

Illinois Swimming Board of Directors
Tuesday, 9 May 2006
7:00 PM Illinois Swimming Office

Meeting called to order at 7:10 PM

1. Roll Call

Voting members present: Jane Grosser (General Chair), Bill Welnofer (Admin. Vice Chair), Bob Welch (Program Op Vice Chair), Judy Busse (Secretary), Jason Turcotte (Sr. Vice Chair), Kate Chronic (Safety Chair).

Non-Voting members present: Dave Olack (Chair – Officials Committee), Pam Lowenthal (Registration/Membership, Coordinator Top Ten Times/Records), Bill Schalz (Past General Chair), Michael Lawrence (Ex-Officio Member)

Voting members absent: Amy Funk (Sr. Athlete Rep), Jon Cabel (Age Group Vice Chair), Len Penkala (Coaches Rep)

Non-Voting members absent: Jake Grosser (Jr. Athlete Rep), Drew Schnack (Review Section Chair),

Approval of the Agenda

Reading, correction and adoption of the minutes: **MOTION: To approve the April minutes as corrected, 2nd. Passed.**

2. General Chair's Report (Jane Grosser)

2.1 Paul Asheim 2005 year end audit report. Discussed procedures used during the past fiscal year for accounting and bookkeeping purposes. Changes have allowed for more accurate accounting of the organization's funds. Illinois 501C3 status has been established for Illinois Swimming, Inc. The audit report was presented and recommendations were made to align the accounting and budget systems to include the same chart of accounts. Additional management recommendations are suggested in the included management letter. **MOTION: To accept the 2005 year-end Audit report. 2nd. Passed.**

2.2 Welcome/BOD positions review. Responsibilities, duties of board members clarified

2.3 Committee Appointment Procedures. Committee Chairs have been contacted and procedures for establishing committees has been communicated to them. Standing committees will be dissolved and new committees will be established.

2.4 USAS Convention. Convention information will be distributed to board members. Discussion followed regarding the appointment of the coaches' rep and availability to attend the convention. Illinois will have 13 votes at the convention.

3. Treasurer's Report (Jane Grosser - in the absence of a treasurer)

3.1 Budget Comprehensive financial plan to support staff positions. New board members were brought up to speed on the philosophical purpose of, and the expectations of, the Executive director position. Members received copies of "A Look Forward 2005-2010" and the original job description for the ED and were asked to review the documents for a discussion at the next board meeting. A general chart of revenue sources was presented as a discussion platform for developing a financial plan for increasing revenue. **MOTION: Increase the dues \$5 – from \$55 to \$60; increase swimmer surcharge \$1 – from \$1 to \$2; increase splash fee .50 – from \$2.50 to \$3.00; increase the ISI percent return 5% - from 10% to 15%. 2nd. FAILED.**

MOTION: Increase the dues \$5 – from \$55 to \$60; increase swimmer surcharge \$1 – from \$1 to \$2; increase splash fee .50 – from \$2.50 to \$3.00. 2nd. Passed. MOTION: Increase the ISI percentage increase from 10% to 12%. 2nd. Passed. MOTION: All fee increases, dues increases, percentage increases become effective September 1, 2006. 2nd. Passed.

3.2 Treasurer candidates. Potential candidate names should be forwarded to Jane Grosser by Friday, 19 May.

*At the beginning of the conference call on 5/16, Jane announced that she appointed Kevin Hodges, a CPA from Lake Forrest to fill the existing vacancy created by the resignation of the previous treasurer. Kevin will serve the remainder of the term of office.

4. Administrative Vice Chair (Bill Welnofer)

4.1 Investment policy - Brief information and discussion on the endowment plan that is currently in place. Discussion will continue during the upcoming conference call and next board meeting.

*During the conference call meeting on 5/16, Bill Welnofer asked questions regarding the intent and purposes of the current investment/fund policy. Mike Lawrence, Bill Schalz, Jane Grosser and Bill will meet to discuss previous thoughts and direction of the present investment policy.

5. Program Operations Vice Chair (Bob Welch)

5.1 BOD approval of Long Course Championship Meet Referees

5.1.1 Senior Champs (Lorri Bauler)

5.1.2 Age Group Champs (Lisa Greggor)

MOTION: To approve the appointment of the recommended Meet Referees for the Long Course Championship meets. 2nd. AMMEND: consider Senior Champ Meet, only. 2nd.

Passed. TABLED: approval of the Age Group Champ meet referee to the June meeting.

Jane complemented and thanked Bob for his work and effort in preparing additional documents for the meeting.

5.2 OME for 2006 LC Senior Champs. Bob had distributed copies of the proposal to pilot a program for 2006 LC Senior Champs prior to the meeting. **MOTION: To accept the written proposal to pilot the On-line Meet Entry program for the 2006 Long Course Senior Championship meet. 2nd. Passed.**

A discussion regarding ISI vs. the Host Club's handling of meet set-up and entries as well as the impact of additional responsibilities on the ISI office occurred prior to the vote.

5.3 Championship meet contract. Championship Meet Contract drafts were distributed to board members prior to the meeting. Discussion and many suggestions followed in the areas of: Sponsorship - definitions and language pertaining to approval of local and non-local sponsors; the timeline for submitting required paperwork, etc. at the completion of the meet; timeline for artwork approval; language for broadcasting and media coverage; and penalties in the event of ISI non-compliance. The drafted contract is to be considered a short-term bridge solution as future plans include the development of a Polity & Procedures Manual for Championship Meets that would detail the responsibilities and standards for all parties involved in the hosting of championship meets. Bob will incorporate discussed recommendations and modifications and return another draft to the board at the June meeting. Bob encouraged and welcomed additional thoughts and recommendations. Action tabled until that time.

5.4 Meet sanctioning task force. no discussion, item to be placed on the June agenda.

6. Senior Vice Chair (Jason Turcotte)

6.1 Elite meet update - Jason reported that eight (8) swimmers participated in the meet recently held at Florida Atlantic. The meet was a success and copies of the workouts/drills will be distributed and posted online.

6.2 Club support program – Jane has forwarded information to Jason regarding this program and will bring him up to speed.

7. Age Group Vice Chair (Jon Cabel). Jon reported that to date, ten (10) swimmers have responded to an invitation to participate in the Elite Age Group Camp and the committee is awaiting responses from the remaining invitees. The fall Developmental camps are still in the planning stages and the committee is in the process of securing host sites for the camps.

8. Coach Representative (Len Penkala). No report

9. Athlete Representative (Amy Funk). No report
10. Safety Coordinator (Kate Chronic). Kate indicated that the first quarter safety report had been distributed at the spring HOD meeting. No additional incidences have been reported to date.
11. Officials Chair (Dave Olack)
 - 11.1 Admin Referee Working Group - Annoujnced plans to establish an Admin Referee Task force to develop an admin referee manual to standardize the procedures used at meets
 - 11.2 Fall Recertification and Full Service Clinics plan.
 - The year 2007 is a recertification year. Plans for September include sponsoring 3 certification clinics in different locations throughout the state to provide clinics to officials in their geographic location. From October 1st to mid-November – full service clinics will be offered in a systematic manner. Sites are to be identified well in advance so that clinics will better meet the needs of potential officials. Westmont and Wolf Pack have already committed to hosting two such clinics.
 - A search will take place to secure a new clinic coordinator as well as members for the establishment of a new officials committee. Dave questioned whether an athlete should be included on future official's committees. Michael asked if consideration had been given to the inclusion of a coach on the official's committee to offer a coach's perspective. Both comments were well received.
 - Immediate goal is to update the ISI Official's page on the website to reflect correct and current information and contacts.
12. Membership Report (Pam Lowenthal). Current membership report: 14,500 athletes; 1205 non-athletes; 4 new clubs pending projecting a 112 to 113 potential club total for the season. Pam announced that the 2007 USA membership cards to be distributed will be collector cards as they will include a picture of Janet Evans.
13. Meet Sanctions Report no report
14. Other Committee & Coordinator Reports no report
15. Ex-Officio Members of the Board

Past General Chair (Bill Schalz) no report

USA Swimming Committee (Michael Lawrence) Presented a written report and highlighted upcoming changes in the quad plan; Additions to the Grand Prix series to include short course meets; WUG selection moves to priority #2 for the 2006 US National meet; US Nationals changes to a short course meet and moves to December in 2007 thereby shortening the short course season and extending the long course season.
16. Unfinished Business
17. New Business
 - 17.1. Vision and Mission: Goals and Objectives details will be discussed at the June Meeting under new business.
18. Action Items
 - 18.1 By-Laws – Kate Chronic informed the board that extensive legislation items will be presented to the House of Delegates at the Fall meeting. The board will be receiving legislative information and proposals.

*Jane announced the creation of a task force to review and update the current rules and regulation. Appointed members include: Michael Lawrence, Chairman; Bob Welch, member; Judy Busse, member; and Chuck Capen, member. One additional member will be announced upon acceptance of appointment.

19. Meeting Schedule - Conference call Tuesday, 16 May 2006, 8:00 PM. Next board meeting will be scheduled during our conference call.
*The board established a regular/standard meeting time as the 2nd Wednesday of every month. The next meeting will be Wednesday June 14th at 7:30 PM at the ISI office. Pam Lowenthal will distribute a schedule of future meeting dates through the end of the calendar year.
20. Adjournment - Meeting is suspended until the conference call on 16 May 2006.
Dismissed: 10:35 PM

*Suspended meeting reconvened on Tuesday, 16 May 2006 at 8:10 PM via conference call.

***Voting members present:** Jane Grosser (General Chair), Bill Welnofer (Admin. Vice Chair), Bob Welch (Program Op Vice Chair), Judy Busse (Secretary), Jon Cabel (Age Group Vice Chair), Jason Turcotte (Sr. Vice Chair), Kate Chronic (Safety Chair).

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Non-Voting members absent: Jake Grosser (Jr. Athlete Rep), Drew Schnack (Review Section Chair),

***Moved to Closed Session at 9:25 PM to discuss At-Large Appointments to the USAS Convention. Kate Chronic and Bob Welch excused themselves from closed-session discussions.**

(1.1.) At Large Appointments to USAS Convention

MOTION: That Bob Welch, Drew Schnak and Kate Chronic receive the Presidential at-large appointments allowing voting privileges at the upcoming USAS Convention. 2nd. Passed.

Returned to Open Session at 9:50 PM

Conference Call Meeting adjourned at 9:50 PM on Tuesday, 16 May 2006.

Respectfully Submitted,

Judy Busse, Secretary

* Denotes minutes from the Tuesday, 16 May 2006 conference call.