

MIDDLE ATLANTIC SWIMMING, INC.  
BOARD of DIRECTORS MEETING - Middle Atlantic Office

September 23, 2002 7:00pm

In attendance:

George Breen, General Chair  
Dale Petranec, Treasurer  
Fred Killian, Admin Chair  
John Carroll, At-Large  
Jon Larson, Age Group Chair  
Patric Close Mills, Safety  
Cherita Gentilucci, office staff

**CALL TO ORDER**

George Breen, General Chair, called the meeting to order at 7:05 pm.

**ANNOUNCEMENTS**

Sid Cassidy, Coach's Representative, met with 6 MA coaches in Atlantic City in August. Eight other coaches provided input via e-mail. Sid will submit minutes of the meeting.

The Claymont Fire Company has requested our support for their Annual Fire Fund Drive.

**Action:** A motion was made, seconded and passed to donate \$35 to this fund.

**APPROVAL OF AGENDA**

John Carroll requested discussion of the Senior meet in February. Cherita Gentilucci added office equipment to New Business.

**Action:** The agenda was approved with the noted additions.

**APPROVAL OF MINUTES**

A motion was made and seconded to approve the minutes of the July Board meeting.

**Action:** Motion carried.

**TREASURER'S REPORT**

Dale reported a net loss of approximately \$800 in revenue/expenses for 2001-02 fiscal year; this does not include any income from investments. We have lost approx \$XXM in our Investments over the past year; the Finance Comm was asked to meet to establish Policy and more closely monitor our funds.

There has been no audit of our accounts for the past 18 months. Cherita will contact Lisa LaMarche of LaMarche Accounting and Tax Services (who performed the last audit) to schedule another Review Audit. Ana Schwartz was suggested as an alternative, if Lisa is unavailable.

**Action:** Treasurer's report was approved as presented. Financial Review Audit will be pursued.

**UNFINISHED BUSINESS**

**Travel assistance budget** – John Carroll has not met with his committee. Travel assistance will be on the agenda at the Long Range Planning meeting.

**Action :** None

**Senior meet** - Tom Southmayd joined the group via conference call. The Senior meet is on our schedule for February 8-9, 2003 and the Board supports moving forward with plans for same. Suburban and Swarthmore College were proposed as possible sites. Invitations should be extended to out-of-LSC teams. Middle Atlantic coaches should be contacted to build support for the meet.

**Action:** Senior Committee will proceed with plans for meet in February.

**Convention report** –

- Dale Petranec emphasized the need to develop a financial plan for our LSC.
- Jon Larson noted that we should try to help our Athlete representatives to become more active and knowledgeable about the workings of USA Swimming and Middle Atlantic. Other LSCs use post-college athletes as representatives. The Board felt it was also important to retain "Junior" representatives.

- John Carroll questioned the “opening” of the Section I meet for the spring of 2003 being held at Long Island and the impact it would have on the Section II meet at GCIT. (The Section I meet is one week earlier; Section II meet is closed.) John will contact Ed Dellert of New Jersey for clarification.
- All convention delegates should submit a short report to Cherita at the office. She will then prepare an overall convention report for the House.

**Action:** Convention report for HOD to be prepared from delegate submissions.

## **ELECTIONS AND APPOINTMENTS**

George Breen appointed Tom Devine, EHT Seahawks, as the Chair of the Open Water Committee

## **NEW BUSINESS**

**Long Range Planning** – The second long range planning meeting will be held at the offices of JP Morgan/Chase, One Liberty Plaza, Philadelphia, PA, on October 5, 2002. Cherita asked for input on the draft agenda. Suggestions were incorporated and the agenda will be available before the meeting. Burt German has agreed to moderate.

**Action :** None

**Time Standards for Elite Meet and Junior Olympics** – Jon Larson presented time standards for both meets for the 2002-2003 season (see attached). These times were derived based on formulas approved by the House. Motion to approve was made and seconded. Motion carried. The standards will be published on the MA website. The Age Group committee has proposed several changes in LC Junior Olympics. These ideas were presented to the board in draft form and will be taken to the House in November. The next Age Group committee meeting will be Monday, October 7, 10:30 am at the Middle Atlantic office.

**Action:** Time standards approved. LC JO changes to be submitted to HOD.

**Office Equipment** – Cherita and Kim secured two bids to replace the Riso 2700 and the Xerox 5114 with a digital copier. Twenty-four months remain on the lease for the Riso; Middle Atlantic owns the Xerox outright. Current estimated cost per month, including supplies and service, is \$493 for the Riso. Corrigan Manning proposed providing a Sharp AR-M350U for \$498.25/ month and Xerox offered the 4432AC Digital Copier for \$567.87/month. These proposals are for a 60-month lease and include ‘buy-out- of the remaining lease on the Riso. Motion was made and seconded to contract with Corrigan Manning for the Sharp machine. Motion carried.

We no longer need the collator and will try to find someone to take it.

**Action:** Contract with Corrigan Manning for Sharp copier approved.

## **OFFICER AND COMMITTEE REPORTS**

None

The meeting was adjourned at approximately 9:15pm

Respectfully submitted,  
Cherita Gentilucci for Fred Killian  
Acting Secretary