

Indiana Swimming Board of Directors Meeting Minutes

January 15, 2007

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ATTENDANCE: Joey Black, Lucy Duncan, Lynn Kinstler, Hal Paul, Joanne Freudenthaler, Dave Boggs, Brad Smith, Samantha Robertson, Brian Hindson, Chad Englehart, Roger Lane, Tony Young, Arlene McDonald, Kent Nelson, Mark Hesse, Mark Van Allen, Don Cozad, Tina Mudd

GENERAL CHAIRMAN:	Mark Hesse mhesse@chs.cville.k12.in.us
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NO REPORT

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

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.

Region 1 Non-Coach Rep:	Roger Lane	rlaneimageapp@comcast.net
Region 1 Coach Rep:	Jim Sharp	jsharp3761@aol.com
Region 2 Coach Rep:	Don Cozad	ymcadon@kconline.com
Region 2 Non-Coach Rep:	Bruce Graham	bjbbkgram@aol.com
Region 3 Non-Coach Rep:	Mark Van Allen	mvanallen@RQAW.com
Region 3 Coach Rep:	Samantha Robertson	cgswimcoach14@aol.com
Region 4 Coach Rep:	Dave Boggs	seymourswimming@comcast.net
Region 4 Non-Coach Rep:	Joanne Freudenthaler	pjfreudenthaler@aol.com

I received an email from a region 4 club regarding the trend of clubs charging \$4.00 per event at their meets. Are they charging the \$4.00 entry to fee to offset pool rental? If the hosting clubs do not pay a pool rental fee, is the \$4.00/event necessary? Should teams submit the cost of their entry fee when they apply for meet sanctions? Clubs may decide their season's meet schedule based on meet entry fees.

I have brought this to the attention of Brad Smith, Age Group Chair, and Tony Young.

There was discussion held concerning the above matter. Solution was to refer this to Brad Smith and the Age Group Committee

REVIEW: Bob Hartley rhartley@locke.com

PAST GENERAL CHAIR: Arlene McDonald arlenemcd@aol.com

SwimForce Report

2007 MidStates Quad Meet

The Quad meet was held this past weekend at the Natatorium. Congratulations to Team Indiana coaches and athletes for bringing home another victory! Particular thanks go out to the following board members who were instrumental in either the hosting of this event or serving on the coaching staff: Lynn Kinstler, Tony Young, Kent Nelson, Hal Paul, Mark VanAllen, Tina Mudd, Emily Kowalski, Brian Hindson, and Chad Englehart.

2007 USA Swimming National Championships and Junior National Championships

- The next combined meeting of the two LOCs (Southeastern & Carmel) will be held on Monday, January 22, at 6:30 PM at Carmel High School.
- The site visit with USA Swimming was conducted on December 1. For a copy of the site visit agenda and/or report, contact Arlene at arlenemcd@aol.com
- Arlene attended the US Open on Saturday, December 2, at Purdue University and distributed hotel and ticket information.
- Updated ticket order forms and hotel information are now posted on the Indiana Swimming website.
- Contacts have been made to gauge interest and discuss logistics of launching a water safety initiative in the Indianapolis minority community during the summer of 2007 and culminating with a clinic/presence at Nationals for participants. To date, brainstorming meetings have been conducted with the ICVA, Indiana Black Expo, Tim Hewitt (Veolia), and Rod Davis.

TECHNICAL CHAIRMAN:	Scott Ingram singram@omnicityusa.com
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OFFICIALS / RULES: 317/335-2929	Hal Paul hpaul1053@insightbb.com
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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
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COACH EDUCATION:	Brian Hindson	brian.d.hindson@gmail.com
TEAM INDIANA:	Emily Kowalski	a40momski@aol.com

ATHLETE REPRESENTATIVES:		
Spencer Osborne (SSC) office@inswimming.org	Andrew Elliott (Penn) office@inswimming.org	Daniel Michael office@inswimming.org

OFFICE & STAFF 317/237-5780	Lynn Kinstler lynn@inswimming.org	Tony Young tony@inswimming.org
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Executive Director Report -Lynn

HAPPY NEW YEAR!! Baby ANNA MICHELE DELUNA has arrived! January 2, 2007 – 8:20 am – 7 lbs – 20 inches. Michele can't have a baby without a lengthy stay. Despite some minor medical issues, all are now home, resting and doing well! Biggest sister Laney (6) and big sister Gracie (will be 2 next month) are also doing well.

REGISTRATIONS/PRE-MEET RECONS: Michele's last day of "work" was December 29 prior to her maternity leave. She'll be returning to some email work (registrations/recons) by the end of the month, but may not be returning to the offices for her 3 hour a week duties until February. I've been able to keep a fairly good handle on everything (Michele did an awesome job of communicating to the clubs to get their stuff in before she took this hiatus).

It still doesn't surprise me that a large number of our coaches and officials wait until the last minute to get their renewals to the offices. Expectations of an immediate turn-around or a Fed Ex back to them is much greater than in past years. I've been as accommodating as I can be without losing track of other responsibilities around here, but as always, these officials (and coaches too), physically need their cards to work meets/get on deck. I've always had a sweeter spot in my heart for the officials who volunteer, so I really try to turn those around fast. I've requested the help of our Regional Officials Reps to light a fire under the almost 200 officials who have not renewed to date. For the most part, I have had fewer coaches stop by on a Friday before a meet, but there's still our "core" group of coaches who simply stop by.

KUDOS to the large number of coaches who went through the background screening in December during the "open period". Of our 420 coaches that are already 2007 members, 283 have already have their "green coach card". We've got only 137 coaches who will have to "go" on January 29, during the IN assigned time frame to get this Background Screen completed. After February 9, all "new" coaches will have to get that BG screen completed BEFORE a card can be issued. Blue coach cards will also be null and void after February 9.

OFFICE EQUIPMENT: Technology updates are about 50-60% complete. Our server should be up and running by mid-month and then Tony and I will have the arduous task of moving files to that server (pretty much all we have) and cleaning up the system. Outlook Web Access will be working sometime soon as well to make remote "work" much easier! We'll also have wireless access in the offices, so when some of you visit with your laptops, you should be able to get online to check your emails and browse the web! I may be a bit optimistic about that time frame with championship season creeping up on us!!

WEBSITE: I know I keep promising a new look to our site, but I am still unable to communicate with the young woman that was interested in helping on the design of the site. I got a great new "look" that I approved, it was a matter of her adding the "coding, etc" to it for us to use it. If I can't get this completed by the end of January, I have another interested website designer (actually 2 people). Thanks for your patience!

Bob Hartley and I have been in communication about an online entry process. It's in it's final stages and I should be able to post the "online" forms for the championship season. Once we're sure those "bugs" are worked out, and he cleans up the "help index", we should be able to share with clubs so that they can accept online files (instead of emails

Additionally, Bob has contacted me about a Policies & Procedures/Handbook update for us to post to the web. It's actually going to be a project to ensure all documentation, minutes, etc are utilized. He's volunteered to head up the process of re-numerating everything and including a history of our changes, so that everything is all in one place. Upon Michele's return to "work" and coaches/officials all having their memberships in, I should be able to help attack this project and get to Bob, what I suspect could be hundreds of documents, for us to merge into 1 document. We'll want/need extra eyes, and I believe many of you have already volunteered. We'll keep you posted!

QUAD: What a fun meet! And it's fairly easy when you have the nation's best Meet Director at the helm! Under Arlene McDonald's leadership, and with the help of Tony Young, Kent Nelson, Team Indiana Manager, Emily Kowalski and Hal Paul, I feel like we pretty much work like a well-oiled machine. Everyone has their roles and it's not a stressful event. It's even better when Team IN keeps the Championship here!! Congratulations to everyone on a successful meet!

UPCOMING:

Everything mentioned above +

- Storage/Filing updates
- Post Championship entry letters and setup files and get the online system ready to go "live" by February 1.
- Continue to load times into SWIMS so that the pre-meet recon can be run out of SWIMS instead of a TM db (that was getting many many many times too large to be conducive to our needs).
- Work with the Nunnelly's on our plan for Top 10 distribution at the March championship meets (Senior & Age Group); Volunteer Awards; National blankets, etc.
- Generate Top 10 reports for website posting AND Top Performer awards/points
- Continue with planning/preparation for the August Nationals & Juniors as part of the LOC and the Registration/Credentials.

Sport Development Director Report-Tony

GENERAL

From November 20 to present my focus as Sport Development Director has revolved around office duties including, contacting overdue accounts from LSC teams, Site Selection coordination with host clubs and committee members, Blast e-mails, sanctions and scheduling. Priority has been given to increased travel with club visits. Special Projects include, LOC Meetings for the 2007 Nationals meets, my participation on a committee to develop a High School Hall of Fame Classic Swim Meet 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

CLUB VISITS

This is a busy time of year for both coordinating and visiting clubs. I traveled with Mick Nelson (Facilities Development Director) & Sue Nelson (Programming Director) of USA Swimming to meet with three Indiana teams in December to discuss current and future facility development. Prior to their visit I contacted numerous clubs in Indiana to access interest and coordinate these club visits. I continually give out the Facilities Department information and contact information to our Indiana clubs who look to build or renovate current facilities.

I meet with coaches on a regular basis to assist with needs and work on creative thinking.

OPEN WATER

I met with representatives of the Huntington Mile meet committee on December 13 to discuss ideas for format, promotion and course layout for the June 16th meet. As this meet has been chosen as a qualifier meet for the Grand Prix meet Sunday August 5 held in Indy, I have been in contact with Dave Thomas of USA Swimming for ideas on meet letter and logistical information for this meet.

LSC SPONSORSHIP

Met with Hoosier Authority and Sport Graphics to discuss sponsorship interest. I will bring forth when I have more concrete information to report.

I am working with Brian Bayse of Speedo to discuss the coordination of the LSC benefits, meets and clarification of sponsorship requirements

MEETS

I assisted with meet preparation and operation for the 2007 Mid-States Quadrangular meet. I have also attended five local meets in November & December.

I attended one day at the US Open where I visited coaches and set up a National Meet Information table.

CAMPS

After the November 20 Camps Coordination meeting the Camps Committee develop potential camp staffs. The committee members are contacting these coaches for availability. We are in contact with Illinois Swimming to gather site and meet logistical information. I am waiting for confirmation from the USOC on dates for the Team Indiana OTC camp in June. I have updated most athlete and registration templates and am awaiting final information from USOC, Huntington and Illinois Swimming.

2007 Camp locations are:

- OTC Camp in Colorado Springs. Dates to be determined by the USOC by the end of January (requested dates in order of preference 6/11-18, 6/18-25, 6/25-7/2). I will be the Camp Director
- Age Group Camp hosted by Illinois Swimming in St. Charles IL on Memorial Day weekend.
- Open Water Camp hosted in conjunction with the Huntington Mile on Friday June 15 and Saturday June 16. Don Cozad of HOTR has agreed to be Camp Director
- One Day Catch the Spirit Camp South hosted by South Dearborn Swimming will be May 5. Shelby Jones of SDS has agreed to be Camp Director
- One Day Catch the Spirit Camp North Camp will be hosted at Carroll High School on April 28. Mike Snyder of NACS has agreed to the Camp Director.

CLINICS

I have contacted Carol Burch at USA Swimming to confirm that Indiana Swimming is in-line for Swimposium support in 07. I am exploring interest in having a Fall Swimposium in conjunction with the HOD meeting in October and the High School Coaches Clinic.

HOOSIER AUTHORITY.

I worked as color commentator for the Indiana Swimming Hall of Fame Classic and Homestead Invitational. I promoted the National meets on air and had National meet ticket give-a-way opportunities at both meets. We have received much positive feedback from the broadcasts.

In December I met with Mike McGraw of Hoosier Authority to discuss possible sponsorship opportunities with Indiana Swimming and Hoosier Authorities intent to become more involved with Age Group Swimming Meets.

LOC FOR SUMMER 2007 NATIONAL MEETS

Attended the 07 Nationals LOC Organizing Committee and SSC and CSC Steering Committee meetings along with Arlene McDonald and ISI representatives to prepare for the 2007 National Meets

I am serving as Marketing and Sponsorship Chair for the National meets along with Matt Reiswerg of the IU Natatorium staff

We have had National Meet Ticket give-a-way opportunities at numerous meets including the Quad Meet.

Met with Arlene and Nat Staff to coordinate dates and communication for Nat Meets

I attended the USA Swimming National Meets Site Visit in December which included USA Swimming Representatives (Matt Ferrell, Manny Banks, Dean Ekeren & Jim Fox.)

Conference call with Arlene McDonald and Manny Banks and Jim Fox of USA Swimming to discuss promotional and marketing ideas for the Splash Zone and Black Expo.

Met with Arlene and National meet Club host representatives at Sinden Racing (located at Gasoline Alley at IMS) to discuss possible VIP reception locations.

Met with Arlene & Rod Davies to discuss promotional and marketing ideas for the 2007 National meets.

MEETINGS

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

Working with Jay A. Bradley: Coordinator of the Department of Physical Education's Internship Programs for Exercise Science, Fitness Studies and Sports Management at IUPUI to assist with an internship program for Julie Cedars to work on the 2007 Nationals/Jr. Nationals LOC.

Working with Dave Tanner to speak with his Coaching of Swimming Class at IU

USA SWIMMING/LSC

Sue Nelson (USA Swimming Program Development) has been very helpful in assisting the 2007 Nationals LOC Committee with water safety initiative information and future help with community programming for the National Meets.

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.

GOALS

- Improve communication with BOD Division Chairs
- Assist in the organization of the 2006 camps program.
- Conduct parent and coach educational meetings.
- Promote Camps/Quad Meet/Zones/SDD position with assistance of Region Reps.
- Organize Club/Coach/athlete educational and motivational meetings
- Club/Meet Visits
- Coordinate new and existing programming such as Race Analysis
- Serve on the 2007 National and Jr. National Meet Local Organizing Committees

SCHEDULING:

2006-07 Winter Schedule Requests deadline May 1, 2006.

2008 Summer Schedule Requests deadline December 1, 2007.

OLD BUSINESS**TRAVEL REIMBURSEMENT.**

Discussion on post-h.s. grads, post-NCAA athletes eligibility.

MOTION was made by Kent Nelson to strike the votes made at previous meetings **PASSED**

ATHLETES SIDE:

MOTION was made by Kent Nelson and 2nd by Chad Englehart to approve the reimbursement document as passed out at meeting. **PASSED**

AMENDMENT was made by Kent Nelson –Disabled Athletes are to be included in reimbursement at Jr Championships level for USA Swimming Disabled Nationals regardless of age **PASSED**

AMENDMENT was made by Kent Nelson—Open Water Nationals will be reimbursed at the same level of the USA swimming Summer Nationals as listed on Reimbursement sheet (see Appendix below) **PASSED**

AMENDMENT was made by Brian Hindson and 2nd by Lynn Kinstler—Behind US Open add “Inactive for future use as of 1/15/07 **PASSED**

AMENDMENT was made by Kent Nelson—add “Short Course National Championships” after Spring Championships **PASSED**

Discussion was held concerning the time span of fully funding for a particular meet.

AMENDMENT was made by Lucy Duncan The reasonable time span for fully funded shall be through USA Swimmings determination of venue availability to 1day following meet **PASSED**

Athletes portion of reimbursement funding PASSED as amended

COACHES SIDE:

The items amended and passed for Open Water, Disabled Athletes, and reasonable time span apply to coaches portion also.

AMENDMENT was made by Tony Young to add USA Swimming National Team representing USA in an International Competition. This would apply to the coach of those athletes of high school age only. One per coach/ per athlete combo. To be funded at the same rate as World Cup. **PASSED**

FRIENDLY AMENDMENT made by Kent Nelson Olympics Exclude from above and will be dealt with separately

AMENDMENT to top 4 bullets on coach side was made by Kent Nelson –Coach agrees to participate in at least 1 Indiana Swimming sponsored event (ie. Swimposium, Camp,) within 12 months after the acceptance of funds **PASSED**

Strike from bullet #4 that coach must have at least 1 high school aged athlete

Coaches side PASSED as amended

The Code of Conduct for Athletes and Coaches did not change from what is on the website.

NEW BUSINESS

1. Swimposium

Tony is working on a Swimposium in conjunctionwith the fall HOD meeting. Looking into the possibility of having a guest speaker from USA Swimming. He is looking for input from others to help with the planning. Mark Hesse volunteered to assist and is asking for 1 representative from each region to help out.

MOTION was made by Mark Hesse for Tony to contact USA Swimming to add us to their schedule. **PASSED**

2. Reimbursement of Mileage and Parking for Board Members

MOTION was made by Arlene McDonald for the funding of Indiana Swimming Board Members mileage and parking at board meetings at IRS rate for all board meetings attended. Mark Hesse recommended that his be sent to committee to study the financial and budget implications. The committee will report their findings on 3 scenarios: 1) full board attendance 2) voting member attendance 3) actual average attendance. **PASSED**

ACTION ITEMS**BOARD DEVELOPMENT****ADDENDUM**

SWIMMER TRAVEL FUND APPLICATION

RECEIPTS **MUST** ACCOMPANY THIS COMPLETED FORM!

Eligibility for the Travel Fund

You must meet all criteria below!

1. Swimmer must sign and adhere to the TEAM INDIANA CODE OF CONDUCT (this must be on file at the ISI office prior to the competition)
2. Parents' or legal guardians' verified residence must be in Indiana and the swimmer must currently compete and train with a chartered ISI swim club, OR, the swimmer has continuously competed and trained for at least two (2) years in an ISI program and is training and competing in the current season with an ISI chartered club.
3. If the swimmer received or will receive travel funds from other sources, such amounts must be declared on the application.
4. Each request is subject to the approval of the Executive Director and Finance Vice-Chairman of Indiana Swimming.
5. For reimbursement, Travel Form must be postmarked to the ISI Office within thirty (30) days after the last day of the meet.
6. A swimmer must participate in at least:
 - SPRING REIMBURSEMENT: (3) ISI scheduled invitationals or a state meet in the short course season
 - FALL/SUMMER REIMBURSEMENT: (2) ISI scheduled invitationals or a state meet in the long course season
7. The reimbursement structure is posted on the back of this form

Swimmer's Name _____ Address _____

City _____ State _____ Zip _____ E-Mail _____ Club _____

(see #6 Above) This season, I participated in the ISI State Champs **OR** _____ & _____ & _____
ISI Scheduled Meet ISI Scheduled Meet ISI Scheduled Meet

National level Meet Attended: _____ Location _____ Date(s) _____

List all individual events competed in _____

-OR-
List all relay events competed in _____

Expenses

*Receipts for all expenses must accompany this application.
If expenses are shared, show only your share of the expenses.*

Income

List all monies from any source (other than family) received by you, or members by you, or members of your family, used towards your expenses for the above National Meet.

Travel: Air Fare \$ _____

Car Rental _____

Gas Receipts _____

Motel/Hotel: _____

Meals: _____

Entry Fees: _____

TOTAL _____

Sponsor: _____

Club, University, or School: _____

Any other source: _____

I am aware of the eligibility rules of USA Swimming regarding monies which can be accepted to cover travel expenses for National Meets and I declare that the above sources of monies did not exceed the expenses I incurred.

Swimmer

Coach

Return with RECEIPTS to: Indiana Swimming, 201 S. Capitol, Suite 410, Indianapolis, IN 46225

(MUST BE POSTMARKED WITHIN 30 DAYS FROM THE LAST DAY OF THE MEET)

ALL CHECKS WILL BE WRITTEN AFTER THE DEADLINE FOR THE LATEST MEET OF THE SEASON..

- ❖ A swimmer can be reimbursed for attending multiple meets in the same season.
- ❖ Only 1 World Cup event per year will be reimbursed.

U.S. OPEN (*inactive as of 1.15.07*)

- \$300 for pre high school graduate ISI members participating in an individual event
- \$200 for pre high school graduate ISI members participating in relays only
- \$200 for post college graduate members of ISI participating in an individual event

U.S.A. Swimming Spring Championships and Short Course National Championships

- *Fully funded- for pre high school graduate ISI members participating in an individual event
- \$300 for pre high school graduate ISI members participating in relays only
- \$400 for post college graduate members of ISI participating in an individual event

U.S.A. Swimming Summer Nationals

- *Fully funded- for pre high school graduate ISI members participating in an individual event
- \$300 for pre high school graduate ISI members participating in relays only
- \$400 for post high school graduate ISI members participating in an individual event
- \$200 for post high school graduate ISI members participating in relays only

U.S.A. Swimming JR. Championships

- \$500 for ISI Swimmers participating in an individual event
- \$250 for ISI "Relay Only" swimmers

World Cup

- \$600 for pre high school graduate ISI members participating in an individual event
- \$400 for post high school graduate ISI members participating in an individual event

U.S.A. Swimming Sanctioned Disability National Championships

- \$500 for ISI Swimmers participating in an individual event

U.S.A. Swimming Open Water National Championships

- *Fully funded- for pre high school graduate ISI members participating in an individual event
- \$400 for post high school graduate ISI members participating in an individual event

***Fully Funded-** this amount would be determined by the below formula and would change given the meet location and current financial market. **Based on USA Swimming's pool availability, reimbursement for hotel & food will be allowed up to 2-days prior to meet competition start and 1-day following the close of meet.**

Airfare=(21-day, advanced purchase, coach ticket price)

Hotel & Food= (current IRS stipend rates; **not to exceed submitted receipts**)

IRS Stipend website reference: http://www.gsa.gov/Portal/gsa/ep/contentView.do?programId=9704&channelId=-15943&oid=16365&contentId=17943&pageTypeld=8203&contentType=GSA_BASIC&programPage=%2Fep%2Fprogram%2FgsaBas ic.jsp&P=MTT

Indiana Swimming Board of Directors Meeting Minutes

January 15, 2007

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Indiana Swimming, Inc. Athlete Code of Conduct

As a member of Indiana Swimming, Inc., I recognize and agree to conform to this Code of Conduct at all times while representing Indiana Swimming Inc. and:

CODE OF CONDUCT

- ❖ To conduct myself so as to be a worthy team athlete and/or staff member.
- ❖ To follow the Indiana Swimming and the USA Swimming Rules.
- ❖ To conduct myself in a manner so as to earn the respect and confidence of others.
- ❖ To act/conduct myself with dignity & with respect for others and the property of others.
- ❖ To dress in a manner suitable to my position as a representative of Indiana Swimming.
- ❖ To be a responsible goodwill ambassador between the sport of swimming and the public.
- ❖ To promote positive high team spirit and morale.
- ❖ To strive to do my best, and encourage all team members to do the same.
- ❖ To deal justly, kindly, impartially, and intelligently with all my fellow team members.
- ❖ To do my very best to bring the highest possible credit and regard to myself, my team, Indiana Swimming and to the sport of swimming.
- ❖ The use of any of the below is strictly FORBIDDEN for those not of legal age:
 - Alcoholic beverages, - Tobacco products
 - Fireworks - Drugs (other than those prescribed by my physician)
- ❖ Indiscreet or destructive behavior will not be tolerated. Every effort should be made to avoid guilt by association with such activities.
- ❖ ISI national meet reimbursement is a privilege and I personally acknowledge those responsibilities associated with it.

I hereby agree to abide by the rules of conduct set forth above and acknowledge that, should I violate any provision on the Code, I will forfeit all rights to ISI national meet reimbursement

ATHLETE NAME (PRINT)

ATHLETE SIGNATURE

DATE

I have read the Indiana Code of Conduct above and understand that my child will forfeit all rights to ISI reimbursement, if this code is violated.

PARENT NAME (PRINT)

PARENT SIGNATURE

DATE

COACH TRAVEL FUND APPLICATION

RECEIPTS **MUST** ACCOMPANY THIS COMPLETED FORM!

Eligibility for the Travel Fund

You must meet all criteria below!

1. **COACH must adhere to the USA SWIMMING CODE OF CONDUCT (this must be on file at the ISI office prior to the competition)**
2. Coach must be a current member, in good standing, with USA Swimming, Inc. and be a registered coach with a member club, in good standing, with Indiana Swimming, Inc.
3. If the coach received or will receive travel funds from other sources, such amounts must be declared on the application.
4. Each request is subject to the approval of the Executive Director and Finance Vice-Chairman of Indiana Swimming.
5. For reimbursement, Travel Form must be postmarked to the ISI Office within thirty (30) days after the last day of the meet.
6. The reimbursement structure is posted on the back of this form

Coach's Name _____ Address _____

City _____ State _____ Zip _____ E-Mail _____ Club _____

Swimmer's Name (list only the name of the swimmer you are claiming reimbursement based on) _____

National level Meet Attended: _____ Location _____ Date(s) _____

List all individual events competed in _____

-or-

List all relay events competed in _____

Expenses

*Receipts for all expenses must accompany this application.
If expenses are shared, show only your share of the expenses.*

Income

List all monies from any source (other than family) received by you, or members by you, or members of your family, used towards your expenses for the above National Meet.

Travel: Air Fare \$ _____

Car Rental _____

Gas Receipts _____

Motel/Hotel: _____

Meals: _____

Entry Fees: _____

TOTAL _____

Sponsor: _____

Club, University, or School: _____

Any other source: _____

I am aware of the eligibility rules of USA Swimming regarding monies which can be accepted to cover travel expenses for National Meets and I declare that the above sources of monies did not exceed the expenses I incurred. **Additionally, I am aware of the expectations of Indiana Swimming and my commitment for future staffs (see #5 next page).**

Coach

Return with RECEIPTS to: Indiana Swimming, 201 S. Capitol, Suite 410, Indianapolis, IN 46225
(MUST BE POSTMARKED WITHIN 30 DAYS FROM THE LAST DAY OF THE MEET)

ALL CHECKS WILL BE WRITTEN AFTER THE DEADLINE FOR THE LATEST MEET OF THE SEASON.

1. A coach can be reimbursed for attending multiple meets in the same season.
2. Only 1 World Cup event per year will be reimbursed.
3. Only 1 coach per club, per meet can receive ISI reimbursement.
4. The coach is eligible for the highest level of reimbursement that one of his/her athletes qualified to receive at said national meet.
5. Coach agrees to participate in at least 1 Indiana Swimming sponsored event (ie. Swimposium, Camp, Zone or Quad Caoch, etc) within 12 months after the acceptance of funds.

U.S. OPEN- *(inactive as of 1.15.07)*

- \$300 for pre high school graduate ISI members participating in an individual event
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USA Swimming National Team (Team USA) Representation –(Excludes Olympics-to be handled separately)
(Pan Pacs, Pan Ams, Junior Pan Ams, World Championships (LCM & SCM), Duel in the Pool)

- Only the Coach of Record can apply for this reimbursement
- Only 1 coach/athlete combo per year *(if a coach has 2 swimmers that attend different meets in a year, this is allowed)*
- \$600 for pre-high school graduate (or recent graduate if summer after graduation) ISI member participating in an individual event

U.S.A. Swimming Sanctioned Disability National Championships

- \$500 for ISI Swimmers participating in an individual event

U.S.A. Swimming Open Water National Championships

- *Fully funded- for pre high school graduate ISI members participating in an individual event
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***Fully Funded-** this amount would be determined by the below formula and would change given the meet location and current financial market. **Based on USA Swimming's pool availability, reimbursement for hotel & food will be allowed up to 2-days prior to meet competition start and 1-day post competition end.**

Airfare=(21-day, advanced purchase, coach ticket price)

Hotel & Food= (current IRS stipend rates; **not to exceed submitted receipts**)

IRS Stipend website reference: http://www.gsa.gov/Portal/gsa/ep/contentView.do?programId=9704&channelId=-15943&oid=16365&contentId=17943&pageTypeId=8203&contentType=GSA_BASIC&programPage=%2Fep%2Fprogram%2FgsaBasic.jsp&P=MTT

ARTICLE 304 CODE OF CONDUCT

304.1 The mission of USA Swimming is to encourage participation and the pursuit of excellence in all aspects of swimming. USA Swimming grants the privilege of membership to individuals and organizations committed to that mission. The privilege of membership may, therefore, be withdrawn or denied by USA Swimming at any time where USA Swimming determines that a member or prospective member's conduct is inconsistent with the mission of the organization or the best interest of the sport and those who participate in it.

In order to assist all members to better serve the interests of those who participate in swimming, USA Swimming has adopted this Code of Conduct.

304.2. Any member or prospective member of USA Swimming may be denied membership, censured, placed on probation, suspended for a definite or indefinite period of time with or without terms of probation, fined or expelled from USA Swimming if such member violates the provisions of the USA Swimming Code of Conduct, set forth in 305.3, or aids, abets or encourages another person to violate any of the provisions of the USS Code of Conduct.

304.3. The following shall be considered violations of the USA Swimming Code of Conduct:

- .1 Violation of the right to compete provisions set forth in Sections 301.1 through 301.4.
- .2 Violation of the anti-doping provisions set forth in Sections 304.4 or 304.5.
- .3 Discrimination in violation of Part Five of the USA Swimming Corporate Code of Regulations or any other section of the USA Swimming Rules and Regulations, or in violation of Section 201(b)(6) of the Amateur Sports Act which requires that USS must provide: "an equal opportunity to amateur athletes; coaches, trainers, managers, administrators, and officials to participate in amateur athletic competition, without discrimination on the basis of race, color, religion, age, sex, or national origin";
- .4 Conviction of, imposition of a deferred sentence for, or any plea of guilty or no contest at any time, past or present, or the existence of any pending charges, for (i) any felony, (ii) any offense involving use, possession, distribution or intent to distribute illegal drugs or substances, or (iii) any crime involving sexual misconduct;
- .5 Any sexual contact or advance directed towards an athlete by a coach, official, trainer, or other person who, in the context of swimming, is in a position of authority over that athlete;
- .6 The sale or distribution of illegal drugs or the illegal sale or distribution of any substance listed on FINA's recognized list of banned substances;
- .7 The use of illegal drugs in the presence of an athlete, by a coach, official, trainer of, or a person who, in the context of swimming, is in a position of authority over, that athlete;
- .8 The providing of alcohol to an athlete by a coach, official, trainer, manager or any other person where the athlete is under the legal age allowed to consume or purchase alcohol in the state where the alcohol is provided;
- .9 The abuse of alcohol in the presence of an athlete under the age of 18, by a coach, official, trainer of, or a person who, in the context of swimming, is in a position of authority over, that athlete;
- .10 Physical abuse of an athlete by any person who, in the context of swimming, is in a position of authority over that athlete;
- .11 Any act of fraud, deception or dishonesty in connection with any USA Swimming-related activity.
- .12 Any non-consensual physical contact, obscene language or gesture, or other threatening language or conduct directed towards any meet official and which is related to any decision made by such official in connection with a USA Swimming-sanctioned competition;
- .13 Action, other than through general advertising, by a coach, owner, officer, volunteer, representative, or employee of a swim club, a USA Swimming or LSC employee, either through direct contact with an athlete or the encouragement of others, to recruit or otherwise encourage an athlete who is already a member of a USA Swimming member swim club to compete for or become a member of the swim club with which the acting party is affiliated, unless the acting party receives prior written approval to recruit or encourage the athlete from the coach of the athlete's existing USA Swimming-member swim club or contact is initiated by the athlete, the athlete's parent or authorized representative;
- .14 Violation of any team misconduct rule as established by the USOC, USA Swimming, any Zone or LSC team authority;
- .15 Any other act, conduct or omission which is detrimental to the image or reputation of USA Swimming, a LSC or the sport of swimming.

I have read the USA Swimming Code of Conduct above and understand that I will forfeit all rights to ISI reimbursement, if this code is violated.

Coach's Signature _____

Date _____

PART FOUR – HEARING AND APPEALS

401.1 **GENERAL** – As hereinafter set forth, the USA Swimming may censure, place on probation, suspend for a definite or indefinite period of time with or without terms of probation, fine or expel and member of USA Swimming, including any athlete, coach, manager, official, member of any committee, or any person participating in any capacity whatsoever in the affairs of USA Swimming, who has violated any of its rules or regulations, or who aids, abets, and encourages another to violate any of its rules or regulations, or who has acted in a manner which brings disrepute upon USA Swimming or upon the sport of swimming. USA Swimming may also conduct hearings on any matter affecting USA Swimming as the national governing body for swimming.

401.2 **JURISDICTION OF THE LSC** – In those matters involving a member or members of one LSC, in regional or zone competition and any complaint alleging violations of Sections 304.3.12 through 304.3.15 inclusive of the USA Swimming Code of Conduct involving one or more members or prospective members of one LSC, and not brought by USA Swimming, shall be filed directly with the LSC. The procedures and the rules to be followed for hearing shall be as set forth under the LSC Board of Review provisions in the LSC Bylaws. Any appeal for the LSC's decision shall be made to the National Board of Review pursuant to Part Four of the USA Swimming Rules and Regulations.

401.3 JURISDICTION OF USA Swimming

.1 **Original Jurisdiction** – The National Board of Review has original and exclusive jurisdiction to hear:

- A. any complaint where athletes or other members of USA Swimming from more than one LSC are involved; or
- B. any complaint involving athletes or other members during a national or international event; or
- C. any complaint under Section 304.3.1 through 304.3.11 against any members of USA Swimming, including any athlete, coach, manager, official member of any committee, or any person participating in any capacity whatsoever in the affairs of USA Swimming; or
- D. any complaint initiated by USA Swimming, which shall be prosecuted by and may be appealed by the Executive Director.

All complaints under A through D above shall set forth the allegations and be filed with the Executive Director of USA Swimming, who shall promptly initiate a review of the matter as set forth below.

- E. in those matters occurring during the course of an international meet the Olympic International Committee Coordinator or his/her designee shall make the investigation and report;
- F. in those matters occurring during the course of a national or regional event the Vice President of Program Operations or his/her designee shall make the investigation and report;
- G. in those matters involving an alleged violation of 304.3.10 by a coach, a committee of three coaches appointed by the President of USA Swimming shall make the investigation and report;
- H. in all other matters the Executive Director or his/her designee shall make the investigation and report.

After the initial review is completed, the President of USA Swimming may decide to either (i) cause further investigation into the alleged violations to be conducted; (ii) seek to mediate the complaint; (iii) take interim action as set forth below. Either the President or Chairman of the National Board of Review may then decide to assign the matter to the National Board of Review for hearing or jointly decide to dismiss the complaint.

After the initial review, depending on the severity of the alleged misconduct, the President may suspend the member who is the subject of the complaint pending the outcome of the National Board of Review hearing. If an interim suspension is ordered, the National Board of Review shall conduct its hearing and publish its results within twenty-one (21) days, except as provided herein. The member who is the subject of the complaint and the complainant shall be notified of such action when the matter is referred to the National Board of Review. The review process shall then proceed as outlined in 401.6. Until such time as the National Board of Review makes any decision all proceedings shall be confidential and not subject to disclosure to anyone other than the parties to the review and witnesses.

PLEASE REFER TO YOUR CURRENT USA SWIMMING RULES & REGULATIONS BOOKLET FOR THE REMAINING VERBIAGE.

OR...

CLICK HERE <http://www.usaswimming.org/USASWeb/Rainbow/Documents/6d93bb35-b042-42e2-95c2-de5b83f74083/2005%20Rulebook1protected.pdf> TO DOWNLAOD THE APPLICABLE PAGES FROM THE USA SWIMMING WEBSITE.

ANNOUNCEMENTS

Next BOD meeting: Monday, April 16, 2007 – 5:30 pm – Site TBD
Next HOD meeting: April 10, 2007 – TBD