

CONNECTICUT SWIMMING

BOARD OF DIRECTORS

SEMI-ANNUAL REPORT
MAY 16, 2006

Administrative Division
2005.06 Annual Report
Jeffrey L. Gray, Administrative Vice Chair
May.2006

Initiatives and Activities for 2005.06

- **Administrative Division Members:** Nan Cooper (Club Development/CSI Central Office), Judy Snow (Registration), Vacant (Top 16), Ed Doernberger (Legal Counsel), Dan Zeek (Public Relations), Dale Maine (Technology) and Ed Dunn (Secretary), Banquet Coordinators (Peter Boucher and Wendy Jackwin).
- **Central Office: Nan Cooper**
 - Website: maintained active website which disseminated information and promoted and publicized the achievements of Connecticut Swimming clubs and athletes; averaging million hits/month; the most popular pages were FAST, Age Group Championship Page and What's New;
 - Moved website to dedicated server due to high number of hits;
 - Maintained SQL database (FAST);
 - Set up web-based credit card payments;
 - Increased utilization of online submittals for zones, camps, bids, etc.
- **Registration: Judy Snow**
 - Athlete registrations for 2005 were highest ever at 4,905;
 - Electronic registrations fully implemented.
- **FAST: Dale Maine**
 - Online Entries implemented successfully, integrating times, registration and championship qualification. First LSC to offer full-featured online entries to its club members (unconfirmed);
 - "Custom" times (non-CSI) meet uploads developed;
 - High usage continues; accounts for majority of website hits;
 - SQL database continues to grow.
- **National Top 16 for 05-06: Nan Cooper**
 - Completed all related work in this area.
- **Public Relations: Dan Zeek**
- **Banquet: Peter Boucher and Wendy Jackwin**
 - Banquet was well received by all participants; 1,000 registrants; evaluating feedback received in an effort to determine modifications for the future.
- **Connecticut Swimming Scholar-Athlete:**
 - 2005: 97 applications received; 84 approvals; 13 rejections;
 - Notified all 2005 applicants of status of application;
 - 2006: CSI scholar athlete guidelines and application will be distributed at the May House of Delegates meeting, will be posted on the web after the HOD meeting and will then be placed in the Age Group and Senior Championship meet programs.
- **Policy/Procedure Updates:**
 - Reaffirmed electronic registration requirement, clarifying that it must be accompanied by rosters, payment and a diskette mailed to the Registrar;
 - Official Results Policy (January 21, 2004);
 - Procedure to request the addition of a time into the times databases (January 19, 2005);

- Coach Certification and Attestation Policy (September 2005).
- **Miscellaneous:**
 - Committee Participation: Personnel Committee, Budget Committee, Nominations Committee.
 - Handled the usual assortment of requests and concerns from Connecticut Swimming enthusiasts.

Goals *for* 2006.07

- **Office:**
 - Continue with enhancements to FAST and Online Entries
 - Develop method to upload CIAC meets into FAST in a timely fashion
 - Increase utilization of web-based payments
 - Integrate QuickBooks with web-based payments
 - Continue to organize policies
- **Registration Updates:**
 - Streamline athlete releases
- **FAST:**
 - Add billing file export to Online Entries
 - Upload custom times into times portion of FAST
 - Utilize preferred names for championship meets created using Online Entries
- **Personnel Issues:**
 - Name Top 16 and NTV Officer.
- **By-Law Updates:**
 - Establish Committee to review and update CSI By-Laws

JUDY SNOW, REGISTRAR ACCOMPLISHMENTS AND GOALS

Report May 2006

Goals:

1. Timely online registrations and entries
2. Timely credentialing of coaches at least 1 week prior to meets
3. Timely releases on transfer swimmers.

Accomplishments:

1. Thanks to the help of Nan Cooper online registrations and entries are more on time. Web payments have been set up for teams to use to submit fees online for their registrations. E-mail registrations are timely but the check submission for some clubs is over 2 weeks.
2. Coach certifications are often last minute submissions by fax. Cards are not able to be distributed in time for weekend meets via USPS.
3. A number of releases are not being submitted along with registrations. Clubs with financial issues with members must follow up on the issues in a timely manner via small claims court if needed.

FINANCE

VICE-CHAIR Ken Block

- **2006-2007 Budget**

Enclosed is the proposed budget for the 2006-2007 year. In the beginning of the year, the Budget Committee meets to formulate the budget. The budget committee members, who include the senior chair, program operations, program development, administrative vice chair, general chair, treasurer, Sr. coaches rep, age group chair, and the Sr. athlete rep, submit a preliminary budget from their respected area of responsibility. Each area is then compiled into one budget, discussed, and if accepted by the budget committee, goes to the Board of Directors for review and endorsement to be presented to the House of Delegates meeting in May. We are pleased once again to present a balance budget to each of our voting delegates.

Our budget continues to focus on our athletes, coaches, volunteers, and officials. Our athletes can be assured that we continue to provide the best possible venues for our championship meets. We continue to offer funding for our swimmers competing at many meets including Zones, Sectionals, Senior Nationals, Olympic Trials, and USA Disability Championships. Our athlete and coaches representatives have the opportunity to attend the annual USAS convention.

A Coaches Educational Incentive Program provides educational grants for Connecticut Swimming coaches who participate in CSI activities and events. Safety training courses are offered to keep our coaches current and up to date on necessary USA-S required certifications. Coaches' clinics are available to further enhance the knowledge of effective coaching, techniques, and future planning.

The Officials are supported by the annual meeting, purchase of equipment such as headsets, rulebooks, etc. Officials have the opportunity to attend national meets along with the national seminar for officials held by USAS.

This budget also reflects a commitment to our web page and the services it allows to enhance the communication for our athletes, volunteers, and coaches. We also have initiated online payments for our clubs and parents to reduce the amount of manual transactions by our treasurer.

- **Investment Portfolio**

Our 2005-2006 performances for our investments portfolio have been very solid. 2005 closed positively with most asset classes posting solid returns. 2006 has continued that trend with the best January performance in recent history. As of March 31st, 2006, the portfolio has reached its all time high of \$145,200 from its initial investment of \$100,000. Our investment firm of RBC Dain Rauscher provides monthly updates and quarterly recommendations for changes that seem appropriate. Our approach has been to be conservative and over the last 5 years, we have seen a very positive return in our investment.

FINANCE

Treasurer **Sue Lecza**

2005-2006 Accomplishments

- Worked with Nan Cooper to set up procedures for processing and collecting credit card payments.
- Prepared monthly financial statements for distribution at Board of Director's meetings.
- Filed all necessary tax returns on a timely basis.
- Ensured that all deposits were made timely, all invoices were paid when due, and bank accounts were reconciled in a timely manner.
- Interviewed and selected new auditors to prepare the August 31, 2005 audited financial statements. Currently working with new auditors to complete the audit report.

2006-2007 Goals

- Streamline the process for accepting and processing credit card transactions.
- Work with independent auditor to prepare the August 31, 2006 audited financial statements.
- Make sure that all tax filings are made on a timely basis.
- Continue to keep CSI books and accounts accurately and timely.

Program Development Division

VICE-CHAIR
Sean Farrell

Accomplishments for 05-06

Approved new format for Regionals involving 3 facilities

Approved short course meet schedule guidelines

Goals for 06-07

Maintain working relationship with Program Development committees

Run Camps for each level of swimmer

Explore further the structured short course meet format

**Connecticut Swimming, Inc. Annual Report
Year September 1, 2005 – May 16, 2006**

PROGRAM DEVELOPMENT DIVISION

AGE GROUP COMMITTEE

Peter Boucher

2005-2006 Accomplishments

- Transitioned successfully to new Age Group Championship meet management. Conducted successful Short Course Championship meet.
- Sent team of 55 swimmers to SC Eastern Zone Championships and placed 7th overall.
- Held multiple age group camps during 05-06 season with more offerings for swimmers by ability. Ultimate Technique camp held April 29th at Wesleyan University was attended by over 200 swimmers.
- Established Age Group Meet Schedule subcommittee to investigate ways to improve our regular season and championship meet programs.
- Participated in USA Swimming Age Group Chair bi-monthly conference calls.

2006-2007 Goals

- Continue to develop improvements to our regular season and championship meet programs to serve needs of our swimmers at multiple levels of development.
- Develop and implement parent education program.
- Conduct parent education seminar at the CSI Swimposium in the fall.
- Hold multiple age group camps during 06-07 season.
- Evaluate current Zone Team selection and registration procedures.

**2006 Short Course Zone Team
Eastern Zone All-Star Meet
March 30 - April 1, 2006 East Meadow, NY**

-Submitted by Christine Hayes, Zone Coordinator

WOW! 55 swimmers, 4 coaches, 2 coordinators, 10 chaperones and a 2+ hour trip down Interstate 95 towards Long Island to the world-class, world record-breaking pool in Nassau County on Long Island. What a start for the 2006 Connecticut Eastern Zone team. After arriving at our team hotel and finding out who your roommate would be for the next 4 days, it was time to head to the pool for a team warm-up. Who knew this would be the start of a great 3 days of competition? Not only did CT swim great, but many new friends were made and emails exchanged. Many swimmers were already making plans to attend the Eastern Zone Long Course meet August 9-12 in Buffalo, New York.

Zone Report					
10 & U		11/12		13-18	
25	Best Times	36	Best Times	53	Best Times
3	Top 16	2	Top 16	6	Sectionals
		2	Sectionals		
Place		Place		Place	
1	1st	2	2nd	4	1st
1	3rd	2	3rd	1	2nd
1	4th	5	4th	2	4th
5	5th	5	5th	1	5th
6	6th	4	7th	4	6th
5	7th	5	8th	3	7th
2	8th			4	8th
Relays		Relays		Relays	
1	6th	3	5th	2	1st
2	7th	1	6th	1	5th
3	8th	2	7th	2	6th
73% of all swims were best times.				1	7th

Senior Committee Chair Jeffrey Allen

2005-2006 Accomplishments

Hosted very competitive and successful Short Course Senior Championship
Distributed over \$13,000.00 in Senior Travel Funds
Published Connecticut Swimming All Senior Team, (long course and short course)
Each member of Connecticut All Senior Team received an All Senior Team Cap sponsored by Speedo
Attended the United States Aquatics Sports Convention
Named to the Olympic International Operations Committee
Revamped Time Standards for LC Senior Championship

2006-2007 Goals

Host a Senior Elite Training Camp (local or Olympic Training Center)
Attend the United States Aquatics Sports Convention
Assist the new Senior Vice Chair when possible

Program Operations Division
VICE-CHAIRMAN
Barry Silver

Accomplishments

- Supported full calendar of short course meets and championships
- Scheduled full calendar of long course meets and championships
- Recruited meet hosts for LC Regionals
- Simplified Meet Evaluation online form
- Permanent office implemented electronic meet bidding and online entries
- Revised CSI cut protocol for better clarity and conformed to USA Swimming rules

Goals

- Improve awareness of and compliance with CSI and USA Swimming rules and policies by meet hosts
- Select Short Course Regionals hosts by new Meet Selection Committee
- Increase in-state bidding for LC meets now hosted by non-CSI teams

Official's Chair

Mike Huffman

Accomplishments

- Revised and re-published the CSI Officials Manual.
- Ran a National (N2) qualifying meet for officials (2006 Short Course Age Group Championships).
- Ran sufficient clinics to afford all those interested in officiating the opportunity to attend.
- Experimented with the idea of holding a new officials clinic between sessions of a weekend meet. Record attendance (29) was achieved at this clinic which was held during the January WYW AA and qualifier meet.
- Held the annual officials meeting with Jim Sheehan as guest speaker. Attendance was excellent and well received by all.

Goals

- Provide sufficient starter/referee clinics to ensure that all qualified officials wishing to advance have the opportunity to do so.
- Create an officials evaluation worksheet so that meet referees can provide feedback on officials from their meets.
- Ensure the best available program for officials at this year's Swimposium.
- Continue to stress consistency at all levels of officiating.
- Review and evaluate necessary and/or suggested changes to the officials page of the CSI website.

COACH REPRESENTATIVE REPORT

Todd Stevens and Christine Pelham

- Introduced on-line nominations for elections for Sr. Coach of Year/ Age Group Coach of Year and Jr. Coach Representative.
- Elections were held last summer for Sr. Coach of Year/ Age Group Coach of Year at LC Age Group and CT Senior Championships. Awards were presented at CSI Banquet last fall.
- Elections for Jr. Coaches Representative were conducted at SC Age Group and CT Senior Championships. Junior Representative will Be Dan Zeek from WESTON Water Wizards.
- Christine attended Convention last fall and the thought of having a Coach's clinic was discussed, but with the swimposium coming up in the fall and the swim camp held for swimmers at Wesleyan in May, it did not materialize.
- Todd has taken a position on Program Operations' Meet Sponsorship Committee
- Todd will offer to chair the committee being formulated to take a look at establishing criteria for coach reimbursement when coaches attend USA Swimming Junior/Senior Nationals and Olympic Trials with their swimmers.
- We feel that online coach nominations for elections is a great way to obtain ballot information up front so that ballots can be distributed on the first day of Championship meets.