

**METROPOLITAN SWIMMING, INC.**  
**HOUSE OF DELEGATES MEETING**  
**Saturday, September 20, 2008**

**1: CALL TO ORDER, WELCOME, and INTRODUCTIONS:**

The House of Delegates meeting came to order at 8:03am at the YWCA in White Plains. The list of Clubs in attendance is at the Metro office. Bob Vializ welcomed everyone present at the Fall House of Delegates meeting and reminded all to check in at the back table and get their club's registration packet. The athletes were asked to go hold their meeting in another room # 214. Bob asked to observe a moment of silence in memory of Metro members that passed away this year: Paul Fortoul and Ryan Olsen.

**2: ACCEPTANCE/CORRECTIONS OF MINUTES:**

David Ellinghaus made a motion to accept the minutes of the May 14, 2008 House of Delegates meeting. The motion was seconded and accepted by all. Minutes were accepted as posted.

**3: GENERAL CHAIR:** Bob Vializ

- a) **Election in May 2009:** The following positions will be up for election in May: Age Group Chair, Technical Planning, Treasurer, and Safety Coordinator. Anyone wanting to serve on the Metro Board should consider running for those positions.
- b) **Background Check:** This program started two years ago. All coaches that did it at that time must redo it as soon as possible (most of Metro's background check will expire December 31, 2008. Coaches' registration cards for 2009 will not be issued if the background check is not up-to-date. Don't wait for the last minute to redo it.
- c) **Dryland Training:** Request from Michael Mejia (former swimmer - certified strength and conditioning specialist) to have a dryland section on the website and to do some clinics. This would be done at no cost to Metro. Possible topics could be:
  - What constitutes a proper pre-practice warm-up?
  - How to construct a successful dryland training program for your team
  - Tools of the Trade: How to get the most out of resistance bands, med balls and other affordable conditioning tools.
  - Running programs to help build endurance and bolster lactate tolerance.
  - Overused exercises and the injury risks they pose.
  - The best exercises for building a strong core.
  - Rotator cuff strengthening with no equipment.
  - Increasing ankle strength and mobility and its importance to swimmers.

Dave Holmes made a motion to accept Michael Mejia's proposal. **Motion** was seconded and accepted by all.

- d) **Possible Coaches Clinic dates:** We are trying to set up dates for clinics. Some feel that April and October 2009 would be good dates for those clinics. Other coaches feel that October is too busy with the start of meets and that September would be better.
- e) **Proposed adjustment to Team Excellence Program:** George Rhein proposed to change the Metropolitan Team Excellence program to require the coaches of teams that receive a grant to make a presentation at the Coaches Clinics mentioned in the above paragraph. These presentations would really benefit all in Metro. This would be incorporated as a new requirement in the program this year in order to receive funds. Scott Bartleson made a motion to accept this adjustment to the Team Excellence Program. **Motion** was seconded and accepted by all.

**4: TREASURER'S REPORT:** Mary Ann Senecal

- a) The treasurer's report will be incorporated with the Finance report.

**5: FINANCE CHAIR:** Corinne Cody

- a) Teams that are organized as **Tax Exempt Organizations** should be aware that there is a New York State Tax Law Amendment related to certain sales made by Tax Exempt Organizations. Please review the notice posted on the website at "Finance" to see if your team is affected by this. Also make sure that teams who pay computer operators, officials, coaches or other non employees (\$600 or more) must issue the 1099 at the end of the year and file a 1096 with the government. Also check the USA-Swimming Website at "Clubs" and "Finance".
- b) **Final 2007-2008 Budget report was available at the meeting.** We actually did better than what we thought we would do: sanctions, fines, surcharge, club registration, athletes' registration and Open Water revenues were higher than the approved budget. Our expenses were down. Question about the Joe Stetz Scholarship: we receive \$25 from each Club Registration fee to go towards the scholarship. We pay out \$2,000 for the scholarship and we had to disburse \$175 to reach \$2,000.

**6: ADMINISTRATIVE VICE CHAIR:** George Rhein

- a) **Review of post competition meet reports:** Important change discussed in May: Reports must be received on time, within 14 days after the meet, or the club loses the 20% exemption for their own meet entries' surcharge. We will accept the postmark date! If some clubs can't get the check with their report, they can add an explanation and a voucher. Make sure that you use the correct form (posted on the Metro Website) and use George's correct address: 7 Beechwood Court – Lake Grove, NY 11755
- b) **Review of Procedures for meet Directors regarding officials:** Meet hosts must contact their officials area chair within 14 days of the meet, and let him, or her, know which officials they will be using for the meet. If the club doesn't have officials, the area chair will then provide officials for the meet.
- c) **Presentation of proposed by law changes:** this will be done in January 2009 - Changes regarding the way that information is mailed – emailed – or posted on the website - # 4.13 - # 5.16 - # 10.10 - # 16.15 – will be included in the changes. It will be mailed to everybody at least 30 days before the January 2009 meeting.
- d) **Metropolitan Club Excellence Program:** will be posted on the website by September 30<sup>th</sup>; applications will be due back to the Metro Office by October 31<sup>st</sup>; clubs will be informed of their status by November 15<sup>th</sup>; the grant applications will then be due back by December 5<sup>th</sup>; stipends will then be announced at the January HOD (January 14, 2009). Five clubs received the awards last year: Three Village Swim Club (bought video equipment to videotape the swimmers and give them the tapes), Badgers, La Guardia Aquatic Club (bought video equipment), Asphalt Green Unified Aquatics (purchased equipment for training), Long Island Aquatic Club (purchased video and dryland equipment).

**7: AGE GROUP VICE CHAIR:** Edgar Perez/Bryan Dorsey

- a) **Review of Long Course Zone Meet:** Facility was kind of interesting because there was a very small deck and with such a large team, it was hard keeping the whole team on the pool deck. We took 5<sup>th</sup> overall. Competition was great and the Metro swimmers did very well and were very enthusiastic about the meet.
- b) **Zone Team Equipment Bids:** we will be accepting bids from vendors for our Zone Team. Information will be posted on the website. We will also open the bidding process to non-Speedo vendors.
- c) **Terri Wolin (PSST)** questioned the way teams are made aware of cuts in a meet. Too often, she has been told that her team was cut from a meet a couple of days before the meet. Bob Vializ answered the question: the meets must be run the way it is written on the meet information unless the host team seeks prior approval from the Metro Board to make some changes. It also requires getting approval from all the teams that will be attending the meet. Teams must be notified whether they are in the meet or not **at least one week** before the meet (earlier if possible). If this is done less than a week before the meet, teams then cannot

be cut from the meet. Reminder: if you don't get a notification that entries were received, please call the meet host to make sure that you are in the meet. Never assume that you are actually in! If your team experiences some kind of problems, please make a written complaint to Metro so that it can be sent to review. Metro can't act without it. Bob also mentioned that we are working on templates for meet information requirements. Everyone runs meets differently and different level of ability or expertise. If a team doesn't like the way another team runs their home meets, they should not attend. A long discussion followed on the subject of meet entries and teams from other LSC's. Metro teams must send their entries before the Metro deadline. After that Metro deadline is passed, teams will be entered on a first come first served basis, regardless of the fact that they are from Metro or another LSC.

**8: SENIOR VICE CHAIR:** Brian Brown

- a) **Olympic Trials:** Sixteen Metro Swimmers participated in the Olympic Trials in Omaha, Nebraska: 5 from AGUA, 3 from LIAC, 2 from Badgers, 1 from LaGuardia, 1 from NYAC, 1 from TVSC, 2 from WPSC, 1 from EAST. Congratulations to all. Also, Thomas Luchsinger of TVSC was chosen to swim on the World Junior Team in Monterey, Mexico. Barry's former swimmer Julia Smit also competed in Beijing in the women freestyle relay. Congratulations.

**9: TECHNICAL PLANNING:** David Ellinghaus

- a) **Proposal to drop JO Distance events:** David Ellinghaus made a motion to drop the 1000 free (13-14) and 1650 free (15-18) from JO's. Carle Fierro seconded the motion. After long discussion on this subject, David removed his proposal. **Motion will be tabled.**
- b) **Vote to approve JO order of events:** David Ellinghaus made a motion to adopt a new order of events at JO's: Start prelims with an individual event and follow by the relays on Friday and Sunday (and for the timed finals sessions) and then run the rest of the individual events of that day). Edgar Perez seconded the motion. All were in favor. **Motion carries.**
- c) **Awards:** Request to have guidelines for awards at Championship meets. Edgar Perez answered that this is in the works.

**10: ATHLETES REPRESENTATIVES:** Zach Coleman/Erik Heinemann

- a) Bob Vializ introduced Erik Heinemann, our Junior Athlete' Rep. Erik reported on the meeting that he had with the athletes.
- Athletes are not happy that the website for Super Sectionals was not very user friendly.
  - At Zones, a lot of swimmers were not allowed on deck to cheer for the team.
  - Problems with the bus at Zones this summer.
  - Some senior swimmers would like to swim more often in the morning at regular meets instead of having their sessions always in the afternoon.

**11: SAFETY CHAIR:** Paul Furbeck

- a) **Explanation of Coaches Safety Requirements:** If lifeguard certification expired, all you have to do is renew your life guarding certification and take the online test on the USA Swimming website. The "Written Exam Only" option is designed for participants who completed one of the [life guarding courses accepted by USA Swimming](#). Because these participants have already demonstrated water rescue skills, they have the option to complete the "written exam only" portion of the course. This, combined with their current certification, qualifies them to complete the Safety Training for Swim Coaches requirement. Follow these steps:
- 1) Determine that the coach has current certification in one of the [accepted courses](#).
  - 2) Successfully complete the online written exam. After successfully completing the exam, the coach will receive an email (to the email address that is listed in the registration profile) for verification purposes which should be printed out. It will be required when requesting the Safety Training for Swim Coaches certification.
  - 3) Submit a copy of the email confirming successful completion of the written Safety Training for Swim Coaches test along with a copy of a current approved life guarding card to the Barry. The Safety Training for Swim Coaches certification expires three years from either

the date of the written exam or the date of the life guarding certification, whichever is *earlier*. (For example, if the life guarding card has 18 months remaining at the time of submission to the LSC, the Safety Training for Swim Coaches certification will also expire in 18 months.)

**12: OFFICIALS CHAIR:** Paul Simco

- a) **Thanks You:** Paul thanked the board and George for their support during the last couple of years. Paul also reminded all that all officials are volunteer officials, whether they receive a stipend for their work or not. They are all non-athletes member of USA-Swimming.
- b) **Review of Officials Policy:** All officials must be certified. First they must attend a clinic and they will then become certified as "Stroke & Turn" Official. They get their training on deck and must perform 6 sessions prior to becoming certified. They will spend at least one year as "Stroke & Turns" officials. If they are interested in moving up to become a Starter (and then to Referee), they must request this to their Area Chair. The whole process to move up to become a Referee takes about 4 years. Coaches are asked to provide the area chairs with the positive as well as negative feedback about the officials' performances.
- c) **Note to meet directors:** don't wait 14 days before your meet to request officials. Do it right away when you set up your meet.
- d) **By-Laws:** A couple of changes: Rockland County moved back to Hudson Valley South. Other changes were made: Paul McClintock has stepped down as Area Chair of Hudson Valley South. Thanks to Paul for all his years as Area Chair. Bruce Brooks is now the new HV South Area Chair and Mike Morrissey will be his Assistant Area Chair. Paul McClintock is staying on as "Rules Interpreter" for Metropolitan Swimming.
- e) **Question:** It seems that there is a perception, especially on Long Island, that Nassau County is required to pay their officials. Answer: In Metro, and in all USA Swimming, all officials are volunteers but some are receiving a "stipend". The wording will be changed in the by-laws. Some teams do give a stipend to their officials but most teams in Metro do not pay their officials.

**13: REGISTRATION COORDINATOR:** Barry Roffer

- a) **New Clubs:** Richmond Aquatic Swim Team (Staten Island) and Bethpage (Long Island). A new club out of the New Rochelle Y is trying to get approved as well.
- b) **Packets:** No applications in the packet. Please download them from the Metro website. Club dues are \$150 - All Athletes and Non-Athletes are \$55 each and transfers are \$5. No personal checks. Club checks only. Separate checks for: Club - Athletes - Non Athletes and Transfers. All is due to the office no later than December 1<sup>st</sup>. Athletes must be registered to swim in a meet!
- c) **Coaches Certifications:** please send your updated certifications and credentials to Barry in order to receive your updated coach's card.
- d) **Job Page on Website:** A request was made to add a "Job Request" page on our website to help coaches looking for a job or clubs looking for coaches.

**14: NATIONAL TIMES VERIFICATION/TOP 16:** Monique Grayson/Mary Ann Senecal

- a) **Reminder:** Meet hosts must send a complete meet backup of their meet within 48 hours of the end of each meet.
  - Meets held in Metro North (NYC & Counties North) should be emailed to Monique at [mggrayson@aol.com](mailto:mggrayson@aol.com)
  - Meets held in Metro South (Queens & Brooklyn & LI) should be emailed to Mary Ann at [msenecal@optonline.net](mailto:msenecal@optonline.net)
- b) **Top 16:** preview of USA-Swimming Top 16 lists of Metro swimmers (2007-08) are posted on the Metro website. There is also a link for the complete list of Top 16.

**15: OPEN WATER CHAIR:** Bea Hartigan

- a) **Open Water Championships Report:** We had a successful championship this past summer. Good turnout but not so good for Age Group swimmers (TVSC was the only team

sending their swimmers).

- b) We were privileged and honored to have with us **Shelley Taylor-Smith**, from Australia, who is a respected motivational keynote speaker, seven-time world champion marathon swimmer, international best selling author, business trainer and success coach.

**16: SWIM-A-THON:** Richie Finkelstein

- a) **Swim-A-Thon:** any club running a Swim-A-Thon must contact Richie. Clubs need to fill out the sanction form to be approved to run a Swim-A-Thon (no fee involved for the sanction but the paper work must be done) whether you call it Swim-A-Thon, or Swim Laps For ..., or any other name.

**17: OLD BUSINESS:**

None at this time.

**18: NEW BUSINESS:**

- a) October 6<sup>th</sup> at the Flushing YMCA – Officials clinic – recertification and new officials – 7:30pm  
b) Reminder that a certified meet director must be on deck at all meets.  
c) Swimposium in Adirondack October 5<sup>th</sup> and Swimposium in New Jersey October 11<sup>th</sup> – These Swimposium offer the course needed by all new clubs. Please check their LSC website for more information.  
d) Roosevelt Island is looking for a coach.

**Metro Board Meeting** (subject to change):

Tuesday, October 14, 2008 @7pm at the Flushing YMCA

**House of Delegates Meetings 2008-2009:**

- **Wednesday, January 14, 2009 – 7:00pm at the White Plains YWCA – LC 2009 Bid meeting**
- **Wednesday, May 13, 2009 - 7:00pm at the White Plains YWCA – SC 2009-10 Bid meeting & Elections.**

A motion to adjourn was made, seconded and approved by all. Meeting adjourned at 9:38am.

Submitted by Monique G. Grayson  
October 1, 2008