

CONNECTICUT SWIMMING, INC.

Board of Directors

Saturday, September 27, 2014, 7:30 AM

Hamden Hall - Beckerman Athletic Center, 225 Skiff St, Hamden, CT.

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

Welcome new board members

Eastern Zone Board of Review beginning Jan 1

Adoption of Minutes June 11, 2014 meeting

Old Business

New Business

Conflict of Interest statement review and signature

Committee chair reminders re members selection

Meeting schedule review and approval

USAS Convention re-cap

Eastern Zone budget

Volunteer of the Year award

Swimmer of the Year award announcement - Senior Committee

Adapted Swimmer of the Year

Speedo LSC sponsorship

FAST Online Entries for CSI clubs creating entries for non-championship meets

Athlete Travel Assistance approval - Senior Committee

Coach Education Grant approval - Coach Reps

Banquet update

Reports of Officers

General Chair Report – Rick Lewis

Officials Committee Chair – Nancy Wargo

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

Safety Committee Chair – Ed Heath

Registration/Membership Coordinator – Judy Snow

CONNECTICUT SWIMMING, INC.
Board of Directors Meeting Minutes DRAFT
VIA Teleconference
Wednesday, June 11, 2014
7:30 pm

Call to Order/Roll Call: General Chair, Rick Lewis call the meeting to order at 7:38pm

Present: Rick Lewis, Sue Lecza, Todd Gordon, Lauren Bullock, Dave Reilly, Randy Erlenbach, Henk Jensen, Kaeley Steinnagel, Nancy Wargo, Nan Cooper, Judy Snow

Not Present: TBD

Unconfirmed: Jeff Gray, Ed Doernberger, Dave Heller, Mark Sedlack, Jim Robison, Jeff Scobee, Matt Hurst, Ed Heath, Dave Laudati, Coral McNary, Josh Furth, Madeline Snow, Garrett Mazziotti

Addition to Agenda: Meeting Schedule, motion/approved with addition of an organization chart review.

Minutes - Motion to amend. David Heller requested correction to section regarding Nominating Committee to read, those interested in a board position, should not volunteer for the Nominating Committee. Approved.

OLD BUSINESS

Surcharge Reduction Proposal - (Jeff Scobee/Henk Jensen) No discussion.

NEW BUSINESS

Facility Surcharge – The WRAT meet was discussed and whether the swimmer facility surcharge collected for their recent meet at Wesleyan should be part of the CSI surcharge collection. Considerations raised about the matter involve the Senior Committee, and whether CSI needs to put a facility surcharge for AG/Seniors or is it considered part of the expenses. The situation was referred to as Pandora's box and the question was raised that "if something extra ordinary not related to athletes, should the surcharge cover it?" It was suggested a formula be determined to calculate to costs and time should be spent deciding how to handle the situation.

Randy raised the point of wanting to be sure we are always in a healthy position to offer meets for athletes. If there is no incentive for teams to host, they won't. As an organization, it's tricky to decide what is the proper profit. As costs rise, hosting teams need to reevaluate how they profit. Nobody wants to lose money. Budget questions are important and surcharges are major considerations. Rick stated Senior Championship would not have a no surcharge this summer and surcharges for other meets are already up this summer. Others agreed a loss would be okay this summer.

Rick mentioned a facility fee was not included in the surcharge and no policy was developed. He also stated the meet entry fees are up for the Sharks meet in a few weeks

at Wesleyan and the Sharks went to session fees. Further discussion took place about teams trying to keep their numbers down at the meets and an alternative was to increase sessions to 3 instead of 2. Warm ups are shorter.

The group agreed to discuss what worked and what didn't at the end of the summer. Comments regarding the intent is not to circumvent the surcharge, but to protect against losses in the future. Further discussion took place about session fees being charged instead of event entry fees and those swimming several events make out better than swimmers in less events.

Todd made a motion to exempt teams that have already had meet and elevate a request to reduce the penalty to those that didn't have the opportunity to those that were able to plan ahead. So, the surcharge would be forgiven. Dave R. stated teams that went to session fee instead of event entry fees should also not be responsible for surcharge. Todd noted the need to find what is equitable. Simplifying the situation, 5 meets will be held at Wesleyan; 3 were bid, and 2 weren't. The motion was revised to Rebate \$400 per meet to host teams to offset the facilities fees. Nan asked if entry fees have been covering the costs. Dave R. stated 3 bid meets approx. net \$15,000 - \$18,000. The WRAT meet at Wesleyan was not set up to net a large profit. UCONN is charging more than Wesleyan. Todd withdrew his motion and it was agreed, in long term, a policy needs to be developed. Dave R. stated Bill Ball added in between sessions to offset costs and increase profit. There was room in the WRAT meet to do the same.

WRAT was asking for \$530. A motion was made that surcharge not be reimbursed and seconded. The motion passed.

Review of the Meet Host CSI House of Delegate Attendance Requirement Policy – (Lewis/Steinnagel) The overall goal of the policy was achieved. However, the past May meeting, a couple of meet hosts were unable to attend due to emergency. Multiple ways can solve the issue were discussed.

Fall House of Delegates - (Rick Lewis) A meeting with a speaker for all to attend while providing the opportunity for those that were unable to attend to do so. If we don't, the meets will be reduced by at least 25% next year due to HOD lack of attendance. Two HOD meetings per year provide multiple positive outcomes and would be good for the LSC.

Volunteer of the Year Ad Hoc Committee – (Rick Lewis) Last year, Kaeley, Todd, Rick, Dave Heller worked on the committee. An email will be sent out and everyone is encouraged to join.

USAS Convention attendance – (Rick Lewis) The convention will take place in Jacksonville on Sept. 16 - 20, 2014. A number of people from LSC could and should attend. Email Rick asap to determine who is planning on going. In the past, 7-8 people attended. Athletes should also send an email. An award ceremony is on Saturday night. The meeting schedule was emailed by Nan.

WRAT equipment request - (Todd Gordon) Discussion took place about a \$250 equipment rental fee the team was unaware of and a change in fees. The additional equipment was not necessary. In the past, Wesleyan supplied harness and starting unit. This time, rental was a back up and extension cord was necessary. A motion was made to not reimburse and approved unanimously.

Review of Wesleyan June Meets – (Dave Reilly) – Both meets went to 3 sessions and the client response was positive. There was no difference in quality of performance and numbers on deck were below the requirement. The additional room made for a calmer meet. Negatives included tougher requirements were put on volunteers and officials due to limited time between sessions. The next two meets should be cautioned about the presence of the facilities (separate from the athletic department) and problems with the drop off facility. There were parking lot issues including signs indicating Full when they were not. Photos were taken to document how things are being done. Further discussion took place about Wesleyan not raising facility fees for AG or Senior Champs. Jeff had direct conversations with Wesleyan and dialogue helped. 350 is same number for all champs with the spectator population being increased to 341. Rick reiterated no parking on any grassy areas. All must park in a legal parking space and CSI should be proactive to prevent violations because CSI will be charged for damage to property.

Final comments were made that 3 session meets need to consider time frames to not put additional burden on officials, starters, refs, etc.

REPORTS OF OFFICERS

General Chair Report – Rick Lewis – No further report

Administrative Vice-Chair – Jeff Gray - Scholar Athlete apps available. Deadline Aug.

Treasurer – Susan Lecza – May financials are good and it is typically slow month. Surcharges and registrations are coming in well and significantly higher than last year. Things are looking very positive for this year.

Finance Vice-Chair – Todd Gordon – No report

Age Group Committee Chair – Dave Reilly – Age Group Championships were discussed including the format of championships and Cheshire being a location and prelims/finals are Wesleyan. Tentatively, 2 sessions of prelims will include no relay only for 13/over. One relay will be run per AG. Finals will have about 400 on deck with a 5 foot bullpen in the office for holding area. Those in water don't count and the population in the stands will reduce concerns. The use of wristbands will be distributed to spectators by teams according to the ratio of swimmers. Concerns were raised about who's responsible for enforcement. Wesleyan yellow shirts can enforce behavior and policies or CSI can hire a security firm to provide enforcement. Discussion took place about video feed for parents in the upstairs classroom. Webcast is also a consideration, but would cost multiple thousands of dollars. A question was raised about using Wesleyan personnel if

they're going to encounter nasty behavior. Would it be better to have outside security firm?

Discussion also took place about relays and smaller teams not being able to provide opportunities to swimmers who don't qualify. The new policy must be followed at this point.

The meet announcement was delayed due to lack of information and the proposed changes were sent out Thursday night. A request was sent out for changes to current draft and the announcement will hopefully be ready by Friday. Needs to be reviewed by Jim and meet refs.

Senior Committee Chair – Randy Erlenbach – Senior committee asked how to hire Wesleyan yellow shirts. Kate Mullen put together a list of required monitors and the info will be sent out. Outside security firms probably won't be possible. A limit of 350 people will be allowed on deck at a time. 130 swimmers won't be seated on deck during prelims. WYW will sit on ice rink. The committee will ask for volunteers to also sit in ice rink. Finals should be fine. Parking info will go in the meet information. Relays on the last day only.

Program Development Vice-Chair – Jeff Scobee – No report

Program Operations Vice-Chair – Jim Robison – No report

Technical Planning Committee Chair – Henk Jansen – No report

Coach Representatives – Matt Hurst/Mark Sedlak – No report

Athlete Representatives – Josh Furth/Coral McNary/Garrett Mazziotti/Maddy Snow – No report

Coach-at-Large – Kaeley Steinnagel – No report

Safety Committee Chair – Ed Heath – No report

Officials Committee Chair – Nancy Wargo reported 14 new starters. The committee is busy with clinics. Officials meeting date is currently on Yom Kippur and needs to be rescheduled.

Registration/Membership Coordinator – Judy Snow – Colorado is sending out lots of paper and the registration/membership will get caught up soon.

Addition to Agenda – Kaeley – Program development is being taken over from Jeff. Comments were made about implementing change and committees being uncertain about what they're allowed to pass at their levels.

Motion to adjourn and approved – 9:11.

Submitted by Lauren Bullock



Connecticut Swimming

STATEMENT OF PRINCIPLES ETHICAL BEHAVIOR AND CONFLICT OF INTEREST

Those who choose to serve USA Swimming/Connecticut Swimming Inc. (CSI), whether as volunteers or paid professionals, are held to a high standard of conduct. As guardians Olympic Ideals, they assume an obligation to subordinate individual interests to the interest of the Olympic Movement. What may be considered acceptable conduct in some businesses may be inappropriate in Olympic service.

Those who serve USA Swimming/CSI must do so without personal gain in order to avoid any institutional loss or embarrassment and to behave in such a way that the organization's trust and public confidence are enhanced. It is important to avoid any real conflict of interest.

While no set of guidelines can guarantee acceptable behavior, the principles that guide behavior in this area, are disclosure, non-participation in the decision making process where personal or family gain is a possibility, and a commitment to honor the confidentiality of organizational information. All conduct is founded on the individual's own sense of integrity. Any individual accepting the honor of serving USA Swimming/CSI must accept the burden of public disclosure and public scrutiny.

In our complex society, the intermix of volunteer work, business interest, governmental activity, and family relationships often creates potentially conflicting interests. What is required is disclosure of conflicting interests when they arise, and strict nonparticipation in any evaluation process relating to the matter in question.

The following guidelines are not a precise road map to acceptable conduct. They are signposts. Each individual must find his or her own way.

1. The business of USA Swimming/CSI is to be conducted in observance of both the spirit and letter of applicable federal and state laws.
2. USA Swimming/CSI properties, services, opportunities, authority and influence are not to be used for private benefit.
3. All individuals who participate with USA Swimming/CSI will disclose the nature and extent of an actual or potential conflict of interest when it occurs in the evaluation of an issue and will avoid evaluating or voting on the matter involved. This includes the award of contracts, the purchase of goods and services, the award of contracts for professional services, and the allocation of USA Swimming/CSI resources for individual use.
4. Gifts, cash, travel, hotel accommodations, entertainment, or favors are neither to be given nor received, except those of nominal value exchanged in the normal course of business. Gifts and favors of more than one hundred dollars (\$100) value should not ordinarily be accepted. If circumstances render it awkward to refuse such a gift, the donor should be thanked and told the gift is being accepted on behalf of and will be delivered to USA Swimming/CSI.
5. Expenses incurred in the furtherance of USA Swimming/CSI business are to be reasonable, necessary and substantiated.
6. All are expected to exhibit honesty, loyalty, candor, and professional competence in their relationships with USA Swimming/CSI and with each other.
7. Each individual has the responsibility to maintain the confidentiality of the organization. This includes both proprietary and sensitive information.

ACKNOWLEDGEMENT OF RECEIPT AND UNDERSTANDING

I acknowledge receipt and understanding of USA Swimming/Connecticut Swimming's Statement of Principles on Ethical Behavior and Conflict of Interest and I pledge my full support of the spirit and the letter of the requirements contained therein.

Print Name

Committee

Signature

Date

Please fax to:

Connecticut Swimming
Fax: 1-866-238-8660