

METROPOLITAN SWIMMING, INC.

HOUSE OF DELEGATES MEETING

Saturday, September 17, 2016



1. CALL TO ORDER, WELCOME, and INTRODUCTIONS:

The House of Delegates meeting came to order at 10:25am at Lehman College APEX in the Bronx.

The list of Clubs in attendance is at the Metro office.

John McIlhargy welcomed everyone in attendance at the meeting.

2. ACCEPTANCE/CORRECTIONS OF MINUTES:

A motion to accept the minutes of the May 18, 2016 House of Delegates was made, seconded and approved by all. Vote by acclamation – all in favor of accepting the minutes as posted - **Motion carries.**

3. APPROVAL OF AGENDA:

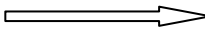
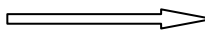
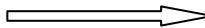
Mac gave an explanation of what constitute the Consent Agenda.

A motion to approve the Agenda of the September 17, 2016 House of Delegates as presented was made, seconded and approved by all. Vote by acclamation – all in favor - **Motion carries.**

4. GENERAL CHAIR : John McIlhargy

1. **USAS Late convention - September 22-25, 2016** – this means that we had to have our HOD before the Convention.
2. **Congratulations all around** –
 1. Senior Mets, Junior Olympics, Zone Team and Coaches, Olympic Trials (79 individual swims from Metro athletes), and Olympic Games in Rio.
 2. Record amount of reimbursement, Record amount of Club Excellence dollars, Record Membership Statistics.
 3. Welcome to a new club: Delaware Water Moccasins
 4. National Junior Disability Championship in Middleton, Wisconsin. Johnny Giannotti (Sachem Swim Club) swam a total of 7 events and won them all! Well Done Johnny.
 5. Devin Marrero (Silver Streaks Swim Club) participated in the US Paralympic Trials
3. **Club Development and Your Business and Metro Swimming Role** –
 1. Working with Club Development:
 - a. Club Leadership & Business Management School - CLBMS 201 Upcoming Dates & Locations will be announced - Help Your Club Perform Better...Out of the Water
 - b. Your business is your responsibility: Policies and Procedures: The wet side... Metro is working on Policy and Procedures to streamline document and vet any “ambiguities.
 2. Recommending a Strategy – Ideas for today and tomorrow
 - a. **Committee Members:** John McIlhargy-Chair, Dave Ferris, Jonah Montgomery, Denise Byrne, Tom Luchsinger, Kiki Hatziantoniou, Nikolay Shevchenko, Jeff McClung, and Stephanie Coffman
 - b. **Strategic Leadership** - Essential Leadership Roles: Who's Responsible for What?; When strengths become weaknesses; Customer Care, it's time for a change; Educating Your Ecosystem/Members
 - c. **Areas of Planning** – Administration, Financial, Events, Age Group Athletes, Senior Athletes.

d. **Services –**

- a. Clubs/Coaches  Resources and Administration
- b. Athletes  Support
- c. Families  Marketing

5. **OFFICE MANAGER/REGISTRATION REPORT:** Mary Fleckenstein

1. <u>Membership Statistics</u>	<u>End 2015</u>	<u>End 2016</u>
Coaches:	630	664
Officials:	320	373
Other:	147	133
Athletes:	11,050	11,131
Total Membership:	12,209	12,362

Reminder that some are dually registered.

Biggest reminder – **NO MEMBERSHIP CARDS WILL BE SENT** – This is for all non-athlete members – coaches and officials. Must go onto deck pass on your computer to print a card.

2. **Coaches Certifications** -_Coach’s current certifications are listed in club portal and on deck pass 24/7. Coaches are emailed 30 prior to expiration – giving ample time to renew.
No excuse to not renew before expiration dates. Many LSC’s fine or deny membership to coaches that let their certifications expire. Please be diligent. Reminder to send in updates as you do them – do not wait until the day before you need them.
3. **Coaches without full certifications are NOT allowed on the pool deck in any capacity** – practice or meets. Safety Training for Swim Coaches – please attach your current lifeguard certification OR the skills sheet with your online course. I have been looking up the lifeguard courses – but the USA Swimming guidelines say you must attach – please do so each time.
4. **120 Day Rule** - Please be aware that the 120 rule has been updated and clarified. Swimmers that transfer may **NOT** represent another club until after the 120 days has passed – whether it is an open or closed competition. - 203.3 For a swimmer to represent a USA Swimming club in a competitive event, **one hundred twenty (120) consecutive days must have elapsed before the swimmer is permitted to represent any other USA Swimming club in USA Swimming open or closed competition.** The 120-day count shall begin on the day following the last date the athlete represented a USA Swimming club in open competition.
5. **Club Portals** - Club Portals should be your best friend! All of your club information is in it, and up-to-date to what is in the database. Please check your club portals frequently!
6. **Sanctions** - Please be prompt with submitting your sanction requests. Please review the information on the web and make sure your application is completely filled in and can be read clearly. You must have a completely registered meet director, meet referee and Admin. Official to receive your sanction. **Meets need to be sanctioned and posted 60 days prior to meet** – this is not happening.
7. **Meet Recons** - It is the responsibility of the club to **only enter swimmers that have been registered with USA Swimming.** As we know – meets fill up early – swimmers should have been registered prior to you sending your meet entry. There is no excuse for not knowing who is on your roster – i.e.: Club Portal is live 24/7. You should not send in and entry that has any unregistered swimmers into a meet – this is not allowed!!! Meet directors are required to

remove any swimmers that are not registered at the time of the recon. They can NOT add the swimmer back in until cleared by the Metro office. Hopefully after reading the above – this will not be happening this year at all!!!!

1. **If a swimmer is not registered and swims in a meet – there is a \$100 fine to the team that entered the swimmer and a \$100 fine to the host club for allowing the swimmer in the meet.** There will be no grace period to correct this issue. Times achieved at the meet will not be uploaded into the SWIMS database.
2. Please pay attention to emails with meet recon information in it. Fix what needs to be fixed! We do have in place a fine system for swimmers that appear on a recon more than once. Please – if you fix a swimmer in your database and have sent in numerous meets already – contact the meet director with the changes.
8. **Registration** - Everyone can print a temporary card from their home computer using deck pass. If your certifications are up-to-date – it will show on your deck pass.
 1. The Metro office will **NOT** be printing any membership cards for 2017 registration period. Everyone will have to use their deck pass if they want a printed card. This is in line with USA Swimming recommendations. Coaches presenting deck pass at a meet should be accepted if the deck pass is presented live – no screen shots.
 2. Registration materials were sent in August for 2017. **Just a reminder that USA Swimming has raised the dues \$2 so registration fees for 2017 will be \$68.**
 3. **Reminder** – the SWIMS database does not know if you move, change your name, etc. Please let the office know of any changes.
 4. **If you are doing registration – checking CHANGE and sending it in with your registration does NOT register your swimmers – you MUST CHECK RENEW.**
 5. **Transfers** – Any swimmer that **has ever** been registered to any club must fill out a transfer form – even if they have not participated in several years. **They remain in a holding tank until the form is completed.**
9. USA Swimming convention next week – will update with any important information.

6: TREASURER’S REPORT: George Rhein

1. Reports were submitted and were available at the meeting:
2. Metropolitan Swimming Profit and Loss - September 1, 2015 to August 31, 2016
3. Metropolitan Swimming Profit and Loss vs. Budget and Prior Year
4. Metropolitan Swimming Balance Sheet as of August 31, 2016
5. A motion to accept the Treasurer’s Report was made, seconded and approved by all.

7: FINANCE CHAIR: Julie Chen

1. Reports were submitted and were available at the meeting:
2. Proposed Quad Budget for 2017-2020
3. Budget Recommendation presented to the HOD –
 1. Budget stays “flat” – Amend the budget at a later date after receipt of relevant information and acceptance by the board
 2. Relevant Budget Information Needed –
 - a. Estimate Income from Registrations (By Club – Swimmers; Coaches; Officials; Others)

- b. Estimated Revenue/Expenses by Meet (Number of athletes; Entry fee received per athlete; Penalty & Fines; Admission fees; Concession fees; other Revenue/Expenses)
 - c. Estimated Income from Subsidy (USA Swimming; by Committee Category; and Other)
 - d. Estimated Expenses by Committees – Officials; Senior; Age Group; Safe Sport; Technical Standards; all other committees
 - e. Short-Term/Long-Term Asset breakdown and details – Cash deposits; investment; interest income; account receivables; equipment (Historical of Fair Value); PP&E (Historical or Fair Value); Others
 - f. Short-Term/Long-Term Liabilities breakdown and details – account payable; office rent; salary and wages; interest payable; any other obligations; income tax expense; audit expense; bad debt; others
 - g. Miscellaneous Categories (petty cash; discretionary expense) – other unknowns – Historical Past Variances (by year for trend analysis)
4. A motion to accept the Budget was made, seconded and approved by all. Budget was approved – **Motion carries**

8: ADMINISTRATIVE VICE CHAIR: Eric Fisher and Scott Draper

- 1. Any team or event that will have a photographer present must fill out photographic policy found on the metro site, as well as meet invites templates. Once the form is filled out it must be submitted to the Safety in Sport Coordinator and the meet director prior to commencement of the meet or activity.
- 2. Club Excellence for 2016 was revised and consists of several changes age groups, national ranking and adhering to metro meet requirements to name a few. The new Club achievement award application will be posted shortly.
- 3. Meet Surcharges- A majority of clubs get them in on time and completed correctly. However, we still have teams that go past the 30 days. The most efficient way is to email the reports to me. Teams that pay by check can also email the reports and drop a check in the mail.
- 4. MD/AO clinics need to be scheduled. Once scheduled the location, date and times will be posted on the Metro website. Reminder for all AO's to please check your deck pass for any expiring requirements.
- 5. We are working our way slowly through the By-Laws and the Policy and Procedures manual. The P&P hasn't been updated since 2013 and it will take us some time to update.
- 6. The board has decided to establish a scholarship honoring Len Galluzzi. Len was a leader in Metropolitan swimming for many years. The scholarship will be awarded on an annual basis to a swimmer from Metropolitan swimming. Details to follow.

9: SENIOR CHAIR: John Collins and Dave Ferris

- 1. 2016 was a banner year for Metropolitan Swimming. Thirty-four swimmers representing Metro swam at the Olympic Trials in Omaha. Four swimmers representing Metro made the USA Olympic Team. One Metro swimmer swam at the Junior Pan Pacific Meet. Metro had six swimmers qualify for the USA National Team, one for the National Junior Team and twenty-five for USA Academic All-Americans.
- 2. **Congratulations Metro U.S. Olympic Team Members:**
 - a. Cody Miller - Badger Swim Club - Bronze 100 Breast 58.87 - Gold 4x100 Medley Relay
 - b. David Plummer - New York Athletic Club - Bronze 100 Back 52.40 - Gold 4x100 Medley Relay
 - c. Lia Neal - Asphalt Green Unified Aquatics - Silver 4x100 Free Relay
 - d. Jimmy Feigen - New York Athletic Club - Gold 4x100 Free Relay

3. **Junior Pan Pacific Championships:**
 - a. Maggie Aroesty – Long Island Aquatic Club - Bronze 200 IM 2:13.33
4. **USA Swimming 2016-17 National Team Members:**
 - a. Lindsay Vrooman Badger Swim Club
 - b. Jimmy Feigen New York Athletic Club
 - c. Zane Grothe Badger Swim Club
 - d. Cody Miller Badger Swim Club
 - e. David Plummer New York Athletic Club
 - f. Josh Schneider New York Athletic Club
5. **USA Swimming 2016-17 National Junior Team Members**
 - a. Maggie Aroesty Long Island Aquatic Club
6. **Twenty-five USA Swimming Academic All-Americans**
7. **2017 Summer US Open and Junior National Championships to be held in Metro at the Nassau County Aquatic Center**

10: AGE GROUPS: Andy Copley

1. Eastern Zone Age Group Championships were held at NCAC Eisenhower Park this summer. Metro had 244 swimmers which was great! We won the 11-12 age group and the 13-14 age group; Metro finished in 2nd place overall –
2. We had many new coaches and they did a great job! But it was really hard finding coaches that would volunteer for the meet this year. Please start thinking about next year! It is a great experience for the young coaches. There were coaches from NYSA, PAC, LIAC, WEST, LGAC, and other clubs as well.
3. Andy will put together an Age Group Think Tank this fall – this will be an opportunity for many coaches to come together and share some ideas – How can we make Age Group better! Information will be available on the web site later this fall!

11: NATIONAL TIMES VERIFICATION / TOP 10/SECRETARY: Monique Grayson

1. From September 1, 2015 to August 31, 2016 - 223 meets held in MR were uploaded in the SWIMS Database: 186 SCY meets; 6 SCM meets, and 31 LCM meets. Of the 186 SCY Meets, 14 were Approved meets and 30 were Observed meets.
2. **2015-2016 Scholastic All-America Team by the Numbers**
 - a. **Athlete Numbers:**
 Successful Applicants 1172 (582 Girls and 590 Boys)
 SAA team members will receive certificates and a bag tag. Three-timers * will receive a special gift. Awards will be shipped in the fall.

		Top LSCs		Top Clubs	
Three-Timers 179 *	Central Zone 247	North Carolina	78	Swim MAC	35
	Eastern Zone 281	Pacific	66	Nation’s Capital	33
Open Water 2	Southern Zone 373	Southern California	64	Dynamo	21
	Western Zone 271	Florida	60	Academy Bullets	14
Disability 5		Potomac Valley	60	Marlins of Raleigh	14

b. Metropolitan Swimming SAA Athletes for 2015-16

- a. **AGUA** - 5 - Aaron Glas, **Nicole Aarts ***, Carly Fried, Krystal Lara, Alessia McGowan
- b. **BAD** - 4 - Spencer Lafata, Carly Cummings, Nathalie Eid, **Anina Lund ***
- c. **BGNW** - 5- Brian Glat, Tyler Hill, **Emma Hadley ***, Jamie Lee, Cate Sawkins

- d. COND -2 - Michael Daly, Kevin Gu
- e. **LIAC - 5** – Christopher Arena, **Ryan Brown ***, Margaret Aroesty, Kristen Romano, **Cara Treble ***
- f. LIE – 1 – Timothy Valentine
- g. PATS – 1 – Katelyn Walsh
- h. TS – 2 – Alex Park, Ethan Tack
- i. TVSC – 1 – Andrew Stange

3. High School and College Observed Meets for 2016-17

- a. Remember that all Requests for High School and College Observation Championship Meets are due a minimum of 2 weeks prior to the meet!
- b. Form “B” for High School – Form “A” for College meets - The sooner you sent those to me at monique.grayson@metroswimming.org ... the better – Section 1 and Section 8 are already in!
- c. Make sure that all your swimmers are entered in their high school databases with their correct full name (no nicknames), their correct birth date, & their USAS Registration ID .

12: COACHES REPRESENTATIVE: John Yearwood

John would like to see as many coaches as possible participating in the Think Tank (see Age group). He is also looking for representation on the Coaches Committee

13: SAFETY COORDINATOR: Edgar Perez

Make sure to fill out the paperwork for any injury at meet or practice (even small injury). The Report of Occurrence is submitted any time there is an accident or injury during such USA Swimming activities as Sanctioned or Approved swim meets, swimming practices, contracted Swim-a-Thons or approved social events.

14: TECHNICAL PLANNING: David Ellinghaus

- 1. Technical Planning had a meeting in August. The committee is still reviewing the times. The updated time standards and updated alignment will be available this coming week on the Metro website.
- 2. Changes for Senior Mets and Age Group Championships – Cuts have been tightened – The recommendation came through not only from the committee itself but also from Age Group and Senior Chairs.

15: OPEN WATER: Colleen Driscoll and Rob Ripp

- 1. **Huntington-Cold Spring Harbor West Neck Swim Sunday July 31, 2016**
Organized by Excel Swimming and the WNS Committee

Swim was moved to July this year to insure warmer water temperature. Added Safety features this year include United States Coast Guard Auxiliary Unit (4 Jet Skis). In addition, the following were provided as part of our normal Safety Plan: Cold Spring Harbor and Halesite Fire Department Safety/EMS Boats and Ambulances; Huntington Harbor Master patrol boat, Oyster Bay Harbor Master patrol boat, 10 Volunteer lifeguards on the course and 18 Kayakers also patrolling the course.

Weather conditions were uncertain; as a result, for added safety course was adjusted:

- 1Mile = .813 Miles
- 2 Mile = 1.62 Miles
- 5K = 2.48 Miles

George Fleckenstein continued as the Referee this year joined by Kris Tillas and other officials.

One Day Event Entry fees collected for Metro totaled \$2,992

Donation of \$1,500 was made to the Huntington YMCA for their swimming scholarship program

Team Participation: TVSC, SSC, CFJV, HYB, NDAC, LIAC, PUST, LIE, CIY, BAD, FLY, UNAT

2. **Fire Island Open Water Swim, Saturday July 9, 2016**

Event Organized by Open Water Swim Long Island

Total Swimmers 140 - Total USA Swimmers: 20 - Kevin Bank meet Referee

- 400 Meter – 6
- 1 Mile - -14

16: OFFICIALS CHAIR: Mark Amodio

1. We will be enforcing the credentials on deck very strictly – Coaches that have an expired certification will not be allowed on deck – Mark would like all coaches to display their certifications the way officials do.

If coaches want to show their registration on Deck Pass, it has to be from a life Deck Pass and not from a screen shot; coaches can't just show their Red Cross card, or lifeguard certification card. If it is not Life on Deck Pass it does not count!

Do not send your certifications the day before a meet as it will not be on Deck Pass.

2. Reminder – for the May bids for the short course season 2017-2018 – every club that hosts a meet must have a minimum number of officials affiliated with that club
Keep recruiting Officials! This should be an entirely volunteer position. Mark praised Sachem, Long Island Express, and the Kips Bay Makos for increasing the number of volunteer officials affiliated with their clubs.

17: SWIM-A-THON: Rich Finkelstein

The report (7-pages)is online

18: DISABILITY: Lorraine Diehl

Lorraine was unable to attend the meeting. Please see #4-2.4 and #4-2.5

19: HALL OF FAME: Marc Rizzo

John McIlhargy announced that it is done and ready for shipping and installation

18: DIVERSITY: John Yearwood

John wants to make things different this year. In the past, there was 1 Diversity Clinic in Metro but he feels that it would benefit all to have clinics in all three geographic areas of Metro: North, Central, and South. Please contact John if your club would be willing to host a clinic!

19: SAFE SPORT: Brian Hansbury

Safe sport continues to be a moving field in being a proactive program for all that are involved in the sport.

Coaches and teams - please continue best practices in all your hiring's. USA swimming has tools to aid you so please visit the website

20: ATHLETES' REPRESENTATIVES: Emily Sullivan & Matt Keane, Tom Luchsinger and Robert Frawley

1. Tom mentioned that the athletes have been swimming really well and are happy.
2. Mac congratulated Emily and Matt for their hard work at Zones in August. He could not be more proud of our athletes' reps.!

3. Matt Keane & Emily Sullivan thanked and praised everyone that worked at Zones as it really was a great meet. They are looking for athletes to join their committee!!!

21: UNFINISHED/OLD BUSINESS

Nothing at this time

22: NEW BUSINESS:

1. Policy and Procedures or By-Law Proposal Amendments have to be received by the BOD 30 days prior to the HOD for a HOD vote. This is part of the consent agenda that was discussed at the last HOD.
2. One submitted by BOD Part Seven – Revising Policy and procedures Manual 1309 – Recommend for Approval.

A motion to adjourn the meeting was made, seconded and approved by all. Meeting adjourned at 11:12 am.

Respectfully submitted

Monique Grayson, Secretary

October 2, 2016