

Pacific Swimming Board of Directors
Meeting
26 Jan 2011
(Subject to Board of Directors approval)

The meeting was called to order at 7:31 p.m.

The Minutes of the meeting of December 2010 presented for approval. Approved without corrections

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 guests in attendance are also noted.

John Bitter	x	Steve Hurko	x	Marcia Benjamin	Rebecca Baxley	x	<i>Zone Rep -</i>
Millie Nygren	x	Scott Shea		Judy Siegrist			1N Larry Rice
Warren Lager		Phil Harter		Mike Metcalf	Laurie Benton	x	4 – Jerry Rudd
Jon Pallesen	x	Rick Beebe	x	Gerry Ng	Valerie Rudd	x	
Gwenn Chong	x	Marie Wise		Tish Steimle	Joe Woo		
Fred Vogelgesang	x	Kent Yoshiwara	x	Rick Waterhouse			
Nick John		Mary Ruddell	x	Lehla Irwin			<i>Zone Reps</i>
Tyler Nolette		Elias Totah		Karyn Kikuta			1N-Ricky Silva
Mike McCombs		Ken Brown	x	Leo Lin			1S-A Salles-Cunha
Jennifer Malick		Carlene Takaki		Darwin Takaki			2-Clint Benton
Linda Nolette		Brian Malick		Darryl Woo			3-Lee Rosichan
Danica Burge	x	David Benjamin		Ken Brown			4-Jim Morefield

Announcements and Correspondence: None

Officer's Reports:

Chair:

John announced position have been filled. Membership will be Laurie Benton and the Office position has been hired, but name not released, awaiting final conversation. Notice to be posted on website on Friday regarding available hours, outline of duties, and contact information. Both office persons along with John will be putting together policies and procedures for the positions and will be available to the board so that the positions are outlined once finished.

Admin Vice Chair: Swim guides available in back of the room for those who need them. Millie has more if needed please contact her if anyone needs more.

Treasurer - 2010 P&L posted. Fred would appreciate the committees to review what was spent vs what you think was spent so that Fred can correct as needed.
Fred thanks the zones for the information provided so that he can proceed with the taxes

Age Group – Karyn Kikuta - report on Pac Coast report (submitted by Tyson Ormonde and Karyn Kikuta) Pacific took 2nd place, but was within 8 points midday Sunday. We had 11 relays set records – 11/12 boys and girls and 13/14 boys. Everyone looked very good in their warm-up jackets. Trip provided a nice opportunity to bond for swimmers coaches and staff.

Jon Pallesen – report – We had a very successful PAC Coast meet. Getting ready for

Western Zones at to be held at Clovis North, and NACC will be held in Mexico. Age Group committee wants to revisit far western rotation (will bring it up in old business). The committee will meet at Far Western sc, Sunday – but will probably meet via e-mails prior a couple of times. Last item discussed was the Developmental All Star to be held the first weekend of March.

Awards Banquet discussion was done at winter JO's – want to make it more like a gala affair. For All Star swimmers – the honor to represent Pacific should be the award vs getting an award at the banquet, as a team member they already get the uniform.

Committee to formalize the verbiage regarding awards and banquet, then present it to the board at the next meeting.

Seniors – No Report

Membership/Registration – Report posted. Two clubs request name changes – The Hills request to add Hurricane in the middle. South Bay Los Gatos wants to change to Los Gatos Polar Bear Aquatics. Approved

Background screens are coming in fast and heavy, in some cases duplicates are being sent out.

Diversity – Meeting held last night. Looking to post information on website; currently working with Rick. Looking to post roster of committee members, information regarding grants offered, grants awarded by year, programs funded by grants and progress of the programs. Other possibilities are to spotlight a coach, athlete, or certain programs.

Looking to meet at a central location as a committee for possibly ½ day for planning and to discuss how better to fulfill mission and plan for the year or longer with more advance thought and have a broader perspective of what is happening in our area as well as nationally. A thought at this time is to possibly look for funding outside of Pacific – this is still only in the discussion phase and action has not been taken as of yet. The committee feels programs should be able to go outward and not look only to Pacific for funding. Felt the Camp went well and the committee looking to put on a similar camp again this year.

Requested by Treasurer – to be kept in the loop if there are any additional funds for programs. Reason – so research can be done to account for the funds.

Question has come up regarding Disability Swimming vs Diversity Swimming where swimmers with mental disabilities vs swimmers with physical disabilities do not qualify for disability. Clarified – these swimmers fall under USA Swimming.

Diversity Camp – held at Laney College December 2010 (report by Karyn)

Attended: 30 swimmers, 11 coaches, 10 teams represented. The program was broken into 3 sessions, with mixer activities as well as videos, and 3 speakers. Camp was open to anyone interested in attending.

Officials – Brian not in attendance. (presented by John Bitter) Posted on website the first draft from the Task Force concerning dealing with officials, or lack of officials from the different zones, and different LSC's (not complete). Goal is to have a standard established at the LSC level as to how to handle this matter.

Time Standard – Submitted. Item noted to look at – Times were not changed from the SWIMS data base, they were left from 2009. Note – tabs for sc JO, lc JO, sc FW, lc FW girls times on top, boys on bottom by age group, and 40th place of each event at last 3 JO's and FW. Rolling average for 3 last years and came up with a time, showed the current qualifying times for that event – if it looked like there were 12 swimmers in that event then time was increased to get closer to 40% event, if there were 127 13/14 girls in 200 Breast reduced

time standard to get target of 40. National Motivational times provided for comparison on chart. Finally listed on the chart are the numbers of swimmers in Pacific swimming qualified to at that time in that the 2009 year, for example 17/18 boys 100 free – over 200 qualified to swim, 22 entered the meet, and 2 chose to swim finals.

Motion- 2601FV1 M/S/C (Fred Vogelgsang/C Benton)- Accept Time Standard's recommendations. (60 day motion with 30 day discussion).

Standing Committees:

Camps None.

Travel None. Question from John Bitter to Fred Vogelgsang regarding Ricks recommendation on handling the 4ht meet. Stated by Fred that Rick and Warren have had discussions – general concept is to allow \$200 for travel to a grand prix. The discussion is whether we are going to allow reimbursements to any meets other than the grand prix, which was the Senior Committee's recommendation at the Budget presentation.

Zone Reports:

Zone 1N – met Jan 18, next meeting March 14. Zone championship will be held at the new college of San Mateo. And the zone is looking at upgrading their bylaws.

Zone 1S – None

Zone 2 – Posted

Zone 3 – None

Zone 4 – Meeting held every other month, the odd months – had a meeting in January and are scheduling an officials' clinic with the co-officials' chair.

Nominating Committee – has had first teleconference meeting. Both Joe and Clint want to have any interested persons contact them.

Old Business

Age Group Motion – The Age Group Committee moves that Host responsibilities for the Far Western Short Course and Far Western Long Course 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.

Motion – Failed – hand vote.

Motion from Zone 3 (presented by John Bitter) – To allow Zone 3 host clubs the option to allow officials in and their children in after the cap of the meet has been reached. This allows host clubs in need of more officials to keep recruiting if necessary. It would amend Pacific Swimming's Rules and Regulation 3. B. 1.E 2 to as follows The host club will accept in the order of the received of entries to a capped meet swimmers of the host club ...

Spoken to the motion – Lehlia – In zone 3 meets fill up rapidly for example Neptune meet can fill in a matter of hours, on line. As a result there may not be adequate number of officials to cover the deck, so this would allow the club to accept entries from swimmers of officials so to adequately cover the deck. This would give the host team a little more leverage to run a meet.

Motion tabled. J Bitter/M Nygren M/S/C

New Business:

Motions and Resolutions – New Motions:

Camps – Expenditure request for 11/12 Camps of \$8950.00, budgeted for \$8000.00, difference of \$950.00, with participation of 48 swimmers, co-pay of \$60.00.

Motion passed.

Actions from the Executive Committee from January needed to be reported to the board
Submitted by M Nygren

Motion 2601CB1 M/S/C (C Benton, G Chong) To approve the actions of the Executive Committee from January 2011.

There being no further business, the meeting was adjourned at 8:42 p.m.

The next Board of Directors meetings will be held on the following
Wednesdays 23 February 2011.

Respectfully submitted,
Gwenn Chong
Secretary

Pacific Swimming Board of Directors
Meeting
23 Feb 2011
(Subject to Board of Directors approval)

The meeting was called to order at 7:37 p.m.

The Minutes of the meeting of January 2011 presented for approval. Approved without corrections

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 guests in attendance are also noted.

John Bitter	x	Steve Hurko	x	Marcia Benjamin	Joe Woo	x	Athlete Reps	
Millie Nygren	x	Scott Shea		Judy Siegrist	x		Stephanie Scannell x	
Warren Lager	x	Phil Harter		Mike Metcalf				
Jon Pallesen	x	Rick Beebe		Gerry Ng	x			
Gwenn Chong		Marie Wise	x	Tish Steimle	x		Guests	
Fred Vogelgesang	x	Kent Yoshiwara	x	Rick Waterhouse			Valerie Rudd	
Nick Johnson		Mary Ruddell	x	Lehla Irwin		<i>Zone Reps</i>	Joyce Lanphere	
Tyler Nolette	x	Elias Totah	x	Karyn Kikuta	x	1N-Larry Rice	x	Marvin Lanphere
Mike McCombs	x	Ken Brown	x	Leo Lin	x	1S-A Salles-Cunha		
Jennifer Malick		Carlene Takaki	x	Darwin Takaki		2-Clint Benton	x	Office
Linda Nolette		Brian Malick	x	Darryl Woo	x	3-Lee Rosichan		Amy Smith
Danica Burge	x	David Benjamin		Ken Brown	x	4-Jerry Rudd	x	Laurie Benton

Announcements and Correspondence: None

Officer's Reports:

Chair: Pool Grant Program and description of the offices sent to Clubs and board and is on the website. Laurie Benton is Office membership and Amy Smith is Office Support.

Nominations for Volunteer of the year go to the election committee. Voted at HOD in June.

Admin Vice Chair: Ad Hoc committee investigating the Swim guide is posted on the Web..

Treasurer – January 31, 2011 financial report posted. Passed out an BOD/ HOD Agenda Schedule for request spending of asterisk items. Payroll established for paid staff. Passed around thank you for donation to Fran Crippen award.

Age Group – Jon Pallesen – report – discussed time standards and how they were done. Against removing 17-18 group from Far Westerns. This is a chance for the older kids to swim with the younger kids.

Sr. Committee: Talked about the Pacific Sr. III meet.

Membership/Registration – Report posted.

Background screens are coming in fast and heavy, in some cases duplicates are being sent out. Question on travel pay out

Standing Committees:

Diversity – Committee off site meeting March 27th

Camps – No Report

Officials – Brought up the Zone 1N split session with break of 1 hour between sessions. Concerned about the length of the meet. Concerns about meeting the requirement of the 4 hr. rule. Officials on deck possibly 9 hours.

Time Standard -Posted on Website discussion. Discussion and vote will be at the March meeting. Discussed the older age groups not wanting to be there.

Club Development – No report

Travel –No report

Disability - Report given and posted on the Web

Board of Review No report

Open water – no report

Scheduling - None

Marketing-None

Nominating Committee – no update Interested persons should contact Joe Woo

Zone Reports:

Zone 1N – No report next meeting March 14.

Zone 1S – None

Zone 2 – Posted Clint announced that Pat Crowe a long time official and member of Pacific Swimming died Jan 272011 in Texas.

Zone 3 – None

Zone 4 – Jerry discussed the Nevada state Meet

Old Business None

New Business:

Motions and Resolutions – New Motions:

Motions for Feb 23, 2100 BOD Meeting

MOTION: 1102-FV1 – Resolve that the Pacific Swimming BOD Adopt Certain Resolutions whereby the establishment and maintenance of trading accounts have been authorized as per the attached Wells Fargo Advisors document.

Passed

Motion 1102-BM1 National Evaluators to Far Western Short Course in Morgan Hill on March 31 through April 3. One evaluator from outside Pacific & two inside Pacific. National Evaluators to SCSC International Meet on June 16-19. One evaluator from outside Pacific & two from inside Pacific. Assistance for PC Evaluators provided to those with extreme comutes Amount \$1500.00. Passed

Motion 1102-BM2 USAS LSC Offical Chairs Workshop Amount \$1500.00 Passed

Motion 1102-BM3 Lodging for officials with extreme travel distances who were assigned to work the Cabrillo Senior T&F meet on Feb 19-21,2011 (2 Officials). Lodging for officials with extreme travel distances who are assigned to work Far Western Short Course in Morgan Hill on March 31 through April 3. Amount \$1,000. Passed

Motion 1102-JM1 Adam Szmidt 10-UN Camp May 1st Amount \$3450.00
48 Swimmers Co-pay \$720.00 Passed

Motion 1102-MN1- As of April the sanction fee would be part of the Financial Report. Passed

Motion 1102-CT1 Request for 2888.80 for data streaming at Far Westerns Passed

Motion 1102-MW1 Budget for April Meet \$3.650. for Disability swimmers to Meet in April – 2 swimmers 2-coaches. \$3650.00 Passed

Adjournment 8:41 PM

The next Board of Directors meetings will be held on Wednesday 23 March 2011

Respectfully submitted,
Millie Nygren
For Gwenn Chong
Secretary

Pacific Swimming Board of Directors Meeting 23 March 2011
(Subject to Board of Directors approval)

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Warren Lager	x	Phil Harter	x	Mike Metcalf				Guests	
Jon Pallesen	x	Rick Beebe		Gerry Ng	x			Sibyl Baldwin	x
Gwenn Chong	x	Marie Wise		Tish Steimle	x	Zone Reps		Bruce Baldwin	x
Fred Vogelgesang		Kent Yoshiwara	x	Rick Waterhouse	x	1N-Larry Rice	x	Valerie Rudd	x
Nick Johnson		Mary Ruddell	x	Lehla Irwin		1S-A Salles-Cunha	x	Joyce Lanphere	x
Tyler Nolette		Elias Totah		Karyn Kikuta	x	2-Clint Benton	x	Marvin Lanphere	x
Mike McCombs		Ken Brown	x	Leo Lin	x	3-Lee Rosichan			
Jennifer Malick		Carlene Takaki		Darwin Takaki	x	2-Clint Benton	x	Office	
Linda Nolette		Brian Malick	x	Darryl Woo	x	4-Jerry Rudd	x	Amy Smith	x
Danica Burge	x	David Benjamin				4-Jim Morefield	x	Laurie Benton	x

Announcements and Correspondence : None

Officer's Reports:

Chair: Athlete Protection Officer – Contacted USA Swimming, effective 01 June, required of each LSC to have an officer in position to educate, help clubs, coaches, athletes, and volunteers to understand the reporting process to USA Swimming. USA Swimming will handle all cases. Ad hoc committee has been formed to select this person. Ad hoc committee to review the travel policies of Pacific as well so as to adhere to the guidelines of USA Swimming. Zone 1N-presented motion to LSC board regarding Protection Officer- general chair has appointed an Ad hoc committee to handle matter. Person will be in place by 01 June 2011.

Admin Vice Chair: Time Verifications- not getting files for time verifications, as a result there not able to give time verifications back. If files received on Thursday before meet starts on Friday, definitely not going to get times verified. Will contact Zone Sanction chairs to follow up that people follow up with where to send things. Banquet will be on Sunday not on Saturday.

Treasurer – (presented by Mary Ruddell) filed report. Background checks are going through. Investment Committee receiving applications for pool grant program.

Age Group – Zone All Star meet held in early March, felt it went rather well at DVC. Felt it would run better in a 10 lane facility. Requested zones keep it mind to host in a 10 lane pool, preferred. Preparing for Summer All Star meets – flight arrangements, hotels, vans, done. Big thanks to the office staff for getting things done. NACC trip will be going to Mexico; WZ going to Clovis. Participants restricted to 48 athletes over 4 age groups. JO's meet-will be reviewed in the committee at meeting held at FW. Noted – 3 swimmers will be coming from Reno for NACC - may need to look at hotel, and chaperon after return trip to bay area, before being sent back to Reno.

Sr. Committee: goals to expand schedule 1. Presidents Day weekend meet- has grown over the past few years, and has become a rather big success. 2. Indoor meet for March- 2 day T/F meet held at Pacifica.

1. **Diversity:** Next meeting to be held on 27 March 2011. Looking at no more than \$200 expenditure for room and other expenses, Kent will bring that forward at the next meeting.

Camps: Just finished up the 11-12 JO camp, had 65 applicants for 48 swimmer slots. Speaker was a swimmer on college break and two active swimmers from age group who helped with the camp. Currently getting phone calls for the leadership camps. 9-10 camp will be selected off FW; information on web site, application not on line yet and will accept applications at FW. Problems at camps- Parents want to pick up swimmers early from camps, even after told no they still came to get swimmer. Other problem – swimmer had no ride home. Aunt said to drop swimmer off at BART. Solution was swimmer was dropped off at a friend's house; otherwise swimmer would have been driven home. The situation puts Pacific in an awkward position. The matter was turned over to the Executive board and they are working on it.

Officials: Meeting held on 12 March for official chairs; missing were Valerie Rudd and Gale Maynor. Discussed – Coach verified times. Closing of events 30 minutes before, looking to extend the time for closing. Both motions are before the board today.

Discussed recommendations for upgrades of officials – Names not listed, upgraded Steve Kumpan. Discussed Pacific Officials web site – all zones decided it needs to be done. Hope is to be able to get more information out to all.

Discussed National travel assistance – age limit included now, but want to take out the limit.

Discussed Clinics – want to focus on Stroke and Turns, Chief Judges clinic – 1N, 1S and then 2 and 3. Length of meets – some can run 8 or 9 hours. Bottom line is that we have not been following the intent of the 11-12 4 hour rule. Now open to ideas as to how to handle it – in order to bring the length down.

Club Development: No Report

Travel: Open Water motion before the board tonight.

Disability: No Report

Board of Review: No Report

Open Water: No Report

Scheduling: Will report later.

Marketing: No Report

Zone Reports:

Zone 1N – Last met 14 March, zone still working on by laws, looking for a new secretary, and starting scheduling process.

Zone 1S – Zone Championship meet did not net as much as last year. Need to get more officials in zone.

Zone 2 – Last met on Monday. Majority of the meeting was spent discussing motions to be discussed at tonight BOD meeting. Discussed zone scheduling. Have no meeting next month so next meeting will be in May. Have to figure out how to handle meets if zone decides not to hold dual venues anymore. Next

meeting in May.

Zone 3 – Held board meeting this past Monday. Zone focus is on upcoming Zone Champs. Discussed officials, and still need to pass budget. Did not discuss scheduling. Will have a meeting in April.

Zone 4 – Submitted

Developmental All Star: (Darwin) Report submitted. Would like to suggest this meet be handled by Pacific staff. The biggest problem is to get enough volunteers to organize, host, put on the meet and chaperon. The meet format works well but would like to have the meet run in a 10 lane pool. John Bitter requests a member from each zone to participate in an ad hoc committee to discuss all meets from zone level to LSC level.

Time Standard: (Presentation by Tish) Reviewing JO time standards – Repot suggests the meet needs to get smaller.

Available options – (1) Unrestrict the weekend. Possibility to have JO+ meets

(2) Dual venue – 2 JO meets, and then funnel into 1 FW Need to look at what the function of the JO meet should be. If it is a “full” team meet – the older swimmers are not coming.

(3) Remove 15 up from the meet, possibly saving 1hr 45 mins to 2 hours

(4) Change the time standards

(5) Possible stipends for the meet

(6) Possibly change total number of events swimmers can swim for the meet

Definition of JO meet – (per Jon Pallesen) meant to be the first step into T/F swimming.

Discussion – Are we really providing the best for the swimmers? Matter to be reviewed at the April meeting after age group has their meeting and John Bitter will have his meeting recommendations as well.

Review of FW – last major changes were done around the Atlanta Olympics.

Motion 1103CB1 – For LC JO and FW this year 2011 only that the Meet Referee and Meet Director may impose a scratch down on any day that’s going to exceed the 8 hour limit, across the board. Passed

New Business: Motions and Resolutions – New Motions:

Officials Committee – 1103BM1 (1) Amend section 3.B.2a of the Pacific Rules and Regulations. 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. Effective 01 July 2011. Passed

1103BM2 (2) Amend section 4.A.2 of the Pacific Rules and Regulations 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 of competition, LSC Championship Meets and Zone Championship meets, times from sanctioned or approved meets only will be acceptable. Effective immediately. Passed

Motion 1103FV1/JP Move that the BOD authorize that a **Chase Bank Charge Account** be opened with the primary use for major trip expenses requiring the use of a payment card for airlines and hotels. Passed

Discussion: No preset spending limit. Annual fees of \$95 with cash rebate program estimated to cover this fee. Approved signers are the Treasurer and/or Office Administrator – Support. Full monthly payment required. Any purchase with this card must be included in an Approved to Spend Motion by the BOD under an approved budget line.

Motion 1103 FV2/JP Move that the BOD authorize that a **Chase Bank Credit Cart Account** be opened where the cards will be issued in the names of the paid staff for normal office expensed which as postage, office supplies and equipment maintenance. Passed.

Discussion: Preset spending limit. No annual fees with a small percentage rebate. A reconciliation process with receipt and documentations and accounting processes to treasurer will be established. Authorized purchases must for Pacific Swimming use only and have an approved budget line item. Any use for purchases other than normal office expenses must be cleared by the Treasurer in advance and approved by the supervisor.

Motion 0311-JB01 Motion to modify Pacific Swimming Rules and Regulations Document

Add item 9, D (Disbursement Policy) of the Pacific Swimming Rules and Regulations document.

Proposed Text of Change:

Item 9 is added (below, underlined) to the existing text of section 9, D of the Pacific Swimming Rules and Regulations.

D. Disbursement Policy

1. Swimmer application for travel assistance requests must be received by the Registration Chairman by the end of the third month following the attended meet.

2. The travel assistance for swimmers competing in the National Championship meets, including the Senior National Championship, the U.S. Open, the Junior National Championships, and the Open Water National Championships will be the determined airfare plus an increased stipend.

3. Travel Assistance for national "Trials" types of meets such as Olympic Trials will be determined and approved by the Board of Directors as requested and appropriate.

4. No payment to, or for a swimmer, will be made if the swimmer or the swimmer's family is indebted to Pacific. Resolution of the indebtedness subsequent to submissions of a request for the travel assistance will not qualify the swimmer for payment. The swimmer will not be eligible for a travel assistance payment as long as any indebtedness to Pacific remains unresolved.

5. Coach application for travel assistance request must be received by the Senior Committee by the end of the third month following the attended meet.

6. The travel assistance for coaches will be the same amount as determined by the Board of Directors for airfare as determined for the athlete for the same meet.

7. No payment from the coach will be made if the coach or club is indebted to Pacific Swimming. No payment will be made until the indebtedness has been resolved.

8. To be eligible for travel assistance, collegiate swimmers must have been registered with a Pacific Swimming Team during their senior year of high school. Once a swimmer who was previously ineligible (based on this rule) has exhausted their college swimming eligibility, they become eligible for travel assistance on the same schedule as described in Section 9.C.2.

9. To be eligible for travel assistance, (1) a copy of the athlete's team's Travel Policy shall be on-file with Pacific Swimming's LSC Office – Membership and (2) the party seeking reimbursement attests that the athlete(s) for whom reimbursement is sought did receive, acknowledge and sign said policy and did abide by said policy during the event for which reimbursement is sought. Passed.

Purpose: To better ensure that, per the requirements of USAS, each USAS Club within Pacific Swimming adopts a Travel Policy by withholding travel reimbursement from clubs which do not have a policy on file with the Pacific Swimming office. They will not be eligible for reimbursement of any travel assistance until it is on file.

Discussion: There will be a line for coach or club official to sign off as to the behavior of the participating swimmer, that the requesting person did behave and did not cause any trouble. Required by USA Swimming.

Motion 1103-AG1 Western Zones: Move that the BOD authorize that the bus contract, van rental, hotel contract and catering contract for Western Zones be approved.

Discussion: Bus contract with Got U There tours LLC Bus Company from Clovis, plus rental vans (2) - \$13000. Hotel contract with Piccadilly Inn University \$29,000, catering with Piccadilly Inn University Inn University \$10,000, and snacks \$1,000. Passed

Motion 1103-AG2 North American Challenge Cup: Move that the BOD authorize flight contract to Puerto Vallarta for North American Challenge Cup be approved. Passed

Discussion: Airline contract with US Airways to Puerto Vallarta plus approximately 3 round trip flights from

Reno to SFO and one night hotel stay at SFO with 2 rooms for Reno travelers (as the SFO – Puerto Vallarta flight leaves at 6:00 a.m.) \$33,000.

Zone 2 voiced concern regarding sending swimmers to Mexico with regards to what is going on in Mexico. It is noted that the money is refundable if we do not go on the trip. This money is a deposit to hold the seats.

Refundable date is 60 days. If Pacific does the trip, USA Swimming will supply 2 security personal to travel with the team. Final decision to send team to be discussed at May meeting.

Motion from **Travel Committee**: The Open Water National Championships – 2011. The meet is June 10 – 12 in Ft Myers, Florida. Travel assistance to the U.S. Open water Nations is set at \$500. Swimmers must have achieved a Junior National time standard in the 1500 meter free to qualify for assistance. Qualifying swimmers would also be eligible for a \$200 add-on. Passed.

Motion 1103-WL1 Move that the BOD authorize that Rules and Regulations, Section 9D be amended to provide financial assistance for top level senior swimmers at high level senior meets in addition to the current travel support for USA Swimming National and Junior National Championships. Passed.

Discussion: In order to assist our top senior athletes with an additional opportunity to compete against other top swimmers, Pacific Swimming will provide travel assistance to high level senior meets. The following guide lines and criteria shall be used:

1. One \$200 reimbursement per year.
2. USA Swimming December Jr. National Q time from the previous year required (2010 qualifying time would determine eligibility for 2011).
3. Qualifying time must be met prior to meet for which reimbursement is being requested.
4. Meet must require air travel (receipts must be provided). Trip costs may also include entry fees, meals, and etc.
5. Meet must be high level senior competition, examples - International, Grand Prix, NCSA Juniors, Texas Invitational, and others with approval of the Senior Committee.
6. A separate supplementary senior meet travel reimbursement form (In addition to the current Junior/Senior National form) will be posted on the Pacific Swimming website. The Senior Vice-Chair and Travel Chair will approve these requests.

Clarification: Items 1 – 6 goes into Policies and Procedures.

Motion 1103-WL2 Move that the BOD authorizes \$12000 funding to support Motion 1103-WL1. Passed.

1. \$12,000 budget for this program will help facilitate 60 swimmers in attending meets.
2. In January 2012, the Senior Vice-Chair will survey teams whose swimmers were recipients of this travel fund to determine if it helped facilitate participating in travel meets

Motion 0311-MN1 To modify Pacific Swimming Rules and Regulations Document – Add item 2 (below, underlined to the existing text of section 2, C of the Pacific Swimming Rules and Regulations.

Proposed Text Change:

C. Events

1. All events must conform to the current list in the USA-S Rules and Regulations. Exceptions may be made by application to and approval of the Sanctions Chairman or the Board of Directors.

2. With the exception of championship meets, the program in all other age group competition shall be planned to allow the events for swimmers 12 years and younger to be completed in four (4) hours or less for a timed finals session or in a total of eight (8) hours or less per day for a preliminaries and finals meet. Withdrawn.

Motion 1102-JM1 (on behalf of Zone 4) Approve the following proposed amendment, which adds one sentence to USA Swimming rule 102.7.2, for submission by Pacific Swimming LSC to the Chair of the UA Swimming Rules and Regulations Committee no later than may 15, 2011, per requirements of rule 511.2. Tabled til April

102.7 PPOSTPONEMENTS AND CHANGES IN PROGRAM

.1 The order of events, as stated in the meet announcement, shall not be changed. The announced arrangement of heats in any event shall not be added to or altered, except by the authority of the Referee, to the extent of consolidating the heats.

.2 At the Meet Referee's discretion, events may be combined by age, gender, distance and/or stroke provided there is at least one empty lane between such combined events. As a local option, an LSC may waive the requirement for empty lane(s) between combined events provided each such combined event is conducted using a single contiguous set of lanes.

.3 (no change)

.4 (no change)

Proposed effective date: Immediately upon adoption.

Scheduling – Gerry Ng Provided proposed schedule, on reverse side is the Senior criteria and Age Group to submit criteria. Mary handed out 2009 meet summary. Nothing can really be done until the ad hoc committee reports regarding meets because they may change, but schedule handed out gives an idea of meet dates.

Tish – requests copies of meet programs and time lines from each of the JO and FW meets. These are needed for calculation of information from time standards. Tish to send list of requested information to John and he will handle it through the office.

Reminder to Zone Chairs to submit names to John for the ad hoc committee.

Adjournment 9:49 PM

The next Board of Directors meetings will be held on Wednesday 23 March 2011

Respectfully
Gwenn Chong,
Secretary

Pacific Swimming Board of Directors Meeting 27 April 2011
(Subject to Board of Directors approval)

The meeting was called to order at 7:33 p.m.

The Minutes of the meeting of March 2011 presented for approval. Approved with corrections

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 guests in attendance are also noted.

John Bitter	x	Steve Hurko		Marcia Benjamin	x	Joe Woo	x	
Millie Nygren	x	Scott Shea		Judy Siegrist	x			Guests
Warren Lager	x	Phil Harter		Mike Metcalf				Veronica Hernandez x
Jon Pallesen	x	Rick Beebe		Gerry Ng	x			Amy Carter
Gwenn Chong	x	Marie Wise	x	Tish Steimle	x	Zone Reps		Tom Burke
Fred Vogelgesang	x	Kent Yoshiwara	x	Rick Waterhouse	x	1N-Larry Rice	x	Valerie Rudd
Nick Johnson		Mary Ruddell	x	Lehla Irwin		1S-A Salles- Cunha		Joyce Lanphere
Tyler Nolette	x	Elias Totah		Karyn Kikuta	x	2-Clint Benton	x	Marvin Lanphere
Mike McCombs	x	Ken Brown		Leo Lin	x	3-Lee Rosichan		Marie Lin
Jennifer Malick		Carlene Takaki		Darwin Takaki	x	2-Clint Benton	x	Office
Linda Nolette		Brian Malick	x	Darryl Woo		4-Jerry Rudd	x	Amy Smith
Danica Burge		David Benjamin				4-Jim Morefield	x	Laurie Benton

Announcements and Correspondence : None

Officer's Reports:

Chair: Executive Committee Report – SRVLA report to be presented by Mary Ruddell, regarding the reopening of meet.

Travel policy established in PC requiring clubs to submit written document and having coaches sign off on swimmers attending travel meet has been received favorably by USA Swimming. This policy may be adopted thus requiring other LSC's to do the same before money issued to clubs.

Admin Vice Chair: Swim guide committee has met via conference call, report to be presented at the May meeting.

Treasurer – Report posted on open web page. Still looking for several zones not having submitted report for Developmental All Star Meet, and some zones still have not submitted for reimbursement on background checks. Encourage use of "Request for Expenditure" forms. One club has been submitted to the BOR. Point of clarification JO's entry fees are the same as Far Western entry fees.

Age Group – Submitted minutes of last meeting, held at SC Far Westerns. Coaches applications for All Star meets have been posted, still need coaches for both teams. Athlete applications will be posted on the web 01 June. BOD will vote in the May meeting as to the NACC trip.
Discussed in meeting – Far Western (LC), summer and spring JO's.

Sr. Committee: Had a teleconference meeting today. Summer 2012 Sectional meet will add D heat to all events, no changes for qualifying times except 800 free relay – will eliminate 2 heats. December 2011

Sectional meet will have new qualifying times for about 1/3 of the events. Summer Sectional July 2012 – Santa Clarita was chosen.

Membership: Submitted.

Diversity: Three conference calls held in April. Motion to awarded \$19,500 total to following teams: MCAT - \$3,000, Ft Bragg - \$2,500, LACC - \$1,500, CUDA - \$1,000, CARS - \$2,000, MLK - \$3,500, ONDA - \$3,500, STAR - \$1,500, Richmond Sailfish \$1,000. Passed
Need to post for clarification \$5 registration fee; Kent will handle it.

Camps: No Report.

Officials: Motion to be made.

Club Development: No Report

Travel: Motion to be made.

Disability: No Report

Board of Review: Looking for replacement for Don Power. Jon Bitter will handle replacement.

Open Water: Two meets already sanctioned. Lost two meets that were held last year. Treasurer would like to have a fee structure submitted when convenient as related to Pacific Swimming.

Finance and Auditing: No Report.

Scheduling: Schedule posted on web, to be reviewed at May meeting.

Marketing: No Report

Zone Reports:

Zone 1N – No meeting since last report, next meeting in May 9.

Zone 1S – No Report.

Zone 2 – Previous meeting posted, next meeting May 16.

Zone 3 – No Report.

Zone 4 – Next meeting May 10.

Old Business:

Time Standard: (Presentation by Tish)

Motions – 1) To change methodology to calculate Far Western time standards to 40th place/ 3 year rolling average, for all events – examined yearly (subject to proper wording from Ken Brown). Passed

2) For JO's and Far Westerns – Times must be achieved starting September 1 until the entry deadline of the meet. In other words qualification starts September each year. Passed

3) 11-04TS1 M/S/C (Tish Steimle/Fred Voegesang) Time Standards no slower than the faster time standard of a younger age group as a swimmer ages up. Passed

4) Recommended time standards submitted for approval and to apply to 2012 Far Western. Passed
11-04JM-1 Approve the following proposed amendment, which adds one sentence to USA Swimming rule 102.7.2, for submission by Pacific Swimming LSC to the Chair of USA Swimming Rules and Regulations committee no later than May 15, 2011, pre requirements of rule 511.2. Passed

New Business: Motions and Resolutions – New Motions:

Travel – 11-04 RW-1 Travel Assistance for 2011 Summer National Championships and Junior National Championship to be held in Palo Alto in August 2011 be set at \$185 plus \$200 stipend for one meet and a swimmer competing in both meets \$185 plus \$400 stipend. Passed

11-04-BM-1 To approve Budget Asterisk Item 56560, National Evaluators to PC certification meet, amount \$1,500, budgeted. Passed

11-04-BM-2 To approve Budget Asterisk Item 56565, lodging for officials attending LSC meets, amount \$2000, budgeted. Passed

11-04 –IC-1 To grant awards from the 2011 Pool Improvement Grant Program to the following clubs and/or organizations as outlined in the chart. (on the web) Passed

11-04-IC-2 To reopen the application period to the Pool grant Program with a new deadline of June 15 for review and approval at the June 22 BOD meeting. Passed

11-04-GC-1 To clarify member of Pacific Swimming, in holding board positions in accordance with Pacific’s Conflict of Interest”. Tabled for 30 days.

11-04-JP-1 The Age Group Committee recommends that the 15-18 Age Group is “broken off” from the 2011 Summer JO’s Meet so that they can run Prelims for this Age Group at another nearby facility. Theses Age Groups would still combine with the rest of the Age Groups for Finals each night at WEST. Withdrawn

11-04-JP-2 The Age Group Committee moves to release the funds regarding the Western Zones Championship Meet (Line item: 540-15) amount \$71,000, and the North American Challenge Cup (Line item: 540-33) amount \$73,800. Passed

11-04-JP-3 Age Group Committee recommends that each team hosting the 2011 Summer JO’s Meet will receive \$4000 in compensation as originally budgeted for in the 2011 PC Age Group budget. This will cover loss of revenue for WEST and facility cost to the other team. Failed

11-04-MN-2 Request the amount budgeted for the House of Delegates Meeting June 4 not to exceed \$4000. Passed

11-04-VH-1 (Veronica Hernandez/Gerry Ng) Request \$4000 to help cover rental cost for portable showers for 2011 Summer JO’s. Tabled

Adjournment 9:55 PM

The next Board of Directors meeting will be held on Wednesday 25 May 2011

Respectfully
Gwenn Chong
Secretary

Pacific Swimming Board of Directors Meeting 24 May 2011
(Subject to Board of Directors approval)

The meeting was called to order at 7:28 p.m.

The Minutes of the meeting of April 2011 presented for approval. Approved

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 guests in attendance are also noted.

John Bitter	x	Steve Hurko	x	Marcia Benjamin	Joe Woo	
Millie Nygren	x	Scott Shea		Judy Siegrist	x	Athlete
Warren Lager	x	Phil Harter	x	Mike Metcalf	S Schanell	x
Jon Pallesen	x	Rick Beebe	x	Gerry Ng	x	
Gwenn Chong	x	Marie Wise	x	Tish Steimle	x	Zone Reps
Fred Vogelgesang	x	Kent Yoshiwara	x	Rick Waterhouse	1N-Larry Rice	x
Nick Johnson		Mary Ruddell	x	Lehla Irwin	x	1S-A Salles-Cunha
Tyler Nolette		Elias Totah	x	Karyn Kikuta	x	2-Clint Benton
Mike McCombs		Ken Brown		Leo Lin	x	3-S Baldwin
Jennifer Malick		Carlene Takaki		Darwin Takaki		3-L Rosichan
Linda Nolette		Brian Malick		Darryl Woo		4-Jerry Rudd
Danica Burge	x	David Benjamin	x		4-Jim Morefield	x
						Office
						Amy Smith
						Laurie Benton

Announcements and Correspondence: None

Officer's Reports:

Chair: Executive Committee Report – No meeting held in May.

Admin Vice Chair: Contact Office Support, Amy for all conference calls as of 01 June 2011.

Treasurer – Report posted on open web page. USA Swimming recommend all LSC's have both investment policy and reserve process – submitted. Request all LSC's participate in automatic payment process – Pacific does participate. As of Monday – have received all information from zones for All Star meet. Copies of Form 990 sent out – requesting all directors listed and hours worked weekly, if you want update – contact Fred. Recommend to the board to update "Conflict of Interest" yearly.

Age Group – WZ meet – Still in need of a few coaches. NACC meet – in favor of attending. Times for FW resent to office by Tish. Minimal standards for meets submitted. Spring JO – recommends meet to be a 3 full day meet. Age group and Senior committee are working on guidelines for both levels.

Sr. Committee: Will present with the Scheduling committee

Registration: Posted. Conflict of Interest will be sent out every September, going forward.

Diversity: 2 items – Reports from Fall 2010 Grant Recipients have been submitted to the Office, Amy. Working with Rick Beebe on getting information posted to web.

Camps: No Report.

Officials: No Report.

Time Standards: No Report.

Club Development: No Report

Travel: No Report.

Disability: Date for Disability Swim Clinic 18 September at Presentation High School – to be posted. Pending approval for meet at Santa Clara.

Board of Review: No Report.

Open Water: No Report.

Finance and Auditing: Moving forward with outside complete audit, will include all zones and LSC. Plan to review all proposals by 15 June.

Scheduling: to report in New Business

Marketing: No Report

Zone Reports:

Zone 1N – Meeting was on May 16, worked on schedule and working on by laws.

Zone 1S – No Report

Zone 2 – Report posted.

Fred Vogelgesang – If point #6 on Zone 2 May minutes goes forth request to add his name, as well as all members of the Executive Committee of Pacific because the entire committee were participants. Fred feels the entire #6 is irrelevant based on the actions taken by direction of the LSC Chair and the report published by the person asked to look into the event.

Zone 3 – Meeting was held 16 May, passed minimum official rule – will have a 6 month implementation period. Next meeting in June.

Zone 4 – Last meeting was May 10, will post when it is written, officers have been nominated.

Old Business:

Motion 1104cg1 Clarification of members to hold board positions – pulled and will be sent to committee to review. Committee members to be appointed by John Bitter, and will include outside counsel to review.

New Business: Motions and Resolutions – New Motions:

Motion To field a team for NACC with the budget that was presented last month with the correspondent co-pay. Passed

Athlete Protection Ad Hoc Committee – has commitment from Susan Mayer to being Pacific's Athlete Protection Officer. Currently, her position is to educate, and will not have a vote on the board because that

would have to go before the HOD. One of her duties will be to write up a proposal to become a standing committee with a vote on the board.

Motion 1105-jb-1 (fv/li) To bring Susan Mayer on as Athlete Protection Officer and for her to work on submission to becoming a standing committee with a vote. Passed

Scheduling: Age Group and Senior Criteria are posted.

Age Group Criteria-

Motion 1105mr1 (mr/fv) Amend AG criteria to remove &750 subsidy for JO's – Spring and Winter. Passed

Motion 1105jp1 (jp/cb) To remove the June Age Group International. Passed

Motion (from Age Group) To change the Spring JO from a 2 1/2 day to 3 day meet. Failed

Motion: To adopt the 2012 minimal criteria for Age Group meets as presented by Scheduling as amended. Passed

Senior Criteria-

Motion 1105cb1 (cb/vh) To amend criteria by removing restrictions of limited to 14 under on February, June, July and December meets, and change the March meet to less than Senior 3. Passed

Motion: To approve the Senior criteria with the above amendment. Passed

Motion: To approve the Proposed 2012 Pacific Meet Schedule as presented with the amendments. Passed

Motion: To 1105fv1 (fv/ph) To go completely electronic with the Swim Guide, posted to the web. It is required to have the Swim Guide posted and current 01 January each year. Passed

Motion 1105fv2 (fv/gn) Amend the Convention travel amount of \$515 to add \$20 per diem/day. Subject to the reimbursement policy with receipts, up to that amount. Passed

Motion: 1105fv2 (fv/gc) Move that the LSC Board of Directors rescind its 9/24/2003 BOD Motion stating that "Pacific Swimming shall cover the annual non-athlete registration fee for those members of the LSC Board of Directors who are not Life Members of USA Swimming".

Move to November House of Delegates for a vote contingent that we not register a board member for 2012 without collecting money. There is time enough after the HOD meeting to register for 2012 under the vote of the HOD meeting. This item will be brought up with the outside audit committee for opinion. Passed

Motion: To approve the fees for the High Country League Meet, from Zone 4, as submitted. Passed

Motion: To approve the pool grants as requested to two clubs, NAPA and SRVLA. Passed

Motion: 1105gn1 (gn/fv) Open nominations for the BOD and post to website. Point of Order/Sustained

Motion 1105fv3 (fv/mn) Move to publish the names of those intended to be nominated from the floor at the House of Delegates meeting. Passed

Motion: Proposal regarding unsupervised swimmers at meets. Tabled for 30 days

Motion: 1105fv4 (fv/vh) Move to adopt Age Group Ad Hoc Committee Awards banquet recommendation for the November 2011 banquet. Implement the items from report given at January 2011. Passed

Time Standards recommendations to remove 15 up from Spring JO's. Tabled for 30 days.

Motion: 1105cb2 (cb/vh) Move Summer JO's to Morgan Hill; if not allowed and meet to stay at WEST, then fund porta-potties up to \$5,000. Passed

Adjournment 9:37 PM

The next Board of Directors meetings will be held on Wednesday 25 June 2011

Respectfully
Gwenn Chong
Secretary

Pacific Swimming Board of Directors Meeting 22 June 2011
(Subject to Board of Directors approval)

The meeting was called to order at 7:29 p.m.

The Minutes of the meeting of May 2011 presented for approval. Approved

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 guests in attendance are also noted.

John Bitter	x	Steve Hurko	Marcia Benjamin	Athlete	
Millie Nygren	x	Scott Shea	Judy Siegrist	Lucas Lin	x Guests
Warren Lager	x	Phil Harter	Mike Metcalf	Rebecca Baxley	x V Hernandez x
Jon Pallesen		Rick Beebe	Gerry Ng	x Brittney Malick	x B Baldwin x
Gwenn Chong	x	Marie Wise	Tish Steimle	x Zone Reps	Mike Rianda x
Fred Vogelgesang	x	Kent Yoshiwara	Rick Waterhouse	1N-Larry Rice	x Don Heidary x
Nick Johnson		Mary Ruddell	x Lehla Irwin	x 1S-A Salles-Cunha	Marvin & Joyce Lanphere xx
Tyler Nolette		Elias Totah	Karyn Kikuta	x 2-Clint Benton	x Michala Rianda x
Mike McCombs		Ken Brown	x Leo Lin	x 3-S Baldwin	x Marie Lin x
Jennifer Malick	x	Carlene Takaki	Darwin Takaki	x 3-L Rosichan	Office
Linda Nolette		Brian Malick	x Darryl Woo	x 4-Jerry Rudd	Amy Smith
Danica Burge		David Benjamin	Joe Woo	4-Jim Morefield	Laurie Benton x

Announcements and Correspondence: None

Officer's Reports:

Chair: Executive Committee Report – No meeting held in June.

Admin Vice Chair: No report.

Treasurer – Report posted on open web page. Will have 4 motions in new business

Age Group – Discussing 2 different ideas for time standards.

1. Adjust JO to be 2 -5% off FW cut, pick one percentage and apply to all groups and sexes, 2.5% might be the best one.

2. Set standard to allow in athletes based on % of population in Pacific Swimming, for example, since we have more 11-12 than 13-14, and 9-10 swimmers those cuts will be relatively softer in order to allow 60 11-12 per event and only 25 9-10. He has no specific numbers on 2nd option and is working with Tish on the 1st option. Age Group is not on the same page now, so has nothing to present to the board. Age Group feels the 1st option is better, and that will be the same way A and B standards are determined as well, thus making it easier to maintain in the future.

Sr. Committee: No report.

Registration: Was supposed to be posted. We do have a new club, Stanislaus Aquatics. Numbers are up a little bit, more year-round than seasonal, and non-athletes are up as well.

Diversity: One item to report that he is working with Rick Beebe to get up on line and will have more to

report at the next meeting.

Camps: Camp coming up in September so sign ups in July.

Officials: Working on Officials' web site – to improve consistency in the LSC. Planning a BBQ at JO and FW (lc). Looking away with doing away with 5 levels, wanting to get in line with Nationals 3 levels. Possibly do away with the No Show penalty. From Nationals: Looking at dolphin kick in breaststroke. Fining teams at meets for not having enough officials does not work best – a better option is the LSC fining teams if they do not a the required number of registered officials by a set date.

Time Standards: No Report.

Club Development: No Report

Travel: No Report.

Disability: Met via conference call. Have identified 36 swimmers in LSC area; 7 should be registered with PC and are confirming numbers so to reach out to coaches. Caroline Hansen, St Francis Water Polo swimmer is back in water with PCA. Disability Clinic has moved to Saratoga High School. Canada may send team to SCSC disability meet. Fast Lane Tek is working with them for on-line entries. Next committee meeting in July. Request 20 minutes at August meeting for a presentation.

Board of Review: No Report.

Open Water: (from Fred V) question regarding money in budget – are there plans to spend? Or that amount of money may be available for use in other areas. (from Millie) Marcia may be setting up a national open water swim at Del Valle
Still waiting for entry fee program to be put in place

Finance and Auditing: met via conference call to review the six firms that submitted bids to do the audit of Pacific.
Motion from Audit Committee to approve L and GW to audit the books. passed

Scheduling: PC 1st round of meet awards as presented. Second round should go up next week. Meets left open are AG open in September and 4th of July, Senior 2, in April and one in June.
Motion to adopt the proposed 2012 Meet Schedule as presented by the Scheduling Committee - passed

Marketing: Letter went out via e-mail to clubs for advertising from Amy

Zone Reports:

Zone 1N – Meeting was on July 11 .

Zone 1S – No Report

Zone 2 – meeting conducted on Monday.

Discussed preliminary budget for next year. July meet returned from Stockton Swim Club and OAPB may pick it up. Request from Fred discussed and Zone 2 voted to continue the same procedure with no changes.

Discussed hard copy of the swim guide and have accepted it. Discussed zone schedule with Pacific schedule. Voted to continue meeting at Marriott. Seeing increase of officials. Next meeting July 18.

Zone 3 –Minimum official rule – goes into effect September 1. Similar to Zone 2, but without the financial

penalty. Zone Championship to be in October.

Zone 4 – No report

Old Business:

0611JB01 Motion to Modify Pacific Swimming Rules and Regulations Document – To better ensure that, per the requirements of USAS, each USAS athlete-member is under the supervision of a coach-member while competing at a sanctioned meet. Verbiage to be included on meet sheets as presented. Motion to adopt the updated wording into the Rules and Regulations as well as including it on meet sheets. passed

New Business: Motions and Resolutions

0611FV1 (fv/cb) Move that the following Officers, John Bitter as General Chair, Mike Rianda as Administrative Vice Chair, and Mary Ruddell as Treasurer be authorized as signers to the Chase Bank Business Checking and Saving Accounts, as of September 1, 2011, to coincide with the first day of their two year terms of office. Additionally it is authorized that a Chase Credit Card and Chase Debit Card be authorized to be issued to Mary Ruddell, treasurer as of September 1, 2011. passed

0611FV2 (fv/cb) Move that each of these three Officers, John Bitter as General Chair, Mike Rianda as Administrative Vice Chair, and Mary Rudell as Treasurer be authorized as signers to the Wells Fargo Investment Account, as of September 1, 2011 to coincide with the first day of their two year terms of office. passed

0611IC1 Move that the BOD A) Increase total Investment funds available to the 2011 Pool Improvement Grant Program from \$50,000 to \$57,500. B) Approve grant awards from the 2011 Pool Improvement Grant Program to the clubs and/or organizations as outlined in the chart, C) Authorize approval of Aquaducks application for bronze level pending satisfaction receipt of further project investigation. passed

Camps Budget Request for spending
presented by Fred Vogelgesang Motion to approve release of funds up to \$12,300 for Leadership Camp in September at Independence High. passed

0611Ad Hoc Com1 To add line item 12535 in the Pacific Swimming budget, Pacific Swimming Zone All-Star Meet Co-pay Income (60 day motion)

0611Ad Hoc Com2 To increase line item 58011 in the Pacific Swimming Budget, Zone All-Star Budget, Zone All-Star Meet Host \$5000 (60 day motion)

0611Ad Hoc Com3 To eliminate line items 58011 – 58015 in the Pacific Swimming Budget, Zone All-Star Meet Z1S, Z1N, Z2, Z3, Z4 and replace it with line item 58020, Zone All Star Meet (ZAM) \$30,000. (60 day motion)

1106MC1 Motion To release \$7000 for Swimming World for Far Western (lc) for live streaming. passed

Adjournment 8:41 PM

The next Board of Directors meetings will be held on Wednesday 24 August 2011

Respectfully
Gwenn Chong
Secretary

Pacific Swimming Board of Directors Meeting 24 August 2011
(Subject to Board of Directors approval)

The meeting was called to order at 7:33 p.m.

The Minutes of the meeting of June 2011 presented for approval. Approved with correction

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 guests in attendance are also noted.

John Bitter	x	Steve Hurko	x	Marcia Benjamin	Joe Woo	
Millie Nygren	x	Scott Shea		Judy Siegrist	x	Athlete
Warren Lager	x	Phil Harter	x	Mike Metcalf		Rebecca Baxley
Jon Pallesen	x	Rick Beebe	x	Gerry Ng	x	V Hernandez x
Gwenn Chong	x	Marie Wise	x	Tish Steimle	x	Jenna Pioli
Fred Vogelgesang	x	Kent Yoshiwara		Rick Waterhouse	x	Zone Reps
Nick Johnson		Mary Ruddell	x	Lehla Irwin	x	Mike Rianda
Tyler Nolette		Elias Totah	x	Karyn Kikuta	x	Don Heidary
Mike McCombs		Ken Brown		Leo Lin	x	1N-Larry Rice x
Jennifer Malick	x	Carlene Takaki		Darwin Takaki	x	1S-A Salles-Cunha
Linda Nolette		Brian Malick	x	Darryl Woo	x	2-Clint Benton x
Danica Burge	x	David Benjamin				3-S Baldwin x
						3-L Rosichan
						Office
						Amy Smith
						4-Jerry Rudd
						4-Jim Morefield x
						Laurie Benton x

NOTE: Not all attended are included above because I did not get the roster from the meeting. Please advise if you attended so that the attendance can be corrected.

Announcements and Correspondence: None

Officer's Reports:

Chair: Retreat to be held for new board 7-8 October 2011, dinner on 7 October. Board to be notified with specifics by mail. Executive Committee Report – Minutes submitted

Admin Vice Chair: Zone 4 to submitted recommended meet fees for 2012 Nevada State meet

Treasurer – Report posted on open web page.

Matter of non-payment of fee to Pacific has been turned over to the BOR, awaiting resolution. One team has been placed on payments to be made by certified checks only. All records have been turned over to incoming Treasurer

Age Group – WZ meet – Pacific team did well and won the team competition. NACC – team did well, but was under represented, because number of athletes was restricted. Recommended that Pacific gets more managers, possibly total of 8. Next year meet to be held at Alberta Canada. This was the 4th year that a PC swimmer got Jr National cut and able to swim at Junior the next week.

Spring JO- discussed at meeting held at lc FW. It was noted that winter JO shifted from 2 1/2 day meet, one course to 3 day meet, two courses – resulted in a manageable meet. Far Western lc went from 4 1/2 to 5 days and resulted in a more manageable meet. Sumer JO is going to go from one pool 4 days to 2 pools 3 days and expect it to become more manageable. Team placements for JO posted for next year. Motions from last meeting to be presented.

Comment – At Far Western (lc) some visiting teams requested break between trials and finals could be a bit longer.

Sr. Committee: No Report.

Registration: Posted. There is a new club. USA Swimming Athlete Protection – 2 items (posted) clubs must do a pre-employment screening and sign off and send to USA Swimming to keep on file. Non-athlete must take an on-line test and no cards will be issued until class taken.

Issue at hand – clubs are not registering swimmers. Pacific needs an educational process to inform teams of proper procedures for registering swimmers.

Diversity: No Report.

Camps: No Report.

Officials:

Time Standards: No Report.

Club Development: No Report

Travel: No Report.

Disability: Presentation – Update of events, highlights of last year. Disability Clinic to be held in September 2011. Survey presented by Jena Peole of Coaches and disability swimmers.

Board of Review: No Report.

Open Water: No Report.

Finance and Auditing: Audit almost done, should be completed by next BOD meeting.

Scheduling: 2 meets awarded July 4th – Sunnyvale and Labor day – MAKO.

Marketing: No Report

Zone Reports:

Zone 1N – Meeting on 19 September.

Zone 1S – Meeting on 14 September, to vote on age group and senior representatives and for sanctions chair.

Zone 2 – Report posted.

Zone 3 – No Report.

Zone 4 – Last meeting was July – all existing officers were re-elected, and looking for new sanctions chair. Next meeting 12 September.

Old Business:

ZAM motions i, ii, iii – presented at June meeting – to be used as a guideline, with real number to be calculated and presented to budget committee.

Motion (gn/ph) To accept the All Star Committee proposal, to move forward, and to bring to budget meeting a fully outlined budget. Clarification – to use motion as guideline. Passed

New Business: Motions and Resolutions – New Motions:

MOTION: TO AMEND BY-LAWS TO CHANGE THE DATES OF THE HOUSE OF

DELEGATE MEETINGS EACH YEAR

SUBMITTED BY: THE EXECUTIVE COMMITTEE

CURRENT BY-LAWS:

4.5 ANNUAL AND REGULAR MEETINGS

The annual meeting of the House of Delegates of Pacific Swimming shall be held in May or June each year. Regular meetings of the House of Delegates shall be in accordance with a schedule adopted by the House of Delegates or the Board of Directors.

CHANGE 4.5 AS FOLLOWS:

The semi-annual meetings of the House of Delegates of Pacific Swimming shall be held the first or second weekend of October and the first or second weekend of May.

The October meeting would be after the USAS Convention and allow for better communication of the happenings of this event and how it affects the LSC. A full day's agenda would be adopted to include, but not limited to, workshops on club development, diversity, financial training, etc. The day would conclude with a formal business meeting of the House of Delegates. This would become a closed weekend to swim meets, thereby allowing all clubs, coaches, officials, volunteers, etc. to be able to participate.

The May meeting would be a half day meeting for the purpose of elections and any other formal business deemed appropriate before the House of Delegates.

This would take effect in the fall of 2012. Passed

Age Group Motions

Motion 0811cb/gc Age Group Committee to be directed to provide to Time Standard, before September any changes that they want made or we will accept what Time Standard has presented and was approved. Passed

For the Spring JO's Meet, run Consolation Final Heats on the 2nd 25yd course of a 50-meter pool. Passed.

Make the Senior II Meet to be held on Saturday, March 24th, 2012 a Full 2-day Meet that includes all of the events. Withdrawn by Age Group

For the Spring Far Westerns Meet, run Consolation Final Heats on the 2nd 25yd course of a 50-meter pool. Passed

For the Summer JO's Meet, set the Max number of individual event entries to be **SEVEN (7) INDIVIDUAL EVENTS PER SWIMMER**. Tabled

Motion 0811fv/jp To pay budgeted stipends to the coaching staff for WZ and NACC be approved by the board. Passed

Pacific needs to establish Capitalization Policy (requested by auditors) – proposed policy provided by Mary Rudell. Motion needs to be presented at the next meeting – 30 day motion for September.

Adjournment 9:17 PM

The next Board of Directors meetings will be held on Wednesday 28 September 2011

Respectfully
Gwenn Chong
Secretary

Meeting Title: Pacific Swimming Board of Directors Meeting
Date: Sep 28, 2011

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	Scott Shea	Mike Metcalf		Athlete	Guests
Mike Rianda	X	Steve Hurko	Kent Yoshiwara	X	Stephanie ScannelL	X Millie Nygren X
Lehla Irwin	X	Phil Harter	Gerry Ng	X	Zone Reps	Natalie Tang X Debbie Tucker X
Ron Heidary		Rick Beebe	Tish Steimle	X	1N - Larry Rice X	Valerie Rudd X
Don Heidary	X	Marie Wise	Rick Waterhouse	X	1S - Andre Salles-Cunha	
Veronica Hernandez	X	Elias Totah	Peggy Ramirez	X	2 - Clint Benton X	
Marie Lin	X	Ken Brown	Leo Lin	X	3 - Sybil Baldwin	
Mary Ruddell	X	Carlene Takaki	Izzy Real	X	4 - Jerry Rudd X	
Mike McCombs		Brian Malick X	Darwin Takaki X	X	4 - Jim Morefield	Office
Jennifer Malick		Marcia Benjamin	Fred Volgelgesang		Jill Ruppenstein X	
Linda Nollette		David Benjamin	Darryl Woo		Amy Smith	
Danica Burge	X	Judy Siegrist	Joe Woo		Laurie Benton X	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
Meeting Called to Order	Called to Order at 7:30 PM		
Minutes from Previous Meeting	Minutes of August 24, 2011 approved with the addition of attendees		
Officer's Reports			
Chair	<ol style="list-style-type: none"> 1. Announcement from USA-S: Ben Sheppard is no longer an employee of USA-S and it is the understanding of USA-S/Pac Swim that his swim club has suspended him. Because this is a personnel issue, USA-S has no further comment on it. While we (USA-S and Pac Swim) cannot discuss the details of any specific case, as a general matter it is USA-S/Pac Swim's policy to investigate all formal complaints and to cooperate with law enforcement agencies. In addition, USA-S has enacted a comprehensive athlete protection program and is committed to its full execution and enforcement. 2. Conflict of Interest and Ethics Statement: These forms are USA-S Forms. Everyone is to sign both sheets and turn them into Laurie Benton at the end of the meeting. A spreadsheet will be created for reference – to avoid any conflicts of interest 3. Laurie Benton also has Non-Athlete registration forms which all should pick up and fill out. 4. Jill Rupperstein introduced: our new full time employee who will be taking on Amy Smith's position as of 	<ol style="list-style-type: none"> 2) Spreadsheet to be created and distributed as appropriate 3) All Board Members register as Non-athlete 	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	October 15 th . Amy Smith will continue to provide services to the LSC on a contract basis to handle travel, and is in the process of training Jill.	members by 12/31/11	
Admin Vic Chair – Operations	No report		
Admin Vice Chair – Programs	No Report		
Treasurer	Balance Sheet for finances up to Sept 25 th is posted		
Age Group	1. Time standards proposal for JO's will be discussed in the motion 2. Working on Awards Banquet and all winners have been identified. Will be sending out invitations		
Sr. Committee	No report		
Registration	See Report Posted		
Diversity	See Report Posted		
Camps	No report		
Officials	No report		
Time Standards	No report		
Club Development	No report		
Travel	See motion 1109RW1		
Disability	There will be a Disability swim meet this Saturday and Sunday, co-hosted by Santa Clara and Pacific Swimming. There are 78 registered swimmers, twice as many as last year	Invitation to come, help out, and watch	
Board of Review	No report		
Open Water	No report		
Finance & Auditing	Budget Requests are due October 1st	Turn in budget requests	10/1/11
Scheduling	Gerry Ng is working on setting up the 2011 Schedule to be posted on-line. Also sending out the excel spread sheet to all Zones to fill out information about their schedules. It will go out by Friday with instructions regarding what information to provide.	Zones to fill out schedules on spreadsheet	
Marketing	No report		
Athlete	Report by Stephanie Scannell regarding Convention and Athletes experience: 1. Able to offer their opinions on topics 2. Gained an understanding of how meetings run, so they can function better at LSC board meetings 3. Joined focus group for new athletes 4. Times for Scholastic All American Athletes will be changed to correspond to the old Junior National Times		
Zone Reports			
Zone 1N	1. Election of officers – Larry Rice new Zone Chairman 2. Schedule of meets finalized 3. By-laws approved		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	4. Zone wanted to buy some swim guides, but it will be only electronic		
Zone 1S	1. Formed committee to go over the Zone 1S by-laws		
Zone 2	See Report posted		
Zone 3	Peggy Ramirez reporting for Sybil Baldwin: <ol style="list-style-type: none"> 1. Confirmed all needed support to Lehla Irwin for the 2012 All Star Meet 2. All Star Meet - Committees set up and preparing motions to be put forward to the BOD at the October meet 3. Coaches want to modify rules for distance events for 10 & under 4. Would like to increase entry fees, especially for Long Course meets which run at a deficit 5. Would like guidance regarding having inappropriate people coaching. One coach fired abruptly and some uncertified coaches coaching on deck. John Bitter needs a written report so that this can be acted on immediately. 	5). Zone 3 to turn in a written report to John Bitter ASAP	
Zone 4	<ol style="list-style-type: none"> 1. Elections completed – same officers 2. Discussed how to recruit and retain officials, a difficult situation which still seems to have no solution 3. Scheduled 2 new clinics for officials 		
Old Business			
Motions	1108MR Capitalization Policy – deals with capital equipment that is \$4000 and over. All the equipment we presently have is fully depreciated. This motion will help with equipment moving forward	Passed	
	<p>Change in Time Standards for JOs and Far Westerns: There is still concern about the size of the JOs and Far Westerns. With the present time standards the JOs and Far Western Short Course and Far Western LC meets, (all with one pool venues), will be too long and unwieldy. 1108CB/GC requires that age group come up with a revision in time standards that passes at this meeting. Otherwise we would revert to the time standards in 1104 Time Standard 1 and 1104TS1, which passed the BOD but failed at the HOD 6/11 meeting. The Age Group motion 1109AG1 did not pass, so 1104 Time Standard 1 and 1104TS1 are reinstated with the amendment 1109CB1 which allows for bonus events at the 2012 JOs long course, a dual venue. In the discussion a number of other ideas were brought up for consideration which may be useful to pursue in the future.</p> <p>1109AG1: FW and JOs Time Standards: 1) For 1 pool meet (JO's and Far Westerns) 14 & U change to 40th using the 3 year rolling average (as calculated in 1104Time Standard 1 motion), 15-16, and 17-18 will stay as they are now. (Will include the 18 month window for achievement of time which was already passed.). 2) With 2 pools (JOs LC this summer) maintain the present times with no changes.</p> <p>1104 Time Standard 1 and 1104TS1: Time Standards Calculations: For JO's and Far Westerns calculate standards to 40th place with 3 year rolling average for all events – examine yearly, and time standards are to be no slower than the faster time standards of a younger age group as a swimmer ages up</p>	Age Group and Time Standards should continue to work together to see what other options they can come up with for the JOs and Far Western meets in 2013 and onwards 1109AG1 - Failed 1104Time Standard & 1104TS1 - Reinstated	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>1109CB1: Bonus events for 2012 Long Course JOs: for 2012 Long Course JOs 2 bonus events will be allowed for each swimmer that has at least 1 qualifying JO time. Time standard for the bonus events will be the current (2011) JO time standard. If local conditions warrant it the Meet Referee and with the concurrence of the Meet Director may require a mandatory scratch down of the bonus events</p>	1109CB1 - Passed	
New Business	<p>John Bitter Reports from Convention:</p> <ol style="list-style-type: none"> 1. New Athlete Protection Education is now up. Needed for renewal of Non-Athlete Membership 2012. It takes about an hour 2. Junior cuts substantially dropped for the summer 3. In 2013 National standards will go to Olympic trials times 4. Nationals C finals will only be 18 and under 5. Summer Nationals will require Long Course qualifying times to enter – they will not accept Short Course times 6. Western Zones All Star Meet has dropped 15 & up. They will need to go to Western Zones Senior Meet which is a Team based meet, not an All Star Meet 7. Sectional Standards are also going to drop for next summer 8. Grand Prix Meets will be capped 	All Board Members and anyone wanting to renew Non-Athlete Membership in 2012, should take Athlete Protect Course by December 2011	12/31/11
	Rick Beebe posted the Privacy Policy passed by USA-S so we are aware of it. It does not change what we need to do for athletes but gives us permission to publish personal information for many types of non-athlete members.	Rick Beebe will address any problems we may have so we are compliant.	
	<p>Limitation of JO's to Pacific Swimmers only</p> <ol style="list-style-type: none"> 1. There is no actual wording in the rules and regulations, policy and procedures, or by-laws which explicitly states that JO's are limited to Pacific Swimmers 2. Since Age Group has functioned with it that way, and put it in the meet sheet, we need to make sure that the actual wording is placed in the appropriate rules and regulations and/or policy and procedures. 	2) Age Group should work with Audit to make sure that the wording is in place or a motion is created to put it in place	
Motions	<p>Outside Auditor's recommendations and Financial Statement</p> <p>Audit was completed and the outside Auditor presented to the Executive Committee, the Audit Committee, Zone Chairs and Zone Treasurers, their recommendations and a Financial Statement. It became clear in the presentation that we need to have more uniform categorization and processes. We will be trying to hire a bookkeeper to help with this process, and with forming a new chart of accounts. Consolidation should be rolled up quarterly. We should have a record retention policy, and separation of duties with a second person having oversight (for protection of the treasurers, the zones and the LSC). A number of the recommendations are in process or already in place: the Capitalization process, the signing of the conflict of interest forms and maintaining them in one place. Pacific Board of Directors, Zone Board of Directors and the Board of Review are covered for D&O insurance under USA –S's D&O policy, as we are an extensions of USA-S</p>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>1109AC1a: Outside Auditor's Recommendations: Accept and implement recommendations in the Management letter</p> <p>1109AC1b: Outside Auditor's Financial Statement: Accept the financial statement with the caveat that some of the categorizations may not be completely accurate but that the total incomes and expenses are accurate and we will move forward towards better accuracy in categorization.</p>	<p>1109AC1a - Passed – begin implementation effective immediately</p> <p>1109AC1b - Passed</p>	
	<p>Change of Fiscal Year Budget Cycle: Leo Lin proposes to change the Budget Cycle to start on September 1 through August 31. To change this the first year we would have two budget cycles, 1st Jan through August, and 2nd September through August the next year. One concern Fred Vogelgesang had would be that the budget for the new board would be structured by the old board. However, as it presently stands, the new board has the old board's budget for 3 months. If the old board and new board worked together during the transition period from May (elections) to September (new Board begins) both old and new board members would own the budget. Moreover this process would support a smoother transition of positions. This change would follow USA-S's budget cycle. The plan would be to change the Budget Cycle and once we are familiar with it and if we have adapted well to it we could then go through a legal transaction to change the fiscal year. It would also help to have two budget meetings a year. We presently only have one but we are on track to have two.</p> <p>1109LL1: Amend By Laws Article 15.1 Fiscal Year: Amend Article 15.2 of the By-Laws to have the fiscal year have an annual cycle starting on September 1 through August 31, with 2 budget cycles for the year the changes are to be adopted – 1st: Jan 1-August 31, and 2nd: September 1 through August 31 of the following year.</p>	<p>30 day motion BOD 10/11 Then HOD 11/11/11</p>	<p>10/28/11 11/19/11</p>
	<p>2012 BOD and HOD Meeting Schedules: John Bitter presented a tentative schedule for BOD meetings and HOD meetings. This schedule is subject to HOD approving the changes the BOD approved regarding HOD meeting dates. BOD and budget meetings are listed with contingencies for if the Budget Cycle shifts to a September to August Cycle, or if it retains the January to December Cycle. There are no meetings scheduled in June or July because of the Olympic Trials and Olympics occurring next year. There are also many meets during those summer months, making it very hectic. This means that most summer spending requests should be completed by May.</p> <p>1109JB1: Proposed Board and House of Delegate meetings for 2012: Shifts House of Delegates meetings, requires summer spending requests to be completed by May, and allows coaches and officials to focus on their duties during the two months of June and July where there will be no meeting.</p>	<p>BOD schedule passed HOD schedule to be presented to HOD 11/11</p>	<p>11/19/11</p>
	<p>1109JB2: Consent Motions from USA-S Convention:</p> <p>1. Open Water sanctioned or approved meets: must go to LSC Sanction and USA-S for review and approval</p>	<p>Passed</p>	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>2. Audio and Visual Recording Devices: All meet sheets include statement: " Use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms, or locker rooms."</p> <p>3. SWIMS data base access: Anyone with SWIMS access must be an individual member of USA-S</p>		
	<p>Pay Co-Pay for Pacific Swimmer to go the FINA World Cup: USA-S as asked Pacific to consider picking up the athlete co-pay (\$1000) for the Pacific Swimmer selected to attend the FINA World cup meets in Moscow, Russia and Berlin, Germany in October. Pac Swim did this 2 years ago for athletes on the trip to Barcelona.</p> <p>1109JB3: 2011 FINA World Cup meets: Request by USA-S that Pac Swim provides Chelsea Chenault's athlete portion of the payment to attend the 2011 FINA World Cup meets in Moscow, Russia, and Berlin, Germany in October.</p> <p>1109CB2: Amendment to 1109JB3 To cover any other athletes that might become eligible: Should any another athlete be eligible to go we will cover their co-pay.</p>	<p>1109JB3 - Passed</p> <p>1109CB2 - Passed</p>	
	<p>Travel to Nationals and Junior Nationals next year: We have provided support and stipends to swimmers making Nationals and Junior Nationals and this is a request to approve the money for Nationals in Georgia, and Junior Nationals in Texas. A swimmer may qualify for both and get funding for both. There are no limits on the number of meets for which a swimmer can receive support. Coaches have a limit of support of 2 meets per year. We have not covered baggage charges in the past, but now that they are occurring we should look into that as well.</p> <p>1109RW1: Travel for National and Junior Nationals SC 2011: Approve Travel Assistance and Stipend for Nationals and Junior Nationals Short Course 2011. The amounts are Atlanta (Nationals) \$480 +\$200, and (Juniors) \$300 + \$200. Reno flight is \$390 + \$200.</p>	<p>Travel Committee to look into whether Pacific should include coverage for baggage fees – to be considered for the summer meets</p> <p>Passed</p>	<p>Before Summer Nationals, Jr. Nationals, Olympic Trials, etc.</p>
Next Meeting	October 26, 2011		
Meeting Adjourned	Meeting adjourned at 8:38 PM		

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

Meeting Title: Pacific Swimming Board of Directors Meeting
Date: October 26, 2011

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	Scott Shea		Kent Yoshiwara	X		Athlete		Guests		
Mike Rianda	X	Steve Hurko	X	Gerry Ng	X		Stephanie Scannell		Millie Nygren	X	
Lehla Irwin	X	Phil Harter	X	Tish Steimle	X	Zone Reps	Natalie Tang		Debbie Tucker	X	
Ron Heidary		Rick Beebe		Rick Waterhouse		1N - Larry Rice	X	Michala Roan (Z3)	X	Valerie Rudd	X
Don Heidary	X	Marie Wise		Peggy Ramirez	X	1S - Andre Salles-Cunha				Rick Arnason	X
Veronica Hernandez	X	Elias Totah	X	Leo Lin	X	2 - Clint Benton	X			Bruce Baldwin	X
Marie Lin	X	Ken Brown		Warren Lager	X	3 - Sybil Baldwin	X				
Mary Ruddell	X	Brian Malick	X	Izzy Real	X	4 - Jerry Rudd	X				
		Marcia Benjamin		Darwin Takaki	X	4 - Jim Morefield	X	Office			
Jennifer Malick	X	David Benjamin		Fred Vogelgesang	X			Jill Ruppenstein	X		
		Judy Siegrist	X	Darryl Woo				Amy Smith			
Danica Burge				Joe Woo				Laurie Benton	X		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
Meeting Called to Order	Called to Order at 7:32 PM		
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 of September 28, 2011 approved with amendment		
Officer's Reports			
Chair	John Bitter reports: 1. 2011 Volunteer of the Year Award: Laurie Benton recognized for her services to Pacific Swimming 2. Board of Directors: General Chair-John Bitter, Admin Vice-Chair – Mike Rianda, Programming Vice-Chair – Lehla Irwin, Sr Vice-Chair – Don Heidary/Ron Heidary, Age Group Vice-Chair – Veronica	All Members to register with USA swimming	Renewals by Dec

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>Hernandez, Secretary – Marie Lin, Treasurer – Mary Ruddell, Registration – Judy Siegrist, Sr Coach Rep – Scott Shea, Age Group Coach Rep – Steve Hurko, Z1N Chair – Larry Rice, Z1S Chair – Andre Salles-Cunha, Z2 Chair – Clint Benton, Z3 Chair – Sibyl Baldwin, Z4 Chair – Jim Morefield, At-Large, Darwin Takaki, Warren Lager, Fred Vogelgesang, Leo Lin, Izzy Real, Camps – Jennifer Malick, Club Development – Danica Burge, Communications – Rick Beebe, Disability Swimming – Marie Wise, Diversity Swimming – Kent Yoshiwara, Finance and Audit – Peggy Ramirez, High School – Elias Totah, Local/National Legislation – Ken Brown, Officials – Brian Malick, Open Water – David and Marcia Benjamin, Scheduling and Meet Management – Gerry Ng, Time Standards – Tish Steimle, Travel – Rick Waterhouse. Board of Directors is reminded that they must be registered with USA Swimming, which includes getting a background check and doing the Athlete Protection Education. Members all approved pending their registration with USA Swimming</p>		31, 2011
Admin Vice Chair – Operations	None		
Admin Vice Chair – Programs	None		
Treasurer	<p>Mary Ruddell reports:</p> <ol style="list-style-type: none"> 1. Treasurer’s Report: see report posted. In the future Mary will present Actuals vs. Budget each month. She and the bookkeeper are in the process of changing the chart of accounts. The bookkeeper will help to determine what needs to be put into the financial reports. 2. Balance Sheet as of October 21, 2011: This is presented with some issues regarding USA swimming accounts. <ol style="list-style-type: none"> a. Fred Vogelgesang requested that the Balance Sheet be pulled and a new one put up with the USA-S issues resolved so the budget is accurate. b. The balance sheet was approved with the USA-S section removed. 	2. Mary Ruddell will present the amended balance sheet with the USA-S fees problems removed.	
Age Group	<p>Veronica Hernandez reported for the Age Group Committee:</p> <ol style="list-style-type: none"> 1. Awards Banquet: Invitations sent out, location set up, meals are being worked out, Masters of Ceremonies is not yet confirmed. Swimming World TV will provide at the banquet 10 minutes of highlights from this year’s swimming. The Head of Swimming World TV will attend the banquet and may make a brief statement. 2. Budget: Completed 3. All Star Meets: The committee is looking at the summer All Star Meets and picking one meet to attend. Western Zones has now changed to 14 and Under. 4. See Motion 1110AG1 	3. Determine which All Star meet Pacific will attend in the summer	3. HOD Nov 19, 2011
Sr. Committee	Don Heidary reports that he has now a strong appreciation of the work that the board has done behind the scenes to serve, the swimmers, the parents, the coaches and the teams and gives his thanks. Presents a PowerPoint with the following ideas.		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<ol style="list-style-type: none"> 1. Who Are We: Gather numbers of National level, sectional senior I, II, III, Open water, Disability swimmers. Look at retention and how we compare with the rest of the nation. 2. Meet Perspective: Look at top down to help athletes be the best in the country and let them be aware the LSC cares and supports them. Similarly from the bottom up, novice to midlevel we should be developing them with a plan or path to help them achieve that. Look at integrating Age Group with the senior swimmers. 3. Indoor Facility: Possibly form a committee to explore building a centralized indoor facility so we do not have to travel to Southern California or the Northwest to get a facility. See if there are key personnel that could spearhead or be knowledgeable about this. 4. Branding "PAC" Senior: Try to develop a branding of "PAC" Senior – focusing on Performance, Academics, and Character. Consider developing a Pacific Swimming Leadership Team, Performance (National) Team, Academic Team, and Leadership Team each with criteria that will support the development of our senior swimmers 5. Website: Utilize the upcoming Pacific website to introduce these concepts regarding senior swimming, including emphasis on training, fitness, competition, team building, life skills, a collegiate path, and Olympic path, and use it for marketing strategies. Set up tabs which will allow swimmers to see their rankings individually and on the club level. 6. Meet Plan: We should have meet plans of our own with our own peak cycles and our own cycle not just dependent on the USA-S cycle. We should have a plan of meets that will help each level of swimmer develop in an appropriate cycle, possibly developing a track system for Novice to Intermediate (Senior 2), Intermediate (Senior 2 to Sectional), and Junior National to Olympic Trials. Age Group and Seniors should work together in developing these plans. 7. Challenges: These include need of an indoor pool, length of meets, balance of Age-Group and Senior, Officials, geography 8. Coaches: We need to know what coaches desire and what they see as the needs. 9. Distance Exposure: Suggest a Distance meet that is LSC wide in the fall where swimmers swim all the events: Saturday 400 IM, 500 Free, Sunday Mile, 200 Free (sprint), possibly include a 400 or 500 stroke seeded by stroke, and have a Relay fun challenge. Possibly have a Distance Swimmer of the Year and Open Water Swimmer of the Year to help with developing this area 10. Team Meet: Team Meets integrating older and younger swimmers. These could be Zone Championship meets in the fall which are "Team entered". Everyone is committed and it would be sprint oriented with team buddies and fun relays. 11. IMX Meet – meets where USA-S has a points system ranking the swimmers nationally on IMX meets – where swimmers compete in all events to develop all rounded swimmers. This encourages swimmers to swim their off strokes as well as their specialties. These could be team meets that are one or two days. 12. Camps: Camps for Seniors – around Open water, Triathlon, Distance, Sprint, Character/Leadership, College, USA-S 13. Coach Education: – recognizing teams and coaches that have made a commitment to grow and get 		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>better. May support them going to Pacific Clinic, ASCA World Clinic, USAS Convention. Mentorship of more experienced coaches mentoring younger coaches.</p> <p>14. To Do List: Get a coach survey, follow John Bitter's long term vision, continue Warren Lager's initiatives, review the meet calendar with the three tract divisions, look at creating the Zone (team) Meet, the Distance Meet, the IMX meet, consider creating the specialty camps, work on branding, support coach education, and work on indoor facility feasibility</p> <p>Pacific will establish a Task Force that will look at those ideas and determine which couple of things we can focus on to accomplish and present back to us so we can move forward on some of these ideas. Task force includes: Don Heidary, Veronica Hernandez, Kent Yoshiwara, Natalie Tang, Stephanie Scannell, John Bitter, Steve Hurko, and Scott Shea</p>	<p>Task Force will meet and begin process – reporting back to the BOD in January</p>	<p>January, 2012 BOD meeting</p>
Registration	<p>Laurie Benton reports:</p> <ol style="list-style-type: none"> 1. See posted report 2. See Motion1110LB1 		
Diversity	<p>Kent Yoshiwara reports for Diversity Committee:</p> <ol style="list-style-type: none"> 1. Grants: Grant applications closed October 1st and four applicants have made it to the next stage. The committee will meet to determine which applicants will be invited to present their grant program to the committee 2. Diversity Camp: To take place on November 12th. Veronica Hernandez has done a tremendous amount of work to set up the following things: <ol style="list-style-type: none"> a. The camp will be at the West Pool in San Jose, with 15 to 20 campers signed up, and a number of the coaches from teams that got diversity grants will be involved. b. There is still a need for a couple more parent volunteers c. Anthony Ervin and Nathan Adrian will come to talk at the camp and Make a Splash Foundation will supply caps, t-shirts, wrist bands, stickers and tattoos. d. Nathan Adrian comes from a program set up for National Team athletes that are no longer in college and part of what they must do is make 2 appearances for free. He will be bringing that program's publicity person who will be bringing TV cameras so that the program will get a spot on TV with highlights that will be shown on the USA-S website. 3. Western Zones Multi-day Diversity Camp: Western Zones wants to put one on similar to that done in the Eastern Zone and Central Zone. They are looking for a site that is close to an airport, with pool, dining, and dormitory facilities close together. Eliminated most of the Northwest. Looking at Colorado, Arizona, Southern California, and Northern California for the site. Considering doing it at the end of May early June, with the program running Thursday through Sunday. <ol style="list-style-type: none"> a. Considering San Jose State University – but that is a pool that is very hard to reserve, and not sure of the fee structure. Veronica Hernandez is looking into this. b. John Bitter reports that Santa Clara University is looking to support events like this in the summer and have already approached him about doing a one time event of this kind, but it 	<p>3. Kent Yoshiwara will look into the dates for consideration and Veronica Hernandez and John Bitter will explore the availability of the respective facilities</p>	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	would have to be after the second week in June, because students will be on campus until Graduation in the second week of June.		
Camps	Jennifer Malick reports: <ol style="list-style-type: none"> 1. Junior Elite Leadership Camp: That camp has taken place and went very well. 2. Olympic Training Center Camp: No one has been scheduled for the training center in 2012 yet because it is not clear yet what the use will be for the training of Olympic Swimmers. We are one of the first in line for getting the Center in January because Jenny filed very early. She should know in the next couple of weeks if it can happen. 		
Officials	Brian Malick reports: <ol style="list-style-type: none"> 1. The Officials Chairs will be meeting on November 19th to make officials assignments for the 2012 Pacific Schedule. By early December, e-mails will be sent out to Sanctions, etc. with the list of meet referees and starters, etc. for the 2012 schedule. 2. January Officials Clinic will be in San Francisco, and the site of the annual Officials' Clinic will continue to rotate through the different Zones after that. 3. The Officials' website should be up and available by the end of the month 	1. Brian Malick will post Official's assignments for 2012 schedule sometime in early December.	
Time Standards	Tish Steimle reported on her recommendations for changing Pacific's A times and B times: <ol style="list-style-type: none"> 1. Tish has prepared a chart which reflects her recommendations for changes in Pacific A and B times based on the new JO times, for the next 3 year cycle. 2. Tish suggests that the PC-A times be 12% higher than JO's in 2012, 10% higher in 2013, and 8% higher in 2014. She recommends that the PC-B times always be 10% higher than the PC-A times each year. This will allow us to gradually move up to the place where we need to be which is PC-A times 8% higher than JO's. <p>Discussion: There was concern that this strategy would result in 2 moving targets because the JO's will be changing each year depending on the formula voted on for JO times (see Motion 1104 Time Standard 1 and 1104TS1 – 40th place with 3 year rolling average, calculated yearly, with time standards no slower than the faster time standards of a younger age group), and then they will also decrease by 2% from the JOs time each year. On the other hand some of the times will change very little as a result of this formula, depending on the age group.</p> <p>See Motions 1110TS1 & 1110CB1 Amendment to 1110TS1</p>		
Club Development	None		
Travel	None		
Disability	None		
Board of Review	Following USA-S protocol, John Bitter will convene this committee next week in order to have them elect a chairman	Board of Review will elect a Chairman to be approved as a BOD member	Nov 30, 2011 BOD meeting

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
Open Water	None		
Finance & Auditing	See New Business - Budget		
Scheduling	Gerry Ng is waiting for the Zones to send him their completed schedules. He has received the schedule from Zone 3.	Zones to send their meet schedules to Gerry Ng	
Marketing	None		
Athlete	None		
Zone Reports			
Zone 1N	Larry Rice reports that their next meeting will be November 14th		
Zone 1S	None		
Zone 2	Report Posted		
Zone 3	None		
Zone 4	Jerry Rudd reports that their next meeting will be November 8 th .		
Old Business			
Motions	<p>1109LL1: To change Fiscal Year, Amending By-Laws Article 15.2 Amend By Laws Article 15.2 Budget Cycle: Amend Article 15.2 of the By-Laws to have the fiscal year have an annual cycle starting on September 1 through August 31, with 2 budget cycles for the year the changes are to be adopted – first Jan 1-August 31, and 2nd to start September 1 through August 31 of the following year.</p> <p>Discussion: Fred Vogelgesang felt that the change would incur legal changes to state and federal and that it is not really a problem to have a lot of the income cycle be different from the calendar cycle. Fred would prefer we use the time to create a multiyear budget plan rather than spend the time on making legal changes in Fiscal Year. Mary Ruddell reported that the Calendar year budgeting creates inaccuracies in the monthly reporting of the actual income and expenses and that the financial advisers (bookkeeper and auditor) both agreed this fiscal change makes financial sense. However, the plan was to try it out over several cycles and if it flows as expected to then make the legal changes. Since the motion, as stated, would incur legal changes immediately, Leo Lin pulled the motion. Mary Ruddell was directed to follow the changes recommended in the motion in her development of the Pacific budget and budget reports and she is to begin to look at what will be necessary to make the legal changes if this new budget cycle is successful as expected. In the meantime, she will continue to produce an annual fiscal report that follows the calendar year for legal purposes.</p>	<p>Withdrawn</p> <p>Mary Ruddell to follow the recommendations of the motion, but continue to legally report the fiscal year using the calendar year, until we are sure we wish to legally change the fiscal year.</p>	
	<p>1110FV1 (same as 1105FV1) Rescind Motion that Pacific Swimming pay USA-S Registration for BOD members: Move that the Board of Directors rescind its 9/24/2003 BOD Motion stating that "Pacific Swimming shall cover the annual non-athlete registration fee for those members of the Board of Directors who are not Life Members of USA Swimming</p> <p>Discussion: Fred Vogelgesang presented this motion, which is the same motion he presented in May. He argued that there</p>	110FV1 (1105FV1) remains tabled in the BOD and referred to the HOD in November	Nov 19, 2011 HOD meeting

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>is no budget line for this expense (although this has been the practice in Pacific Swimming since 2003). He still has issues regarding the fact that he feels this should be considered a “benefit” for the members of the BOD and should be an expense that the BOD members should be willing to shoulder in order to be members of the BOD. Clint Benton reported there are no IRS issues with the present policy, and that it is common practice in other LSCs to pay for their BOD members’ USA Swimming Registration. Gerry Ng pointed out that these fees are paid in order to insure that the BOD is protected from liability for functioning as members of the BOD. This makes sure they are covered by USA Swimming’s insurance policy. The cost is very little considering the liability volunteers might face if they are not covered by USA Swimming’s insurance. John Bitter pointed out that Pacific’s recent need to deal with the legal system confirms the necessity to protect board members. It was pointed out that this motion was tabled in the BOD when initially presented, and referred to the HOD because it is an issue that raises a conflict of interest for BOD members that are not life members. This factor has not changed. This motion will continue to be referred to the HOD in November.</p> <p>1110GN1 Reaffirm BOD 2003 motion to Pay BOD members’ USA Swimming Registration Expenses: Pacific Swimming will pay for all BOD members USA Swimming Registration Expenses (Registration fees, plus background check fees) and this will be a line item under the Chairman’s budget. This policy will be reflected in Policy and Procedures. (Gerry Ng/2nd Clint Benton)</p> <p>Gerry Ng and John Bitter indicated that they want to insure that all BOD members will be covered for liability in their function as BOD for Pacific Swimming and that there is a line item in the budget for these expenses. If members have paid these fees they will be reimbursed. They also want to insure that this policy is reflected in the Policy and Procedures of Pacific Swimming. BOD members can always decide to donate the expenses. This motion will be taken to the HOD in November for approval.</p>	<p>1110GN1 to be voted on by the HOD in November</p>	<p>Nov 19, 2011 HOD meeting</p>
<p>New Business</p>	<p>Budget: Presented by Peggy Ramirez: Items pulled: 12500 Age Group by Jim Morfield wonders where income from the co-pays to the zones on the All Star Meet is listed. Answer: Co-pays will be retained by the Zones. Fred Vogelgesang wonders where the money is coming from to pay for the LSC expenses to support the lodging etc. Darwin Takaki thought his motions on the All Star Meet would be incorporated in the budget, where all the expenses would be covered by Pacific and the Zones would keep maybe a very small amount of the co-pay to take care of mailing expenses. This was not done. Fred believes that the co-pays are needed to cover the \$12,000 that Pacific is paying. It was explained that before each of the Zones received \$6000 stipend, but now they will only get \$3000. Jerry Rudd would like to have All Star Meet budget to know what we are voting on. This is an asterisk item. Will need to be discussed at HOD Motion: Present alternate proposal to HOD with Darwin’s motions 1106AG1, 1106AG2, 1106AG3 as an alternate to the asterisked proposal regarding the All Star meets 51500 Reg/membership by Fred Vogelgesang who wonders how the telephone costs are so high. Mary Ruddell explained we are paying for the phones for Judy Seigrist, Laurie Benton, Amy Smith, and Jill</p>	<p>12500 – approved as an asterisked item, and alternative regarding funding for the All Star meet based on the motions 1106AG1, AG2, AG3 will also be presented</p> <p>Motion approved</p> <p>51500 – approved as is</p>	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>Ruppenstein. The costs are higher because we are combining from different cost centers to make it a more consolidated.</p> <p>54000 Age Group by Clint Benton to match up with income. But he is also looking at the Western Zone meet and the North America Challenge Cup Meet with increased fees. He wonders if that is the best use of money to service our swimmers. Veronica Hernandez explains that this budget item is to cover the potential of going to both meets. It does not mean that that is what we will do. It is an asterisk item.</p> <p>57800 Disability by Fred Vogelgesang wondered why there is so much more money devoted to the disability this year. Wonders what the \$15,000 dollars is for. It is for travel, but it is higher then previously. It was explained that there are more disabled swimmers. This reimbursement is in line with travel to other national meets. Fred suggests we move that into the National/Senior budget with travel with other national meets.</p> <p>Motion to move the \$15,000 to National travel</p> <p>55000 National/Senior by Fred Vogelgesang is wondering why the expected money for paying for Olympic Trials is not in the budget. It should have been budgeted to get into the investment funds every year and Fred is not sure we had done it. Fred wants it back into the budget to reflect the amount he feels it should be \$65000. Then we will say that investment funds will pay for it. Mary Ruddell reports that it is \$84000 when calculated. Some discussion of what Fred considers savings or investments. Leo Lin suggests we asterisk the item to come from investment funds. Fred first says we need to reflect we are over budget \$65,000. When asked whether he means that we did not save for this "rainy day", he then says we may well have. He does not know.</p> <p>Motion to move \$65,000 back into the budget for Olympic trials with the asterisk saying the moneys will come from investment funds.</p> <p>1110CB2: Budget: Accept the budget with the amendments to 12500, 54000,57800, 55500 sections, to be presented to the House of Delegates (Clint Benton/2nd Lehla Irwin)</p>	<p>54000 – approved as an asterisked item</p> <p>57800 approved with the amendment to move the \$15,000 to National/Senior budget. Motion passed</p> <p>55500 – approved with amendment that \$65,000 is added to the budget with asterisk that the funds for this will come from investment funds.</p> <p>Motion passed</p> <p>1110CB2 passed, present to HOD Nov 19, 2011</p>	<p>Nov 19, HOD meeting</p>
Motions	1110AG1: Awards Banquet Budget: Approve \$10K for the Awards Banquet (Veronica Hernandez)	Passed	
	1110LB1: Santa Cruz Aquatics and Napa Valley Swim Team change names: Change Santa Cruz Aquatics to CRUZ, and Napa Valley Swim Team to NVST (Laurie Benton/2 nd Clint Benton)	Passed	
	<p>1110CB1: Amendment to 1110TS1-make 2012 change and evaluate: PC-A times should be calculated to be 12% higher than JO's in 2012, and PC-B times be 10% higher than PC-A times. Evaluate after 2012 to see if we want to institute the changes recommended for 2013 and 2014. (Clint Benton/2nd Marie Lin)</p> <p>1110TS1: Time Standards for Pacific A and B times: PC-A times should be calculated to be 12% higher than JO's in 2012, 10% higher in 2013, and 8% higher in 2014. PC-B times should be calculated to be 10% higher than PC-A times. (Tish Steimle)</p>	<p>110CB1 Failed</p> <p>1110TS1 Passed</p>	
	<p>1110LL1: Increase Splash Fee: Increase the participation fee (splash fee) that the host team can charge from "not to exceed \$5.00 per person" to "not to exceed \$8.00 for short course meet and \$10.00 for long course meet." (Leo Lin/2nd Warren Lager)</p> <p>Discussion:</p>	30 day motion, to be voted on in the November BOD meeting	Nov 30, 2011 BOD meeting

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>Because of the increase in costs to run the meet (facility expenses have increased dramatically) it is no longer practical for many teams to run meets, especially long course meets. Warren Lager indicated that even with the increase of the splash fee to \$10.00 Zone 3 teams will still run at a deficit and may need an increase to \$15 or an accompanying increase in event fees like the Zone 3 proposal to increase event fees by \$1.50 for Long Course meets. However, not all those event fees will go to the team because Pacific Swimming gets a percentage of these fees. Fred Vogelgesang suggested that the increase in event fees of \$1.50 could go 100% to the team, but this strategy could cause significant accounting issues. Arriving at an amount of increase on the splash fee requires balancing the need to make holding a meet practical for teams, and not raising the fees so high it creates a barrier for swimmers to enter the meet. This is a 30 day motion.</p> <p>Take this back to the Zones and discuss with them what fees to come up with, and bring it back in the next meeting. Also those with ideas regarding what the increase in fees should actually be should contact Leo, so the information can be used to determine the figure to be used in this motion</p>	Zone Chairs take this to the Zones to discuss to get feedback on what the increase should be	Bring to the Nov 30, 2011 BOD meeting
	<p>1110SH1: Pacific Swimming Recognition for Subsidized Swim Meets: To add the words “co-sponsored by Pacific Swimming” mandatory for all subsidized swim meets within Pacific Swimming that are eligible and do receive financial assistance from the LSC to host. This line would go under the heading which lists the meet host, the dates of the meet and the name of/or classification of the meet. Pacific Swimming through its meet support program has created a way to encourage and help meet hosts, but in turn the LSC should be properly recognized for its contributions to each of these meets. (Steve Hurko/2nd Lehla Irwin)</p> <p>Discussion: This will go in the Policy and Procedures section on Meet Sanctions</p>	Passed Make the change in P&P	
	<p>1110Z31: Repeal Admin of Swim Program sect 1B1a(5) Open Events: Repeal R&R Section 1B1a(5) which states: <i>Open events: The minimum age for swimming in open events is 9 years of age. In order to enter Open events an 11-12 shall have to have 11-12 JO time in the event. A 9-10 shall have to have 11-12 FW time. In the event that the 9-10 doesn't have the event (200 back, 200 breast, 200 fly, 400 IM) they shall be able to prove they have 11-12 FW time in half distance (100 back, 100 breast, 100 fly, 200 IM).</i> (Sybil Baldwin)</p> <p>Discussion: Sybil Baldwin reports that there have been many examples within Zone 3 alone, where this rule is not applied properly. Where two host teams have offered a 9-10 500 free event with a time standard lower than Far Westerns (when not even given as an “open” event) one meet sheet is approved and the other is rejected. This is also in contradiction to USA Swimming Rules that have recognized times for 9-10s for the 500 and 1000 free. Lehla Irwin reports that this has not worked well in Zone 3 where they do want to offer distance events to 9 year olds. Tish Steimle reported that the intent of the motion was to eliminate entries where parents are entering 9 year old and younger swimmers in distance events where they do not have the appropriate times in Junior/ Senior meets. It was not the intent to limit 9 year olds and younger from entering open events in C/B/A meets.</p>	Tabled – as this is a 30 day motion. Vote on this will be in November 30, 2011 BOD meeting	Nov 30, 2011 BOD meeting

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>As it is written 9 and unders have been eliminated from Open events which are used to save time. The 9 and unders are unduly penalized and eliminated from open events and this was not the intention. This present rule is written inappropriately. This is a 30 day motion so it will be tabled until the November meeting, when another proposal to replace this defective rule could be developed.</p> <p>Task Force to be created to rewrite this rule to address the original needs to limit 9 and under swimmers from swimming distance events in Junior and Senior meets which they do not have appropriate times for. This task force will include Tish Steimle, Sybil Baldwin, Millie Nygren, and Age Group representations</p>	Task Force to meet and draw up an appropriate rule	Nov 30, 2011 BOD meeting
	<p>1110Z32: LC event fee to increase by \$1.50: Add an additional; \$1.50/event for LC meets (Sibyl Baldwin)</p> <p>Discussion: Running Long Course meets in Zone 3 results in teams losing money. Fees need to be raised to make the long course meets feasible. It was clear in this discussion, and the discussion for Motion 1110LL1 that the whole fee structure needs to be reviewed and revised. It was agreed that a task force should look at this</p> <p>The Task Force on Fees will be headed up by Lehla Irwin, and include Marie Lin, Laurie Benton (who will get data on entry fees across LSCs in USA Swimming) one other Board Member, and a representative from each Zone.</p>	<p>Tabled - referred to a Task Force</p> <p>Marie Lin will e-mail the Zone Chairs requesting they name a representative to this task force and Lehla Irwin and Marie Lin will organize it.</p>	Nov 30, BOD meeting
Next Meeting	November 30, 2011, Next four meetings will take place at the Marriott Courtyard in Pleasanton off Hopyard.		
Meeting Adjourned	Meeting adjourned at 10:00 PM		

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

Meeting Title: Pacific Swimming House of Delegates Meeting
Date: November 19, 2011

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	Marie Wise		Darwin Takaki		Athlete	Club Reps	Guests			
Mike Rianda		Elias Totah		Fred Volgelgesang	X	Stephanie Scannell	X	Carol Nip	X	Ellen Woo	X
Lehla Irwin	X	Ken Brown		Darryl Woo	X	Natalie Tang		Mike Davis	X	Les Greenwood	X
Ron Heidary		Brian Malick	X	Joe Woo		Piankhi Gibson		Janet Green	X	Debbie Tucker	X
Don Heidary	X	Marcia Benjamin	X			Keltan Lawler		Jim Aumawn	X	Millie Nygren	X
Veronica Hernandez	X	David Benjamin		Zone Reps		Lucas Lin		Valerie Rudd	X		
Marie Lin	X	Judy Siegrist		1N - Larry Rice	X	Brittany Malick		Paul Stafford	X		
Mary Ruddell	X	Warren Lager		1S - Andre Salles-Cunha		Cassandra Marin		Karyn Kikuta	X		
Susi Jackson		Kent Yoshiwara		2 - Clint Benton	X	Michael Nguyen		Mike Heaney	X	Office	
Jennifer Malick	X	Gerry Ng	X	3 - Sybil Baldwin		Kyle Scalise				Jill Ruppenstein	X
Danica Burge	X	Tish Steimle	X	4 - Jerry Rudd	X	Lauren Van De Hey				Amy Smith	
Scott Shea		Rick Waterhouse	X	4 - Jim Morefield		Rebecca Baxley					
Steve Hurko		Peggy Ramirez	X								
Phil Harter		Leo Lin	X								
Rick Beebe		Izzy Real								Laurie Benton	X

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
Meeting Called to Order	Meeting called to order at 7:12 PM		
Minutes from Previous Meeting	None Presented Members of the BOD elected at the June 4, 2011, Zone Chairs and appointments to the BOD approved by the BOD in the October Meeting were presented and confirmed by the HOD. (see handout)		
Ratify Actions of BOD	Motion to ratify actions of the BOD since previous meeting on June 4, 2011.	Passed	
Officer's Reports			
Chair	Reported by John Bitter: 1. Summary of some of the Accomplishments over the last two years a. The investment committee spent over \$50,000 in pool renovations b. We hired three office staff 2. Board of Directors retreat took place in October facilitated by Arlene McDonald from USA Swimming where we identified our strengths and weaknesses.		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>a. Areas we have chosen to focus on developing initially are Governance, Volunteers, Communication, and Scheduling and Meet Management</p> <ol style="list-style-type: none"> 1) Governance – a Governance Committee is being formed to help with reviewing and revising the By-Laws, and to look at the Board and its functions. It will also review the Policy and Procedures, and Rules and Regulations. This committee will develop and carry out an annual evaluation of the Board’s work, so we can improve, know what we do well and what we need to improve. 2) Communications – <ol style="list-style-type: none"> a) We have earmarked \$50,000 to upgrade our website so that it will be more socially effective, be more user friendly, and fan friendly, and will allow us to attract advertisement to generate revenue. John Bitter and Jillian Ruppenstein are researching firms and seeking bids, and this has included a request to Rick Beebe our present webmaster, that he considers sending in a bid if he wishes. b) John Bitter will be putting out a Monthly General Chief Newsletter to the Pacific Swimming Clubs highlighting what Pacific is doing and what the athletes have achieved. 3) Volunteers – we understand that the volunteer situation is changing with the issues in the economy, which affects the pool of available volunteers. We will be looking at strategies to encourage young families, to get involved in Pacific Swimming activities and become engaged in volunteering their services. 4) Schedule and Meet Management <ol style="list-style-type: none"> a) Gerry Ng is working with the Zones to get their schedules completed and is looking into how to improve meet management. b) Far Westerns is a Pacific meet for Pacific swimmers – we are looking into ways to make it more useful to Pacific Swimming and Pacific Swimmers. We are looking at ways to publicize it as a Pacific Swimming entity and how we might find ways to market it to generate revenue for Pacific Swimming. <p>b. Arlene MacDonald issued a report on Pacific Swimming’s Strategic Plan which includes our new Vision and Mission Statement. We will be providing stickers with these statements that can be easily placed on items. There is a second report which outlines the Strategic Framework and describes the initial steps we felt should be taken to implement these goals effectively</p> <p>2. There is the goal of “branding” Pacific Swimming, making it more visible and having members more informed about the activities and sponsorships that Pacific Swimming finances.</p> <ol style="list-style-type: none"> a. We have ordered shirts that say Pacific Swimming Officials so the volunteer officials are known and acknowledged as Pacific Swimming Officials when they work. b. We continue to support the community pools through our pool grants programs, helping to maintain and improve facilities that support the Pacific Swimming Clubs, swimmers and their 	<p>Jillian Ruppenstein will complete contact with firms and John Bitter and she will review the bids to prepare presentation to the BOD</p> <p>Gerry Ng will work with John regarding the revamp of Far Westerns</p> <p>Contact Jillian Ruppenstein from the office if you want copies of these reports</p> <p>Brian Malick will be distributing these shirts to the Officials.</p>	<p>BOD meeting 1/2011</p>

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>community. This is especially important given that USA reported the close of 3000 pools last year and expects that the same will happen next year, given the economic situation.</p> <ul style="list-style-type: none"> c. We have one of the top diversity programs in the Nation – we are a model for USA Swimming d. We want to show that we are seeking new opportunities, to utilize our resources, and giving back to the sport. e. We will be using investment reserve money this year to support 1) Pacific swimmers travel to Olympic trials, 2) Pacific Swimming community pool renovations, 3) upgrade of the Pacific Swimming website 		
Admin Vice Chair – Operations	No report		
Admin Vice Chair – Programs	No report		
Treasurer	<p>Reported by Mary Ruddell</p> <ol style="list-style-type: none"> 1. Transition from Fred Vogelgesang to Mary Ruddell occurred in August and has gone smoothly thanks to Fred's help and his procedure manual. 2. The External Audit was done for 2011 for LSC and Zones and we got a good report , and received a number of suggestions for regarding improvement which include: <ul style="list-style-type: none"> a. Develop accounting policy and procedures to be used across the LSC and Zones b. Better record retention c. Financial information needs to be consolidated d. Develop a new Chart of Accounts – which shows the LSC and the Zones use together since we are one entity and file taxes as one entity e. Several suggestions regarding financial practices which will help to protect ourselves and the treasurers (LSC, and Zones). Included is the need to find ways to be more transparent with bank reconciliations. 3. The Audit Firm (LMGW) helped us file the amended tax forms for CA and Federal and will file our next year's taxes and continue to work with us on our audits for next year 4. We have hired a bookkeeper firm to help with the records and with the work outlined above 5. Financial snapshot <ul style="list-style-type: none"> a. Most of our income comes from Membership and Meet Fees b. Most of our expenses are from Membership and Age Group c. As of October 31, 2011 our Investment Funds = \$1,754,715.12, and Zones= \$32,798.17 6. Currently, as of October 31, 2011 we have some \$77,000 of unspent money in the bank that is in the budget but has not been allocated, Our original budget plan called for being -\$56,000 at the end of the year. However, our fiscal picture will be much better as it is not likely that we will spend \$134,000 between now and the end of December. We will continue to present a well thought out budget, which 		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>allocates our money wisely, in ways that will benefit the swimmers.</p> <p>7. Statement of Financial Position by Zones was also presented and this is the format that will be followed for future financial statements</p>		
Age Group	No Report		
Sr. Committee	No Report		
Registration	No Report		
Diversity	<p>Veronica Hernandez reports:</p> <ol style="list-style-type: none"> 1. Kent Yoshiwara is at the USA Diversity Summit so Veronica is presenting for him 2. The members of the committee were presented. 2 of the athlete representatives have just graduated so they are looking for new athlete representatives. 3. The diversity camp hosted 36 kids and Nathan Adrian and Anthony Ervin were there. The kids explored not only their career in swimming but also what their life and career planning might be 4. Last year the Diversity Committee granted \$35,000 in grants and they are entertaining new grant proposals now. The reports have been received from all programs that have received grants regarding how they have implemented their program and how it is helping the designated swimmers. 5. The Fred Siegrist Diversity Scholarship is available to help swimmers who need help financially to go to All Star Meets by giving them scholarships to pay the co-pays. 6. Diversity Committee would like to have a diversity webpage to post pictures and get more people to know about our work. 7. Western Zones wants to have a diversity meet, like the one put on by our LSC. We are hoping to be able to host that meet in our LSC. 8. Diversity Committee's future goals are to increase multicultural, ethnic, and socioeconomic diversity 9. The list of programs that received grants was presented 10. Diversity Committee has adopted the USA Swimming's Mission Statement for Diversity 		
Camps	Jennifer Malick reports that the Olympic Trial Camp is filled		
Officials	No Reports		
Time Standards	<p>Tish Steimle reports:</p> <ol style="list-style-type: none"> 1. Policy and Procedure for Determining Time Standards <ol style="list-style-type: none"> a. Far Western and JO qualifying times changed to 40th place, and no age group time standard can be slower than a younger age group. Times achieved are valid for up to 18 months b. A times are to be 8% off the JO Times but we will move to that in a graduated process, 2012 = 12% off JO, 2013 = 10% off JO, 2014 = 8% off JO. c. B times are to be 10% off A times d. Tish is planning to propose a change in the Pacific Reportable Times (PRT) to make them more meaningful. For the first year of change the PRTs would be the 25th place for the 25 yard time for the year. The following year it would be the average for the past 2 years for 25th place, and the year after that it would be the average over the past 3 years for 25th place. From then the rolling average over the past 3 years for 25th place would be used. If the 25th 	New A and B times passed in BOD 10/11 and will take effect January, 2012	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>place is slower than the Far Western time Tish would change it so that the PRT time would be faster.</p> <ol style="list-style-type: none"> 2. Chart of times were presented 3. Tish reports that as of September 1, 14 & Unders presently have 5216 eligible swims for JOs, and we still have one more week of eligibility. Maybe 2/3rds will be swims because some swimmers will not come and some swimmers have more then 9 eligible swims with the entries limited to 9 swims for the entire meet. None the less this will be a large JOs. 		
Club Development	No Report		
Travel	No Report		
Disability	No Report		
Board of Review	<p>John Bitter Reports that he had a phone conference with the Board of Review, and they will clarify who the next Board of Review Chair will be.</p> <ol style="list-style-type: none"> 1. The outstanding Board of Review cases will be the first task they will work on, to get the information that has been gathered, review it and close the cases. 		
Open Water	<p>Marcia Benjamin reports:</p> <ol style="list-style-type: none"> 1. Goal this year has been to have more open water swims and encouraging coaches to have their swimmers enter open water events 2. Will be trying to get a page on the website devoted to open water swims with information such as how to enter, etc. 3. Next year there will 3 new events – a 5K, a 10K , and a 2 mile swim that are for kids and masters together 		
Investment Committee	<p>Mary Ruddell reports:</p> <ol style="list-style-type: none"> 1. Overview of Investment Funds Activities <ol style="list-style-type: none"> a. This year committee has worked hard at giving the fund more of a purpose rather than its stated purpose which was to be money held in reserve should some catastrophe happen. b. The Committee meets quarterly with the investment adviser Steve Drexler from Wells Fargo, who has done a superb job in preserving our funds during the financial down turn. c. Asset value as of end of last year was \$1,732,417.00, and as of October 31st 2011 it is \$1,754,715. All of the gains were from growth since no money was added to the fund and no money was taken from the fund. d. They intend to keep in reserve at least at a minimum, 50% of our operating funds. In this economy we may need to consider keeping 75% of our operating funds in case we have a catastrophe. e. Presently, given the market we have more money liquid in cash then previously. f. They continue to look for ways to use the funds wisely to support Pacific Swimming needs such as the pool grants program to support the renovation and upkeep of pools that are used by Pacific Swimming and Pacific Swimming's communities. <p>Fred Vogelgesang reports the following:</p>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<ol style="list-style-type: none"> 1. Fred reiterates Mary's report on the purpose for the investment funds, and includes a statement that it is appropriate and legal to have the reserve funds that we have and these reserves will not put our non-profit status in jeopardy. 2. Fred states the purpose of the investment Funds is a) to have a reserve for the operating budget, b) have a vehicle for "holding" funds for cyclical demands that are not annual, such as Olympic Trials, and c) be a resource to generate more funds. He emphasizes that the purpose is not to use these funds for normal operating expenses. 3. Fred challenges the Zones to have a similar document as the one he just presented which would state the purpose of their retained funds. 4. Fred described his vision, which is that the main objective would be to grow this reserve fund so that instead of having \$1.7 million we will have \$10 million, or \$20 million in this fund – he feels that once we have this greater base of funds we will then be able to give grants of larger amount without affecting the principal. 5. Fred then described the Pool Grant Program which was to provide assistance to upgrade pools where our Pacific Swimmers compete. He presented the grants that have been given out so far. <p>Clint Benton raised the question about where we got \$57,000 for the grants this year, since the Investment Funds reported by Mary Ruddell had no movement and it was not taken from general operating funds. Fred explained that we have money in our Checking (\$30,000) and Savings Accounts (\$150,000) in Chase Bank. We were able to use the cash on hand in those accounts to pay for the pool grants and did not need to take money out of the Investment Funds in Wells Fargo. He further explained that this was because we did not spend all the money that was allocated for the general operating expenses, since the All Stars Meet did not cost as much as budgeted and there were other programs that under spent. This explanation caused some further confusion because for some HOD members that seemed to mean we were using general operating funds (left over from unspent funds allocated for general operations), not investment funds to support this program. Mary clarified that because our income and expenses fluctuate, we keep sufficient monies in liquid form in our Chase Savings and Checking Accounts, to manage cash flow and not incur expenses by untimely withdrawal of funds from the Wells Fargo Investment Portfolio. Some of those liquid funds are part of our "investment reserve" and were not reflected in the statement about Investment Funds (those maintained in the Wells Fargo Portfolio) that Mary presented.</p>		
Finance & Auditing	See motion below		
Scheduling	No Report		
Athlete	No Report		
Resolutions and Orders	1111C1 Allocate Funds for Travel to Olympic Trials: Move to use Investment Funds (if needed) to fund travel to Olympic Trials. Estimated reimbursements are \$600 for flight and \$400 stipend (approximately \$65,000). The Olympic Trials are considered extraordinary expense	1111L1 which passed	

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<p>Presentation of Annual Budget</p>	<p>Peggy Ramirez presented the budget and the following line items were pulled: 11500 Meet Fees 55000 National Senior Program</p> <p>Discussion: Fred Vogelgesang had requested the pulling of both 11500 and 55000 not to challenge to the budgets. Instead he used this as a vehicle to voice his concern that he feels there are certain teams that have taken advantage of the "grey areas" regarding meet fees where they are not specifically spelled out, and these teams have questioned the charging of those fees. He also feels that there are other "grey areas" regarding subsidies for some meets. It should be made clear in the future that only subsidies spelled out in the bidding packages will be given. Fred would like these "grey areas" clearly defined and written and would like a task force created to do this. John Bitter has taken this under advisement and will establish a task force to address</p>	John Bitter will establish a task force to address clarity on when there are stipends, when there will be fees paid to Pacific and what those fees will be	

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New Business	Veronica Hernandez asked about whether we passed a motion regarding running consolation heats at spring JOs at a second pool. That motion was passed. This is an issue she will bring up in the BOD meeting November 30, 2011	Veronica Hernandez will bring up this issue in the next BOD meeting	BOD 11/11
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Elections	<p>1111EC1 Form Nomination Committee: Motion to form the Nomination Committee for election of Board Members and it should consist of one member from each of the zones and the ex-officio chair Joe Woo</p> <p>1111CB1 Composition of Nomination Committee: Zone Chairs will fill the positions on the Nomination Committee unless they appoint another person to replace them, and Joe Woo will serve as chair</p>	Passed Passed	
Meeting Adjourned	Meeting adjourned at 9:15PM		

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

Meeting Title: Pacific Swimming House of Delegates Meeting
Date: November 19, 2011

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	Marie Wise		Darwin Takaki		Athlete	Club Reps	Guests	
Mike Rianda		Elias Totah		Fred Volgelgesang	X	Stephanie Scannell	X	Carol Nip	X
Lehla Irwin	X	Ken Brown		Darryl Woo	X	Natalie Tang		Mike Davis	X
Ron Heidary		Brian Malick	X	Joe Woo		Piankhi Gibson		Janet Green	X
Don Heidary	X	Marcia Benjamin	X			Keltan Lawler		Jim Aumawn	X
Veronica Hernandez	X	David Benjamin		Zone Reps		Lucas Lin		Valerie Rudd	X
Marie Lin	X	Judy Siegrist		1N - Larry Rice	X	Brittany Malick		Paul Stafford	X
Mary Ruddell	X	Warren Lager		1S - Andre Salles-Cunha		Cassandra Marin		Karyn Kikuta	X
Susi Jackson		Kent Yoshiwara		2 - Clint Benton	X	Michael Nguyen		Mike Heaney	X
Jennifer Malick	X	Gerry Ng	X	3 - Sybil Baldwin		Kyle Scalise			Jill Ruppenstein
Danica Burge	X	Tish Steimle	X	4 - Jerry Rudd	X	Lauren Van De Hey			Amy Smith
Scott Shea		Rick Waterhouse	X	4 - Jim Morefield		Rebecca Baxley			
Steve Hurko		Peggy Ramirez	X						
Phil Harter		Leo Lin	X						
Rick Beebe		Izzy Real							Laurie Benton
									X

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
Meeting Called to Order	Meeting called to order at 7:12 PM		
Minutes from Previous Meeting	None Presented Members of the BOD elected at the June 4, 2011, Zone Chairs and appointments to the BOD approved by the BOD in the October Meeting were presented and confirmed by the HOD. (see handout)		
Ratify Actions of BOD	Motion to ratify actions of the BOD since previous meeting on June 4, 2011.	Passed	
Officer's Reports			
Chair	Reported by John Bitter: <ol style="list-style-type: none"> 1. Summary of some of the Accomplishments over the last two years <ol style="list-style-type: none"> a. The investment committee spent over \$50,000 in pool renovations b. We hired three office staff 2. Board of Directors retreat took place in October facilitated by Arlene McDonald from USA Swimming where we identified our strengths and weaknesses. 		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>a. Areas we have chosen to focus on developing initially are Governance, Volunteers, Communication, and Scheduling and Meet Management</p> <ol style="list-style-type: none"> 1) Governance – a Governance Committee is being formed to help with reviewing and revising the By-Laws, and to look at the Board and its functions. It will also review the Policy and Procedures, and Rules and Regulations. This committee will develop and carry out an annual evaluation of the Board’s work, so we can improve, know what we do well and what we need to improve. 2) Communications – <ol style="list-style-type: none"> a) We have earmarked \$50,000 to upgrade our website so that it will be more socially effective, be more user friendly, and fan friendly, and will allow us to attract advertisement to generate revenue. John Bitter and Jillian Ruppenstein are researching firms and seeking bids, and this has included a request to Rick Beebe our present webmaster, that he considers sending in a bid if he wishes. b) John Bitter will be putting out a Monthly General Chief Newsletter to the Pacific Swimming Clubs highlighting what Pacific is doing and what the athletes have achieved. 3) Volunteers – we understand that the volunteer situation is changing with the issues in the economy, which affects the pool of available volunteers. We will be looking at strategies to encourage young families, to get involved in Pacific Swimming activities and become engaged in volunteering their services. 4) Schedule and Meet Management <ol style="list-style-type: none"> a) Gerry Ng is working with the Zones to get their schedules completed and is looking into how to improve meet management. b) Far Westerns is a Pacific meet for Pacific swimmers – we are looking into ways to make it more useful to Pacific Swimming and Pacific Swimmers. We are looking at ways to publicize it as a Pacific Swimming entity and how we might find ways to market it to generate revenue for Pacific Swimming. <p>b. Arlene MacDonald issued a report on Pacific Swimming’s Strategic Plan which includes our new Vision and Mission Statement. We will be providing stickers with these statements that can be easily placed on items. There is a second report which outlines the Strategic Framework and describes the initial steps we felt should be taken to implement these goals effectively</p> <p>2. There is the goal of “branding” Pacific Swimming, making it more visible and having members more informed about the activities and sponsorships that Pacific Swimming finances.</p> <ol style="list-style-type: none"> a. We have ordered shirts that say Pacific Swimming Officials so the volunteer officials are known and acknowledged as Pacific Swimming Officials when they work. b. We continue to support the community pools through our pool grants programs, helping to maintain and improve facilities that support the Pacific Swimming Clubs, swimmers and their 	<p>Jillian Ruppenstein will complete contact with firms and John Bitter and she will review the bids to prepare presentation to the BOD</p> <p>Gerry Ng will work with John regarding the revamp of Far Westerns</p> <p>Contact Jillian Ruppenstein from the office if you want copies of these reports</p> <p>Brian Malick will be distributing these shirts to the Officials.</p>	<p>BOD meeting 1/2011</p>

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>community. This is especially important given that USA reported the close of 3000 pools last year and expects that the same will happen next year, given the economic situation.</p> <ul style="list-style-type: none"> c. We have one of the top diversity programs in the Nation – we are a model for USA Swimming d. We want to show that we are seeking new opportunities, to utilize our resources, and giving back to the sport. e. We will be using investment reserve money this year to support 1) Pacific swimmers travel to Olympic trials, 2) Pacific Swimming community pool renovations, 3) upgrade of the Pacific Swimming website 		
Admin Vice Chair – Operations	No report		
Admin Vice Chair – Programs	No report		
Treasurer	<p>Reported by Mary Ruddell</p> <ol style="list-style-type: none"> 1. Transition from Fred Vogelgesang to Mary Ruddell occurred in August and has gone smoothly thanks to Fred's help and his procedure manual. 2. The External Audit was done for 2011 for LSC and Zones and we got a good report , and received a number of suggestions for regarding improvement which include: <ul style="list-style-type: none"> a. Develop accounting policy and procedures to be used across the LSC and Zones b. Better record retention c. Financial information needs to be consolidated d. Develop a new Chart of Accounts – which shows the LSC and the Zones use together since we are one entity and file taxes as one entity e. Several suggestions regarding financial practices which will help to protect ourselves and the treasurers (LSC, and Zones). Included is the need to find ways to be more transparent with bank reconciliations. 3. The Audit Firm (LMGW) helped us file the amended tax forms for CA and Federal and will file our next year's taxes and continue to work with us on our audits for next year 4. We have hired a bookkeeper firm to help with the records and with the work outlined above 5. Financial snapshot <ul style="list-style-type: none"> a. Most of our income comes from Membership and Meet Fees b. Most of our expenses are from Membership and Age Group c. As of October 31, 2011 our Investment Funds = \$1,754,715.12, and Zones= \$32,798.17 6. Currently, as of October 31, 2011 we have some \$77,000 of unspent money in the bank that is in the budget but has not been allocated, Our original budget plan called for being -\$56,000 at the end of the year. However, our fiscal picture will be much better as it is not likely that we will spend \$134,000 between now and the end of December. We will continue to present a well thought out budget, which 		

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	<p>allocates our money wisely, in ways that will benefit the swimmers.</p> <p>7. Statement of Financial Position by Zones was also presented and this is the format that will be followed for future financial statements</p>		
Age Group	No Report		
Sr. Committee	No Report		
Registration	No Report		
Diversity	<p>Veronica Hernandez reports:</p> <ol style="list-style-type: none"> 1. Kent Yoshiwara is at the USA Diversity Summit so Veronica is presenting for him 2. The members of the committee were presented. 2 of the athlete representatives have just graduated so they are looking for new athlete representatives. 3. The diversity camp hosted 36 kids and Nathan Adrian and Anthony Ervin were there. The kids explored not only their career in swimming but also what their life and career planning might be 4. Last year the Diversity Committee granted \$35,000 in grants and they are entertaining new grant proposals now. The reports have been received from all programs that have received grants regarding how they have implemented their program and how it is helping the designated swimmers. 5. The Fred Siegrist Diversity Scholarship is available to help swimmers who need help financially to go to All Star Meets by giving them scholarships to pay the co-pays. 6. Diversity Committee would like to have a diversity webpage to post pictures and get more people to know about our work. 7. Western Zones wants to have a diversity meet, like the one put on by our LSC. We are hoping to be able to host that meet in our LSC. 8. Diversity Committee's future goals are to increase multicultural, ethnic, and socioeconomic diversity 9. The list of programs that received grants was presented 10. Diversity Committee has adopted the USA Swimming's Mission Statement for Diversity 		
Camps	Jennifer Malick reports that the Olympic Trial Camp is filled		
Officials	No Reports		
Time Standards	<p>Tish Steimle reports:</p> <ol style="list-style-type: none"> 1. Policy and Procedure for Determining Time Standards <ol style="list-style-type: none"> a. Far Western and JO qualifying times changed to 40th place, and no age group time standard can be slower than a younger age group. Times achieved are valid for up to 18 months b. A times are to be 8% off the JO Times but we will move to that in a graduated process, 2012 = 12% off JO, 2013 = 10% off JO, 2014 = 8% off JO. c. B times are to be 10% off A times d. Tish is planning to propose a change in the Pacific Reportable Times (PRT) to make them more meaningful. For the first year of change the PRTs would be the 25th place for the 25 yard time for the year. The following year it would be the average for the past 2 years for 25th place, and the year after that it would be the average over the past 3 years for 25th place. From then the rolling average over the past 3 years for 25th place would be used. If the 25th 	New A and B times passed in BOD 10/11 and will take effect January, 2012	

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	<p>place is slower than the Far Western time Tish would change it so that the PRT time would be faster.</p> <ol style="list-style-type: none"> 2. Chart of times were presented 3. Tish reports that as of September 1, 14 & Unders presently have 5216 eligible swims for JOs, and we still have one more week of eligibility. Maybe 2/3rds will be swims because some swimmers will not come and some swimmers have more then 9 eligible swims with the entries limited to 9 swims for the entire meet. None the less this will be a large JOs. 		
Club Development	No Report		
Travel	No Report		
Disability	No Report		
Board of Review	<p>John Bitter Reports that he had a phone conference with the Board of Review, and they will clarify who the next Board of Review Chair will be.</p> <ol style="list-style-type: none"> 1. The outstanding Board of Review cases will be the first task they will work on, to get the information that has been gathered, review it and close the cases. 		
Open Water	<p>Marcia Benjamin reports:</p> <ol style="list-style-type: none"> 1. Goal this year has been to have more open water swims and encouraging coaches to have their swimmers enter open water events 2. Will be trying to get a page on the website devoted to open water swims with information such as how to enter, etc. 3. Next year there will 3 new events – a 5K, a 10K , and a 2 mile swim that are for kids and masters together 		
Investment Committee	<p>Mary Ruddell reports:</p> <ol style="list-style-type: none"> 1. Overview of Investment Funds Activities <ol style="list-style-type: none"> a. This year committee has worked hard at giving the fund more of a purpose rather than its stated purpose which was to be money held in reserve should some catastrophe happen. b. The Committee meets quarterly with the investment adviser Steve Drexler from Wells Fargo, who has done a superb job in preserving our funds during the financial down turn. c. Asset value as of end of last year was \$1,732,417.00, and as of October 31st 2011 it is \$1,754,715. All of the gains were from growth since no money was added to the fund and no money was taken from the fund. d. They intend to keep in reserve at least at a minimum, 50% of our operating funds. In this economy we may need to consider keeping 75% of our operating funds in case we have a catastrophe. e. Presently, given the market we have more money liquid in cash then previously. f. They continue to look for ways to use the funds wisely to support Pacific Swimming needs such as the pool grants program to support the renovation and upkeep of pools that are used by Pacific Swimming and Pacific Swimming's communities. <p>Fred Vogelgesang reports the following:</p>		

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	<ol style="list-style-type: none"> 1. Fred reiterates Mary's report on the purpose for the investment funds, and includes a statement that it is appropriate and legal to have the reserve funds that we have and these reserves will not put our non-profit status in jeopardy. 2. Fred states the purpose of the investment Funds is a) to have a reserve for the operating budget, b) have a vehicle for "holding" funds for cyclical demands that are not annual, such as Olympic Trials, and c) be a resource to generate more funds. He emphasizes that the purpose is not to use these funds for normal operating expenses. 3. Fred challenges the Zones to have a similar document as the one he just presented which would state the purpose of their retained funds. 4. Fred described his vision, which is that the main objective would be to grow this reserve fund so that instead of having \$1.7 million we will have \$10 million, or \$20 million in this fund – he feels that once we have this greater base of funds we will then be able to give grants of larger amount without affecting the principal. 5. Fred then described the Pool Grant Program which was to provide assistance to upgrade pools where our Pacific Swimmers compete. He presented the grants that have been given out so far. <p>Clint Benton raised the question about where we got \$57,000 for the grants this year, since the Investment Funds reported by Mary Ruddell had no movement and it was not taken from general operating funds. Fred explained that we have money in our Checking (\$30,000) and Savings Accounts (\$150,000) in Chase Bank. We were able to use the cash on hand in those accounts to pay for the pool grants and did not need to take money out of the Investment Funds in Wells Fargo. He further explained that this was because we did not spend all the money that was allocated for the general operating expenses, since the All Stars Meet did not cost as much as budgeted and there were other programs that under spent. This explanation caused some further confusion because for some HOD members that seemed to mean we were using general operating funds (left over from unspent funds allocated for general operations), not investment funds to support this program. Mary clarified that because our income and expenses fluctuate, we keep sufficient monies in liquid form in our Chase Savings and Checking Accounts, to manage cash flow and not incur expenses by untimely withdrawal of funds from the Wells Fargo Investment Portfolio. Some of those liquid funds are part of our "investment reserve" and were not reflected in the statement about Investment Funds (those maintained in the Wells Fargo Portfolio) that Mary presented.</p>		
Finance & Auditing	See motion below		
Scheduling	No Report		
Athlete	No Report		
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New Business	Veronica Hernandez asked about whether we passed a motion regarding running consolation heats at spring JOs at a second pool. That motion was passed. This is an issue she will bring up in the BOD meeting November 30, 2011	Veronica Hernandez will bring up this issue in the next BOD meeting	BOD 11/11
	<p>1111MR1 All Star Funding following Age Group Guideline: Motion to accept Darwin Takaki's guideline regarding financing the All Star Meet which would have the LSC pay all the expenses for the All Star Meet including all transportation, all lodgings, etc.</p> <p>Discussion: This was actually passed in the BOD but in the budgeting process it was overlooked. There would be no impact on the budget since the LSC would absorb the expenses rather than subsidizing the Zones to pay the expenses</p>	Passed	
Elections	<p>1111EC1 Form Nomination Committee: Motion to form the Nomination Committee for election of Board Members and it should consist of one member from each of the zones and the ex-officio chair Joe Woo</p> <p>1111CB1 Composition of Nomination Committee: Zone Chairs will fill the positions on the Nomination Committee unless they appoint another person to replace them, and Joe Woo will serve as chair</p>	<p>Passed</p> <p>Passed</p>	
Meeting Adjourned	Meeting adjourned at 9:15PM		

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

Title: Pacific Swimming 2011 Motions

F= FINANCIAL

B=BUSINESS

R =RULES AND REGULATION

P =POLICY AND PROCEDURES

L=BY-LAWS

Date	Motion #	Type	Doc	Motion/Motion Description	Action
1/5/11 Exec. Comm. Conf.	1101EC1	B	Y	<u>Reimburse Officials for Background Check Fees: Reimbursement will be made to all Level 2 and pacific Swimming Officials for the initial and/or renewal background checks upon the submission of a request for reimbursement and a copy of the aid receipt to the zone treasurer. The policy will be in effect for each fiscal year, subject to HOD budge approval for that year.</u>	Approved – Effective 11/21/10
	1101EC2	B	Y	Money for Official's Clinic: Release \$5200 for January 8, 2011 Official's clinic	Approved
	1101EC3	R	Y	Correct Section 5 Senior Meets Wording	Approved
	1101EC4	B	Y	Wording on Sanction Meet Sheet regarding USA Swimming Liability: wording to be put under the sanction # section in the meet sheet to be as follows: <u>In granting this sanction it is understood and agree that USA Swimming shall be free from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the event.</u>	Approved
1/26/11 BOD	2601FV1 M/S/C	B	N	Time Standards: Accept Time Standard's Recommendations	60 Day w/ 30 day discussion
	1101AG	B	N	FW SC & LC 2 year limit: AG Committee moves that Host responsibilities for the Far Western Short Course and Far Western Long course 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	Failed
	1101LR1	R	Y	Officials Children: To allow Zone 3 host clubs the option to allow officials in and their children in after the cap of the meet has been reached. Amends R&R 3.B.1.e (2) to <u>The host club will accept, in the order they receive them, entries to a CAP meet. Swimmers from the host club (delete or swimmers of meet officials) will not be given preference.</u>	Tabled
	1101 Camps	F	N	Camps Fees: Expenditure request for 11/12 Camps of \$8950.00, budgeted for \$8000, difference of \$950.00, with participation of 48 swimmers, co-pay of \$60	Passed
2/23/11 BOD	1102FV1	F	Y	Trading Accounts: Resolve that Pacific Swim BOD adopt resolutions to establishment and maintain trading accounts with Wells Fargo	Passed
	1102BM1	F	Y	National Evaluators: Funding for National Evaluators for Far Westerns and SCSC International Meets. Amount \$1500	Passed

Date Intro	Motion #	Type	Doc	Motion/Motion Description	Action
	1102BM2	F	Y	Officials Chair Workshop: Funds for workshop. Amount \$1500	Passed
	1102BM3	F	Y	Officials Lodging for Cabrillo Sr., & Far Western: Lodging for officials traveling extreme distances to Cabrillo Sr. T&F, and Far Western. Amount \$1000	Passed
	1102JM1	F	Y	10 & U Camp: Adam Schmidt 10-U Camp Amount \$3450. 48 swimmers co-pay \$720	Passed
	1102MN1	B	N	Sanction Fees: As of April the sanction fee would be part of the Financial Report	Passed
	1102CT1	F	N	Streaming Far Westerns: Request for \$2888.80 for data streaming Far Westerns	Passed
	1102MW1	F	N	Disability Meet: Budget for April Meet \$3650 for Disability swimmers to meet in April – 2 swimmers, 2 coaches	Passed
3/23/11 BOD	1103CB1	B	N	JO & FW 8 hr rule: For LC JO and FW this year 2011 only that the Meet Referee and Meet Director may impose a scratch down on any day that's going to exceed the 8 hour limit, across the board	Passed
	1103BM1	R	Y	Increase time between closing events: Amend section 3.B.2a of the Pacific R&R. <u>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.</u>	Passed Effective 7/1/2011
	1103BM2	R	Y	Championship meet entries: Amend section 4.A.2 of the Pacific R&R. <u>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 of competition, LSC Championship Meets and Zone Championship meets, times from sanctioned approved meets only will be acceptable.</u>	Passed Effective Immediately
	1103FV1/JP	F	Y	Chase Bank Charge Account for Travel: BOD authorizes that a Chase Bank Charge Account be opened with the primary use for major trip expenses requiring the use of a payment card for airlines and hotels	Passed
	1103FV2/JP	F	Y	Chase Bank Charge Account for Office/Postage: BOD authorizes that a Chase Bank Credit Card Account be opened where the cards will be issued in the names of the paid staff for normal office expenses such as postage, office supplies and equipment maintenance	Passed
	1103JB1	R	Y	Club Travel Policy: Modify Pacific Swimming R&R. Add item 9, D (Disbursement Policy) of Pacific Swimming R&R document. <u>To be eligible for travel assistance, (1) a copy of the athlete's team's Travel policy shall be on-file with Pacific Swimming's LSC Office - Membership and (2) the party seeking reimbursement attests that the athlete(s) for whom reimbursement is sought did receive, acknowledge and sign said policy and did abide by said policy during the event for which reimbursement is sought.</u>	Passed
	1103AG1	F	Y	Travel Contract for Western Zones: BOD authorizes that the bus contract, van rental, hotel contract and catering contract for WZ be approved: vans & bus \$13,000, Lodging \$29,000, Catering \$10,000, and snacks, \$1000.	Passed
	1103AG2	F	Y	Travel Contract for North American Challenge: BOD authorize flight contract to Puerto Vallarta for NACC -\$33,000	Passed
	1103FV3	F	Y	Travel to Open Water National Championships: Travel Assistance to swimmers achieving	Passed

Date Intro	Motion #	Type	Doc	Motion/Motion Description	Action
				Junior National time standard for 1500 M to attend Open Water Nationals - \$500 and eligible for add on \$200	
	1103WL1	R	Y	Travel Assistance for Higher Level Swimming Meets: Amend Section 9D of R&R to provide financial assistance for top level senior swimmers at high level senior meets in addition to the current travel support for USA Swimming National and Junior National championships	Passed
	1103WL2	F	Y	Funds for Travel Assistance for Higher Level Swimming Meets: Authorize \$12,000 to facilitate 60 swimmers	Passed
	1103MN1	R	N	4 hrs & 8 hrs rule: Modify Pacific Swimming R&R to add item 2 to section 2,C – Proposed Tex Change: C. Events 1. All events must conform to the current list in the USA-S Rules and Regulations. Exceptions may be made by application to and approval of the Sanctions Chairman or the Board of Directors. 2. <u>With the exception of championship meets, the program in all other group competition shall be planned to allow the events for swimmers 12 years and younger to be completed in four (4) hours or less for a timed finals session or in a total of eight (8) hours or less per day for a preliminaries and finals meet.</u>	Withdrawn
	1102JM1	R	Y	Rule 102.7 Empty Lanes: Amendment to 102.7.2 R&R adding a line to waive the requirement for empty lane(s) between combined events provided each such combined event is conducted using a single contiguous set of lanes 102.7.2.... combined events. <u>As a local option, an LSC may waive the requirement for empty lane(s) between combined events provided each such combined event is conducted using a single contiguous set of lanes.</u>	Tabled to 4/11 Passed 4/11 Effective immediately
4/27/11 BOD	1104KY1	F	N	Diversity Awards: Award \$19,500 – MCAT \$3000, Ft. Bragg \$2500, LACC \$1500, CUDA \$1000, CARS \$2000, MLK \$3000, ONDA \$3500, STAR \$1500, Richmond Sailfish \$1000	Passed
	Time Stand (1)	B	N	Method for JO & FW Time Calculation: Change methodology to calculate JO & FW time standards to 40 th place/3 year rolling average, for all events examined –examined yearly (subject to proper wording from Ken Brown	Passed – Refer to HOD for approval Failed HOD 6/11 See 1109AG1
	Time Stand (2)	B	N	Time standards achieved Sept of entry deadline: For JOs and Far Westerns-Times must be achieved starting September 1 until the entry deadline of the meet. In other words qualification starts September each year.	Passed – Refer to HOD for approval Failed HOD 6/11
	1104TS1 M/S/C	B	N	Time standards no slower than faster standard of younger age: Time standards are to be no slower than the faster time standard of a younger age group as a swimmer ages up.	Passed – Refer to HOD for approval Failed HOD 6/11 See 1109AG1
	1104RW1	F	Y	Funds for Swimmers to Nationals and Jr. Nationals: Authorize \$185 plus stipend for one meet. For both \$185 plus stipend \$400	Passed
	1104BM1	F	Y	Funds for National Evaluators: Authorize \$1500	Passed

Date Intro	Motion #	Type	Doc	Motion/Motion Description	Action
	1104BM2	F	Y	Funds for Officials: Authorize \$2000	Passed
	1104IC1	F	Y	Funds for Pool Improvement: Approve funding for the Pool Improvement Grants	Passed
	1104IC2	F	N	Reopen Pool Grant Program: To reopen the application period to the Pool grant Program with a new deadline of June 15 for review and approval at the June 22 BOD meeting	Passed
	1104GC1	B	Y	Conflict of Interest: To clarify member of Pacific Swimming in holding board positions in accordance with Pacific's Conflict of Interest. 1. A spouse and/or family member of an employee of Pacific shall not hold a board position in Pacific while the Employee is employed by Pacific. In other words a husband, a wife or family members shall not be on the board in Pacific at the same time, either in different positions or in sharing a board position. 2. An Employee of Pacific shall not hold a board position while employed by Pacific. 3. A Spouse and/or family member shall not hold a board position in Pacific while the other Spouse or family member holds a board position at the same time. 4. A Spouse and/or family member of Paid vendors, as well as Paid vendors shall not hold a board position in Pacific, or represent a zone, or team of Pacific. A paid vendor shall be defined as anyone receiving money for service and/or good to Pacific or any swim team of Pacific such as clothing vendors, advertising vendors, timing vendors, computer program vendors, or food vendors.	Tabled for 30 days 5/11 Pulled and referred to Committee and outside counsel for review
	1104JP1	B	Y	Break off 15-18 to another venue: 15-18 Age group "broken off" from Summer JOs to run Prelims at another facility, to be combined with all age groups for finals	Withdrawn
	1104JP2	F	Y	Release Western Zone Funds: Moves to release the funds for Western Zones \$71,000, and NACC \$73,800	Passed
	1104JP3	F	Y	\$4000 originally for 2 venues to cover lost of revenue to West: Single venue gets funds of \$4000 that was designated for 2 nd venue to make up for loss to West	Failed
	1104MN2	F	N	Budget for House of Delegates Meeting: Request the amount budgeted for the House of Delegates Meeting June 4 not to exceed \$4000.	Passed
	1104VH1	F	N	\$4000 for Portable Showers for summer JOs: Request \$4000 to help cover rental cost for portable showers for 2011 Summer JOs	Tabled
5/24/11 BOD	1105JP1	B	N	Field NACC Team: Field a team for NACC with the budget that was presented last month with corresponding co-pay	Passed
	1105JB1	B	N	Athlete Protection Committee appointment of Athlete protection Officer: To bring Susan Meyer on as Athlete Protection Officer and for her to work on submission to becoming a standing committee with a vote	Passed
	1105MR1	F	N	Remove Subsidy for JOs: Amend AG criteria to remove \$750 subsidy for JO's Spring and Winter	Passed
	1105JP1	B	N	June Age Group International: To remove June Age Group International	Passed
	1105AG1	B	N	To change the Spring JO: To change the Spring JO from a 2 ½ day to 3 day meet	Failed
	1105SC1	B	N	Scheduling AGE Group Meets: To adopt the 2012 minimal criteria for Age Group meets as presented by Scheduling as amended	Passed

Date Intro	Motion #	Type	Doc	Motion/Motion Description	Action
	1105CB1	B	N	Remove restrictions from Sr. Meet Criteria: To amend Sr. criteria by removing restrictions of limitation of 14 and under on February, June, July and December meets, and change the March meet to less than Senior 3	Passed
	1105CB2	B	N	Senior Criteria: Approve the Senior criteria with amendment 1105CB1	Passed
	1105SC2	B	N	Scheduling 2012 Pacific Meet Schedule: To approve the 2012 Pacific Meet Schedule as presented with the amendments	Passed
	1105FV1 fv/ph	B	N	Swim Guide Electronic: To go completely electronic with the Swim Guide, posted to the web. It is required to have the Swim Guide posted and current 01 January each year	Passed
	1105RW1 1105FV2	F	Y	Convention Funds: Convention travel amount \$515, with amendment to add a \$20 per diem. Subject to the reimbursement policy with receipts, up to that amount.	Passed
	1105FV1 fv/gc	P	Y	Rescind Annual Dues payment by Pacific: The LSC Board of Directors rescind its 9/24/2003 BOD Motion stating that "Pacific Swimming shall cover the annual non-athlete registration fee for those members of the LSC Board of Directors who are not Life members of USA Swimming. Move to have this voted on by HOD in November meeting – because of conflict of interest for BOD	Motion to refer to HOD passed Withdrawn 10/27/11
	1105JM1	F	Y	Fees for High Country League: Approve fees for the High Country League Meet from Zone 4	Passed
	1105IC1	F	Y	Pool Grant: Approve pool grants as requested by NAPA and SRVLA	Passed
	1105GN1	B	Y	Improper Process by Nominating Committee: Open nomination for the BOD and post to website	Point of Order/Sustained
	1105FV3	B	Y	Publish Names of Nominees that will be nominated at HOD: Move to publish the names of those intended to be nominated from the floor at the House of Delegates meeting	Passed
	1105JB1	R	Y	Unaccompanied Swimmers: Proposal to get unaccompanied swimmers coach coverage at meets	Table for 30 Days, reworded proposal 1106JB1
	1105FV4	B	N	Age Group Ad Hoc Committee Awards Banquet Recommendations: Adopt Age Group Ad Hoc committee Awards banquet recommendation for the November 2011 banquet. Implement the items from report given at January 2011	Passed
	1105TS1	B	N	Time Standards JOs and 15 & U: Time Standards recommendations to remove 15 Up from Spring JOs	Tabled for 30 days
	1105CB2	B	N	Summer JOs: Move Summer JOs to Morgan Hill; If not allowed and meet to stay at WEST, then fund porta-potties up to \$5000	Passed

Date Intro	Motion #	Type	Doc	Motion/Motion Description	Action
6/4/11 HOD	1106FV1	L	Y	Nepotism – BOD and Office Staff: Amend by-laws to state <u>“It is prohibited for a person to be employed by Pacific Swimming who is a member of the General Chair or Administrative Vice-Chair’s immediate family. Definitions for purposes of this policy – “Immediate Family” include current spouse, children (including step children), parents (including step parents), grandparents brothers and sisters. “Spouse” means those employees having a legal marital relationship or a recognized long-term shared living quarters relationship”.</u> This is to be added to Article 14 – Permanent Office and Staff, 14.2 Staff.	Pulled for Legal Review and USA Review)
6/22/11 BOD	1106MR	B	N	Outside Auditor: Audit Committee recommends we approve LMGW to audit the books	Passed
	1106GN	B	N	2012 Meet Schedule: 1 st round of awards completed with Meets still to be awarded, AG open in September and July 4 th , Senior 2 in April and June. Approve this schedule of awards	Passed
	1106JB1	R	Y	Unaccompanied Swimmer: Revised 1105JB1 motion to modify R & R to better ensure that each USAS athlete-member is under the supervision of a coach-member while competing at a sanctioned meet. <u>The meet announcement shall include the following statement: “any USAS athlete-member competing at the meet must be accompanied by a USA Swimming member-coach for the purposes of athlete supervision during warm-up, competition and warm-down. If a coach-member of the athlete’s USAS Club does not attend the meet to serve in said supervisory capacity, it is the responsibility of the swimmer or the swimmer’s legal guardian to arrange for supervision by a USA Swimming member-coach. The Meet Director or Meet Referee may assist the swimmer in making arrangements for such supervision; however, it is recommended that such arrangements be made in advance of the meet by the athlete’s USAS Club Member-Coach.”</u>	Passed
	1106FV1	B	Y	Change in officers on Chase Bank Business Checking and Saving Accounts: John Bitter, GC, Mike Rianda, AVC, and Mary Ruddell, Treas., authorized as signers on the Chase Bank Business Checking and Savings Accounts as of September 1. Mary Ruddell to be authorized a Chase Credit Card and Chase Debit Card	Passed
	1106FV2	B	Y	Signers on Wells Fargo Investment Account: John Bitter, GC, Mike Rianda, AVC, and Mary Ruddell, Treas., authorized as signers to the Wells Fargo Investment account as of September 1.	Passed
	1106 IC1	F	Y	Increase Pool Improvement Grant Fund: A) increase total funds to \$57,000 from \$50,000, B) approve grant awards designated, C) Authorize approval of Aquaducks application for bronze level pending satisfaction of receipt of further project investigation.	Passed
	1106 Camps	F	Y	Release leadership camp funds: Release \$12,300 for Leadership Camp in September	Passed
	1106AG1	F	Y	Pacific Zone All-Star Budget Co-pay: Add line item 12535 in the Pacific Swimming budge, Pacific Zone All-Star Meet Co-pay Income	60 Day motion See BOD 8/24/11 1108GN/PH
	1106AG2	F	Y	Pacific Zone All-Star Budget Host Funds: To increase line item 58011 in the Pacific Swimming Budget, Zone All-Star Budge, Zone All-Star Meet Host \$5000	60 day motion See BOD 8/24/11

Date Intro	Motion #	Type	Doc	Motion/Motion Description	Action
					1108GN/PH
	1106AG3	F	Y	Pacific Zone All-Star Budget, Combined funding: To eliminate line items 58011-58015 in the Pacific Swimming Budget, Zone All-Star Meet Z1S, Z1N, Z2, Z3, Z4, and replace it with line item 58020, Zone All-Star Meet (ZAM) \$30,000.	60 day motion See BOD 8/24/11 1108GN/PH
	1106MC1	F	N	Swimming World Live Streaming: Release \$7000 for Swimming World for Far Western (LC) for live streaming	Passed
8/24/11 BOD	1108EC1	L	Y	Executive Committee to Change Dates of HOD: Change 4.5 Annual and Regular Meetings to <u>The semi-annual meetings of the House of Delegates of Pacific Swimming shall be held the first or second weekend of October and the first or second weekend of May.</u> <u>The October meeting would be after the USAS Convention and allow for better communication of the happenings of this event and how it affects the LSC. A full day's agenda would be adopted to include, but not limited to, workshops on club development, diversity, financial training, etc. The day would conclude with a formal business meeting of the House of Delegates. This would become a closed weekend to swim meets, thereby allowing all clubs, coaches, officials, volunteers, etc. to be able to participate.</u> <u>The May meet would be a half day meeting for the purpose of elections and any other formal business deemed appropriate before the House of Delegates.</u> <u>This would take effect in the fall of 2012</u>	Passed Effective fall of 2012 HOD must approve at HOD 11/11 meeting See HOD 1/11 for revised wording
	1108JM1	F	N	2012 Nevada State Championship SC fees: The Carson Tigersharks Inc, as host of the 2012 Nevada State Championships short-course trials and finals meet to be held in Zone-4 on February 17-20, 2012, is authorized to use the same Pacific Swimming entry fee structure and LSC portion as for JO+ trials/finals meets (\$5.50 individual, \$20.00 relay, \$5.00 splash fee).	Passed
	1108GN/PH	F	Y	Amend 1106AG1,2,&3: These motions will be used as guidelines, and the exact monetary figures will be presented to the Budget Committee when Age Group presents a fully outlined budget	Passed
	1108CB/GC	B	N	Time Standard Changes: Age Group Committee is directed to provide to Time Standards, before September any changes that they want made or else the Time Standards that were passed by the BOD but failed at HOD will be accepted and approved.	Passed
	1108AG1	B	N	Spring JO's Consolation Finals: This Spring JO's Meet will run Consolation Final Heats in a 2 nd 25 yd course of a 50 meter pool	Passed
	1108AG2	B	N	Senior II Meet, March 24, 2012: Request Senior II meet on Saturday March 24 th , 2012 be a full 2-day M335 that includes all events	Withdrawn
	1108AG3	B	N	Spring Far Westerns Consolation Finals: This Spring Far Westerns will run Consolation Final Heats in a 2 nd 25 yd course of a 50 meter pool	Passed

Date Intro	Motion #	Type	Doc	Motion/Motion Description	Action
	1108AG4	B	N	Summer JOs individual entries limited to 7: For Summer JOs set the maximum number of individual event entries to be "seven (7) individual events per swimmer"	Tabled
	1108FV/JP	F	N	Pay WZ and NACC coaching staff: Pay budgeted stipends to the coaching staff for WZ and NACC that had been approved by the Board	Passed
	1108MR	P	Y	<p>Establish Capitalization Policy: Establish a policy to monitor the value of capital equipment. Add Items 12x. to Section II – Budget and Finance of the Pacific Swimming Policies and Procedures document, as follows:</p> <p>SECTION II BUDGET AND FINANCE</p> <p>12.0 Capital Equipment is defined as any tangible property with an acquisition cost of \$4000 or more per unit, and a useful life of more than 1 year. Acquisition cost shall include purchase price, tax, duty, license fee, transportation insurance, and shipping cost. Examples of tangible property include, but are not limited to:</p> <p>Personal Computers: All personal computer system packages valued at \$4,000 or more are to be recorded on the equipment inventory. PC system packages consist of a central processing unit (CPU), system software, and all accessories necessary to make the property operable. The value of computer monitors purchased with PC systems should be capitalized as part of the PC system.</p> <p>Software: Software is intangible property and is not considered capital equipment under this policy.</p> <p>12.1 Donated Equipment: Equipment donated to Pacific Swimming or Zone by a third party is covered by this policy. For capitalization and inventory purposes, the recorded value of the donated equipment should be the fair market value of the equipment at the date of the gift. Generally, the fair market value of such an item of property is the price at which the item or a comparable item would be sold at retail, taking into consideration the age and condition of the property on the date of the gift.</p> <p>12.2 All capital equipment meeting the above criteria shall be recorded in Pacific Swimming Equipment or Zone Equipment Inventory. All capital equipment in inventory shall be subjected to a straight-line depreciation schedule based on the expected life expectancy of the equipment. All capital equipment in inventory should be insured at replacement value.</p>	30 day motion Passed 9/11
9/28/11 BOD	1109RW1	F	Y	Travel for National and Junior Nationals SC 2011: Approve Travel Assistance and Stipend for Nationals and Junior Nationals Short Course 2011. The amounts are Atlanta (Nationals) \$480	Passed

Date Intro	Motion #	Type	Doc	Motion/Motion Description	Action
				+\$200, and (Juniors) \$300 + \$200. Reno flight is \$390 + \$200.	
	1109AG1 1109CB1	B	N	Time Standards for JOs and Far Westerns: 1) For 1 pool meet (JO's and Far Westerns) 14 & U change to 40 th using the 3 year rolling average (as calculated in 1104Time Standard 1 & 2 motion), 15-16, and 17-18 will stay as they are now. (Will include the 18 month achievement time as already passed.). 2) With 2 pools (JOs this summer LC) maintain the present times with no changes.	Failed
	1104Time Standard 1 & 1104TS1	B	Y	Calculations for Time Standards for JOs and Far Westerns: For JO's and Far Westerns calculate standards to 40 th place/3 year rolling average for all events examined – examined yearly, and time standards are to be no slower than the faster time standard of a younger age group as a swimmer ages up	Reinstated
	1109CB1	B	N	Bonus Events for Summer JOs 2012: For 2012 Summer Long Course JOs 2 bonus events will be allowed for each swimmer that has at least 1 qualifying JO time. Time standard for the bonus events will be the current (2011) JO time standard. If local conditions warrant it the Meet Referee and with the concurrence of the Meet Director may require a mandatory scratch down of the bonus events	Passed
	1109AC1a	B	Y	LMGW Management Recommendations: The audit committee moves to accept the Management Recommendations form LMGW. The LSC and Zones will start work on tasks outlined immediately.	Passed
	1109AC1b	B	Y	Auditor and Financial Statements from LMGW: The audit committee moves to accept the Financial Statements as presented with the caveat that, although the assignment to categories was based on some incorrect assumptions, the statement of income and expenses is valid. Work will be done to create a chart of accounts that is used by all and can be applied to the 2011 Financial Statement	Passed
	1109LL1	L	Y	Amend By Laws Article 15.2 Budget Cycle: Amend Article 15.2 of the By-Laws to have the fiscal year have an annual cycle starting on September 1 through August 31, with 2 budget cycles for the year the changes are to be adopted – first Jan 1-August 31, and 2 nd to start September 1 through August 31 of the following year.	30 day motion Review 10/11 Withdrawn 10/11
	1109JB1	B	Y	2012 BOD and HOD meeting schedule: Proposed with the caveat that HOD approves motion to change HOD dates, and contains different times for Budget Committee Meeting depending on whether budget year changes BOD schedule HOD schedule	BOD Passed Goes to HOD 11/11 Passed by HOD 11/11
	1109JB2	P	Y	Consent Motions from USA Swimming Convention: 1) Open H2O sanctioned or approved	Passed

Date Intro	Motion #	Type	Doc	Motion/Motion Description	Action
				meets must go to LSC Sanction and USA Swimming for review and approval, 2) Meet sheet includes statement: " Use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms, or locker rooms.", 3) Anyone with SWIMS access must be an individual member of USA Swimming	
	1109JB3	F	Y	2011 FINA World Cup meets: Request to support Chelsea Chanaults athlete portion of the payment to attend the 2011 FINA World Cup meets in Moscow, Russia, and Berlin, Germany in October	Passed
	1109CB2	F	N	Amendment to 1109JB3 other swimmers: The same support will be given to any other swimmer who might qualify from Pacific Swimming	Passed
10/26/11 BOD	1109LL1	L	Y	To change Fiscal Year, Amending By-Laws Article 15.2 Amend By Laws Article 15.2 Budget Cycle: Amend Article 15.2 of the By-Laws to have the fiscal year have an annual cycle starting on September 1 through August 31, with 2 budget cycles for the year the changes are to be adopted – first Jan 1-August 31, and 2 nd to start September 1 through August 31 of the following year.	Withdrawn
	1110FV1 (same as 1105FV1)	P	Y	Rescind Motion that Pacific Swimming pay USA-S Registration for BOD members: Move that the Board of Directors rescind its 9/24/2003 BOD Motion stating that "Pacific Swimming shall cover the annual non-athlete registration fee for those members of the Board of Directors who are not Life Members of USA Swimming	Referred to HOD Withdrawn 10/27/11
	1110GN1	P	Y	1110GN1 Reaffirm BOD 2003 motion to Pay BOD members' USA Swimming Registration Expenses: Pacific Swimming will pay for all BOD members USA Swimming Registration Expenses (Registration fees, plus background check fees) and this will be a line item under the Chairman's budget. This policy will be reflected in Policy and Procedures.	Referred to HOD See HOD 11/11 for revised motion
	1110CB2	F	N	Budget: Accept the budget with the amendments to 12500, 54000,57800, 55500 sections, to be presented to the House of Delegates	Passed
	1110AG1	F	N	Awards Banquet Budget: Approve \$10K for the Awards Banquet	Passed
	1110LB1	B	N	Santa Cruz Aquatics and Napa Valley Swim Team change names: Change Santa Cruz Aquatics to CRUZ, and Napa Valley Swim Team to NVST	Passed
	1110CB1	B	N	Amendment to 1110TS1-make 2012 change and evaluate: PC-A times should be calculated to be 12% higher than JO's in 2012, and PC-B times be 10% higher than PC-A times. Evaluate after 2012 to see if we want to institute the changes recommended for 2013 and 2014.	Failed
	1110TS1	B	N	Time Standards for Pacific A and B times: PC-A times should be calculated to be 12% higher than JO's in 2012, 10% higher in 2013, and 8% higher in 2014. PC-B times should be calculated to be 10% higher than PC-A times.	Passed
	1110LL1	R	Y	Increase Splash Fee: Increase the participation fee (splash fee) that the host team can charge from "not to exceed \$5.00 per person" to "not to exceed \$8.00 for short course meet and \$10.00 for long course meet." The motion is to take effect in January	30 Day Motion Passed 11/30/11 Effective 1/1/12
	1110SH1	P	Y	Pacific Swimming Recognition for Subsidized Swim Meets: To add the words "co-sponsored by Pacific Swimming" mandatory for all subsidized swim meets within Pacific Swimming that are eligible and do receive financial assistance from the LSC to host. This line	Passed

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				would go under the heading which lists the meet host, the dates of the meet and the name of/or classification of the meet. Pacific Swimming through its meet support program has created a way to encourage and help meet hosts, but in turn the LSC should be properly recognized for its contributions to each of these meets.	
	1110Z31	R	Y	Repeal Admin of Swim Program sect 1B1a(5) Open Events: Repeal R&R Section 1B1a(5) which states: <i>Open events: The minimum age for swimming in open events is 9 years of age. In order to enter Open events an 11-12 shall have to have 11-12 JO time in the event. A 9-10 shall have to have 11-12 FW time. In the event that the 9-10 doesn't have the event (200 back, 200 breast, 200 fly, 400 IM) they shall be able to prove they have 11-12 FW time in half distance (100 back, 100 breast, 100 fly, 200 IM).</i>	30 Day Motion Withdrawn 11/30/11
	1110Z32	R	Y	LC event fee to increase by \$1.50: Add an additional; \$1.50/event for LC meets	Tabled – Referred to Task Force Failed 11/30/11
11/19/11 HOD	1111C1 with Amendment 1111LI1	F	Y	Allocate Funds for Travel to Olympic Trials: Move to use Investment Funds (if needed) to fund travel to USA Olympic Trials. Estimated reimbursements are \$600 for flight and \$400 stipend (approximately \$65,000). The USA Olympic Trials are considered extraordinary expense Amendment: add USA in front of "Olympic Trials"	Passed Passed
	1111IC2	F	Y	\$50,000 to Upgrade Website: Move to make available funds to assist with the Website Upgrade. The Website upgrade would be a one-time extraordinary expense. Funding from investments not to exceed \$50,000	Passed
	1111IC 3	F	Y	Second Round of Pool Grants: Move to offer a second round of Pool Grants from earnings in 2012 which will be \$50-60,000.	Passed
	1111AC1	F	N	External Audit 2011: Moves to accept the 2011 external audit report made by LMGW	Passed
	1108EC1 Revised	L	Y	Change of HOD Dates: The House of Delegates meeting will take place twice a year, once in the spring and once in the fall, with the dates being determined by the Board of Directors. (Changes 4.5)	Passed
	1109JB1	B	Y	2012 BOD and HOD Meeting Schedule: Move to accept the HOD and BOD schedule presented to and passed by the BOD	Passed
	1110GN1 Revised	P	Y	1110GN1 Reaffirm BOD 2003 motion to Pay BOD members' USA Swimming Registration Expenses: Pacific Swimming will pay for all BOD members USA Swimming Registration Expenses (Registration fees, plus background check fees). This policy will be reflected in Policy and Procedures.	Passed
	1111DT1	B	Y	10% of Reserve funds to available to balance annual budget: To allow Pacific Swimming HOD to use up to 10% of Pacific Swimming reserve funds on August 31 to balance the yearly budget approved at the November HOD	Failed
	111MR1	F	N	All Star Funding following Age Group Guideline: Motion to accept Darwin Takagi's guideline regarding financing the All Star Meet which would have the LSC pay all the expenses for the All Star Meet including all transportation, all lodgings, etc.	Passed

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	1111EC1	B	N	Form Nomination Committee: Motion to form the Nomination Committee for election of Board Members and it should consist of one member from each of the zones and the ex-officio chair Joe Woo	Passed
	1111CB1	B	N	Composition of Nomination Committee: Zone Chairs will fill the positions on the Nomination Committee unless they appoint another person to replace them, and Joe Woo will serve as chair	Passed
11/30/11 BOD	1111OEC1	R	N	New wording for R&R Section 1B1a(5) regarding Open Events: In order to enter open events at an age-group meet, a swimmer must have met the listed qualifying time or have coach verification for the following events; 200 Back, 200 Breast, 200 Fly, 400 IM, 400/500 Free, 800/1000 Free, 1500/1650 Free	30 Day Motion For BOD 1/25/2012 Passed – BOD 1/25/2012
	1111DC1	F	Y	Diversity Grant Program: Motion to grant \$14,200 diversity funds to the following programs: Mendocino Coast Sea Dragons - \$1900, Carson Tigersharks - \$3300, MLK Blue Dolphins \$4500, Oakland Tsunami - \$4500.	Passed
	1111DC2	F	N	Stipend Request for Speaker at Diversity Camp: Request \$350 stipend to have Anthony Ervin speak at the Diversity Camp next year	Passed
	1111AG2	F	N	\$45,000 to be budgeted for the Zone All Star Development Meet: To have the amount of \$45,000 approved as the budget for the Zone All Stars Development Meet to cover expenses for rooms, the banquet dinner the night before, breakfast the morning of, transportation, and gear. The co-pay per swimmer is \$50, payable to Pacific Swimming. Zones are eligible to receive up to 20% (\$10) of the co pay per swimmer. Zones will be responsible for providing snacks, water and any other food for their team, other than the banquet and the breakfast the morning of the meet.	Passed
	1111AG3	B	N	Far Western Finals: Far Westerns Short Course this Spring 2012 will run, score and award 10 lanes for finals.	Passed
	1111OC1	F	N	Funding for officials lodging: Request approval to spend up to \$1500 for officials' lodging at LSC meets taking place from January thru April.	Passed
	1111OC2	F	N	Funding the annual officials clinic: Request approval to spend up to \$12,000 for the Officials' Clinic in January in San Francisco	Passed
	1111CC1	F	N	Olympic Training Camp: Request to spend \$27,845 for the Olympic Training Camp in Colorado January 26-29, 2012.	Passed
	1111CC1	F	N	11-12 Camp: Request to spend \$9280 for 11-12 Camp March 11-12, 2012.	Passed
	1111TS1	P	N	New PRT times: Motion to have the PRT times for 2012 calculated by taking the 25 th place time in 2011 rounded up to .09. For 2013 the PRT time will be calculated by taking the average of the 25 th place time for 2011 and 2012 rounded up to .09. For 2014 the PRT time will be calculated by taking the average of the 25 th place time for 2011, 2012, and 2013 rounded up to .09. The years following, the rolling average across the previous 3 year's 25 th place will be used, rounded up to .09. The PRT time will be adjusted upward if necessary, so that it is always faster than the Far Western time. P&P section 11 (2.0)	Passed

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	1111LI1	F	N	\$5000 to be added to amount budgeted for the Awards Banquet: Motion to spend up to and not to exceed an additional \$5000 for the 2011 Awards Banquet (Lehla Irwin/2 nd Veronica Hernandez)	Passed
	1111CB	F	N	Awards Banquet to become an Awards Ceremony: The Awards Banquet will be conducted as an Awards Ceremony (Clint Benton/2 nd Larry Rice)	Passed
	1111AG4	F	N	Zone All Stars Coaches and Managers stipend: The coaches and managers stipend for the Zone All Stars Meet will be \$100 to be paid by Pacific Swimming	Failed

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