

**Board of Directors Meeting**  
**August 27,2003**  
**Ohare Airport**

ATTENDANCE: Kate Chronic, Jane Grosser, Kathleen Hagerty, Tom Hayden, Dan Johnson, Eric Lazarri, Michael Lawrence, Bill Schalz, Maureen Sheehan and Bob Welch.

ABSENT: Brad Boswell, , Pam Lowenthal, Pam Redding, Mark Vahle

MINUTES: Board meeting minutes of July meeting were not approved.

PRESIDENT'S REPORT: The 2003 Zone meet was discussed. The BOD is waiting on a final meet report . The Illinois Swimming legislation to be presented to the HOD was discussed.

**Motion: The BOD recommends to the HOD the club charter fee be increased to \$250.00, 2<sup>nd</sup>, passed.**

**Motion: The BOD recommends to the HOD the following meet sancnion structure:**

**Single day meets: 1-4 teams \$50.00, 5 teams and over \$100.00**

**Multi day meets: 1-4 teams \$100.00, 5 teams and over \$200.00**

**2<sup>nd</sup>, passed.**

TREASURER'S REPORT:

The treasurer's report was presented and accepted. The treasurer asked that the fiscal year be changed to September 1- August 31. The general chair to investigate this issue.

The 2004 budget worksheet was reviewed and revised.

**Motion: to move to closed session. 2<sup>nd</sup>, Passed.**

NEXT MEETING DATE:

September 28, 2003 10:00 am

Bloomington, Il

Motion to end meeting Seconded. Passed 12:40 AM

## Minutes from closed-door meeting (Executive Session)

Michael provided background on office issues.

Originally, Pam was on short-term 6-month contract to assist thru difficult transition period while search was done for replacement for Helen.

Michael found that Pam responded well when given specific goals with expected deliverable dates, but not so well with open-ended projects. Pam has shown much growth in the position to where we are now.

Compensation was initially short-term contract during difficult transition period. Pam initially accepted the position at 24K and was given a raise to 28K in Feb/Marc 2002. In Aug 2002, the BOD decided to provide Pam with health care benefits, and going against the recommendations of the treasurer to of 80/20 package, decided upon provide full coverage (100%) for Pam. Pam was able to pick whatever plan she wanted, and decided on PPO. Est. cost for this is 7K a year.

Initially BOD went slowly at first because of transition. They wanted to evaluate the position before deciding upon a compensation package.

Tom stated if we look at a corporate structure Pam would be in the mid 30K range. We need to consider what we would have to compensate someone else to come in and do the job, with the added learning curve. If Pam left tomorrow, where would we be and what would it cost to replace her.

Maureen agrees with Toms thoughts also reminded how what Pam does for the clubs cannot be measured.

Bill followed up on reviews for Pam and has provided two reviews with. No forms or anything like that, but a mostly informal review of job.

Board has difficulty understanding the work load of Pam, and not sure of her statement that new registration system is going to increase her work load, to the point where it necessitate a part time employee.

Temporary employee has been tried in the past, but due to office, mechanics did not work out. Board has concerns that a part time employee will not decrease Pam workload, but allow her to attempt to do work on other issues that may not be her concern and not focus on her main task, which is registration. If there is a need for a part time employee to support the 13000 plus people in our LSC then OK, but if part time employee used so Pam can work other issues not related to registration then not acceptable.

Registration should be her highest priority, and always must be done.

Confirmed Pam was not hired as the executive director or C.E.O. of ISI, neither Helen nor her have the authority of executive Director, as is the same for many positions like Pam throughout USA-S.

Bill, Kathleen, Tom, and Brian will work on personnel proposal for ISI for the next couple of years, which should included a job description for Pam position.