

North Texas Swimming Inc.

House of Delegates Meeting Minutes

Date: February 10, 2002

Place: Renaissance Hotel

Roll Call:

David Beans, General Chairman
Jill Hudgens, Secretary
Denise Robinson, Treasurer
Jason Adams, Age Group Vice-Chairman
Mook Rhodenbaugh, Senior Vice-Chairman
Maggie Shook, Coaches Representative
Tom Osterland, Safety Chairman
Karen Rourke, Athlete Registration/Membership
John Rieff, Records/Top 16
Bob Lang, Equipment
Mary Tengra, Awards Banquet
Shannon Gillespy, Adapted Swimming Chair

Members at Large:

Nancy French

Athlete Representatives:

Danny Osterland, Senior Executive
Kaileen Garsper, Senior Committee Chairman
Andrew Hansen, Senior Technical Planning

Teams:

ATAC: Matt Franks, Jim Kibbe
COPS: Gary Gettel, Steve Mateer, Tom Cyprus
COR: Fernando J. Canales, Maggie Shook
DM: Adele Wherry, Stuart Roth, Candace Blackman
FA: Jack Kosharek
GCAT: Patrick Henry, Karen Rourke
LAC: Martha Rudkin, Matt Rowe, Lindsey Barwegen
MTRO: Jason Adams
ROCK: Nikki Axe-Bell, Jeff Bell
SWAT: Mike Rivera

1. Reports of Officers:

A. General Chairman: David Beans called the meeting to order at 1:50 p.m.

David had a correction to the Executive Committee minutes regarding the fine levied against MTRO. The minutes state that the fine will be used to buy equipment. That is not correct. The fine will **not** be used to buy equipment.

There was confusion regarding the e-mail that went out for coaches' certifications. Apology extended. The website has dates posted so that the teams and coaches can keep apprised of who is current with their certifications and who is not.

Coaches need to try to get into the training clinics that are scheduled. Several have been scheduled in the last few months and more will be offered. Maggie has been doing a wonderful job as far as trying to coordinate the clinics the coaches need to have to keep their status current.

B. Secretary: Clarification regarding NTAC, LAKE, TST. Advised that NTAC and LAKE combined to become North Texas Nadadores (NTN), and TST is swimming under ATAC (use ATAC as their contact).

C. Treasurer: Presented the 2001 financial report, along with the financial report for January 2002.

Our bylaws say that we have to have an annual audit done by an independent accountant (CPA) and that is extremely expensive. With accountants doing it for us at a cut rate, the cheapest quote received is \$1,100 a year. It hasn't been done regularly because of that. According to USA Swimming, we don't have to have a CPA do an audit. We can have an audit committee, which we already have a finance committee and have them look through all the records, re-do all the bank statements, and just write that they did that and that will satisfy. It will cost us nothing but volunteer time.

It is proposed that we change our bylaws from the annual audit by a CPA to what USA Swimming will accept which is an audit committee of three members appointed by the board of directors, and the treasurer, for the examination and review of IRS Form 990, the balance sheet statement of income/expenses, check register and bank statement, vouchers and budget. The **motion** was **seconded** and **passed** with no discussion.

D. Admin. Vice-Chairman: David gave the report on behalf of Steve Thrall.

Karen Rourke reported on behalf of Steve Thrall that after the first year of coaching, coaches must retake and pass the test to be certified for the second year. The USA swim card reflects the first certification to expire. Once that expires, the coach is no longer certified. CPR is good for one year; safety training and first aid are good for three years. Coaches credentials are updated on the website.

Three clubs have been changed from clubs to organizations due to failure to meet the minimum requirements of at least one registered athlete and a certified coach.

E. Senior Vice-Chairman: Mook Rodenbaugh reported that sectional information has changed regarding bonus swims. Refer to the website for further information.

F. Age Group Vice-Chairman: Jason Adams had no report.

G. Coach's Representative: Maggie Shook mentioned that this weekend's CPR and first aid training was canceled and has been rescheduled for February 23. There will be another training scheduled in March.

4. Report of Standing Committees

A. Registration/Membership: Karen Rourke requested that each team provide postage for the return of USA swim cards. Applications need to be legible and complete. She asked that teams not hold swimmer registrations while they try out of the team because it holds up the process.

Auditing the database and making corrections, that is improving tremendously.

On the Preferred Name blank on the application, do not put it down unless it is different than the legal name. Leave it blank unless it is different. For on deck registration swimmers need to use their registered name.

Meet Directors need to send on deck registrations in on the Monday following the meet.

There are still some coaches that need training to maintain their certifications.

B. Officials: Bill Nixon had no report.

C. Safety: Tom Osterland reported that the 2001 final numbers are expected to be higher than 2000. Teams are doing a better job of reporting incidents. We are the top reporting LSC.

D. Technical Planning: Matt Rowe had no report.

E. Athletes: Danny Osterland requested preliminary ideas for the awards banquet to be held in early March/April.

F. Finance: V Adcock had no report.

G. Program Development: John Rieff had no report.

H. Sanctions: Bill Nixon had no report.

5. Reports of Special Committees

A. Equipment: Bob Lang had no report.

B. OVC: There were nine observed swims. Time can be put in a national verification database. Times cannot go in if they are not observed.

C. Records/Top 16: John Rieff reported that all times have been uploaded to National. Coaches need to check the database for National cuts because if John is uploading the meet results, they should be in the database that Jack or I know before Nationals or Open if they're not and we'll take care of them. Everything is now being uploaded for A meets and up.

D. Swim Camps: Jim Henry had no report.

6. Unfinished Business

A. Proposed Bylaw Changes:

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1.1 – Make no specific reference to Hy-Tek Team Management software. Only refer to an accepted program by House of Delegates. A **motion** was made, it was **seconded** and **passed**.

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3.3 – Do not use converted times – use conforming times. A time in one course applies to all courses. A **motion** was made, it was **seconded** and **passed**.

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4.1 – Meet bids; if two teams bid for same meet, the outcome will be determined by registered officials. If contested, the team without registered officials will not get bid. Officials are the Stroke and Turn Judge or Referee. They must be active on the club roster.

4.2.1.I – Exhibition swimmer – remove because USA Swimming covers this. They may not score points. May swim in a relay. A **motion** was made, it was **seconded** and **passed**.

4.2.2 – Meets shall be conducted as Technical Planning Committee specifies. Split out ages; score by age group instead of time standards.

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6.1(a) – Meet info need to be submitted in hard copy. Should not have been deleted.

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8.1 – All “meet directors” should read “meet hosts.”

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12 – Records and Top 16 – observation dates should be September 1, 2000, not 2001.

A **motion** was made to audit the database on a monthly basis. It was **seconded** and **passed**.

A **Motion was made** to accept all amendments as submitted. It was **seconded** and **passed**.

7. New Business

Funds – reimbursement of swimmers will be addressed at May 5, 2002 meeting.

Adjournment: The meeting was adjourned at 2:45 p.m.

Respectfully Submitted,

Jill Hudgens