

METROPOLITAN SWIMMING, INC.

BOARD OF DIRECTORS MEETING

Wednesday, January 22, 2015

PRESENT: John McIlhargy, Brian Hansbury, Bob Fitzsimmons, Mary Fleckenstein, David Ellinghaus, Monique Grayson, Dave Ferris, Frances Warren, John Yearwood, Amine Bousis, Michael Zuppone, Denise Byrne

EXCUSED PRIOR TO MEETING: Corinne Cody, John Collins, Edgar Perez and Rob Ripp.

1. **WELCOME:** John “Mac” McIlhargy wished everyone a Happy New Year and called the meeting to order at 5:45pm at Lehman College APEX.
2. **APPROVAL OF MINUTES:**
A motion to approve the minutes of the BOD of July 19, 2014 was made, seconded and accepted by all members in attendance. The minutes were approved as published.
3. **GENERAL CHAIR:** John McIlhargy
 - a. E-Mail Board Vote In-between BOD Meetings - Great feedback - passes
The Vote: to make the current part-time office administrator a full-time Administrative manager for Metropolitan Swimming LSC and authorize the Personnel Committee chaired by the General Chair, including the Admin Chair, Finance Chair, and Senior Athlete Rep., to finalize the terms outlined in the proposal, terms of employment, develop a budgetary position paper for the HOD and guidelines, policies to review and scope of duties.
This vote authorizes the general Chair as Chairman of the Personnel Committee per our by-laws to finalize the terms outlined in the proposal, terms of employment, develop a budgetary position paper for the HOD and guidelines, policies to review and scope of duties.
 - b. Hall of Fame – Done and will be placed on the wall at APEX very soon. We still need pictures. We will have a History of Metropolitan Swimming as well as pictures, videos, interactive display. We will have a ceremony when the HOF is completed.
 - c. 4 Hour Rule Enforcement – This needs to be checked more as too many meets go over the 4-hour rule per session. The Administrative Chair must check and report on this. There is also a big problem this year with teams accepting entries before the meet events and meet info are posted on the calendar. We must remind the Meet Directors and Meet Hosts that they can’t accept entries before all info is on the Metro Web Site. Long discussion followed on this. We also need more meets for our swimmers to attend, and teams need to learn how to run them. This will be a problem during the long course season as well. And many teams don’t send their meet info and events file to Metro at least 6 weeks before their meet!
 - d. Eastern Zone Review Board – Frances Warren, Mary Fleckenstein and John Yearwood will be added to the EZ Review Committee.
 - e. Touch Pad Software Inquiries – our procedures manual indicates that we must use Hy-Tek. The biggest problem with Touch Pad (Team Unify) is that it is not compatible with Hy-Tek, we can’t open the files and make corrections, and we can’t upload their files to SWIMS. Still

waiting to hear from USA Swimming about this. All programs used to run meets in Metro must be compatible with the USA Swimming SWIMS database.

4. **TREASURER REPORT/FINANCE REPORT:** Corinne Cody/Bob Fitzsimmons
 - a. Corinne was unable to attend but made copies available for this meeting:
Financial Statements for Fiscal Years ending August 31, 2014 and 2013:
 - Statements of Financial Position
 - Statements of ActivitiesProfits and Loss (September – December 2014)
Balance Sheet as of December 2014
 - b. Bob went over the statements. We are running a bit behind at this time.
 - c. Question: is there money put away every year for the Olympic Trials stipends. The budget shows \$40,000 for OT Stipend. Should we have a restricted fund for this item of the budget? \$1,500 would only cover 26 athletes (ed.: 29 Metro athletes have already made OT cuts) – the Senior Chairs need to contact Corinne and Bob to request an increase in the amount put aside for OT because \$40,000 is not going to be enough (based on expenses to go and stay in Omaha and due to the numbers of athletes. The senior committee must also decide if such Metro stipends should go to “professional” athletes! Do they fall in the same category as age group swimmers?
5. **ADMINISTRATIVE VICE CHAIR:** Denise Byrne
Denise did not have anything to report
6. **SENIOR CHAIRS:** Dave Ferris and John Collins
 - a. There are new Backstroke rules in USA Swimming but there are no “Backstroke Starting Devices/Platforms” in Metropolitan Swimming. Dave Ferris suggested to use surplus fund to purchase 24 to 30 of those Backstroke Starting Devices (if possible Colorado Brand or compatible) that could be utilized by Clubs for Championship Meets (Silvers, JO’s, Senior Mets). Check retractable (\$500 each) vs. manual devices (less for the manual). We will research this and probably go for the manual at this time. Dave Ferris made a motion that if the manual devices are under \$250, we should purchase 30 of them at this time. Motion was seconded. David Ellinghaus amended the motion that if those are under \$200, then we should purchase 40 of them. Discussion on where to store them (probably Metro Office). Motion was approved. Mac will send an email Vote to the board when he has an exact quote on the price to purchase the Backstroke Starting Devices.
 - b. Another item would be relay take-off pads.
 - c. Dave Ferris is also asking to have 15-16 and 17-18 Metro Records and Open Records to conform to what USA Swimming is doing (15-18 for relays). Research times in the Top 100 USA Swimming times. Motion was made, seconded and approved by all. **Motion passes.**
7. **AGE GROUP CHAIRS:** John Yearwood and Edgar Perez
 - a. We used the OME system for Zone Qual. entries for the first time and we will see how it works out.
 - b. We are set for the Zone meet in March at Rochester again this year. Biggest problem is to have enough chaperones. The rule in Metro is that teams with 4 or more swimmers 11 & over attending the meet must have at least 1 chaperone. What happens if a team does not

provide chaperones? We must really look at this rule between now and the long course season as this is a bigger problem for the LC meet! Maybe when a team reaches a certain amount of swimmers, then they must provide a second or third chaperone!

- c. Coaches would like to get a stipend to attend the Zone Meet!!! How about a 'gift card'? They do get shirts etc. Coaches do not get a stipend to attend National Trips! Coaches get the satisfaction that their swimmers have qualified for the eastern Zone Meet. At least, send a letter thanking the coaches and that we really appreciate their volunteering.
- d. Denise mentioned that Corinne prepared a worksheet for Metro Run Meet Pool Admissions & Program Sales (ZQ and Senior Mets) and a list of Procedures for Admission at Metro-run Meets.

8. COACHES REPRESENTATIVE: Amine Boubsis

- a. Coach mentoring Grant Program from USA Swimming. Coach from another LSC mentoring a new coach to help him/her along the way. The Grant Program is jointly funded by LSC and USA Swimming. Is there a cap from USA Swimming? The LSC must write up the Grant Request (in this case Coaches Rep.) Need a proposal so Metro knows how much this would cost!
- b. Mixed gender Relays at Senior Mets? Scored or not? Need a proposal from Coaches and Senior Reps. How many events in a day? How many relays can you swim in a day? Many questions about this. We need to do more research on this. Dave Ferris will investigate.

9. ATHLETES' REPRESENTATIVES: Frances Warren and Michael Zuppone

- a. Michael said that the Applications for new Junior Athletes Reps. is posted on the web site. The deadline is February 8th. It will be an online voting during Senior Mets. Information will be posted on the web site.
- b. Michael was very impressed by the number of athletes in attendance at the HOD meeting in September. Some of the items talked about at the meeting were as follows:
 - a. Parents timers at JO's are not taking the job seriously enough (talking on cell phone or leaving their post for example).
 - b. Is there any LSC financial aid for swimmers – no, it should come from team, not LSC. Metro does offer the Outreach Membership.
 - c. Deck changing Rule – do officials do anything about this. Coaches must educate their swimmers. Swimmers don't realize why it is prohibited. Two officials should go talk to the coaches. Is there a protocol for this? We should have one. Coaches have to be very careful. Coaches need to be educated. They are subject to liability. Use tact when approaching coaches about the Code of Conduct.
 - d. More athletes are needed on all Committees!

10. TECHNICAL PLANNING: David Ellinghaus

- a. There is a 5 hours rule for Long Course meets for sessions for swimmers 13-over only
- b. Meet hosts and meet directors must be reminded to follow the protocol of not accepting entries ahead of time
- c. Can the timeline of sessions for distance meets be extended? Host has the possibility to split the session into 2 sessions in order to accommodate more swimmers – for example: 500 free and 400 IM in the morning and 1650 free in the afternoon. Or split the mile session into

2 sessions (like 2 and ½ hour of mile in the first session and 2 and ½ hour for second mile session).

- d. Long Course Bids: 23 meets starting April 18, 2015. 3 Open Water bids. 1 bid for JO's – A motion was made, seconded and approved by all to accept the bid from LIAC to run LCM JO's. Motion carries. The scheduled was emailed to the Meet Directors. They have until February 4th to make changes and/or corrections. The schedule will then be final and will be posted on the Metro Web Site. If teams want to add meets beyond that, we will take them on a case by case basis in the best interest of our athletes.
- e. Short Course Bid Season – at Felix Festa, during the last couple of years, they have tried to have Metro select which team would run a meet there (especially if COND, NYSA, and/or PAC selected the same weekend). This is not our procedure. Any team that bids on a meet MUST have secured the facility before bidding on the dates for their meets.

11. OFFICIALS CHAIR: Bob Fitzsimmons

- a. Officials count is at 244, about the same as last year. Officials ran many clinics in the fall.
- b. What is the status of officiating in Metro? What can the officials do to get better? Are there any complaints?
- c. Questions on how many officials are needed to run a meet. At least 4 (meet referee, starter, and 2 strokes & turns). There are no maximum. Average is 6 officials. Often there are Apprentice officials in addition to the # of officials.
- d. Complaint: it seems that a small number of officials are scrutinizing swimmers in the pool (or focusing too long on one swimmer to get a DQ). Some officials always DQ swimmers, others rarely! Some, especially newer officials, seem to be overzealous.
- e. Possibility of OQM for Age Group Meet (Official Qualifying Meet) for ZQ? We will have it for Senior Mets. Better to try to have it for summer JO's.

12. SAFE SPORT COORDINATOR: Brian Hansbury

- a. All was covered under the "Athletes" report

13. NATIONAL TIMES VERIFICATION/TOP 16: Monique Grayson

- a. Some athletes swam in January but were not re-registered or registered for 2015. Report of the SWIMS holding tank (10 pages – about 100 times) was emailed to Mary at the office.

14. DISABILITIES COORDINATOR: Denise Byrne

- a. Nothing at this time

15. SAFETY COORDINATOR: Brian Hansbury

- a. Nothing new at this time

16. REGISTRATION COORDINATOR / METRO OFFICE: Mary Fleckenstein

- a. As of January 21, 2015, we have 10,109 athletes, 82 Clubs, 244 officials, 555 coaches, and 143 "others". Up 700 athletes at this time.
- b. Chuck Wielgus Report of January 20, 2015 – has a report on NYC Parks & Recreation Partnership to increase minority inclusion and grow participation in swimming. We have registered about 500 Parks & Rec. athletes. There has been a lot of back-and-forth contact

between USA Swimming and Metropolitan Swimming about this. They would like to have a sanction for their championship meet in May.

- c. Registrations have been going fairly smoothly. Issues are coaches forgetting that they must re-register and/or update their certifications. Some teams are slow on registering swimmers.
- d. New Clubs: we have had several new clubs in the last two years. Many are having difficulty understanding the “how to” of Metro. It would be helpful to have an updated policy and procedures manual to refer them to.
- e. Reminders to all clubs that their club portals are available 24/7 – please use that great tool for all of your most updated team info – registrations, certifications, etc. It also has great statistics.
- f. Registration vs. changes – when you send in a registration batch and mark a swimmer as a change – it does NOT register them. Please mark them as “renew”! If you have a change only – please be sure you make a note of that in your email.

17. UNFINISHED / OLD BUSINESS:

Nothing at this time.

18. NEW BUSINESS:

- a. Marketing and Promoting the sport ahead of OT 2016 and Riding the Olympic Wave.
- b. We are pretty much doing our own thing. But USA Swimming would like to see what LSC’s can do to promote the sport at a local level – The USA Swimming “Riding the Olympic Wave: Activating our Partnership” booklet was available at the meeting.

19. NEXT MEETING:

- a. Mac will send us a schedule of BOD meeting for the rest of the year.
- b. We will not have a meeting at Senior Mets this year. We do have to talk more often though – maybe have conference calls a bit later in the evening.
- c. We must make sure to schedule a BOD meeting prior to HOD, but NOT on the same day as this does not work.
- d. HOD in September may have to be scheduled before Convention which is late this year!
- e. Do not forget to send pictures for the Hall of Fame.

A motion to adjourn the meeting, after 2 hours and 11 minutes, was made, seconded and approved by all. Motion carries. Meeting adjourned at 7:58 pm

Respectfully submitted
Monique Grayson

February 21, 2015