

METROPOLITAN SWIMMING, INC.

BOARD OF DIRECTORS MEETING

Thursday, May 29, 2008

PRESENT: Bob Vializ, Edgar Perez, Barry Roffer, Corinne Cody, Monique Grayson, George Rhein, Mary Ann Senecal, David Ellinghaus, Paul Simco, Zach Coleman and Rich Finkelstein (for a few minutes).

ABSENT/EXCUSED: Brian Brown, Larry Collins, Bea Hartigan, Paul Furbeck and Erik Heinemann.

All votes were considered by voting members only

1: CALL TO ORDER, WELCOME, and INTRODUCTIONS:

Bob's first meeting as General Chair was called to order at 7:05pm at the YMCA in Flushing, Queens. He welcomed all members in attendance and introduced our new Senior Athlete's Rep Zach Coleman.

2: ACCEPTANCE/CORRECTIONS OF MINUTES:

A motion to accept the minutes of the BOD of May 29, 2008, was made by Edgar Perez, seconded by Zach Coleman, and approved by all. Minutes were accepted as posted.

3: GENERAL CHAIR: Bob Vializ

a) Meetings of 2008-2009: House of Delegates meetings will take place on the following dates:

- a. Saturday, September 20, 2008
- b. Wednesday, January 14, 2009
- c. Wednesday, May 13, 2009

Tuesday October, 14, 2008; Tuesday, November 18, 2008 and Saturday, February, 21, 2009 (in between sessions at Senior Mets) have been set aside for Board of Directors meetings – if needed. Edgar Perez made a motion to accept the above schedule. Mary Ann Senecal seconded the motion. All were in favor. **Motion carries.**

b) Convention 2008: As of this meeting, the following board members have committed to attend the USAS Convention in Atlanta, September 23-28, 2008: Bob Vializ, Edgar Perez, Zach Coleman, George Rhein, Monique Grayson and Mary Ann Senecal. George Rhein made a motion that, Board members who back out of the Convention after the flights are purchased, will be responsible for the expenses unless Metro gets a credit. Edgar Perez seconded the motion which was approved by all. **Motion carries.**

c) An Executive Committee session will take place at the conclusion of this meeting.

4: ADMINISTRATIVE VICE CHAIR: George Rhein

- a) George reminded all that a meeting will take place on Saturday, May 31st at Nassau County Aquatic Center re: modifications to the Metropolitan Swimming Team Excellence Program.
- b) By-Laws changes consideration: we need approval from 2/3 of the body regarding changes. A letter must be sent to each club requesting the change: that instead of mailing material to each club, it would be "posted on the Metro Web Site for at least 30 days". George also requested the following change: that emails be used for non critical issues. All committees should be allowed to do that as well. George will put something together and mail it to each club. This will be part of the agenda in September.

5: FINANCE CHAIR: Corinne Cody

- a) Corinne gave an overview of the Cash Disbursement Procedures. All requests for payments from Metropolitan Swimming must be accompanied by the appropriate request form:
 - Meet Expense Stipend Form – available on the web site, must be accurately completed and submitted within the required time frame as indicated on the Stipend Request form, including required proof of expenses and meet participation.

- Expense Reimbursement Form – available on the web site, must be accurately completed and submitted within 30 days of the incurred expense. Receipts supporting the expense and the reason for the costs must be included with the voucher.
- b) Corinne also gave an overview of the Cash Receipts Procedures (report was handed out to all):
 - Receipts to the Metro Office
 - Receipts to the Administrative Vice Chair
 - Receipts for metro Run Swim Meets
 - Receipts received by the Treasurer
 - c) Corinne made a motion requesting that minor utility bills, as well as properly documented reimbursement requests of less than \$1000 be signed by the treasurer only. All other checks must have two signatures. David Ellinghaus seconded the motion. All in favor. Motion carries.
 - d) The address of the Metro Office must be on all official papers, bank statements, etc.

6: SENIOR CHAIR: Brian Brown

Brian was unable to attend. Senior Mets Long Course will be held at Lehman College as scheduled.

7: AGE GROUP CHAIR: Edgar Perez

- a) Short Course JO's Bids Consideration: Nassau County Aquatic Center has been reserved by Metro for March 27-29, 2009. Bob Trotman (representing the Nu-Finmen Swim Club) and Gil Smith (representing Old Westbury Aquatic Club and accompanied by Dovydas Pelegrimas and Deidra Clark-Towers) came in front of the board to present their bids for hosting the short course JO's. Each representative made a small presentation on behalf of their club. Everyone's concern is how to do a better job for a championship caliber meet. A letter from Dovydas Pelegrimas, OWA President, was handed out at the meeting. A long discussion followed on the way the meet ran in March 2008. After the discussion, all representatives from NFS and OWA left.
- b) Discussion by the board: We must make sure that we get a protocol in place and a signed contract for each of the Metro Championship meets. Awards "of championship quality" should be approved by the Age Group Chair for all meets. After discussion, the board voted unanimously to offer the bid to the Nu-Finmen Swim Club.
- c) Age Group South/Nassau is still Open: We will offer the meet to Old Westbury Aquatics.

8: TREASURER'S REPORT: Mary Ann Senecal

- a) A report was not available.
- b) Update signatories on Metro Financial accounts – this was done at the meeting

9: TECHNICAL PLANNING: David Ellinghaus

- a) David talked about the LIAC/Badger meet request for July 18-20. Approval to host a meet that weekend was not given by all other teams hosting meets on the same dates. One of the big questions was to know if LIAC and Badgers would still support Senior Mets the weekend before. David received a lot of emails about that. It was decided that LIAC and Badger could host a "Closed" meet that weekend and that the meet would not be open to "Metro Teams".

10: SWIM-A-THON: Rich Finkelstein

The top individual fundraiser from Metro in 2007 was Justin Plaschka of Hauppauge. Justin raised \$550. Any club running a swim-a-thon should report the date and results to Rich.

11: HALL OF FAME: Bea Hartigan

- a) A financial report as of May 22, 2008 was available at the meeting.
- b) Thanks to Tony Corbissiero for hosting a great Hall of Fame dinner.
- c) Some of the members on the HOF Committee did not get to vote on this year's class. Recommendation was made to offer HOF Chair back to Len Galluzzi.

12: OPEN WATER: Bea Hartigan

There are 9 Masters' entries and verbal commitments from two Metro teams for the Open Water Championship in July.

13: ADVICE AND CONSENT TO APPOINTMENTS:

- a) Bob Vializ recommends the appointment of Bryan Dorsey to fill the Age Group Co-Chair vacancy. Bryan, coach of Middies Swimming, has agreed to this position. Welcome aboard, Bryan!
- b) A question came up regarding who would go to Convention – both or one each year. David Ellinghaus made a motion to have Edgar Perez attend Convention this year. Motion was seconded and approved by all.

14: OLD BUSINESS:

- a) Coach of the Year voting process: A change must be made in the procedure. There was not enough advertisement about the vote this year. The vote should be done on the last day of JO's for the Age Group Coach of the Year. Vote may even need to take place at the House of Delegates in May, unless it is too late. Talk to Larry Collins about this.
- b) Web Master: The raise approved for the webmaster will start with the new fiscal year in September.

15: NEW BUSINESS:

- a) David Ellinghaus made a motion to pay for the renewal of Anti Virus program for the metro computers. Corinne seconded the motion. All were in favor.
- b) Riverbank Redtails has asked for approval for their International Meet in June. Board approved as there are no other meet hosted by Metro on that weekend. RED must follow the procedures for approval requests.
- c) George mentioned that the Roosevelt Island Swim Team did not pay for their entries in the Age Group Central Championships. The team did not attend but had entered the meet. It will be sent to Review.
- d) Question came up on whether the webmaster makes regular backups of the web site or not? This should be done periodically. Monique will check with John. Also request of password to be able to access the web site in case of emergency.

HOUSE OF DELEGATES MEETINGS:

- Saturday, September 20, 2008 @ TBA – HOD at White Plains – Mandatory Meeting for all Clubs. An athlete (13-over) from each club must attend the meeting.
- Wednesday, January 14, 2009 @ 7pm – HOD at White Plains – Bid Meeting Long Course Season 2009
- Wednesday, May 13, 2009 @ 7pm – HOD at White Plains – Elections and Bid Meeting Short Course Season 2009-2010

BOARD OF DIRECTORS MEETINGS: (Tentative schedule - if needed)

- Tuesday, October 14, 2008 @ 7pm – site TBA
- Tuesday, November 18, 2008 @ 7pm – site TBA
- Saturday, February 21, 2009 – in between sessions at Senior Mets at Lehman College

George Rhein made a motion to adjourn the meeting. David Ellinghaus seconded the motion which was then approved by all. Meeting adjourned at 8:55pm

Submitted by Monique G. Grayson – June 3, 2008