

# Illinois Swimming Board of Directors

## ISI Office

Wednesday, July 11, 2007

7:30 pm -Via conference call

1. Roll Call, Reading, correction and adoption of minutes

Members Present: Jane Grosser, Bill Welnhofer, Doug Lenox, Dave Krotiak, Todd Capen, Mike Laurich, Dave Olack, Jennifer Ridge, Judy Busse, Pam Lowenthal, Bill Schalz, Michael Lawrence, and Peter Kozura

- **Agenda approved as presented. PASSED**
- **Minutes approved as corrected. PASSED**

2. Staff Reports

2.1. Executive director – Peter Kozura

2.1.1. Update

- Peter reported that he has visited with 23 clubs to date. Notable John Martin (Stevenson HS), the Chicago Park District and USA swimming personnel.

2.1.2. Long range planning

- Strategic Planning – We are at a starting point for creating a long-term road map for ISI planning and a working document is targeted for a September presentation and discussion
- Website – now can post from the office on the website. Dreamweaver has been purchased. Dave Krotiak & Todd Capen were asked to look at respective sections on the website for updating.
- Working with a graphic artist to create an ISI logo independent of the USA Swimming logo. This will become important for branding purposes. Renderings should be available to board members in the next couple of weeks with a goal of presenting a concept at the HOD meeting.
- Zones – Stevenson HS is interested in presenting a bid for hosting the 2009 Central Zones meet. Challenges – Warm down pool is not available at Stevenson. Seating is limited.
- 2016 Olympic Bid - Peter has a meeting scheduled with personnel involved with the Olympic Bid Committee (David Sims, Mike Connelly, Dave Arnott) and has a meeting is schedule for the 30<sup>th</sup> with Arnott to see if there is interest in hosting national and international competitions leading up to the 2016 Games.

Questions:

- Mike Laurich - Is Stevenson HS interested in hosing JO's? yes, they are interested in getting back in the rotation.
- Michael Lawrence - Is hosting Pan Pacs and the bid timeline realistic? We will know more after meeting with the local officials.
- Bill Schalz - Are we looking for a site and a club to host zones .. or is ISI planning to host? Jane – probably a partnership. Bill's main concern is the volunteer base that is necessary to host a meet of this caliber. Also, what would ISI's roll be in this meet? Jane – more involvement in event management and planning and preparation (logos, etc.) Peter – maybe ISI needs to be more involved in our championship meets? Bill agrees that there is room for improvement in the role that Illinois Swimming takes in championship meets. Peter – additional sponsorships is a future focus as well as details regarding what the host's responsibilities, etc. are.

2.2. Administrative Director – Pam Lowenthal

- Convention registration – please return forms – two forms. Convention registration forms (one on USA Swimming site, the other – Illinois Swimming form) August 1<sup>st</sup> is the deadline for registration. Please email Pam with confirmation of attendance and she will complete the USA registration forms. The rooming forms need to be forwarded to Pam.

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### 2.2.1. banquet taskforce report

- Report timeline has been submitted,  
Question - Bill - Is Tom Jager a Speedo Athlete? Budget – Are we paying Mike or Tom to appear? Pam – probably not Mike.

**Motion to move to CLOSED SESSION to discuss matters of personnel. – PASSED.**

**Motion to return to OPEN SESSION – PASSED.**

**No action required.**

### 3. Executive Committee Report - No report

### 4. Reports of officers

#### 4.1. General Chair's Report - Jane Grosser

##### 4.1.1. Consent agenda: Ready for September??

- Community Zero website is new, up and running. What do we think? Discussion followed. Probably not enough time to evaluate the system. Timelines were too tight for this meeting. Email notification of reminders could help. If there is a report that needs to be discussed, the supporting documentation needs to be made available well in advance of the meeting. Off-line conversations could clarify report questions prior to the board meeting. Michael Lawrence - Google tools has a program that would allow us to upload files – calendar is available – password protected – free! Jane – Mike, Judy, Jennifer and Pam will look into Google tools, set up a password and report back

**MOTION: to pursue Google Tools as an alternative to Community Zero and report back within the 21 days PASSED.**

##### 4.1.2. 2009 Zone Taskforce progress report- Discussion/Vote

- Kate Chronic communicated with Jane regarding the possibility of hosting zones. PAC would be the best alternative but there are some limitations with the site. Open Water Swim Location – Pleasant Prairie (would require a partnership with Wisconsin.) The bid needs to be prepared quickly as it would need to be presented at the fall convention.
- Todd Capen's comments – Zone Task force has not met, however, no warm-down facility ... number of swimmers, etc. on deck could not be accommodated by Stevenson. Are there other facilities? Quincy is the only site that does not have facility issues.
- Michael – what are the technical requirements? Is a warm-down pool required? NO. Bids have been awarded where facilities did not have a warm-down pool. Do we have all of the requirements to host a meet and submit a bid. According to Kate, Stevenson does meet the requirements.
- Bill Schalz met with Andy Rose regarding the Palatine facility and the possibility of Academy and Palatine hosting the meet at the Palatine facility. They are in the preliminary stages of putting a bid together, but do not want to infringe on Illinois Swimming plans.
- Jane's Questions:  
Is there a viable facility?  
Is there a viable club at that facility?  
Do we want the task force to go forward?  
Potential Sites: Palatine, Stevenson, Quincy

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- Michael: Has the task force explored all options in Illinois? Kate did begin the process and considered about five facilities in the state.
- **Quincy** has the best facilities – short comings: location (distance from the Chicago market), lodging. **PAC/Stevenson** – limitations of the facility – athletes on deck/warm-down pool ... club has hosted major meets in the past, but has expressed challenges with finding enough workers ... Indoor **Palatine** – new facility with a warm-up/cool-down pool, parking is limited on site, 50-meter course has a 10-yard shallow, 3 foot section. Open Water facility is potentially available. Proximity to O'Hare is excellent. Is the Park District on board? Outdoor meets in the summer could experience weather-related challenges.  
**New Wilmette Park District Pool** is outdoors and has a separate pool - 8-lane, 50-meter pool. New Trier has hosted meets in that facility.
- Jane will charge the task force to explore the three facilities and report back to Jane by August 15<sup>th</sup> and then the board will be updated in a conference call meeting in late August. A date needs to be established. – first or second week in August. Michael indicated that the board should direct the task force for the type of information they need to bring back to the board in their report. Doug will try to put together a preliminary budget if he can get the financial parameters.

4.1.3. ISI Logo: **Discussion/Vote** Postponed to September.

4.2. Administrative Vice-chair – Bill Welnhofner – We currently have \$436,000 in Athlete Assistance Account.

4.3. Age Group Vice-chair – Todd Capen – Upcoming JO meet status – on track.

4.4. Senior Vice-chair – Dave Krotiak –

- Senior Champs – all is ready. Some challenges with meet information. Communication and timeline problems resulted in a late meet packet. Recommendations and suggestions will be presented to improve the process. Confusion as to who should be responsible for the different layers of a championship meet, timelines, information, etc. – Sr. Chair, Program Ops, ED??
- Championship meet contract update: Who is to initiate and follow-up on the contracts? Bill – probably should be handled at the ED level. All contracts should go through the ED for consistency. Peter will work with the chairs to establish procedures and timelines.
- Camps – a camp was cancelled - only 2 applications were submitted  
Fall –Oct 18-21 – at Colorado Springs - Boys Camp has been accepted  
Girls Camp – January

4.5. Program Operations Vice-chair – Bob Welch

4.6. Treasurer's Report – Doug Lenox

- Most recent month's end reports are impossible to present due to the timing of our meetings. If our meetings were pushed back one week (week 3), balanced and current financial statements could be presented.

4.6.1. Approval of Financial statement: April/May **Discussion/Vote**

- April and May financials are in very good shape. Doug brought the board up to speed and answered

**Illinois Swimming Board of Directors**

**ISI Office**

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**MOTION: To approve the April and May financial statement as presented. PASSED.**

4.6.2. Reimbursement policies: Discussion/Vote

- Doug presented a series of proposals for establishing a process for expense reimbursements. Items included: eliminating reimbursement for commuting mileage, purchase reimbursement of convention/

**MOTION: To eliminate expense reimbursement for commuting mileage. 2<sup>nd</sup>. FAILED.**

Discussion followed regarding the reimbursement rate. 48.5 cents (business rate) v 14 cents (not-for-profit rate) and the philosophy of the reimbursement.

**MOTION: That ISI related purchased must be approved in writing by the General Chair, Treasurer, Administrative Vice Chair or Executive Director before the purchase is made. These individuals can approve up to \$500.00 (five hundred).**

**AMMENDED: strike the last sentence. PASSED.**

**APPROVED as Amended**

- Convention, Seminars, Workshops Policy Recommendations

**MOTION: As printed in report**

**Amended – second lodging paragraph struck FAILED as Amended.**

4.7. Athlete Representative – no report.

- Jane thanked Jake for his service on the board as he will be turning over the Sr. Athlete Rep to Amy Prestinario. A new athlete rep will be elected at Senior Champs.

4.8. Coach Representative – Mike Laurich - no report

5. Reports of elected non-officers:

5.1. Secretary – Judy Busse - no report

5.2. Membership Registration Report - posted

5.3. Safety Coordinator – Kate Chronic - no report

5.4. Officials Chair – Dave Olack

- Presented the Officials Transfer Policy for review and discussion.  
One official submitted an application for a scholarship Valerie Bartman (\$500 stipend) \*\*\*(see written proposal)

**MOTION: To approve Valerie Bartman as a scholarship recipient. PASSED.**

There are two remaining scholarships available.

5.4.1. Clinic program Update

- Fall Clinic host sites (response to blast email) will be reviewed and named.

5.5. Adapted (vacant)

6. Other Committee & Coordinator Reports

6.1. Meet Sanctions Report

6.2. Ex-Officio Members of the Board

6.2.1. Spring Championship meet information plan. – Bill Schalz

- Written proposal presented in advance.

**MOTION: Proposal #1 as written .... PASSED.**

Proposal #2 regarding the publication and distribution of the championship meet

**Illinois Swimming Board of Directors**  
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information

**MOTION: Proposal #2 as written ... PASSED.**

7. Advice and consent to appointments

7.1. Taskforces: Meet Scheduling, Rules and Regs, Banquet, Spring Summit,  
Zone.

**MOTION: To approve the appointments to the task forces as presented. PASSED.**

8. Unfinished business

9. New Business

10. Action Items

11. Upcoming Meeting Schedule:

August: Conference Call to update the board on the Zone Task Force Report

September: Wednesday, September 12<sup>th</sup>, 7:30 pm ISI Office

October: Sunday, October 7<sup>th</sup> 10:00 am ISI Office (preceding the HOD meeting)

12. Adjournment - 10:55 PM

Respectfully Submitted,

Judy Busse  
Secretary