

## MEETING OF THE LAKE ERIE SWIMMING BOARD OF DIRECTORS

Monday, January 18, 2021 Zoom Meeting

### Minutes

**Mission:**

To enrich the lives of our athletes through the sport of swimming by providing safe and inclusive programming in a culture that encourages competitive excellence and personal growth.

**Vision:**

Lake Erie Swimming inspiring the pursuit of excellence in swimming and in life.

**Branding words:**

Lead; Engage; Succeed; Inspire

**Call to Order:** Vince Colwell

**Roll Call:**

Stacey Aroney, Eileen Bringman, Branden Burns, Vince Colwell, Pam Cook, Erin Crabtree, Diane Finnerty, Josh Forsythe, Adam Katz, Mark Krusinski, Kristen MacPhail, Mia Nagle, Sarah Tobin, Zach Toothman

**Not in attendance:**

Sonja Haywood, Megan Maholic

**Conflict of Interest Declarations:** NONE

**Addition(s) to and Approval of Agenda:** APPROVED

**Approval of Consent Agenda:** APPROVED

**Announcements:**

1. Central Zone Updates
  - a. The Central Zone athlete count is down one third from 2020
  - b. Sectional meet committee will include the Senior Chair and Senior Coaches Rep from each LSC and the general committee will appoint athletes.
2. The LE Bylaws are posted on the website

**Action Items:**

1. LESI SC Championship Meets
  - a. The Senior Champs Meet Committee met and discussed the following
    - i. 2020 – there were 270 girls and 250 boys which is too many swimmers to run in a single gender session
    - ii. The two hour session may be a problem for this meet. Sr Champs Committee will talk to Operational Risk/COVID Task Force to see if the sessions can be extended if necessary
    - iii. Discussed doing A flight/B flight

- iv. LE would like the meet to be on March 5-7, 2021. Currently both SPIRE and Canton are booked on that weekend. If one of these pools are available then LESI will reserve it.
  - b. The Senior Chair, Eileen Bringman and the Age Group Chair, Erin Crabtree have discussed doing a combined meet at two sites (SPIRE and Canton) and assigning teams to the sites and merging the results. Both chairs are still hoping for two separate meets but will combine if necessary.
  - c. The Age Group Champs Meet Committee will meet on January 24, 2021 and will give a report to the General Chair on Monday, January 25.
    - i. The Age Group Committee has secured Canton for the weekend of March 12-14, 2021 but all meets have to be approved by the Canton City Health Department so Canton may not be a possibility
  - d. The LESI BOD will have to vote on both Sr Champs and Age Groups and will vote the week of January 25 either via Zoom or email.
2. Sanction Fees
- a. MOTION: Continue to keep the sanction fee at 2% until March 31, 2021  
**PASSED**
    - i. As of January 1, 2021 sanction fees are back to 20%
    - ii. The 2021 budget reflects sanction fees at 20%
    - iii. \$8,000-\$12,000 may be lost if we decrease to 2%
    - iv. Teams may not host meets if we go back to 20% and then we will lose the \$3 surcharge as well as the 2% sanction fee
    - v. If teams do not host meet then swimmers will not have the opportunity to swim
3. MOTION: Approval of Athletes Executive Committee responsibilities, mission statement, etc. **PASSED**

### **Athletes Executive Committee (AEC)**

**Mission:** To unite athletes from all teams to foster leadership and initiative within their local communities to maximize every athlete's full potential for excellence in the pool and life.

**Membership:** The Athletes Executive Committee shall be composed as follows: the Senior Athlete Representative who shall serve as Chair, the Junior Athlete Representative, the BOD Athlete At-Large Representative(s), four (4) additional members elected by the Athletes Committee, two each year for a two-year term. At the time of election, the athlete must be no greater than a rising junior in high school. The election shall be held during the Athletes Committee meeting held prior to the Spring meeting of the House of Delegates. If a current member of the AEC is subsequently elected as the Junior Athlete Representative or any other vacancy should exist, the Athletes Committee shall immediately elect an athlete to fulfill the term of the vacated seat. Such an athlete cannot be greater than a junior at the time of election.

### **Responsibilities:**

The AEC shall be responsible for choosing monthly discussion corner topics which are interactive forms to educate and engage the club athlete representatives on various topics of what it means to be an athlete representative, leadership qualities, and other news throughout the LSC. The AEC has the authority to act for the Athletes Committee between meetings of the

Athletes Committee. The AEC also governs all athlete committees within Lake Erie Swimming and shall establish goals for each committee. The AEC shall establish and annually review the mission statement of each committee.

January:

- Brainstorm events for championship meets or other events
- Wrap up of Winter Service Initiative

February:

- Plan for Championship Meets Events
- Initiate brainstormed events.

March:

- Enact and Wrap up Championship Meets Events
- Start Brainstorming Spring Service Initiative
- Plan for Junior Athlete Representative Elections
- Oversee selection of the recipient of the Athletes Award.

April:

- Plan Spring Service Initiative
- Run Junior Athlete Elections
- Run Athletes Committee Meeting prior to Spring HOD

May:

- Run Spring Service Initiative

June:

- Wrap up Spring Service Initiative
- Brainstorm events for the future
- Brainstorm LE Wide Athlete's Practice/Workout Event

July:

- Plan LE Wide Athlete's Practice/Workout Event

August:

- Host an LE Wide Athlete's Practice/Workout Event

September:

- Plan to attend Convention (Senior Rep or Junior Rep)
- Attending BOD Athlete Rep reports back to AEC
- Brainstorm Events for Future

October:

- Brainstorm for Winter Service Initiative

November:

- Plan for Winter Service Initiative

December:

- Enact Winter Service Initiative

### **Membership Requirements**

The AEC members shall be committed to participating in any event, task, or meeting in the best interest of the LSC. If an AEC member misses three (3) consecutive meetings or events they are scheduled to attend the Senior Athlete Representative will send a warning to the member. If the AEC member misses five (5) meetings or events in a calendar year the member will be expelled from the committee if the Board Athlete Representatives deem it necessary. An appointment by the Senior Athlete Representative will be made and approved by the AEC.

### **Service Initiatives and Projects Committee**

**Mission:** To serve the community by encouraging athletes to participate in service opportunities throughout Lake Erie Swimming.

**Membership:** The Service Initiatives and Projects Committee shall be composed of one of the Board of Directors Athlete Representatives who will serve as chair and 3-5 additional athlete members.

**Responsibilities:**

1. Keep the Athletes Committee members informed of the activities of the committee or the LSC since the last committee meeting
2. Create/Participate in at least two service projects throughout the year; one during short course season (fall/winter) and one during long course season (spring/summer).
3. Service projects to be completed by Lake Erie Swimming individually or with other LSC's.
4. Service projects chosen for that year are determined by the Committee Chair with advice and consent of the committee.
5. Similar successful service projects can be repeated every year.

### **Online Engagement Committee**

**Mission:** To inform the Lake Erie Swimming community of important announcements, athlete accomplishments, and provide fun activities, while also encouraging participation in our governance outside of the pool.

**Membership:** The Online Engagement Committee shall be composed of one of the Board of Directors Athlete Representatives who will serve as chair and 3-5 additional athlete members.

**Responsibilities:**

1. Determine what should be posted on the social media accounts (examples: college commitments, LESI event announcements/updates, social participation ideas, etc.)
2. Update the various LESI social media accounts to reflect current events and happenings
3. Update the Athlete Page on the LE Website as needed by contacting the Office Manager with information to post.
4. Update the Athlete Feature every two (2) weeks by emailing name, accomplishment, and an image of the selected athlete to the Permanent Office.
5. Create a positive online environment that promotes AEC activities and encourages participation.
6. Maintain the athletes committee email and calendar for communication with the athletes and for meetings.

### **Athlete Events and Operations Committee**

**Mission:** To strengthen and unite the community of all athletes from all teams within Lake Erie Swimming by initiating inclusive events that are fun and engaging which help to instill relationships among athletes for a lifetime.

**Membership:** The Athlete Events and Operations Committee shall be composed of one of the Board of Directors Athlete Representatives who will serve as chair and 3-5 additional athlete members.

**Responsibilities:**

1. To oversee all operations that involve the athletes.
2. To create and organize events that will engage the athletes and create increased participation in Lake Erie Swimming.
3. To organize events for the 8& Under Championships, Regional Championship meets, Junior Olympic meets, and Senior Championship meets.
4. To work with the other committees in any capacity that is necessary to serve the athletes.

**Budget Committee**

**Mission:** To oversee financial matters as approved by the AEC for the purpose of enabling the Athletes Committee and subcommittees to fulfill their missions.

**Membership:** The Budget Committee will consist of the Board of Directors Athlete Representatives, and the Senior Athlete Representative will chair the committee.

**Responsibilities:**

1. To identify the financial needs of all committees for their administration and project execution.
2. To create a yearly athletes' budget for planned events.
3. To cooperate with the Service Initiatives and Projects Committee to create fundraising opportunities for volunteer events.
4. To review the budget and monitor monthly spending of athletes' committees.
5. To discuss with the Finance Chair and Treasurer of the Board of Directors regarding monetary concerns.

**Discussion Items:**

1. Fall HOD – move this to old business for further discussion as we do not know what will be happening in September/October
2. Board Awards – please bring nominations for the Forkapa Award and the Board Award to the February meeting

**Reports:**

1. Athlete Reps – Zach Toothman, Mia Nagle, Megan Maholic
  - a. Megan Maholic and her committee will be working with Pam Cook to re-design the athlete page on the LE website
  - b. Athletes will continue their Coaches Corner
2. Coaches Reps – Stacey Aroney & Josh Forsythe
  - a. No report

3. Admin Vice Chair – Kristen MacPhail
  - a. Legislation: No report
  - b. Awards Committee: Heather Stewart: What does the board want to do about the awards program? We can post the awards program again if necessary like we did last April. Any other ideas or thoughts
  - c. Sanction Committee: Nancy Veto: Since December 10, We have sanctioned 14 meets. Of those 14, 7 were/are open to any teams. LSSC took over the Braun meet which LESD cancelled. So that was a separate sanction number but the same meet. So technically, there were only 6 new meets. 8 were/are either Intrasquad or Dual Meets, one of which was cancelled. LESD- working on Frozen and last chance sanctions
  - d. Club Incentive Committee: still in the works
4. Senior Vice Chair – Eileen Bringman
  - a. Working on SC Senior Championships
5. Age Group Vice Chair – Erin Crabtree
  - a. The Mid States meet is delayed indefinitely; it is probably not going to happen
  - b. Working on SC Age Group Championships
6. Technical Planning – Adam Katz
  - a. No report
7. Treasurer – Diane Finnerty
  - a. 2020 Profit & Loss Statement was presented
8. Finance Chair – Mark Krusinski
  - a. No report
9. Operational Risk – Branden Burns
  - a. Will work with the Championship Meet Committees to make sure COVID protocols are in place and will look at extending session length if necessary
10. Secretary – Sarah Tobin
  - a. No report
11. Membership/Registration/Permanent Office – Pam Cook
  - a. Registration Stats
    - i. LE is down about 25% in athlete count

	January 18, 2021	End of January 2020
Athletes	2416	3199
Non Athletes	231	251
Clubs	36 (2 waiting approval)	40

12. Safe Sport – Sonja Haywood
  - a. No report

**Old Business**

1. We still need the committee list from Technical Planning
2. Board Evaluation Documents - Vince will meet with committee and look what the Governess Committee has done and will report at the next meeting
3. Newsletter/website advertising –
  - a. Mark Krusinski reached out to a few companies but they either could not commit to sponsoring this year or they have a very complicated process to get funding/advertising
  - b. Kristin MacPhail will put together a document/policy for advertising so companies can advertise on our website or at LESI hosted meets/events

**New Business**

**Meeting Adjourned at 8:20 p.m.**

**Next Meeting:**

Monday, February 15, 2021 at 7:30 pm via Zoom

May need a special meeting the week of January 25 to vote on SC Championship Meet formats, dates, locations, etc.

Respectfully submitted

Sarah Tobin