

METROPOLITAN SWIMMING, INC.

BOARD OF DIRECTORS MEETING

Sunday, February 25, 2007

PRESENT: Mary Fleckenstein, David Ellinghaus, Barry Roffer, Paul Furbeck, Bob Vializ, Mary Ann Senecal, Corinne Cody, Monique Grayson, Brian Brown, Scott Bartleson, George Rhein, Rich Finkelstein, and Len Galluzzi.

EXCUSED/ABSENT: Bea Hartigan, Carolyn Johnson and Larry Collins.

1: CALL TO ORDER, WELCOME, and INTRODUCTIONS:

The meeting was called to order at 11:45am at Lehman College, in between prelims and finals of Senior Mets. Mary welcomed all members in attendance.

2: ACCEPTANCE/CORRECTIONS OF MINUTES:

Rich Finkelstein asked that all motions be approved "by all voting Members". A motion to accept the minutes of the BOD of November 15, 2006, was made by Scott Bartleson, seconded by Georges Rhein, and approved by all voting members. Minutes were accepted as amended.

3: GENERAL CHAIR: Mary Fleckenstein

- a. **Request from West Point Army** to purchase our mailing list for summer camps was denied as we don't give out athletes' addresses. Clubs' information is available on the website.
- b. **Athlete elections for JO's** – put notice on web page that we will be holding athletes reps elections at JO's – 2 positions will be available – ask for biographies – David Ellinghaus and Carolyn Johnson will help at the table. Barry will give a list of eligible voting athletes 13 & over. Biographies must be emailed to Mary by March 10th. David Ellinghaus will work on "contract/code of conduct" for the athletes' reps.
- c. **Are we doing Athlete of the year?** Athletes were going to have a committee to choose the Athlete of the Year, but the board may need to make the selection this year. David Ellinghaus will work on preparing info to be posted on the website.
- d. **By-Laws:** Lenny Galluzzi and Paul Fortoul are asked to finish the By-Laws and Policy Manual as soon as possible so they can be posted on the website. Board to finish it if they don't have the time now. We would like to have them available no later than the May HOD meeting.
- e. **Notification from USA Swimming that the rule for teaching racing starts has changed** – has been posted on the website – 6ft depth for teaching racing starts to further protect novice swimmers.
- f. **Request by Flushing to receive their stipend for distance meet.** Scott Bartleson made a motion to give the distance stipend to the Flushing YMCA, and that from this point on, there is a 30-day period to submit the request for stipend (from the time the information about stipend was posted on the website on December 26, 2006). The Age Group Chairs seconded the motion. All voting members were in favor. **Motion carries.** Question about Middletown Rec. They did not send anything, not even their post meet reports. We will go over budget this year but from this point on, the \$5,000 for distance stipend will be divided equally by the number of teams running a distance meet. Technical planning was asked to make a recommendation Re: Distance meet stipend at the May HOD Meeting.
- g. **Crime Insurance page to sign** – Sent to Mary by USA-Swimming. Safeguard specifications for each LSC. Notification must be signed in order for the Insurance to be continued. Specifications are mostly about who receives bank statement (we will need to make a change of address so the statement goes to Corinne Cody); who writes checks; form an audit committee (George Rhein and 2 other people), etc. We will purchase Quick Book Professional Version and implement it in time for the 2007-2008 season.
- h. **Eastern Zone Meeting** – Saturday, May 12, 2007 in Portland, Maine. Who will be attending this year? General Chair, Senior Chair, Vice Chair, Age Group, Athlete Rep., Secretary?
- i. **New Metro Teams:** New teams to Metro must come before the Board before being granted membership to Metro. This includes teams that are rejoining after a lapse in membership. Note to all teams hosting meets: since entries MUST be send on Hy-Tek file, the sentence "\$1 extra for non

Hy-Tek entries" must be eliminated from all meets' information. The Hy-Tek program is a requirement for all new teams joining Metro.

- j. Monique Grayson requested to hold the February BOD Meeting on the Saturday of Senior Mets instead of Sunday (due to the 1650 free in between sessions). All voting members were in favor.
- k. **Elections:** for Age Group, Treasurer, Safety, Technical Planning in May. Box will be posted on the Metro website. Notify Ray D'Annolfo if you are planning on running for any of these positions.

4: TREASURER'S REPORT: MaryAnn Senecal

- a) Mary Ann did not have a formal report available.
- b) Mary Ann brought forms Re: name changes for the CD renewals. Quarterly statements should go to Corinne. Change of address must be made. Treasurer and Finance chair should be added.
- c) Pitney Bowes Stamp Program – it cost about \$50-60 per month for stamps. In addition we paid \$122 from January 2007 to March 31, 2007 just to use the machine. Maybe it is not as necessary now that we don't do as much mailing. We may need to contact them and see if they can lower the rental fee. We will make a decision at the next meeting.
- d) Metro Club Achievement Program: what did the clubs do with the money they received?

5: FINANCE CHAIR: Corinne Cody

- a) **Signature updates on all accounts.** We also need copies of the driver's licenses. We should have more than 2 names eligible to sign checks as well since 2 signatures are required.
- b) **Budget items** due to Corinne by April 1. Budget meeting is April 18th.
- c) **Review of Cash and Disbursement procedures.** Long discussion. All must start to be very clear by the start of the next fiscal year. We must be aware of what's owed. If a team owes money for a Metro meet, the check must be mailed to the address on the meet information, so we keep track of who pays and doesn't pay. We also need to know who owes a fine and if the fine has been paid or not! We should also have a cash receipt duplicate form for all cash received at meets.
- d) **Shirts for Board members** – put them back in the budget for 2007-08

6: ADMINISTRATIVE VICE CHAIR: George Rhein

- a) **Officials:** George has had many conversations with possible candidates for replacement for Officials Chair. The Board approved George Rhein's recommendation of Paul Simco as Officials Chair. There will be an Officials Committee meeting after the Board Meeting. They are planning on sending someone to the San Antonio Clinic. George would like to see more National Meet evaluators among the Officials Committee and would also like to see more of our officials at National meets.
- b) **Metro Club Achievement Program:** Seven teams qualified for the Grant. When we give out this grant, Clubs are supposed to report back to us explaining what they did with the money. The goal of the program was for the Teams and Metro to share this information: what works, what doesn't work, to make us all better. Most of the teams have been doing that. Of the 7 teams, many clubs asked for dry-land and strengthening equipment; one team asked for an underwater speaker and stroke monitoring devise; another team asked implementing a strengthening and shoulder injury preventing program, education for the swimmers, etc. Two clubs asked to use the money for something other than that purpose: one club asked if they could use the money to fund athletes traveling to Europe for a meet, and another club asked to use the money to rent more pool time for additional long course training. Long discussion followed. Each club is supposed to give a report of what they did with the money so we can share it with other teams. We must put something together for the May meeting, explaining what each club did with the money. George made a motion that the checks be given to the 5 clubs who abided by what the program is for, and deny the request for the 2 other clubs at this time, while giving them an opportunity to submit a different request within 30 days. David Ellinghaus seconded the motion. Discussion followed. All voting members approved. **Motion carries.**
- c) **Meet reports:** are coming in very well. It will be even easier when the new computer software will be implemented. Mary wants to thank Mary Ann, Barry George and Corinne for getting the finances all cleaned up and working hard on all these forms.
- d) Suggestion was given to Brian to have a line of budget to subsidize outreach athletes to be able to travel to Nationals or other meets.

- e) **Fines:** At least two clubs failed to register their team on time. Barry sent the monetary fine (\$100) to each team. Is that a standard fine? Who is supposed to be sending it: Barry or George? Answer is Barry, as registrar.

7: SENIOR CHAIR: Brian Brown

- a) **Long Course Senior Mets:** 2 bids: Apex at Lehman (the pool is available for Metro to run the meet) and New York Sharks to run the meet at Felix Festa (are they running it themselves or with the help of another team?). Will they have bleachers all around (Chairs would be a problem for the athletes)? Will the timing system be working properly? Will they have the pool available on Thursday and Friday morning? Brian made a motion to have Metro run Senior Mets at Lehman. Prelims at night, finals in the morning, top 24 come back for finals. David Ellinghaus seconded the motion. Discussion followed. We need to build breaks in the middle of the sessions. Are we also opening the meet to outside teams? We need to control the size of the meet especially for prelims. We also need to tighten the cuts for this summer LC meet. Proposal of new cuts should be presented at the April meeting. We are holding off on awarding the bid for Senior Mets until it can be determined if Eisenhower Park will be available (see footnote at end of minutes).
- b) **Senior Mets 2007:** No complains but no praise either. 8-6-6-4 format seemed to be great for the swimmers as they were trying to get in that last heat! Always hard to get the male athletes to come to the meet and swim hard (because of High School Swimming championships and State meet). When boys complain, the girls follow! Many like the first weekend of February. Better participation this year compare to last year! Brian told us that he and John Collins were trying to find different ideas to make it better. One idea was to split Senior Mets into 2 meets: One in the fall for the men, one in the winter for the women! He will be meeting with Senior Coaches to discuss it. Very few scratches this year compare to previous years! Technical Planning also needs to review the time standards as well as the Bonus time standards.

8: AGE GROUP CHAIR: Paul Furbeck and Bob Vializ

- a) **Deadline for Zone Application:** March 12th is the deadline for all teams. Swimmers may update their times or add new entries until Monday, March 19th at noon (this includes times made at Y State). Info will be on the website. Times will be updated during the meet at JO's.
- b) **Clinic for Age Group Coaches in the spring:** Maybe last weekend of April. Information must go out as soon as possible. Barry will do a mass mailing announcing the clinic.

9: ZONE TEAM COORDINATOR: Barry Roffer

- a) The updated address of Zone hotel will be posted on the website – hotel is not in Amherst. Holiday Inn Downtown - 621 Delaware Avenue - Buffalo, NY 14202 – phone: 716-886-2121

10: REGISTRATION COORDINATOR: Barry Roffer

- a) **Background Check on Coaches:** there are many pages in SWIMS holding Tank – coaches have passed their background check but their CPR or first aid has expired. Those coaches don't have their card. They need to email their updated info and request their new card. Meet referee must make sure that someone checks all cards at all meets!
- b) **Should we charge \$5 for coaches' replacement cards?** Scott made a motion to charge \$5 for each replacement card. David Ellinghaus seconded. All voting members approved. **Motion carries.**

11: TECHNICAL PLANNING: David Ellinghaus

- a) **Declared False Start:** We need to clarify DFS for all our trials/finals meets. It is very clear in the rules book that we can only use DFS for injury, illness, or because the athlete can't get to the blocks for a specified reason such as there was an accident. It is not supposed to be used for any other purpose. Our meets information must reflect this from now on in the scratches procedures: DFS is only acceptable in the case of injury, illness, or another specified reason preventing the swimmer to get to the blocks. Because a swimmer that does not want to swim his/her event is not a valid reason for a DFS. Coaches must make this very clear to their swimmers.
- b) **No Show at Prelims at Senior Mets on Sunday:** This happens every year and results in a lot of empty lanes. Maybe we need to add a small fine for swimmers that are NS on Sunday

morning. It seems that there is no penalty (monetary or other) for not showing up on Sunday. Discussion on this. This is a Senior Championship meet! We should have the same penalty for all 7 sessions. Should we do positive checking on Sunday morning? We may need to change the way we have done and do the scratches on the day of. Swimmers must arrive on time and coaches must hand in the scratches by the deadline.

- c) **Sr. Mets requirement of 3 Metro Meets:** too many swimmers abuse this rule. We checked all swimmers eligibility this year. David Ellinghaus made a motion that swimmers must swim in individual events at three meets to meet the requirement for Senior Mets. Attendance at a meet, as part of a relay only swimmer, will not count as one of the 3 Metro Meets requirement. Bob Vializ seconded the motion. Discussion followed. All voting members were in favor. **Motion carries.** If swimmers only swim in relays in the last 12 months, how do they have provable individual entries to qualify for the meet? All teams should send proof of times with all their entries into Metro Championships. David Ellinghaus made a new motion that for all Metro Championship meets, a hard copy of the entries with proof of times must be emailed (or mailed) with the entries. This is easy to do on Team Manager: just a small box to check). Bob Vializ seconded the motion. Vote by voting members: 1 opposed; the rest in favor. **Motion carried.**

12: DISABILITIES COORDINATOR: Corinne Cody

- a) Applications for the winter zones are now available on the website.

13: COACHES REPRESENTATIVE: Scott Bartleson

- a) **Coach of the year information:** Vote for a Senior (primarily 15 & over swimmers) and for an Age Group (primarily 14 & under swimmers) Coach of the Year as proposed in September. Scott will email the info to be posted on the website – criteria for nomination, due date, etc. Top 5 nominations will then be voted on by coaches at the May meeting. Winners will be invited to the Hall of Fame dinner to receive their awards.

14: OLD BUSINESS:

No old business.

15: NEW BUSINESS:

- a) Question came up at Senior Mets as to why Dan DeMarco was entered as LIAC/NYAC – how is he registered for 2 different programs. He is registered LIAC, scoring points for LIAC, but also represents NYAC. We need to check on this as it usually only done for Club/College teams. We need to ask Barry about this. We need to know the answer to this

NEXT MEETING:

Next BOD Meeting will be Wednesday, April 18, 2007 at Eisenhower Park – Budget meeting. Mary Ann was asked to secure a room for the meeting.

House of Delegates: Wednesday, May 16, 2007 @ 7pm at White Plains YWCA – Bid Meeting for Short Course Season.

A motion to adjourn the meeting was made, seconded, and approved by all. Meeting adjourned at 2:45pm.

Submitted by Monique G. Grayson – March 10, 2007

PS: Mary talked with Dave Ferris after the meeting - and then with Brian Brown - we are looking into hosting Senior Mets at Eisenhower. They have charged us and arm and two legs in the past - but we will give it a shot and see what they can do for us. Thank you, Mary Ann, for looking into this for us. Dave Ferris also approached Mary after the meeting expressing an interest in hosting the Sectional Meet in 2008, which we were awarded at the convention. Mary told him we would certainly entertain that offer and to please put it in writing - His concern was pool rental costs etc – Mary said that Metro would work with Eisenhower and LIAC to see what we can come up with. LIAC can only host if it is cost effective for them - as it would be with any team.