



***South Texas Swimming
Board of Directors Meeting Minutes
Tuesday, February 11, 2025, 8:00 PM
Location: via Zoom***

Call to order at 8:01 p.m.

Board Members Present:

Mark Parshall, Garrett Nelson, Cody Mackall, Marcy Parshall, Jennie Lou Leeder, Mike Worley,
Angie Fain, Fynn Minus, Libby Gunn, Harrison Tater, Derek Howorth

Board Members Absent:

BJ Allenstein

Staff Present:

Jessica Evans, Erin Meise

Others Present:

None

1. ST Swimming Mission Statement & Roll Call

- Quorum was confirmed.
- Cody made a motion and Garrett seconded to approve the January 14, 2025 meeting minutes as posted. Motion passed.
- Angie Fain was nominated and approved as the new DEI Chair on January 30, 2025, via an email vote. She will fill an unexpired term, replacing Chase Thompson after his resignation.

2. Financial Reports (Erin Meise)

- Erin presented the 2024 budget recap showing budget vs. actuals, and highlighted categories where we were under and over budget.

3. Board Reports

- Board reports were submitted by the Governance Committee Chair, Officials Chair, Treasurer, Athlete Committee Chair, and the STaR Committee Chair. The reports were accepted as posted.
- Cody presented the Safe Sport report verbally while deployed. He met with several teams

over the past month. He is planning in-person Safe Sport trainings during the long course season. He will be asking his committee to assist with those trainings.

4. LSC Outstanding Service Award

This is a USAS award that is separate from the “lifetime achievement award” recognizing outstanding volunteer service to the LSC with a certificate and a pin. The BOD requests a nomination form to be posted to collect nominees, and then the BOD will select the candidate to submit for the award.

- Jessica will prepare the nomination form and send to clubs, coaches, and officials, and post on social media.
- Mark to contact Jane Grossner to inquire about the nomination deadline.

5. Approval of New Committee Members

- The BOD approves Isabella Escobar (HPAC, athlete) to the Age Group Committee, Paige McCord (GOLD, coach) to the Championship Meet Committee, Reese Svatek (AAAA, athlete) to the Athlete Committee, and Lorena Singh (MSC, official) to the DEI Committee (Angie to contact; pending her acceptance). Jennie Lou has an athlete member who wishes to join the Age Group Committee, which she will present at the March meeting.
- Committee Chairs were encouraged to contact the individuals who expressed interest in joining STX committees via the form that was posted last month.

6. Outreach Athlete Reimbursements from the LSC (motion by the DEI Committee)

- The DEI Committee recommends a change to the LSC policy for financial reimbursements to Outreach Athletes with regard to meet fees. See attached motion.
- The BOD approved the motion as presented.
- The change will go into effect starting April 1, 2025, for the second quarter reimbursements.

7. Davis & Connolly Graphic and Registration Link for Review and Approval (4/6/25 event)

- Jennie Lou and the Age Group Committee have set up an athlete clinic to coincide with the April 6 HOD event at the Walker pool. The event will feature an autograph session and in-water clinic for athletes ages 8-11 and 12-18 with Josh Davis and Erika Connolly.
- The clinic is set up. We are waiting to hear from Bill Spurgeon about the pool cost before announcing and starting registrations. If we don't have a cost soon, we will consider another venue. Jennie Lou is going to inquire about changing the “early bird” registration date to later than March 1. Participants will also receive a t-shirt and swim bag from STX. There's a hard deadline of approximately three weeks out to order those items.
- Marcy is setting up a coach certification clinic at the Surge Swim School for 4/5/25 so coaches can renew their CPR. Marcy will send Jessica details to promote.

8. April 2025 HOD

- The Governance Committee is working on the proposed bylaws updates.
- We will need to send out notice of the meeting.

9. New Business

- Libby Gunn met with the Athlete Committee and has a proposal from Fitter & Faster to conduct a two-session South Texas Athlete Summit, potentially in September 2025. The format would be two swimming sessions separated by a classroom session, with the target of including approximately 50 or more athletes. The goal is to promote leadership roles for high school athletes in the LSC, in terms of committee membership, junior officials, and leadership opportunities in the sport of swimming.
- The committee will present a formal proposal at the March BOD meeting.
- The Athlete Summit would not conflict with the USAS Annual Business Meeting on the weekend of September 27.
- Angie prepared sweatshirts for our STX athlete reps to wear at the Senior Champs meet so they would be recognized for their leadership.

10. Old Business

- None.

Meeting adjourned at 8:51pm.



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

Meeting Date: Feb 11, 2025

1. Monthly Highlight

- a. N/A

2. Meeting or Event Attended

- a. Document review meeting (01/10/2025)
- b. BOD meeting (01/14/2025)
- c. Policies and Procedures update discussion(01/28/2025)

3. Meetings or Events Presented

- a. N/A

4. Previous Months Accomplishments

- a. The proposed changes to the Bylaws were presented to the BOD. A minor change was made, based on feedback from the BOD. This change stipulated that all positions expiring at the 2026 Annual Meeting would be considered full terms. It is expected that this proposal will be presented at the upcoming HOD for approval.
- b. Continued to meet with various folks to continue the work around updating the Policies and Procedures.

5. Current Months Action Plans

- a. Work with Mary Ellen Tynan, Jessica, and others to continue work on the Policies and Procedures.
- b. The next committee meeting is scheduled for Wed, January 22 at 8:00pm. In case this meeting is cancelled (since we've already had a January meeting),



Governance Committee Chair Report

Submitted by Trey Prinz, Governance Committee Chair

Meeting Date: Feb 11, 2025

the next meeting is scheduled for Wed, February 26 at 8:00pm. If you would like to attend, please reach out to the [Governance Committee Chair](#).

6. Other / Discussion Items

a.

7. Governance Committee Meeting Minutes

Date: Wednesday, 01/08/2025 (reported in previous Monthly Report)

Members Present:

N/A

Discussion:

- N/A



Officials Committee Report
Submitted by Marc Digby, Officials Committee Chair
Meeting Date: January 21, 2025

This report covers activity in Jan 2025

A. Monthly Highlights

B. Meetings or Events Attended

1. Quarterly Officials Chairs call on Jan 8 (Mandacina attended in Digby's place)

C. Meetings or Events Presented

D. Accomplishments

2. Made first pass at updated roster showing certifiers. Under committee review.
3. Plan "A" for an officials scheduling system ran into some administrative issues. Exploring Plan B options.
4. Staffed STAGS and Sr. Champs with Evaluators and submitted OQM applications.

E. Current Month's Action Plan

F. Other/Discussion Items

1. Corpus Parks and Rec has now offered dates in the Fall. Host is reviewing whether those will work, if the meet should be relocate to a new area.

Monthly Committee Meeting notes are attached for reference



Officials Committee

January 21, 2025

South Texas Swimming

Agenda



- News from National/Zone/LSC
- Subteam status updates
- Suggestions for monthly email

News from National / Zone / LSC



National:

- Referee clinic still on track to be released 4/1/2025
- Disability subcommittee released new 2024-2028 time standards, and those are what should be used as qualifying times for disability athletes at all meets. So...if the meet has “BB” cuts for qualifying times, disability athletes need to meet the disability “BB” cuts.
- Applications for Summer national meets should open “soon”.

Zone: nothing

LSC:

It’s “evaluation season”, so a lot of officials are requesting national evaluations at our champs meets. Some are still requesting them without having met the prerequisites, so...

If you are talking to anyone who’s applying to get a national evaluation, remind them that USA Swimming publishes the requirements for each position, and they should review them.

Effort: *Current Official Continuing Education*



Who: **Trey Prinz**
Maureen Helm

Mission:

Encourage and facilitate advancement opportunities for existing certified officials, including arranging clinics (when not provided by USAS), helping to suggest good learning opportunity meets, and periodically reviewing the roster for candidates for advancement.

Recent Accomplishments:

Met to discuss overall plan

Plan for information sessions, one in April, one in Sept.

Officials in current positions, next steps

Plan for traditional clinics (after initial info sessions)

Meet Referee

Deck Referee

Chief Judge

Comments:

Particular attention should be paid to those official with "missing" certs due to certification changes (e.g. DRs without AO, veterans without CJ, DRs without MR training).

Plans for Next Time:

Suggested 2024-2025 Goal(s):

1. Upgrade x% DR-without-AO.
2. Upgrade x% veteran-without-CJ.
3. Complete x passes through the roster to identify advancement targets for new LSC or national certification.

Effort: *LSC Evaluation / Advancement*



Who: **Maureen Helm**
Tom Schultz

Mission:
Oversee the LSC evaluation process, including periodic updates to performance guides and evaluation forms, reviewing submitted evaluations, mentoring 'certifiers' to provide quality evaluations, and helping to connect apprentices with qualified mentors.

Recent Accomplishments:
Sent proposed roster update, showing certifiers, to Committee for review. Requesting feedback by 1/31.
Open issue with how to track the "Experienced" officials (24 sessions, 24 months)
Follow-up (Digby) with where raw data comes from.

Comments:
This task is ongoing, as evaluations come in.

Plans for Next Time:
Let's see what feedback says

Suggested 2024-2025 Goal(s):

1. Publish list of certifiers
2. Complete one annual review of performance guides/evaluation standards.
3. Provide typical turnaround of <2 days for all evaluation submissions or help requests.

Effort: *Junior Officials*



Who: **Caitlyn Vandermeer**
Jett Pittman
Matilda Gonzales

Mission:

Develop the Junior Official program for STX, including developing any specific training or informational material, outreach to clubs who might benefit from having JOs, outreach directly to athletes who may be interested in certifying.

Recent Accomplishments:

Caitlyn working first training sessions.

Comments:

Suggested 2024-2025 Goal(s):

1. Go through certification process personally to understand, document steps for others
2. Document the initial plan for the program.
3. Communication plan to coaches, maybe
4. Certify X new Junior Officials in STX.

Plans for Next Time:

Plan to meet with team and discuss how to communicate with athletes.

May provide info for Committee members to take with them to LSC Champs meets.

Effort: *Coordinating LSC-wide Meet Staffing*



Who: **Steve Mandacina**
John De La Rosa

Recent Accomplishments:
Plan A had some “logistical” stumbles.
Expecting to investigate Plan(s) B.

Mission:
Develop a common AND SIMPLE solution for better
staffing coordination for all meets across the LSC.

Comments:
Ideally, this effort is one-and-done, with minimal or
no ongoing effort.

Plans for Next Time:
Ideas for Plan B if necessary.

Suggested 2024-2025 Goal(s):

1. Provide proposed workflow to OC for review
2. Complete one or more “limited trials” for small but representative group of meets...ideally resulting in an LSC-wide roll-out by start of long course 2025.

Effort: *National Meet Engagement*



Who: **Heidi Hornik-Parsons**
Chad Capps
Tom Schultz

Recent Accomplishments:
Test-ran surveys with OC. Updated surveys.
Will send out to all LSC (both groups), by 1/24.

Mission:
Encourage STX participation in the USA Swimming
National Meets and the Nation Official Certification
program.

Comments:
This has budget implications.
Once we get officials attending, we can address
certifying more...

Plans for Next Time:
Push surveys out to LSC by 1/24.

Suggested 2024-2025 Goal(s):

1. Survey STX official regarding interest and awareness (N3s + all others)
2. Host webinar on national meet attendance, shortly before applications go live (Digby TODO)

Compile survey data...TBD
Potentially offer info clinics for those who are interested but still have questions.

Effort: *OQM Meet Coordination*



Who: **Lorna Anaya**
Steve Mandacina

Mission:
Coordinate the selection of both LSC and National Evaluators for STX OQM meets, and serve as POC for STX to help incoming mentors with arrangements, introductions, and reimbursements.

Recent Accomplishments:
Working on candidates for Summer Sectionals.
Next...LC STAGS & LC Sr. Champs

Comments:
Coordination with MRs and MDs, and STX Treasurer is required. Consideration should be given both to STX officials needing evaluation AND STX officials who would benefit from evaluator experience.

Suggested 2024-2025 Goal(s):

1. Define evaluator level *needed* for each meet.
...and then....?
1. Secure appropriate evaluators for all OQM meets, within 60 days of identified need.
2. Support evaluator visits such that the evaluators, meet directors and meet referees are all "happy".

Plans for Next Time:
Have Summer Sectionals Eval booked by Feb.

Effort: *New Official Orientation*



Who: **Scott Allen**
Heidi Hornik-Parson
Arthur Scott

Mission:
Help new STX officials comfortably transition from initial registration to completion of their first certification (ST or AO).

Recent Accomplishments:
Working on updating communication...
Update website, new officials section.
Likely add FAQ and "job aid" for new officials.

Comments:
This task requires some initial content development, but then also includes an ongoing communication job.

Suggested 2024-2025 Goal(s):

1. Develop information resources for distribution to new officials.
2. Respond to all new-official questions in <x days.

Plans for Next Time:
Either...
Send proposed updates to Marc to work with Jessica on website updates.
OR
Send proposed content to Committee and request feedback.

Effort: *Recruiting*



Who: **Monica Thomason**

Steve Mandacina

Jett Pittman

Scott Allen

Arthur Scott

Lorna Anaya

Mission:

Grow the pool of active STX certified officials available to support STX meets.

Recent Accomplishments:

Team met! (Hooray!)

Comments:

Our current ratio is 34:1.

A long-term goal is 20:1.

This is going to be hard and is going to take participation from more than just these people.

Suggested 2024-2025 Goal(s):

1. Develop calendar...
2. Develop a plan for outreach to swim clubs.
3. Develop a plan for outreach directly to swim parents.
4. Modestly improve the LSC ratio of athletes-to-officials from X to Y during 2025 LC, with a goal for a more aggressive improvement in 2025 SC.

Plans for Next Time:

Create recruiting season calendar, so that LSC communications can be coordinated in time.

Support Paige at GOLD parents meeting in March!

Effort: *Rewards / Recognition*



Who: **John De La Rosa**
Monica Thomason

Mission:
Develop and execute a new reward and recognition program for STX officials, to encourage retention and facilitate peer engagement.

Recent Accomplishments:
Looking at “pieces of flair” (stars, ribbons, borders) for our name tags
Considering peer-nominated OOTY, possible naming opportunities.
Suggesting officials’ socials (one Fall, one between seasons)
Cross-over with New Officials: suggest having assigned mentors.

Comments:
This will have budget implications.
There may be limitations due to data availability.

Plans for Next Time:
Send summary of ideas to Committee, asking for feedback

Suggested 2024-2025 Goal(s):
1. Develop at least one new recognition program that can be executed by end of 2025 LC.

Effort: *Open Water Officiating*



Who: **Chad Capps**
Arthur Scott (because HPAC)

Mission:
Encourage the certification of STX OW officials to support STX OW competition.

Recent Accomplishments:
For Corpus OW meet...
Corpus P&R pulled out of Spring 2025 meet, suggested move to Fall 2025.
Trying to identify appropriate date in Corpus.

Alternate sites being considered (Austin area)...

National OW committee working on LSC-level OW cert program

Comments:
This almost certainly has to be coordinated with an STX OW event, so timing is not aggressive, but is also not very flexible.

Suggested 2024-2025 Goal(s):
1. Develop certification standards for STX OW officials.
2. Promote and conduct at least one certification opportunity within the LSC.

Plans for Next Time:
Hold on LSC communications until location/date set.

Other items?



Anyone have anything to add/change/suggest for the January officials' email?

- List of champs meets and applications
- Survey for national meets!
- Conduct

Summary



Attended: Marc Digby, Scott Allen, Lorna Anaya, Chad Capps, John De La Rosa, Matilda Gonzales, Maureen Helm, Heidi Hornik-Parsons, Steve Mandacina, Jett Pittman, Trey Prinz, Tom Schultz, Arthur Scott, Monica Thomason, Caitlyn Vandermeer

Not Present:

Decisions: none

Actions/Assignments:

- See individual slides for each team

Notes:

Next meeting: March 4, 8pm



Athlete Committee Chair Report
Submitted by Libby Gunn, Senior Representative

Meeting Date: Jan 7, 2025

a. Monthly Highlight

- i. The STX athlete committee's first focus is to increase involvement and awareness about the opportunities to get involved.

b. Meeting or Event Attended

- i. Southern Zone Athlete Summit (6/21-23/24)
- ii. USAS Business Meeting (9/26-28/24)
- iii. BOD meeting (12/10/25)
- iv. Athlete Committee Meeting (1/7/25)

c. Current Months Action Plans

- i. Form social media accounts by 1/31/25)

d. Other / Discussion Items.

- i. Gaining more athletes on the board
- ii. Placing information about becoming an athlete rep on heat sheets, and or having a table at senior champs
- iii. gear for athlete reps-sweatshirts, backpacks, shirts

Date: Tuesday, 1/7/25

Members Present:

Libby Gunn, Senior Representative
Harrison Tator, Junior Representative
Fynn Minus, Athlete at Large
Angie Fain



STaR Committee Chair Report

Submitted by Jessica Evans, STaR Committee Chair

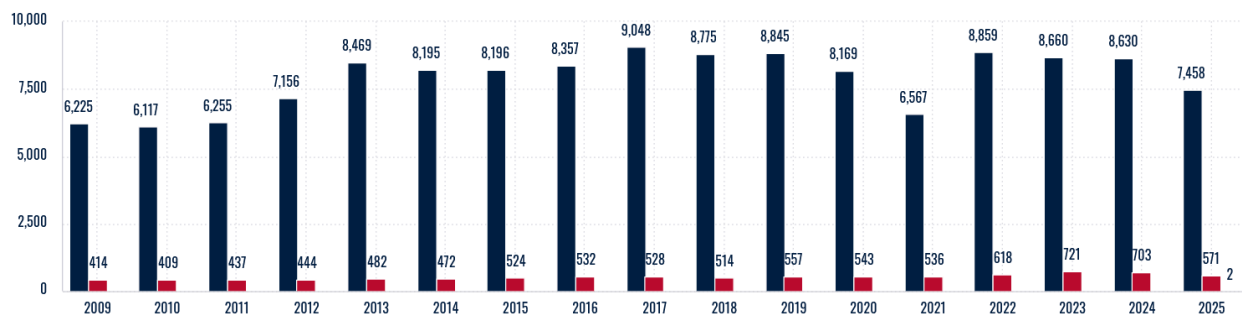
Meeting Date: Feb 11, 2025

1. Meeting or Event Attended

- a. USA Swimming times/registration training (2/4/25)
 - i. Board members and committee chairs now have access to reports that are relevant to their position via their SWIMS account.
- b. Championship Meet Committee (1/16/25)

2. Current STX Registration Statistics

- a. Membership trends over time (since 2009) as of 2/11/2025 for total number of Athlete and Non-Athlete members:





STaR Committee Chair Report

Submitted by Jessica Evans, STaR Committee Chair

Meeting Date: Feb 11, 2025

b. LSC registration transaction summary and revenue for January 2025:

Season	Category	Registration Type	Transaction Type	LSC Fee		USA Swimming Fee	
2025 (9/1/2024 - 8/31/2025)	Club Registration	Year-Round Club	Renew	1	\$25.00	1	\$70.00
	Member Registration	Administrator	New	1	\$0.00	1	\$30.00
			Renew	1	\$0.00	1	\$30.00
		Coach	New	5	\$100.00	5	\$350.00
			Renew	31	\$580.00	31	\$2,030.00
			Upgrade	1	\$20.00	1	\$40.00
		Flex Athlete	New	9	\$90.00	9	\$180.00
			Renew	33	\$330.00	33	\$660.00
		Junior Coach	Cancel	-1	(\$20.00)	-1	\$0.00
			New	2	\$40.00	2	\$70.00
		Official	New	7	\$140.00	7	\$490.00
			Renew	12	\$200.00	12	\$700.00
		Other	Cancel	-2	(\$40.00)	-2	(\$140.00)
			New	1	\$20.00	1	\$70.00
			Renew	4	\$60.00	4	\$210.00
		Outreach Athlete	New	10	\$20.00	10	\$50.00
			Renew	51	\$102.00	51	\$255.00
		Premium Athlete	Cancel	-3	(\$60.00)	-3	(\$210.00)
			New	92	\$1,840.00	92	\$6,440.00
			Renew	490	\$9,800.00	490	\$34,230.00
			Upgrade	14	\$140.00	14	\$700.00
		Provisional Coach	New	1	\$20.00	1	\$70.00
			Renew	3	\$60.00	3	\$210.00
Total				763	\$13,467.00	763	\$46,535.00



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

Meeting Date: Feb 11, 2025

c. 2025 season registrations as of 1/31/25:

Season	Category	Registration Type	Transaction Type	LSC Fee		USA Swimming Fee	
2025 (9/1/2024 - 8/31/2025)	Club Registration	Season 1 Club	Renew	1	\$25.00	1	\$40.00
		Year-Round Club	Renew	42	\$1,050.00	42	\$2,940.00
	Member Registration	Administrator	New	7	\$0.00	7	\$210.00
			Renew	28	\$0.00	28	\$840.00
		Coach	Cancel	-5	(\$80.00)	-5	(\$280.00)
			New	46	\$900.00	46	\$3,150.00
			Renew	251	\$4,720.00	251	\$16,520.00
			Upgrade	1	\$20.00	1	\$40.00
		Flex Athlete	Cancel	-2	(\$20.00)	-2	(\$40.00)
			New	446	\$4,450.00	446	\$8,920.00
			Renew	183	\$1,830.00	183	\$3,660.00
		Junior Coach	Cancel	-2	(\$40.00)	-2	(\$70.00)
			New	5	\$100.00	5	\$210.00
			Renew	1	\$20.00	1	\$0.00
		Junior Official	New	2	\$0.00	2	\$0.00
			Cancel	-1	(\$20.00)	-1	(\$70.00)
			New	33	\$580.00	33	\$2,030.00
			Renew	185	\$3,440.00	185	\$11,970.00
			Life Upgrade			1	\$1,000.00
		Other	Cancel	-7	(\$120.00)	-7	(\$420.00)
			New	8	\$120.00	8	\$420.00
			Renew	35	\$600.00	35	\$2,030.00
			Upgrade	6	\$120.00	6	\$240.00
		Outreach Athlete	Cancel	-1	(\$20.00)	-1	(\$70.00)
			New	71	\$142.00	71	\$355.00
			Renew	144	\$306.00	144	\$785.00
		Premium Athlete	Cancel	-38	(\$760.00)	-38	(\$2,660.00)
			New	1,464	\$29,260.00	1,464	\$102,410.00
			Renew	5,094	\$101,880.00	5,094	\$355,950.00
			Upgrade	69	\$690.00	69	\$3,450.00
			Adjustment			2	\$140.00
		Provisional Coach	New	7	\$140.00	7	\$420.00
			Renew	8	\$160.00	8	\$560.00
Total				8,081	\$149,493.00	8,084	\$514,680.00



STaR Committee Chair Report

Submitted by Jessica Evans, STaR Committee Chair

Meeting Date: Feb 11, 2025

- d. **January 2025** meet statistics for STX sanctioned meets. This does not include four Block Party meets held in January. Those meets are sanctioned by USAS and STX receives no revenue from these meets. Estimated sanction and splash fees revenue loss to the LSC for the 2025 membership year (9/1-1/31/25) from Block Party meets is \$5,613.75. Loss of splash fees for the LSC as a result of the HOD vote to eliminate splash fees for championship meets is \$6,586.25 for January (B Champs North & South and STX South meets). Total loss of splash fees since 9/1/24 is \$12,200.00.

January 2025 Meets in STX	*excluding observed meets (23) & Block Party meets (4)					
Meet	Sanction	Date	Splashes	Athletes	Teams	LSCs
2025 ST HPAC Last Chance Qualifier	ST-25-03	1/4/2025	248	70	9	1
2025 ST NTRO Chilly Icicles Meet	ST-25-11cm	1/4/2025	736	205	1	1
2025 ST SRG SCY Surge New Year's Re	ST-25-13	1/4/2025	569	155	11	1
2025 ST AAAA January Race Night	ST-25-04cm	1/8/2025	292	103	1	1
2025 ST AAAA Alamo Mile	ST-25-17cm	1/11/2025	231	77	2	1
2025 ST AAAA Short Course "B" Cham	ST-25-09	1/11-1/12/25	1835	506	24	1
2025 ST TXLA New Year's Classic	ST-25-01	1/17-1/19/25	3091	685	21	2
2025 ST AAAA Frostbite Invite	ST-25-15	1/18-1/19/25	1043	264	4	1
2025 ST AQTX Short Course "B" Cham	ST-25-07	1/18-1/19/25	1696	474	13	1
2025 ST SEAL SC New Years Classic	ST-25-16	1/18/2025	204	60	5	1
2025 ST TXLA Eddie Reese Pro Showdo	ST-25-20tt	1/24-1/25/25	14	5	2	2
2025 ST WOW Big Freeze Frenzy	ST-25-06	1/25/2025	894	307	16	1
2025 ST HPAC Short Course STX Char	ST-25-10	1/31-2/2/25	2678	369	22	1
Totals	13		13531	3280	131	

3. Previous Month's Accomplishments

- Sanctioned six meets in January and loaded to ST website, SWIMS, and OTS.
- Posted 23 STX Observed meets to SWIMS and loaded results.
- Assisted with 425 member and club requests via email. This includes assistance with registration, renewal, APT issues, certification updates for coaches, sanction questions and requests, SWIMS login issues, club portal



STaR Committee Chair Report

Submitted by Jessica Evans, STaR Committee Chair

Meeting Date: Feb 11, 2025

issues, and updates in SWIMS for name, date of birth, club affiliation, contact information updates, and general assistance.

- d. Updated the online officials roster weekly to update certification dates, renewals for 2025, and transfers as officials complete them. Notified the Officials Chair of new registrations and assisted with new Official registration questions.
- e. Provided billing and payment reports to the Treasurer and posted EFT and check payments to team accounts. Verified the membership status of athletes and coaches who have requested financial assistance.
- f. Working with the Treasurer and DEI committee on streamlining in the policy for meet reimbursements for Outreach members. A report of the DEI Committee's recommendations was sent to BOD members.
- g. Assisting the Senior Chair with the preparation of the long course championship meet templates and databases.
- h. Posted ten updates to STX social media accounts:
 - i. Request for nominations for DEI Chair (and posted online form)
 - ii. Good luck/link to meet docs for STX Champs South
 - iii. Request for committee member nominations (and posted online form with descriptions for each committee's function)
 - iv. Thank you to AQTx and AAAA-AH for hosting B Champs with meet data (number of athletes, percentage of personal bests, and how many athletes earned new BB times).
 - v. Good luck/link to meet docs for STX Champs North
 - vi. Promoted USAS National Diversity Select Camp applications
 - vii. Reminder about Open Water Zones applications for coaches and athletes



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

Meeting Date: Feb 11, 2025

- viii. Updated LSC records for January
- ix. Promoted USAS Coach Development Academy with link to application
- x. Thank you for hosting STX Champs to HPAC and AQTX with meet data (number of athletes, percentage of personal bests, and how many 14&U athletes earned new A times).
- i. Newsletters sent to teams in January to increase LSC communications:
 - i. Reminder about membership limitations for Junior Coach and Provisional Coach members
 - ii. Request to complete B Champs surveys for Championship Meet Committee
 - iii. Reminders about high school observed meets being loaded
 - iv. (To BOD) Increased reporting options available in SWIMS by BOD position
 - v. January records posted
 - vi. STAGS meet entry file correction and email address to use for entries
 - vii. USA Swimming Coach Development Academy (sent via MailChimp to all STX registered coaches)
 - viii. Reminders for coaches (additional SWIMS reporting, head coaches now receive APT reminders for athletes, USADA CAT update issues, times released from holding tank, HOD meeting date/planning, Diversity Swim Camp opportunity, reminder about STX Open Water Zones applications for coaches and athletes, and 2028 parallel time standards for athletes with disabilities).
- j. Contacted six head coaches with memberships not in good standing to inform them that the club is also not in good standing.



STaR Committee Chair Report

Submitted by Jessica Evans, STaR Committee Chair

Meeting Date: Feb 11, 2025

- k. Updated planning calendar to include long course meets for clubs that submitted their meet schedules.

4. Current Month's Action Plans

- a. Contacting all nonathlete members (and cc'ing head coaches) individually when they register to alert them to the membership requirements, with links to complete and instructions for submitting certifications that are not updated automatically. Submitting requests for refunds/cancellations when memberships are made in error.
- b. Ongoing reminders to clubs with overdue Financial Summary reports for swim meets (must be submitted within 45 days of the meet date).

5. Other

- a. The HPAC Open Water event scheduled for May 2025 in Corpus Christi has been cancelled due to site issues, but will be rescheduled at a new site. Additional details will be available in March.

BREAKOUT SWIM CLINIC

San Antonio, TX
Sunday, April 6th



with Olympian Josh Davis & Erika Connolly

Josh Davis Natatorium
12002 Jones Maltzberger Rd
San Antonio, TX 78216

9:30-10am Autographs and pictures for 12-18 yr olds
10-11:30 Water session with older
11:30-12:30 Stories and Q&A with everyone
12:30-1pm Autographs and pictures for 8-11 yr olds
1-2:30pm Water session for younger



Treasurer's Monthly Report

South Texas Swimming, Inc.

For the period ended January 31, 2025



Prepared on

February 6, 2025

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Monthly Treasurer's Report

Report Period: January 2025

Erin Meise - Interim Treasurer

Accomplishments & General Notes

- Filed Q4 2024 941 Employer's Quarterly Federal Tax Return
- Filed 17 x 1099-NECs, 1 x 1099-MISC and 1 x W-2 forms with the IRS
- Confirmed we have no TX SUI obligations at this point.
- Reported a new hire with the Texas Attorney General as required.
- Finished verifying Outreach eligibility and swims for Q4 2024 payments. Sent emails to parents and clubs, processed 3 checks to 2 clubs for payouts to Outreach Athletes.
- Met with Jessica Evans multiple times to discuss Outreach Policy and updates.
- Updated reimbursement forms and requested website updates.
- Ongoing: Paid Officials requesting dues and background check reimbursements through Chase BillPay, saving up on stamps and increasing security of sending checks through the mail.
- Ongoing: Paid bills as requested/approved from board members and Committee chairs.
- Ongoing: Checked mailbox weekly. Scanned checks to the Registrar to input into Team Unify. Communicate with other board members regarding other mail received.
- Set up the 2nd of 3 CDs at Chase for \$100K (2 month) to get the best interest rate (4%).

Plans

- Set up 1 more CD with Chase so money is always available if needed.
- Support Outreach policy update including reimbursement process and clarification on the language around Outreach Eligibility date in P&P

Open Issues

- 221 uncleared transactions in QBO (2010 - 2019)
- Decide what to do with the items in/storage unit

Profit and Loss

January 2025

	Total
INCOME	
47000 Program Income	
47100 Membership Dues	13,467.00
47200 Splash Fees	9,117.50
47300 Sanction Fees	175.00
47400 Fines	100.00
Total 47000 Program Income	22,859.50
Total Income	22,859.50
GROSS PROFIT	
	22,859.50
EXPENSES	
60000 Program Expenses	
61100 Officials	
61110 Official's Dues Reimbursements	1,440.00
61120 BGC Reimbursement	77.96
61150 Official's Account Expenses	50.75
Total 61100 Officials	1,568.71
Total 60000 Program Expenses	1,568.71
70000 Operations	
70100 Contract Services	
70110 Accounting Fees	475.00
70140 Contract Staff	2,300.00
Total 70100 Contract Services	2,775.00
70200 Facilities	
70210 Office/Storage Rent	80.00
Total 70200 Facilities	80.00
70300 Bank Charges	594.88
70500 Memberships, Dues and Subscriptions	847.90
70600 Postage and Shipping	5.58
70700 Office Equipment and Supplies	109.42
70800 Communications	10.00
70810 CRM Marketing (Mailchimp)	19.50
Total 70800 Communications	29.50
72000 Employee Expenses	
72100 Wages	5,000.00
72120 Wages - Bonus	7,500.00
Total 72100 Wages	12,500.00
72200 Payroll Taxes	1,256.25
72500 Employee Bond	260.00
Total 72000 Employee Expenses	14,016.25
Total 70000 Operations	18,458.53

	Total
Total Expenses	20,027.24
NET OPERATING INCOME	2,832.26
OTHER INCOME	
81000 Investments	
81090 Other Investment Gain/Loss	53,475.88
Total 81000 Investments	53,475.88
Total Other Income	53,475.88
OTHER EXPENSES	
90400 Investment Expense	1,459.84
Total Other Expenses	1,459.84
NET OTHER INCOME	52,016.04
NET INCOME	\$54,848.30

Revised Outreach Athlete Process Proposal: 2/5/2025

This is a motion from the DEI Committee (1/8/25 meeting), with support and input from the Treasurer and Registrar.

Rationale: To create a financial policy that works better for our athletes, requires less time to manage and process (resulting in faster payments), and protects the LSC so it is serving the group of individuals in our LSC who are economically disadvantaged, per USA Swimming requirements.

Our process for paying Outreach athletes for meet fees requires athletes to pay their fees, and then to submit a form to request reimbursement. We verify their Outreach membership, consult the meet information to determine how much they paid, count the number of events per quarter, and then issue a check. One AAAA location submits the request on behalf of athletes.

As of 2/5/2025, 15 South Texas member clubs have registered 217 Outreach athletes. Seven of these 15 clubs have provided eligibility documentation for 73 of 217 total athletes, as required by STX policy.

Out of 217 Outreach athletes, only 15 have been verified as being individually eligible for Outreach, and 58 have been submitted as being eligible for free lunch with no supporting documentation of individual financial need. There is no documentation for the remaining 144 Outreach athletes, despite requests for same.

Financial Impact:

2024 budget was \$3,700; 2024 actual expenses were \$5,282 (\$1,582 over budget)

2025 budget was reduced to \$3,000 by the previous BOD and approved by the HOD

Payouts:

- AAAA athletes: \$5,013 to 33 athletes (95% of total paid)
- SASA athletes: \$269 to 2 athletes (5% of total paid)
- Average annual athlete payout: \$151
- Athletes with eligibility documentation provided: 2 (both from SASA)
- Athletes with no eligibility documentation provided (33 – all from AAAA)

Meets attended by Outreach athletes:

- Meets hosted by AAAA – 69%
- Meets hosted by SASA – 10%

Proposal:

1. Eliminate the limit of 12 events per quarter and pay for all meets attended.

2. Add a benefit of the LSC paying any copays on behalf of Outreach athletes selected for South Texas and USAS selected teams (which currently includes Open Water Zones, Age Group Zones, and USAS Diversity and Select Camps).
3. Eliminate the requirement to use the meet information to determine the amount to reimburse and instead pay a standard rate of \$12 per event and \$10 for the athlete surcharge. These amounts represent an average of all amounts reimbursed over the past six months.
4. Continue the policy in effect that does not reimburse athletes for no-shows.
5. Eliminate the requirement for parents/athletes to submit a form requesting reimbursement.
6. Add a requirement for the athlete or club to provide documentation to the LSC of individual financial need.

Under this proposal, once the athlete is registered as an Outreach athlete *and verified by the LSC*, the Registrar will generate a quarterly report of meets attended for each athlete. The Registrar will give that list to the Treasurer with the amount to pay. The Treasurer will mail a check to the parent or to the team, as determined in advance.

The proposal includes a separation of the clubs and LSC, in terms of Outreach verification.

The clubs will continue managing registration of their Outreach athletes, as currently allowed by USA Swimming. South Texas policy requires clubs to support their Outreach members with a discounted training fee and to verify eligibility annually.

Starting April 1, 2025 (quarter 2), the LSC will require documentation of individual need to provide financial support to Outreach athletes, using the list below:

- School Breakfast Program (SBP) and/or National School Lunch Program (NSLP) – only when the athlete qualifies based on a determination of individual financial need by the district or national program
- Texas CHIP program (Children's Health Insurance Program or Children's Medicaid)
- Texas SNAP benefits program (Supplemental Nutrition Assistance Program)
- Texas TANF program (Temporary Assistance for Needy Families)
- WIC (Women, Infants, and Children Program)
- Medicaid

The Free Lunch school program based on residence and/or district policy and individual need as determined by a coach will not be accepted as proof of eligibility for the LSC. According to the USA Swimming Southern Zone website, *“70.5% of all youth are eligible for Free and Reduced Lunch, not because of low socio-economic status but because 40% of the youth in their area are eligible for Free and Reduced Lunch. Federal guidelines state that if 40% or more of the youth*

are eligible for Free and Reduced Lunch then all youth in that area are given Free and Reduced Lunch status. Therefore, LSCs may want to consider other criteria for Outreach membership than simply a letter stating the athlete is provided Free and Reduced Lunch."

For the purposes of qualifying for LSC assistance:

1. The athlete must be registered as an Outreach athlete at the time of the event.
2. The athlete or athlete's club must provide documentation of individual need to the Registrar. The documentation must be provided annually and must be valid for a minimum of 60 days from the registration or renewal date.
3. The documentation must be from the list of documents accepted by the LSC.

Moving forward, it is the intention of the DEI committee to actively promote this program to our Outreach athletes. In addition, we would like to explore additional support for our Outreach athletes by seeking sponsorships that may be able to provide discounted suits and swimming gear.

We believe that with more communication, we can provide financial support for all South Texas Outreach athletes by communicating this benefit to them directly, simplifying the process, and eliminating financial barriers to competition. Our long-term goal is athlete retention, to provide financial support, and to ensure that the LSC is supporting qualified athletes.