

**INDIANA SWIMMING BOARD OF DIRECTORS MEETING
MINUTES
April 17, 2006**

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"Indiana Swimming provides progressive, innovative programs that inspire excellence."

MEMBERS PRESENT:

Dave Boggs, Brad Smith, Jill Lockhart, Don Cozad, Chad Englehart, Brian Hindson, Emily Kowalski, Lynn Kinster, Jay Chambers, Lucy Duncan, Hal Paul, Scott Ingram, Tony Young, Mark Hesse, Arlene McDonald, Mark VanAllen, Kent Nelson, Tina Mudd

GUEST SPEAKER: JULIE MCKENNEY, DIRECTOR OF THE IU NATATORIUM

- * Discussed recent and future improvements at IU Natatorium
- * Beginning with meets this summer there will be a \$1 surcharge per athlete which will be placed into a special fund for improvements to the Natatorium
- * If you have any questions you can contact Julie McKenney at jcmckenne@iupui.edu

GENERAL CHAIRMAN: Arlene McDonald
317/842-0528 arlenemcd@aol.com

SECRETARY: Tina Mudd tmudd6@insightbb.com

Please visit this site www.inswimming.org/BOD/boardminutes.htm and download last meeting's minutes. Approval of these minutes will be the first item of business. Any corrections/revisions to last meeting's minutes will need to be made at this time.

NATIONAL/INTERNATIONAL EVENTS: Arlene McDonald arlenemcd@aol.com

USA Swimming Board of Directors

The January meeting of the USA Swimming Board of Directors was held in Colorado Springs on January 20 & 21. Agenda items included:

- LSC Financial Reporting: All LSC's must be in compliance by submitting 990's and financial statements to USA Swimming or risk losing their USSIC coverage. All LSC's will be contacted regarding these requirements.
- Background Screening Task Force: The task force submitted its recommendation for BOD approval. Initially the groups to be screened will be all coach members and prospective coach members, all non-athletes traveling with national teams and working with USA Swimming sponsored camp and travel programs, all USA Swimming Board members, All candidates for office at the Annual Convention, and All USA-S staff members. The task force recommendation was approved by the Board. (Arlene has the full document if anyone would like to review it at the board meeting.)
- Outreach Task Force: The task force submitted an outreach camp program proposal that was approved by the Board. Dates of the camp, to be held at the US Olympic Training Center, are April 27-30, 2006.
- Approval of Task Forces: The following task forces and chairs were approved by the Board: Governance Legislation Implementation (Julie Bare, Chair), Athletes Leadership Development (Andy Knox, Chair), Membership Marketing (Michael Lawrence, Chair), and ISHOF (Peter Carney, Chair).
- Executive Director Chuck Wielgus submitted an extensive report which included the following topics: World Cup in NY, Golden Goggles, USOC relations and funding, USA Swimming Foundation updates, meeting with FINA leaders, and business development (business plan and staff, Splash magazine research, Splash website, water safety campaign, family travel program, makeover for national championships, TV, sponsorships, slip turn project), business operations and member services (flume renovation update, Top 16), club development (consulting statistics for 2005, diversity coordinator, online coaching clinic, virtual club championships & club recognition program, National Team (Pan Pac Head Coaches, open water program and technical planning, open water financial impact).
- Staff reports: Everett Uchiyama gave an extensive report on open water planning relative to its inclusion in the 2008 Olympics. Matt Farrell presented a detailed report on ideas to enhance national championships.
- 2006 USAS Convention: The opening night reception has been changed to Wednesday evening.

The next USA Swimming Board of Directors meeting will be the weekend of April 28-30 in Colorado Springs.

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Central Zone

The Central Zone has constructed a questionnaire for each LSC board to provide feedback with respect to improving the Zone Championship meets. A copy of this questionnaire is included in the addendum and will be discussed during new business at the BOD meeting. Central Zone general chairs will be participating in a conference call on Tuesday, April 25.

2007 USA Swimming National Championships and Junior National Championships

- Arlene has continued to negotiate with local hotels for this swimming extravaganza. Although there have been some hurdles, progress is being made.
- Arlene and Julie met with representatives from the ICVA. The ICVA will be naming an event coordinator to work with us on these events.
- After receiving inquiries from the following clubs regarding co-hosting of the 2007 events, Arlene attended the club board of directors meetings of Southeastern Swim Club and Center Grove Aquatic Club. Southeastern will be our co-host for the National Championships, and Center Grove (pending final CGAC board approval) will be our co-host for Junior Nationals. Identification of the meet directors from these two clubs will take place in the next month followed by the construction of the LOC's for the events.
- The following Indiana Swimming BOD members have expressed interest in serving on the 2007 LOC's: Lucy Duncan, Scott Ingram, Emily Kowalski, Hal Paul, Joey Black, and Brad Smith. Any other interested board member needs to see Arlene at Monday's meeting. All ISI BOD members are welcome to serve on these meet planning committees.

IU Natatorium “Preserve the Memories” Campaign

- Julie McKenney, Natatorium Director, will be our guest on Monday evening. Julie will share with us ongoing updates at the Natatorium and funding.
- Wayne Burrow (NCAA), Mel Goldstein (USMS), and Arlene met with two IUPUI Vice Chancellors regarding the University's commitment and planning for the Natatorium. Arlene will provide further details of that meeting on Monday evening.
- Mel, Julie, and Arlene had a follow-up meeting to discuss the future direction of the “Preserve the Memories” campaign. The committee decided that it is now necessary to expand its membership. To date, the following swimming enthusiasts and community leaders have agreed to join the organizing committee: Tim Hewitt (Veolia), Mike Dilts (Shiel Sexton), and Scott Davison (One America – formerly AUL). Additionally, Julie is contacting Adolph Keifer, a longtime supporter of the Nat, to become a participant. A meeting of this group is tentatively scheduled for the first week of May. At that time a vision and mission will be formalized.
- Thank you to Lynn and Tony for attending a luncheon with Tim Hewitt and providing valuable input into this process! Board members are welcomed to share ideas at Monday's meeting.

Review

Regional Reps (SR voting member in bold):

All regional reps are reminded to be in contact with their member clubs both before and after board meetings for input and idea sharing.

There was much discussion on the role of the Regional Reps. It may be necessary to revisit their purpose and direction.

Region 1 Non-Coach Rep: Roger Lane rlane@jorsm.com

This information was gathered during the Divisional Meet. I felt it was a good venue to introduce myself to the coach's and get any feedback from them.

I will present the issues that were expressed to me not indicating which team, but clearly validating the need for a Representative within each district that might be able to help with the simple things.

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I would also like to mention that the Northwest Divisional Meet had very few delays or problems this time at Crown Point High School. This was definitely an improvement from 2 years ago. It was nice to see members from Indiana Swimming Board of Directors participate in the presentation of Awards (Thank you Kent Nelson, Mark Hesse, TJ Day). Tony Young made an appearance that was welcomed. This gave Tony some time to speak with several coaches from this Region that do not typically get the opportunity to speak with him except during a venue like this.

I have nothing further for now, but would like to mention to the Board of Directors that I have learned that this is such a pivotal position with Indiana Swimming that could really do a lot of good for the clubs in their Region if they are able to get out to them and communicate the simple fact that Indiana Swimming is there to help your club in any capacity they are able too. We need their support as much as they need the support of Indiana Swimming.

Region 1 Coach Rep:	TJ Day	swimday@yahoo.com
Region 2 Coach Rep:	Don Cozad	ymcadon@kconline.com
Region 2 Non-Coach Rep:		
Region 3 Non-Coach Rep:	Mark Van Allen	mvanallen@rqaw.com
Region 3 Coach Rep:	John Newhouse	jnewhouse@ma.rr.com
Region 4 Coach Rep:	Dave Boggs	seymourswimming@comcast.net
Region 4 Non-Coach Rep:	Brian Conroy	brconroy@aol.com

REVIEW: **Bob Hartley** rhartley@locke.com
Bob Hartley, chair of the Board of Review, and Lynn Kinstler, Executive Director, attended the USA Swimming Board of Review workshop in Atlanta in February.

PAST GENERAL CHAIR: **Mark Hesse** mhessehoya@aol.com

Election/Nomination Report

Our next elections will be held in September at our House of Delegates. The following officers will be elected at that time:

General Chair

Administrative Vice-Chair

Age Group Vice-Chair

Technical Planning Chair

Board of Review (7 members + 3 alternates) – We have received communication from USA Swimming about the necessity of Athlete Representation on the Board of Review. I will work with Bob Hartley, Kent Nelson and our athlete reps to figure out the best procedure for handling the election/selection of athletes for the BOR.

Region 1 & 3 Coaches' Rep

Region 2 & 4 Non-Coaches Rep

I am currently soliciting and accepting nominations for those positions. Please contact me at mhesse@chs.cville.k12.in.us

USA Club Development Committee

If anyone has questions regarding the Virtual Club Championships or Club Recognition Program they may contact me.

ADMINISTRATIVE VICE-CHAIRMAN: Kent Nelson 217/446-8165 baadmincoach@insightbb.com
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Personnel – Have complete first quarter (Jan – Mar) staff assessments and meetings. Along with Arlene and the staff we have identified areas that need working on:

1. Board Member to staff communication and job functions
 - a. Board members need to better understand their job descriptions and work towards those. While still communicating what role they see the staff playing in their area.
2. Board Member follow through

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- a. We as board members are great at talking the big game at meetings and dropping the ball the rest of the time. We need to be more committed to the projects that we take on, or work with the staff to assign vital roles. While we all have our own jobs and lives, we have committed to this organization and need to make sure that we are following through.
3. Plan for a better outcome
 - a. We as board members need to be better schedulers. Most times the projects we have taken on have shortcomings because of poor time management or lack of planning. Our staff cannot guess what we want for the projects. Their job is to assist the board in any way possible. But until we clue them in, they cannot help us out.

We need to create a better working relationship with our professional staff. Mind you this is one persons observation of the situation. We have hired a very capable and professional staff, we need to move towards giving them the chance to prove their abilities to us.

2006 Zone Meet – Final contracts have been sent to the host partners. We have scheduled a walk through on May 19th with the Mike Lewellyn of the Central Zone.

Each of the host partners have been working on their areas and I expect to give a full report of progress and process in the May Report and at the June Meeting.

If you are interested in helping with this event, please contact Kent Nelson.

Site Selection – The site selection for the 2007 Championship meets will be prior to the June Board meeting. If you are interested in hosting a S.C. championship meet, please send your requests to Tony Young.

Awards – While the process for awards ran some what smoothly, there were some issues identified and fixed. We have heard from numerous people about the type and quality of awards, and will meet in the coming months to look at the awards for various levels of meets.

From Bruce and Shannon Nunnally Awards chairs:

--send a few extra ribbons and medals in case there is a tie

--she felt things went well-awards were next to the computer room and were presented according to schedule in the meet packet

Noblesville

--did not receive all of their awards

--concern about the quality of medals-ribbon and small ring attached to medal kept coming off (even before having to reuse)

Bruce and I were at Jasper and several people around us commented on how well the awards presentations were going and how much they liked having the swimmers on the awards stands.

Chick Newell Camp – While this is not an Admin item, I have been asked to be the Camp Manager for the Chick Newell Camp. We are still accepting registrations. We are no where near full, and would like to see a lot more Senior Swimmers participate in this event. This will be one of only two times this year that swimmer will be able to swim in the host pool for the Summer Senior State Meet.

Policies & Procedures – In the coming weeks, we are going to be bring a new policies and procedures manual to the board for approval. If you are interested in serving on a task force to help in the final development of this document, please contact Kent or Lynn.

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Board Development - Managing Conflicts of Interest: Purpose, Policies, and Disclosure

The most effective way to prevent conflicts of interest from becoming problematic is to take a proactive approach to managing them. This involves creating an environment that promotes open communication, transparency, and accountability among board and staff. The board chair should encourage all board members to be open about concerns they may have, especially if those concerns involve potential conflicts of interest among board members or staff members.

Creating A Policy

It is important for board members to be generally familiar with the state and federal laws related to conflicts of interest. It is unrealistic, however, to expect every board member to understand all of the intricacies of these laws, how precisely they apply in every given situation, and how state and federal laws may overlap and/or differ in their application. Therefore, it is critical for organizations to develop a conflict-of-interest policy that is understandable and that includes a disclosure requirement for board members. The conflict policy does not replace or serve as a substitute for state or federal law but it facilitates the exercise of good governance practices and helps board members avoid violations of the legal prohibitions, with the help of legal counsel, when appropriate.

Boards may handle the creation of a conflict-of-interest policy in a variety of ways. A special committee of the board may be established to prepare and monitor compliance with the policy. Alternatively, if there is a governance committee or if governance is a function of another committee, that group may be responsible for creating and monitoring the policy. In developing the policy, the committee may wish to seek input from other board members, but the committee should remain in control of the drafting process. In addition, executive staff members are often involved in the process of developing and implementing conflict-of-interest policies, but the burden of approval and compliance rests with the board. Because of the importance of legal issues in formulating a policy, the organization’s legal counsel must also be involved in creating the policy itself and/or reviewing a draft created by the committee. The conflict-of-interest policy should then be presented to the board for review and approval.

Once the policy is adopted, it must be treated as a living document and used — not put on a shelf and forgotten. The board chair, or another designated board member, should bring a copy of the conflict policy to every board meeting, and the policy should be referred to as necessary in the same way as the bylaws. Review and discussion of the conflict-of-interest policy and completion of a disclosure statement should be part of every new board member’s orientation.

Because the conflict-of-interest policy is such an important governance tool, each nonprofit board should develop one that serves its particular environment and circumstances. A conflict-of-interest policy for a private foundation, for example, must address the specific concerns of foundations, including the IRS self-dealing rules and grantmaking issues.

The true test of any conflict policy is how well it is understood and, therefore, how well it serves to surface and address actual conflicts within an organization. Experience undoubtedly will lead to refinement of this and any other form of conflict policy. If an organization has a conflict-of-interest policy but it is not surfacing the information needed to identify conflicts or, alternatively, if conflicts are disclosed but are not addressed, then the policy and enforcement process must be reviewed and modified accordingly. Every conflict-of-interest policy, even those that appear to be effective, should be evaluated every three to five years to make sure that they are current.

A Need for Disclosure

The duty imposed on individuals covered by a conflict-of-interest policy is a duty of disclosure. Without a conflict policy, many board members are confused about what it is they need to disclose and when they are considered to have conflicting interests. Board members who may appreciate that some disclosure is necessary may not take the obligation seriously if the organization does not have a policy with specific disclosure obligations.

Some board members may feel that being asked to complete a conflict disclosure statement signals to them a sense of mistrust on the part of the organization to which they are donating their time and often their money. To offset this, the disclosure process should make clear to board members that the purpose of the conflict-of-interest policy and the disclosure statement is to protect both them and the organization by identifying potential conflict situations before they can become problematic, and not to intrude on their lives or “check up” on them.

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An annual disclosure statement must be required to make a conflict-of-interest policy effective. Otherwise, the conflict policy will simply be just another of the many documents distributed to board members and either read and filed away, or possibly never read at all. Thus, the conflict-of-interest policy includes a disclosure statement that must be completed and returned by each person covered by the policy on an annual basis. By signing the disclosure statement, an individual also agrees to promptly report any situation that comes up in the future and involves a conflicting interest. If a conflicting interest arises during the year, the individual must report it to the organization even if the annual disclosure statement is not yet due. All board members and staff covered by the conflict-of-interest policy must review their disclosure statements once a year and amend them as necessary to ensure that they are current. Disclosure statements may take on a variety of forms. Cooperation by board members will differ from one organization to another, and boards have diverse cultures that will make one form of disclosure statement more productive than another.

Serving a Broad Purpose

Today, most individuals are likely to be uncomfortable sitting on a nonprofit board that does not have a strictly enforced conflict-of-interest policy. No organization should take the unnecessary risk of not having a policy in place. Further, given the increased attention to governance by regulators, watchdog groups, and donors, having and enforcing a conflict-of-interest policy will increasingly be expected of all nonprofit organizations and will ultimately lead to better decision making and reduced organizational risk. If an organization fails to have a policy, it will be much more difficult for a board member to demonstrate his or her claim of responsible behavior when it turns out that a fellow board member is making a substantial profit from work done for the organization. On the other hand, if the profiting board member completed a disclosure statement and failed to disclose the interest, then other board members are able to establish that they were actively misled.

Beyond this, members of nonprofit boards need to understand that creating and enforcing a conflict-of-interest policy is an essential part of fulfilling their duties to the organization they serve. Conflicts of interest have a way of stopping boards and entire organizations in their tracks. Taking a proactive approach to conflict-of-interest management can forestall many problems and keep the board — and the entire organization — focused on fulfilling the organization’s mission.

This article

AWARDS:	Bruce & Shannon Nunnelly	nunnellyfamily@aol.com
PERSONNEL:	Kent Nelson	baadmincoach@insightbb.com
TEAM INDIANA:	Emily Kowalski	a40momski@aol.com

The coaching staff has been assembled for the 2006 Zone Team and now the fun begins. I will be working with Head Coach Don Cozad and company to establish some practice times throughout the state during that 2 week period between State Age Group and the meet. We have already had offers from the staff and will post those days and times on the website as soon as they are finalized!

I have started working with Angela Michael on the Team Indiana Shirt Design and will get that to Circle City Swimwear as soon as it is finalized and has the approval of the Head Coach.

The Zone application will be up on the website soon and I want to encourage everyone to encourage their swimmers who have made cuts to participate.

AGE GROUP VICE-CHAIRMAN: 317/878-2136	Brad Smith bsmith@nhj.k12.in.us
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One of my goals after attending the Age Group Chair Workshop in Colorado was to implement an Age Group Committee. The Age Group Committee is in place and has begun work on establishing some of Indiana's baselines for Age Group Swimming. Selection of the committee included anyone on the board that falls under Age Group, the coaches reps, and selected at-large coaches to represent various demographics of Indiana Age Group programs. Committee members include:

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Chris Plumb (CSC), Dave Boggs (SEY), Don Cozad (HOTR), Emily Kowalski (YSC), John Krick (CPSC), John Newhouse (THT), Matt Papachronis (SSC), Sam Robertson (CGAC), Scott Lazoff (SWAC), and TJ Day (BA).

ADAPTED:	Joey Black	fishyjo@aol.com
OPEN WATER:	Ed Merkling	emerklin@iupui.edu
TEAM INDIANA:	Emily Kowalski	a40momski@aol.com
CAMPS:	TJ Day	swimday@yahoo.com
OUTREACH:		

SENIOR CHAIR:	Chad Englehart
260/434-0659	coachenglehart@msn.com

OPEN WATER:	Ed Merkling	emerklin@iupui.edu
TEAM INDIANA:	Emily Kowalski	a40momski@aol.com
CAMPS:	TJ Day	swimday@yahoo.com

FINANCE VICE-CHAIRMAN:	Lucy Duncan
317/745-6817	lucyuss@aol.com

	Sep '05 - Mar 06	Sep '04 - Mar 05	2006 Budget
Income			
Awards			
Recognition Awards	0.00	1,667.50	4,000.00
State Meet Awards	0.00	0.00	
Total Awards	0.00	1,667.50	4,000.00
BOD/HOD			
Workshops	-33.50	0.00	
Total BOD/HOD	-33.50	0.00	
Camps	0.00	80.00	8,400.00
Club Registration	0.00	3,200.00	
Convention	0.00	110.00	
Councilman Classic 2004			
Hotel Rebates	0.00	198.00	
Total Councilman Classic 2004	0.00	198.00	
Education			
Swimposium Golf	150.00	0.00	
Swimposium Registrations	620.00	1,505.00	
Total Education	770.00	1,505.00	600.00
Meets			
Entry Fees - 7.5%	47,479.78	39,675.81	75,000.00
Mid-States Quad			
Admissions & Heat Sheets	8,285.00	7,558.00	
Entry Fees	4,500.00	9,588.00	
Vendor Profit Sharing/Booths	2,498.00	0.00	
Mid-States Quad - Other	0.00	0.00	
Total Mid-States Quad	15,283.00	17,146.00	19,500.00
Missed Cuts & Fines	1,532.00	428.00	1,000.00
Sanction Fees	2,246.00	2,070.00	3,800.00
State Meet Stipends	0.00	4,185.50	13,000.00

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Surcharges	34,716.00	10,735.00	50,500.00
Travel Fund/Zone Entries	<u>36,740.50</u>	<u>33,783.00</u>	<u>39,400.00</u>
Total Meets	137,997.28	108,023.31	202,200.00
Membership - ISI			
ISI Athlete	26,529.00	0.00	
ISI Club	3,820.00	0.00	
ISI Non-Athlete	<u>898.00</u>	<u>0.00</u>	
Total Membership - ISI	31,247.00	0.00	
Membership - USA-S			
Athletes	375,422.00	367,854.00	448,000.00
Clubs	7,490.00	7,608.00	12,800.00
Non-Athletes	<u>42,113.50</u>	<u>42,139.00</u>	<u>46,455.00</u>
Total Membership - USA-S	425,025.50	417,601.00	507,255.00
Miscellaneous			
Bad Checks & Fines	0.00	50.00	
Coach Certs	30.00	0.00	
Miscellaneous - Other	<u>0.00</u>	<u>298.50</u>	
Total Miscellaneous	30.00	348.50	
Office			
Postage	2.89	2.85	
Supplies	<u>0.00</u>	<u>6.75</u>	
Total Office	2.89	9.60	
Officials			
Name Badges	962.00	0.00	
Officials-ISI fee	<u>1,380.00</u>	<u>2,698.09</u>	
Total Officials	2,342.00	2,698.09	2,000.00
Team IN Staff			
Zone Coaches	<u>2,631.00</u>	<u>2,754.00</u>	
Total Team IN Staff	2,631.00	2,754.00	6,800.00
Zone Meet	<u>171.00</u>	<u>410.00</u>	
Total Income	600,183.17	538,605.00	731,255.00
Expense			
2005 World Championship Exp			
Awards Ceremonies	0.00	500.00	
Hospitality	0.00	12,159.31	
LOC			
LOC Hospitality	0.00	255.08	
LOC Meeting/Facility Rental	0.00	142.89	
LOC Travel	<u>0.00</u>	<u>1,207.42</u>	
Total LOC	0.00	1,605.39	
Printing	0.00	62.95	
Sponsorships/Promotions	<u>0.00</u>	<u>608.99</u>	
Total 2005 World Championship Exp	0.00	14,936.64	0.00
Awards Expenses			
Recognition Awards - E	2,632.23	227.45	2,000.00
State Meet Awards - E	2,030.92	9,758.33	
Top 10 Records	<u>0.00</u>	<u>654.50</u>	<u>500.00</u>
Total Awards Expenses	4,663.15	10,640.28	2,500.00
BOD/HOD Expenses			
Board Retreat	2,579.22	0.00	2,500.00

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BOR	340.83	0.00	0.00
Convention	10,172.27	7,275.08	13,000.00
Food/Beverages	488.35	0.00	1,200.00
Golden Goggles			
Travel/per diem	0.00	1,545.35	
Total Golden Goggles	<u>0.00</u>	<u>1,545.35</u>	0.00
Materials/Printing	188.25	0.00	300.00
Meeting Facility Rentals	150.45	0.00	800.00
USA-S Workshops	225.00	0.00	0.00
BOD/HOD Expenses - Other	198.60	1,323.08	1,500.00
Total BOD/HOD Expenses	<u>14,342.97</u>	<u>10,143.51</u>	<u>19,300.00</u>
Camps - E			
Memorial Weekend	0.00	12.00	
OTC	0.00	297.74	
Staff Stipends	1,400.00	0.00	
Camps - E - Other	0.00	225.00	
Total Camps - E	<u>1,400.00</u>	<u>534.74</u>	<u>21,300.00</u>
Councilman Grant - E	1,000.00	0.00	
Education - E			
ASCA Incentive	0.00	2,000.00	
Swimposium			
Miscellaneous	100.00	0.00	
Speaker Fees	250.00	0.00	
Swimposium - Other	50.00	0.00	
Total Swimposium	<u>400.00</u>	<u>0.00</u>	
Education - E - Other	0.00	106.70	
Total Education - E	<u>400.00</u>	<u>2,106.70</u>	<u>5,750.00</u>
Meets Expenses			
Mid-States Quad - E			
Admin	2,051.48	1,743.11	
Athlete Goody Bags	440.00	750.00	
Hospitality	1,111.46	895.21	
Pool Rental	0.00	4,473.95	
Printing	110.24	350.00	
Mid-States Quad - E - Other	283.25	6,414.75	
Total Mid-States Quad - E	<u>3,996.43</u>	<u>14,627.02</u>	12,000.00
State Meet Stipends	1,000.00	5,000.00	16,000.00
Travel Fund/Zone Entries			
Travel Reimbursement	17,700.00	17,896.85	
Travel Fund/Zone Entries - Other	24.00	355.90	
Total Travel Fund/Zone Entries	<u>17,724.00</u>	<u>18,252.75</u>	<u>35,000.00</u>
Total Meets Expenses	22,720.43	37,879.77	63,000.00
Membership - USA-S - Exp			
Athletes	370,984.00	327,375.00	
Club	8,040.00	8,440.00	
Non-Athletes	42,665.00	42,838.00	
Total Membership - USA-S - Exp	<u>421,689.00</u>	<u>378,653.00</u>	<u>469,595.00</u>
Miscellaneous - E			
Bad Checks & Fines - E	72.50	464.00	
Bank & Credit Card Fees	477.56	2.89	

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Coach Certs	152.00	120.00	
Credit Card fees	0.00	205.85	
World Swimming Championships			
Suite Food/Drink	0.00	3,083.13	
Team USA Dinner	0.00	649.74	
World Swimming Championships - Other	0.00	602.50	
Total World Swimming Championships	0.00	4,335.37	0.00
Miscellaneous - E - Other	0.00	5,747.11	
Total Miscellaneous - E	702.06	10,875.22	1,000.00
Office - Expense			
Equipment	1,524.99	289.00	1,500.00
Insurance	1,481.00	1,500.00	1,700.00
Office Supplies - E	799.80	2,318.56	2,000.00
Phone & DSL	1,974.22	1,693.85	3,000.00
Postage			
Postage Purchases	1,040.54	0.00	
Stamps.com Service Fee	96.02	60.78	
Postage - Other	98.86	793.00	
Total Postage	1,235.42	853.78	1,000.00
Rent	3,717.71	4,036.81	8,700.00
Staff Parking	1,429.40	1,245.00	2,550.00
Website			
Server Fees	209.70	203.88	200.00
Total Website	209.70	203.88	
Office - Expense - Other	45.00	0.00	
Total Office - Expense	12,417.24	12,140.88	22,250.00
Officials Expenses			
Name Badges	1,168.25	1,138.00	
Officials - ISI Applications	0.00	167.63	
Officials Expenses - Other	51.00	0.00	
Total Officials Expenses	1,219.25	1,305.63	1,600.00
Personnel Expenses			
Airfare/Car Rental	1,150.65	0.00	
Dining (Local)	382.96	271.03	
Dining (Road)	137.61	23.67	
Mileage	1,185.67	107.63	
Office Taxes & Benefits - E	0.00	14,291.46	
Payroll Expenses	67,153.56	62,114.75	
Total Personnel Expenses	70,010.45	76,808.54	130,500.00
Tax Preparation - E	38.76	0.00	
Team IN Staff Expenses			
Quad			
Hotel	177.77	0.00	
Stipends/Mileage/Per Diem	1,773.23	0.00	
Total Quad	1,951.00	0.00	
Zone			
Staff Lodging	765.90	323.39	
Zone - Other	279.60	1,496.67	
Total Zone	1,045.50	1,820.06	
Team IN Staff Expenses - Other	74.67	0.00	

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Total Team IN Staff Expenses	3,071.17	1,820.06	8,540.00
Total Expense	553,674.48	557,844.97	744,735.00
	46,508.69	-19,239.97	(13,480.00)

745,335.00

TECHNICAL CHAIRMAN: **Scott Ingram**
singram@omnicityusa.com

Post SCY Championship Season Items

The Technical Committee is in the process of considering some items related to the SCY Championship Season. The thought process of the Technical Chair is to address some of the items immediately while they are fresh on our minds and potentially make some clarifications for the upcoming LCM Championship Season prior to the Championship Coordination Meeting with our summer hosts.

We plan on meeting prior to the April board meeting if we can establish a quorum of the Technical Committee. Any significant changes will be brought forth at the fall HOD as is our custom with the appropriate recommendations of the Technical Committee.

The items for discussion are as follows:

- 1) Reinforce publication of Awards Time lines at the championship meets.
- 2) Reformatting of Championship and Divisional Meet Letters
- 3) Accommodation for swimmers who age up between Divisional & State.
- 4) Inclusion of 10 & Unders in Finals Session at AGS.
- 5) Clarification of any “preferential consideration” for Hosts utilizing the IU Natatorium for Senior State.
- 6) Evaluation of Divisional size and Time Standard.

OFFICIALS / RULES: **Hal Paul**
317/335-2929 hpaul1053@insightbb.com

Throughout the Short Course Championship season (Divisionals, Senior State, and Age Group State) elections were held for the position of Regional Officials Chair for Regions 2 and 4.

After many years of dedication and service to Indiana Swimming and Northeastern Indiana Don Kropf retired as the Regional Officials Chair for Division 2. Jennifer Brink was elected as the new Officials Chair for Northeastern Indiana. Jennifer's home club is HOTR - Huntington Otters, and she currently has a Senior and an Age Group Swimmer. Jennifer brings numerous years of experience to the position, as she has worked many of our Divisional and State Championship meets over the past several years.

We wish to thank Don for his stewardship and help over the years, and wish him all the best in his personal and professional endeavors.

The election for Region 4 Officials Chair was a close fought contest between incumbent Eliot VanVelzen, and Bill Koss of Carmel Swim Club. The final tally of votes determined that Eliot will be serving as the Regional Chair for another term. It is

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always great when we have two very dedicated and experienced officials expressing their desire to serve Indiana Swimming through working on the Officials Committee.

Congratulations to Eliot on his reelection.

During the first quarter of the year, the USA Swimming Officials Committee has introduced a new system for obtaining and renewing National and National Championship officials credentials. The process is a dramatic departure from the system previously in place, and we are still in the process of digesting the changes. For all officials interested in obtaining, or recertifying their current National and National Championship credentials, it is recommended that they visit the USA Swimming website and review the new criteria. All officials currently holding National and National Championship credentials have been automatically renewed until the end of 2007. So there is plenty of time and opportunity to comply with the new recertification process before the end of next year.

REGIONAL OFFICIALS REPS:

Region 1:	George Behrens	geobehrens@hotmail.com
Region 2:	Don Kropf	kropfdon@npcc.net
Region 3:	Mike Korth	mkwindy@sbcglobal.net
Region 4:	Eliot Van Velzen	eliotv@insightbb.com

COACHES REP:
317/696-1543

Brian Hindson
brian.d.hindson@gmail.com

COACH EDUCATION:

Brian Hindson brian.d.hindson@gmail.com

We (Chad Englehart, Emily Kowalski, & Brad Smith) have selected the Team Indiana Zone Team Head Coach and finalizing assistant coaches with the Head Coaches assistance.

Congratulations to Coach TJ Day of Boilermaker Aquatics for being voted the Senior Coach of the Season/Meet this year.

Congratulations to Coach Will Bernhardt of Irish Aquatics for winning the Spirit Award at Age Group State, and having Nikki Hubbard selected for the Diversity Select Camp by USA Swimming to be held in Colorado Springs.

I would like to highly recommend that all ISI coaches and their staffs attend the ISI Swimposium this month.

TEAM INDIANA:

Emily Kowalski a40momski@aol.com

ATHLETE REPRESENTATIVES:

Jill Lockhart (YSC)
office@inswimming.org

Spencer Osborne (SSC)
office@inswimming.org

Stephanie Schortgen (FWA)
office@inswimming.org

OFFICE & STAFF
317/237-5780

Lynn Kinstler
lynn@inswimming.org

Tony Young
tony@inswimming.org

EXECUTIVE DIRECTOR-Lynn Kinstler

Apologies for not submitting a March report, but the office was extremely busy during this time. Even with the reminder, I just put it off and then forgot.

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REGISTRATIONS: Sent out reminders to coaches to look at their coach cards to ensure their certs were current. If not, for them to submit updated certs in a timely manner so that last minute coach cards were not issued for deck access to the state meets. There were numerous coaches who were able to submit in a timely fashion, but there were still the VERY LAST MINUTE attempts to get coach cards. So last minute, that faxes had to be sent to coaches, hosts, etc. to get these coaches on deck. Very frustrating that our clubs are allowing these coaches on deck at practices and putting the club liability insurance in jeopardy.

TOP 10: Finished up the 2005 lists so that plates could be picked up at the Senior and Age Group Championship meets. There are a few revisions to be made/cleaned up and will then post in the near future. Distributed plates and plaques at the Senior and Age Group Championships. It's always nice to see and chat with parents of our swimmers. They are very appreciative of this awards recognition. Discussed with Shannon Nunnely the potential for a change in the program/awards for next year. Will research the cost of a different type of award to ensure we stay within similar budget. Hope to have that information by the June meeting.

TIMES: Finished up loading all of our SC/winter meets into the national db. Working with Michele DeLuna to clean up the registration issues/mismatches so that when the LC/summer season begins, we'll have a clean holding tank.

With Michele's assistance this summer, PRE-MEET registrations will be checked and an effort to get clubs to understand the process. Many of our holding tank issues are that clubs are not sending the registration files and subsequently their registration monies until AFTER a meet that the swimmer(s) have attended. This dumps these swimmers into the holding tank as UN and we have to go through them to approve them. IF the swimmers are registered in the national system BEFORE the meet(s), then when we dump the results, there is little, if any holding tank issues. Educating our clubs is our goal. MANY MANY thanks to Michele for her help with this!

TECHNOLOGY: Contacts have been made with 2 companies regarding upgrading our copier. Our long-time, economical printing company has closed and we had to utilize a more expensive means to get copies. Our current copier is doesn't cost us anything (it's a loan/donation from a local company), however, the efficiency ends at single sided copies. In addition to researching some networking upgrades to our computers, we'll be prioritizing our needs (copier vs networking). Additionally, my goal to change the look and functionality of the website will be a major task I'd like to have completed by our June meeting. I hope to meet with someone at IUPUI soon on some helpful hints and potential farming out of the initial new design.

OTHER: Attended the National Girls & Women in Sport Day luncheon at Conseco Fieldhouse (sponsored by the National H.S. Federation). Nadia Comenici was the the keynote speaker. WOW! I was actually a gymnast and diver before my swimming career took over at about the age of 14. So listening to one of my heros/idols from my childhood speak on her lessons learned and words to live by was amazing.

UPCOMING

Will attend the Indiana Sports Corporation annual meeting in early May.

Will work with Tony Young and Scott Ingram on the Championship Coordination meeting scheduled for mid-May.

New look of website (as stated above).

Work with the Zone Committee on preparing for the upcoming August Central Zone Championships to be held here in Indianapolis.

Continue to work with Arlene and others on the August 2007 Nationals and Junior Championships.

SPORTS DEVELOPMENT DIRECTOR-Tony Young

GENERAL

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From January 16 to present my focus as Sport Development Director has revolved around such Special Events as the coordinator of Race Analysis at our winter state meets, IMX Incentive Program, Camps, online audio productions at the HS State Championship meets and the Swimposium. Office duties include: updating Times Database, Blast e-mails, sanctions and scheduling are ongoing. Priority has been given to increased travel with numerous club and coach visits. Special Projects include my participation on a committee to develop a High School Hall of Fame and induction banquet, sitting in on the USA Swimming Club Development staff, Age Group Committee Planning meetings via conference call and assisting in coordinating the camps program.

SPECIAL EVENTS/PROJECTS

SWIMPOSIUM

Registrations numbers are looking strong for the Swimposium on April 22 at Brownsburg High School. Ron Jones BOD President of Swim Indy is assisting in coordinating set up. Expenses will be for Lifeguards and custodial fees.

Regular communication with Milt Nelms (2005 Swimposium Keynote speaker and 2006 proposed speaker for Swimposium) on topics and itinerary for the April 22 Swimposium. Alex Nikitin (Creator of Race Analysis) will also be attending the Swimposium.

This will be a “Coaches Only” track this year to discuss the Race Analysis data and offer ideas on how to implement this information into training programs.

RACE ANALYSIS

Many thanks to the members of the Race Analysis Data Collection Team for their hours of dedication and support of the Race Analysis project during our state championships meets. We have over exceeded our goals with the amount of data collected and the exposure of information tools available for the development of our athletes. Their professionalism has given this project credibility. We looked and acted like a team and that has shows in accuracy of the data collected.

I am still in the process of editing data and reviewing swims that we have missed. I have shared our preliminary information with Alex Nikitin (Parametrix) and Milt Nelms (Swimposium Speaker) for feedback to be shared at the April 22 Swimposium The final report not be available to coaches until mid April prior to the Swimposium.

MANY THANKS TO THE FOLLOWING PEOPLE	
Jennifer Ferguson	Senior State & SAG (Data Team)
Claire Gendron	Senior State (Data Team)
Brian Hindson	Senior State & SAG (Computer support and shirt donations)
Esme' Kenny	Senior State (Video Tape)
Emily Kowalski	Senior State & SAG (Data Team)
Meredith Kowalski	Senior State & SAG (Data Team)

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Tom Molina	Senior State (Data Team)
Kevin Miller	IUPUI Tech Support
Kent Nelson	Senior State & SAG (Video & Set Up Support)
Brad Osborne	SAG (Data Team)
Walt Peycha	Senior State & SAG (Data Team)
Brad Smith	Senior State & SAG (Data Team)
Paul Stauder	SAG (Data Team)
Jeannie Van Allen	Senior State & SAG (Data Team)
Bailey Weathers	USA Swimming Support Staff
Alex Nikitin	Parametrix
Thanks to the following clubs	
Swim Indy	For their support during the data team practice meet
Sugar Creek Swim Club	For their support during Senior State
Southeastern Swim Club	For their support during SAG

PARENT MEETINGS AND MOTIVATIONAL SPEAKING

Parent Education meetings have allowed me to expand the exposure of the SDD position and increase the membership of the blast e-mails. The parent education meetings have been total team participation with parents, coaches and BOD members present during these presentations. Each season I do motivational speaking for HS and club programs prior to championship season.

CLUB / COACH VISITS

I continue to promote the SDD position though blast e-mails, phone calls, club and meet visits. Club visits are steadily increasing. I have traveled to all points in Indiana sometimes visiting up to 4 clubs in one visit. I meet with coaches on a regular basis as a sounding board and now assisting with staff retreats. Also assist coaches with job searches. My summer schedule is very full with club, BOD Retreats and staff meetings.

Assisting clubs with staff job hiring, work improvement programs, vision & mission goals and club progressions. All communications are ongoing and build to numerous club visits.

Passing out USA Swimming tattoos and stickers for swim lesson programs and set up appearance during summer league meets.

Regional Reps can be influential in helping me meet with club representatives from their regions.

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OPEN WATER

I met with the Huntington Wells Otter BOD to brainstorm on how to improve the Huntington Mile Open Water meet. Though contacts at USA Swimming, US Masters, current open waters hosts and former participants we were able to compile historical data for the meet as well some ideas and suggestions to enhance and promote the meet.

The Age Group Development Committee is collecting LSC Age Group Open Water philosophies with a goal to increase participation in Open Water events now that Open Water is an Olympic event.

Illinois swimming is interested in coordinating an age group Open Water Camp with Indiana next summer.

CAMPS

All paperwork for USA Swimming "Catch the Spirit" camp funding & supplies are finalized and currently being delivered to camp sites. A conference call was held on March 21st with all camp head coaches and directors to coordinate all efforts and answer questions. I have communicated with the Age Group Chair from Illinois Swimming to combined efforts with the LSC's for the Age Group Elite camp this summer.

Camp staffs & Directors are actively promoting these camps.

LSC / ZONE SPONSORSHIPS

I have contacted SPEEDO, TYR, FINIS and NIKE to gather information on an LSC and/or Zone Sponsorship for Indiana Swimming. Daktronics has committed to a \$500 sponsorship from the Great Lakes Region and matching funds each year from their Indiana Southern Region.

MEETS

Attended all four Divisional, SAG and Sr. State Meets as well as Boys & Girls HS State meets. I assisted with check in, pre-proof of times and any other needs at Divisional meets.

HOOSIER AUTHORITY.

Hoosier Authority conducted live web casts for both the boys and girl's state meets. I attended production meetings and assisted the play by play announcers with color commentary. Hoosier Authority is interested in conducting a live web cast at this summer's Senior State meet hosted by BA. Mike McGraw of the Hoosier Authority will be setting up a weekly club spotlight interview for the top 10 clubs in Indiana that will be posted on the swimming section of the Hoosier Authority website. www.hoosierauthority.com.

This relationship can be invaluable in promoting the sport of Swimming in Indiana.

MEETINGS

Meetings: Age Group Planning Committee, High School Hall of Fame Committee

NFHS Luncheon: Nadia Comaneci was the guest speaker. Her message was influential and informational for all athletes. "BALANCE"

- **B**egin (Start)
- **A**gility (Be Flexible to Change)
- **L**ove (Love What You Do)

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- **A**ccountability (Be Accountable to Your Efforts & Goals)
- **N**ow (Do It Now)
- **C**hallenge (Challenge Yourself/Challenges in Life)
- **E**nergy (Hang Out With People Who Energize You)

Attended the ISCGA Swimming workshop.

Attended a "Front Page" web design class at IUPUI

Attended a workshop conducted by Sport Psychologist Chris Carr on "Creating a Positive Sport Experience for your Athlete"

USA SWIMMING/LSC

On February 1 & 2, I attended a Strategic Thinking workshop in Colorado Springs conducted by Sandy Hughes. This was particularly beneficial to me as I was able to share experiences in the workshop as well as brainstorming with the CDD staff. I was able to work with Randy Julian on setting up dates for future CLMBS meetings to supplement the Club President/Head Coach Summit.

April 6-8 traveled to Colorado Springs to attend the USA Swimming Facilities workshop. This workshop presented information on pool design, construction, programming, staffing and fundraising which will be helpful information for all clubs whether they are building or have an existing facility.

Attend by conference call, monthly meetings with the Club Development Staff that share information on observations and key issues from club visits.

Monthly conference calls with the Age Group Planning committee to continue to develop a mechanism for information sharing and programming to benefit the growth and development of age group swimming.

The next Open AG Development Conference call will be May 8, 8:30 EST. The topic will be IMX ideas and incorporation into scoring at meets...

GOALS

- Assist in the organization of the 2006 camps program.
- Conduct parent, BOD and coach educational and strategic thinking meetings.
- Promote Swimposium/Camps/IMX Incentive Program for Clubs/Zones/SDD position with assistance of Region Reps.
- Club/Meet Visits
- Coordinate new and existing programming.

SCHEDULING: 2006-07 Winter Schedule Requests deadline May 1, 2006.
2007 Summer Schedule Requests deadline December 1, 2006.

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OLD BUSINESS

Indiana Swimming Club Coach and President Summit

- * Arlene is still looking into locations that can accommodate both the education portion and the banquet. She will report back to us at the June meeting

Resignation of Mark Gage

- * No one has stepped forward to fill this Regional Rep position. The position is up for election at the fall House of Delegates meeting and shall remain vacant until that time.

NEW BUSINESS

Brian Conroy Resignation and Recommendation

- * Brian has taken a job away from the Columbus location and will be resigning his position as a Regional Rep. He has recommended a replacement to fill his position until it is up for election at the fall House of Delegates meeting. Arlene has the name of the candidate.

Convention 2006 Delegates - Automatic and At-Large

- * The following 6 positions are automatic representatives of the IS board at the USA Swimming Convention: General Chair, Administrative, Age Group Chair, SR Chair, Athlete Rep, and Coaches Rep. Arlene for any other interested parties to submit their names to her for consideration.

Submitting Amendments to USA Swimming regarding Rules & Regulations (Marshals)—See Addendum

Zone Meet Questionnaire—See Addendum. This is to be discussed at the June meeting.

Way Forward Marketing Plan

- * Tony Young presented to us the Way Forward marketing plan which is the Vision Statement, Philosophy, Initiatives, and Mission statement of Mecklenburg Aquatic Club

Website Policy

- * Tony has been working with Daktronics on a sponsorship for IN Swimming which in return would include a link on the IN Swimming website and presence at all state meets. Details are still being worked out.
- * This brought up the subject of setting parameters for sponsorships.
- * A motion was made by Mark Hesses and seconded by Brian Hindson that we set a value of \$250 for a link on the website and an additional \$250 for state meet presence (table on concourse) for a 1 year contract. A friendly amendment was made by Scott Ingram to change the dollar amounts to \$500 each and that the link be on the front page of the website (not preferred partners section). This friendly amendment passed, as did the amended motion.
- * There was a recommendation to put together a task force to study the policy of sponsorships

ACTION ITEMS

Open Water Recommendations and Sponsorships

- * Eagle Creek is now charging a \$400 Facility Fee for all Open water races.
- * There was discussion concerning the amount charged for the state meet awards during 2005. The amount was higher than previous years due to a change in awards.
- * A motion was made by Tony Young and seconded by Mark Hesse to reimburse Indy Dolphins (host of Open Water) in the amount of \$400 which was the difference in awards cost. A friendly amendment was made by Mark Van Allen and seconded by Scott Ingram to retroactively reimburse all state meet hosts \$400 for difference in awards costs in 2005. The friendly amendment passed. The original motion failed.

Interest in Hosting the 2007 Open Water World Championship Trials

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- c. Would you like to see the age group assignments changed? If so, how?

 - d. What other OOE format would you like to see?

 - e. Session Format: Prelim/Final format Timed Final format Mixed format

 - f. Comments/Suggestions regarding OOE:
-
- 3. Does the current timeline fit your LSC needs? YES NO

 - 4. What should be the maximum length of each session?

 - 5. Should relays be eliminated or minimized to allow for shorter sessions?
ELIMINATE MINIMIZE LEAVE AS IS

 - 6. Should awards presentations be eliminated or minimized to allow for shorter sessions?
ELIMINATE MINIMIZE LEAVE AS IS

 - 7. List any recommendations your LSC has for shortening the length of the evening FINALS session:

 - 8. Comments/Suggestions on Meet Format:

MEET ADMINISTRATION

- 1. Does the current entry procedure, pre-meet administrative responsibilities, etc., work for your LSC?
YES NO

- 2. Are current Rules and Regulations governing Zone Championships clear and concise?
YES NO

- 3. Are Officials knowledgeable and able to enforce Rules and Regulations? YES NO

- 4. Should fly-over starts be used for this meet in each session? PRELIMS TF FINALS

- 5. Should starts from both ends be used for this meet to shorten each session? YES NO

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6. Comments/Suggestions on Meet Administration:

MEET SIZE

1. Does the current Central Zone structure of 2 meets fit your LSC needs? YES NO

2. Would your LSC prefer future meet size: 1 meet 2 meets more _____

3. What is the ideal athlete size for this meet?

4. Does the current athlete selection process work for your LSC? YES NO

If NO, please answer the following:

a. Would you prefer to see the athlete numbers limited so all LSCs have a cap on the number of athletes? YES NO

b. Would you prefer to see the athlete selection go to an All-Star format for every LSC? YES NO

c. Comments/Suggestions on Athlete Selection:

5. Comments/Suggestions on Meet Size:

OPEN WATER

1. Does the current Open Water event structure fit your LSC needs? YES NO

2. Open Water Event needs to be:
before pool events after pool events separate event

3. Would you like to see the Open Water Event tied with an LSC/CZ Open Water Camp? YES NO

4. Comments/Suggestions regarding Open Water:



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80909-5770

o 719.866.4578
f 719.866.4669

www.usaswimming.org

TO: LSC General Chairs and Permanent Offices
National Committee Chairs

FROM: Carol Burch
Member Services Director

SUBJ: Submitting Amendments to the Rules and Regulations

DATE: April 5, 2006

Article 510, pages 138 and 139 of the 2006 USA Swimming Rules and Regulations, provides information about submitting proposed amendments to the USA Swimming Rules and Regulations Committee. Deadline date for submitting written proposals is May 15.

All proposed amendments should be submitted to Bruce Stratton, Chair of the Rules and Regulations Committee. Bruce has specified that his preferred way to receive amendments, especially on the longer ones, is via e-mail. He will acknowledge receipt of all e-mailed legislation.

E-mail, fax and mailing address for Bruce Stratton:

Bruce Stratton
Stratton and Associates PLLC
398 S. 9th St., Suite 290
Boise, ID 83702-7001
(H) 208/376-1135
(O) 208/336-4953
(F) 208/342-8962
(E) bruce@strattoncpa.com

cc: Rules and Regulations Committee
Board of Directors
USA Swimming Staff Liaisons for Committees