

Lake Erie Board Meeting
June 15, 2009
Solon Ohio Police Station – Community Room

Present: Mike Babbin, Julie Bare, Maryn Bieganski, Bob Burwell, Kelly Cartwright, Morgan Cohara, Pam Cook, John Elliott, Mike Gaudiani, Lori King, Chuck Kunsman, Cathy Lautenschleger, Greg McAtee, Tina McCauley, Dave Olivier, Rick Stacy, Sarah Tobin

Absent: Marilyn Duman, Heather Holmes

Guests: Frank Campbell

The meeting was called to order at 7:30pm by Julie Bare.

Motion to approve the May minutes. Approved.

Addition to the June agenda – Pam received a call from a parent with a disabled swimmer who is having a procedure difficulty. (Regan Brady).

Action Items

1. Approval of COPPA Policy (Pam)
 - The Children’s Online Privacy Protection Act, Effective April 21, 2000, applies to the online collection of personal information from children under 13. The new rules spell out what a web site operator must include in a privacy policy, when and how to seek verifiable consent from a parent and what responsibilities an operator has to protect children’s privacy and safety online.
 - The COPPA Policy apply to individually identifiable information about a child that is collected online, such as a full name, home address, email address, telephone number or any other information that would allow someone to identify or contact the child. The Act and Rule also cover other types of information – for example, hobbies, interests and information collected through cookies or other types of tracking mechanisms – when tied to individually identifiable information.
 - LESI adheres to the COPPA through the following website policy:
 - There is no advertising permitted on the LESI website.
 - There is no collection of personal information on the LESI website which includes full name, home address, email address, telephone number or any other information that would allow someone to identify or contact the child.
 - There is no tracking information associated with the LESI website.
 - There are no pictures of children allowed on the LESI website.
 - LESI provides a link to the policy stated above so parents of minor children are aware that LESI collects no information on its website.
 - **Motion to approve the COPPA Policy. Approved.**
2. Proposal for LESI Birth Certificates Requirement Policy (Pam)
 - LESI requires a birth certificate or other legal documents which contain legal name and birth date for new swimmers to USA Swimming. LESI does not prohibit membership if a birth certificate or other legal document is not provided for new swimmers to USA Swimming.
 - Due to privacy concerns and technology advances in electronic registration, LESI proposes that LESI member clubs develop procedures and associated forms, if appropriate, to document legal name and birth date at the club level. Such legal documents may be shown to the club registrar and not given to the club registrar. The accuracy of the registration is determined at the club level, inputted into the electronic club database and sent electronically to the LSC registrar.
 - The effect of this proposal will be less paperwork and less sensitive, confidential paperwork passing through multiple hands.
 - The policy will take effect for the 2010 registration year.
 - **Motion to approve the birth certificate policy. Approved.**
3. Approval of 2009-2012 Quad Budget (Mike)
 - Mike followed the trend of the past. We usually don’t spend all of the money budgeted.
 - **Motion to approve the Quad Budget. Approved.**
4. Nominations for the Nominating Committee
 - **The Nominating Committee nominations need to be published before the HOD meeting. Members need to be members of the HOD. Nominating Committee can’t have more than three Board members. Motion to re-**

nominate the current nominating committee (George Bare (Chair), Frank Campbell, Kevin Harrod, Eric Peterson, Tom Stacy, and Cindy Virdo and include Morgan Cohara. Approved.

5. Approval of Committee Chair Appointments – Motion to approve the Committee Chair appointments listed below. Approved.

- Camps – Matt Davis
- Meet Management – Sharon Badertscher and Julie Knurek
- Scheduling – Frank Campbell
- Open Water – George Bare
- IMX – Dana Trau
- Handbook – Ginny Foster
- Volunteer Recognition – Melinda and Dale Phillips
- Awards Program – Nancy Veto

Discussion Items

1. Greater Cleveland Sports Hall of Fame (Julie) – Julie nominated Diana Munz. Diana Munz will be inducted on September 17th. There is a dinner reception at Landerhaven. It would be nice if LESI bought a table at the reception. Anybody can make a donation. Motion to cover the cost of the dinner for Board Members and \$100 sponsors for the event. Approved.
2. Newsletter & Distribution (Sarah) - This would be different than the weekly LESI newsletter. Julie would like this mailed to everybody's house. It would be distributed monthly or quarterly with feature articles written by the Chairman, Clubs, Coaches, Officials, and athletes. Motion to distribute a quarterly newsletter and mail it through bulk mail. Approved.
3. Criteria for the gift of Life Membership – Pam, Julie and Marilyn (all given a life membership) will join a task force to decide the criteria for being given a life membership.
4. 2010 Budget (Mike) – Typically we take a balanced budget to the HOD. Mike asked how big of a deficit are we willing to look at. Right now the deficit is \$18,000. It doesn't matter what any one year's deficit is, as long as during the 4 year period we are even.
 - Need to add \$500 for an Inland Open water meet at Portage Lakes.
 - Also an additional \$1000 including printing and bulk mailing for the newsletter is needed.

Executive Committee Reports

Athlete Representatives:

Senior Rep – Kelly Cartwright – no report

Junior Rep – Mike Gaudiani – no report

At-Large – Maryn Bieganski - no report

At-Large – Morgan Cohara – no report

- Morgan questioned the approved swimwear list. Julie stated that FINA issued a list of swimsuits approved for competition. The approved list has 202 swimsuits. Julie also stated that the officials will assume that the suits that are worn during competition are approved. They will only check if somebody complains to the Referee about a specific suit. A new list will come out next week.

Senior Coach Representative: Greg

- Greg emailed the coaches about Mark Gangloff's clinic.

Junior Coach Representative: John – no report

General Chair: Julie – no report

Administrative Vice Chair: Sarah Tobin

- Sarah has three gift cards available to send to volunteers.

Senior Vice Chair: Rick Stacy – no report

Age Group Vice-Chair: Tina McCauley

- Frank has sent out the 2010- 2011 meet information.
- Dana Trau is meeting with Heather before she moves to get her information on the IMX program.
- Tina has class every Monday night and will not be able to attend the Board meetings beginning in September.

Treasurer: Lori King – no report

Secretary: Cathy Lautenschleger

- BMSC filed for an appeal to their fine from the spring HOD.

Finance Vice-Chair: Mike Babbin

- The Internal Audit was completed. The goal was to insure that funds were not being mis-appropriated by the Finance Vice Chair or the Treasurer.
 - Two non-board members, Matt Dorsch and Craig Yaniglos audited transactions for the first half of 2009. Each auditor selected a month's transaction. Each was given the monthly journal and all associated receipts and asked to reconcile the transactions. All transactions were found to be properly documented.
 - The Finance Committee recommends approval of the 2009 internal audit. **Motion to approve the 2009 internal audit. Approved.**

Legislation Chair: Bob Burwell

- It is time to re-write the scratch rule. Bob welcomes any suggestions.

Safety Chair: Marilyn Duman - no report - absent

Officials Chair: Chuck Kunsman

- LESI Coach Certification – Chuck distributed a list of local American Red Cross Offices where Coaches can get their certification. Twice a year (April and September) LESI will offer LESI Coach Certification. This will be posted on the LESI website.

Technical Planning: Heather Holmes - no report - absent

Zone Chair: Dave Olivier

- Nobody has signed up for Zones yet.
- There will be a table set up at Busbey.
- July 10th is the date swimmers who qualify must be registered. Swimmers may qualify through Champs, but all of the paperwork must be completed by the end of the Championship meet.

Registration/Membership Chair: Pam Cook

Registration Report 2009

Athletes - 3630
Non-Athletes - 255
Clubs – 32

Sanction Chair: Frank Campbell

- Frank has sent Tina the sites for the Short Course dual meets.

Old Business

1. Convention Status – No athletes are going to Convention. We really need an athlete to attend. Julie suggested that Cathy go with Dana. Cathy will check with Dana and let Julie know ASAP.
2. LEAP – We are currently working on LEAP 2. We have 50 points. We need 69.5 points to pass LEAP2.
3. Date for Awards Program – May 2nd. It would be nice to have it in conjunction with the HOD meeting.
4. HOD Location – The owner of Pinnacle is willing to work with us.
5. Conference call procedures – Julie distributed the procedures for conference calls. The calls are 3.7 cents per minute.

New Business

- Regan Brady's Mom called Pam. She has a disability swimmer who is deaf. Regan wears an implant that must be removed before she swims (It costs about \$7500). The mom would like a procedure in place so that she doesn't have to talk to the meet host at each meet. Regan's mom will need to advise the Meet host and Safety Director of each meet. It was stated that special accommodations need to be identified when entering the meet. Regan needs to take the implant out before she steps on the blocks. The mom can be on deck as a "personal assistant", but may not stand at the block and interfere with the starts. Regan needs to learn to use hand signals. Pam will notify Regan's mom about the procedure.

Meeting was adjourned at 8:40pm

Respectfully submitted,
Cathy Lautenschleger, Secretary

Next Meeting: September 21st at 7:30pm at the Solon Police Station.