



MIDDLE ATLANTIC SWIMMING

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Middle Atlantic BOARD of DIRECTORS Meeting Minutes Monday, April 14, 2008

The meeting was held at the Integrated Health Campus, Allentown, PA; several Board members participated via conference call:

PARTICIPANTS:

Mike Seip – General Chair
Dale Petranech – Treasurer
Stephanie Rozick – Senior Co-chair
John Carroll – At-large

Burt German - Finance V-Chair
Fred Killian – Secretary
Mike Gobrecht – Senior Co-chair
Cherita Gentilucci – MA Office

Via Conference Call:

Fred Frank – Admin V-Chair
Patric Mills – Safety
Matt Sprang – Age Group

Ruth Ann Joyce - Safety
Brad Bowser – Technical Planning

ABSENT:

Dan Sullivan - Operations
Glenn Neufeld – Sr. Coach Rep
Kristen McCandless – Athlete Rep

Greg Fastrecht – Coach Rep
George Breen – At-large

Call to order:

The meeting was called to order @ 7:06 pm by Mike Seip, General Chair.

Announcements:

- ? The bidders' meeting is scheduled for Tuesday, April 29 at 7:00 pm at Germantown Academy, Parents Room. Al Berardocco will conduct the meeting. A listing of current bids for the 2008-09 SC season is attached.
- ? Two recent deaths in the swimming community were noted: Buck Dawson, former head of the International Swimming Hall of Fame, died in Ft.Lauderdale; Benny Divita, former head coach at the Dover Y and CDEL died in Dover, DE.
- ? The next meeting will be a Board meeting and will be held at the MA office – not UMLY as on the previous posting of meeting dates/locations.

Agenda:

There were no additions to the Agenda; motion to approve, as submitted. Motion passed.

Minutes:

Motion to accept minutes of the February Board meeting, as issued. Motion passed.

Treasurer's Report:

- ? Burt German presented the proposed budget for 2008-09 (attached). The budget shows a \$58K deficit to be taken from MA reserves, compared to a \$26.5K deficit in the current year budget. MA is projected to have a surplus in the current year. Extraordinary items in the proposed budget include \$10K for new computers (inc laptops for meet administration), \$15K to produce a Middle Atlantic handbook, and \$10K toward establishment of a Travel Fund endowment. After allowing for the deficit, MA reserves are projected to be approx \$400K at the end of the next year. Motion to accept the proposed budget; motion passed. The budget will be presented for adoption at the June House of Delegates meeting.
- ? A profit/loss report for the current year was available, but not discussed.
- ? During a subsequent discussion, Burt moved that an additional \$700 be added to the budget for purchase of Radio/Headsets for use at MA meets. The headsets will be managed by the Officials committee. Motion passed.

Unfinished Business:

- 1) Financial Policy update – B.German provided a revised Financial Policy (Section 2 of the MA Policy Manual) for review. The policy covers receipt of funds and payment of invoices by the office, check writing policies of MA, and recent reporting requirements mandated by USA Swimming. Purchases exceeding \$500 require three bids or quotes; purchase or arrangements for travel, lodging and equipment for the EZ teams are included. Adoption of the policy was deferred until the next Board meeting to allow members to review and comment on the policy.

Elections and Appointments

- ? A Nominating Committee was appointed consisting of George Breen (immed past GC), Ruthann Joyce, Matt Sprang and a 'parent' to be identified. Ruthann will see that a Chair is designated and that the committee will report at the next Board meeting. Cherita provided a spreadsheet of positions to be elected in June, including some vacancies remaining from last year.
- ? Mike Seip urged tech Planning Committee to appoint members as stated in the MA ByLaws – e.g., an Athlete member and six additional members, at least 50% of which should be coaches.
- ? The following were named to represent MA at the Eastern Zone spring meeting in Reston, VA on May 2-3, 2008: John Carroll, Mike Gobrecht, George Breen.
- ? Matt Sprang, Age Group Chair – has submitted his resignation effective with the June HofD meeting.

New Business

- 1) Policy Manual – Registration. Fred Killian reviewed a revised Section 2.1 Registration of the Policy Manual that included the new Club registration policy approved at the last meeting. Upon review, it was determined that other portions of Section 2 of the manual had not been updated with recent policy changes, and Fred indicated he would send a revised update to Board members by the end of the week. The revised policies should be reviewed for approval at the next meeting.
- 2) The proposal from the February meeting to increase the on-site registration fee by 2x was brought back for discussion. The purpose is to encourage all athletes to register via their clubs, thus insuring that the registration information is consistent between the Club and USA Swimming. Unattached swimmers NOT affiliated with a club would not be required to pay the additional fee. There was no discussion as to whether the policy applies to Open-Water swimmers that frequently register at the event. Motion to adopt the policy as presented; motion passed.
- 3) Mike discussed the need for all Committee Chairs to form a committee, as required in the MA ByLaws. He noted that committee meetings may be conducted via conference calls using the MA access system. Committee Chairs were directed to report the names of committee members to Mike by the June HofD meeting.

Officer and Committee Reports:

- 1) Cherita reported that signed 'Conflict of Interest' statements have been returned by all but two Board members. The members that have not signed were contacted via phone and both agreed to fax their statement to the MA office on Tuesday, April 15.
- 2) Junior Olympics – SC (M Sprang). Matt reported that the recent JOs worked well as a 14&Under meet, but noted that changes would have to be made if MA did not continue the Senior SC Champ meet. Issues concerning the GCIT facility were discussed.

- 3) There is a potential issue with the deadline for 15-18 swimmers to qualify for the spring EZ team. Current policy states that JOs is the last date to qualify, but with no 15-19 age group at JOs – does the deadline need to be changed for that age group? Age Group committee will recommend a policy.
- 4) Senior SC Champ meet (Gobrecht/Rozick) – a very successful meet was held at the PSU Natatorium (6-lane pool) in State College, PA. The meet was well attended. To accommodate Prelims, the meet was divided into A- and B-flights. Since this was the first time MA ran such a format, much of the seeding and combining of Prelims results was done manually (using Meet Manager); however, this was done transparently to most of the attendees. The Senior committee is looking into the use of an 8-lane pool for the future, although there was support for keeping the meet at PSU.
- 5) Senior Comm – the Bucknell pool has been secured for the Summer LC Champ meet on July 9-12.
- 6) Zones (M Sprang) – Middle Atlantic took second place overall and first place in the Girls events at the spring All-Star meet at Buffalo. Andrew Kasic (GRA) was recognized as having won all six of his events in the 13-14 Boys competition. A Zone financial report will be provided at the next Board meeting.

Other

- 1) Dale Petranec mentioned that development of a Business Continuity Plan for MA has been in hibernation. He said he would try to reactivate the planning.
- 2) Fred Killian mentioned that he had heard from Suzanne Heath that a task force is working at USA Swimming to resolve the issues regarding pool measurement (when a movable bulkhead) when a USA Swimming record is set at a meet.
- 3) Cherita Gentilucci passed around a 'draft' copy of the proposed MA Handbook, and asked for comments or suggestions on other items to include in the booklet.

The next meeting is a Board of Directors meeting schedule for May 12, 2008; this meeting will be held at the Middle Atlantic office; conferencing will be available.

Meeting adjourned at 8:45 p.m.

Respectfully submitted,
Fred Killian, Secretary