

STSI Board of Directors Zoom Meeting
Tuesday November 14, 2023
8:00 p.m.
Approved 12/13/23

Call to Order

The meeting was called to order 8:01 p.m.

Board Members Present:

Mary Evelyn Bowling, Mike Worley, BJ Allenstein, Anne Bennett, Mindy Donofrio, Aaron Gordon, John Dalton, Lorna Anaya, Jennie Lou Leeder, Chase Thompson, Fynn Minus

Board Members Absent:

Marcy Parshall, Libby Gunn,

Others Present

Cody Mackall, Trey Prinz, Annette DuVall, Marc Digby, Deanna Oliphant, Tim Byerly, Tom Schultz

Verify Quorum

A quorum was verified.

South Texas Swimming Mission:

Is to empower all athletes to be successful in life by providing resources, equal opportunity, and organizational excellence.

Additions to Agenda

The following were added to the agenda, budget for awards and bag tags and officials chair job description.

Approval of Minutes: October 2023

Mike Worley moved to pass the October 2023, BOD meeting minutes. Motion **Passed**.

Board Chair Consent Reports

Board report approved. **See attached report.**

Committee Approvals

The following committees were appointed.

- **Age Group Committee:** John Dalton, TXLA (Chair), Tracey Spurgeon, AAAA, Aubrey Knapper, GOLD, and Macie Baroni, SRG (athlete)
- **Athlete Committee:** Aaron Gordon, WLOO (Chair), Libby Gunn, NTRO, and Fynn Minus, SRG
- **Championship Meet Committee:** BJ Allenstein, AAAA (Chair), John Dalton, TXLA, Sean Barry, TST, Mindy Donofrio, UN, Aubrey Knapper, GOLD, Abel Gutierrez, STSA, Doug Ellett, VTAC, Brook Brisson, WLOO, Amylou Ortiz, MSC (athlete), Madison Donofrio, AAAA (athlete), Isabella Merkin, AQTX (athlete), Steve Mandacina, UN (ex-officio)
- **Coaches Committee:** Jennie Lou Leader, CCSS (Chair), Marcy Parshall, AQTX, Allison Brol, NTRO, Derek Howorth, SRG, Abi Prewitt-Campbell, AAAA, Parker Mandacina, AAAA (athlete), Alexandra Dunn, NTRO (athlete)

- **Finance Committee:** Anne Bennett, GOLD (Chair), Mindy Donofrio, UN (Treasurer), Annette DuVall, CCLR, Garrett Nelson, AAAA, Thom Fairleigh, UN, Tom Schultz, UN, Lillian Pifer, SRG (athlete), Sebastian Lopez, MSC (athlete), Alek Oroff, UN (ex-officio)
- **Governance Committee:** Trey Prinz ASC, Chris Kjeldsen, FISH, Mike Koleber, NTRO, Annette DuVall, CCLR, Deanna Oliphant, SRG, Mark Parshall, AQT, Monica Thomason, WLOO, Ben Skinner, SRG (athlete), Adrianna Ritch, CCLR (athlete)
- **Officials Committee:** Marc Digby, UN (Chair), Heidi Hornik-Parsons, TST, Jessica Evans, UN, Maureen Helm, NTRO, Monica Thomason, WLOO (non-voting), Manny Lozano, UN, Steve Mandacina, UN, Arthur Scott, UN, Lorna Anaya, UN, Parker Saltsman, WOW (athlete), Dabie Isiofia, HPAC (athlete), Charles Yang, UN (ex-officio), Trey Prinz, UN (ex-officio)
- **Safe Sport Committee:** Lorna Anaya, UN (Chair), Mike Koleber, NTRO, Josh Lozano, AAAA, Abel Gutierrez, STSA, Sebastian Lopez, MSC (athlete), Brady Bennett, GOLD (athlete)
- **STaR Committee:** Mindy Donofrio, UN (chair), Didi Byerly, UN, Jessica Evans, UN, Rick Allenstein, AAAA, John Vandermeer, UN, Kole Petersen, GOLD (athlete), Vacant (athlete)

The following committee membership was tabled until next meeting

- **Communications Committee**
- **DEI Committee**
- **Operational Risk Committee**

Strategic Planning Dates

Potential Dates for the strategic planning meeting are April 6-7 or April 20-21.

Board Training

All board members should attend the Board Training, potential dates are November 28 or December 5.

Communication update

Website will be down periodically between December 22-24 for maintenance.

The logo redesign media package was presented by Cody. Mary Evelyn Bowling moved to approve the new logo media package. Motion **Passed**

Awards and Bag Tag 2023 Budget

BJ Allenstein moved to approve a budget overage for the line items of awards and bag tags for the 2023 budget. Motion **Passed**

Officials Chair Job Description

Lorna Anaya moved to approve the officials chair job description as presented. Motion **Passed**

OFFICIALS CHAIR

The Officials Chair shall chair the Officials Committee, which is responsible for recruiting, training, certifying, recertifying, mentoring, retaining, and supervising officials for STS.

TERM: 2 years

TERM LIMITS: The term of the Officials Chair will follow the same term limits and policies for board members, including the policy for term limits and filling an unexpired term.

ELECTION: Nominee selected by and elected by current STS officials in good standing in even-numbered years (Policies & Procedures, Appendix F)

COMMITTEES: Officials Committee, nonvoting member of the Board of Directors, nonvoting member of the House of Delegates, and other committee assignments as requested by the Board of Directors

QUALIFICATIONS: Current member of STS in good standing, certified as a Meet Referee for a minimum of two years, and certified as an official in STS for a minimum of five years.

DUTIES:

- Regular attendance of the STS Board of Directors and House of Delegates meetings, the National Officials Committee meetings, meetings of the STS Officials Committee, Zones, and National meetings, and other meetings as requested. Submission of written reports and/or delegation to Committee member may be substituted when unable to attend.
- Schedule and lead meetings of the Officials Committee, at least quarterly, and publish meeting minutes within one week of each meeting for posting on the STS website.
- Develop and manage the training programs for apprentice candidates for all levels of officials so that they receive the appropriate training, evaluation, and certification testing via online or manual methods. This includes maintaining and updating common training material; offering regularly scheduled clinics; and identifying, recruiting, and training senior officials to provide local mentoring/clinics and recommend/approve certification promotions in their area.
- Develop and manage the certification and recertification programs for officials.
- Work with the members of the Officials Committee to ensure that all areas of the LSC have a designated member who is available to assist with training, mentoring, and recruiting officials in their local area.
- Maintain the list of officials, their contact information, and their current certifications.
- Request rule clarifications and distribute rule interpretations to STS officials as provided by the Rules & Regulations Committee.
- With feedback from the Officials Committee, determine invitees and arrange for LSC level officials to attend the annual official's clinics sponsored by USA Swimming.
- Develop policy or recommend STS rules changes as they pertain to officials or meet conduct.
- Provide input to the annual STS budget to ensure that the needs for training, recruiting, and retaining officials are adequately funded.
- Promote opportunities for LSC officials to advance and officiate on USA Swimming national decks (the "1-5 star" meets).
- Identify and schedule LSC-level and national evaluators for OQM meets in the LSC as needed.
- Make recommendations and provide any required references or documentation as requested by the National Officials Committee for officials who request national evaluations or assignments.
- Appoint committees or subcommittees as necessary to fulfill the duties & responsibilities of the Officials Committee.
- Receive and follow up on any issues related to USA Swimming members at meets (such as behavior issues, Safe Sport violations, facility issues, etc.) as documented in the Meet Referee's Report.
- Receive and follow up on any issues related to the training and educational needs of any STS officials who require additional assistance with performing their duties.
- Communicate with the General Chair, Officials Committee members, and LSC staff to keep them informed of any issues or potential issues impacting officials or the LSC.
- Enforce the Policies and Procedures for Governing Officials (PPGOs) as written, work with the Officials Committee to keep the PPGOs current, and, on an annual basis, review the content and make any necessary changes.
- Provide the requested assistance as needed to USA Swimming in support of Zones, National meets, and SWIMS database storage and maintenance.

Adjournment

The meeting adjourned at 9:00 PM.

Next BOD Meeting

December 12, 2023, at 8:00 p.m. via Zoom.



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

Meeting Date: Nov 14, 2023

A. Meetings or Events Attended

- a. Weekly Leadership meetings (10/24 & 10/31)

B. Meetings or Events Presented

- a.

C. Previous Month's Accomplishments

- a. Read through STSI By-laws
- b. Approved Cody's October Time Card (58 hours)
 - i. Asked Cody for quick details on the work performed each month.

D. Current Month's Action Plan

- a. Read through P&P and contact Deanna for Q&A.

E. Other/Discussion Items

- a.

Treasurer's Notes and Plans

Accomplishments & General Notes

- Completed and mailed checks for national meet assistance
- Attended HOD and Finalized payments for HOD venue and voting member assistance
- Processed Q3 outreach assistance
- Completed quarterly 941

Plans

- Setup National meet assistance forms for Short Course season and communicate to LSC

Open Issues

- None

Budget Y2023 Amend04

January - December 2023

	Actual	Budget	over Budget	Total % of Budget
INCOME				
47000 Program Income				
47100 Membership Dues	115,860.00	175,100.00	-59,240.00	66.17 %
47200 Splash Fees	157,200.00	145,900.00	11,300.00	107.75 %
47300 Sanction Fees	3,125.00	2,950.00	175.00	105.93 %
47400 Fines	1,300.00	3,000.00	-1,700.00	43.33 %
47900 Other				
47990 Endowment Income Draw		45,000.00	-45,000.00	
Total 47900 Other		45,000.00	-45,000.00	
Total 47000 Program Income	277,485.00	371,950.00	-94,465.00	74.60 %
Total Income	277,485.00	371,950.00	-94,465.00	74.60 %
GROSS PROFIT	277,485.00	371,950.00	-94,465.00	74.60 %
EXPENSES				
60000 Program Expenses				
60100 National Reimbursements				
60110 Athletes	59,092.50	64,400.00	-5,307.50	91.76 %
60120 Coaches	16,096.50	14,400.00	1,696.50	111.78 %
60130 Officials	7,778.00	7,900.00	-122.00	98.46 %
Total 60100 National Reimbursements	82,967.00	86,700.00	-3,733.00	95.69 %
60200 Championship Meets				
60220 Bag Tags	5,311.75	5,800.00	-488.25	91.58 %
60230 Awards	907.35	5,500.00	-4,592.65	16.50 %
Total 60200 Championship Meets	6,219.10	11,300.00	-5,080.90	55.04 %
60300 Age Group Zones		90,000.00	-90,000.00	
60310 Lodging	16,528.85		16,528.85	
60320 Food	14,187.48		14,187.48	
60330 Transportation	30,861.88		30,861.88	
60340 Uniforms	8,709.29		8,709.29	
60350 Entry Fees	3,965.00		3,965.00	
60360 Coach Stipend	4,700.00		4,700.00	
60380 Income	-20,100.00	-25,000.00	4,900.00	80.40 %
60390 Misc	308.88		308.88	
Total 60300 Age Group Zones	59,161.38	65,000.00	-5,838.62	91.02 %
60400 Open Water Zones		39,375.00	-39,375.00	
60410 Lodging	8,875.12		8,875.12	
60420 Food	2,705.70		2,705.70	
60430 Transportation	22,402.88		22,402.88	

				Total
	Actual	Budget	over Budget	% of Budget
60440 Unifroms	5,838.00		5,838.00	
60450 Entry Fees	3,230.00		3,230.00	
60460 Coach Stipends	1,500.00		1,500.00	
60480 Income	-16,000.00	-14,400.00	-1,600.00	111.11 %
Total 60400 Open Water Zones	28,551.70	24,975.00	3,576.70	114.32 %
60700 LSC Clinic/camps/swimposiums		15,000.00	-15,000.00	
61000 USAS Workshops and Business Mtg				
61010 Registration		1,000.00	-1,000.00	
61020 Transportation	4,320.80	4,700.00	-379.20	91.93 %
61030 Lodging	3,295.11	4,700.00	-1,404.89	70.11 %
61040 Meals	1,548.52	2,650.00	-1,101.48	58.43 %
Total 61000 USAS Workshops and Business Mtg	9,164.43	13,050.00	-3,885.57	70.23 %
61100 Officials				
61110 Official's Dues Reimbursements	5,050.00	22,400.00	-17,350.00	22.54 %
61120 BGC Reimbursement	965.76	1,000.00	-34.24	96.58 %
61130 Evaluator Travel	5,307.94	4,000.00	1,307.94	132.70 %
61140 Officials' Travel and Training		1,000.00	-1,000.00	
61150 Official's Account Expenses	1,082.25	1,575.00	-492.75	68.71 %
Total 61100 Officials	12,405.95	29,975.00	-17,569.05	41.39 %
61200 Member Awards		2,000.00	-2,000.00	
61300 Safe Sport		500.00	-500.00	
61400 Zone Select Camp	2,239.73	1,500.00	739.73	149.32 %
61600 DEI and Adaptive		4,500.00	-4,500.00	
61700 Outreach Athlete Assistance	1,256.00	2,700.00	-1,444.00	46.52 %
61900 Coach of the Year Award	883.07	4,200.00	-3,316.93	21.03 %
Total 60000 Program Expenses	202,848.36	261,400.00	-58,551.64	77.60 %
70000 Operations				
70100 Contract Services				
70110 Accounting Fees	2,159.65	3,500.00	-1,340.35	61.70 %
70130 Website Maintenance	4,690.00	10,000.00	-5,310.00	46.90 %
Total 70100 Contract Services	6,849.65	13,500.00	-6,650.35	50.74 %
70200 Facilities				
70210 Office/Storage Rent	880.00	1,000.00	-120.00	88.00 %
70220 PO Box	170.85		170.85	
Total 70200 Facilities	1,050.85	1,000.00	50.85	105.09 %
70300 Bank Charges	5,862.42	8,200.00	-2,337.58	71.49 %
70400 Investment Expense	12,372.72	14,400.00	-2,027.28	85.92 %
70500 Memberships, Dues and Subscriptions	831.31	850.00	-18.69	97.80 %
70600 Postage and Shipping	305.65	400.00	-94.35	76.41 %
70700 Office Equipment and Supplies	111.03	800.00	-688.97	13.88 %

				Total
	Actual	Budget	over Budget	% of Budget
70800 Telecommunications	1,872.48	1,100.00	772.48	170.23 %
70900 HOD Meeting Expenses	13,130.03	2,000.00	11,130.03	656.50 %
71000 Chairperson's Expenses	667.79	1,500.00	-832.21	44.52 %
71300 Travel		2,800.00	-2,800.00	
72000 Employee Expenses				
72100 Wages				
72110 Wages - Base	51,304.00	60,060.00	-8,756.00	85.42 %
72120 Wages - Bonus		4,000.00	-4,000.00	
Total 72100 Wages	51,304.00	64,060.00	-12,756.00	80.09 %
72200 Payroll Taxes	3,924.76	4,900.00	-975.24	80.10 %
72400 Workers Comp	343.00	300.00	43.00	114.33 %
72500 Employee Bond	260.00	300.00	-40.00	86.67 %
Total 72000 Employee Expenses	55,831.76	69,560.00	-13,728.24	80.26 %
Total 70000 Operations	98,885.69	116,110.00	-17,224.31	85.17 %
Total Expenses	301,734.05	377,510.00	-75,775.95	79.93 %
NET OPERATING INCOME	-24,249.05	-5,560.00	-18,689.05	436.13 %
OTHER INCOME				
80100 Interest Earned	35.43		35.43	
81000 Investments				
81010 Dividend, Interest (Securities)	162.94		162.94	
81090 Other Investment Gain/Loss	21,317.10		21,317.10	
Total 81000 Investments	21,480.04		21,480.04	
Total Other Income	21,515.47	0.00	21,515.47	0.00%
NET OTHER INCOME	21,515.47	0.00	21,515.47	0.00%
NET INCOME	\$ -2,733.58	\$ -5,560.00	\$2,826.42	49.17 %



Sanctions, Times & Records Committee Report Submitted by Mindy Donofrio, STaR Chair

Meeting Date: Nov 14, 2023

A. Meetings or Events Attended

- a. House of Delegates Meeting
- b. USAS Registration and Times Webinar on reporting
- c. Weekly meeting with Mary Evelyn, Cody, Anne, Trey and Mike.

B. Meetings or Events Presented

- a. Hosted a Zoom SWIMS Training webinar on "how to understand a recon report" with approximately 30 people in attendance

C. Previous Month's Accomplishments

- a. Loaded 29,891 splashes into SWIMS
- b. Sanctioned 31 meets and loaded meets to ST website and SWIMS
- c. Rick Allenstein approved 19 meets to be observed. All meets were added to SWIMS. 9 observed meets were loaded into SWIMS.
- d. Ran recons for all meets held within South Texas and distributed to teams
- e. Updated member records and merged accounts
- f. Two new clubs approved, MVSC and PFPP

- g. Merged duplicate member records
- h. Updating incorrect USAS IDs entered by teams based on meet results and contacting teams with ID errors so they can correct them in their team database
- i. Emailed one team that is sending out and posting meet invitations and entry files prior to the meet being sanctioned to encourage them to send the meet after sanctioning (based on such meet being sanctioned three days prior to the meet start date and accepting entries prior to sanctioning)
- j. Email to all teams with information about how to determine if a meet has been sanctioned, so they know how to check a meet's status when receiving an invitation directly from a club
- k. Prepared and attended HOD
- l. Completed and posted draft HOD meeting minutes
- m. Looked at the records found within SWIMS and found mismatched records. Missing records are due to USAS by Nov 30.

D. Current Month's Action Plan

- a. Host Zoom Training - Renewal of athletes

E. Other/Discussion Items

- a. STAR committee is remaining the same, Mindy Donofrio (chair), Jessica Evans (times north), Didi Byerly (times south), Rick Allenstein (NTV), John VanderMeer (records), and Cole Petersen (athlete)



Senior Vice Chair Report
Submitted by BJ Allenstein, Senior Vice Chair

Meeting Date: November 2023

A. Meetings or Events Attended

- a. Championship meet committee meeting (11/1/2023)

B. Meetings or Events Presented

- a.

C. Previous Month's Accomplishments

- a. Created Committee

Make the motion to accept the STX Championship Meet Committee consisting of:

Brandon "BJ" Allenstein	AAAA	Chair
Steve Mandacina	UN	Member
John Dalton	TXLA	Member
Sean Barry	TST	Member
Mindy Donofrio	UN	Member
Aubrey Knapper	GOLD	Member
Abel Gutierrez	RGV	Member
Lorna Anaya	UN	Member
Doug Ellett	VTAC	Member
Brooke Brisson	WLOO	Member
Amylou Ortiz		Athlete Member
Isabella Merkin	AQTX	Athlete Member
Madison Donofrio	AAAA	Athlete Member

- b. Hosted Championship meet committee meeting
 - i. Standing Meetings set for 3rd Thursday of each month
- c. Discussed and processed STX alignment

- d. Created templates for SC B Champs, SC STX, and SC STAGS meet information
- e. Explored and Organized Google Drive for me

D. Current Month's Action Plan

- a. Work to update Planning Calendar of meets
- b. B Champs Meet Information and Sanctioning
- c. STX Champs Meet Information and Sanctioning

E. Other/Discussion Items



**Safe Sport Chair Report
Submitted by Lorna Anaya, Safe Sport Chair**

Meeting Date: 11/14/2023

A. Meetings or Events Attended

- a. USA Swimming Safe Sport Webinars for Officials, Athletes, Parents, and coaches.

B. Meetings or Events for Committee

- a. At every swim meet I want all committee members to talk in the meetings and remind everyone about Safe Sport.
- b. Included in the talks will be officials, coaches, timers, meet directors, admin, BOD members if present etc.
- c. Try to bring to all facilities the correct signage and information and be sure it is posted in the correct places from the meet 360 guide.
- d. So the safe sport team coordinator where to find the 360 information.

C. Previous Month's Accomplishments

- a. Attended the HoD.
- b. Composed a great Safe Sport committee.

D. Current Month's Action Plan

- a. The current month's action is to talk to the committee regarding their jurisdiction and how to support the teams.
- b. Keep all of us in the loop for any webinars
- c. Make a simple guidance path for teams.

E. Remain number one!!!

SAFE SPORT COMMITTEE							
Position	Name	Team	Region	Member	Team S	LSC Area	Column1
Chair	Lorna Anaya	UNAT	South	Official	No Team	All	safesportchair@stswim.org
Committee	Josh Lozano	AAAA	Central	Coach	Large	SA	joshualeelozano@gmail.com
Committee	Sebastian Lopez	MSC	South	Athlete	Small	Valley & CC	slopez080808@gmail.com
Committee	Brady Bennett	Texas Gold	North	Athlete	Med	Austin	bennettbradym@gmail.com
Committee	Abel Guitierrez	RGVA	South	Coach	Med	Valley & CC	rgvacoachabel@gmail.com
Committee	pending						
Currently 60:40 ratio but waiting for a response							
Tasks for the SS team							
Address teams that have expired, expiring, not started, or not completed.							
How can we help							
Make a spreadsheet step my step to achieve SS goals							
How to address clubs with only athletes 18 and older							

F.



A. Meetings or Events Attended

N/A

B. Meetings or Events Presented

N/A

C. Accomplishments

1. Identified committee members from across the LSC.
2. First meeting (11/7), including committee member introduction. Presented notional plans for 2023-2024 year.
3. Approved V6 of Officials' Chair Job Description for recommendation to the Board.
4. Kicked off Training Material Update: update to training material for each certified position.
5. Kicked off Monthly ST Clinics: committee members to host standing monthly ST clinics for new officials LSC-wide.
6. Kicked off Zero-to-Swim Meet guidance for clubs new to trying to build rosters for running swim meets. Draft presentation 75% complete.
7. Kicked off "You're Doing It Wrong" Engagement Videos. First video shot and material given to post-production company.
8. Kicked off DQ Video Test. Started collecting meet video material.

D. Current Month's Action Plan

1. Training material update: Complete first draft of passing criteria due 11/21.
2. Training material update: Once passing criteria are in review, start working update to presentation material, with goal of completing around year-end.
3. Monthly ST Clinics: committee members chosen months due 11/21.
4. Complete Zero-to-Swim Meet draft presentation for committee review by 12/5.
5. Publish first YDIW video before year end.
6. Continue collecting DQ Video Test material.

Officials Committee Report, Nov 14, 2023

E. Other/Discussion Items

1. Proposed Officials' Committee for Board Approval

Name, Team	Position	Region	Term End
Marc Digby, UN	Chair		2024
Lorna Anaya, UN	Member	Rio Grande Valley	2024
Jessica Evans, UN	Member	Austin	2024
Maureen Helm, NTRO	Member	Austin	2024
Heidi Hornik-Parsons, TST	Member	Far North	2024
Dabie Isiofia, HPAC	Athlete Member		2024
Manny Lozano, UN	Member	San Antonio	2024
Steve Mandacina, UN	Member	San Antonio	2024
Parker Saltsman, WOW	Athlete Member		2024
Arthur Scott, UN	Member	Corpus Christi	2024
Monica Thomason, WLOO	Member (non-voting)		2024
Charles Yang, UN	Ex-Officio Member (non-voting)		2024
Trey Prinz, UN	Ex-Officio Member (non-voting)		2024

The committee also requests that the Board confirm Hornik-Parsons' and Thomason' eligibility to serve as committee members with full voice and vote.

2. List of current committee goals for 2023-2024

- a) Review/recommend Officials' Chair Job Description (done)
- b) Training Material Update 2023Q4
- c) Monthly ST Clinic Hosting 2023Q4
- d) Update Officials Web Page 2024Q1
- e) PPGO Update, administrative 2024Q1
- f) Zero-to-Swim Guide 2024Q1
- g) "You're Doing it Wrong" 2023Q4
- h) DQ Video Quiz 2024Q1
- i) Merit Badges 2024Q2, pending OTS data
- j) National Meet Engagement 2024Q2
- k) PPGO Update, substantive 2024Q3



Governance Committee Report
Submitted by Trey Prinz, Governance Committee
Chair

Meeting Date: Nov 14, 2023

A. Meetings or Events Attended

- a. HOD meeting (10/7)
- b. BOD meeting (10/10)
- c. Leadership call (10/24)
- d. Governance Committee meeting (10/25)

B. Meetings or Events Presented

- a. Reviewed Board Survey results at HOD meeting

C. Previous Month's Accomplishments

- a. We received word from USA Swimming that our LEAP submission was approved. A special thanks goes out to Deanna Oliphant, who was instrumental in getting this completed. Our next LEAP submission is due in 2025.

D. Current Month's Action Plan

- a. In our committee meeting, we started the effort to document Mindy's job description. At our next meeting, we hope to have the draft finalized and then we will review this with other folks outside of the Governance Committee to get their thoughts.

- b. The next committee meeting is scheduled for Tue, November 21 at 8:00pm. If you would like to attend, please reach out to the [Governance Committee Chair](#).

E. Other/Discussion Items

- a. The proposed members of the Governance Committee are shown in the following table; the 4 changes are highlighted in green.

Name	Member Type	Team	Area	Term
Chris Kjeldsen	Non-athlete (Coach)	FISH	North	Expires 2025
Mike Koleber	Non-athlete (Coach)	NTRO	North	Re-appointment for a new term that expires in 2026
Annette DuVall	Non-athlete (Coach)	CCLR	South	Expires 2024
Deanna Oliphant	Non-athlete (Official)	SRG	Central	Expires 2024
Mark Parshall	Non-athlete (Coach)	AQTX	North	Re-appointment for a new term that expires in 2026
Ben Skinner	Athlete	SRG	Central	Expires 2025
Adrianna Ritch	Athlete	CCLR	South	Filling an unexpired term that expires in 2024
Monica Thomason	Non-athlete (Official)	WLOO	North	Filling a new term that expires in 2026
Trey Prinz	Non-athlete (Official)	UN	North	Expires 2025



General Chair Report
Submitted by Mary Evelyn Bowling, General Chair

Meeting Date: November 14, 2023

A. Meetings or Events Attended

- a. USAs Leaders Call 11/09

B. Meetings or Events Presented

- a. Held weekly Leadership Meetings
- b. Met with new and most returning Board Members & Officials
Chair.

C. Previous Month's Accomplishments

- a. Worked with Board members on Committee Development
- b. Worked with Governance Committee on Board Training

D. Current Month's Action Plan

- a. Determine date and implement Board Orientation for new and returning BOD members and staff.
- b. Work with the Governance Committee on defining LSC position descriptions.
- c. Work with current & past Admin Vice Chairs on clarifying & aligning policies.
- d. Determine dates and location for Strategic Planning session.
- e. Determine date for HoD, 2024.



**Finance Vice Chair Report
Submitted by Anne Bennett, Finance Vice Chair**

Meeting Date: Nov 14, 2023

A. Meetings or Events Attended

- a. Leadership meetings Tuesdays at 1 pm (4)
- b. Met twice with Alek to transition and go through files on drive
- c. Met with Mary Evelyn to discuss Board overview/ transition
- d. Met with Mindy via phone to transition

B. Meetings or Events Presented

- a. N/A

C. Previous Month's Accomplishments

- a. Transitioned with various people
- b. Began familiarization with drive, documents, etc.
- c. Reviewed items from Treasurer (reimbursements, payroll, reconciliations)
- d. Got most of committee together; still need one athlete
 1. Anne Bennett (Chair)
 2. Mindy Donofrio (Treasurer)
 3. Annette Duval
 4. Thom Farleigh
 5. Garrett Nelson
 6. Alek Orloff (Previous Chair)

7. Lillian Pifer (Athlete)

8. Tom Schulz

9. Sebastian Lopez (Athlete)

D. Current Month's Action Plan

- a. Continue to seek athletes for committee
- b. Schedule first committee meeting last week of November
- c. Review and approve items from Treasurer as necessary
- d. Meet with leadership team and look at policies and procedures as needed to address requests/ questions/ concerns.

E. Other/Discussion Items

- a. N/A



Digital Communications Report
Submitted by Cody Mackall, Digital Communications Chair

Meeting Date: Nov 14, 2023

A. Meetings or Events Attended

- a. South Texas Swimming House of Delegates
- b. USA Swimming Leaders Call
- c. USA Swimming Marketing Meeting
- d. USA Swimming Social Media Discussion
- e. ST/USA Swimming Logo Discussion
- f. Calls with General Chair and Executive Secretary

B. Meetings or Events Presented

- a. LSC Website Update and Redesign
- b. ST Marketing Design
- c. ST Social Media Strategy

C. Previous Month's Accomplishments

- a. House of Delegates
- b. USA Swimming Discussion on Updating South Texas Logo

D. Current Month's Action Plan

- a. Collaboration with USAS on ST Social Media Strategy

b. Collaboration with USAS on ST Logo Implementation

E. Other/Discussion Items

a.



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

Meeting Date: Oct 24, 2023

A. Meetings or Events Attended

- a. HOD for committee members

B. Meetings or Events Presented

- a. Discussed clinic ideas for 2024. Swim Like a Fish, Fitter or Faster, or host a clinic with Derek Howorth. If we help Derek it must be tagged as a STX Clinic as we will be paying part of the expenses.
- b. There is \$3,300 left in our account. We are going to hold \$300 for 2023 COTY awards and \$500 to be split between 2 coach socials, 1 in Nov, Austin; 1 in Dec, San Antonio. Then use \$2500 towards a clinic if we can. Need to check into paying for the event in 2024 out of the 2023 budget. It would be for site rental, pool rental, something in this line.
- c. COTY Awards will be YETI water bottles
- d. Discussed opportunity to assist female coaches to attend clinics.

C. Current Month's Action Plan

- a. Order YETI COTY water bottles

D. Other/Discussion Items

- a. Derek is to get clinic ideas and costs to the committee by Friday, Oct 27. Then we can go forward with determining the best clinic for the STX coaches.
- b. Jennie Lou is to get the cost from Swim Like Fish for virtual training and in-person training. Also, talk with Fitter or Faster about their options. Report these results at the next Coach Committee meeting.
- c. Notes taken during meeting by Abi Prewitt-Campbell
- d. Our committee will be composed of the following:
 - Jennie Lou Leeder, CCSS, Coach Chair
 - Marcy Parshall, AQT, Coach Board Member
 - Allison Brol, NTRO, Coach
 - Derek Howorth, SRG, Coach
 - Abi Prewitt-Campbell, AAAA, Coach
 - Parker Mandacina, AAAA, Athlete Member
 - Alexandra Dunn, NTRO, Athlete Member