

**LAKE ERIE SWIMMING, INC.**

**PROPOSED AMENDMENTS TO BYLAWS AND POLICIES AND PROCEDURES**

**OCTOBER 2020**

<b>No.</b>	<b>Description</b>	<b>Location</b>	<b>Recommendation from Board</b>
HK-1	To update wording to reflect that at-large board members are elected.	Bylaws Section 5.2	Not Yet Reviewed
HK-2	To update wording, align procedures with anticipated changes regarding registration, and include additional membership categories.	P&P Section 2	Not Yet Reviewed
HK-3	To update reference and wording.	P&P Section 3	Not Yet Reviewed
HK-4	To update wording to align with current practice and include safe sport.	P&P Section 4	Not Yet Reviewed
HK-5	To update wording to align with current practice.	P&P Section 5.1	Not Yet Reviewed
HK-6	To update wording to align with current practice.	P&P Section 5.2	Not Yet Reviewed
HK-7	To update wording to align with current practice.	P&P Section 5.3	Not Yet Reviewed
HK-8	To update wording to align with current practice.	P&P Section 5.4	Not Yet Reviewed
HK-9	To update wording to align with current practice of using officials from other LSCs as needed or as they volunteer.	P&P Section 5.5	Not Yet Reviewed
HK-10	To update wording to align with current practice.	P&P Section 5.7	Not Yet Reviewed
HK-11	To update wording to align with current practice and to provide for the inclusion of mixed relays.	P&P Section 6	Not Yet Reviewed
HK-12	To update wording to align with current practice.	P&P Section 7	Not Yet Reviewed
HK-13	To update wording to align with current practice.	P&P Section 8	Not Yet Reviewed

HK-14	To update wording to align with current practice. Requirements are generally the same for deck officials, admins, and referees	P&P Section 10	Not Yet Reviewed
HK-15	To update wording to align with current practice	P&P Section 11	Not Yet Reviewed
HK-16	To update wording to align with current practice	P&P Section 14	Not Yet Reviewed
P-1	To establish an Athletes Executive Committee.	Bylaws Section 7.4	Not Yet Reviewed
P-2	To ensure that all members of the Athletes Executive Committee have a vote at the House of Delegates.	Bylaws Section 4.1	Not Yet Reviewed
P-3	To establish an automatic penalty for violating the "slower than" time standard.	P&P Section 5.7	Not Yet Reviewed
P-4	To change the fees schedule for LESI Officials in certain situations.	P&P Appendix B	Not Yet Reviewed

1	<b>HK-1</b>	<b>Adopted</b>	<b>Rejected</b>	<b>Adopted/Amended</b>	<b>Pulled</b>
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2 **Location:** **Bylaws Section 5.2** At-Large Board Members

3 **Proposed By:** Julie Bare, Governance Committee

4 **Purpose:** To update wording to reflect that at-large board members are elected.

5 **Effective Date:** Immediately

6 **5.2** AT-LARGE BOARD MEMBERS – A sufficient number of athlete members shall be elected by the House of Delegates  
7 as At-Large Board Members such that athletes constitute at least twenty percent (20%) of the voting membership of  
8 the Board of Directors at any given time (taking into account the Athlete Representatives). The Athlete At-Large Board  
9 Members shall meet the same requirements as the Athlete Representatives set forth in Section 6.2.1. All At-Large  
10 Board Members shall hold office from the date of their ~~appointment~~ election through the conclusion of the second  
11 annual meeting of the House of Delegates following such ~~appointment~~ election, or until their successors are ~~appointed~~  
12 elected.

1	HK-2	Adopted	Rejected	Adopted/Amended	Pulled
2	<b>Location:</b>	P&P Section 2 Membership, Registration & Affiliation			
3	<b>Proposed By:</b>	Julie Bare, Governance Committee			
4	<b>Purpose:</b>	To update wording, align procedures with anticipated changes regarding registration, and include additional membership categories.			
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6	<b>Effective Date:</b>	Immediately			
7	<b>2.2</b>	<del>Membership Duration: All memberships must be applied for annually except for life memberships. Registration is effective upon receipt by USA Swimming or designee of the proper registration forms/files and fees by the LESI Membership/Registration Coordinator. Annual memberships must be renewed every year.</del>			
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10		.1 Seasonal			
11		A. Clubs: Seasonal memberships for clubs cover a 150 day period beginning May first.			
12		B. Athletes: Seasonal memberships for athletes cover an unspecified but continuous period of not more than 150 days beginning the day of registration. Seasonal memberships are not valid at or above the Zone level.			
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14		.2 <u>Single-Meet Open Water: Single-meet open water memberships cover a specific date of an open water competition. The athlete must compete in an unattached status. There is no limit on the number of single-meet open water memberships an individual may obtain during a registration year.</u>			
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17		.3 <del>Annual: Premium, and Flex, Club, and Nonathlete: Premium and Flex</del> memberships cover the calendar year except when they are applied for on or after September 1, in which case they are effective through December 31 of the following year. Flex members are eligible to compete in only two sanctioned competitions per registration year and are not permitted to compete at or above the LSC championship level.			
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21		<del>.4 Single-Meet Open Water: Single-meet open water memberships cover a specific date of an open water competition. The athlete must compete in an unattached status. There is no limit on the number of single-meet open water memberships an individual may obtain during a registration year.</del>			
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24	<b>2.3</b>	<del>Membership Fees: Membership fees are comprised of a national fee established by USA Swimming and a fee established by LESI (See Appendix for current fees.) All fees should be made payable to LESI. At the beginning of a new registration year, clubs should register swimmers in batches and pay all fees with one check. All registrations should be submitted electronically to the LESI Registration Coordinator. A handling fee of \$5.00 per swimmer shall be imposed if the club has more than ten swimmers and the registration is submitted manually.</del>			
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29	<b>2.4</b>	<del>Transfer of Affiliation: To transfer, a completed transfer application must be submitted to the LESI Membership/Registration Coordinator. The transfer is effective upon receipt of the proper transfer forms by the LESI Membership/Registration Coordinator. Representation is subject to the USA Swimming 120 day rule as outlined in Article 203 of USA Swimming Rules &amp; Regulations.</del>			
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33	<b>2.5</b>	<del>False Registration [no change]</del>			
34	<b>2.6</b>	<del>Membership Responsibilities: It shall be the responsibility of each group member to assist in the governance of the LSC LESI and in the conduct of its programs.</del>			
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36		.1 A fine of \$100 shall be imposed against any registered year-round club that fails to have at least one voting delegate in attendance at the scheduled meeting of the LESI House of Delegates.			
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38		.2 Fines may be established by the Board of Directors and imposed against group members who fail to fulfill their assigned duties in the conduct of LSC programs.			
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**2.7 Failure to Pay LESI Fees**

- .3 Members (individuals and/or group) who are delinquent in payment of money owed to LESI shall be notified by mail of the amount owed. Members shall be given an opportunity either to pay the amount due or to request a hearing if the amount is in dispute. The deadline for payment or filing for a hearing shall be fourteen (14) days from the date of notice.
  
- .4 Failure to pay monies owed to LESI or to file for a hearing by the deadline shall result in the deduction of the amount owed from the club's account. Teams with insufficient funds in their accounts ~~or~~ and unattached swimmers shall be ineligible to receive sanctions or approvals for competition or to receive funding from LESI for travel reimbursement or any other activity, including LSC-funded all-star teams until the debt is settled. The General Chair ~~shall~~ may secure a court judgment against the club or individual and file charges against the team or individual with the ~~Zone~~ National Board of Review.

1	<b>HK-3</b>	<b>Adopted</b>	<b>Rejected</b>	<b>Adopted/Amended</b>	<b>Pulled</b>
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2 **Location:** P&P Section 3 Recruitment of Swimmers

3 **Proposed By:** Julie Bare, Governance Committee

4 **Purpose:** To update reference and wording.

5 **Effective Date:** Immediately

6 **SECTION 3 RECRUITMENT OF SWIMMERS**

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7 *(See 304.3.1411 of USA Swimming Rules and Regulations)*

8 **3.6** Those found in violation of this policy may be brought before the ~~Zone~~ National Board of Review and subjected to  
9 censure, fine, suspension, expulsion or other action deemed necessary.

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1	<b>HK-4</b>	<b>Adopted</b>	<b>Rejected</b>	<b>Adopted/Amended</b>	<b>Pulled</b>
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2 **Location:** P&P Section 4 Club Safety  
3 **Proposed By:** Julie Bare, Governance Committee  
4 **Purpose:** To update wording to align with current practice and include safe sport.  
5 **Effective Date:** Immediately

6 **SECTION 4 CLUB SAFETY**

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7 **4.1 Responsibility:** Safety is the responsibility of every member of each LESI group member. Each LESI member club  
8 shall be responsible for implementing and monitoring its own safety program which shall be structured in a manner  
9 consistent with the goals, guidelines, and restrictions provided by USA Swimming and its insurance carriers.

10 **4.2 Safety Coordinator:** Each LESI member club shall appoint a safety coordinator whose responsibilities shall be in  
11 accordance with those established by the Board of Directors or the House of Delegates and shall also include

- 12 .1 Promoting safety awareness among all persons connected to the club, including coaches, parents, and  
13 swimmers;
- 14 .2 Encouraging coaches and facility staff to maintain a hazard-free venue; and
- 15 .3 Developing emergency action procedures in cooperation with coaches, swimmers, parents, and facility  
16 personnel.

17 **4.3 Safe Sport Coordinator:** Each LESI member club shall appoint a safe sport coordinator whose responsibilities shall  
18 be in accordance with those established by USA Swimming, the Board of Directors, and/or the House of Delegates.  
19 Clubs shall implement all minor athlete abuse prevention policies as required by USA Swimming.

20 **4.4 Coaches:** LESI club coaches shall

- 21 .1 Supervise all practices, and
- 22 .2 Maintain current certifications in all safety and athlete protection courses required by USA Swimming.

23 **4.5 Reports of Occurrence**

- 24 .1 Any occurrence including, but not limited to, any accident or incident involving a member athlete, a member  
25 non-athlete, a guest, spectator, tenant, other entities, or property shall be reported promptly to the proper  
26 authorities through the submission of a Report of Occurrence.
- 27 .2 The filing of Reports of Occurrence shall be the responsibility of LESI coaches and club officials.
  - 28 A. Reports shall be made on the form provided through USA Swimming.
  - 29 B. Copies of the reports shall be filed with USA Swimming, the current USA Swimming insurance carrier, and  
30 the LESI Operational Risk Chair.

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1	<b>HK-5</b>	<b>Adopted</b>	<b>Rejected</b>	<b>Adopted/Amended</b>	<b>Pulled</b>
2	<b>Location:</b>	<b>P&amp;P Section 5.1</b> Scheduling			
3	<b>Proposed By:</b>	Julie Bare, Governance Committee			
4	<b>Purpose:</b>	To update wording to align with current practice.			
5	<b>Effective Date:</b>	Immediately			

6     **SECTION 5**                             **ADMINISTRATIVE AND TECHNICAL RULES OF COMPETITION**

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7             **5.1**     **Scheduling**

8             .1     The Scheduling Committee shall publish a series of meets/events to be conducted on certain days/weekends for  
9                 the fall/winter season and for the summer season. Summer meets shall be bid the preceding Fall. Fall/winter  
10                meets shall be bid the preceding Spring.

11            .2-.3 *[no change]*

12            .4     The accepted bids shall be placed on a schedule and approved by the House of Delegates [scheduled meets].

13            .45    Subsequent to the meeting of the House of Delegates, additional meets may be placed on the schedule after they  
14                have been sanctioned or approved in accordance with the provisions of these Policies & Procedures. Such  
15                meets may be scheduled in conflict with other meets.

16            *[re-number remaining]*

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HK-6	Adopted	Rejected	Adopted/Amended	Pulled
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**Location:** P&P Section 5.2 Sanctions  
**Proposed By:** Julie Bare, Governance Committee  
**Purpose:** To update wording to align with current practice.  
**Effective Date:** Immediately

**5.2 Sanctions**

**.1 Application**

- A. ~~Meets Approved by the House of Delegates~~ Scheduled Meets:** Application for sanction for non-championship meets approved by the LESI House of Delegates should be submitted to the LESI Permanent Office at least twelve (12) weeks prior to the start of the meet. Meet hosts should have the meet entry file ready for posting on the LESI website at least ten (10) weeks prior to the date of their meets.
- B. Championship Meets:** *[no change]*
- C. Other Meets:** Application for sanction for all other meets, including dual ~~and~~ intra-squad, and virtual meets, should be submitted to the LESI Permanent Office as soon as possible prior to the meet. Once sanctioned, open meets and invitational meets will be posted on the published Lake Erie schedule.
- D. *[no change]***

**.2 Changes to Entry Information:** Any change(s) to the sanctioned meet information of scheduled meets involving change in time standards, venue, events, awards, entry limitations, or date must be submitted to the Scheduling Committee for approval. Approved changes shall be forwarded to the Sanction Chair by the Scheduling Committee and a new sanction will be issued. Minor revisions to meet information including typos, meet personnel, etc. must be submitted in writing to the Sanction Chair.

**.3 *[no change]***

**.4 Sanction and Surcharge Fees**

- A. Surcharge: Except as otherwise stated in these Policies & Procedures, a meet surcharge of \$3.00 per swimmer shall be levied at each sanctioned meet.**  
  
*[re-letter remaining]*
- B.** For all meets where an entry fee is charged, except as otherwise specified below, the sanction fee for meet hosts who have a certified official registered to their team at the time of the meet shall be 20% of the entry income as defined by the number of splashes and scratches multiplied by the published entry fee. For all other meet hosts, the sanction fee shall be 25% of the entry income as defined by the number of splashes and scratches multiplied by the published entry fee.
- C.** For all meets where no entry or participation fee is collected, there shall be a flat sanction fee of \$100.00 and no swimmer surcharge.
- D. *[no changes]***
- E. *[no changes]***

1 F. For meets where all or a portion of the entry fees are donated to a bona fide charity (i.e., recognized as a  
2 non-profit organization by the IRS), the sanction fee shall be levied in accordance with Section 5.2.4A  
3 5.2.4B on that portion of the entry income not donated to the charity.

4 **.5 Reports and Remittances**

- 5 **A.** Entry (pre-meet): A complete meet backup from the meet management software shall be furnished by the  
6 meet host to the LESI permanent office ~~at least~~ no later than three (3) days prior to the start of the meet.
- 7 **B.** Entry (post-meet): A complete meet backup from the meet management software shall be furnished by the  
8 meet host to the LESI permanent office within five (5) days of the conclusion of the meet.
- 9 **C.** Registration: ~~The~~ Any on-deck USA Swimming registration ~~information or transfer forms~~ and fees taken by  
10 the meet ~~deputy registrar~~ host shall be sent to the LESI Membership/Registration Coordinator within one (1)  
11 day of the conclusion of the meet. Failure to comply will result in a penalty of \$50.00 to the meet host.

12 *[no further changes]*

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1	<b>HK-7</b>	<b>Adopted</b>	<b>Rejected</b>	<b>Adopted/Amended</b>	<b>Pulled</b>
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2 **Location:** P&P Section 5.3 Approvals  
3 **Proposed By:** Julie Bare, Governance Committee  
4 **Purpose:** To update wording to align with current practice.  
5 **Effective Date:** Immediately

6 **5.3 Approvals**

- 7 .1 *[no change]*
- 8 .2 With the exception of YMCA meets, a A list of meet officials must be submitted to the LESI Officials Chair or  
9 designee for approval at least one week prior to the start of the event.
- 10 .3 *[no change]*
- 11 .4 *[no change]*
- 12 .5 Approval and Surcharge Fees
- 13 A. Excepting YMCA meets, there shall be a meet surcharge of \$3.00 per swimmer at meets that are hosted by  
14 an LESI member club. [re-letter remaining]
- 15 B. For all meets, other than YMCA, where an entry fee is charged, the approval fee shall be 20% of the entry  
16 income as defined by the number of splashes and scratches multiplied by the published entry fee.
- 17 C. For all meets where no entry or participation fee is collected, there shall be a flat approval fee of \$100.00  
18 and no swimmer surcharge.
- 19 D. For YMCA approved meets, a \$100 fee will be assessed upon application.
- 20 .6 Reports and Remittances
- 21 A. For meets other than YMCA, the ~~The~~ financial statement, approval worksheet and approval fee balance  
22 shall be mailed to the LESI Treasurer within forty-five (45) days of the conclusion of the competition. Failure  
23 to submit the financial statement, approval worksheet and approval fee balance within forty-five (45) days  
24 will result in an additional monetary penalty in the amount of 10% of the total owed. Surcharges and  
25 surcharge report shall be submitted to the LESI Treasurer within fourteen (14) days of the conclusion of the  
26 meet.
- 27 B. Final results shall be available on the Lake Erie Website.
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1	<b>HK-8</b>	<b>Adopted</b>	<b>Rejected</b>	<b>Adopted/Amended</b>	<b>Pulled</b>
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2 **Location:** P&P Section 5.4 Observed Swims  
3 **Proposed By:** Julie Bare, Governance Committee  
4 **Purpose:** To update wording to align with current practice.  
5 **Effective Date:** Immediately

6 **5.4 Observed Swims**

7 .1 An observed swim is defined as a swim observed by assigned USA Swimming officials for conformance with  
8 USA Swimming technical rules in a meet conducted under other than USA Swimming rules.

9 .2 Arranging for Observed Swims

10 **A. At Season-Culminating Championship Meets**

11 (1) Application: A request to have LESI officials at a meet for the purpose of having individual swims  
12 observed for conformance to USA Swimming technical rules must be submitted to the LESI General  
13 Chair at least ten (10) days prior to the meet. Exception: OHSAA State Championship Tournament  
14 Meets shall be observed without application each year.

15 (2) Requirements: The conditions established by the LESI NTV Chair and those in Article 202.8 of USA  
16 Swimming Rules and Regulations must be met. The USA Swimming observers must be officials  
17 certified by USA Swimming or the YMCA in LESI; this requirement may be waived and approved by  
18 the LESI Officials Chair.

19 **B. At Other Meets**

20 (1) Application: A request for USA Swimming observers must be made to the LESI NTV Chair at least  
21 35 days prior to the competition. The LESI NTV Chair must then apply to the USA Swimming  
22 Program and Events Committee or designee for approval.

23 (2) Requirements: The conditions established by the LESI NTV Chair and those listed in Article 202.8 of  
24 USA Swimming Rules and Regulations must be met. The USA Swimming observers must be  
25 officials certified by USA Swimming or the YMCA in LESI; this requirement may be waived and  
26 approved by the LESI Officials Chair.

27 ~~(3) Fees: The individual fees of any USA Swimming observers shall be in accordance with the fees~~  
28 ~~listed in Appendix B and paid by the meet host.~~

29 .3 **Fees:** The individual fees of any USA Swimming observers for other than OHSAA State Championship  
30 Tournament Meets shall be in accordance with the fees listed in Appendix B and paid by the meet host. *[This*  
31 *passage was relocated from original placement after A above.]*

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1	<b>HK-9</b>	<b>Adopted</b>	<b>Rejected</b>	<b>Adopted/Amended</b>	<b>Pulled</b>
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2 **Location:** P&P Section 5.5 Officials  
3 **Proposed By:** Julie Bare, Governance Committee

4 **Purpose:** To update wording to align with current practice of using officials from other LSCs as needed or as they  
5 volunteer.

6 **Effective Date:** Immediately

7 **5.5 Officials**

- 8 ~~.1 All competitions sanctioned in LESI shall be officiated by officials certified by LESI, unless waived by the LESI~~  
9 ~~Officials Chair. Officials certified in any other LSC may be assigned to deck positions at the discretion of the~~  
10 ~~Meet Referee. [re-number remaining]~~
- 11 **.2** The minimum number of certified officials per session at any meet sanctioned by LESI shall be determined by the  
12 LESI Officials Chair based on the entry, facility, format, and events for that meet.
- 13 **.3** No more than 50% of the deck officials at a meet or time trial sanctioned by LESI shall be affiliated in any manner  
14 with the host club (as an officer, relative of swimmer or coach, or otherwise) unless sufficient numbers of other  
15 officials are unavailable.
- 16 **.4** The LESI Officials Chair shall assign certified officials to meets on the schedule approved by the House of  
17 Delegates. Before meet assignments are made prior to the start of the season, the Meet Director may contact  
18 the LESI Officials Chair for the purpose of participating in the selection of officials for the meet.
- 19 **.5** Meet Hosts shall be responsible for finding their own officials for meets not on the schedule approved by the  
20 House of Delegates. The number and certification levels of the officials required for the meets shall be  
21 determined by the LESI Officials Chair or designee.
- 22 **.6** Fees: Each certified assigned official shall be paid by the meet host at the end of the meet or at the conclusion of  
23 the official's duties at the rate approved by LESI. (See Appendix B.)

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1	<b>HK-10</b>	<b>Adopted</b>	<b>Rejected</b>	<b>Adopted/Amended</b>	<b>Pulled</b>
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2 **Location:** P&P Section 5.7 Conduct of Sanctioned Competitions  
3 **Proposed By:** Julie Bare, Governance Committee  
4 **Purpose:** To update wording to align with current practice.  
5 **Effective Date:** Immediately

6 **5.7 Conduct of Sanctioned Competitions**

- 7 .1 All meets sanctioned by LESI shall be conducted in accordance with the rules and regulations of USA  
8 Swimming (Parts One, Two, ~~and Three~~, and Seven of USA Swimming Rules and Regulations).
- 9 .2 Camera Zones: *[no change]*
- 10 .3 All hosts of meets sanctioned by LESI shall verify coach membership requirements by implementing the  
11 following procedure:
- 12 A. Meet Host shall conduct coach registration at the meet at which time coaches shall sign in, have their  
13 coaching credentials verified, and receive a deck pass designed for that meet.
- 14 B. Meet Host shall require that all persons acting in a coaching capacity at the meet display the deck pass  
15 designed for that meet. Such deck passes shall be furnished by LESI.
- 16 C. Meet Host shall monitor the deck and remove any persons without authorized deck passes.
- 17 D. Any coach receiving a deck pass for the meet who shares that deck pass or otherwise allows it to be  
18 displayed by an unauthorized individual shall be subject to a fine of \$500 and/or hearing by the National  
19 Board of Review ~~loss of USA Swimming membership.~~
- 20 .4 Warm-up shall be conducted in accordance with the guidelines published by the LESI Operational Risk  
21 Committee.
- 22 A. *[no change]*
- 23 B. A minimum of four (4) warm-up marshals per course in addition to the Meet Safety Director shall be in  
24 position before warm-up may begin.
- 25 C. Continuous Warm-up *[no change]*
- 26 D. Length of Warm-up
- 27 (1) Where continuous warm-up is not available, a warm-up period of at least 10 minutes shall be  
28 provided prior to the swimming of individual events 400 yards/meters or longer, excepting those  
29 meets where only individual events 400 yards/meters or longer are offered.
- 30 (2) Warm-up sessions of 60 minutes or less for timed finals sessions or preliminary sessions should be  
31 split into two sessions if the average number of swimmers per lane is scheduled to substantially  
32 exceed 15 swimmers per lane for Short Course and 30 swimmers per lane for Long Course. The  
33 split shall be done at the discretion of the meet director and meet referee based on the meet and  
34 anticipated number of athletes for the session while ensuring a minimum of 30 minutes per group for  
35 swimmers age 14 and under, or a minimum of 40 minutes per group for swimmers age 15 and over.  
36 The meet referee may begin competition before the scheduled conclusion of warm-up if athletes  
37 have completed their warm-up and all scheduled swimmers for the first heat are available. General

- 1 warm-up may be conducted concurrent with the competition where a continuous warm-up is  
2 available.
- 3 (3) Warm-up for any timed finals or preliminary session shall be a minimum of 45 minutes unless split  
4 into sessions in accordance with the provisions listed above. Warm-up for any finals session shall be  
5 a minimum of 30 minutes.
- 6 E. Upon request, the Meet Safety Director or authorized official shall assign a coach to supervise swimmers  
7 who do not have a coach present during warm-up.
- 8 *[no further changes to this section]*
- 9 .5 Time Standards *[no change]*
- 10 .6 Entry Deadline: *[no change]*
- 11 .7 Entry Fees: *[no change]*
- 12 .8 Event and Session Start Times
- 13 A. At least fifteen (15) minutes must elapse between the end of the first session and the start of warm-up  
14 for the second session, except where the first session is trials and the second session is finals. This  
15 requirement may be waived by the Meet Referee and Meet Safety Director if, in their opinion, canceling  
16 the 15-minute break would help to alleviate a safety concern.
- 17 B. There shall be a minimum of ninety (90) minutes between the conclusion of the last event of the  
18 preliminary session and the start of finals competition.
- 19 C. *[no change]*
- 20 .9 Length of Competition – *[no change]*
- 21 .10 Timing: *[no change]*
- 22 .11 Awards: Meet hosts shall be responsible for purchasing and distributing their own awards at their meets in  
23 accordance with the following limitations:
- 24 A. Meet hosts and swimmers should be aware that a swimmer's present or future school athletic eligibility to  
25 compete could be affected by prize cost or value.
- 26 B. No individual high point awards shall be awarded in the 8-under age group.
- 27 C. No medals shall be awarded in those events in which the entry is limited to swimmers who are slower than  
28 the ~~National~~ NAG-A time standard, unless waived by the Board.
- 29 .12 Seeding: *[no change]*
- 30 .13 Scoring: *[no change]*
- 31 .14 Admissions/Heat Sheets: *[no change]*
- 32 .15 Individual/Relay Scratch Rule: Each swimmer/relay team shall be aware of the meet starting time and shall  
33 report to the proper meet authorities promptly upon call.

- 1 A. Pre-Seeded Meets: Each swimmer/relay team shall report promptly to the Clerk of Course or starting blocks  
2 prior to the race in which the swimmer/relay team is entered. Any swimmer/relay team not reporting for or  
3 competing shall not be penalized.
- 4 B. Events Seeded on the Deck
- 5 (1) Events seeded on the deck shall be closed for seeding no earlier than thirty (30) minutes prior to the  
6 start of the session. Host may provide alternate methods of check-in (such as email, phone, and fax)  
7 for swimmers who do not plan to arrive before the scratch deadline.
- 8 (2) Any swimmer who has checked in for an individual event 400 yards/meters or longer must swim in  
9 the event unless the swimmer notifies the Clerk of Course or Administrative Official before the  
10 seeding of the event has begun that the swimmer wishes to scratch; failure to scratch prior to  
11 seeding and not swimming the event will result in a fine of \$25.00 to the swimmer's club or to the  
12 unattached swimmer, except as noted in "Exceptions for Failure to Compete" (below). A declared  
13 false start or deliberate delay of the meet in events 400 yards/meters or longer is not permitted and  
14 will be regarded as a failure to compete.
- 15 (3) Any agent of a team (coach, parent, swimmer, etc.) who checks in a swimmer for any event when  
16 that swimmer is not present at the meet may cause a fine of \$2.00 per swimmer per day to be levied  
17 against that team.
- 18 (4) Events seeded on the deck and swum as a timed final with one or more heats swimming with finals  
19 shall provide the swimmer the opportunity to indicate their desire to swim only during the preliminary  
20 session by indicating this desire by placing a "P" next to their name on the ~~sign~~ check-in sheet. Any  
21 swimmer failing to indicate this desire who does not compete during the finals session shall be  
22 subject to a fine of \$25.00, except as noted in "Exceptions for Failure to Compete" (below).
- 23 C. ~~Scratching from Bonus Finals, Consolation Finals and Finals~~
- 24 (1) Any swimmer qualifying for a ~~C, B, or A (bonus, and consolation, or championship final or) final race~~  
25 in an individual event who fails to compete in said final race shall be barred from further competition  
26 for the remainder of the meet, except as noted below in "Exceptions for Failure to Compete." If such  
27 failure to compete occurs on the swimmer's last day of the meet, the swimmer's club shall be fined  
28 twenty-five dollars (\$25.00) by LESI. If the swimmer is not a member of a USA Swimming member  
29 club, the swimmer shall be fined \$25.00. A declared false start or deliberate delay of meet is not  
30 permitted and will be regarded as a failure to compete.
- 31 (2) In the event of withdrawal or barring of a swimmer from competition, the Referee shall fill the bonus,  
32 consolation, or championship final ~~or final~~ when possible with the next qualified swimmer(s). First  
33 and second alternates shall be announced along with the final qualifiers. These alternates shall not  
34 be penalized if unavailable to compete in the finals.
- 35 *[no further change]*
- 36 D. Exceptions for Failure to Compete: [no change]
- 37 .16 For meets that are being held in a Prelims/Finals (separate session) format, including all Lake Erie Swimming  
38 hosted meets, meet hosts shall post a psych sheet for public viewing or activate Meet Mobile no less than three  
39 (3) days prior to the day of the first event.
- 40  
41



1	HK-11	Adopted	Rejected	Adopted/Amended	Pulled
2	<b>Location:</b>	P&P Section 6 Records and Swimmer Recognition			
3	<b>Proposed By:</b>	Julie Bare, Governance Committee			
4	<b>Purpose:</b>	To update wording to align with current practice and to provide for the inclusion of mixed relays.			
5	<b>Effective Date:</b>	Immediately			

6 **SECTION 6 RECORDS AND SWIMMER RECOGNITION**

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7 **6.1 LESI Event Records**

- 8 .1 *[no change]*
- 9 .2 *[no change]*
- 10 .3 Record times may be achieved in initial splits distances of individual swims and lead-off legs of relays, provided  
11 that the official split is recorded by automatic timing or by three (3) hand-held watches, and is observed by the  
12 officials for a legal finish, and approved by the Administrative Official.
- 13 .4 Records will be maintained for all NAG events in yards and LC meters in the following categories: Girls and  
14 Boys and Mixed 10-under, 11-12, 13-14, 15-16, 17-18, and Open.
- 15 .5 *[no change]*

16 **6.2 LESI Swimmer Records**

- 17 .1 *[no change]*
- 18 .2 *[no change]*
- 19 .3 Record times may be achieved in initial splits distances of individual swims and lead-off legs of relays, provided  
20 that the official split is recorded by automatic timing or by three (3) hand-held watches, and is observed by the  
21 officials for a legal finish, and approved by the Administrative Official.
- 22 .4 Records will be maintained for all NAG events in yards and LC meters in the following categories: Girls and  
23 Boys and Mixed 10-under, 11-12, 13-14, 15-16, 17-18, and Open.
- 24 .5 *[no change]*

25 **6.3 LESI Top 10 Times**

- 26 .1 *[no change]*
- 27 .2 *[no change]*
- 28 .3 Times may be achieved in initial splits distances of individual events and lead-off legs of relays, if recorded in  
29 conformance with published guidelines.
- 30 .4 Top 10 listings will be maintained for all NAG events in the following categories: Girls and Boys and Mixed 10-  
31 under, 11-12, 13-14, 15-16, 17-over.
- 32 .5 *[no change]*

1           **.6**   *[no change]*

2   **6.4**   **LESI Swimmer Recognition Awards**

3           **.1**   Member athletes of LESI competing for the first time in an individual event at a USA Swimming national-level  
4           meet (Junior Nationals Championships, USA Swimming Spring Championships, National Championships, U.S.  
5           Open, Olympic Trials, Open Water Junior Nationals and Nationals, and Disability Championships) shall receive  
6           a towel from LESI.

7           *[no further changes]*

8   **6.5**   **LESI Records Coordinator** *[no changes]*

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HK-12	Adopted	Rejected	Adopted/Amended	Pulled
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**Location:** P&P Section 7 LESI All-Star Teams  
**Proposed By:** Julie Bare, Governance Committee  
**Purpose:** To update wording to align with current practice.  
**Effective Date:** Immediately

**SECTION 7 LESI ALL-STAR TEAMS**

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- 7.1 Arrangements concerning all-star teams representing LESI or Team Ohio shall be with the approval of the Board and under the direct supervision of the LESI Age Group Vice-Chair.
- 7.2 All chaperones, team managers and trainers shall ~~satisfactorily complete the background screening as administered by USA Swimming~~ be nonathlete members of USA Swimming.
- 7.3 All swimmers, coaches, chaperons and others involved shall be required to sign and adhere to the LESI Code of Conduct.
- 7.4 Funding for all-star teams shall be determined by the Board.
- 7.5 Only swimmers with year-round USA Swimming memberships will be contacted for inclusion on any LESI all-star teams or Team Ohio.
- 7.6 Swimmers and/or coaches who are delinquent in payment of any monies and/or fees due to LESI and/or who otherwise do not meet any of the certification/registration requirements of LESI are not eligible for inclusion on any LESI all-star team or Team Ohio.
- 7.7 **Conduct of specific events**
  - .1 **LESI Zone Team**
    - A. The Zone Team shall consist of properly qualified members of LESI as set forth in the Central Zone Handbook and in the meet entry information. ~~and, in any event, Additionally,~~ each Zone Team member must have competed in at least two LESI ~~sanctioned~~ scheduled meets ~~that are listed on the LESI meet schedule~~ during the Zone Team qualifying period, except for any Zone Team member that relocated into the LESI territory on or after May 1 of such qualifying period.
    - B. Prior to January 1, the Board shall annually name the Head Zone Coach(es) who, in turn, will select the remainder of the coaching staff, subject to the approval of the Zone Team Committee.
    - C. The Zone Team Committee shall be responsible for administering the affairs of the Zone Team, including but not limited to arranging for uniforms, transportation, lodging, meals and team entry.
    - D. The Zone Team shall be funded by LESI, ~~by donations, and by participant fees,~~ in the amount of \$38 per day of Zone Team competition and travel for each Pool Swimmer and \$45 total for each Open Water Swimmer, by participant fees, and by donations.
    - E. The Zone Team Chair or designee shall be the only person permitted to submit entries for LESI.
    - F. The preferences of the swimmers shall be given highest priority when selecting and entering individual events.

1 G. All 11 and Over swimmers and coaches of the Zone Team must travel, lodge and eat with the Zone Team  
2 until withdrawal from the Team or the conclusion of the Zone Team trip. All 10 and Under swimmers may  
3 travel with their families, stay with their families at the team hotel and arrange their own meals, and pay a  
4 lesser participant fee. LESI Board may grant exceptions to this policy with the agreement of the Zone  
5 Committee.

6 .2 ~~LESI Mid-States Team~~ **Team Ohio**: Swimmers from LESI and Ohio Swimming will be selected based on  
7 times achieved from September 1 of the current short course season through the deadline established by the  
8 planning committee. The previous season's times will not be used for selection purposes unless, in the  
9 judgment of the ~~team coach and~~ planning committee, qualified swimmers from the current rankings are not  
10 available.

11 A. Coaches will be selected by the Age Group Vice-Chair and by Ohio Swimming.

12 B. Swimmers are responsible for their own travel, hotel, and meal arrangements.

13 **7.8 Discipline of Members of LESI All-Star Team Code of Conduct Violations:** The following procedure shall apply to  
14 any violation of an Honor Code or the ~~USA Swimming~~ LESI Code of Conduct by an athlete, member coach, trainer,  
15 manager, ~~and~~ administrator or official that occurs during an LESI All Star/Zone Team/Mid-States trip where the penalty  
16 is to be assessed during the trip.

17 .1 The ~~All-Star/Zone~~ Team Director shall designate a team staff member ~~of the traveling team~~ to investigate the  
18 violation.

19 .2 Upon completion of the investigation, the Team Director shall decide whether to proceed with the complaint  
20 and, if so, what penalty to seek. If the Team Director elects to seek a penalty, which includes an athlete's  
21 being scratched from an event or being sent home, the individual shall be notified of the penalty sought,  
22 provided a copy of these procedures and notified that he/she has a right to an expedited hearing pursuant to  
23 these procedures.

24 *[no further changes]*

1	HK-13	Adopted	Rejected	Adopted/Amended	Pulled
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2 **Location:** P&P Section 8 Reimbursement for National Meets  
3 **Proposed By:** Julie Bare, Governance Committee  
4 **Purpose:** To update wording to align with current practice.  
5 **Effective Date:** Immediately

6 **SECTION 8 REIMBURSEMENT FOR NATIONAL MEETS**  
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8 **8.1 Philosophy** *[no change]*

9 **8.2** Application forms for reimbursement shall be completed using the guidelines included with the application. All  
10 applications must be received within two (2) weeks of the last day of the meet. Failure to submit any application for  
11 reimbursement by this deadline shall result in 50% reimbursement unless extenuating circumstances are presented to  
12 and accepted by the Treasurer ~~the Board~~. Reimbursement applications submitted more than 45 days from the last day  
13 of the meet will not be reimbursed.

14 **8.3 Basis for Reimbursement - Travel reimbursement shall be given only for meets outside of LESI.**

15 .1 Teams: *[no change]*

16 .2 Coaches: *[no change]*

17 .3 Athletes: *[no change]*

18 A. USA Swimming Sectional, Pro Series Meets or Paralympic Domestic Regional Meets: teams shall be  
19 reimbursed at a flat dollar rate of \$100.00 per swimmer. Unattached individuals shall be reimbursed  
20 similarly. In order to be reimbursed, the swimmer must compete in the meet. Relay-only swimmers will be  
21 considered to be ½ of a swimmer. ~~Travel reimbursement for Sectionals shall be given only for meets~~  
22 ~~outside of LESI.~~

23 B. *[no change]*

24 C. *[no change]*

25 D. *[no change]*

26 E. Open Water Junior Nationals and Open Water National Championships (5k, 10k): travel cost plus \$50.00.

27 F. *[no change]*

28 G. *[no change]*

29 .4 Officials: The base amount shall be travel cost as listed in .5 below or \$70.00 per day for each day of  
30 competition, whichever is greater.

31 A. *[no change]*

32 B. *[no change]*

33 C. *[no change]*

- 1 D. ~~No funding shall be available for meets conducted within the geographic boundaries of LESI unless an~~  
2 ~~official's permanent residence is 45 miles or greater from the meet site as determined by current MapQuest~~  
3 ~~routing and mileage. [re-letter remaining]~~
- 4 E. Funding shall apply only to Olympic Trials, USA Swimming National Championships, U.S. Open, Junior  
5 Nationals, Futures, Sectionals, Pro Series, Open Water Junior/National Championships, and Central Zone  
6 Championships, provided the meet is a qualifying meet for national certification.
- 7 F. *[no change]*
- 8 .5 *[no change]*
- 9 .6 *[no change]*
- 10 .7 **LSC Participation** – In order for a team to be reimbursed 100% of the amount accrued as provided herein, the  
11 team must have earned a minimum of 50 club service points in the preceding award period (May-April). Those  
12 not satisfying the club service requirement will be reimbursed 80% of the amount accrued. Club Service Criteria  
13 and Schedule of Points shall be annually posted on the LESI website.
- 14 A. *[no change]*
- 15 B. *[no change]*

16 **8.4 Eligibility**

- 17 .1 Those swimmers representing LESI member clubs or competing UN-LESI shall be eligible for reimbursement.
- 18 .2 Those coaches who are current coach members in LESI and representing one or more swimmers eligible for  
19 reimbursement shall be eligible for reimbursement. Reimbursement shall not exceed one coach per six  
20 swimmers.
- 21 .3 Officials must be currently certified and registered in LESI and have worked a minimum of ten sessions at LESI  
22 meets in the previous year.
- 23 .4 In order to be eligible for reimbursement for meets other than Olympic Trials, an athlete must have satisfied the  
24 following participation requirements:
- 25 A. Competed in at least two LESI ~~sanctioned~~ scheduled meets in the twelve months preceding the meet for  
26 which the reimbursement is being requested.
- 27 .5 In order to be eligible for reimbursement for Olympic Trials, an athlete must have competed in at least one LESI  
28 scheduled meet in the twelve months preceding Trials.

29 **8.5 Percentages allowed** *[no change]*

30 **8.6** *[no change]*

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1	<b>HK-14 Adopted</b>	<b>Rejected</b>	<b>Adopted/Amended</b>	<b>Pulled</b>
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2 **Location:** P&P Section 10 Officials  
3 **Proposed By:** Julie Bare, Governance Committee  
4 **Purpose:** To update wording to align with current practice. Requirements are generally the same for deck officials,  
5 admins, and referees  
6 **Effective Date:** Immediately

7 **SECTION 10 OFFICIALS**

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8 **10.1 Officials Committee** *[no changes]*

9 **10.2 Officials Chair:** *[no changes]*

10 **10.3 Certification of Deck Officials**

11 .1 Requirements

12 A. Qualifications: Officials must be at least 18 years of age and non-athlete members of LESI and satisfactorily  
13 complete background screening and athlete protection requirements established by USA Swimming and  
14 paid for by LESI.

15 B. *[no changes]*

16 C. *[no changes]*

17 .2 Certification shall be granted in accordance with the standards and procedures established and published by the  
18 Officials Committee.

19 ~~10.4 Certification of Referees~~

20 ~~.1 Requirements~~

21 ~~A. Testing: Referees must complete and pass both the USA Swimming test for referees and the LESI meet~~  
22 ~~administration/rules test with a minimum score of 85%, corrected to 100%.~~

23 ~~B. Apprenticeship: Referees must apprentice on deck in accordance with the guidelines, standards, and~~  
24 ~~procedures established and published by the Officials Committee.~~

25 ~~.2 Certification: Certification shall be granted in accordance with the standards and procedures established and~~  
26 ~~published by the Officials Committee.~~

27 *[re-number remaining]*

28 **10.5** Recertification shall be determined and administered in accordance with the guidelines, standards, and procedures  
29 established and published by the Officials Committee.

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1	<b>HK- 15</b>	<b>Adopted</b>	<b>Rejected</b>	<b>Adopted/Amended</b>	<b>Pulled</b>
2	<b>Location:</b>	<b>P&amp;P Section 11</b> LESI Publications and Communications			
3	<b>Proposed By:</b>	Julie Bare, Governance Committee			
4	<b>Purpose:</b>	To update wording to align with current practice.			
5	<b>Effective Date:</b>	Immediately			

6     **SECTION 11**                    **LESI PUBLICATIONS AND COMMUNICATIONS**

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- 7     **11.1**    LESI Bylaws shall be updated as required and will be available for download from the LESI website.
- 8     **11.2**    ~~Handbook (includes Policy and Procedures, Directory, and Records)~~ shall be published annually in an electronic format  
9            and available on the LESI website. Online publications may be censored to protect the privacy of its members.  
10           Members of LESI may request a full printed version of the Handbook (includes Policy and Procedures, and Directory,  
11           ~~and Records~~) at no cost by filling out the online request form located on the LESI website.
- 12    **11.3**    Newsletters shall be published as needed and distributed to all club contacts and to others as appropriate.
- 13    **11.4**    Top 10 listings shall be published in accordance with Section 6.3 and posted on the LESI website.
- 14    **11.5**    Website shall be maintained at lakeerieswimming.com.
- 15    **11.6**    Social Media accounts such as Twitter, Facebook, and Instagram may be administered by LESI.

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1	<b>HK-16</b>	<b>Adopted</b>	<b>Rejected</b>	<b>Adopted/Amended</b>	<b>Pulled</b>
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2 **Location:** P&P Section 14 Complaint Resolution  
3 **Proposed By:** Julie Bare, Governance Committee  
4 **Purpose:** To update wording to align with current practice.  
5 **Effective Date:** Immediately

6 **SECTION 14** **COMPLAINT RESOLUTION**

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7 **14.1** At the discretion of the General Chair, a panel may be assigned to investigate any matter brought to their attention by  
8 upon the submission of a written complaint.

9 **14.2** The investigative panel shall determine if there is sufficient merit to justify a hearing by the LESI Administrative Review  
10 Board or ~~Central Zone~~ National Board of Review. If merited, the investigative panel shall forward the complaint to the  
11 appropriate body. If the investigative panel finds no merit, it shall notify the complainant who may submit the complaint  
12 directly to the ~~Central Zone~~ National Board of Review in accordance with Part Four of the USA Swimming Rules &  
13 Regulations.

14 **14.3** Where appropriate, an investigative panel may work with the complaining party to broker a solution to a problem.  
15 Where a satisfactory solution cannot be effected, the complaint shall continue through the hearing process in  
16 accordance with Part Four of the USA Swimming Rules & Regulations or Article 13 of the Lake Erie Bylaws.

P-1	Adopted	Rejected	Adopted/Amended	Pulled
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**Location:** Bylaws Section 7.4

**Proposed By:** Athletes Committee

**Purpose:** To establish an Athletes Executive Committee.

**Effective Date:** Immediately

7.4 STANDING COMMITTEES & COORDINATORS

.1 ATHLETES COMMITTEE

- A. CHAIR - The Senior Athlete Representative or his/her designee shall be the chair of the committee.
- B. MEMBERS - The Athletes Committee shall consist of the Athlete Representatives, the Athlete At-Large Board members, all members of the Athletes Executive Committee, and each club member's athlete representative. The Administrative Vice Chair shall serve as the liaison to the Athletes Committee and ensure that their elections are held in accordance with the LESI Bylaws.
- C. DUTIES - The Athletes' Committee shall have general charge of the business and affairs of the Athletes of LESI, and shall elect the Athlete Representatives and undertake such activities (a) delegated to it by the Board of Directors or the General Chair or (b) undertaken by the Committee as being in the best interests of the Athlete Members, LESI, USA Swimming and the sport of swimming.
- D. ATHLETES EXECUTIVE COMMITTEE – There shall also be established an Athletes Executive Committee.

- (1) CHAIR – The Senior Athlete Representative shall be the chair of the Athletes Executive Committee.
- (2) MEMBERS – The Athletes Executive Committee shall consist of the Athlete Representatives, the Athlete-At-Large Board members and four (4) additional athletes, who are elected as follows and who may not be an Athlete Representative or an Athlete At-Large Board Member, but who may be a club member's athlete representative to the House of Delegates. One such additional athlete shall be elected each year for a four-year term, or until his or her respective successor is elected. At the time of election, such additional athlete must (a) be an athlete member in good standing; (b) be a rising freshman in high school, (c) be currently competing, or have competed within the one (1) immediately preceding year, in the program of swimming conducted by LESI or another LSC; and (d) have his or her place of permanent residence in the Territory and expect to reside therein throughout at least the first half of the term (other than periods of enrollment in an institution of higher education). The balloting shall take place at the meeting of the Athletes Committee prior to the annual meeting of the House of Delegates. Such additional athlete elected shall be determined by a majority of the members of the Athletes Committee present and voting. In no case shall the additional athlete elected in any year be a member of the same club as any two (2) other additional athletes who will be concurrently serving (i.e., no more than two (2) of the additional athletes shall be members of the same club).
- (3) DUTIES – The Athletes Executive Committee shall be empowered to act on behalf of the Athletes Committee in between meetings of the Athletes Committee.

1	P-2	Adopted	Rejected	Adopted/Amended	Pulled
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2 **Location:** Bylaws Section 4.1

3 **Proposed By:** Athletes Committee

4 **Purpose:** To ensure that all members of such committee have a vote at the House of Delegates.

5 **Effective Date:** Immediately

6 4.1 MEMBERS - The House of Delegates of LESI shall consist of the Group Member Representatives (including the Club  
7 Member Representatives and the Organizational Member Representatives), the Board of Director Members, all  
8 members of the Athletes Executive Committee, certain Committee Chairs and Coordinators, the Non-Athlete At-Large  
9 House Members, and Athlete At-Large House Members.

10 ...

11 .6 ATHLETES EXECUTIVE COMMITTEE – Athlete Executive Committee members as designated in Article 7.4.

P-3	Adopted	Rejected	Adopted/Amended	Pulled
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**Location:** P&P Section 5.7 Conduct of Sanctioned Competitions – Time Standards  
**Proposed By:** Julie Bare, Governance Committee  
**Purpose:** To establish an automatic penalty for violating the “slower than” time standard.  
**Effective Date:** Immediately

**.5 Time Standards**

- A.** Meets sanctioned in LESI may establish qualifying time standards that swimmers must have achieved before entering events.
- B.** For meets with “slower-than” time standards, swimmers may not compete in an event in which they are faster than the listed time standard as of the meet entry deadline. Teams of swimmers who enter swimmers in events for which they are too fast shall be fined \$25.00 per swimmer per event. Swimmers who deck enter an event for which they are too fast shall be fined \$25.00 per event. Any violators may be referred to the National Board of Review.

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**Location:** P&P **Appendix B – Fee Schedule for LESI Officials**

**Proposed by:** Bob Martens

**Purpose:** To change the fees schedule for LESI Officials in certain situations.

**Rationale:** Officials should be paid for entire meet if the meet is held in a location far from their home and they are not able to travel home in between sessions. Minimum fees for referee and admin should be increased for second session of non-consecutive sessions because they are often working well past the session end time seeding finals and do not have a chance to leave.

**Effective Date:** Immediately

**APPENDIX B: FEE SCHEDULE FOR LESI OFFICIALS**

**Meet Referee:** \$8.00/hour (start of duties to end of duties) plus \$10.00 (minimum pay of \$45).

**Meet Admin:** \$8.00/hour (start of duties to end of duties) plus \$10.00 (minimum pay of \$45).

**Deck officials:** \$8.00/hour (start of meet to end of meet **if the sessions are consecutive, or start of each session to end of each session if the sessions are non-consecutive**) (minimum pay of \$35). Officials who chose to work one session of two consecutive sessions shall receive \$8.00 per hour, no minimum.

**Invigilator:** \$8.00 fee. Plus \$2.00 for 1-15 minutes in excess of 60 minutes.

**Timer’s Meeting:** \$4.00 fee.

Where the facility charges for parking, meet host shall reimburse or provide passes.

**Note:** Minimum pay applies to any meet with consecutive sessions or to each session where the sessions are non-consecutive. Sessions are considered to be non-consecutive when the end of one session is 90 minutes or more before the start of the warm-up for the next session **(except where an official lives 60 minutes or more from the meet location, in which case the sessions shall be considered to be consecutive for such official regardless of the duration of the period between the two sessions)**. Where the referee or admin for non-consecutive sessions are the same person(s) as the previous session, the minimum pay for the second session shall be ~~\$35~~**45**.