

MAINE SWIMMING
Telephone Board Meeting
September 10, 2007

Called to order: Chris Branch at 2006 hrs. (8:06 p.m.)

Roll Call:

Laura Branch, Chris Branch, Anne Metcalf, Brenda Oldfield, Jay Morissette, Jim Gravel, Jim Willis, John Moreshead, Joe Moreshead, Erin Thomas, Steve Elwell, Steve Alcaide, Brian Savage, Linda McCann, Fred Brewer (guest, auditor)

Subject of business is to get audit report update from Jim Gravel and review and recommend proposed Policy and Procedure changes.

1. Jim Gravel: Confirmed what year the audit was for with the board. Stated vote was for fiscal year 09/01/2006 ending.
2. With and change in treasure should the board fiscal year ending in 08/31/2007? Auditor suggested he could do an additional comparative report for fiscal year ending 08/31/2007. Cost would be \$500.00 to 600.00 more to get that information in the report. Auditor would include the engagement letter, and understanding of what they will do for MSI as and auditor, then a Representation letter to follow up the audit and conclude with a report. This report would include; index, opinion of MSI, balance, cash flow, suggestions on what to improve upon for MSI and the Board, Ideas to protect MSI and the Board Members.
3. What kind of time are we looking at? If 07 financial information can get to Mr. Brewer quickly, it will not take long. Jim Gravel will assist in getting as much information to Mr. Brewer as soon as possible. Jim Gravel will be able to get a brief summary by end of September 2007. Next Board Meeting October 13th.
4. Motion from Steve E. To include 2007 fiscal year in the audit report for the top end estimate of \$600.00 with current firm being used. Second by Laura Branch Motion Passed

Jim Willis presented By Law and Policy & Procedure Changes to board. The following items were voted on to recommend to HOD on October 13, 2007.

2.1

...Championship Meets and Age Group Jr/Sr Trials and Finals Format Meets
Individual Events: \$3.00 per event **for all 10 & under/11-12 events and Bronze Meet events and \$4.00 per event for all 13-14/Senior & over events**
Relays: ~~\$8.00 per entry~~ **\$12.00 per entry**
Any deviation from these fees must be approved by the MSI Board.

1st Jay/2nd John M. - Motion passed
Board recommends this to HOD for vote at October 13, 2007 meeting.

9.1

Non-Championships Meets shall be organized to comply with the 4-hour rule. After 4 hours, a fine of \$50.00 may be...

1st Brain/2nd Jay - Motion Passed
Board recommends this to HOD for vote at October 13, 2007 meeting.

10.2

MSI Championship meet hosts shall award high point team trophies to the first and second place men's, women's, and combined teams. [Where is Age group awards?](#) Note: Boys and Girls Better copy of these awards is in winter Championships Meet information.

1st Jay/2nd Brian - Motion Passed

Board recommends this to HOD for vote at October 13, 2007 meeting.

10.3

...and female swimmers in each age group. ~~All other meet awards are at the discretion of the sponsoring organization.~~

1st Steve E./2nd Jay - Motion Passed

Board recommends this to HOD for vote at October 13, 2007 meeting.

21.2

B. The qualifying times for the MSI Championships should have participation limits based on: 32nd place, the previous year's time standard, or the coach's recommendations via the Technical Planning Chair, ~~whichever is fastest for all age groups for age group and combined championships.~~ This process shall be reviewed in odd numbered years.

1st Jay/2nd Laura B - Motion Passed

Board recommends this to HOD for vote at October 13, 2007 meeting.

21.3 (Changed to 21.D)

...All times must be swum in USA-S, Interscholastic, YMCA, or Masters certified competition. ~~The swimmer must be currently registered with USA-S when the entry time was swum.~~ The swimmer or coach must be prepared to verify the entry times...

1st Jay/2nd Steve E. - Motion Passed

Board recommends this to HOD for vote at October 13, 2007 meeting.

21.16 (Changed to 21.17)

MSI will reimburse hotel expenses up to \$100 per day (not to exceed \$400) to the Meet Director and/or the Meet Referee if the meet is held at a facility more than 50 miles from their home.

1st Steve E./2nd Jay. - Motion Passed

Board recommends this to HOD for vote at October 13, 2007 meeting.

23.6

The Board will review all swimmers requesting subsidies for eligibility. The amount of subsidy will be based on the availability of funds. Travel may be reimbursed up to 100% of costs based on round trip airfare. In addition for Nationally sanctioned-USA-S meets and camps, including, but not limited to: **Sectionals**, Junior **National** Championship, National Championships, **World Cups**, **US Open** and **Grand Prix** meets, Zone Distant camps, and National Select camps – reimbursement for travel to meets, including airfare, plus additional allowable expenses, such as accommodations, meals, and transportation expenses. Up to ~~\$250~~ **\$300** for **Sectionals**, **Junior National Championships**, Zone Distance camps, and National Select Camps. Up to ~~\$500~~ **\$600** for **Junior National Championships**, **Short Course Nationals**, **Long Course Nationals**, & **Olympic Trials** **US Open**, **Grand Prix** and **World Cup** meets.

1st Steve E./2nd Jay. - Motion Passed

Board recommends this to HOD for vote at October 13, 2007 meeting.

Amend 23.6 to remove Junior National Championships after \$300 for Sectionals and move it to just after \$600 for

1st Steve E./2nd Jay. - Motion Passed

Board recommends this to HOD for vote at October 13, 2007 meeting.

24.1

The MSI Winter Short Course Zone Team will be selected solely on the basis of the results of the MSI Winter Championship. The swimmers who achieve the top two times in each of the finals of events from the Winter Championship will be selected to the Zone Team as long as they have an 'A' time in that event. Swimmers who age up before the zone meet and after winter champs will be selected in only their age group at the Zone meet. If one or both of the top two swimmers opt out or are not allowed to attend (according to the Eastern Zone Policy), then the swimmers who place 3rd and so forth will be selected to the team provided that they have a 'AA' time in that event. Swimmers must decide by 9:00pm of the day that they are selected to the Zone team. The selection of the relay swimmers will be the sole responsibility of the Zone Team Head Coach...

25.1

The staff who accompanies the MSI Zone Team(s) shall consist of a team manager, an assistant team manager, a head coach and 4 assistants.

25.1 B

All the chaperones, team manger, assistant team manager, head coach and assistant coaches must travel with the team, unless prior arrangements have been made and approved by the Zone Selection Committee. Add Chaperones.

25.1 C

It shall be the responsibility of the Zone Chair, Senior Chair, Age Group Chair, and Technical Planning Chair, who make up the Zone Coach Selection Committee, to determine the criteria and selection of the Team Manager, Assistant Team Manager, Head Coach and Assistant Coaches for Zone Meets.

25.3

Chaperones shall be selected by the Zone Team Coordinator. All chaperones must travel with the team, as space permits. Chaperones will pay for room and board and MSI will pay the travel expense and one t-shirt. Remove All Chaperones must travel with the team, as space permits.

25.4

MSI will pay the winter Zone Team head coach \$400 and the four assistant coaches \$175. The coaches must travel with the team and perform the specified duties. This shall be automatic, and no special application will be necessary. MSI will pay travel, room, board, and attire for the Zone Meet staff.

25.5 (New Rule to be added)

Swimmers, coaches & chaperones must sign a code of conduct. Participants may be sent home at their expense if violations of the code of conduct occur and future participation on zone teams or all star teams could be in jeopardy. If a violation occurs it may be reviewed by the MSI Board of Review to determine if future participation will be allowed.

25.6 (New Rule to be added)

Swimmers, ages 11 and over, and chaperones must travel with the team. Swimmers, ages 10 & under, who have qualified for the Zone meet may ride on the bus to and from the Zone meet, but their parents have sole responsibility for their swimmers during the duration of the trip, except on the pool deck.

(New Article to be added)

Article M28: All-Star Coaches and Chaperones

28.1 The Head Coach will be paid \$100 and the three assistant coaches will be paid \$75 for the All Star Meet.

28.2 MSI will pay for travel, room, board, and attire for the coaching staff and the team manager for the All Star meet.

28.3 MSI will pay for the travel expense for the chaperones, while the chaperones will pay for the room and board for the All-Star meet.

1st Steve E./2nd Jay . - The following 24.1, 25.1, 25.1B, 25.1C,25.3, 25.4, 25.5, 25.6 Article M28, 28.1, 28.2, 28.3 Motion Passed

Board recommends this to HOD for vote at October 13, 2007 meeting.

Item 1: (submitted by C. Branch)

- 4.1 A. ~~Six~~ athlete representatives to the MSI House are to be selected by the athlete members, ~~three~~ each annually for a two-year term, ~~which begins on September 1st following their election.~~ ~~Three~~ of those so selected shall reside within the State of Maine throughout the term. At the time of selection, the nominated junior athlete must be in high school and eligible to serve at least two (2) years, be engaged in amateur swimming, and be a member of MSI within the three (3) years immediately preceding selection. Selection shall be made at the Summer Age Group Championships. See also Article 21.10 (A)&(B) of the Policy and Procedures for specific election procedures. ~~One of the senior athlete representative may attend the USA annual meeting as a representative of MSI.~~

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Motion to accept this as written 1st Jay/2nd John M- Motion Passed
Board recommends this to HOD for vote at October 13, 2007 meeting.

21.10 As previously specified (Article 4.1 (1) (a) of the Maine Swimming Bylaws) the junior athlete representatives to the House shall be elected annually at the MSI Summer Championship by a majority of swimmers present.

- A. Notice shall be given to all swimmers at least 24 hours prior to the election. The notice shall include the time, date, and purpose of the election. It shall also include a list of no more than ~~six~~ candidates. Nominations by the swimmers shall be made to their respected coach who shall, in turn, present said nominee to the ~~Coaches Representative at least two weeks prior to the first day of Summer Championships. If more than six nominations are received then the MSI coaches will determine the final six candidates at a meeting or by e-mail correspondence.~~
- B. The election shall be conducted by the coaches' ~~representative~~ and senior athlete ~~representatives~~ ~~During the Summer Championships~~. Nonathlete members may only act in an advisory capacity and only at the specific request of the athletes.

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Motion to accept this as written 1st Jay/2nd John M- Motion Passed
Board recommends this to HOD for vote at October 13, 2007 meeting.

Item 2: (submitted by S. Elwell)

Article F: Swim Meet Fees

2.1 Entry Fees

Age Group, Jr. /Sr. Meets

Individual Events: ~~\$3~~.00 per event

Relays: ~~\$8~~.00 per entry

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Championship Meets and Age Group Jr. /Sr. Trials and Finals Format Meets

Individual Events: \$4.00 per event

Relays: \$10.00 per event

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Motion to accept as read 1st John M 2nd Jay – Motion Failed

Will not be recommend to HOD October 13

2.2 Spectator Fees

The fee shall not exceed \$2.00 per session per adult spectator unless approved by the MSI Board.

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Motion to accept as read 1st John M 2nd Jay – Motion Passed

Board recommends this to HOD for vote at October 13, 2007 meeting.

Item 3: (submitted by C. Branch)

21.1 Add at the end of the paragraph “The Bronze Meet shall be considered a Championship Meet.”

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Motion to accept as read 1st Steve E 2nd Jay – Motion Failed

Will not be recommend to HOD October 13

Motion to adjust the relay scoring for summer and winter championships in 13&14 older relays versus 12 & under relays. 1st Jay/2nd Laura B (Jim Willis will adjust the points if this passes.)

Motion failed, Will not recommend to HOD October 13

Jay was asked to bring it up at Coaches Meeting

I'm not sure if I have worded this appropriately, but this is my proposal:

Maine Swimming will pay the membership fee for any non-athlete board member who is not currently affiliated with a swim team in a capacity which requires him/her to be a member of Maine Swimming to perform his/her duties with that team.

Linda's motion was discussed and it needs to be brought up to By Laws Changes at HOD.

Other issues:

Check Book for MSI:

Motion to add Jim Gravel and Chris Branch and signers on check book and remove Bonnie A, Steve A and Dwight from check book singers this would be temporary until October 13th. In addition have a second statement sent to someone else. That person to be determined after audit is complete. 1st Steve E. 2nd Jim Willis Motion passed

Adjured at 2123 hrs.(9:23p.m.)