

INDIANA SWIMMING BOARD OF DIRECTORS MEETING MINUTES

June 20, 2011

SECRETARY:

Please visit this site www.inswimming.org/BODPAGE.html 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.

Present:

Dave Boggs	Carey Cammaratta	Michele DeLuna	Sarah Doud
Dick Duncan	Lucy Duncan	Claire Gendron	Tom Johnson
Lynn Kinstler	Emily Kowalski	Arlene McDonald	G. Daniel Michael
Jim Payonk	Dan Proctor	Paul Stauder	Jeff Thompson

Absent:

Will Bernhardt	Laura Breen	Chris Cutter	Dylan Ferguson
Bob Hartley	Ron Jones	Chris Klinge	Matt Papachronis
Brad Smith	Kyle Smith	Tony Young	

OLD BUSINESS

Governance Task Force – Arlene McDonald

The task force has recently met.

The following guidelines were presented:

- 1. The minutes of all committee and task force meetings and conference calls should be submitted as an addendum to ISI BOD pre-meeting reports.*
- 2. We need to perform better at working at succession plans for coaches and athletes to assume new positions on the BOD. We have many BOD positions opening this fall.*
- 3. The governance task force will be conduct the voting for coach awards at the Championship meets this summer.*
- 4. The Governance Task Force survey will be sent out this week (IUPUI will do this). Dean Gladden will present some of the survey implications during BOD retreat on Friday, August 26 evening session. An additional report of the survey results will be presented during a Saturday, August 27 session.*
- 5. We should remember that we communicate with all our members through Constant Contact.*
- 6. G. Daniel Michael is pursuing more athlete members by disseminating Tony's e-mails, publishing an athlete newsletter and marinating a contact list including at least one swimmer from each team.*

Open Water Safety Task Force. – Tom Johnson

The task force met to review USAS's new Open Water legislation. An independent Safety Monitor, subject to the approval of the sanctioning body, appointed by the Open Water Task Force, will have the authority and responsibility of overseeing all the "wet side" of the open water event. The goals are to assure that our course conditions are safe, our meets follow the USAS regulations, or athletes are safe and the safety Monitor will have the authority to cancel or postpone the event.

A new Open Water sanction is now available.

USAS Convention – Tom Johnson

Lynn has sent an e-mail reminder to the ISI convention participants. It is time to make your transportation arrangements.

NEW BUSINESS

Policies & Procedures Manual – Lynn Kinstler

This manual is a USAS requirement and will advance our point total for LEAP 3 status.

The new version of the Policies and Procedures manual is in the final stages. Lynn, Michelle and Tony have been working on it for over a month. Starting with the former manual, material was

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reordered, renumbered, edited, clarified, all specific forms were deleted and the material has been expanded. A copy of the expanded manual (from 17 pages to the current 30 pages) will be presented to the BOD members for their input in order to be as complete as possible. Arlene reminded us that we are bound by law to observe the policies and procedures contained in the manual.

Board retreat – Tom Johnson (added item)

Friday evening, August 26, Dean Gladden will make his presentation. We will build the retreat around the survey. Out of town participants will be housed. The proposed termination will be Saturday afternoon. The usual subjects of the August BOD meeting is the budget and convention topics. The retreat and the August BOD meeting be conducted on August 26 and 27.

ACTION ITEMS

GENERAL CHAIRMAN:

Tom Johnson
coachtomjohnson@earthlink.net

GENERAL CHAIR REPORT – JUNE 2011

Over the past month I have been involved with the following items:

1. I led a conference call of the Open Water Safety Task Force. We reviewed the recommendations from USA Swimming and discussed implementation of the requirements for Indiana Swimming. A new sanction form for open water events was created. Independent Safety Monitors were chosen for each of the open water events. A discussion of use of our LSC resources was held in order to facilitate compliance of open water event hosts.

2. I have continued to participate in the survey project of the Governance Task Force. Primarily this has centered on choosing questions, organizing the questions thematically and narrowing the focus to make the survey more helpful. We have sent an email to notify all survey participants of the upcoming email from IUPUI containing the link to the survey.

3. I have interacted with staff, particularly in the areas of the 14 & under central zone meet, the club support program, and the policies and procedures manual.

4. I attended the GTAC Disability Open meet at University of Cincinnati, the Irish Aquatics Memorial Day Invitational and Open Water Nationals.

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: Chris Klinge (BA) no report
Region 1 Coach Rep: Laura Breen (HHSC) no report

cbklinge@gmail.com
lbreen@bsugmail.net

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Region 2 Coach Rep: Will Bernhardt (IA) no report coachwill05@gmail.com
Region 2 Non-Coach Rep: Carey Cammaratta (NASA) no report cammaratta@aol.com

Region 3 Non-Coach Rep: Ron Jones (BBSC) no report ron@rgjonesassoc.com
Region 3 Coach Rep: Sarah Dowd (SCSC) no report sdowd@cville.k12.in.us

Region 4 Coach Rep: Dave Boggs (SEY) no report seymourswimming@comcast.net
Region 4 Non-Coach Rep: Paul Stauder (CSC) no report pstauder@indy.rr.com

REVIEW: Bob Hartley no report rhartley@fbtlaw.com

PAST GENERAL CHAIR: Arlene McDonald arlenemcd@aol.com	PULLED
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June 2011 BOD Meeting Report– Submitted by Arlene McDonald

Events:

- 2011 Soul Sprint Classic (July 16 & 17): Continuing to work on this event - held two meetings in May/June with the local advisory committee along with various committee meetings. USA Swimming is providing significant support of this event through goody bag items, banners, displays, etc. Elaine Cooney of CSC is the meet entry chair. With the help of Lynn and Michele, we sent out approximately 500 personal invitations to Indiana Swimming minority athletes. Entries are due using the Indiana Swimming Online Entry System on **Friday, June 24, at 5:00 PM**. We are also in the volunteer recruitment phase. Support from the Indiana Swimming Board is appreciated. Please encourage minority athletes in your area to sign up for this event either as a member of Team Indiana or representing their teams. All information including how to enter and volunteer can be found on the event web site www.soulsprintclassic.com Please direct questions from Indiana Swimming members my way.

PULLED to address the status of the meet. Thus far a few swimmers are entered, entry deadline is 6/24, 2011, however there is a large out of state group that has verbally committed. There are options available for a change of format if there are fewer than 50, or so swimmers. They would include: swimming sessions in the planned a.m. / p.m. format and presenting clinics in the interim time; using the previously suggested format and combining events for a one day meet. Our ISI teams should be reminded of this opportunity for their swimmers.

- 2011 Central Zone Age Group Championships (August 4 – 8): Many thanks to Jeff Thompson and Kyle Smith who have stepped up to provide 20 timers all day on Friday and Saturday, August 5 & 6. We still need one more board member to do the same for Sunday, August 7. In addition, we need a team to step up to support the open water event on Monday, August 8. I will be soliciting more help from BOD members on Monday evening. Also, I have begun to put together a leadership team for the meet and am awaiting a response from the Carmel Swim Club BOD on whether or not

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they will be a one-third partner in the event. Many thanks to Lynn (and her children) for meeting with me during a visit to the event merchandise vendor to assist in helping pick out the event merchandise for the meet. We will begin volunteer recruitment soon, so please encourage folks from your clubs to visit www.AllGreatRacers.com for opportunities to volunteer. Last, I have been conducting ongoing conference calls with the LSCs attending our Zone site to get input and share information. The next call is scheduled for Monday, June 27.

PULLED to address the status of the meet. The Friday and Saturday timers are lined up. The clubs will be paid \$1,000 per day. The Sunday timer slot is yet to be filled. There is a local club which might be able to assist materially for a fee. Their participation will be determined in the near future. The meet is expected to host approximately 900 swimmers. Help is needed at the Open Water meet on Monday.

Because the bids are two years prior to the meet, ISI decided to bid on this meet and the bid was accepted. It was intended that the BOD would find a club host, obviously that did not happen. Previously the BOD decided to host the zone meet at least every three years to provide that opportunity to Indiana swimmers. Approximately 900 swimmers are expected to participate. As an aside, Arlene is to expand the "Quad Meet". If you know of a couple of good LSC additions, please let her know the contact information.

- NCAA Meets (2012-2017): This month, I have attended several meetings with the Indiana Sports Corporation to discuss the logistics of this event. Noelle Szydyk is the lead from the Sports Corp for these events. We have assembled a great Indiana Host Committee to be in place for the next two years. These folks from Indiana Swimming and partner organizations have agreed to serve alongside staff from the Indiana Sports Corporation on the host committee: John Wingfield, Sean McCarthy, Dan Johnson, Eric Prugh, Paul Stauder, Paul Williams, Tony Young, Roger Perry, Diana Barnes, Steve Carr, Debbie Hammes, Mel Goldstein, Bill Harris, Dianne Weiss, Jackie Clark, Tina Mudd, Susan Hentschel Bouggy, Maggie Moss, and John and Cindy Bennett. We will begin meeting in late August. If you see any of these folks, please express your gratitude for their willingness to serve. Also, I will be attending a meeting with Franklin College, the host institution on Monday, as well as a site visit and meeting with the DIII NCAA Swimming and Diving Committee on Thursday.
- 2012 Mid-States Championships (January 7 & 8): Hotel agreements have been received and are being finalized. We will open up the hotel blocks for this event sometime in July. We would still like to add two more Central Zone teams to this meet. Please send any suggestions my way.
- 2012 Indy Grand Prix @ the Nat (March 29-31): Julie McKenney, IU Natatorium Director, and I had a conference call with Dean Ekeren and Sandra Lopez from the USA Swimming National Events Department to discuss ways to enhance this meet and attract more spectators. We will start putting together the organizing committee later this summer. Please contact me if you are interested in serving on that committee.

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- 2012 US Open (August 7 – 11) and Speedo Junior Championships (August 13-17): We will be soliciting club co-hosts beginning in July. Please spread the word and encourage any qualified clubs in your areas to contact me. Also, if you personally would like to serve in a chairperson capacity, I need to know ASAP.
- 2013 Nationals & World Trials: The competition days are Tuesday – Saturday, July 9 – 13, 2013. I met with the ICVA to identify and solicit proposals for potential hotels for this event.

OTHER ACTIVITIES

- Team Travel: For teams traveling outside of the Indianapolis area and wanting assistance with team hotel blocks, please contact Monica Acoff, Marriott's Affinity Indiana Representative, at monica.acoff@marriott.com or 847-840-2950. If you recall, Monica was present at last fall's HOD meeting to meet with teams.
- Board Development: The survey questions for the membership questionnaire have been finalized. Tom Johnson will be sending out a pre-survey email this week followed by IUPUI sending out the questionnaire the following week. Additionally, the Governance Committee will be meeting on Monday to discuss our August planning session as well as next fall's LSC elections.
- 2012 U.S. Olympic Team Trials – Swimming: I believe I have shared this with most of you, but I will be serving as the Competition Manager for the 2012 US Olympic Team Trials – Swimming in Omaha next year.
- USA Swimming Championship Evaluation Committee: As a member of this committee, I will be in Palo Alto in August for the Speedo Junior National Championships to facilitate the meet evaluations for that event.

ADMINISTRATIVE VICE-CHAIRMAN: Brad Smith
bsmith@nhj.k12.in.us

June 2011

Administrative Vice-Chair Report

Brad Smith (presented by Lynn)

- 1) LEAP 3 – Progress continues on LEAP 3. We had hoped to be completed by June 1, with a realistic goal of July 1. We still are on track to complete in July.
- 2) SITE SELECTION – We had received bids for all championship sites except for two: SE Divisionals and Central –Mid Divisionals. After the May board meeting, we extended the deadline for these two divisionals. We did receive two bids for the SE Indiana Divisional Championships. We currently have no bids for Central–Mid Divisional Championships; however, we are pursuing hosts. We will be hosting a site selection meeting on July 6 for clubs to present their bids via conference call/on-line presentation. The committee approved the five sites that had uncontested bids. All sites will be announced after the July 6 meeting.
- 3) 2011 CENTRAL ZONE SENIOR CHAMPIONSHIPS – Entries have been opened for this summer's CZ Senior Championships on USA Swimming's OME. The meet is being held at Franklin Community HS in Franklin, IN. Hosted by FRST and ICAC. At this meet, athletes now represent home club. This is a great opportunity to conclude

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the long course season. We are highly encouraging a strong Indiana representation!!!

- 4) PERSONNEL COMMITTEE – continuing to work with personnel committee to finalize staff evaluations and work on future evaluation process

LEAP STATUS:

CURRENT SCORE: 46 POINTS

Certification Requirements: 80% = 91.20 points

**Note: All changes to this form are immediately saved and will be immediately reflected in the score above.*

BUSINESS AND ORGANIZATIONAL SUCCESS TOTAL CATEGORY POINTS: 12

Minimum Points Needed: 21

Required (6pts) RAdditional

Permanent Office (1-2)

Strategic Objectives (1)

Quadrennial Review (1-4)

LSC Leadership Seminar (2)

Support Staff Job Descriptions (1)

Financial Reserves (1-2)

Handbook (1)

Leadership Recruitment (1)

Employee Benefits (1)

Fundraising (1)

Publicity (1)

Facilities (1)

Financial Assistance (1)

Community Service (1)

Tax Obligation Review (1)

Business Insurance Review (1)

Commitment to Diversity (1)

Other Great Ideas! (1-5)

Required points earned: 9 Additional points earned: 3

VOLUNTEER DEVELOPMENT TOTAL CATEGORY POINTS: 15

Minimum Points Needed: 18

Required (6pts) RAdditional

Education and Representation at USAS (1-2)

Financial Assistance to USAS (1)

Life Membership Award (1)

Recognition (1)

Certification Program for Meet Personnel (1-2)

Volunteer Education (1)

Recognition (1)

Volunteer Involvement at the National Level (1)

Meet Hosting Opportunities (1-3)

Officials' National Participation (1-2)

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Subsidies for Officials' Travel (1)
Recruitment and Retention of Alumni (1)
Number of Officials (1-5)
Other Great Ideas! (1-5)

Required points earned: 6 Additional points earned: 9

CLUB AND COACH DEVELOPMENT TOTAL CATEGORY POINTS: 17

Minimum Points Needed: 26

Required (9pts) RAdditional

Club Incentives (1-2)
Performance Recognition (1-3)
Financial Assistance to Regional Meets (1)
Financial Assistance to National Meets (1)
Financial Assistance to Clinics (1)
Mentoring Opportunities (1-3)
Governance Consultation to Clubs (1-3)
Board Participation by Coaches (1-2)
Committee Leadership: Coaches (1-2)
Recognition of ASCA Certification (1)
Recognition of Coaches' Associations (1)
LSC Employee Provides Service to Clubs (1-2)
Virtual Club Championship (1)
Professional Development of Coaches (1-2)
Recognition of Coach Tenure in LSC (1)
Financial Assistance to USAS: Additional Coaches (1)
Club Recognition Program (1-5)
Other Great Ideas! (1-5)

Required points earned: 10 Additional points earned: 7

ATHLETE DEVELOPMENT TOTAL CATEGORY POINTS: 2

Minimum Points Needed: 7

Required (2pts) RAdditional

Athlete Committee (1)
Athlete Newsletter (1)
Athlete Mentorship Program (1)
Swim Guide (1)
Meet Participation (1-5)
IMX Participation (1-5)
Diversity Events (1-2)
Outreach Benefits (1)
Other Great Ideas! (1-5)

Required points earned: 2 Additional points earned: 0

CURRENT SCORE: 46 POINTS

AWARDS:

PERSONNEL:

TEAM INDIANA: Emily Kowalski no report

a40momski@aol.com

AGE GROUP VICE-CHAIRMAN: Matt Papachronis
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Capstone22@hotmail.com

DISABILITY: Kyle Smith no report coachkyle33@hotmail.com
OPEN WATER:
TEAM INDIANA: Emily Kowalski no report a40momski@aol.com
CAMPS:
DIVERSITY: Emily Kowalski no report a40momski@aol.com

SENIOR CHAIR: Jeff Thompson
jat@vigoschools.org

Senior Chair Report

The majority of my time in May was spent preparing, planning and participating in the Age Group Memorial Day Camp over Memorial Day weekend. This was an incredible camp experience. The chemistry of the coaching staff combined with the wonderful group of athletes that we had to work with and having Coach Bob Steele as our guest coach for the weekend made for a wonderful experience for all that were involved. It is my recommendation that more of our ISI coaches volunteer for these camps. The experience is priceless for your professional growth as a coach and you always learn so much that you can go back a share with your Club. Brad Grieshop, Erik Bruvold, Holly Day, and Jennifer Brinegar all served on my staff and I learned so much over the 2 ½ days of working with them. They are all wonderful coaches and their clubs are very fortunate to have them as a part of their staffs.

I have forwarded my notes from the camp to Tony Young so that he can share them with all of our ISI coaches.

I have worked with Arlene McDonald and our club (THT) to secure 20 volunteers for the 14 and Under Central Zone Championship meet. THT has committed 20 volunteers for the Saturday of the meet.

Respectfully Submitted by Jeff Thompson

OPEN WATER:
TEAM INDIANA: Emily Kowalski no report a40momski@aol.com
CAMPS:

FINANCE VICE-CHAIRMAN: Lucy Duncan
lucyuss@aol.com

Finance Vice Chair

BUDGET INFORMATION/ITEMS NEEDED!!!!!!

By the time you read this, hopefully I will have sent the past 2 years expenses for areas which you have previously requested for the budget. If not, please let me know and I'll be more than happy to send them to you!!

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Attached is the summary and detail financial report through May.

Ordinary Income/Expense	2011 Budget	Sep '10 - May 11	Sep '09 - May 10	\$ Change
Income				
Awards				
Recognition Awards	5,000.00	3,467.75	3,794.25	-326.50
State Meet Awards	0.00	0.00	0.00	0.00
Total Awards	5,000.00	3,467.75	3,794.25	-326.50
BOD/HOD				
Mutual of Omaha Breakout Clinic	0.00	0.00	6,660.00	-6,660.00
Workshops				
Women in Coaching Clinic	0.00	0.00	900.00	-900.00
Total Workshops	0.00	0.00	900.00	-900.00
Total BOD/HOD	0.00	0.00	7,560.00	-7,560.00
Camps				
CTS		3,210.00	4,490.00	-1,280.00
Distance Camp		675.00	0.00	675.00
Fall Distance/Open Water Camp		0.00	2,013.72	-2,013.72
OTC				
Airfare		16,911.70	0.00	16,911.70
Total OTC		16,911.70	0.00	16,911.70
Senior Regional Training/Power		1,050.00	975.00	75.00
Surcharge		2,436.00	2,529.50	-93.50
Total Camps	33,400.00	24,282.70	10,008.22	14,274.48
Education				
Coaches Education	2,500.00	0.00	0.00	
Meets				
Entry Fees - 7.5%	107,000.00	80,677.84	80,233.54	444.30
Mid-States Quad				
Admissions & Heat Sheets		6,240.00	5,005.00	1,235.00
Entry Fees		6,600.00	3,200.00	3,400.00
Photos		825.00	-24.00	849.00
Team IN fee		3,444.00	1,299.95	2,144.05
Vendor Profit Sharing/Booths		1,571.34	681.00	890.34
Mid-States Quad - Other		219.00	0.00	219.00
Total Mid-States Quad	15,000.00	18,899.34	10,161.95	8,737.39
Missed Cuts & Fines	1,200.00	1,720.00	844.00	876.00
Sanction Fees	3,700.00	3,340.00	3,330.00	10.00
State Meet Penalty	0.00	450.00	350.00	100.00
State Meet Stipends	17,500.00	13,257.75	13,912.25	-654.50
Surcharges	101,000.00	69,730.50	73,665.05	-3,934.55
Travel Fund/Zone Entries	52,000.00	45,821.00	48,359.00	-2,538.00
Meets - Other	0.00	0.00	0.00	0.00

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Total Meets	297,400.00	233,896.43	230,855.79	3,040.64
Membership - ISI				
ISI Athlete	39,500.00	33,464.50	37,721.00	-4,256.50
ISI Club	3,300.00	0.00	200.00	-200.00
ISI Non-Athlete	1,350.00	1,203.00	1,248.50	-45.50
Late Registration	1,000.00	2,500.00	500.00	2,000.00
Total Membership - ISI	<u>45,150.00</u>	<u>37,167.50</u>	<u>39,669.50</u>	<u>-2,502.00</u>
Miscellaneous				
Bad Checks & Fines	300.00	320.00	355.90	-35.90
BOR				
FINES	0.00	0.00	0.00	0.00
Club HOD Fines	300.00	0.00	200.00	-200.00
Leap Incentive Income	2,500.00	2,500.00	0.00	2,500.00
Total Miscellaneous	<u>3,100.00</u>	<u>2,820.00</u>	<u>555.90</u>	<u>2,264.10</u>
Office				
Supplies	100.00	144.00	21.46	122.54
Website	200.00	0.00	125.00	-125.00
Total Office	<u>300.00</u>	<u>144.00</u>	<u>146.46</u>	<u>-2.46</u>
Officials				
Name Badges	2,200.00	1,947.89	1,928.00	19.89
Officials-ISI fee	2,000.00	1,719.00	1,954.00	-235.00
Total Officials	<u>4,200.00</u>	<u>3,666.89</u>	<u>3,882.00</u>	<u>-215.11</u>
Sponsorships	2,000.00	400.00	1,000.00	-600.00
Swim Force	15,000.00	0.00	66,000.00	66,000.00
Team IN Staff				
Zone Coaches		3,566.00	3,618.00	-52.00
Total Team IN Staff	<u>6,000.00</u>	<u>3,566.00</u>	<u>3,618.00</u>	<u>-52.00</u>
Total Income	414,050.00	309,411.27	367,090.12	57,678.85
Expense				
Awards Expenses				
Club Recog/Excellence Incentive	32,200.00	28,700.00	0.00	28,700.00
Recognition Awards - E	3,000.00	1,136.17	2,420.75	-1,284.58
State Meet Awards - E	3,000.00	40.25	-844.27	884.52
Total Awards Expenses	<u>38,200.00</u>	<u>29,876.42</u>	<u>1,576.48</u>	<u>28,299.94</u>
BOD/HOD Expenses				
AG/SR Committee Meetings	1,500.00	980.91	912.94	67.97
Board Retreat	1,500.00	0.00	0.00	0.00
BOD/HOD Travel	4,500.00	968.00	-450.00	1,418.00
BOR	3,000.00	3,729.68	220.80	3,508.88
Convention				
Airfare		3,470.00	345.40	3,124.60
Copies		0.00	132.50	-132.50
Hotel		4,124.41	4,798.87	-674.46
Per Diem		4,126.75	3,933.81	192.94

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Registration	1,950.00		0.00	1,950.00
Shuttle/Transportation	0.00		1,676.30	-1,676.30
Social	0.00		157.61	-157.61
Convention - Other	235.50		0.00	235.50
Total Convention	18,000.00	13,906.66	11,044.49	2,862.17
Food/Beverages and Lodging	5,500.00	1,822.77	4,255.43	-2,432.66
Golden Goggle				
Per Diem	1,700.00		1,206.50	493.50
Table	10,000.00		10,000.00	0.00
Travel/Lodging	4,576.25		4,345.50	230.75
Total Golden Goggle	18,000.00	16,276.25	15,552.00	724.25
Hotel - HOD	0.00	0.00	810.81	-810.81
Meeting Facility Rentals		676.08	335.00	341.08
Miscellaneous		1,130.34	364.92	765.42
Recognition Awards	1,000.00	0.00	0.00	0.00
Speaker Fees				
Speaker Expenses		0.00	8,135.94	-8,135.94
Speaker Fees - Other		3,475.00	0.00	3,475.00
Total Speaker Fees	5,000.00	3,475.00	8,135.94	-4,660.94
USA-S Workshops	2,750.00	1,102.49	2,445.75	-1,343.26
Total BOD/HOD Expenses	60,750.00	44,068.18	43,628.08	440.10
Camps - E				
AGE GROUP ELITE				
Facilities		1,300.00	0.00	1,300.00
Food		0.00	230.00	-230.00
Miscellaneous		145.33	0.00	145.33
Shirts		948.75	1,107.35	-158.60
Social		0.00	972.00	-972.00
Staff Stipends		1,500.00	0.00	1,500.00
Transportation		1,263.25	370.00	893.25
Total AGE GROUP ELITE	0.00	5,157.33	2,679.35	2,477.98
All Star Camp - AZ				
Airfare	0.00	0.00	1,863.60	-1,863.60
Pre-Camp Food	0.00	0.00	423.75	-423.75
Total All Star Camp - AZ	0.00	0.00	2,287.35	-2,287.35
CTS				
Food		709.16	887.25	-178.09
Hotel		95.20	0.00	95.20
Mileage		930.00	602.00	328.00
Speaker fees & mileage		0.00	115.00	-115.00
Stipend		0.00	240.00	-240.00
Total CTS	0.00	1,734.36	1,844.25	-109.89
Distance Camp				
Food		501.75	0.00	501.75
Speaker		2,500.00	0.00	2,500.00

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Staff Mileage		137.00	0.00	137.00
Staff Stipend		100.00	0.00	100.00
Total Distance Camp	0.00	3,238.75	0.00	3,238.75
Fall OW/Distance Camp				
Car Rental/Fuel	0.00	0.00	1,958.26	-1,958.26
Facilities	0.00	0.00	892.40	-892.40
Food	0.00	0.00	1,239.97	-1,239.97
Lodging	0.00	0.00	796.00	-796.00
Mileage	0.00	0.00	163.35	-163.35
Ropes Course	0.00	0.00	1,100.00	-1,100.00
Stipend	0.00	0.00	450.00	-450.00
Fall OW/Distance Camp - Other	0.00	0.00	5.26	-5.26
Total Fall OW/Distance Camp	0.00	0.00	6,605.24	-6,605.24
OTC				
Airfare		17,956.40	0.00	17,956.40
Mileage		477.00	0.00	477.00
Outfitting		783.50	0.00	783.50
Staff Stipend		350.00	0.00	350.00
Total OTC	0.00	19,566.90	0.00	19,566.90
SR Regional Training				
Food		550.26	493.19	57.07
Pool Rental		193.50	452.00	-258.50
Stipend		250.00	0.00	250.00
Total SR Regional Training	0.00	993.76	945.19	48.57
Camps - E - Other				
	0.00	0.00	1,617.27	-1,617.27
Total Camps - E	74,370.00	30,691.10	15,978.65	14,712.45
-				
Club Registration - E	0.00	0.00	10,000.00	10,000.00
Donations				
Memorial Contributions	200.00	0.00	0.00	0.00
Councilman Grant	3,000.00	1,500.00	2,000.00	-500.00
Total Donations	3,200.00	1,500.00	2,000.00	-500.00
Education - E				
AG Coaching Clinic	0.00	0.00	555.07	-555.07
Club Promo DVD	3,000.00	0.00	2,953.00	-2,953.00
Club/Volunteer	3,000.00	1,450.70	0.00	1,450.70
Equipment	3,000.00	2,518.57	0.00	2,518.57
Race Analysis	2,400.00	621.38	600.00	21.38
Successful Coaching References	1,500.00	0.00	878.88	-878.88
Total Education - E	12,900.00	4,590.65	4,986.95	-396.30
Meets Expenses				
Mid-States Quad - E				
Admin		3,196.81	1,932.45	1,264.36
Hospitality		1,070.85	945.15	125.70
Photos		840.00	0.00	840.00
Pool Rental		5,891.70	6,132.95	-241.25

INDIANA SWIMMING BOARD OF DIRECTORS MEETING MINUTES

June 20, 2011

Social		5,383.16	0.00	5,383.16
Mid-States Quad - E - Other		0.00	275.00	-275.00
Total Mid-States Quad - E	10,000.00	16,382.52	9,285.55	7,096.97
State Meet Stipends	23,500.00	7,500.00	15,000.00	-7,500.00
Open Water Expenses	1,500.00	0.00	0.00	0.00
Travel Fund/Zone Entries				
Travel Reimbursement				
LC Juniors				
Juniors - Coach		250.00	0.00	250.00
Total LC Juniors		250.00	0.00	250.00
LC Pan Ams				
Pan-Am - Athlete		300.00	0.00	300.00
Pan - Am - Coach		150.00	0.00	150.00
Total LC Pan Ams		450.00	0.00	450.00
National Youth Team		0.00	3,000.00	-3,000.00
SC Juniors				
SC Juniors - Athlete		1,500.00	7,815.67	-6,315.67
SC Juniors - Coach		450.00	274.25	175.75
Total SC Juniors		1,950.00	8,089.92	-6,139.92
SC Nationals				
SC Nationals - Athlete		2,694.75	772.60	1,922.15
SC Nationals - Coach		150.00	150.00	0.00
Total SC Nationals		2,844.75	922.60	1,922.15
Spring Pan Ams				
Spring Pan Ams - Coach		0.00	300.00	-300.00
Spring Pan-Ams - Athlete		0.00	600.00	-600.00
Total Spring Pan Ams		0.00	900.00	-900.00
Total Travel Reimbursement	0.00	5,494.75	12,912.52	-7,417.77
Total Travel Fund/Zone Entries	55,000.00	5,494.75	12,912.52	-7,417.77
Meets Expenses - Other	0.00	0.00	0.00	0.00
Total Meets Expenses	88,500.00	29,377.27	37,198.07	-7,820.80
Miscellaneous - E				
2012 Trials				
Box Suite Tickets		0.00	2,500.00	2,500.00
Total 2012 Trials		0.00	2,500.00	2,500.00
Bad Checks & Fines - E	100.00	304.00	53.00	251.00
Bank & Credit Card Fees	1,000.00	818.76	965.34	-146.58
Credit Card fees	0.00	0.00	39.23	-39.23

INDIANA SWIMMING BOARD OF DIRECTORS MEETING MINUTES

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Miscellaneous - E - Other	1,000.00	0.00	0.00	0.00
Total Miscellaneous - E	2,100.00	3,622.76	1,057.57	2,565.19
Office - Expense				
Equipment	2,500.00	2,540.33	5,595.15	-3,054.82
Fax Fees	0.00	0.00	17.35	-17.35
Insurance	1,600.00	1,547.00	1,543.00	4.00
Miscellaneous Office	2,000.00	35.37	240.00	-204.63
Office Supplies - E	2,750.00	3,282.16	3,267.49	14.67
Phone & DSL	3,000.00	2,961.93	2,250.61	711.32
Postage				
Postage/Shipping Purchases		2,189.33	1,826.46	362.87
Stamps.com Service Fee		143.91	143.91	0.00
Postage - Other		67.38	0.00	67.38
Total Postage	2,500.00	2,400.62	1,970.37	430.25
Professional Fees	0.00	25.00	0.00	25.00
Real Estate Semi-Annual Taxes	0.00	913.06	0.00	913.06
Rent	12,468.00	9,333.48	6,700.45	2,633.03
Staff Parking	4,000.00	3,595.00	2,826.50	768.50
Website				
Server Fees		106.49	104.49	2.00
Total Website	300.00	106.49	104.49	2.00
Total Office - Expense	31,118.00	26,740.44	24,515.41	2,225.03
Officials Expenses				
Name Badges	1,900.00	1,217.52	1,773.04	-555.52
Workshops & Travel	2,500.00	255.00	484.88	-229.88
Officials Expenses - Other	1,500.00	273.00	226.50	46.50
Total Officials Expenses	5,900.00	1,745.52	2,484.42	-738.90
Personnel Expenses				
Airfare/Car Rental	1,500.00	45.00	1,205.59	-1,160.59
Cell	1,000.00	657.00	657.00	0.00
Dining (Local)	1,500.00	1,053.70	1,456.34	-402.64
Dining (Road)	500.00	155.44	352.11	-196.67
Education/Seminars	750.00	0.00	0.00	0.00
Home DSL/Cable Modem	1,000.00	839.70	839.70	0.00
Hotel	1,500.00	531.80	196.20	335.60
Mileage	4,500.00	1,840.36	2,228.16	-387.80
Payroll Expenses	140,000.00	112,234.15	104,828.47	7,405.68
Total Personnel Expenses	152,250.00	117,357.15	111,763.57	5,593.58
Professional Fees/Dues	1,025.00	0.00	1,025.00	-1,025.00
Public Relations Expense	2,500.00	1,730.37	2,050.00	-319.63
Tax Preparation - E	0.00	0.00	7.14	-7.14
Team IN Staff Expenses				
Quad				
Hotel		463.32	1,176.11	-712.79
Outfitting		2,214.75	314.72	1,900.03
Stipends/Mileage/Per Diem		1,297.00	1,785.00	-488.00

INDIANA SWIMMING BOARD OF DIRECTORS MEETING MINUTES

June 20, 2011

Total Quad	0.00	3,975.07	3,275.83	699.24
Zone				
Staff Lodging		54.00	0.00	54.00
Total Zone	0.00	54.00	0.00	54.00
Total Team IN Staff Expenses	9,500.00	4,029.07	3,275.83	753.24
Total Expense	484,813.00	295,328.93	261,547.17	33,781.76
Net Ordinary Income	-70,763.00	14,082.34	105,542.95	91,460.61
Other Income/Expense				
Other Income				
Interest Income	400.00	240.75	311.35	-70.60
Total Other Income	400.00	240.75	311.35	-70.60
Net Other Income	400.00	240.75	311.35	-70.60
Investment Income Designated for Recog Awards	32,200.00	28,700.00		
Approved Budget Variance - 2012 Olympic Trial Tickets	2,500.00	2,500.00		
Investment Income	26,431.50			
Net Income	-9,231.50	45,523.09	105,854.30	60,331.21

Cash Account Balances as of 5/31/11:

IS Checking/Sweep	\$1,540,920.84
IS Event Account	\$22,311.05
Investment Accounts	\$531,873.74

	2011 Budget	Sep '10 - May 11	Sep '09 - May 10
Ordinary Income/Expense			
Income			
Total Awards	5,000.00	3,467.75	3,794.25
Total BOD/HOD	0.00	0.00	7,550.00
Total Camps	33,400.00	24,282.70	10,008.22
Total Coaches Education	2,500.00	0.00	0.00
Coaches Education			
Total Meets	297,400.00	233,896.43	230,855.79
Total Membership - ISI	45,150.00	34,167.50	39,669.50
Total Miscellaneous	3,100.00	2,820.00	555.90
Total Office	300.00	144.00	146.46
Total Officials	4,200.00	3,666.89	6,882.00
Sponsorships	2,000.00	400.00	1,000.00
Swim Force	15,000.00	0.00	66,000.00
Total Team IN Staff	6,000.00	3,556.00	3,618.00

INDIANA SWIMMING BOARD OF DIRECTORS MEETING MINUTES

June 20, 2011

Total Income	414,050.00	309,411.27	367,090.12
Expense			
Total Awards Expenses	38,200.00	29,876.42	1,576.48
Total BOD/HOD Expenses	60,750.00	44,068.18	43,628.08
Total Camps - E	74,370.00	30,691.10	15,978.65
Club Registration - E	0.00	0.00	10,000.00
Total Donations	3,200.00	1,500.00	2,000.00
Total Education - E	12,900.00	4,590.65	4,986.95
Total Meets Expenses	88,500.00	29,377.27	37,198.07
Total Miscellaneous - E	2,100.00	3,622.76	1,057.57
Total Office - Expense	31,118.00	26,740.44	24,515.41
Total Officials Expenses	5,900.00	1,745.52	2,484.42
Total Personnel Expenses	152,250.00	117,357.15	111,763.57
Professional Fees/Dues	1,025.00	0.00	1,025.00
Public Relations Expense	2,500.00	1,730.37	2,050.00
Tax Preparation - E	0.00	0.00	7.14
Total Team IN Staff Expenses	9,500.00	4,029.07	3,275.83
Total Expense	484,813.00	295,328.93	261,547.17
Net Ordinary Income	-70,763.00	14,082.34	105,542.95
Total Other Income	400.00	240.75	311.35
Investment Income Designated for Recog Awards	32,200.00	28,700.00	
Approved Budget Variance - 2012 Olympic Trial Tickets	2,500.00	2,500.00	
Investment Income	26,431.50		
Net Income	-9,231.50	45,523.09	105,854.30

Cash Account Balances as of 5/31/11:

IS Checking/Sweep	\$1,540,920.84
IS Event Account	\$22,311.05
Investment Accounts	\$531,873.74

TECHNICAL CHAIRMAN: **Jim Payonk**
igpayonk@sbcglobal.net

INDIANA SWIMMING BOARD OF DIRECTORS MEETING MINUTES

June 20, 2011

OFFICIALS / RULES:	Dick Duncan Dickd46@aol.com
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Officials Chair

Participated in conference call for Open Water requirements.

Participated in the Championship Coordination meeting for the Summer State meets.

Will be attending USA LSC Officials Chair meeting/clinic 6/17 – 19/2011; have several hours of layover so hope to get updates completed for the N2 evaluators as well as preliminary agendas for the upcoming Referee Clinics.

COACHES REP:	Kyle Smith Coachkyle33@hotmail.com
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TEAM INDIANA:	Emily Kowalski no report	a40momski@aol.com
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ATHLETE REPRESENTATIVES:	office@inswimming.org		
Dylan Ferguson (ZSC)	Chris Cutter (FAST)	Daniel Proctor (CARD)	G. Daniel Michael (PUR)

OFFICE & STAFF 317/237-5780	Lynn Kinstler lynn@inswimming.org	Tony Young tony@inswimming.org	Michele DeLuna michele@inswimming.org
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MEMBER SERVICES – JUNE 2011 PRE-MEETING REPORT

POLICIES & PROCEDURES MANUAL

Michele, Tony and I met again to add policies / program and add more detail to the existing website posted Policies & Procedures. Hoping that a version 2 will be posted by end of June. No forms are ever to be inserted into P & P document as those will also be current on the website FORMS section and so referenced in the P & P document.

POST – MEET FINANCE REPORT FORM

I am not the author of the fillable spreadsheet I am Excel “macro” illiterate. We have a great volunteer from Bloomington who put together the fillable form to make it easier for clubs to key in information, save and email to us. He’s been busy and on vacation and we just caught up from last month this past week. I hope to have the final version of the form for website and club use by the end of June. I will notify the board when this new version of the form becomes available.

These are currently available from Lynn. (CMG)

OME

Have decided that due to last month’s seemingly lack of interest in OME use for our state meets, that I will reserve the second reading of my OME proposal until further discussion with the Technical Committee in August/September 2010. Either I’ll delay my second reading until then or possibly have a proposal in place for the Fall 2011 House of Delegates. I am anxious to have implementation for the spring 2012 championships season.

LEAP 3

INDIANA SWIMMING BOARD OF DIRECTORS MEETING MINUTES

June 20, 2011

Worked a bit on some Leap 3 areas I was assigned. I believe we are a bit closer to finishing this up.

CAMPS

Helped Tony with some administrative support for the OTC camp that is this week in Colorado Springs. I scanned copies of forms & documents on each athlete so that he didn't have to have a large binder with documents/information take with him to CO to carry around. I also help put together folders for the coaches with documents that Tony copied.

Receiving updates to post on website about the camp experience from our athletes. This is always a great experience for all who attend and this year seems so to be no different.

SOUL SPRINT CLASSIC

Met with Arlene McDonald and Elaine Cooney (CSC) on the entry process for the Soul Sprint Classic as we are utilizing our IN Swimming online entry system.

Worked with Arlene on a mass mailing to all athletes who indicated on their membership registrations inviting them to participate in the Soul Sprint Classic. No easy way to filter these athletes mailing addresses, so it took much more time than I thought to generate the list of 507 household mailing address labels for the mailing that Arlene put together. Thanks for Michele for helping me collate and fold the 3 pages to include in each mailing. If we wish to do future mass mailings, we need to consider a mailing service to do this work for us (or some volunteers to help affix postage, labels, folding/stuffing).

SUMMER CHAMPIONSHIP COORDINATION MEETING

Assisted Tony Young & Jim Payonk on updating and preparing the documents needed for the Championship Coordination meeting held in late May. Tony's concept to provide each host with a flash disk of the documents, files, logo artwork, etc was great and I believe well-received.

CONVENTION

Working with Lucy on budgeting for convention so that all who are interested in attending can attend. Notified attendees on airfare deals and reimbursing them upon receipt of their itineraries.

ANNOUNCEMENTS

Additional thoughts - Tom Johnston

We appear to be a cross between a working board and a governing. How does that affect what we do?

This survey is a method for helping us manage out board duties:

Membership size (declining) is s threat

Competition - We are under performing USAS averages at all levels

We need to manage our turnover, board, coaches and volunteers

This survey will give us information; however, how will we use that information?

ISI BOD Retreat: August 26 & 27, 2011

Next BOD meeting: August 27, 2011

Next HOD meeting: October 1, 2011

? Pan Am Plaza – 2nd Floor Conference room
Pan Am Plaza – 2nd Floor Conference room
to be determined