



Mission Statement: To empower all athletes to be successful in life by providing resources, equal opportunity, and organizational excellence.

***ST Board of Directors
Meeting Minutes***

***Tuesday April 9, 2024, 8:00 PM
Location: Zoom***

Call to order at 8:02 p.m.

Attendance:

Present: Mary Evelyn Bowling (MEB), Mike Worley (MW), Anne Bennett (AB), Brandon Allenstein (BA), Jenny Lou Leeder (JLL), Marcy Parshall (MP), Lorna Anaya (LA), Aaron Gordon (AG), Fynn Minus (FM), Libby Gunn (LG), Marc Digby (MD), Deanna Oliphant (DO)

Absent: Chase Thompson, John Dalton

Guest: Trey Prinz (TP), Annette Duvall, Jessica Evans, Hali Sindlinger

Quorum is verified.

Creating a Culture of Excellence:

- TP reminded board members of Fiduciary Duties as a board member
- LA recognized Jessica for her work ethic.

Additions to Agenda:

JLL-Questions regarding social media accounts

JLL-Policy & Procedure updates

Approval of Minutes:

- March 12, 2024-tabled
- April 2, 2024-passed

Financial Report: nothing to report currently due to change in personnel. Will get reports out shortly to the board.

Board and Committee Chair Reports: approved as submitted

- General Chair
- Admin Vice Chair

- Finance Vice Chair
- Coach Reps
- Governance
- Officials
- STaR

Championship Meet Committee is reviewing STX and STAGS and sent to meet host to get published by the end of the month.

Interim Staff Update:

- DO-working on Strategic Planning workshop and Special HoD
- MD-working on getting March closed, begin April and National Reimbursements.
- JE-working to get meet information corrected for sanctioning, clubs coming due for Safe Sport recognition, emailed 102 coaches/non-athlete members that have non-valid credentials, updated Sanctioning Policies & Procedures, contacting clubs regarding delinquent meet financials (this is a USA Swimming requirement)

Strategic Planning Update: ME working with Reimagine Sports. This week sending out another reminder to encourage people to sign up.

Discussion about whether to send out a survey.

- MP stated after discussions felt LSC has received previous data for there to be information complied.
- JLL concern that people are busy and them not taking the time and the effort for someone to create survey.
- ME a lot of data can be overwhelming but is there possibly something we are missing.
- MP we have a lot of big topics that we are trying to tackle. People who are attending strategic meeting will have a lot of good input for these topics.

Special HoD update:

- ME-JE started checking credentials for voting delegates. 8 athletes currently. Aaron Gordon needs to be added.
- Monday April 15, 2024 8 PM- Q & A
- BA-Need to send out another email blast. Two teams have not received information regarding meeting. Going to find out who other team was, BJ is aware of one team.

Olympic Watch Party: 2 athletes attending, Camps & Clinics Coordinator as chaperone. Invitation was sent to all athletes on all committees. June 21-23 University of Louisville

Additions:

- **Policy & Procedure update**

- MW-Document under review. Didn't have access to document where verbiage was discussed and voted on at HoD in October. Doing a double check to make sure that items are updated correctly.
- **Questions regarding Social Media**
 - JL-stated pictures of Coach Clinic, but nothing has been posted on any social media.
 - MW-LSC does not currently have access to Instagram. There is a two-factor authentication set up on the account that MW has been trying to get access for the past 9 days.

Closed Session: MEB offered if anyone wanted to go into Closed Session. At this time no one requested.

Adjourn: passed

- BA-Motion to Adjourn
- JLL-Second

Meeting adjourned 8:53 PM

Next Board Meeting: May 14, 2024 8:00 PM



General Chair Report
Submitted by Mary Evelyn Bowling, General Chair

Meeting Date: Apr 9, 2024

1. Monthly Highlight

- a. Thank you to Mindy Donofrio for 10 years of Service to ST Swimming

2. Meeting or Event Attended

- a. Personnel Committee meetings: 3/23/24, 3/24/24, 3/26/24
- b. Team Services meetings: weekly

3. Meetings or Events Presented

- a. ST Leadership meetings: 3/19/24, 3/26/24, 04/02/24
- b. Governance calls/meetings: Weekly
- c. Reimagine Sports meetings @ Strategic Planning: 03/16/24, 03/28/24
- d. Special BOD meeting: 4/2/24

4. Previous Months Accomplishments

- a. Athletes registered for Summit

5. Current Months Action Plans

- a. Work with Interim Staff to ensure smooth transitions
- b. Work with Reimagine Sports finalize Strategic Planning
- c. Work with Interim Staff & Governance to plan Special HOD
- d. Work with Communications to develop improved procedures for data storage

6. Other / Discussion Items

- a.



Admin Vice Chair Report
Submitted by Mike Worley, Admin Vice Chair

Meeting Date: Apr 9, 2024

1. Monthly Highlight

a.

2. Meeting or Event Attended

a. Weekly Leadership meetings (mid-February through mid-March)

b. Monthly LSC meeting

3. Meetings or Events Presented

a.

4. Previous Months Accomplishments

a. Received commitment from Jane Atwood to be the Operational Risk Chair.

5. Current Months Action Plans

a. Obtain written authorization from USA Swimming allowing the Operational Risk Committee to be led by only a chairperson instead of needing a full committee in order to perform and fulfill the LSC requirement.

6. Other / Discussion Items

a. Work with Cody on developing upcoming topics for the Communication Committee to focus on. Likely need input from Mary Evelyn and Monica Thomason given prior history with LSC communication needs.



Finance Vice Chair Report
Submitted by XXX, Finance Vice Chair

Meeting Date: Apr 9, 2024

1. Monthly Highlight

- a. Visited the Golden State, paid over \$5 per gallon for gas. (!!)

2. Meeting or Event Attended

- a. Leadership meetings - each Tues at 1 pm
- b. Personnel Committee meetings - various, starting March 23, 2024, March 26, 2024, and others as needed due to Treasurer resignation
- c. Special BoD meeting 4/2/2024

3. Meetings or Events Presented

- a. Finance Committee meeting - Mar 19, 2024

4. Previous Months Accomplishments

- a. Helped with transition of finances from previous Treasurer to interim staff.
- b. Scheduled meeting with Morgan Stanley account for 4/11/2024
- c. Meeting with PNC bank manager to discuss transition to new Treasurer, account access, etc.

5. Current Months Action Plans

- a. Continue to assist with transition
- b. Attend Strategic Planning and Special HoD meetings and begin to incorporate those into financial plan
- c. Run Finance Committee meeting
- d. Attend leadership meetings/ Personnel committee meetings as requested

6. Other / Discussion Items

- a.



Coach's Committee Chair Report
Submitted by Jennie Lou Leeder, Coach's Committee Chair

Meeting Date: March 26, 2024

Coach Committee Meeting March 26, 2024

1. Meetings or Events Attended

Coach Clinic hosted by the Coach Committee, Presented by Swim Like A Fish, Abbie Fish

2. Meetings or Events Presented

Discussed the coaches clinic and how we all thought that it went. What we thought might be done better next time. More advance notice to coaches, all though there were 4 emails sent out asking them to attend.

Looking towards the future we began discussing the multiple zoom call training that we would like to host. Topics suggested were Strength & Conditioning and Tapering. Marcy and Jennie Lou will look into presenters for these two topics and will report back at the next meeting. We discussed the following dates for these topics:

S&C early September; Taper in July; LSC Championship, National Level in early June; College early December and Coaches Wellness in March. On the Coaches Wellness we discussed the possibility of a



Coach's Committee Chair Report
Submitted by Jennie Lou Leeder, Coach's Committee Chair

Meeting Date: March 26, 2024

nutritionist and contacting USA Swimming to see if they already have a program for this topic.

Band width for a large Zoom meeting was discussed. Does the LSC have enough to host these meetings? Jennie Lou is going to check on this and report at the next meeting.

We also discussed taking the month of May off from meeting as it is very busy with the end of school and our student athletes are having a hard time making the committee meetings due to practice and school.

3. Previous Month's Accomplishments

Hosting Coach Clinic

4. Current Month's Action Plan

Continue planning the zoom coach training with topics, presenters, dates and times.

Members not able to attend the meeting:

Parker Mandicina

Members attending the meeting:



Coach's Committee Chair Report
Submitted by Jennie Lou Leeder, Coach's Committee Chair

Meeting Date: March 26, 2024

Alison Brohl

Abi Pruit-Campbell

Allie Dunn

Derek Horworth

Jennie Lou Leeder

Marcy Parshall



Governance Committee Chair Report
Submitted by Trey Prinz, Governance Committee Chair

Meeting Date: Apr 9, 2024

1. Monthly Highlight

a.

2. Meeting or Event Attended

- a. BOD meeting (03/12/2024)
- b. Leadership meeting (03/19/2024)
- c. Personnel Committee meeting (03/23/2024)
- d. Personnel Committee meeting (03/24/2024)
- e. Leadership meeting (03/26/2024)
- f. Personnel Committee meeting (03/26/2024)
- g. Governance Committee meeting (03/27/2024)
- h. Leadership meeting (04/02/2024)
- i. Special BOD meeting (04/02/2024)

3. Meetings or Events Presented

a.

4. Previous Months Accomplishments

- a. Primarily worked with the Leadership team on upcoming Special HOD and Strategic Planning meetings as well as the transition plan related to Mindy's resignation.

5. Current Months Action Plans

- a. See below.
- b. The next committee meeting is scheduled for Wed, April 24 at 8:00pm. If you would like to attend, please reach out to the [Governance Committee Chair](#).



Governance Committee Chair Report
Submitted by Trey Prinz, Governance Committee Chair

Meeting Date: Apr 9, 2024

6. Other / Discussion Items

7. Governance Committee Meeting Minutes

Date: Wednesday, 03/27/2024

Members Present:

Monica Thomason
Chris Kjeldsen
Annette Duvall
Trey Prinz
Mark Parshall

Discussion:

- Provided an update on the upcoming Special HOD meeting.
- Provided an update on the Strategic Planning meeting, including efforts around soliciting information from other LSC's.
- Discussed approach to reviewing the Policies and Procedures (P&P). It was decided the committee would take the following steps:
 - Trey to check with USA-S to see if there is anyone who can provide a third-party review of our Policies and Procedures and our Bylaws.
- Agreed it would be beneficial to put together a proposed process for introducing changes to the P&P so that it doesn't wind up in conflict with the bylaws To that end:



Governance Committee Chair Report
Submitted by Trey Prinz, Governance Committee Chair

Meeting Date: Apr 9, 2024

- Trey/Monica to prepare a draft for discussion/review/approval at the next committee meeting.



STaR Committee Chair Report

Submitted by Jessica Evans, Acting STaR Committee Chair

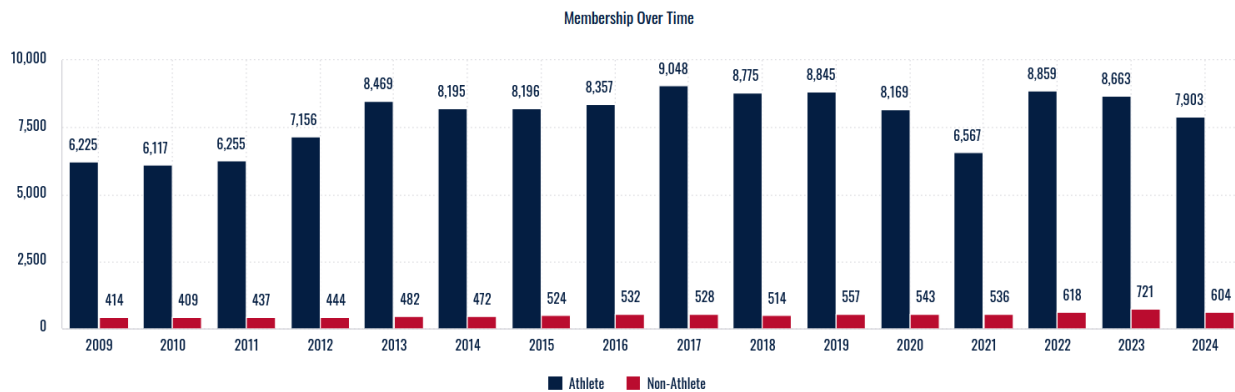
Meeting Date: Apr 9, 2024

1. Meeting or Event Attended

- a. USA Swimming times/registration training
- b. Attended LSC check-in calls

2. Current STX Registration Statistics

- a. Membership trends over time (since 2009) as of 4/6/24 for total number of Athlete and Non-Athlete members:



- b. LSC registration transaction summary and revenue for **March 2024**:



STaR Committee Chair Report

Submitted by Jessica Evans, Acting STaR Committee Chair

Meeting Date: Apr 9, 2024

Season	Category	Registration Type	Transaction Type	LSC Fee		USA Swimming Fee	
2024 (9/1/2023 - 8/31/2024)	Member Registration	Administrator	New	1	\$0.00	1	\$30.00
		Coach	New	1	\$0.00	1	\$0.00
			Renew	2	\$30.00	2	\$140.00
			Upgrade	4	\$0.00	4	\$0.00
		Flex Athlete	New	20	\$200.00	20	\$400.00
			Renew	12	\$120.00	12	\$240.00
		Official	New	2	\$15.00	2	\$70.00
		Other	New	2	\$30.00	2	\$140.00
		Premium Athlete	New	97	\$1,940.00	97	\$6,720.00
			Renew	82	\$1,640.00	82	\$5,670.00
			Upgrade	4	\$40.00	4	\$200.00
		Premium Athlete-2024 Outreach Athlete	New	19	\$38.00	19	\$95.00
Renew	4		\$8.00	4	\$20.00		
Provisional Coach	New	2	\$30.00	2	\$140.00		
Total				252	\$4,091.00	252	\$13,865.00

c. 2024 season membership (starting 9/1/24) in STX by type and age group as of 4/6/24:

Member Type by Age Group

Category	Detail	Members					Grand Total
		10 & Unde...	11-12	13-14	15-18	19 & Over...	
Athlete	Flex Athlete	332	138	57			527
	Outreach Athlete	46	50	48	50	9	203
	Premium Athlete	1,679	1,807	1,635	1,834	249	7,204
	Seasonal Athlete				2		2
Athlete Total		2,057	1,995	1,740	1,886	258	7,936
Non-Athlete	Administrators					40	40
	Coach				4	291	295
	Junior Coach				1		1
	Official					228	228
	Other					80	80
	Provisional Coach					7	7
Non-Athlete Total					5	646	651
Grand Total		2,057	1,995	1,740	1,891	904	8,587



STaR Committee Chair Report
Submitted by Jessica Evans, Acting STaR Committee Chair

Meeting Date: Apr 9, 2024

d. March 2024 meet statistics for meets conducted in STX:

March 2024 Meets in STX					
Meet	Date	Splashes	Athletes	Teams	LSCs
2024 ST AAAA-SW Short Course End-Of-Season Splash	3/8-3/9/24	1504	378	7	2
2024 ST GOLD Spring Fling	3/9/2024	773	236	7	1
2024 ST SRG SCY Spring Shenanigans	3/2-3/3/24	1898	439	15	1
Totals	3	4175	1053		

3. Previous Month's Accomplishments

- a. Loaded 4175 splashes into SWIMS
- b. Sanctioned 9 meets and loaded meets to ST website, SWIMS, and OTS.
- c. Updated meet information submitted for sanctioning to current USAS rules.
- d. Ran recons for all meets held within South Texas and distributed to teams.
- e. Updated member records as required.
- f. Merged duplicate member records as required.
- g. Responded to member, coach, and team admin requests for assistance with registration, renewal, APT issues, certification updates for coaches, and date of birth, name, and gender mismatches.
- h. Updated incorrect USAS IDs entered by teams based on meet results and contacted teams with ID errors so they can correct them in their team database, and issued sync commands from SWIMS to attempt to update the USAS ID in the team database.



STaR Committee Chair Report
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Meeting Date: Apr 9, 2024

- i. Ongoing communication with the SWIMS management team to report bugs and loss of functionality as new SWIMS updates are released, including the loss of functionality to update coach certificate dates (which has been fixed now).

4. Current Month's Action Plans

- a. Assist with preparation and review of STX Championship meet information and databases.
- b. Contacting clubs with overdue Financial Summary reports for swim meets (must be submitted within 45 days of the meet date).
- c. Updated Sanctioning Policies & Procedures to bring current with rules and policy changes from STX and USAS, to update links to STX webpages, to update contact information, and posted to STX website.
- d. Cleaning up language in meets being sanctioned to match current USAS rules.
- e. Contacted 102 coaches and other non-athlete members (club board members, team administrators, dryland coaches, and other "Other" members) with expired and/or missing certifications to alert them of their membership requirements, along with step-by-step instructions, to ensure that all STX non-athlete members are in good standing.
- f. Sending a list of athlete members turning 18 years old (and becoming "Adult Athletes"), along with step-by-step instructions for completing the APT, to clubs so they know that these athletes must take the APT on their own USAS login account, prior to turning 18 years of age, so these athletes can continue swimming with the club and entering meets.
- g. Sending a list of athletes registered in SWIMS to clubs that regularly enter multiple unregistered and unrenewed athletes in swim meets, in an attempt



STaR Committee Chair Report
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to get the club to ensure that all Athlete members are properly registered and covered by USAS insurance in the event of an accident *and* as required by their USAS club membership agreement. (The SWIMS users are noting that some clubs appear to regularly use a swim meet recon as a “list” of athletes in their club that need to register, renew, or take the APT.) Also including the club’s individual registration link to SWIMS, along with step-by-step instructions, for the club to send to parents.

- h. Working with John Vandermeer to update the STX records (waiting for the SWIMS team to load our archived/older records) so our updates to monthly STX records reporting may resume.



This report covers activity in March 2024

A. Monthly Highlights

Most of March was spent updating material for R9. We are about 2 weeks behind plan on getting all material out “before long course season”

B. Meetings or Events Attended

- USAS LSC OTS Training (3/27)
- USAS LSC R9 Update (3/28)
- USAS LSC Quarterly Officials Chairs (4/3)

C. Meetings or Events Presented

N/A

D. Accomplishments

1. Secured Board of Directors Approval for PPGO changes
2. PPGO updated, and in review with Officials Committee
3. Updated STX Officials roster with new CJ certifications
4. Communicated new CJ certification rules and schedule two clinics in April for “almost certified” officials
5. Created online evaluation forms for each position to allow ‘Certifiers’ to evaluate new officials (posted to STX website)
6. Created Performance Guideline documents for officials to use during training (posted to STX website)
7. Published 4th “You’re Doing it Wrong” Video.

E. Current Month’s Action Plan

1. Publish PPGO update
2. Schedule “upgrade” clinics for DRs who are now unplanned MRs
3. Update Zero-to-Swim Meet presentation

F. Other/Discussion Items

1. List of current committee goals for 2023-2024
 - a) Review/recommend Officials’ Chair Job Description (done)
 - b) Training Material Update in work, 2024Q1
Need to revisit with new USAS rules
 - c) Monthly ST Clinic Hosting (done)
 - d) Update Officials Web Page (done)
 - e) PPGO Update, administrative (done)
 - f) Zero-to-Swim Guide (done)
Need to revisit with new USAS rules
 - g) “You’re Doing it Wrong” in work, 2024Q1-2024Q2

Officials Committee Report, Feb 27, 2024

h) DQ Video Quiz	2024Q1 2024Q3
i) Merit Badges	2024Q2, pending OTS data
j) National Meet Engagement	2024Q2
k) PPGO Update, substantive	2024Q3 -in work, 2024Q2