

Virginia Swimming Board of Directors Meeting

Sunday June 9, 2019
7:00pm
Video Conference

AGENDA

Call to Order
Consent Agenda

Bryan Wallin

- Treasurer Report
- [Minutes from April Board Meeting](#)

Finance Division Reports

Administrative Division Reports

Age Group Division Reports

Senior Division Reports

Operational Risk Division

Athlete Committee

Coaches Committee

Old Business

- Endowment Task Force
- VSI Equipment status

New Business

- Reimbursement for Outreach
- MAAPP Policy
- VSI Procedures C. Championship Meet Management. Lodging for Meet Referee/Admin Referee
- Location of 2020 Sectional meets in Virginia/ 2020 VSI LC Seniors
- Regional Alignments for 2020
- Concussion Education- Return to Play

Adjourn



Virginia Swimming Financial Summaries, 2018/ 2019

5/20/2019

*** Revenue ***	Budget	March	April	YTD
USAS Registration	475,500	11,770	5,820	435,648
VS Registration	125,475	1,695	1,396	111,987
Flex registration	2,400	650		6,580
USAS Club Dues	3,500	140	70	3,290
VS Club Dues	1,900	110	30	1,910
Meet Sanctions	3,200	20	60	1,660
Meet Rebates	195,745	17,696	14,335	139,307
Sales & Misc.	2,500	1,195	252	1,898
Championship Meet Revenue	-	28,632		28,632
Sectionals Meet Revenue	10,000			5,000
Zone Meet Revenue	50,000			5,217
LC Zones Team	42,000			-
Clinics and Swimposium Revenue	3,500			4,134
Zone Meeting Revenue	-			-
Awards Banquet	25,000			-
Interest - Checking	25	2	2	17
Interest - Reserve	400	5.41	5	55

Total Revenue	941,145	61,915.56	21,971.10	745,334
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*** Expenses ***				
USAS Registration	475,500	8,140	6,245	440,272
USAS Club Dues	3,500		210	3,220
Travel - US Open	-			-
Travel - Winter Nationals/Paralympic/Other	22,500		24,693	32,601
Travel - Summer Nationals	22,500			3,500
Travel - Olympic Trials / World Team trials	0			-
Travel - National Youth Team	1,500			-
Travel - Discretionary	3,000			1,941
National Meet Travel - Coaches	8,000			-
Senior Champ Meet Support	10,000			-
Va. Championship Meet Expenses	5,000	20,881	9,427	30,308
Zone Meet Expenses	50,000			193
Sectionals Meet Expenses	10,000	674	2,411	3,085
LC Zone Team Support	84,000			2,440
Champ Meet Awards	28,000	2,619		14,537
Staff Salaries	67,750	5,740	5,805	46,372
Payroll Taxes	6,345	456	456	3,651
Benefits	2,400			-
Webmaster	21,000	1,542	1,542	10,794
Web Upgrades	3,000			923
Administration Expenses	14,000	1,477	371	3,790
Supplies & Misc.	3,000		44	689
Awards Banquet	40,000			2,044
National Convention	16,000			15,762
Zone Meeting	3,000	375	715	1,090
Equipment	\$3,000	34	450	2,724
Officials Workshops / Training /Travel	20,000	3,073	512	9,089
USAS Workshops	\$5,000		762	1,206
VS Camps & Clinics	\$4,000			4,500
VS Workshops	\$1,000			3,024
Diversity, Outreach Reimbursements	\$10,000	691	294	3,557
Diversity / Travel, Other		2,286		2,286
Make a Splash/Learn to Swim Grants	\$6,000			2,500
Safe Sport Programs	\$2,000	254		646
Coach Mentoring Program	\$2,000			-
Grants / Development / Clubs	\$0			-

Total Expenses	\$952,995.00	\$48,240.44	\$53,936.21	\$646,742.85
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Net Income / Loss	(\$11,850.00)	\$13,675.12	(\$31,965.11)	98,591.59
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Beginning Funds	\$160,132
Inflow (Outflow)	-\$11,850
Transfer to savings	\$425
Transfer to / From Savings	\$0
Ending Funds	\$148,282
Virginia Swimming Savings	\$321,349
Total Funds	\$471,000.76

\$160,132
\$98,592
\$54.59
\$10,000
\$248,669
\$320,924
\$569,592

Virginia Swimming, Inc.
BoD and HoD Meetings
June 9, 2019
Executive Director Report

Year to Date Registrations (as of 6/6/19)	2018 #
Athletes: 6384 (inc. 88 Flex who have upgraded to Premium)	6755
Flex: 756 (534 New)	
Outreach: 64	50
Seasonal: 54	120
Total: 7258	
Non-Athletes: 1008 (inc. 16 Life)	959
Clubs: 48	49

LEAP 2 Update: Our renewal was submitted on May 1 but I have not heard the current status of the submission. I have emailed the LEAP coordinator to let her know that our modified Bylaws and Policies & Procedures are now posted on the website. I do not know if they were waiting for this before proceeding or not.

Changes to Safe Sport Requirements: During the past few weeks USOC mandated changes to USA Swimming's Safe Sport requirements have been put into place. Every LSC (and team) must implement the Minor Athlete Abuse Protection Policy (MAAPP) in its entirety. Maureen, Emily, and I worked to put together documents explaining the implications and requirements of the policy and sent this information to every club president, contact, and head coach. Copies of these documents were previously sent to you and can be found on the Safe Sport page of our website.

As one of the requirements of MAAPP, all non-athletes, athletes, and parents must agree in writing to follow the policy. I have notified all unattached non-athlete members and 18 & over athletes about this requirement and will maintain a record of their acknowledgement forms in the business office.

Additionally, specific wording must be included in meet announcements and at meet briefings to comply with MAAPP. Required wording for meet announcements will be inserted into the Rules section of our meet announcements and meet hosts will be sent the information that must be included in meet briefings. A copy of the meet briefing information is attached to my report.

Action Item: Adopt a statement in our Policies and Procedures showing that VSI will adhere to the requirements of MAAPP. Suggested wording: "Virginia Swimming will comply with all requirements as stated in the USA-Swimming Minor Athlete Abuse Prevention Policy (MAAPP)."

Awards Celebration & Athlete Clinic: The Awards Celebration is scheduled for Saturday, September 21st at 3:30 pm. The park is open until midnight that day so having the picnic at this time will allow participants to come later to take advantage of the nighttime activities if desired.

MAAPP Information for Meets

Language for Meet Information

In your meet announcement you should mention MAAPP. The following is USA Swimming approved language:

Option 1: All applicable adults participating in or associated with this meet, acknowledge that they are subject to the provisions of the USA Swimming Minor Athlete Abuse Prevention Policy (“MAAPP”), and that they understand that compliance with the MAAPP policy is a condition of participation in the conduct of this competition.

Option 2: Current USA Swimming Rules, including the Minor Athlete Abuse Prevention Policy (“MAAPP”), will govern this meet.

Language for Briefings at Meets

Meet briefings are a great way to talk about Safe Sport and the new MAAPP requirements. This might be the first time that someone has heard about MAAPP and the fact that they are held to its expectations during the meet. The language below is approved for you to use in those briefings or include on additional information you give to volunteers.

Officials and timers briefing:

- This meet is conducted according to current USA Swimming Rules, including the Minor Athlete Abuse Prevention Policy.
- Make sure all interactions with athletes are observable and interruptible.
- Deck changing is prohibited. Report instances of deck changing to the meet referee/meet director.
- [IF ONLY ONE LOCKER ROOM/RESTROOM] Make sure you are not alone with an athlete in the locker room, including to use the restroom. Be proactive and tell the meet director immediately if this happens, even when it occurred through no fault of your own. Separate times have been delegated for your use.
- [IF MULTIPLE FACILITIES] There is a separate locker room/restroom for athletes and all other adults. Make sure that you are only using the facility marked for you.

Coaches briefing:

- This meet is conducted according to current USA Swimming Rules, including the Minor Athlete Abuse Prevention Policy.
- Make sure all interactions with athletes are observable and interruptible, including any meetings you have in between races or sessions.
- Deck changing is prohibited. Make sure you tell all your athletes this. If they are seen deck changing you can expect that someone will come and remind them or you as their coach of this expectation.
- Remind your athletes of appropriate behavior in the locker room. Be sure to include that the use of any devices that record or take photos are prohibited in the locker room and changing areas.

- [IF ONLY ONE LOCKER ROOM/RESTROOM] Make sure you are not alone with an athlete in the locker room, including to use the restroom. Be proactive and tell the meet director immediately if this happens, even when no fault of your own. Separate times have been delegated for your use.
- [IF MULTIPLE FACILITIES] There is a separate locker room/restroom for athletes and all other adults. Make sure that you are only using the facility marked for you.
- As a reminder, coaches are not allowed to massage any athlete, even if you are a licensed massage therapist. This includes all massages, rubdowns, stretching, physical manipulation, injury rehabilitation, and the use of electronic or instrument assisted modalities such as stim treatment, dry needling, and cupping.

2019 Olympic Training Center Leadership Summit Report

Thursday, April 25th to Sunday, April 28th, 2019

I had the privilege of being a representative for Virginia Swimming, along with Jack McCann and Anthony Pedersen, at USA swimming's most recent and second annual Leadership Summit. Throughout the long weekend the athletes had the opportunity to use the olympic training center facilities, practice with endorsed coaches, and to learn of a multitude of leadership skills and advise for athlete's positions within their LSCs that are outlined below.

1. Values Clarification

The first lesson of the summit had a list of values that we first checked which ones we thought were important, then we narrowed the list down to twelve items, then that down to five values, and finally we ranked them in order of importance. Once everyone had their own first or core value we found people with the same core value as ourself and began group discussion. Group discussion was very important to the summit and was involved in every group lesson we did, and input was welcome during every lesson and presentation. They then had us all write down things we do throughout our average day and had us compare that to our values.

I think this was an enlightening activity when evaluating yourself based on traits rather than the usual grades, sports, or extra-curricular activities. I think it was also a good start for the weekend of understanding perspective because many people had their top value as one of the traits I had not even originally checked as important to me.

2. Strength-Based Leadership and Peer Leadership

During this we all first took different assessments to determine our personality types. One was an estimate how introverted or extroverted we were and the other was based on finding out our DISC type of leadership style; DISC standing for four different types: Dominance, Influencing, Steadiness, and Conscientious. With this information, we all divided into groups determined by our leadership styles and we executed activities and discussed scenarios to see how alike we are in decision making. After this, we would share with other groups so we could tell how people are different than us and we were all able to develop an understanding of the trends in the way we think. This all also prompted learning about how to use what we learned to better communicate with people with different styles than us and how to utilize that to be better peer leaders.

This was my favorite learning session because I found it so fascinating that the group of people at the conference who all appear very similar and all get along so well could be divided into such different groups. The way they were stereotyping us by our personality was interesting as well, especially since no one was offended by it because it was true and based off us rather than our circumstances as stereotyping usually is. I also do feel better prepared to delegate or lead people than I was before these activities.

3. Goal Setting

Since everyone was attending this conference to develop their leadership, it could be assumed everyone would also have goals they will want to pursue in their future. So USA swimming made sure to incorporate the importance of having and efficiently writing down and planning for our goals. The one way they advocated to use for setting a goal is called the “S.M.A.R.T. Goal.” In which each letter stands for a different part of your goal: Specific (the details), Measurable (what will signify the goal is accomplished?), Achievable (is this attainable?), Relevant (Why?), and Timeline (How long?).

While I appreciate the support of making goals and following through and I liked seeing a way to break down a goal, I do not think I would use this specific goal setting device. I think the way goals are divided in this format is just not the same way my brain processes as a roadmap to getting things done. I can see how this could be helpful to other people though.

4. Servant Leadership

We were all introduced to servant leadership; in which while one leads, they put others before them and they lead to better their community without concern of themselves. This was outlined in 10 principles: listening, empathy, healing, awareness, persuasion, conceptualization, foresight, stewardship, growth of people, and building community. We then demonstrated servant leadership by cleaning a local community park.

Cleaning the park was the most fun part of the entire conference to me. It was nice experiencing how we were all giving back to the community and no one made it seem as if it was a hassle. I admire servant leadership greatly because leadership should be about serving people rather than having power over people.

5. Presenters

Throughout the weekend there was a variety of speakers who taught us about their own experiences being leaders in their LSCs, being post olympians, swimming governance, social media, and more.

While some of these were not the most exciting parts of the conference they were definitely the most helpful. When past leadership summit attendees spoke about how they went about planning for their LSC it made me feel more comfortable with the idea of doing that with my own LSC. I expected the social media talk to be condescending, but it was interesting and had the purpose to offer help. In my opinion though I felt like it was unnecessary when we could have been learning more about leadership. The most important lesson was one on governance; this appeared considerate to me because instead of assuming that all the athletes at the summit would know about USA swimming governance they took the time to teach about it because the reality was that most of the people there did not even know what LSC stands for. They also had three former olympians come in for a panel. I know many of the other swimmers enjoyed this but for me I did not because I like interacting more than listening.

Thank you again for sending me on such an incredible experience.

2019 Leadership Summit -

It's really hard to put into words what happened at the summit for me. I had no idea what I was getting into or what to expect. This weekend was one of those things that will help shape me as a coach for a lifetime.

What happens when you put together 50+ coaches from 50 states who really don't know each other... None of us could've expected this weekend to make the impact it did. One word that I would use is POWERFUL. "Teeter" made us look at ourselves and she challenged us every day.

The Leadership summit has also created a "tribe" for us. We now have resources we never had before and that is coaches who are willing to be open and honest and be each other's sounding boards. I have listed below a lot of quick notes that I took away from the meetings and nothing is more important than the connections that were made. I learned an incredible amount of team building exercises that I did not have before and also had several introspective moments that helped explain why I operate the way I do. Some quick resources I would suggest to anyone is to google Brene Brown Ted Talk(worth the 20 minutes or so) and also watch the Brene Brown Netflix Special(about an hour).

In my opinion this is a great opportunity for any coach at any level to be a part of. The speakers are top notch, the content was amazing and it was all around an amazing experience. I went into it fairly skeptical and walked out amazed. This summit makes me want to become even more involved within USA Swimming and Virginia Swimming.

Quick Takeaways - (Some more obvious than others)

Learn the different types of personalities on your team. We used the DISC style test, there are many different ones out there.

- Know thy self - Learning how to work with others first takes learning about yourself and how you react and how you communicate
- Not everyone is wired the same - learn how to effectively communicate to make sure your heard
- Listen - Really listen
 - When is the last time you were in a conversation and had your answer ready before they were done speaking.
 - Listen with your entire body... Eye contact/body language/shut up
- After you know how you operate - don't be afraid to lean into your strengths but also know you can work on your weaknesses
- Platinum Rule - treat others the way THEY want to be treated

Culture is Built and Grown with time and care

- Schedule Culture when you are not in the water... Deck time/Hallway time is free
- Quick Check in with name and 1 word to describe how you feel takes less than 5 min (Quick google search and you can find a feelings chart to help the kids become more descriptive of their feelings)
- Big group - Find 3 people link up/make it 6/ all your fav stroke/ make relay...
- Face to Face talks where one person can't talk they just listen then switch
 - Props help get the conversation started.
 - Really listen and thank the person for sharing
- Know what's going on outside of swimming - strive for more of a connection
- Summer Reading - Book Reports "Their words"

- Iceberg Game - 2 min on 10% everyone sees 5 min on the 90% that you keep hidden
- Intention Cards - MUST HAVE
 - Not allowed to respond - just “Thank you for sharing”
 - It’s their story
- Post It, 1 word - Follow Directions
 - “As high as you can”
 - Take a break and come back to it - How many can move it higher?
 - Why didn’t you follow directions
- Private Voice that no one hears is the master story teller...
 - Change the private voice change the person
 - Align public and private voices
- What makes a great story?
 - True
 - Meaning Behind the reality - Direction
 - Purpose to the story - center
- Sticker Day - Acknowledgment Piece
 - Can take up to an hour - plan for it
 - Standing toe to toe 1 person gives acknowledgement to another teammate
 - Ends with placing a sticker on someone with a thank you reply
 - Cannot return acknowledgement until they give to another person first
 - 1 - 5 stickers per session
 - Some people may not get acknowledged
- Over the line Under the line - what makes good teammates
- Retreats
- Meals
- Big sister/Little Sister - Families/Pods/Leadership Groups
- Leadership Circles
- Question - What do you bring to the team? What do you take from the team?

Phrases to avoid in communication

- BUT - Eliminate that word use AND
- You know statements - No I don’t know please tell me - Own your statements don’t put them off...
- Keep It Super Simple - KISS

FYI - 1/10 people have gone through some sort of traumatic life event. Dealing with alcoholism/racism/sexual abuse/something that causes a significant amount of pain. In athletics 1/5 ... Make sure you are listening and not pushing a kid too far in the wrong direction.

Resources to keep handy -

- www.whatdriveswinning.com - Dr Jim Loehr
- <https://Animoto.com> - quick video editing software
- www.fiverr.com - animation help hire staff to create animation (Cheap)
- Brene Brown - believe and vulnerability
- Intention Cards
- Feeling word diagrams - google
- Icarus - Netflix