly review</li> <li>2. Revised their Statement of Purpose – it is less restrictive creating more flexibility in providing funds for programs that will be beneficial for Pacific Swimming</li> <li>3. Pool Grant Program will continue for a fourth year, and it was determined that the penalty for a team not turning in the required end report regarding the use of the grant funds, is that they will not be able to host a swim meet until the report is turned in. This has proved to be an effective incentive, as teams that were delayed in turning in their reports are getting them in now that they know there is this penalty.</li> <li>4. Pool Grant Applications have been posted for this cycle. Teams that have never received funding from the Pool Grant Program will be given first priority. Return applicants are welcomed but will be given secondary priority, (Grant Application forms are posted in the “News” section of the website and on Facebook.)</li> </ol>		
<b>Nominating Committee</b>	No Report		
<b>At-Large</b>	No Report		
<b>Adhoc Committees</b>			
<b>Zone Reports</b>			
<b>Zone 1N</b>	<p>Larry Rice-See Report</p> <ol style="list-style-type: none"> <li>1. At the DACA meet there was a person who was taking pictures everywhere, who initially said he had a swimmer at the meet, but later admitted he was not attached to anyone. When asked to leave he refused saying he had the right to be there. He did however leave soon after. Larry wished to alert others about this.</li> <li>2. Lehla Irwin reports that USA Swimming’s Athlete Protection is working on creating an Incident Report form for such things so that they can begin tracking such problems and alerting others.</li> </ol>		
<b>Zone 1S</b>	<p>Mike Piccardo-See Report</p> <ol style="list-style-type: none"> <li>1. Main focus is working on January Zone Championship Meet</li> </ol>		
<b>Zone 2</b>	<p>David Benjamin-See Report for October meeting</p> <ol style="list-style-type: none"> <li>1. Meeting last night: <ol style="list-style-type: none"> <li>a. Completed 3 rounds of bidding for the 2014-2015 meet schedule</li> <li>b. Set the Co-pay for Zone 2 swimmers for the Zone All Star Meet</li> <li>c. Mary Ruddell added as signer for Zone accounts</li> <li>d. Brian Fogarty (OA) appointed Safety Chair</li> </ol> </li> </ol>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<ul style="list-style-type: none"> <li>e. Candy Windschitl (EA) appointed Safe Sport Chair</li> <li>f. Budget for equipment increased</li> </ul>		
Zone 3	Debbie Tucker <ul style="list-style-type: none"> <li>1. Meeting last night</li> <li>2. Approved Mary Ruddell as cosigner</li> <li>3. Budget and Schedule approved</li> <li>4. Santa Rosa JC will be site for Zone Champs</li> <li>5. Looking at ways to recruit and retain officials – asking what officials look for when they decide to come and work a meet</li> </ul>		
Zone 4	Jerry Rudd – See Report <ul style="list-style-type: none"> <li>1. Meeting last night</li> <li>2. Nevada State Meet, Scheduling discussed</li> <li>3. There are 38 people involved in officiating and 5 official's clinics have been held – 2 are still to occur</li> <li>4. Carson, Reno and Douglas are all looking for Head Coaches</li> <li>5. Zone 4 would like the no-show scratch rule to be the same at all meets to avoid confusion.</li> </ul>		
Old Business			
Old Motions	<b>13090C1 Revision to Scratch Rules</b>  <b>Delete all of Section 3.B.5.b&amp;c</b> <b>Add the following to the Age Group Section 4.C.3</b> <b>Individual Scratch Rule</b> - Swimmers shall inform themselves of the meet starting time and shall report to the proper meet authorities promptly upon call. (1) Pre-Seeded Meets — Swimmers shall report promptly to the starting blocks when their event/heat is called. (a) Any swimmers not reporting for or competing in an individual timed final event shall not be penalized. (b) Any swimmers not reporting for or competing in a preliminary heat when finals are scheduled shall not be penalized. (2) In Zone awarded Meets that are Deck Seeded – (a) Close of check-in for all events shall be no more than 60 minutes before the estimated time of the start of the first heat of the event. No event shall be closed more than 30 minutes before the scheduled start of the meet session. Swimmers who fail to check-in will not be seeded in the event. (b) Any swimmers not reporting for or competing in an individual timed final event that they have checked in for shall not be penalized. (3) In LSC awarded Meets that are seeded on Deck - (a) Close of check-in for all events shall be no more than 60 minutes before the estimated time of the start of the first heat of the event. No event shall be closed more than 30 minutes before the scheduled start of the meet session. Swimmers who do not check-in will not be seeded in the event. (b) Swimmers entered in a timed final individual event that is seeded on the deck who	Passed	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>have checked in for that event, must swim in the event unless they notify the clerk of the course before seeding for that event has begun that they wish to scratch. Failure to swim an event will result in being barred from their next individual event in which the swimmer is entered on that day or the next meet day, whichever if first.</p> <p>(c) Swimmers entered in a preliminary individual event in a Trials and Finals meet that is seeded on the deck who have checked in for that event, must swim in the event unless they notify the clerk of the course before seeding for that event has begun that they wish to scratch. Failure to swim an event will result in being from their next preliminary individual event in which the swimmer is entered on that day or the next meet day, whichever if first.</p> <p>(4) Scratching from Consolation Finals and Finals</p> <p>(a) Any swimmer qualifying for any level of finals in an individual event who does not wish to compete must scratch within 30 minutes after the announcement of qualifiers. During this period, qualifiers may also notify the referee that they may not intend to compete in consolation finals or finals. In this case they must declare their final intention within 30 minutes after the announcement of qualifiers following their last individual preliminary event.</p> <p>(b) In the event of withdrawal or barring of a swimmer from competition, the referee shall fill the consolation final or final when possible with the next qualified swimmer(s). First and second alternates shall be announced along with the final qualifiers. These alternates shall not be penalized if they are unavailable to compete in the finals.</p> <p>(c) Where consolation finals have not yet been swum and a barring or withdrawal is known to the referee, the referee shall reseed the consolation final and the final, if necessary, to insert the alternate(s) in the appropriate lane(s), filling all lanes in the final.</p> <p>(d) If a consolation final has already been contested, the companion final shall be swum without reseeding for the empty lane(s).</p> <p>(5) Penalty for No-Show at Finals</p> <p>(a) Any swimmer qualifying for a consolation final or final race in an individual event who fails to show up in said consolation final or final race prior to calling the alternate shall be barred from the remainder of any final events for that day. Should the swimmer have no additional final events for that day they will be barred from their next preliminary event on the next day of the meet they are entered.</p> <p>(b) If the No-Show occurs on the last day that the swimmer is entered in an individual event in the meet, and no other individual event penalty is applicable, the swimmer shall then be fined \$25.00. The fine will be increased to \$100 if after 30 days of receiving the letter of notification the party has not made the payment.</p> <p>(6) Exceptions — No penalty shall apply for failure to withdraw or compete in an individual event if:</p> <p>(a) The referee is notified in the event of illness or injury and accepts the proof thereof.</p> <p>(b) It is determined by the referee that the No-Show is caused by circumstances beyond the control of the swimmer.</p> <p>(c) The swimmer qualified for any level of finals due to scratches of one or more original finalists.</p> <p>(d) The swimmer is an alternate for any level of finals.</p>		



TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>(7) Relay Scratch Rule — Any relay team entered in a relay event that fails to compete in or report for that event shall not be penalized.</p> <p><b>Add the following to the Senior Section 5.C.4</b></p> <p><b>Individual Scratch Rule</b> - Swimmers shall inform themselves of the meet starting time and shall report to the proper meet authorities promptly upon call.</p> <p>(1) Pre-Seeded Meets — Swimmers shall report promptly to the starting blocks when their event/heat is called.</p> <p>(a) Any swimmers not reporting for or competing in an individual timed final event shall not be penalized.</p> <p>(b) Any swimmers not reporting for or competing in a preliminary heat when finals are scheduled shall not be penalized.</p> <p>(2) In all Senior Meets that are seeded on Deck -</p> <p>(a) Close of check-in for all events shall be no more than 60 minutes before the estimated time of the start of the first heat of the event. No event shall be closed more than 30 minutes before the scheduled start of the meet session. Swimmers who fail to check-in will not be seeded in the event.</p> <p>(b) Swimmers entered in a timed final individual event that is seeded on the deck who have checked in for that event, must swim in the event unless they notify the clerk of the course before seeding for that event has begun that they wish to scratch. Failure to swim an event will result in being barred from their next individual event in which the swimmer is entered on that day or the next meet day, whichever is first.</p> <p>(c) Swimmers entered in an individual event in a Trials and Finals meet that is seeded on the deck that have checked in for that event, must swim in the event unless they notify the clerk of the course before seeding for that event has begun that they wish to scratch. Failure to swim an event will result in being barred from rest of his/her events that day including relays. If the swimmer qualified for a final before missing an event they may swim that final.</p> <p>(3) Scratching from Consolation Finals and Finals <b>(Non-Positive Check-in Meet)</b></p> <p>(a) Any swimmer qualifying for any level of finals in an individual event who does not wish to compete must scratch within 30 minutes after the announcement of qualifiers. During this period, qualifiers may also notify the referee that they may not intend to compete in consolation finals or finals. In this case they must declare their final intention within 30 minutes after the announcement of qualifiers following their last individual preliminary event.</p> <p>(b) In the event of withdrawal or barring of a swimmer from competition, the referee shall fill the consolation final or final when possible with the next qualified swimmer(s). First and second alternates shall be announced along with the final qualifiers. These alternates shall not be penalized if they are unavailable to compete in the finals.</p> <p>(c) Where consolation finals have not yet been swum and a barring or withdrawal is known to the referee, the referee shall reseed the consolation final and the final, if necessary, to insert the alternate(s) in the appropriate lane(s), filling all lanes in the final.</p> <p>(d) If a consolation final has already been contested, the companion final shall be swum without reseeding for the empty lane(s).</p> <p>(4) Checking in for Consolation Finals and Finals <b>(Positive Check-in Meet)</b></p> <p>(a) Swimmers may check-in or declare their intent to swim finals for that day at the</p>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>beginning competition for that day.</p> <p>(b) Swimmers must check-in or declare their intent to compete in consolation finals or finals within 30 minutes of the posting of results. In the case were a swimmer declares their intent to swim they must declare their final intention within 30 minutes after the posting of results for their last individual preliminary event. Swimmers not returning to declare their final intention will be seeded into the event.</p> <p>(5) Penalty for No-Show at Finals</p> <p>(a) In a <b>non-positive check-in trials &amp; finals meet</b> any swimmer qualifying for a consolation final or final race in an individual event who fails to show up in said consolation final or final race prior to calling the alternate shall be barred from further competition for the remainder of the meet.</p> <p>(b) In a <b>positive check-in trials and finals meets</b> any swimmer checking in for a consolation final or final race in an individual event who fails to show up in said consolation final or final race prior to calling the alternate shall be barred from further competition for the remainder of the meet.</p> <p>(c) If the No-Show occurs on the last day that the swimmer is entered in an individual event in the meet, and no other individual event penalty is applicable, the swimmer shall then be fined \$25.00. The fine will be increased to \$100 if after 30 days of receiving the letter of notification the party has not made the payment.</p> <p>(6) Exceptions — No penalty shall apply for failure to withdraw or compete in an individual event if:</p> <p>(a) The referee is notified in the event of illness or injury and accepts the proof thereof.</p> <p>(b) It is determined by the referee that the No-Show is caused by circumstances beyond the control of the swimmer.</p> <p>(c) In a non-positive check-in meet the swimmer qualified for any level of finals due to scratches of one or more original finalists.</p> <p>(d) The swimmer is an alternate for any level of finals.</p> <p>(7) Relay Scratch Rule — Any relay team entered in a relay event that fails to compete in or report for that event shall not be penalized</p> <p>(Brian Malick, Officials) (R&amp;R) (30 day)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. Clerical edits and changes made to 2(b) in age group and 2(a) insenior section so that it reads "fail to check in...will not be seeded"</li> <li>2. Correction to 4(b) in Senior section to read "Swimmers not returning to declare their final intention <b>will</b> be checked into the event.</li> </ol> <p>Motion Passed</p>		
New Business	<p><b>Japanese All Star Trip:</b></p> <ol style="list-style-type: none"> <li>1. Trip will take place in February</li> </ol>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>2. Athletes are reminded that if they want to be considered for the team they need to register on the website for Social Swimming by December 2<sup>nd</sup>. Athletes will be selected from the Nationals and Junior National Meets</p>		
<p><b>New Motions</b></p>	<p><b>1311C1 – Investment Funds</b>  The Investment Committee moves to approve the revisions made to the Pacific Swimming Statement of Purpose – Investment Funds Adopted November , 2010</p> <p>Proposed Revisions 10-129-13 from Investment Committee</p> <p>Pacific Swimming’s Board of Directors (BOD), the Investment Committee and its Membership are chartered to conduct the financial matters in a prudent manner. Funds have been retained and invested resulting in a positive reserve. The funds are invested in appropriate investment vehicles under management of a professional advisor following a BOD approved Investment Guideline with a short and long term risk portfolio appropriate for the organization.</p> <p>The Investment Advisor reports quarterly to the Investment Committee on the performance of the portfolio and the adherence to the designated asset allocation.</p> <p>The purpose of the funds shall be the preservation of the current principle value but may be used for the following purposes:</p> <ul style="list-style-type: none"> <li>• Act as a reserve to the annual operating budget</li> <li>• Support annual grant programs as approved by the BOD for the benefit of Pacific Swimming’s members and member clubs/teams</li> <li>• Provide reserves for cyclical needs such as Olympic Trials and possible Age Group or Senior travel funding outside of the amounts designated in the annual operating budget.</li> <li>• Act as a potential source of funds for major projects approved by the BOD as deemed valuable and integral for the betterment of Pacific Swimming</li> </ul> <p>It is <b>not</b> the purpose of the funds to provide normal ordinary funding of operating expenses or to supplement normal ordinary sources of income.</p> <p>The funds can be managed and marketed in a manner where outside donations, contributions, estate sharing and other sources of principal growth will be generated.  (Mary Ruddell, Investment Committee)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. This revision allows broader ability to fund projects that will be beneficial for Pacific Swimming, without impacting the restrictions to insure we have sufficient reserves.</li> </ol>	<p>Passed</p>	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>Motion Passed</p> <p><b>1311SR1 – Sectional Support</b>            Motion to approve a pilot program to extend travel support to the Sectional level. \$40,000 is allocated to this program and it will end when the funds are exhausted and will be distributed on a first come, first served basis. This program will be evaluated at the end of the 2013-2014 season.</p> <p>Purpose: To extend the overall travel support , and to help defray travel costs for sectionals            Guidelines: 1) One meet per year per club, i.e., Winter or Summer Sectionals, 2) Has no bearing on senior athletes travel qualification for National and Junior National reimbursement, 3) Support to athletes only, 4) Athletes must be registered as year-round, and be at least in their “second season” with Pacific Swimming, 5) Swimmers must be non-collegiate swimmers, clubs must be in good standing            Financial Support: 1) \$200 each for first 8 athletes and \$100 each for next 8 athletes, for maximum of 16 athletes or \$2,400 per team            (Don Heidary, Senior Committee)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. This provides a bridge of support as swimmers transition from age group to senior travel.</li> <li>2. A season is defined as Short Course season (September thru February) and Long Course Season</li> <li>3. Would like this to go into effect for this Winter Sectionals</li> <li>4. Investment Committee will fund this pilot program. If it proves successful it will be funded through the normal budgetary process</li> </ol> <p>Motion Passed</p>	<p>Passed – effective immediately</p>	
	<p><b>1311DC1-Diversity Grant Funds</b>            Motion to approve Diversity Grant Funding as follows:            Carson Tigersharks \$3000 scholarships for 9 swimmers            Presidio YMCA \$4692 direct expenses for diversity swim program            Oakland Undercurrent \$8,200 scholarships for 35 swimmers            Richmond Sailfish \$4,000 team building program</p> <p>Total \$19,892            Total budget available \$23,050            (Kent Yoshiwara, Diversity Committee)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. Carson Tigersharks will use it to pay the swimmers’ club dues</li> <li>2. Presidio YMCA will use the grant to buy goggles, suits and provide transportation to meets for swimmers</li> <li>3. Oakland Undercurrents will pay the years dues of \$200 for each of the swimmers getting the scholarship</li> <li>4. Sailfish will outfit the underprivileged swimmers with team sweatshirts, t-shirts, caps, etc used by the team to create team cohesion</li> </ol>	<p>Passed BOD            11/20/2013</p> <p>Kent Yoshiwara will contact Sail regarding the stipulation for receiving the grant</p>	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	5. Sailfish's grant money will be withheld until they complete the required report for their pool grant.	money	
<b>Closing Comments</b>			
<b>Next Meeting</b>	Next BOD meeting will February 19, 2014 at the Marriott in San Ramon		
<b>Meeting Adjourned</b>	Meeting adjourned at 8:37 PM		

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

**Title: Pacific Swimming 2013 Motions**

F= FINANCIAL

B=BUSINESS

R =RULES AND REGULATION

P =POLICY AND PROCEDURES

L=BY-LAWS

Date	Motion #	Type	Doc	Motion/Motion Description	Action
1/23/13 EXEC	1301Z41	R	N	<p><b>Maximum Splash Fee for Zone meets hosted in Zone 4</b>                      The Zone 4 Board moves to add the following language which is in <b><u>bold underline</u></b> to Section 2.B. Notes of (Jim Morefield, Zone 4) (30 day motion) (R&amp;R)  <b>[Section 2.B.] NOTES:</b></p> <ol style="list-style-type: none"> <li>Multi-class meets – applicable fee will be that of the highest class included in the meet.</li> <li>Host teams may impose a participation fee not to exceed \$8.00 for short course meets and \$10.00 for long course meet per swimmer to help defray meet expenses. <b><u>Host teams of meets scheduled by Zone 4 may increase the foregoing participation fee amounts by \$1.00 per swimmer to help defray expenses of the Zone.</u></b> Relay - only swimmers are exempt from this surcharge, except in relay-only meets.</li> <li>Leagues charging entry fees shall pay the Pacific portion applicable to amount of entry fee as listed above. The Pacific fee does not apply to Adapted Swimming. (Jim Morefield, Zone 4) R&amp;R</li> </ol>	<p>EXEC 1/23/13 approved                      Unanimously Referred to BOD 2/20/13</p> <p>Passed BOD 2/20/13 – Effective Immediately</p>
	1301CB1	F	N	<p><b>Zone 4 ZAM fees</b>                      Motion that Zone 4 pay \$3750 to Pacific as their fee for ZAM. (Clint Benton, 2<sup>nd</sup> Larry Rice)</p>	Passed
2/20/13 BOD	1302FV1	B	N	<p><b>Nomination of 2 individuals, one for Vice Chair Program Operations, one for Vice Chair Program Development</b>                      The nomination committee is directed to recruit for 2 individuals to hold the position of Vice Chair Administration – a position which we anticipate will be split into Vice Chair Program Operations and Vice Chair Program Development. These individuals should be recruited for one or the other position. (Fred Vogelgesang, Elias Totah 2<sup>nd</sup>)</p>	Passed
	1302SCH1	B	Y	<p><b>Bid Schedule</b>                      Change the time period that the Pacific Swimming Scheduling Committee sets up the schedule for Pacific Swimming awarded meets from the period January 1 through</p>	Passed

Date Intro	Motion #	Type	Doc	Motion/Motion Description	Action
				December 31 each calendar year to the period September 1 through August 31 of the following year. (George Cleveland, Scheduling Committee)	
	1302GC1	B	Y	<p><b>Video Recording and Photo Prohibition:</b> Prohibit Video Recording and Photography behind the Starting areas.  <b>Wording to be included in all Meet Sheets of Pacific Swimming LSC and Zone Meets.</b>  Photography or video recording from behind the starting block and starting areas are prohibited unless previous/prior permission to do so is granted by the Meet Referee.  (Leo Lin, Governance Committee)</p> <p><b>WORDING:</b> Photography and video recording from behind the blocks or starting areas is prohibited unless prior permission is granted by the Meet Referee. Use of any audio or visual recording electronic devices, including but not limited to film and digital cameras, cell phones and tablets, is not permitted in changing areas, rest rooms or locker rooms. Violation of this recording prohibition may result in ejection from the swimming pool facility by the Meet Referee or his/her designee.</p>	<p>Passed – with wording review by our consulting attorney</p> <p>Approved – EXEC 3/27/13</p>
	1302 FC1	P	Y	<p><b>All Star Application Fee:</b> The finance committee moves to charge a \$25 non- refundable application/administration fee with All Star (Pacific Coast, Western Zone and North American Challenge Cup) and Camp (OTC, 11/12 JO Camp and Jr. Leadership) applications. (Marry Ruddell, Finance Committee) (P&amp;P) (30 day motion)</p>	<p>30 day Motion BOD 4/24/13</p> <p>Tabled 4/24/13 BOD</p> <p>Withdrawn 7/24/13</p>
	1302IC1	F	Y	<p><b>Pool Improvement Grants</b>  Motion to approve funding for the 11 applications for pool grants approved by the Investment Committee (see Chart) (Mary Ruddell, Investment Committee)</p>	<p>Passed</p>

Date Intro	Motion #	Type	Doc	Motion/Motion Description	Action																																																																																																																																																																																
				<p align="center"><b>2013 Pool Improvement Grant Application Summary</b></p> <p>Motion 1301IC: The investment committee moves to approve the 2013 Pool Improvement Grant awards to the following Pacific Swimming Clubs as outlined below.</p> <table border="1"> <thead> <tr> <th>#</th> <th>Club</th> <th>Location</th> <th>Level</th> <th>Previous Awards</th> <th>Project</th> <th>Project cost</th> <th>Cost est provided</th> <th>Add Funding secured</th> <th>Grant eligibility</th> <th>Amount Awarded</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>SCSC</td> <td>George Haines</td> <td>Gold</td> <td>2011 &amp; 2012</td> <td>Repair Deck Concrete</td> <td>\$ 20,844.00</td> <td>Yes</td> <td>Yes</td> <td>\$ 5,000</td> <td>\$ 5,000</td> </tr> <tr> <td>2</td> <td>MLKB</td> <td>MLK Pool</td> <td>Bronze</td> <td>2012</td> <td>Start System &amp; Colorado (System 6)</td> <td>\$ 6,896.31</td> <td>Yes</td> <td>Yes</td> <td>\$ 1,500</td> <td>\$ 1,500</td> </tr> <tr> <td>3</td> <td>PLS</td> <td>Dolores Bengston</td> <td>Gold</td> <td>2011</td> <td>Lane Lines 25m</td> <td>\$ 3,826.80</td> <td>Yes</td> <td></td> <td>\$ 5,000</td> <td>\$ 3,827</td> </tr> <tr> <td>4</td> <td>MP</td> <td>College of Marin</td> <td>Silver</td> <td>2011 &amp; 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	1302T1	F	Y	<p><b>One Time Subsidy for Zone 4</b></p> <p>Move to give Zone 4 a one-time subsidy of \$10,000 for 2013. This subsidy would be a stop gap measure to allow Zone 4 the opportunity to construct and implement a plan to raise revenue. The \$10,000 would come from the PAC event hosting budget (55502). The LSC spent \$15, 038.08 of</p>	Tabled																																																																																																																																																																																



Date Intro	Motion #	Type	Doc	Motion/Motion Description	Action																														
				the \$25,000 budgeted to host the event. (Mary Ruddell, Treasurer)																															
	1302AG/Staff1	F	Y	<b>Copay for Western Zone</b> Move to Change the Co-pay for WZ to \$360 per athlete. The original co-pay of \$270 per athlete was based on 64 swimmers instead of 48. (Veronica Hernandez, Age Group Committee)	Passed																														
	1302AG/Staff2	F	Y	<b>Copay for NACC</b> Move to change the co-pay for NACC to \$380 per athlete. The original co-pay of \$400 per athlete was based on 48 swimmers instead of 64. (Veronica Hernandez, Age Group Committee)	Passed																														
3/27/13 EXEC	1303CB1	B	N	<b>Motion to Waive Penalty</b> Move that the Executive Committee approve the action of John Bitter to allow the cancellation of the Morgan Hill Senior Meet without penalty to the team. (Clint Benton, Mike Piccardo 2 <sup>nd</sup> )	Passed																														
	1303SCH1	B	Y	<b>2014 Proposed Pacific Swimming Schedule</b> Proposed Pacific Swimming Schedule for 2014 to be sent out immediately for bidding, so bids can be approved at the April BOD meeting:  <p style="text-align: center;"><b><u>SCHEDULE OF PACIFIC SWIMMING AWARDED MEETS</u></b></p> <p style="text-align: center;"><b><u>AUGUST 31 THROUGH DECEMBER 31, 2013</u></b></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>DATES</u></th> <th style="text-align: left;"><u>MEET</u></th> <th style="text-align: left;"><u>HOST/LOCATION</u></th> </tr> </thead> <tbody> <tr> <td>Aug. 31 – Sep. 2 or Aug. 30 – Sep. 1</td> <td>Age Group Open (2)</td> <td>Morgan Hill Swim Club Monticello Aquatic Club</td> </tr> <tr> <td>Oct. 4 – 6</td> <td>Senior I</td> <td>Marin Pirates</td> </tr> <tr> <td>Oct. 12 – 13</td> <td>Pacific Swimming House of Delegates, Officials Clinic and Awards Banquet</td> <td>TBD</td> </tr> <tr> <td>Oct. 18 – 20</td> <td>Senior II</td> <td>Walnut Creek Aquabears</td> </tr> <tr> <td>Nov. 8 – 10</td> <td>Senior III T&amp;F</td> <td>Terrapins Swim Team</td> </tr> <tr> <td>Dec. 5 – 7</td> <td>Short Course National Championships</td> <td>Knoxville, TN</td> </tr> <tr> <td>Dec. 6 – 8</td> <td>Junior Olympic Championships (14/un)</td> <td>Morgan Hill Swim Club</td> </tr> <tr> <td>Dec. 6 – 8</td> <td>Senior II T&amp;F</td> <td>Walnut Creek Aquabears</td> </tr> <tr> <td>Dec. 12 – 14</td> <td>Short Course Junior Championships</td> <td>Greensboro, NC</td> </tr> </tbody> </table> <p style="text-align: center;"><b><u>PRELIMINARY SCHEDULE OF PACIFIC SWIMMING AWARDED</u></b></p>	<u>DATES</u>	<u>MEET</u>	<u>HOST/LOCATION</u>	Aug. 31 – Sep. 2 or Aug. 30 – Sep. 1	Age Group Open (2)	Morgan Hill Swim Club Monticello Aquatic Club	Oct. 4 – 6	Senior I	Marin Pirates	Oct. 12 – 13	Pacific Swimming House of Delegates, Officials Clinic and Awards Banquet	TBD	Oct. 18 – 20	Senior II	Walnut Creek Aquabears	Nov. 8 – 10	Senior III T&F	Terrapins Swim Team	Dec. 5 – 7	Short Course National Championships	Knoxville, TN	Dec. 6 – 8	Junior Olympic Championships (14/un)	Morgan Hill Swim Club	Dec. 6 – 8	Senior II T&F	Walnut Creek Aquabears	Dec. 12 – 14	Short Course Junior Championships	Greensboro, NC	Passed
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<u><b>MEETS</b></u>					
<u><b>JANUARY 1, 2014 THROUGH AUGUST 31, 2014</b></u>					
				<b>Jan. 4 – 5</b>	<b>Pacific Coast All-Stars PNS – Federal Way</b>
				<b>Jan. 8 – 12</b>	<b>Winter Sectionals TBD (or Jan. 23 – 26)</b>
				<b>Jan. 12</b>	<b>Pacific Distance Challenge TBD</b>
				<b>Jan. 18 – 20</b>	<b>Zone Championships</b>
				<b>Jan. 19 – 20</b>	<b>Cal Invitational - Senior II T&amp;F</b>
				<b>Jan. 25 – 26</b>	<b>Zone Championships</b>
				<b>Jan. 24 – 26</b>	<b>Senior I Santa Clara Swim Club</b>
				<b>Feb. 15 – 17</b>	<b>Senior II T&amp;F or Timed Finals TBD – Z1N and Z1S + Z4</b>
				<b>Feb. 15 – 17</b>	<b>Senior II T&amp;F or Timed Finals TBD – Z2 and Z3 + Z4</b>
				<b>Mar. 1 – 2</b>	<b>Senior I TBD</b>
				<b>Mar. 1 – 2</b>	<b>Zone All – Star Development Zone 1 N Meet</b>
				<b>Mar. 14 – 16</b>	<b>Spring Junior Olympic TBD- 2 Venues? Championships</b>
				<b>Mar. 22 – 23</b>	<b>Senior II – LC Preferred TBD – 2 Venues?</b>
				<b>Apr. 3 – 6</b>	<b>Short Course Far Westerns TBD</b>
				<b>Apr. 12 – 13</b>	<b>Senior I or II LC, bidder choice TBD – 2 Venues?</b>
				<b>Apr. 26</b>	<b>10/un Championships TBD</b>
				<b>Apr. 27</b>	<b>Pacific Sprint Challenge TBD</b>
				<b>May 3</b>	<b>Pacific Swimming House of Delegates</b>
				<b>May 9 8 - 10</b>	<b>Sac. – Joaquin Section – H.S. Lodi, CA</b>
				<b>May 9 – 10</b>	<b>Central Coast Section – H.S. Santa Clara, CA</b>
				<b>May 11</b>	<b>Senior II Walk – on Meet Santa Clara, CA</b>
				<b>May 16 – 17</b>	<b>North Coast Section – H.S. Concord, CA</b>
				<b>May 18</b>	<b>Senior II Walk – on Meet <del>Orinda, CA</del> TBD</b>
				<b>May 24 – 26</b>	<b>Age Group Open TBD (Memorial Day 1, 2, or 3 days Holiday is May 26)</b>
				<b>May 31 – June 1</b>	<b>Senior II LC TBD</b>
				<b>June 19 – 22</b>	<b>Grand Prix Meet Santa Clara Swim Club</b>
				<b>July 4 – 7</b>	<b>Age Group Open TBD (July 4 holiday is on 1, 2, or 3 days a Friday)</b>

Date Intro	Motion #	Type	Doc	Motion/Motion Description	Action
				<p><b>July 11 – 13</b>      <b>Junior Olympic Championships LC</b>      <b>TBD - 2 Venues?</b></p> <p><b>July 16 – 20</b>      <b>Summer Sectionals LC</b>      <b>TBD (or July 23 – 27)</b></p> <p><b>July 25 - 27</b>      <b>Senior I or II LC (T&amp;F or Timed Finals – bidder to choose)</b>      <b>TBD Z1N and Z1S + Z4</b></p> <p><b>July 25 - 27</b>      <b>Senior I or II LC (T&amp;F or Timed Finals – bidder to choose)</b>      <b>TBD Z2 and Z3 + Z4</b></p> <p><b>July 30 – Aug. 3</b>      <b>Long Course Far Westerns</b>      <b>TBD</b></p> <p><b>July 31 – Aug. 4</b>      <b>Western Zone Senior Championships</b>      <b>TBD – PNS?</b></p> <p><b>July 31 – Aug. 3</b>      <b>Junior National Championships</b>      <b>Irvine, CA</b></p> <p><b>Aug. 6 – 10</b>      <b>Senior National Championships</b>      <b>Irvine, CA</b></p> <p><b>Aug. 6 – 9</b>      <b>Western Zone Age Group Championships</b>      <b>PNS – Federal Way</b></p> <p><b>Aug. 6 – 9</b>      <b>North American Challenge Cup</b>      <b>So-Cal Swimming</b></p> <p><b>Aug. 29 – Sep. 1 holiday</b>      <b>Age Group Open</b>      <b>TBD (Labor Day 1, 2, or 3 days is Sep. 1)</b></p> <p><b>Note: The Age Group Open meets may be 1, 2, or 3 day meets on days determined by the bidder. They may be short course or long course, and may be timed finals or trials and finals, bidder choice. (George Cleveland, Scheduling Committee)</b></p>	
	1303GC1	P	N	<p><b>30 Day Motions in the Executive Committee</b>  Motion to amend the Policy and Procedures to include presentation of 30 day motions in either the BOD or the Executive Committee, with the clock starting at that presentation. (Leo Lin, Governance Committee)(P&amp;P)(30 day motion)  (Executive Committee recommends approval)</p>	<p>30 Day Motion BOD 4/24/13</p> <p>See Revised 4/24/2013</p>
	1303GC2	L	Y	<p><b>A new Article of the PacSwim Bylaws that is dedicated to describing the 5 Zones that make up PacSwim.</b></p> <p>Create a new Article of the PacSwim Bylaws that is dedicated to describing the 5 Zones that make up PacSwim. It will also provide a consolidated geographical definition of the 5 Zones and the roles and</p>	<p>30 Day Motion BOD 4/24/13</p> <p>Passed 4/24/13 BOD</p>

Date Intro	Motion #	Type	Doc	Motion/Motion Description	Action
				<p>responsibilities of the zones. When the article is adopted, sections in the current Bylaws dealing with Zones will be removed to avoid duplication and/or conflicting information.</p> <p><b>ARTICLE 7 – ZONES</b></p> <p>Pacific Swimming is responsible for promoting the sport of swimming over a large geographical region stretching north to the Oregon border, east through part of the state of Nevada near Reno, south through Monterey county, and west to the Pacific Ocean. This region is comprised of many different and diverse communities, with a wide spectrum of demographics. In order to better serve the local communities, Pacific Swimming is divided into 5 zones within this region. The definition of the 5 Zones are described below. The swimming needs of these distinctly different local communities are best served by allowing these 5 Zones the ability to develop procedures and processes that can best address their unique and specific demographics. The roles and responsibilities of the Zones are listed below.</p> <p><b>7.1-Geographic Definition</b></p> <p>A. Zone 1 North – County of San Mateo and County of Santa Clara north of Highway 9 and west of Mathilda Ave./Sunnyvale –Saratoga Road/DeAnza Blvd./Saratoga-Sunnyvale Road.</p> <p>B. Zone 1 South – County of Santa Clara south of Highway 9 and east of Mathilda Ave./Sunnyvale-Saratoga Road/DeAnza Blvd./Saratoga-Sunnyvale Road, and counties of San Benito, Santa Cruz and Monterey.</p> <p>C. Zone 2 – Counties of Contra Costa and Alameda and all of the area of Pacific Swimming in the State of California lying east of the counties of Contra Costa, Alameda and Santa Clara, except the counties of Alpine and El Dorado and the communities of Bishop and Mammoth Lakes.</p> <p>D. Zone 3 – Counties of Del Norte; Humboldt; Mendocino; Lake; Sonoma; Napa; Marin; San Francisco; and the portions of: Solano County south of Highway 12, including the communities of Vallejo and Benicia and excluding the communities of Fairfield, Suisun City, and Rio Vista.</p> <p>E. Zone 4 – All the area of Pacific Swimming lying in the State of Nevada, the counties of Alpine and El Dorado and the communities of Bishop and Mammoth Lakes, California.</p> <p><b>7.2- Governing Body/Zone Structure</b></p> <p>Each Zone shall establish its own Board structure comprising of at least the following officers, Zone Chair, Vice Chair, Treasurer and Secretary. Other officers may be appointed by the Zone Chair or elected by the member clubs of the Zone when such positions are deemed necessary to serve the functions of the Zone. The Zone Chairs (or designees) shall be a voting member of the Pacific Swimming Board of Directors and Executive Committee.</p>	<p>Referred to HOD 5/8/13</p> <p>Passed 5/4/13 HOD</p> <p>Referred to USA Swimming for Approval</p>

Date Intro	Motion #	Type	Doc	Motion/Motion Description	Action
				<p><b>7.3 – By laws</b></p> <p>Each Zone shall establish its own Bylaws in addition to the LSC Bylaws to better describe or address specific Zone needs. The Zone bylaws shall not be in conflict with the Bylaws of Pacific Swimming and USA Swimming.</p> <p><b>7.4 – Policies and Procedures</b></p> <p>The Zone shall establish Policies and Procedures to govern Zone Operations. Each Zone shall develop and establish its own governing process provided that such process is not in conflict with Pacific and USA-Swimming Rules and Regulations.</p> <p><b>7.5 - Election</b></p> <p>The Zone will establish rules for the election of the Zone Officers and the terms for Zone Officers.</p> <p><b>7.6 – Budget</b></p> <p>Zones shall establish an annual budget to guide the operation of the Zone. Financial practices by the Zone shall follow generally accepted accounting principles.</p> <p><b>7.7 – Meets and Sanctions</b></p> <p>Each Zone shall define its Zone Meet formats and establish a Zone meet Schedule with a defined host assignment process. The Zone shall be responsible for team assignment to meets, team priority for meets, and the meet Sanction requirements that are specific to the Zone.</p> <p><b>7.8 – Zone Representatives</b></p> <p>Each Zone is responsible for appointing and/or electing Zone representatives to LSC committees such as Nominating Committee, Scheduling Committee, Athlete Committees and other standing or ad hoc LSC committees when Zone representation is required or desired. Zone athlete representatives also shall be nominated and approved by the Zone.</p> <p><b>7.9 – Meet and Office Equipment</b></p> <p>Each Zone may purchase and maintain office equipment to support Zone functions plus Meet Equipment to support Zone Teams in hosting swim meets.</p> <p><b>7.10 – Fines or penalty</b></p> <p>Each Zone may determine and levy penalties or fines on Zone Teams and/or members who violate Zone Bylaws, Rules and Regulations and /or agreed upon processes and procedures. Such fines or penalty shall</p>	

Date Intro	Motion #	Type	Doc	Motion/Motion Description	Action
				<p>be clearly established and agreed to by a majority vote of the Zone Board.</p> <p>(Leo Lin, Governance Committee (By-Laws))(30-Day motion)</p>	
	1303DC1	F	Y	<p><b>Diversity Grants Spring 2013</b>            Motion to approve distribution of funds designated in the budget to approved grants:</p> <ol style="list-style-type: none"> <li>1. \$4000 to MLKB</li> <li>2. \$3000 to Oakland Tsunamis</li> <li>3. \$4050 to Starfish Aquatics</li> <li>4. \$5000 to Oakland Undercurrents</li> <li>5. Total \$1650, which is within the budget</li> </ol> <p>(Kent Yoshiwara, Diversity Committee)</p>	Passed
4/24/2013 BOD	1303GC1 clarification	P	N	<p><b>30 Day Motions in the Executive Committee</b>            Due to the change of the BOD meetings Schedule we recommend the process for introduction of motions for consideration be amended. In addition to BOD and HOD meetings, motions can also be introduced in Executive Committee Meetings. Individuals who wish to introduce a motion at an Executive Committee meeting should contact the General Chair and Secretary prior to the Executive Meeting, and provide a written copy of the motion. Time will be set aside during the Executive committee meeting for the originator of the motion to present the motion and answer any questions. The executive Committee may choose to endorse the motion. The clock for the motion (for 30/60 day motions) will start with the presentation to the Executive Committee and posting if the motion on the Pacific Swimming website.</p> <p><b>Motion:</b>            Initiation of a motion may take place during an Executive Committee Meeting using the following procedure:</p> <ol style="list-style-type: none"> <li>1. The originator of the motion contacts Pacific Swimming General Chair and Secretary prior to the Executive Committee Meeting and provides a written copy of the motion to the secretary for posting</li> <li>2. The originator presents the motion during the Executive Committee Meeting, and answers any questions.</li> <li>3. The clock starts (for 30/60 day motions) with the presentation at the Executive Committee and posting of the motion on the PacSwim website.</li> <li>4. The Executive Committee may choose to endorse or recommend to the BOD acceptance or rejection of the motion.</li> <li>5. The motion can be voted on in the next Board of Director meeting.</li> </ol> <p>(Leo Lin, Governance Committee)(P&amp;P)(30 day motion)            (Executive Committee recommends approval)</p>	Passed

Date Intro	Motion #	Type	Doc	Motion/Motion Description	Action
	1304AB1	B	Y	<p><b>Awards/Banquet Proposal (+revision)</b></p> <p>AWARDS &amp; BANQUET</p> <p>1.1 There shall be an annual dinner at which the following awards will be presented:</p> <ul style="list-style-type: none"> <li>a. The top male and female swimmer in each age-group (10 &amp; Under, 11, 12, 13,14,15,16, 17) from the selection criteria provided in Section XVI3.0 separately for short and long course achievements.</li> <li>b. The Outstanding Senior Male and Female Swimmers (pre and post collegiate) as determined in accordance with the provisions of Section XVI 5.0.</li> <li>c. The Male and Female Race of the Year (Age-Group and Senior)</li> <li>d. The Male and Female Relay of the Year (Age-Group and Senior)</li> <li>e. Team Cheer of the Year</li> <li>f. Coach of the Year (Age-Group and Senior)</li> <li>g. Impact Award</li> </ul> <p>2.0 The Outstanding age-group and senior swimmers will be selected based on their swims completed between September 1 of the previous year and August 31 of the year in which the banquet is being held.</p> <p>3.1 The selection criteria for the age group awards are:</p> <ul style="list-style-type: none"> <li>a. National Record – 100 points</li> <li>b. Pacific Record – 50 points</li> <li>c. National Top 10 Rankings – each placing <ul style="list-style-type: none"> <li>1<sup>st</sup> – 10 points</li> <li>2<sup>nd</sup> – 9 points</li> <li>3<sup>rd</sup> – 8 points</li> <li>4<sup>th</sup> – 7 points</li> <li>5<sup>th</sup> – 6 points</li> <li>6<sup>th</sup> – 5 points</li> <li>7<sup>th</sup> – 4 points</li> <li>8<sup>th</sup> – 3 points</li> <li>9<sup>th</sup> – 2 points</li> <li>10<sup>th</sup> – 1 point</li> </ul> </li> <li>d. If, after determining the point total from a-c, above, it is not possible to make a final selection, each placing in the Pacific Swimming Top 10</li> </ul>	<p>30 day Motion</p> <p>Exe Com 5/22/13 or BOD 7/24/13</p> <p>Passed – Exe Com 5/22/13</p>

Date Intro	Motion #	Type	Doc	Motion/Motion Description	Action
				<p style="text-align: center;">Rankings (in each event) shall be used to assist in the selection, 10 points for 1<sup>st</sup> through 1 point for 10<sup>th</sup>.</p> <p>4.0 Pacific Swimming shall awards two “Outstanding Senior male and Female” awards each year—one award each to a college or post-graduate male and female, and one each to a pre-college male and female. Each award shall be based on total points scored at the National-level Championship Meets as approved by the Board of Directors. The tie breaker will go to the swimmer with the highest World Ranking in any event, or the highest combination of World Rankings if necessary. If there are no scores kept (i.e. Olympic Trials or Top 24 placing) then the highest combined finishes will be used with the lowest total winning. Note: this formula will weight the swimmer with two Top 8 and one Top 16 placing higher than a swimmer who wins one event, but fails to swim other events.</p> <p>The intent is to award swimmers who have spent all or much of their age group career with Pacific Swimming. Swimmers whose families have relocated to Pacific are eligible, as are swimmers who began their USA Swimming careers a short time ago but progress to a National level rapidly. Swimmers moving into Pacific to attend a University (whether or not on scholarship) are not eligible for these awards, as they do not meet the age group requirement. Swimmers must be representing a Pacific Swimming member team (or be listed Unattached/Pacific) at both meets each year for their performances to be considered.</p> <p>Swimmers who must represent their University at Spring Nationals (or UN-PC) will still be considered for awards, provided they represent their home club (PC) at Summer Nationals.</p> <p>5.0 The Male and Female Race of the Year for both Age-Group and Senior swimmers will be selected based on the following criteria:</p> <p>a. Races can be submitted by the general public.</p> <p>5.a.1 All races must have taken place between September 1 of the previous year and the end of the submission period.</p> <p>5.a.2 Once the submission period closes, the Awards Banquet Committee, <i>comprised of the Age-Group Chair, Senior Chair, Age-Group and Senior Coach Representatives, the Program Development Vice Chair, Officials Chair, and one (1) Athlete Representative</i>, will select 5 finalists for the Male and Female Age-Group, Male and Female Senior Race of the Year. The Committee will have 5 days to make selections.</p>	



Date Intro	Motion #	Type	Doc	Motion/Motion Description	Action
				<p>5.a.3 Approximately 45 days before banquet, the finalists for each Race of the Year category will be announced.</p> <p>5.a.4 The general public will have approximately 20 days to vote.</p> <p>5.a.5 Based on the results of the vote, the finalists will receive the following points: 1<sup>st</sup> – 5 points 2<sup>nd</sup> – 4 points 3<sup>rd</sup> – 3 points 4<sup>th</sup> – 2 points 5<sup>th</sup> – 1 point</p> <p>5.a.6 All individuals members of the Awards Banquet Committee will also rank all 5 finalists 1<sup>st</sup> through 5<sup>th</sup>. 1<sup>st</sup> being their top vote, 2<sup>nd</sup> being what they perceive as the second best race and so forth. Based on their ranking, a finalist can receive the following points:  1<sup>st</sup> – 5 points 2<sup>nd</sup> – 4 points 3<sup>rd</sup> – 3 points 4<sup>th</sup> – 2 points 5<sup>th</sup> – 1 point</p> <p>5.a.7 All points for each finalist will be added together, the finalist with the most points winning the award.</p> <p>6.0 The Male and Female Relay of the Year for Age-Group and Senior will be selected by the same criteria used in Section XVI.5.0.</p> <p>7.0 The Team Cheer of the Year will be selected by the same criteria used in Section XVI.5.0.</p> <p>8.1 The Age-Group &amp; Senior Coach of the Year will be selected based on the following criteria: a. A nominating committee, headed by the Age-Group and Senior Coaches Representatives, will select nominees for both the Age-Group and Senior awards. b. Nominees will be sent out to all Pacific coaches to vote on. c. Nominee in each caching category with the most votes wins the Coach of the Year award.</p> <p>9.1 The IMPACT Award will be given to the Male and Female Age-Group and the Male and Female Senior swimmers that have made an impact not only in the sport of swimming (whether through achievement or inspiration), but also made an impact on</p>	

Date Intro	Motion #	Type	Doc	Motion/Motion Description	Action												
				<p>their school and community as a whole.</p> <p>a. Selection will be made by using the same criteria mapped out in Section XVI.5.0.</p> <p>10.1 The following individuals will be invited guests of the Awards Banquet and not asked to pay for a ticket:</p> <p>a. All Outstanding Age-Group and Senior swimmers of the year</p> <p>b. All finalists for the Age-Group and Senior Race of the Year awards</p> <p>c. All finalists for the Age-Group and Senior Relay of the Year awards</p> <p>d. The head of coach of each team nominated for Cheer of the Year</p> <p>e. All finalists for the IMPACT award</p> <p>f. The Age-Group and Senior Coach of Year award winners</p> <p>g. Members of Pacific Swimming's Board of Directors</p> <p>11.1 All other individuals not mentioned in Section XVI.10.0 are required to purchase a ticket for admittance.</p> <p>The fees are as is follows:</p> <p>a. Adults (18 &amp; Over): \$25.00</p> <p>b. Children (6-17 years): \$15.00</p> <p>c. 5 &amp; Under: FREE</p> <p>(Jill Ruppenstein, Ad hoc Awards/Banquet Committee) (P&amp;P) (30 day motion)</p>													
	1304FC1	F	Y	<p><b>LMGW Access to Drop Box</b></p> <p>The Finance Committee moves to allow the firm doing the audit of Pacific Swimming's 2012 Financial Records, LMGW Certified Public Accountants, access to Pacific's Dropbox account.</p> <p>Pacific's Dropbox files have all the financial statements, reconciliations, source documentations, minutes and reports of the organization as well as records of travel, meet sanction and governing documentation. This permission will exclude access to personnel and Board of Review documents. Access to Dropbox will facilitate the audit process.</p> <p>(Mary Ruddell, Finance Committee)</p>	Passed by Finance Committee 2/20/13												
	1304T1	F	Y	<p><b>Forms for Dual, Tri and Quad Meets</b></p> <p>New financial form to be filled out by hosting team for meets</p> <p>(Mary Ruddell, Treasurer)</p>	Passed												
	1304SCH1	B	Y	<p><b>2014 Major Meet Schedule</b></p> <table border="1" data-bbox="674 1398 1709 1528"> <thead> <tr> <th data-bbox="674 1398 905 1430">DATE</th> <th data-bbox="905 1398 1335 1430">MEET</th> <th data-bbox="1335 1398 1709 1430">HOST</th> </tr> </thead> <tbody> <tr> <td data-bbox="674 1430 905 1463">JAN. 12</td> <td data-bbox="905 1430 1335 1463">Pacific Distance Challenge</td> <td data-bbox="1335 1430 1709 1463"></td> </tr> <tr> <td data-bbox="674 1463 905 1495">FEB. 15-17</td> <td data-bbox="905 1463 1335 1495">SR-II T&amp;F or Timed Final</td> <td data-bbox="1335 1463 1709 1495">Cabrillo Threshers</td> </tr> <tr> <td data-bbox="674 1495 905 1528">FEB. 15-17</td> <td data-bbox="905 1495 1335 1528">SR-II T&amp;F or Timed Final</td> <td data-bbox="1335 1495 1709 1528">Pleasanton Seahawks</td> </tr> </tbody> </table>	DATE	MEET	HOST	JAN. 12	Pacific Distance Challenge		FEB. 15-17	SR-II T&F or Timed Final	Cabrillo Threshers	FEB. 15-17	SR-II T&F or Timed Final	Pleasanton Seahawks	Passed
DATE	MEET	HOST															
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FEB. 15-17	SR-II T&F or Timed Final	Pleasanton Seahawks															

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	1304TC1	F	Y	<p><b>Travel Support for Worlds and Nationals</b>  Motion to recommend the following travel assistance:</p> <p>US Open Water Nationals: \$230+\$300 add-on  \$310+\$300 add-on RNO  (Swimmers must have achieved a Junior National time standard in the 1500/1650 prior to the meet to be eligible for Pacific Travel Assistance)</p> <p>World Championship Team Trials: \$600+\$300 add-on (be sure to check Southwest)</p>	Passed																																																																								

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				<p>US Open: \$225+\$300 add-on \$285+\$300 add-on for RNO only</p> <p>US Junior National Champs: \$215+\$300 add-on \$240+300 add-on for RNO only (Rick Waterhouse, Travel Committee)</p>	
	1304ASC1	B	Y	<p><b>New Swim League Proposal</b> for Pac Swim board of directors:</p> <p><b>Motion:</b> Approve our league of 4 teams with the right to add up to 6 more teams. Approve our fee structure for Dual, 2 day dual (last chance qualifier), and a league championship meet with A &amp; B qualifying standards set by the league.</p> <p><b>Fees:</b> Dual Meets: \$25 total/swimmer : Model works if LSC cut is \$2-\$3/swimmer or less. 2 Day Dual: \$40 total/swimmer (last chance qualifier meet): Model works at LSC cut of \$3-\$5/swimmer or less. Championship: up to \$40/swimmer \$10 splash/\$10 per event for up to 3 events. No charge for relays. (Andre Salles-Cunhas) (30 Day Motion)</p> <p>1304ASC-1 Amendment 2 This League would run for the fall of 2013. At that time it would be reviewed. (Fred Vogelgesang, Darryl Woo 2<sup>nd</sup>)</p>	<p>30 day motion 7/24/13 BOD</p> <p>Passed with Amendment 2 7/24/13 BOD</p>
5/22/2013 Exe Com	1305Z41	F	Y	<p><b>Fees for High Country League Meet</b></p> <p><b>Motion:</b> The Douglas Dolphins Swim Team, as host of the closed-league trials-and-finals championship meet approved by the Zone 4-BOD to be held August 9-11, 2013, is authorized to use the same entry fee structure and Pacific portion as was used for the 2012 meet (\$5.00 individual, \$16 relays), plus the new \$9.00 splash fee in Zone -4, for this meet (Jim Morefield, Zone 4)</p>	Passed
	1305SC1	R	Y	<p><b>Senior Competition</b></p> <p style="text-align: center;"><b>SECTION 5 SENIORCOMPETITION</b></p> <p><b>A. Qualifying</b> 1. A swimmer will qualify for Senior III (3) or IV (4) competition when he or she has equaled or bettered the published time standard for the event. Thirteen and over swimmers may qualify for Senior level II (2) and Senior level I (1) meets without qualifying times. <b>These events should be entered at the swimmer's best time.</b> <del>These event-s should be entered at the entry time. Twelve and</del></p>	<p>30 Day Motion 7/24/13 BOD</p> <p>Passed 7./24/13 BOD</p>

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				<p><del>under swimmers</del> <b>11-12 year old swimmers</b> must meet Senior level I(1) and Senior level II(2), III(3) and IV (4) meet times to qualify for Senior Competition.</p> <p>2. A swimmer may qualify in any sanctioned or approved competition, or in an observed swim.</p> <p>3. A swimmer who qualifies for Senior competition in a specific stroke and distance will be considered qualified in the same stroke and distance in all courses. For all Senior meets enter your time for the course that you qualified.</p> <p><b>B. Eligibility</b></p> <p><b>1. Senior Meets</b></p> <p>a. In all meets with trials and finals, swimmers are eligible to enter all events in which they have equaled or bettered the listed time standards, but may not swim more than three (3) individual events per day.</p> <p>b. In all timed finals meets, swimmers are eligible to enter all events in which they have equaled or bettered the listed time standard, but may not swim more than five (5) individual events per day.</p> <p><del>c. In all Senior meets, a swimmer that is able to prove their time in one or more events may enter two (2) additional (bonus) events along with the provable event(s). Performance penalties will not apply to the bonus event(s). The swimmer must enter their actual time for the bonus event(s) and circle the time on the entry form to indicate that it is a bonus event.</del></p> <p>d. Proof of Time using the USA SWIMS Database as a standard will be used to verify times for all swimmers entering these meets. The Time must have been achieved prior to the closing date for entries to the meet. If the time cannot be proven prior to the meet, the swimmer will be not be allowed to check-in for the event until the entry time has been proven. When possible the coaches will be notified of their swimmers who have not proven their entry time.</p> <p>e. A swimmer who qualifies for a Senior meet in a specific stroke and distance will be considered qualified in the same stroke and distance in all courses. If the time was made SCY and it is a SCM or an LCM meet, enter your SCY time. If the time was made SCM and it is a SCY or an LCM meet, enter your SCM time. If the time was made LCM and it is a SCY or an SCM meet, enter your LCM time. When entering a meet, if your qualifying time is in yards enter the yards time and put a Y after the time. If the qualifying time is in Short Course meters enter that time with an S after it. If the qualifying time is in long course meters then enter that time with an L after it.</p> <p>f. No time conversions will be accepted.</p> <p>g. Swimmers, thirteen years and older will be considered entered in Senior level I (1), II (2) meets without proof of time. These events should be entered with the <del>entry time</del> <b>swimmer's best time</b>.</p> <p>Swimmers <b>11-12</b> years of age must meet the time standard (<del>bonus events excepted</del>) and will be subject to proof of time per B.1.d. above.</p> <p>(Don Heidary, Senior Committee) (R&amp;R) (30 day motion)</p>	
	1305SCH1	B	Y	<p><b>Round Two Scheduling Bids</b></p> <p>Motion: To approve Awarding of meets for the second round of bidding as follows</p> <ol style="list-style-type: none"> <li>April 12-13 Senior I Long Course to PLS</li> <li>June 28-29 Age Group Open Long Course to SUNN (they requested changing to this date from July 4-7 and the committee approved their request)</li> </ol>	Passed

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				(George Cleveland, Scheduling Committee)	
	1305SCH2	B	Y	<p><b>Scheduling Bids after Round 2</b></p> <p>Motion: The Executive Committee authorizes the Scheduling Committee Chair to accept and award any qualified bids received for any currently unbid and awarded meets on the Schedule of Pacific Swimming Awarded Meets January 1, 2014 through August 31, 2014 without action by the Scheduling Committee, Board of Directors or Executive Committee.</p> <p>(George Cleveland, Scheduling Committee)</p>	Passed
	1305T1	R	Y	<p><b>Fees – Dual, Tri, Quad, and Closed Invitational Sanctioned Meets</b></p> <p>The proposal is as follows:</p> <p>For swim meets of which Pacific Swimming grants a sanctioning, but the meet fee structure does not follow currently adopted methods as prescribed in Pacific Swimming Rules and Regulations, the following calculations will be used to determine the share owed to Pacific Swimming following the conclusion of the swim meet. This formula applies to all Dual, Tri, Quad, and/or closed Invitational's whereby the meet host does not use current methods listed. This percentage fee incorporates the sanction fee, thereby replacing any additional sanctioning fee owed to Pacific Swimming.</p> <p>1) One day meet, Pacific Swimming would receive 12.5% of meet participation fees charged.</p> <p>2) Two day meet, Pacific Swimming would receive 18.25% of meet participation fees charged.</p> <p>3) For a three or more day meet, Pacific Swimming would receive 22% of meet participation fees charged.</p> <p>(Mary Ruddell, Treasurer) (R&amp;R) (30 day motion) (To be in effect September 1, 2013)</p> <p>1305T1- Amendment: This fee structure will take place on September 1, 2013 and end August 31, 2014, at which time it can be renewed (Fred Vogelgesang, George Cleveland 2<sup>nd</sup>)</p>	<p>30 Day Motion BOD 7/24/13</p> <p>Passed with Amendment BOD 7/24/13</p>
7/24/13 BOD	1307FC1	P	Y	<p><b>All Star Application Fee - Revised:</b></p> <p>Motion that a \$25 fee be charged to families who want to change travel arrangements for all star athletes. If the change causes Pacific to forfeit airfare, the athlete's family will be charged the airfare plus \$25 change fee.</p>	<p>Tabled BOD 9/25/13</p> <p>Withdrawn BOD 9/25/13</p>

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				(Mary Ruddell, Finance Committee) (30 Day Motion) (P&P)	
	1307TS1			<p>Revisions to R&amp;R regarding Time Standards and Fees</p> <p><b>Rules and Regulations -</b>  <b>Section 4.A.2</b>  Current -  2. Swimmers are permitted to qualify in any sanctioned or unsanctioned meet such as school competition, time trial, or by coach verification. For JO and Q level competition, and LSC Championship Meets, times from sanctioned or approved meets only will be acceptable.  Change to -  2. Swimmers are permitted to qualify in any sanctioned or unsanctioned meet such as school competition, time trial, or by coach verification. For JO and FW level competition, and LSC Championship Meets, times from sanctioned or approved meets only will be acceptable.</p> <p><b>Section 4.A.4.a</b>  Current -  a. Swimmers who qualify B, A, or AA for a specific stroke in a specific distance will be considered qualified at that same level in the equivalent stroke and distance in all courses. For a C, B, A+ meet if you met the standard short course, then enter a long course meet at the long course standard, or if you met the long course standard, enter the meet at the short course standard.  Change to –  a. Swimmers who qualify B, A, or FW for a specific stroke in a specific distance will be considered qualified at that same level in the equivalent stroke and distance in all courses. For a C, B, A+ meet if you met the standard short course, then enter a long course meet at the long course standard, or if you met the long course standard, enter the meet at the short course standard.</p> <p><b>Section 4.A.4.c</b>  Current -  c. Any swimmer, upon changing age groups, who has already met the B, A or AA standard in events offered in the new age group will be considered qualified at that level for those events in the new age group.  Change to –  c. Any swimmer, upon changing age groups, who has already met the B, A standard in events offered in the new age group will be considered qualified at that level for those events in the new age group. Any swimmer, upon changing age groups, who has already met the JO or FW standard in events offered in the new age group will be considered qualified at that level for those events in the new age group as long as the time has been made in the qualifying period for entry into the meet.</p> <p><b>Section 4.B.1.b</b>  Current -  b. Swimmers are eligible to compete only in the individual events for which they qualify in any classified meet (B, A, AA).  Change to –  b. Swimmers are eligible to compete only in the individual events for which they qualify in any classified meet (B, A, JO, FW) unless provisions in the meet sheet allow for bonus events.</p> <p><b>Section 4.B.1.c</b>  Current –</p>	<p>30 day Motion BOD 7/24/12</p> <p>Passed BOD 9/25/13</p>

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				<p>c. In multi-class meets, i.e., <b>B-A, B-A-AA</b>, etc., swimmers shall compete only in the division(s) for which they qualify and shall not compete in divisions of lower classification in any event for which they have achieved the time standard for the higher division. Change to-</p> <p>c. In multi-class meets, i.e., <b>C-B-A+, B-A+</b>, etc., swimmers shall compete only in the division(s) for which they qualify and shall not compete in divisions of lower classification in any event for which they have achieved the time standard for the higher division.</p> <p><b>Section 4.B.1.d</b> Current - d. In multi-classed meets (<b>B-A, B-A-AA</b>, etc.), the zone may allow an event to be restricted to certain of those classes. Change to- d. In multi-classed meets (<b>C-B, CBA+</b>, etc.), the zone may allow an event to be restricted to certain of those classes.</p> <p><b>Section 4.B.2.a</b> Current- a. Swimmers may compete in relays in meets of higher classification than that for which they qualify in individual events; (i.e., a swimmer an in 50 Free may swim on a relay in <b>AA</b> meets, etc.). Change to- a. Swimmers may compete in relays in meets of higher classification than that for which they qualify in individual events; (i.e., a swimmer an in 50 Free may swim on a relay in <b>JO or FW</b> meets).</p> <p><b>Section 4.B.2.b</b> Current – b. Swimmers may not compete in relays in meets of lower classification than that for which they qualify in the like individual event; (i.e., a swimmer <b>AA</b> in 50 Breast shall not be eligible for the breaststroke leg on a 200 Medley Relay team in an A meet). Change to – b. Swimmers may not compete in relays in meets of lower classification than that for which they qualify in the like individual event; (i.e., a swimmer <b>JO</b> in 50 Breast shall not be eligible for the breaststroke leg on a 200 Medley Relay team in an A meet).</p> <p><b>Section 4.D.1</b> Current- 1. <b>Q</b>, JO, A Meets — Awards for all finalists. The minimum is three (3) medals or other distinctive awards (something other than a single ribbon) with ribbons for the balance of the finalists. Change to – 1. <b>FW</b>, JO, A Meets — Awards for all finalists. The minimum is three (3) medals or other distinctive awards (something other than a single ribbon) with ribbons for the balance of the finalists.</p> <p><b>Section 2.B.1</b> Current -</p> <p><b>B. Entry Fees</b></p>	



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	1307TS2	B	Y	<p>Far Western Time Adjustments for 2014: See Addendum to minutes with times tables (Tish Steimle, Time Standards)</p>	Passed
	1307TS4	P	Y	<p>P&amp;P for Determining Time Standards:  <b>Policy and Procedure for Determining Time Standards</b></p> <p><b>Far Western Qualifying Times</b></p> <ol style="list-style-type: none"> <li>1. 40<sup>th</sup> place time from the meet results for three year rolling average, rounded to .09</li> <li>2. No time standard for an older age group can be slower than a younger age group. <ol style="list-style-type: none"> <li>A. If result time is slower, use the faster of the two times (make times equal)</li> <li>B. Times are valid for 18 months</li> <li>C. Using the USA Swimming Time Conversion Utility, make SCM times</li> </ol> </li> </ol> <p style="text-align: right;"><b>Clarification of procedure</b> Approved BOD, 9/2011 meeting</p> <p><b>Junior Olympic Qualifying Times</b></p> <ol style="list-style-type: none"> <li>1. 40<sup>th</sup> place time from the meet results for three year rolling average, rounded to .09</li> <li>2. No time standard for an older age group can be slower than a younger age group. <ol style="list-style-type: none"> <li>A. If result time is slower, use the faster of the two times (make times equal)</li> <li>B. Times are valid for 18 months</li> <li>C. Using the USA Swimming Time Conversion Utility, make SCM times</li> </ol> </li> </ol> <p style="text-align: right;"><b>Clarification of procedure</b> Approved BOD, 9/2011 meeting</p> <p><b>A Times</b> Shall be 8% off Junior Olympic Times rounded to the next .09 Approved BOD, 10/2011 meeting.</p> <p><b>B Times</b> Shall be 10% off A times rounded to the next .09</p> <p>For 2012 – A Time is 12% off JO time. B is 10% off 2012 A time  For 2013 – A Time is 10% off JO time. B is 10% off 2013 A time.  For 2014 – A Time is 8% off JO time. B is 10% off 2014 A time.  Approved BOD, 10/2011 meeting.</p> <p><b>Pacific Reportable Times</b> Using the Swim Year (September 1-August 31) from Swim Connection (in order to get 25 yd times) Times must be faster than Far Western Qualifying times for applicable age groups. If time is not faster than Far Western Qualifying, it must be adjusted to be faster.</p>	<p>30 day motion BOD 7/24/2013</p> <p>Passed BOD 9/25/13</p>

Date Intro	Motion #	Type	Doc	Motion/Motion Description	Action
				<p>For 2012 - 25<sup>th</sup> place time in Pacific Swimming from 2010, rounded to .09.            For 2013 – 25<sup>th</sup> place time averaged from 2010 and 2011, rounded to .09            For 2014 and thereafter 25<sup>th</sup> place time in Pacific Swimming averaged and rounded to .09  <b>Approved BOD, 11/ 2011 meeting</b></p> <p>(Tish Steimle, Time Standards) (30 Day Motion) (P&amp;P)</p>	
	1307SCH1	R	Y	<p><b>Long Course B Time Requirement</b></p> <p>In order to enter an event in a long course meet, the swimmer must have a Pacific Swimming B time or faster in the USA Swimming Swims data base for the short course event or its equivalent. Coach verification of a qualifying time is not acceptable – the time must be in the swims data base.</p> <p>(George Cleveland, Darryl Woo 2<sup>nd</sup> ) (30 day motion) (R&amp;R)</p>	30 day motion BOD 7/24/2013
	1307GC1	P	Y	<p><b>Electronic Communication Policy:</b></p> <p><b>Purpose:</b>            Pacific Swimming recognizes the prevalence of electronic communication and social media in today's world. Many of our swimmers use these means as their primary method of communication. While Pacific Swimming acknowledges the value of these methods of communication, Pacific Swimming also realizes that there are associated risks that must be considered when adults use these methods to communicate with minors.</p> <p><b>General Content</b>            All communications between a coach or other adult including but not limited to official chaperone, manager and an athlete must be professional in nature and for the purpose of communicating information about team activities. The content and intent of all electronic communications must adhere to the USA Swimming code of conduct regarding Athlete Protection.</p> <p>For example, as with any communication with an athlete, electronic communication should not contain or relate to any of the following:</p> <ul style="list-style-type: none"> <li>• drugs or alcohol use</li> <li>• sexually oriented conversation; sexually explicit language; sexual activity</li> <li>• the adult's personal life, social activities, relationship or family issues, or personal problems; and</li> <li>• inappropriate or sexually explicit pictures</li> <li>• Note: Any communication concerning an athlete's personal life, social activities, relationship or family issues or personal problems must be transparent, accessible and professional</li> </ul>	Automatic pass in 30 days

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				<p>Whether one is an athlete, coach, board member or parent, the guiding principle to always use in communication is to ask: "Is this communication something that someone else would find appropriate or acceptable in a face-to-face meeting?" or "Is this something you would be comfortable saying out loud to the intended recipient of your communication in front of the intended recipient's parents, the coaching staff, the board, or other athletes?"</p> <p>With respect to electronic communications, a simple test that can be used in most cases is whether the electronic communication with swimmers is <b>Transparent, Accessible and Professional</b>.</p> <p><u>Transparent:</u> All electronic communication between coaches and athletes should be transparent. Your communication should not only be clear and direct, but also free of hidden meanings, innuendo and expectations.</p> <p><u>Accessible:</u> All electronic communication between coaches and athletes should be considered a matter of record and part of Pacific Swimming's records. Whenever possible, include another coach or parent in the communication so that there is no question regarding accessibility.</p> <p><u>Professional:</u> All electronic communication between a coach and an athlete should be conducted professionally as a representative of Pacific Swimming. This includes word choices, tone, grammar, and subject matter that model the standards and integrity of a staff member.</p> <p>If your communication meets all three of the <b>T.A.P.</b> criteria, then it is likely your method communication with athletes will be appropriate.</p> <p><b>FACEBOOK, MYSPACE, BLOGS, AND SIMILAR SITES</b></p> <p>Coaches may have personal Facebook (or other social media site) pages, but they are not permitted to have any athlete member of Pacific Swimming join their personal page as a "friend". A coach should not accept any "friend" request from an athlete. In addition, the coach should remind the athlete that this is not permitted. Coaches and athletes are not permitted to "private message" each other through Facebook. Coaches and athletes are not permitted to "instant message" each other through Facebook chat or other IM method.</p> <p>Pacific Swimming has an official Facebook page that athletes and their parents can "friend" for information and updates on team-related matters.</p> <p>Coaches are encouraged to set their pages to "private" to prevent athletes from accessing the coach's personal information.</p>	

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				<p><b>TWITTER</b> Coaches and athletes may follow each other on Twitter. Coaches cannot retweet an athlete message post. Coaches and athletes are not permitted to "direct message" each other through Twitter.</p> <p><b>TEXTING</b> Subject to the general guidelines mentioned above, texting is allowed between coaches and athletes during the hours from 7 AM until 9 PM. Texting only shall be used for the purpose of communicating information directly related to team activities.</p> <p><b>EMAIL</b> Athletes and coaches may use email to communicate between the hours of 7 AM and 9 PM. When communicating with an athlete through email, a parent, another coach, or a board member must also be copied.</p> <p><b>REQUEST TO DISCONTINUE ALL ELECTRONIC COMMUNICATIONS</b> The parents or guardians of an athlete may request in writing that their child not be contacted by coaches through any form of electronic communication. (Leo Lin, Governance Committee) (30 day motion) (P&amp;P)</p>	
	1307GC2	B	Y	<p><b>Broadcast Statement and Image Authorization</b> Proposal that this broadcast statement and image authorization be used for any Pacific Swimming events other than swim meets (where we already have a statement that goes in the meet sheet). This is taken from the USA Swimming Policy</p> <p><b>Broadcast Statement</b> Any photographs, videotape or other audio and/or visual recordings of the event created by a spectator may be used solely for such spectator's personal non-commercial use, and may not be broadcasted, published, disseminated and used for any commercial purposes without the prior written consent of Pacific Swimming. All use of audio and visual products must conform to Pacific Swimming rules and applicable laws.</p> <p><b>Image Authorization</b> All participants and their respective swimming clubs agree to be filmed and photographed by the official photographer(s) and network(s) of Pacific Swimming and authorize event organizers the right to use names, pictures, likenesses, images and biographical information before, during or after the conclusion of this Pacific Swimming event to promote the sport of swimming. (Leo Lin, Governance Committee) (30 day motion)</p>	Automatic Pass in 30 days
	1307IC1	F	Y	<b>Pool Grants</b>	Passed

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				<p>The Investment committee moves to approve the second round of Pool Improvement Grants as outlined below. Grant awards total \$19,174.</p> <p>West: Frank Fiscillini Gold \$5000  CARS Carson Aquatic Cen Gold \$4500  TERA CCP Gold \$5,000  SLST Private School Pool Bronze – No  VJO Cunningham Silver – NO  MHSA Morgan Hill Aquatic Center Gold \$2500  RS Plunge Natatorium Bronze \$2174  (Mary Ruddell, Investment Committee)</p>	
	1307IC2	F	Y	<p><b>Increase of funding for Pool Grants</b>  The Investment committee moves to increase the funding for Pool Improvement Grants from the investment fund from \$50,000, to \$52,500.  (Mary Ruddell, Investment Committee)</p>	Passed
9/25/13 BOD	1309TS1	B	Y	<p><b>Proposed 2014 Time Standards</b>  Time standards adjusted according to the procedures that have been approved.]  (Tish Steimle, Time Standards)</p>	Passed
	1309OC1	R	Y	<p><b>Revision to Scratch Rules</b></p> <p><b>Delete all of Section 3.B.5.b&amp;c</b>  <b>Add the following to the Age Group Section 4.C.3</b>  <b>Individual Scratch Rule</b> - Swimmers shall inform themselves of the meet starting time and shall report to the proper meet authorities promptly upon call.  (1) Pre-Seeded Meets — Swimmers shall report promptly to the starting blocks when their event/heat is called.  (a) Any swimmers not reporting for or competing in an individual timed final event shall not be penalized.  (b) Any swimmers not reporting for or competing in a preliminary heat when finals are scheduled shall not be penalized.  (2) In Zone awarded Meets that are Deck Seeded –  (a) Close of check-in for all events shall be no more than 60 minutes before the estimated time of the start of the first heat of the event. No event shall be closed more than 30 minutes before the scheduled start of the meet session. Swimmers who fail to check-in will not be seeded in the event.  (b) Any swimmers not reporting for or competing in an individual timed final event that they have checked in for shall not be penalized.  (3) In LSC awarded Meets that are seeded on Deck -  (a) Close of check-in for all events shall be no more than 60 minutes before the estimated time of the start of the first heat of the event. No event shall be closed more than 30 minutes before the scheduled start of the meet session. Swimmers who</p>	<p>30 Day Motion –  BOD 11/23/2013</p> <p>Passed BOD  11/20/2013</p>

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				<p>do not check-in will not be allowed to compete in the event.</p> <p>(b) Swimmers entered in a timed final individual event that is seeded on the deck who have checked in for that event, must swim in the event unless they notify the clerk of the course before seeding for that event has begun that they wish to scratch. Failure to swim an event will result in being barred from their next individual event in which the swimmer is entered on that day or the next meet day, whichever if first.</p> <p>(c) Swimmers entered in a preliminary individual event in a Trials and Finals meet that is seeded on the deck who have checked in for that event, must swim in the event unless they notify the clerk of the course before seeding for that event has begun that they wish to scratch. Failure to swim an event will result in being from their next preliminary individual event in which the swimmer is entered on that day or the next meet day, whichever if first.</p> <p>(4) Scratching from Consolation Finals and Finals</p> <p>(a) Any swimmer qualifying for any level of finals in an individual event who does not wish to compete must scratch within 30 minutes after the announcement of qualifiers. During this period, qualifiers may also notify the referee that they may not intend to compete in consolation finals or finals. In this case they must declare their final intention within 30 minutes after the announcement of qualifiers following their last individual preliminary event.</p> <p>(b) In the event of withdrawal or barring of a swimmer from competition, the referee shall fill the consolation final or final when possible with the next qualified swimmer(s). First and second alternates shall be announced along with the final qualifiers. These alternates shall not be penalized if they are unavailable to compete in the finals.</p> <p>(c) Where consolation finals have not yet been swum and a barring or withdrawal is known to the referee, the referee shall reseed the consolation final and the final, if necessary, to insert the alternate(s) in the appropriate lane(s), filling all lanes in the final.</p> <p>(d) If a consolation final has already been contested, the companion final shall be swum without reseeding for the empty lane(s).</p> <p>(5) Penalty for No-Show at Finals</p> <p>(a) Any swimmer qualifying for a consolation final or final race in an individual event who fails to show up in said consolation final or final race prior to calling the alternate shall be barred from the remainder of any final events for that day. Should the swimmer have no additional final events for that day they will be barred from their next preliminary event on the next day of the meet they are entered.</p> <p>(b) If the No-Show occurs on the last day that the swimmer is entered in an individual event in the meet, and no other individual event penalty is applicable, the swimmer shall then be fined \$25.00. The fine will be increased to \$100 if after 30 days of receiving the letter of notification the party has not made the payment.</p> <p>(6) Exceptions — No penalty shall apply for failure to withdraw or compete in an individual event if:</p> <p>(a) The referee is notified in the event of illness or injury and accepts the proof thereof.</p> <p>(b) It is determined by the referee that the No-Show is caused by circumstances beyond the control of the swimmer.</p>	

Date Intro	Motion #	Type	Doc	Motion/Motion Description	Action
				<p>(c) The swimmer qualified for any level of finals due to scratches of one or more original finalists.</p> <p>(d) The swimmer is an alternate for any level of finals.</p> <p>(7) Relay Scratch Rule — Any relay team entered in a relay event that fails to compete in or report for that event shall not be penalized.</p> <p><b>Add the following to the Senior Section 5.C.4</b></p> <p><b>Individual Scratch Rule</b> - Swimmers shall inform themselves of the meet starting time and shall report to the proper meet authorities promptly upon call.</p> <p>(1) Pre-Seeded Meets — Swimmers shall report promptly to the starting blocks when their event/heat is called.</p> <p>(a) Any swimmers not reporting for or competing in an individual timed final event shall not be penalized.</p> <p>(b) Any swimmers not reporting for or competing in a preliminary heat when finals are scheduled shall not be penalized.</p> <p>(2) In all Senior Meets that are seeded on Deck -</p> <p>(a) Close of check-in for all events shall be no more than 60 minutes before the estimated time of the start of the first heat of the event. No event shall be closed more than 30 minutes before the scheduled start of the meet session. Swimmers who fail to check-in will not be seeded in the event.</p> <p>(b) Swimmers entered in a timed final individual event that is seeded on the deck who have checked in for that event, must swim in the event unless they notify the clerk of the course before seeding for that event has begun that they wish to scratch. Failure to swim an event will result in being barred from their next individual event in which the swimmer is entered on that day or the next meet day, whichever if first.</p> <p>(c) Swimmers entered in an individual event in a Trials and Finals meet that is seeded on the deck that have checked in for that event, must swim in the event unless they notify the clerk of the course before seeding for that event has begun that they wish to scratch. Failure to swim an event will result in being barred from rest of his/her events that day including relays. If the swimmer qualified for a final before missing an event they may swim that final.</p> <p>(3) Scratching from Consolation Finals and Finals <b>(Non-Positive Check-in Meet)</b></p> <p>(a) Any swimmer qualifying for any level of finals in an individual event who does not wish to compete must scratch within 30 minutes after the announcement of qualifiers. During this period, qualifiers may also notify the referee that they may not intend to compete in consolation finals or finals. In this case they must declare their final intention within 30 minutes after the announcement of qualifiers following their last individual preliminary event.</p> <p>(b) In the event of withdrawal or barring of a swimmer from competition, the referee shall fill the consolation final or final when possible with the next qualified swimmer(s). First and second alternates shall be announced along with the final qualifiers. These alternates shall not be penalized if they are unavailable to compete in the finals.</p> <p>(c) Where consolation finals have not yet been swum and a barring or withdrawal is known to the referee, the referee shall reseed the consolation final and the final, if necessary, to insert the alternate(s) in the appropriate lane(s), filling all lanes in the final.</p>	



Date Intro	Motion #	Type	Doc	Motion/Motion Description	Action
				<p>(d) If a consolation final has already been contested, the companion final shall be swum without reseeding for the empty lane(s).</p> <p>(4) Checking in for Consolation Finals and Finals <b>(Positive Check-in Meet)</b></p> <p>(a) Swimmers may check-in or declare their intent to swim finals for that day at the beginning competition for that day.</p> <p>(b) Swimmers must check-in or declare their intent to compete in consolation finals or finals within 30 minutes of the posting of results. In the case were a swimmer declares their intent to swim they must declare their final intention within 30 minutes after the posting of results for their last individual preliminary event. Swimmers not returning to declare their final intention will be seeded into the event.</p> <p>(5) Penalty for No-Show at Finals</p> <p>(a) In a <b>non-positive check-in trials &amp; finals meet</b> any swimmer qualifying for a consolation final or final race in an individual event who fails to show up in said consolation final or final race prior to calling the alternate shall be barred from further competition for the remainder of the meet.</p> <p>(b) In a <b>positive check-in trials and finals meets</b> any swimmer checking in for a consolation final or final race in an individual event who fails to show up in said consolation final or final race prior to calling the alternate shall be barred from further competition for the remainder of the meet.</p> <p>(c) If the No-Show occurs on the last day that the swimmer is entered in an individual event in the meet, and no other individual event penalty is applicable, the swimmer shall then be fined \$25.00. The fine will be increased to \$100 if after 30 days of receiving the letter of notification the party has not made the payment.</p> <p>(6) Exceptions — No penalty shall apply for failure to withdraw or compete in an individual event if:</p> <p>(a) The referee is notified in the event of illness or injury and accepts the proof thereof.</p> <p>(b) It is determined by the referee that the No-Show is caused by circumstances beyond the control of the swimmer.</p> <p>(c) In a non-positive check-in meet the swimmer qualified for any level of finals due to scratches of one or more original finalists.</p> <p>(d) The swimmer is an alternate for any level of finals.</p> <p>(7) Relay Scratch Rule — Any relay team entered in a relay event that fails to compete in or report for that event shall not be penalized (Brian Malick, Officials) (R&amp;R) (30 day)</p>	
	13090C2	B	Y	<p><b>Procedure for Positive Check-in for Final</b></p> <p><b>Procedure for Positive Check-in for Final</b></p> <ol style="list-style-type: none"> <li>Swimmers must check-in for each event that they would like to swim in finals at the FINALS CHECK-IN Desk.</li> <li>The FINALS CHECK-IN Desk will be open at the start of competition.</li> <li>Swimmers may positive check-in for an event they intend to swim at any time (including before the swim) after the FINALS CHECK-IN desk opens, up to 30 minutes</li> </ol>	Approved – Takes effect December , 2013

Date Intro	Motion #	Type	Doc	Motion/Motion Description	Action
				<p>after the preliminary results are posted.</p> <p>4. To positively check-in for a Finals, swimmers shall find their name in the check-in sheet for the specific event and write their initial after their name to indicate a positive check in. Swimmers should be sure their positive check-in is witnessed by FINALS CHECK-IN desk personnel, and that their name is highlighted by the desk personnel.</p> <p>5. Swimmers may also “<b>Declare their Intention to Swim</b>” by filling out the “<b>Intent to Swim in Finals Form</b>” for the respective event in the check-in book at the FINALS CHECK-IN desk. Swimmers must fill in all the relevant information on the form.</p> <p>6. “<b>Declaration of Intent to Swim</b>” is a process where a swimmer positively checks-in for Finals for a specific event but may choose not to swim that event later depending on the performance of the swimmer in their later events in the trial session. Swimmers who declare their intention to swim have up to 30 minutes after the posting of the results of their last event to decide to swim or scratch from the event they declared their intent to swim in finals. Swimmers must return to the FINALS CHECK-IN Desk to finalize their intent to swim. Otherwise they will be scratched from that final.</p> <p>7. Swimmers may scratch their positive check-in for an event any time during the day up to 30 minutes after the results for that specific event are posted.</p> <p>8. The “tentative” Heat and Lane assignment for the Final heats of any event will be posted on the <b>Finals Posting Board</b> as soon as possible after the close of Finals Check-in for that event. The location of the Finals Posting Board will be clearly marked and announced. Swimmers who have declared their “<b>Intention to Swim in Finals</b>” will be highlighted on the “tentative” Finals posting.</p> <p>9. Attempts will be made by the Administrative Referee (or designee) to notify the alternate swimmers and/or their coaches if they are “scratched into Final” due to declared false starts and/or removal of intention to swim by a swimmer prior to the beginning of Finals competition. Swimmers should also confirm their place in Finals at the posting board or the FINALS CHECK-IN Desk.</p> <p>10. Final heats will be swum fastest to slowest, starting with Championship, followed by Consolation and Bonus Finals.</p> <p>11. Penalties for No Show at Finals: Any swimmer who positively checked-in to swim a finals event and fails to swim that event will be in jeopardy of having no show penalty applied. This will include swimmers who have completed their “<b>Intention to Swim in Finals</b>” process (Brian Malick, Officials Committee)</p>	
	1309SCH1	B	Y	<p>Proposed 2014/2015 SR Swimming Schedule</p> <p>September 1, 2014-September 7, 2015</p> <p>10//3-5                      SRI – 2 sites with Spring Challenge format on 10/5</p>	<p>Passed – BOD 9/25/2013</p> <p>Refer to HOD 10/12/13</p>

Date Intro	Motion #	Type	Doc	Motion/Motion Description	Action
				<p>10/17-19 SR II – 2 sites  10/25 or 26 distance challenge format  11/7-9 SR III/IV  12/5-7 14Us JO's  12/5-7 SR II</p> <hr/> <p>1/23-25 Sri  2/14-16 SR II – 2 sites  2/14-16 9 to 14 single Age Group Champs  2/28-3/1 SR II  2/28-3/1 Zone All StarMeet  3/14-15 SR II Long Course  3/20-22 JO's – 2 sites  4/9-12 SC Far Westerns (4/5 Easter)  4/18-19 10/Under Champs  5/?? SR II Walk-on – 2  5/23=25 Age Group Open – 1 or 2 or 3 sites (5/25 Memorial Day Observed)  5/29-31 SR II – 2 sites  Or 6/5-7  6/27-28 SR II  7/3-5 Age Group Open – 1 or 2 or 3 sites (7/3 Independence Day Observed)  7/?? <b>Grand Prix</b>  7/10-12 <b>JO's – 2 sites</b>  7/24-26 SR II – 1 or 2 sites  7/29-8/2 LC Far Western  9/4-7 Age Group Open – 1 or 2 or 3 sites (9/7 Labor Day Observed)  (George Cleveland – Scheduling Committee)</p>	
	1309SC1	F	Y	<p>-TC1 Travel Stipend</p> <p>Knoxville Travel Assistance ( Short Course Nationals )- \$400 plus \$300 stipend for SFO, OAK, SJC, SMF</p> <p style="text-align: right;">\$600 plus \$300 Stipend for RNO</p> <p>Greensboro Travel Assistance (Short Cours Jr. Nationals) - \$475 plus \$300 stipend for all (Rick Waterhouse)</p>	Passed
	1309GC1	B	Y	<p>– 2014 Meeting Schedule</p> <p>2014 Meeting Dates</p>	<p>Passed BOD  9/25/2013</p> <p>Referred to HOD</p>

Date Intro	Motion #	Type	Doc	Motion/Motion Description	Action
				<p>January 22, 2014 EXE  February 19, 2014 BOD  March 26, 2014 EXE  April 23, 2014 BOD  May 3, 2014 HOD  May 21, 2014 EXE  July 23, 2014 BOD  September 24, 2014 BOD  October 11, 2014 Officials Clinic  October 12, 2014 HOD  October 12, 2014 Awards Banquet  October 22, 2014 EXE  September 19, 2014 BO</p> <p>(Leo Lin, Governance Committee)</p> <p>1310AC1a Amendment that Awards Banquet be changed to October 11, 2014 - (Michala Roan, Athlete Committee) Passed</p> <p>1310ACb Amendment that HOD change to October, 11, 2014, and Official's Clinic change to October 12, 2014 – (Michala Roan, Athlete Committee) failed</p> <p>1310LI1 Amendment that HOD, Official's Clinic and Award's Banquet be on October, 11, 2014 – (Lehla Irwin) - Passed</p>	<p>10/13/2013</p> <p>Passed with Amendment  1310Li1  HOD 10/13/2013</p>
	1309VCPD	P	Y	<p>All-Star Co-Pay</p> <p>To raise All-Star Meet Co-Pay for North American Challenge Cup, Western Zones Age Group, Pacific Coast All Stars to 50%.</p> <p><b>Proposed by:</b> Vice Chair Program Development Lehla Irwin</p> <p><b>Purpose:</b> This will be the collected co-pay for All-Star meets (except Zone All Stars) and passed onto the LSC. It is calculated by establishing a 50% co-pay for each participant. No change will be made for swimmers needing financial assistance with the co-pay as established by the Age Group and/or Finance and/or Outreach Committees.</p> <p><b>Rationale:</b> This figure has not varied for over 10 years. Compared to other LSCs, Pacific Swimming burdens a much higher cost, as well as attends more all-star meets than other LSC's. Many Zones in Pacific Swimming also offer a reimbursement to families for</p>	<p>Refer to Executive Committee  10/26/2013</p> <p>Passed HOD  10/13/2013</p>

Date Intro	Motion #	Type	Doc	Motion/Motion Description	Action
				<p>athletes in their region who attend all-star meets.            In the past, Pacific Swimming supported only 112 athletes for All-Stars (80 athletes to Western Zone Age-Group Championships and 32 to Pacific Coast All Star Meet). In 2012 Pacific Swimming supported 176 athletes, and in 2013 Pacific supported 144 athletes (with the change in format to Western Zones). With the addition of North American Challenge Cup, Pacific Swimming's Policies and Procedures should reflect the additional meet, as well as increase co-pay to reflect the increased number of participants.  <b>Location:</b> Section II: Budget and Finance Pacific Swimming Policies and Procedures            Special Categories Division Section C: Pacific Swimming All Star Teams</p> <p>7.0            The co-pay for <u>North American Challenge Cup</u>, Western Zone and Pacific Coast All sStar meets shall be <del>30%</del> <u>50%</u> unless otherwise specified by the Board of Directors. Adopted 4/16/00 Amended 1/24/01</p> <p>2.0            The co-pay for all Pacific Swimming All Star teams shall be <del>30%</del> <u>50%</u> of the meet <del>is held in California and 35% if held outside California unless otherwise specified by the Board of Directors.</del> Adopted 4/26/00 amended 1/24/01 Revised 4/26/06 Amended 1/3/08</p> <p>(Lehla Irwin, Vice Chair, Program Development)</p>	
	1309TR1	F	Y	<p><b>Changes in Officers on Financial Accounts Chase</b></p> <p>Change in officers on Chase Bank Business Checking and Saving Accounts: John Bitter, General Chair; Leo Lin, Admin Vice Chair (replaces Mike Rianda) and Mary Ruddell, Treasurer, are authorized as signers on the Chase Bank Business checking and Savings Accounts as of September 25, 2013.</p> <p>(Mary Ruddell, Treasurer)</p>	Passed BOD 9/25/2013
	1309TR2	F	Y	<p><b>Changes in Officers on Financial Accounts Wells Fargo</b></p> <p>Change of Signers on Wells Fargo Investment Account: John Bitter, General Chair; Leo Lin, Admin Vice Chair (replaces Mike Rianda) and Mary Ruddell, Treasurer are authorized as signers to the Wells Fargo Investment account as of September 25, 2013</p> <p>Mary Ruddell Treasurer)</p>	Passed BOD 9/25/2013
	1309FC1	B	Y	Motion to accept approving of the Audit by LMGW written in a draft communication.	Passed BOD 9/25/2013

Date Intro	Motion #	Type	Doc	Motion/Motion Description	Action
				(Peggy Ramirez, Finance & Auditing)	
	1309TR3	F	Y	<p>2014 Budget</p> <p>(Mary Ruddell, Treasurer, Peggy Ramirez, Finance &amp; Auditing)</p> <p>Motion 1310ASC1 Section: Regarding Section 11000 Membership - Raise the membership fees for athletes, and nonathlete memberships for 2014 by \$5 (Andre Salles-Cunha, 2<sup>nd</sup> Mike Piccardo)</p> <p>Motion failed</p> <p>Budget passed</p>	<p>Passed BOD 9/25/2013</p> <p>Referred to HOD 10/13/2013</p> <p>Passed HOD 10/13/2013</p>
11/20/13 BOD	1311C1	F	Y	<p><b>1311C1 Investment Funds</b></p> <p>The Investment Committee moves to approve the revisions made to the Pacific Swimming Statement of Purpose – Investment Funds Adopted November , 2010</p> <p>Proposed Revisions 10-129-13 from Investment Committee</p> <p>Pacific Swimming’s Board of Directors (BOD), the Investment Committee and its Membership are chartered to conduct the financial matters in a prudent manner. Funds have been retained and invested resulting in a positive reserve. The funds are invested in appropriate investment vehicles under management of a professional advisor following a BOD approved Investment Guideline with a short and long term risk portfolio appropriate for the organization.</p> <p>The Investment Advisor reports quarterly to the Investment Committee on the performance of the portfolio and the adherence to the designated asset allocation.</p> <p>The purpose of the funds shall be the preservation of the current principle value but may be used for the following purposes:</p> <ul style="list-style-type: none"> <li>• Act as a reserve to the annual operating budget</li> <li>• Support annual grant programs as approved by the BOD for the benefit of Pacific Swimming’s members and member clubs/teams</li> <li>• Provide reserves for cyclical needs such as Olympic Trials and possible Age Group or Senior travel funding outside of the amounts designated in the annual operating budget.</li> <li>• Act as a potential source of funds for major projects approved by the BOD as deemed valuable and integral for the betterment of Pacific Swimming</li> </ul> <p>It is <b>not</b> the purpose of the funds to provide normal ordinary funding of operating expenses or to supplement normal ordinary sources of income.</p>	<p>Passed BOD 11/20/2013</p>

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				The funds can be managed and marketed in a manner where outside donations, contributions, estate sharing and other sources of principal growth will be generated. (MARY RUDELL, INVESTMENT COMMITTEE)	
	1311SR1	F	Y	<p><b>Sectional Support</b> Motion to approve a pilot program to extend travel support to the Sectional level. \$40,000 is allocated to this program and it will end when the funds are exhausted and will be distributed on a first come, first served basis. This program will be evaluated at the end of the 2013-2014 season.</p> <p>Purpose: To extend the overall travel support, and to help defray travel costs for sectionals Guidelines: 1) One meet per year per club, ie. Winter or Summer Sectionals, 2) Has no bearing on senior athletes travel qualification for national reimbursement, 3) Support to athletes only, 4) Athletes must be registered as year-round, and is at least in their "second season" with Pacific Swimming, 5) Swimmers must be non-collegiate swimmers, clubs must be in good standing Financial Support: 1) \$200 each for first 8 athletes and \$100 each for next 8 athletes, for maximum of 16 athletes or \$2,400 per team (Don Heidary, Senior Committee)</p>	Passed BOD 11/20/2013
	1311DC1	F	Y	<p><b>Diversity Grant Funds</b></p> <p>Motion to approved Diversity Grant Funding as follows:</p> <p>Carson Tigersharks \$3000 scholarships for 9 swimmers Presidio YMCA \$4692 direct expenses for diversity swim program Oakland Undercurrent \$8,200 scholarships for 35 swimmers Richmond Sailfish \$4,000 team building program</p> <p>Total \$19,892</p> <p>Total budget available \$23,050 (Kent Yoshiwara, Diversity Committee)</p>	Passed BOD 11/20/2013

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