

CONNECTICUT SWIMMING, INC.

Board of Directors

Tuesday, April 7, 2015, 7:30 PM

Teleconference

Vision Statement: Connecticut Swimming...better life through swimming.

Mission Statement: Connecticut Swimming promotes the pursuit of excellence in swimming and in life through competition and education.

AGENDA

Call to Order/Roll Call

Approval of Agenda/Additions to Agenda

Announcements

New club: Northeast Connecticut Aquatics (NCA), Rob Ensling, Head Coach

Adoption of Minutes January 27, 2015 meeting

Old Business

New Business

Budget 2015-2016 – Ellen Johnston

Nominating Committee – David Heller

Selling advertising – Todd Gordon

CSI procedure for filing Eastern Zone Board of Reviews – Rick Lewis

Approval of Regional hosts for LC – Rick Lewis

USA Swimming mandated bylaw changes for HOD approval – Todd Gordon

Bylaw Article 5.4 review of club limitations – Todd Gordon

House of Delegates preparation – Rick Lewis

CSI Financials – Sue Lecza

Reports of Officers

General Chair Report – Rick Lewis

Administrative Vice-Chair – Todd Gordon

Treasurer – Susan Lecza

Finance Vice-Chair – Ellen Johnston

Age Group Committee Chair – Dave Reilly

Senior Committee Chair – Randy Erlenbach

Program Development Vice-Chair – Kaeley Steinnagel

Program Operations Vice-Chair – Jim Robison

Technical Planning Committee Chair – Henk Jansen

Coach Representatives – Mark Sedlak/John Scaldinin

Athlete Representatives – Garrett Mazziotti/Maddy Snow/Katie Cunningham/

Rica Generoso/Brooke Hendee

Coach-at-Large – Chuck Clark

Officials Committee Chair – Nancy Wargo

Safety Committee Chair – Ed Heath

Registration/Membership Coordinator – Judy Snow

CONNECTICUT SWIMMING
Board of Directors Meeting Minutes
Tuesday, January 27, 2015, 7:30 pm Teleconference
DRAFT

Call to Order/Roll Call: General Chair, Rick Lewis call the meeting to order at 7:35 pm

Present: Lauren Bullock, Katie Cunningham, Ed Doernberger, Randy Erlenbach, Rica Generosa, Todd Gordon, David Heller, Henk Jansen, Ellen Johnston, Sue Lecza, Rick Lewis, Jim Robison, Madeline Snow, and Kaeley Steinnagel

Also Present: Nan Cooper

Not Present: Brooke Hendee, Chuck Clark, Rica Generosa, Ed Heath, Garrett Mazziotti, Dave Reilly, John Scaldini, Mark Sedlak, Judy Snow, and Nancy Wargo.

Agenda - Motion was made to approve, second, passed.

Announcements:

EZ sanction appeals board - Board of Review information can be found on the Eastern Zone website.

Website redesign update - Web Solutions Meriden have been contracted and work will be done June/late Spring.

2 new clubs: NOMA (Coach Lee Nevala) from Eastern CT and RAYS (Coach Lloyd Goldstein) from Southington. There are 2 new potential clubs.

Adoption of Minutes: The December 2, 2014 minutes were approved.

OLD BUSINESS None

NEW BUSINESS

Budget reminders - Ellen Johnston Emails have been sent out reminding committees to start think about new budget which was followed by formal request. Ellen heard back from two people. Input is needed for the meeting scheduled for Tuesday.

House of Delegates agenda – Kaeley Steinnagel Program Development Committee raised the question about bringing issues to be voted on by the House of Delegates (HOD) rather than at the committee level. Historically, major changes were brought to the HOD with committee(s) recommendation. Advanced planning needs to be made. Consideration regarding timeliness or scheduling issues. If a decision needs to be made in a timely fashion, it may not be appropriate to bring to HOD. Jim Sheehan, USA Swimming President, will attend the May HOD meeting.

USA Swimming LSC Governance workshop - Todd Gordon Received an email from Director of Program Services offering to run governance workshops at LSC level at the expense of USA Swimming. 2 workshop options are offered including governance information the first half and either short term goals/club development or help with LEAP level 2 or 3 the second half. USA Swimming needs dates that will provide greatest attendance. Coordination of workshop and symposium was discussed. Henk explained they are having difficulty getting coaches to present at the symposium. Todd clarified the LSC Governance workshop must be a full day. In order to accommodate USA Swimming, Rick suggest moving symposium from late April to the fall. It was agreed to be a good suggestion. Todd will check USA Swimming dates and requirements. Cash awards are given to LSCs for achieving the next LEAP Level of USA Swimming certification as an incentive to move up. In addition, getting everyone on the same page at would be beneficial to the LSC.

House of Delegates requirement – Jim Robison Meet host House of Delegates (HOD) attendance policies needed to be clarified and loop-holes closed. The current policy doesn't account for an annual HOD meeting only (no fall meeting) and prevented a club from bidding. Changes include accounting for either 1 or 2 HOD meetings and preventing a sanction/approval award. Program Development committee supported the changes. It was decided that approval by the HOD was not necessary and time was of the essence. A motion was made to approve the changes to the policies, second, approved. Effective for the May 2015 meeting.

Waive LC Regional Championships award costs - Kaeley Steinnagel/Henk Jansen Program Development proposed individual/relay event medals and event winner caps for LC Regional Championship meet hosts be paid for by CSI rather than the hosting club. The goal is to increase the number of teams willing to host LC Regional Championships. Motion was made to have CSI pay for individual/relay event winner awards and event winner caps for LC Regional meets. Host teams will be responsible tracking used/unused awards and the award distribution will follow LSC guidelines. Host teams will be invoiced for unreturned awards. Second. Amount equals approximately \$7500. Motion approved.

CSI Financials – Sue Lecza The financials through Dec. shows minimal activity. USA registration higher, although sanctions down. All should even out in the next month and be consistent with previous year. The expectation is the LSC should see a greater profit in coming months. Minor registration correction to the report is needed. Motion made to approve, second, passed.

Nominating Committee: Dave Heller Jeff Gray volunteered to be on the committee. Maddie Snow agree to volunteer if no other athletes come forward. Todd Gordon, Kaeley Steinnagel, and Omar Cruz complete the committee. Nominations will begin soon.

REPORT OF OFFICERS

General Chair: No report.

Administrative Vice-Chair: No report

Treasurer: Sue Lecza No report

Finance Vice- Chair: Todd Gordon No report

Senior Committee: Randy Erlenbach raised concern that the dates for LC Senior Invite were never secured at UCONN. Jim Robison has been in contact, but UCONN hasn't gotten back with dates. CSI should be able to get UCONN. Current bid is for Sr. Invite to be held at Wesleyan June 12 - 14. We don't have information about UCONN, preferring the June 19-21. The question was raised if the meet has to be bid. Senior Committee set it up as a bid, but Henk says it can be changed. Qualifier between prelims and finals was added to increase income to the host. Discussion occurred regarding dates to hold Seniors. Participation will be impacted if it goes into July. Jim will ask UCONN for the 19 - 21 and temporarily close bidding while dates and location are under review. Discussion help about opening bids in early February and close within short period of time so as not to impact championship season in Mar. Meet information including session report hasn't changed.

Program Development Vice-Chair: Kaeley Steinnagel Diversity coordinator wants to be sure to send athletes to the Diversity Camp in June 25-28. Selection criteria has been established and is posted on website.

Program Operations Vice-Chair: Cancellation of meets due to poor subscriptions. Location seems to be the only factor.

Technical Planning Committee Chair: Henk Jansen At the meeting earlier in the month, the committee discussed the meet procedures. Revenue sharing for Regional championship hosts was suggested and agreed to. Discussion about 8 lane vs. 6 lane pools took place and they agreed compensation should reflect difference. Financial assistance for college swimmers was reviewed and no changes recommended. Concerns were raised that the policies requiring meet hosts attend HOD rather than all teams is unfair. Minimal discussion took place regarding Regionals and the number of sessions/all day meets.

Athlete Reps: Maddie Snow USA Swimming Safe Sport has sent out a survey to athletes. Elections for Athlete Rep will be held in March. Please forward names of athletes. Todd raised issue about policies that were unclear last year. Request for nominations will posted on the website and policies will be clarified. Extending the coach of the year nominations to later in the year was mentioned.

Coach-at-Large – Chuck Clark - no report

Officials Committee Chair – Nancy Wargo - no report

Safety Committee Chair – Ed Heath - no report

Registration/Membership Coordinator – Judy Snow - no report

Meeting adjourned at 8:55

Submitted by Lauren Bullock

The following Bids were selected by the Regional Bid Committee:

RYWC – 12/U AM Session at Greenknoll

MJCC – 12/U AM Session at Goodwin Park

NMEG/LEHY – 12/U AM Session at Terry Odessa Pool

WAC – Friday evening and 13/O AM Sessions at Wesleyan University

CDOG – 13/O PM Sessions at Wesleyan University.

These awards were selected by the Regional Bid Committee in accordance with the Bid procedures posted online at

http://ctswim.org/meets/meet_management/bids/bid_procedures_LC.html

The Committee met by teleconference on Thursday, February 26, 2015. In attendance were Jim Robison (PO Vice Chair), Henk Jenson (TP Chair), Dave Reilly (AG Chair), and Kaeley Steinagel (PD Vice Chair).

Called to order: 8:52 PM

The topic of indoor vs outdoor meets was raised. It was clarified that there were bids for three outdoor venues and that CT Swimming usually holds two meets at Wesleyan AM and PM as well as a Friday evening meet.

Motion Reilly, second Jenson: Move to hold three 12/U meets outdoor and hold 13/O at Wesleyan AM and PM sessions.

Discussion revolved around possibly alternating which age group would swim outdoors each year, if we were unable to hold all sessions indoor. Additionally, it was discussed that holding some indoor and some outdoor meets of the same age group may in fact or in perception create a disparity in meet conditions and should be avoided.

Motion passed: 3-0

The topic of awarding the meets to the hosts without facility conflicts was raised.

Motion Steinagel, second Jenson: Accept the Regional bids from RYWC and MJCC which have no facility conflicts to host 12/U meets.

No discussion

Motion passed: 3-0

The topic of awarding hosts bidding for a meet at the Terry Odessa pool was raised with BEAR and NMEG/LEHY providing bids. Steinagel excused herself from the discussion.

Motion Jenson, second Reilly: Move to award a Regional Meet at Terry Odessa Pool to NMEG/LEHY as a joint host to hold a 12/U meet.

It was discussed that each of the bidders has extensive and comparable experience hosting Regional meets, there was some discussion regarding the facility as LEHY's "home" pool and it was determined to be in their favor along with NMEG's experience in hosting the Open Water Championships. The full complement of officials for the NMEG/LEHY bid and blanks left for additional officials in the bid by BEAR was also discussed.

Motion passed: 2-0, Steinagel abstaining

The topic of awarding Regional meets to hosts bidding for Wesleyan University was raised with BEAR, CAC, CDOG and WAC providing bids. Robison excused himself from discussion. Reilly left the teleconference.

Motion Steinagel, second Jenson: Move to award Regional Meets at Wesleyan to WAC and CDOG

Once again the discussion revolved around the hosting experience of each of the clubs. Since each of the clubs has extensive and comparable experience hosting Regionals the discussion turned to each of the clubs hosting experience during the regular meet seasons. The discussion favored CDOG and WAC as generally hosting more regular season meets over the past several years.

Motion passed: 2-0, Reilly no longer present

Robison subsequently provided information that last year's decision as to which host was selected for the AM vs the PM meets was decided by a flip of a coin.

Motion Steinagel, second Jenson: Move that the AM vs PM host be decided by a coin flip.

Motion passed: 2-0, Reilly no longer present

The coin flip conditions were agreed on by Steinagel and Jenson. Steinagel flipped the coin and it was determined that WAC would be awarded the Friday Evening and AM sessions. CDOG was awarded the afternoon sessions.

Adjourned 9:45 PM

[Re-number remaining]

506.9 NATIONAL TEAM STEERING COMMITTEE

- .1 Membership: The National Team Steering Committee shall consist of:
 - A Eight (8) coaches selected as follows;
Preceding Head Women's Olympic Coach (1)
Preceding Head Men's Olympic Coach (1)
~~OIOC Coordinator~~
~~Two coaches elected by Olympic International Operations Committee~~
The Head Women's Coach for the two Long Course World Championships preceding the Olympic Games (2)
The Head Men's Coach for the two Long Course World Championships preceding the Olympic Games (2)
~~One Two coaches appointed by the President in consultation with the National Team Director (2)~~
~~Two coaches appointed by the National Team Director~~

Any vacancies on the committee shall be filled by appointment by the President in consultation with the National Team Director.
 - B The chair of the committee shall be elected by its voting members.
 - ~~BC~~ Once the new Head Olympic Coaches are named, they shall become ex-officio members of the Steering Committee, if not already on the Committee.
 - ~~CD~~ Two athletes selected by the Athletes Committee, one female/one male, both former USA National Team members; and
 - ~~DE~~ The Technical Vice-President, the Chair of the Senior Development Committee, and the Chair of the Sports Medicine Committee shall be ex-officio members of the Committee with voice but no vote. The Committee may name additional ex-officio members.
- .2 Term: Members of the Steering Committee shall serve a term commencing with appointment ~~or election~~ and extend until the ~~last day of~~ end of the annual House of Delegates meeting following the next Olympic Games.
- .3 Responsibility: The Steering Committee shall operate under the direction of the National Team Director to create a National Team program; expedite decisions regarding that program; and plan for specific needs of the National Team in preparation for international competition.
- .4 Operation: The Steering Committee shall operate according to policies adopted and published in the ~~OIOC~~ National Team Policy Manual.

507.1 ORGANIZATION

- .1 All USA Swimming officers and all voting members of the Board of Directors, the ~~Olympic International Operations National Team Steering Committee~~, the National Team Athletes Committee, the Age Group Development Committee, the Rules & Regulations Committee, the Registration/Membership Committee, the Credentials/Elections Committee, the Senior Development Committee, and past USA Swimming Presidents shall be members of the House of Delegates. Membership on any committee notwithstanding, USA Swimming employees shall not be members of the House of Delegates.
- .2-.6 [no changes]
- .7 The President, in consultation with the Technical Vice President, shall appoint, on an annual basis, twenty-five (25) members selected from coaches who had athletes that qualified for the preceding Olympic Trials and from members that served as the manager or assistant manager on a national team or junior national team trip within the past four years. The appointments shall provide for a reasonable geographic representation of USA Swimming Membership.

[Re-number remaining]

R-23	ADOPT  Effective January 1, 2016
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Location: Required LSC Bylaws – 605.4 Board of Directors Limitations

605.4 LIMITATIONS – ~~No more than three (3) members or coaches of any Club Member or Affiliated Group Member shall serve on the Board of Directors at any time. This limitation shall be applied separately as to Athlete Members and other Individual Members.~~

- .1 No more than three (3) members or coaches of any Club Member or Affiliated Group Member shall serve on the Board of Directors at any time. This limitation shall be applied separately as to Athlete Members and other Individual Members.

- .2 Notwithstanding anything in these Bylaws to the contrary, no employee of the LSC may serve as a voting member of the Board of Directors.

The result of this application is that a single club could have, for example, three Coach Members and three Athlete Members serving on the Board of Directors at the same time. That club could not, however, have four volunteers and two Athlete Members. Although not recommended, this provision may be omitted if desired. Alternatively, or in addition to the club affiliation limitation, an LSC may impose a limitation based on geography. In order to preserve continuity across the LSCs, if an LSC elects to omit this provision, the Section number and heading should remain with the addition of the following commentary: "This Section is reserved for future use."

R-24 ADOPTED Effective Immediately

Location: Required LSC Bylaws – 605.12 Quorum (for LSC Board Meetings)

Recommendation: *The Rules and Regulations Committee recommends approval.*

605.12 QUORUM - A quorum of the Board of Directors shall consist of a majority of the voting members.

Although it is not recommended, an LSC may provide for a quorum of those members "present and voting" or other definition. However, if this modification is made, the time period for notice of a meeting must be increased to "twenty (20) days". Similarly, consideration should be given to keeping the quorum at the suggested level with respect to special meetings

R-25 ADOPTED Effective January 1, 2015

Location: Required LSC Bylaws – 606.7.5 Senior Vice Chair/Committee Chair

606.7 DUTIES AND POWERS — The duties and powers of the officers and other Board Members shall be to attend and participate in all meetings of the House of Delegates and the Board of Directors and as follows:

.1-4 [no changes]

- .5 SENIOR ~~||VICE CHAIR| OR |COMMITTEE CHAIR|~~: ~~The Senior ||Vice Chair| or |Committee Chair| shall chair and have general charge of the affairs and property of the ||Division| or |Committee| that develops and conducts the senior swimming program of XXSI. The ||Senior ||Vice Chair| or |Committee Chair| or |Administrative Vice Chair| serves a liaison to the Athlete Representatives and the Athletes Committee, and shall be responsible to see that the Athlete Representatives elections are held in accordance with these Bylaws.~~ The Senior ~~||Vice Chair| or |Committee Chair|~~ shall chair and have general charge of the affairs and property of the ~~||Division| or |Committee|~~ that develops and conducts the senior swimming program of XXSI. The ~~||Senior ||Vice Chair| or |Committee Chair| or |Administrative Vice Chair|~~ will serve as the liaison to the Athlete Representatives and the Athletes Committee, and shall be responsible to see that the Athlete Representatives' elections are held in accordance with these Bylaws.

If the responsibility for Athlete liaison and Athlete Representatives' elections are determined to be one for the Administrative Vice Chair, then the last sentence of this provision should be removed to the section covering the Administrative Vice Chair.

HK-1 ADOPTED Effective January 1, 2015

Location: Page 17 – 101.1 Starts

101.1 STARTS

.2 The Start

A-D [no changes]

~~E A swimmer shall not be disqualified for an illegal starting position at the start if the race is permitted to proceed. Enforcement of the correct starting position is the responsibility of the Starter.~~

.3 False Starts

A-D [no changes]

~~E A swimmer shall not be disqualified for an illegal starting position at the start if the race is permitted to proceed. Enforcement of the correct starting position is the responsibility of the Starter.~~

ARTICLE 5
BOARD OF DIRECTORS

- 5.1 MEMBERS - The Board of Directors shall consist of the following officers, committee chairs, coordinators, and CSI representatives, together with At-Large Members and those additional members designated in Sections 5.2 and 5.3:
- .1 General Chair
 - .2 Administrative Vice-Chair
 - .3 Program Development Vice-Chair
 - .4 Program Operations Vice-Chair
 - .5 Finance Vice-Chair
 - .6 Secretary
 - .7 Treasurer
 - .8 The Coach Representatives
 - .9 The Athlete Representatives
 - .10 Senior Committee Chair
 - .11 Age Group Committee Chair
 - .12 Officials Committee Chair
 - .13 Registration/Membership Coordinator
 - .14 Safety Coordinator
 - .15 Technical Planning Committee Chair
 - .16 At-Large Board Members
- 5.2 AT-LARGE BOARD MEMBERS - The Board of Directors shall have one (1) or more At-Large Board Members, at least one of whom must be a Coach Member. The House of Delegates or the Board of Directors by resolution may reduce the number, but may not increase it to more than five (5). Any reduction in the number of At-Large Board Members shall not take effect until the incumbents' terms of office expire or become vacant. The House of Delegates or the Board of Directors by resolution may create other classes of At-Large Board Members, such as an At-Large Board Membership to be held by an attorney-at-law who shall serve as CSI's General Counsel. A sufficient number of athlete members shall be selected as At-Large Board Members to constitute at least twenty percent (20%) of the voting membership of the Board of Directors at any given time (taking into account the Athlete Representatives). The athlete At-Large Board Members shall meet the same requirements and be selected at the same time and place as the Athlete Representatives set forth in Section 4.1.2. All At-Large Board Members shall hold office from the date of their election (or appointment) through the conclusion of the annual meeting of the House of Delegates following such appointment or until their successors are elected or appointed.
- 5.3 EX OFFICIO MEMBERS - The following persons shall serve as ex officio members of the Board of Directors during the time period in which they meet the

defined status:

- .1 The Immediate Past General Chair of CSI, if he or she is an Individual Member in good standing
 - .2 Members of the USA Swimming Board of Directors who are Individual Members in good standing
 - .3 USA Swimming Committee Chairs who are Individual Members in good standing
- 5.4 **LIMITATIONS - No more than three (3) athletes, coaches, or members of any Club Member or Affiliated Group Member shall serve on the Board of Directors at any time. No more than one (1) athlete member of any Club Member shall serve as an Athlete Representative at any time. No more than one (1) coach of any Club Member shall serve as a Coach Representative at any time.**
- 5.5 **VOICE AND VOTING RIGHTS OF BOARD MEMBERS AND INDIVIDUAL MEMBERS** - The voice and voting rights of Board Members and Individual Members shall be as follows:
- .1 **BOARD MEMBERS** - Each Board Member shall have both voice and vote in meetings of the Board of Directors and its committees.
 - .2 **INDIVIDUAL MEMBERS** - Individual Members who are not Board Members may attend open meetings of the Board of Directors and its committees and be heard at the discretion of the presiding officer. Unless entitled to vote under another provision of these Bylaws, Individual Members shall have no vote in meetings of the Board of Directors or its committees.
- 5.6 **DUTIES AND POWERS** - The Board of Directors shall act for CSI and the House of Delegates during the intervals between meetings of the House of Delegates, subject to the exercise by the House of Delegates of its powers of ratification or prospective modification or rescission, except that it shall not remove a Board Member, a Board of Review member, or other person elected by the House of Delegates, or amend these Bylaws. In addition to the powers and duties prescribed in USA Swimming Rules and Regulations or elsewhere in these Bylaws, the Board of Directors shall have the power and it shall be its duty to:
- .1 Establish and direct CSI policies, procedures, and programs.
 - .2 Oversee the conduct by CSI officers and staff of the day-to-day management of CSI affairs.
 - .3 Elect At-Large Board Members when the House of Delegates does not do so in a timely fashion.

- .4 Provide advice and consent to appointments proposed by the General Chair that require advice and consent under these Bylaws or the CSI Policies and Procedures Manual.
- .5 Prepare and present the CSI annual budget to the House of Delegates and make a recommendation to the House of Delegates concerning approval or disapproval thereof.
6. Receive presentation of the annual audit report pursuant to Section 8.5 and make a recommendation to the House of Delegates concerning approval or disapproval thereof.
7. Call regular or special meetings of the Board of Directors or the House of Delegates.
8. Admit eligible prospective Group Members and Affiliated Individual Members.
- .9 Retain such independent contractors and employ such persons as it shall determine are necessary or appropriate to conduct CSI affairs.
- .10 Appoint other officers, agents, committees, or coordinators to hold office for the terms specified. These appointees shall have the authority and perform the duties as provided in these Bylaws and the CSI Policies and Procedures Manual, or as may be provided in the resolutions appointing them, including any powers of the Board of Directors as may be specified, except as may be inconsistent with any other provision of these Bylaws. To the extent not provided for elsewhere in these Bylaws, the Board of Directors may delegate to any officer, agent, committee, or coordinator the power to appoint any such subordinate officers, agents, committees, or coordinators and to prescribe their respective terms of office, authorities, and duties.
- .11 Remove from office any Officers and lesser officers, At-Large Board Members, committee chairs, committee members, or coordinators who were not elected by the House of Delegates and who have failed to attend to their official duties or member responsibilities or have done so improperly, or who would be subject to penalty by the Board of Review for any of the reasons set forth in Article 404.1.3 of USA Swimming Rules and Regulations. No Officer, At-Large Board Member, committee, or coordinator may be removed without receiving thirty (30) days' written notice specifying the alleged deficiency in the performance of the member's responsibilities under these Bylaws, the member's official duties, or other reasons. All