

# Illinois Swimming Board of Directors

July 12, 2006

Held at ISI Office Board Room

Meeting called to order at 7:45 PM

## Roll Call

**Voting members present:** Jane Grosser (General Chair), Bill Welnofer (Admin. Vice Chair), Bob Welch (Program Op Vice Chair), Kate Chronic (Safety Chair), Kevin Hodges (Treasurer), Judy Busse (Secretary), Dave Krotiak (Sr Vice Chair).

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

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

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

### 1. Approval of the Agenda

### 2. Reading, correction and adoption of minutes.

**MOTION: To accept the minutes as presented with housekeeping corrections to be distributed to the board prior to publication. 2<sup>nd</sup>. Passed.**

### 3. President's Report – Jane Groser

Jane passed around information from Jeff Gudman and Mike Saltzstein who are running for USA Swimming president and are interested in our support. Also, Jane asked that we look over the convention schedule and indicate those sessions we plan to attend.

#### 3.1. USAS Convention

Mike Lawrence indicated that there could be a number of tightly contested races for leadership positions and suggested that Illinois meet the candidates and be prepared to ask some “Illinois-oriented” questions of the candidates.

#### 3.2. Senior Chair appointment: Dave Krotiak has been named to the Senior Chair opening.

#### 3.3. Spring event taskforce. Kate Chronic has been asked to organize a Swimposium-like program.

#### 3.4. USA Swimming LSC Permanent Office Personnel on October 26-28 in Colorado Springs.:

Illinois will be sending Kim to this new program for training.

#### 3.5. Personnel committee: Executive Director job description adoption:

The Personnel Committee has finalized the job description for the Executive Director (ED).

The ED job description bullets have been presented in a prioritized listing. **MOTION: To accept the job description for the Executive Director as presented with the omission of the #10 bullet point. 2<sup>nd</sup>. Passed.**

Discussion followed including the heavy financial responsibilities specified in the job description; the meaning of the language “Olympic-caliber” facility; the scope of the job description and whether or not the expectation is so great that additional staff would be necessary to meet the expectations; Strike #10 of the Job Description.

### 4. Administrative Vice-chair - Bill Welnofer

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- 4.1. Investment policy adoption: Bill gave an overview of his written report and recommendation for the re-investment of the Athlete Endowment Fund. Bill corrected an oversight on the final page where an amendment of the Investment Policy would ultimately need to be approved by 90% of the ISI Board of Directors. Minor language changes were suggested and drafted into the proposal. **MOTION: To accept the Athlete Endowment Fund and Policy as amended and presented. 2<sup>nd</sup>. Passed.**

**MOTION: To move to closed to session to discuss the proposals presented to the investment committee for the Athlete Endowment investment. 2<sup>nd</sup>. Passed.**

**MOTION: To return to open session. 2<sup>nd</sup>. Passed.**

- 4.2. Investment counsel for the Athlete Endowment fund adoption.

Jane directed Bill to move forward with securing Bernstein as the money-management firm to handle the Athlete Endowment Fund.

5. Treasurer's Report - Kevin Hodges

5.1. Financial statement: Kevin distributed a balance sheet and plans to meet with Pam Lowenthal to review the budget, procedures, and chart of accounts currently used in the office. Jane will make some revisions to the quad budget and email the report to the members.

6. Program Operations Vice-chair: Bob Welch

- 6.1. OME for Sr. Champs update

Bob shared his written report including initial report that the OME for the Senior Championships has gone real well. Approximately 300 entries were received via OME. A more complete analysis and report will be prepared for presentation at the August meeting.

- 6.2. Championship meet bids will be distributed

- 6.3. Meet sanctioning task force: working with Jane and finalizing members.

- 6.4. Website Issues: challenges with the host site are ongoing and will hopefully be resolved in the immediate future.

7. Senior Vice-chair - Dave Krotiak

Jane welcomed Dave Krotiak to the position of Senior Vice Chair and indicated that the Senior committee still needs to be established. Dave asked for a job description for the position to help him with direction.

- 7.1. Club support program: Dave questioned what the current practice/policy was. The program originally submitted by Michael Lawrence (August 2005) was distributed for review and discussion. Dave was notified that the proposal was approved by the HOD as presented and that a second tier of money is available in the proposal and that details need to be established for the distribution of these monies.

- 7.2. Camps: Dave was brought up to speed regarding future and proposed camps, budget timeline and a recommended timeline for establishing camp dates and securing facilities.

8. Age Group Vice-chair - No Report

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9. Coach Representative - No Report

9.1. Age Group/Senior Coach & Athlete of the year Criteria: Dave Krotiak reported that Len Penkala has worked on this subject October 8<sup>th</sup> will be the date of the Award Banquet.

10. Athlete Representative - No Report

11. Safety Coordinator - Kate Chronic

12.1 Areas of non-compliance: Kate reviewed a written report on warm-up procedure compliance. She would like to recommend that officials, rather than the host club, be responsible for the running and monitoring of the warm-up procedures.

12.2 Second Quarter Numbers are now available and will be emailed to board members.

12. Officials Chair - Dave Olach –

Dave submitted a written report for review.

13. Membership Report - Pam Lowenthal

Officials will now have a card indicating their level laminated inside their USA membership card.

14. Meet Sanctions Report No Report

15. Other Committee & Coordinator Reports No Report

16. Ex-Officio Members of the Board

(Past General Chair, USA Swimming Committee or Board Members, etc.)

Michael Lawrence - NCAA task force has met and he will report at a later date.

Olympic Head coach will be announced at ASCA in Sept.

19. New Business

Michael - A letter was received from COHO regarding the increase in fees and suggests that seasonal memberships might offer some relief (capped at \$24) for those swimmers participating during the summer-only. She also suggests that all of the fees increases to be presented at the fall HOD. Michael suggested that this become an agenda item for September.

20. Action Items – None

21. Meeting Schedule

Next scheduled meeting September 20, 2006 - Conference Call at 7:30 PM

Jane needs to get all convention information finalized and forwarded to her ASAP.

22. Adjournment at 9:55 PM.

Respectfully Submitted,

Judy Busse, Secretary