

**Virginia Swimming, Inc.  
Draft of Minutes  
House of Delegates Meeting  
October 10, 2004**

Attendance reflected by signing in at start of meeting. (please see document in minutes record book.)

**Meeting called to order by George Homewood at 1305.**

**Minutes from June 6, 2004 meeting approved.**

Videos shown by George from USA Convention.

Promotional video put together for recruiting. Copy will be provided to all clubs by the end of October.

Second video put together by NBC promoting swimming.

**Committee Reports:**

**Senior Report:** Pete Mahoney. Working with Potomac Valley to do some joint meets for competition and to improve relationships.

**Finance Report:** Bill Geiszler presented the year end report. Closed year with ~\$117,000 in the bank, ~\$50,000 in reserve funds. Revenues up. Year end shows a deficit; however, the Zones deposit was delayed in being deposited prior to end of August. With Zones deposit, the bottom line shows ~\$40,000 to the positive. Zones figures are within the budget this year. Equipment costs are up; timing system equipment was purchased. Received a bill from Colorado for 2 timing systems that are unknown to VSI. Request made for teams to check serial numbers on timing systems to track down the clerical error. **Motion** made to accept financial report. **Seconded.** Discussion followed asking what VSI's goals are regarding savings. Reported that goal is to have ~\$200,000.00 in reserve to accommodate budget need for at least one year. **Approved.**

**By-Laws Amendment:** BYLAW Change for Number of Meetings:

**Current:**

604.5 ANNUAL AND REGULAR MEETINGS – The annual meeting of the House of Delegates of VSI shall be held in the months of May or June of each year. Regular meetings of the House of Delegates shall be held at least twice a year, normally in February and October or in accordance with a schedule adopted by the House of Delegates or the Board of Directors

**Proposed:**

604.5 ANNUAL AND REGULAR MEETINGS – The annual meeting of the House of Delegates of VSI shall be held in the months of April or May of each year. At least once during each year regular meetings of the House of Delegates shall be held, normally in October or in accordance with a schedule adopted by the House of Delegates or the Board of Directors.

Presented by Walter with recommendation from Board for approval. Discussion followed. **Motion** made to accept by-law amendment as set forth. **Seconded. Approved.**

### **Policy Change:**

#### **Current:**

##### L. PERMANENT OFFICE OF ADMINISTRATOR

Administrator - Handles all duties directed by the General Chairman of VSI with the approval of the Board of Directors for functions not covered by an elected officer or volunteer position. This position may be combined with an elected office as approved by the VSI Board of Directors. The VSI House of Delegates will approve compensation through the budgetary process.

#### **Proposed:**

##### L. PERMANENT OFFICES

1. Administrator - Handles all duties directed by the General Chairman of VSI with the approval of the Board of Directors for functions not covered by an elected officer or volunteer position. This position may be combined with an elected office as approved by the VSI Board of Directors. The VSI House of Delegates will approve compensation through the budgetary process.

2. Webmaster – Handles all duties directed by the Administrative Vice Chairman of VSI with the approval of the Board of Directors. The VSI House of Delegates will approve compensation through the budgetary process.

Presented by Walter with recommendation from Board for approval. No discussion. **Motion** to accept policy change. **Seconded. Approved.**

**Zone Team Report:** Men won title. Women finished second. Team Virginia won the team competition. No incidences regarding children. Successful trip. There will be documentation to be signed by parents to reflect that fees paid to attend Zones are nonrefundable.

**USA Convention Report:** George reported. Hundreds of opportunities to receive and give information regarding swimming. Virginia has a number of delegates that participate in committees. Virginia sends a senior athlete rep and a junior athlete rep. Lauren reported that Virginia is a head of other LSCs in how we handle our athlete reps. Robbie Fischetti was elected as Eastern Zone Athlete Rep.

Walter reported on communications from USA to LSCs. USA has reorganized their web site. A new site will be available for clubs to post information on their individual clubs. Terry reported on workshops regarding Top 16 times and Rules committee. George reported on the discussion about dues increase. The report is available on the web site that outlines how the monies are being spent. Louise will send reports package to all teams.

**Banquet Report:** Attendance was smaller than previous years. Discussion followed regarding time frame change. Need to find a way to honor senior athletes in front of the younger swimmers.

**Committee Reports:** (continued)

**Technical Planning:** Long Course Schedule proposal passed out to delegates. Available on web site. Commonwealth Games meet in Waynesboro is under discussion; they will host a meet on one of the two weekends in the middle of June. Inquiry made to Winchester to see if they are interested in hosting a meet. Request made to approve schedule as presented with the understanding that Technical Planning and the Board will make a decision regarding venues. **Approved ruled by Chair.** Templates available on the web page for meet announcements. There are forms available to assist in the administrative process. There is a manual available for meet directors on how to file all these forms.

**Athlete Reps:** Lauren reported. To increase education of what an athlete rep is, Lauren will send an email to all coaches letting them know that the election is coming up and to make their swimmers aware that this opportunity is available.

**Coaches:** George presented the new criteria, definition, and approval process for choosing Swimmer of the Year and Coach of the Year. Seeking HOD approval. Presented with recommendations from the Board and Coach's Committee. Discussion followed. **Motion** made to accept this process for next year's banquet. **Seconded. Approved.** Request made for special recognition for a Coach who has gone above and beyond the call of duty and the Coaches Committee would like to recognize this coach. **Approved.** The coaches are also setting up a mentoring program to assist new coaches.

**Officials:** Kevin reported on Swimposium in Mary Scott's absence. Officials had a component and the swimmers had a clinic with Kristy Koval. Report on officials: Clubs urged to promote volunteers to become certified as officials. Communications frequently break down from host club to officials' chairs. It's helpful for officials to have positions in place prior to the start of the meet. Swimmer's World Magazine is recognizing officials for their contributions. Information is available on the USA web site. Virginia Swimming recognized officials for 5, 10, 15, 20, and 25 years by giving pins of recognition at the banquet.

**Adapted Swimmer:** George reported in Lee's absence. There will be an Adapted Swimmer Award next year.

**Safety:** David Strider reported that there are 11 orange vests still available. Safety question answered regarding warm-down pool. USA swimming states that the coach should have the swimmer in line of vision if pool is separate from competitive venue. Question is still pending regarding entry into pool feet first. David has asked and will report back with answer.

**Records:** Terry Randolph reported that new time standards have been posted. They are considerably faster than the times from 4 years ago. These times are only updated once every four years (2005-08). Relay top 16 times will only reflect 4 age groups: 9-10, 11-12, 13-14, and 15+. Top 16 list will be finalized by Oct. 15. Forms for "Request for Observation" for high school meets will be available on the web site. Hi-Teck is putting out a new version of Meet Manager after the first of the year and all teams are encouraged to purchase this upgrade.

**Chair Items:** USA Swimming Game Plan copies distributed. Brought up to award academic success for swimmers. Suggested to base this award on GPA. Looking for a volunteer to head this up. Discussed the "border" disagreement with Potomac Valley. There is a resolution that mandates that the teams located in Virginia's territory will be registering with VSI. George has a letter from one team who plans to comply and there will likely be at least 2 more teams. The goal is to have all teams correctly registered by end of 2005. Request from a team in North Carolina (OBX) to move to VSI. North Carolina HOD has unanimously approved this action. **Motion** made to accept this team's request. **Seconded. Approved** by greater than 2/3's.

Any further business:

Competitive Spirit Awards from the banquet available for pick up.

**Meeting Adjourned at 1515.**