

# Adirondack Swimming

## Spring HOD meeting June 14, 2021

### Attendees:

Sean Caron	Debbie Erickson	Jennifer Dixon
Abie O'Donnell	Don Lipkin	Don Lipkin
Rossi Maldonnado	Rob Macleod	Dan Tanski
Marco Greico	Maggie Hartman	Maddie Ferriera
Chuck Dunham	Adam Hershberg	Jerry Adams
Travis Nelson	Bill Faucett	JoAnn Faucett
Penny Sorbello	Emma Lindecke	Ann Korzun
Andre Paradis	Caitlin Cho	Jarrett O'Donnell
Jillian Gale	Mandy	Connie Miller
Abigail Sellnow	Jarrett O'Donnell	Olivia Czelusniak (Skidmore)
Jill Greenleaf (Skidmore)	George Stopyak	Danielle
Josh Wolin		

Meeting called to order at 8:01pm

Announcements: Due to the circumstances surrounding Covid-19, the meeting was held via Zoom and was somewhat informal in nature. Sean introduced and welcomed the 2 new athlete representatives: Caitlin Cho and Abbie Sellnow. Sean thanked Maggie Hartman & Abbie O'Donnell who are the outgoing athlete reps for their contributions. The AD scholarships were awarded to Emma Hoffman from CPP who will be attending Carnegie Mellon and Maggie Carroll from the Delmar Dolphins who will attending Roger Williams. There were no male athlete submissions, so they decided to award the scholarships to 2 female athletes.

### Financial Report – Debbie Erickson

There has been limited activity. Low registration fees to date. No meet fees have been collected from the swim meets that have been held and no travel expenses have been paid. Debbie expects an additional loss of approximately \$26k for the fiscal year. Although we had an approved budget we will be wrong on the assumptions due to Covid. She does not anticipate exceeding the scholarships provided through the Outreach Program. AD received a donation from Skidmore for the Diversity & Inclusion Outreach Program of \$1,175.00 which they raised through a swim-a-thon type event.

Debbie made the recommendation to change AD's fiscal year to the tax year for better reporting. Our bylaws provide for the change. Debbie would like to update some of the financial procedures. Those housekeeping recommendations will be provided to the Governance Committee. Finance report was approved.

All other reports provided (attached) were block approved.

### Diversity and Inclusion Outreach Program Donation

Representatives from Skidmore, Olivia and Jill attended the HOD meeting on behalf of Skidmore. Olivia, who swims for Skidmore stated that she and her teammates really wanted to do a fundraiser that was community-based. Sean & Rosie will work together to really determine where the money can be put to best use in the community to promote water awareness & drown proofing through learn-to-swim events. Sean thanked Olivia & Jill for the donation and assured that it would go to excellent use.

Meeting minutes from Fall 2020 meeting were approved and Agenda for tonight's meeting was approved.

Block reports were approved and are attached. It was asked that a few of the reports be highlighted.

### **Officials Chair Report - JoAnn Faucett**

JoAnn stressed that AD really needs additional officials to be trained. JoAnn asked that all clubs do their best to promote officiating to their parents. She will host clinics and because of the lack of meets she might be able to get creative with the "shadowing" requirements that is necessary during the certification process; such as allowing shadowing to take place during practice times. We need 2x as many officials as we currently have.

### **Registrars Report – Adam Hershberg**

Registrations are way down over previous years due to Covid. USA Swimming has issued coaches an additional extension on certification for CPR and In Water to 9/1/21 (was 7/1/21). It is now a requirement of USA Swimming that all clubs must have either an independent BOD registered or have a minimum of 2 certified coaches at all times. The MAAPP 2.0 (Minor Athlete Abuse Prevention Policy) is being updated by USA Swimming. All changes must be instituted by 9/1/21. Adam will send out the links to the coaches and team registrars for the webinars. The 120-day transfer rule waiver for any swimmers who transferred to a different club between 3/15/2020 and 5/31/2021 can transfer back to their original club without incurring 120-day penalty. For current transfers time-period was reduced to 60 days but that has only been approved for the 2021 Long Course season. All athletes over the age of 18 must complete APT training and clubs must monitor completion. The 2023 Registration process may be different because USA Swimming may be centralizing it and taking it away at the LSC level.

### **New Business – Jerry Adams**

AG Zones is back on the schedule for 14 and under swimmers. Eastern Zones will be in Richmond, VA. 12 kids per age group from AD. Each swimmer must have one "A" time. See information on AD website for additional clarification on structure of meet and guidelines. Will need a coach for each age group and chaperones.

**Elections for Fall 2021** – Sean Caron, General Chair and Don Lipkin, Vice Chair are both finished with their terms. Both Board seats will need to be filled. Additionally, Safe Sport Coordinator will need to be filled. On the Governance Committee, George Stopyak will rotate off the Committee and a new 3-year member will need to be elected. All candidates must be a USA Swimming Member. Please provide nominations of candidates to the nominating committee. The Nominating Committee will initiate a search for potential candidates for the term limited positions. Will need to post to website.

### **Vice Chair Report – Don Lipkin**

See attached report concerning changes due to the "Empowering Olympic, Paralympic, and Amateur Athletes Act of 2020" which states that National Governing Bodies (NGB) must have 33.33% 10/10 year + athlete representation. See attached report.

**Additional New Business**

Chuck Dunham – No Championship for Long Course season.

Travis Nelson – Asked about update on the new Aquatics Center. Sean said that it was still moving forward and funding for the project is ongoing.

Motion to adjourn.

## **Reports for June 14, 2021**

### **Board of Directors and House of Delegates Meetings**

#### **Registrar's Report – Adam Hershberg**

##### **Registrations**

###### **AD Clubs**

2021 – 19 (only 10 with currently registered swimmers)

2020 – 29

2019 – 34

###### **AD Swimmers**

2021 – 830 Total - 664 Premium, 127 FLEX, 39 Seasonal

2020 – 2,019 Total – 1,813 Premium, 200 FLEX, 6 Seasonal

2019 – 2,344 Total – 1,962 Premium, 221 FLEX, 161 Seasonal

##### **Coach Certification Extensions**

Some coaches were granted extensions through 7/1/21 for their CPR and In Water certifications. USA Swimming has issued one more extension through 9/1/21 and I will be manually updating these in the next few weeks. USA Swimming has indicated this will be the final extension and that all coaches should plan on getting re-certified through an accredited program before 9/1/21.

##### **Club Board of Directors becoming USA Members**

It is now a requirement that all Clubs must either have an independent Board or have a minimum of 2 certified Coaches at all times. This was new in 2020 and some Clubs did get their Board Members registered, but some Clubs did not since they did not renew for the year, or were not operational. This will be something all Clubs will need to monitor as they renew Club and Non-Athlete registrations.

##### **MAAPP 2.0 (Minor Athlete Abuse Prevention Policy)**

USA Swimming is updating their MAAPP and all member Clubs as well as the LSC will be required to adapt the new policy. They are having four webinars (1 in June, 1 in July and 2 in August) for anyone interested in learning about the changes. I will forward out the link that I received to all AD Coaches and Registrars. All changes must be instituted by September 1, 2021.

### **120 Day Transfer Rule Waiver**

Swimmers who transferred to a different Club between March 15, 2020 and May 31, 2021 can transfer back to their original Club without incurring the 120 day penalty.

For current transfers, the 120 day period was reduced to 60 days, but at this time that has only been approved for the 2021 Long Course Season. There has not been any guidance as to whether this will be extended to the 2022 Short Course Season.

### **APT Requirement for 18 and over Athletes**

This is a relatively new requirement and needs to be monitored by all Clubs. All 18 and over swimmers should have this completed the Athlete Protection Training course before attending a practice with a member Club. I also receive monthly e-mails from USA Swimming about times being invalidated because swimmers were not current with their APT at the time that they competed in a meet.

### **2023 Registration process may be different**

USA Swimming is considering taking away the registrations from the LSC level and centralizing the process. I do not have much more information at this time, but it will be something I will be monitoring. There was a virtual meeting a few months ago that generated numerous questions from LSC registrars about how things would be handled if USA Swimming chooses to go in this direction and I believe USA Swimming is currently digesting those questions and attempting to get back to the LSC's with some answers.

### **Official's Chair Report – JoAnn Faucett June 14,2021**

\*AD presently has 13 teams with registered officials, only 4 teams have 5 officials plus certified, hand full have certified referees and starters.

\*2021 Official count is 41 which include AOs, non stroke & turn certified officials, 50% less than AD's normal numbers. Even with having smaller intra-squad meets we are struggling to cover them. There has been multiple meets going on at the same time which reduces the number officials at a meet. If there are not enough officials AD will not be able to run invitationals as we have in the past.

\*The need to have AD certified officials return to the deck is great. AD teams must recruit new officials. The sport of swimming needs a huge volunteer base which include certified officials.

\*Officials clinics will be available for new certification and returning officials. If your team is interested in hosting a clinic please contact me to set up date, time and location.

## **Spring Records Report - Jarrett O'Donnell**

- As a reminder to coaches, I rely upon you to report any out of district meets that you have participated in for the Resident Records report. If you believe your swimmer has set a record, please let me know when and where so that I can pull the results.
- There have been no updates to the LCM records from the 2019-2020 season, with no in district meets and no reports of out of district meets.
- The SCY records have been updated through 6/13/2021. There were a total of 3 resident records and 1 district record set through this date from the Fall BOD/HOD meeting.
  - Resident Records:
    - Women Open and 15-18 1000 Free - Rachel Love, 10:01.97
    - Women Open and 15-18 1650 Free - Rachel Love, 16:40.34
    - Men 11-12 200 Fly - Christian Jerome, 2:05.55
  - District Records:
    - Men 11-12 200 Fly - Christian Jerome, 2:05.55.

## **Age Group Chair - Jenn Dixon**

### **EASTERN ZONES LONG COURSE AGE GROUP CHAMPIONSHIPS – AUGUST 4-7, 2021**

AD Swimming may send 8 eligible athletes per gender per age group. Eligible age groups are 10-Under, 11-12 and 13-14.

#### **Application Eligibility:**

- AD Swimmer must have full USA Swimming membership (no Flex) and be registered AD
- Eligibility can be long course or short course. All entry times will be in short course.
- Swimmer must have at least 1 “A” time standard in SWIMS in the age group they are eligible to compete in.
- Swimmers in each gender/age-group will be ranked by their fastest qualifying time based on the Hy-tech age-group point system. All ranking of times will be based upon Hy-tech age-group point system.
- All eligible swimmers will rank their event priority from 1-12
- Those with the fastest times will get selection and event entry priority.
- Once placed on AD Zone Team, swimmers will be entered in up to 8 events.
- Zone Head Coach will have final say on all entries and relay selections.
- Swimmer must commit to the entire 4-day meet to be eligible – including all appropriate sessions.

## Vice Chair Report – Don Lipkin

### Changes to USA Swimming By-Laws Related to BoD/HoD Representation

What: Pursuant to the “Empowering Olympic, Paralympic, and Amateur Athletes Act of 2020,” USOPC is mandating all its member bodies, of which USA-S is one, must reach 33.33% 10-year/10-year+ athlete\* representation.

When: All NGB’s must reach compliance by December 31, 2021. Special meeting of the USA-S HoD on June 30.

Scope: USA-S BoD, HoD and certain USA-S Committees

What if we don’t? Non-compliance risks decertification of USA-S as the sport’s National Governing Body (NGB). USOPC can request an NGB disband its legislative body if the NGB fails to comply with federal law or USOPC Bylaw requirements.

By the numbers:

- 15 BoD members à need 5 to be 10-year athletes
- 390 HoD members à need 130 to be 10-year/10-year+ athletes (no fewer than 78 10-year)
  - o LSC will get 3 votes: GC, Coach Rep, non-coach rep
  - o 77 Coaches (1 per LSC + 1 extra from 18 largest LSC’s)
- Similar for Athletes Advisory Council, Rules & Regs Committee, National Team Steering Committee

What does this mean for us? No changes at LSC level, but we now get 3 votes at HoD. 10-year/10-year+ athlete and coach voices will be stronger.

\*10-YEAR ATHLETE – an athlete who has represented the US in a Delegation Event (Olympic Games, the Olympic Winter Games, the Paralympic Games, the Paralympic Winter Games, the Pan American Games, and the Parapan Am Games), World Championships, or another event designated by the USOPC and USA Swimming as an elite-level event for purposes of this definition, within the previous 10 years

\*10 YEAR+ ATHLETE - an athlete who has, at any point but not within the 10 years prior to election/selection, met the definition of 10 Year Athlete Representative.

# Adirondack Swimming

## Board Meeting Financial Report June, 2021

### Bank Balances as of 5/31/2021

Checking x0903	\$ 23,556.18
Savings x7619	\$ 323,815.92
CD x1029	\$ 52,563.18
<b>TOTAL</b>	<b>\$ 399,935.28</b>

Terms

Interest rate 0.01%

Interest rate 0.1%. Matures 12/13/2021

### High level Financial Summary

	2020-21			Proposed			
	Act/forecast	Budget	Variance	2021-22 Budget	2022-23 Budget	2023-24 Budget	2024-25 Budget
<b>Income</b>							
Registration Fees	\$ 68,858	\$ 154,038	\$ (85,180)	\$ 188,575	\$ 188,575	\$ 188,575	\$ 188,575
Travel Fund	\$ -	\$ 48,806	\$ (48,806)	\$ 47,750	\$ 47,750	\$ 47,750	\$ 47,750
Zones	\$ -	\$ 2,800	\$ (2,800)	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800
Interest	\$ 642	\$ 1,870	\$ (1,228)	\$ 83	\$ 80	\$ 80	\$ 80
<b>Total Income</b>	<b>\$ 69,500</b>	<b>\$ 207,513</b>	<b>\$ (138,013)</b>	<b>\$ 238,208</b>	<b>\$ 238,205</b>	<b>\$ 238,205</b>	<b>\$ 238,205</b>
<b>Expenses</b>							
Registration Fees	\$ 53,346	\$ 117,391	\$ (64,045)	\$ 147,825	\$ 147,825	\$ 147,825	\$ 147,825
Travel Expenses	\$ 7,750	\$ 50,700	\$ (42,950)	\$ 41,450	\$ 57,950	\$ 57,950	\$ 57,950
Zones	\$ 15,700	\$ 15,700	\$ -	\$ 15,700	\$ 15,700	\$ 15,700	\$ 15,700
Admin Expenses	\$ 17,329	\$ 18,585	\$ (1,256)	\$ 20,364	\$ 23,364	\$ 23,364	\$ 23,364
Awards, Scholar, Athlete	\$ 500	\$ 1,900	\$ (1,400)	\$ 1,900	\$ 1,900	\$ 1,900	\$ 1,900
Outreach	\$ 1,650	\$ 23,300	\$ (21,650)	\$ 14,475	\$ 13,300	\$ 13,300	\$ 13,300
<b>Total Expenses</b>	<b>\$ 96,276</b>	<b>\$ 227,576</b>	<b>\$ (131,301)</b>	<b>\$ 241,714</b>	<b>\$ 260,039</b>	<b>\$ 260,039</b>	<b>\$ 260,039</b>
<b>NET INCOME</b>	<b>\$ (26,776)</b>	<b>\$ (20,063)</b>	<b>\$ (6,713)</b>	<b>\$ (3,506)</b>	<b>\$ (21,834)</b>	<b>\$ (21,834)</b>	<b>\$ (21,834)</b>

#### Proposals:

Updating Financial procedures. Please see attached

Changing tax year to follow fiscal year

\$1175 in outreach budget is restricted from Skidmore College



The Finance Committee is responsible for:

- Preparing and providing preliminary approval for the annual budget proposal to be submitted to the Board and House of Delegates at the spring meeting.
- Determining the level of risk to be taken in investment accounts. Specifically, the Finance Committee must approve investment instruments to be used for Cash Reserve and Strategic Initiative Funds. Investment vehicles for LSC funds are designed to offset inflation risks and should present no significant risk of loss of LSC funds.
- Approving, on behalf of Board, expenditures that deviate from budget by more than \$1000.
- Provide advice and consent for financial reports to be provided to the Board and the House of Delegates.
- The Finance Vice Chair shall serve as Chair of the Finance Committee.
- Credit cards will be provided to the General Chair, Administrative Vice Chair and Zone Team Coordinator. The credit card will be authorized for expenditures up to \$30,000 to support unplanned or emergency expenses.
- LSC accounts will be setup in a bank where full electronic access to accounts is available including: remote deposits via scanner and PC, transfers between accounts, interface to common finance software, and electronic bill pay. Whenever practical, expenses made by the LSC will be paid through electronic transactions. This allows better tracking and control of funds disbursement
- The Finance Vice Chair is responsible for:
  - Developing a financial plan in the form of a budget for approval by the Finance Committee.
  - Paying bills as authorized through approved budget lines by either initiating payments or instructing treasurer to pay.
    - Approval process:
      - Treasurer can initiate payment if bill has been approved by Finance Vice Chair.
      - For Finance Vice Chair to initiate payment, expenditure must be approved by:
        - Coaches representative for travel reimbursement
        - General Chair for Outreach grants
        - Payroll is approved through budget.
        - Admin Vice Chair for other expenses.
  - Securing approval from the Finance Committee for expenditures that are more than \$1000 higher than the budget.
  - Maintaining LSC accounting records. Either Finance Vice Chair or Treasurer must enter transactions in Quickbooks on a monthly basis. Invoices / receipts should be attached to transaction in Quickbooks. Treasurer is responsible for reconciling all accounts.
  - Supporting annual audits / Agreed Upon Procedures Review.
  - Working with treasurer to have taxes filed with the IRS.
  - Representing the LSC in the event of an IRS audit.

- Managing liquidity of LSC funds. Funds will be invested according to the risk profile established by Finance Committee. Transfers in and out of the Cash Reserve Fund will be approved by the Finance Committee.
- Providing analytical support to the Finance Committee and LSC Board for new initiatives – to help guide decision making.
- Upon formal request to the Executive Committee, members of Adirondack Swimming may be provided details from within the financial records of the LSC. The Finance Vice Chair, upon receiving notice from the Executive Committee of a request to be met, will have 30 days to provide the report to the Executive Committee. If the request can not be met in 30 days, the Finance Vice Chair will notify the Executive Committee and a specific report date will be determined.



### ***National Operational Risk Committee***

USA Swimming, Inc.  
1 Olympic Plaza  
Colorado Springs, CO 80909-5770

## **Adirondack Swimming BOD/HOD Report Spring 2020**

### ***1. Virtual Dryland (live) Insurance Coverage***

USA Swimming obtained insurance coverage for **live** virtual dryland training in March. This policy does not provide coverage for recorded sessions. Required protocol associated with this coverage includes a ratio of 1 coach per 8 athletes and MAAPP guidelines regarding time and parent/3rd party involvement must be upheld. A memo was sent to membership from our committee detailing the policy, if you did not receive the memo and would like it please reach out to me.

### ***2. Additional Virtual Insurance Coverage***

Clubs have inquired for various types of insurance coverage for additional virtual training. Wisconsin Swimming obtained insurance coverage for **recorded** virtual dryland sessions. The insurance company will not provide total coverage to USA Swimming but will consider coverage on a LSC basis. If interested in additional coverage opportunities contact our insurance consultant.

### ***3. Insurance Cost Change***

Insurance costs for USA Swimming at the national level will be increasing 30-50% when the policies are renewed for the upcoming year. The effect of the increase on membership is to be determined outside our committee. Operational Risk had a time slot planned at convention for questions regarding the increased premium but with the change to a virtual convention there is no update on that slot.

### ***4. Return to Operations/Coach Certifications***

Our committee continues to work on return to operations guidelines. Due to the changing restrictions in each state daily, refer to local, state, and federal health guidelines. There is an extension until July 31st for coach certifications expiring March to June in Lifeguard Training, In-Water Safety Training or CPR/AED. The extension end date provided has not been reevaluated yet.

If you have any questions regarding Operational Risk please reach out to Dan and he can forward me anything that needs national attention.

Respectfully submitted,  
Marco J. Greico  
USA Swimming Operational Risk  
National Athlete Representative (AD)  
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