



South Texas Swimming
Board of Directors Meeting Minutes
Tuesday, April 8, 2025, 8:00pm
Location: via Zoom

Call to order at 8:05pm.

Board Members Present:

Mark Parshall, Cody Mackall, Garrett Nelson, Angie Fain, BJ Allenstein, Harrison Tater, Mike Worley, Jennie Lou Leeder

Board Members Absent:

Marcy Parshall, Derek Howorth, Libby Gunn, Fynn Minus

Staff Present:

Jessica Evans, Erin Meise

Others Present:

Trey Prinz, Marc Digby, Jett Pittman

1. Welcome & Roll Call

A quorum was confirmed.

2. Approval of Minutes: March 2025

Cody made a motion and Garrett seconded to adopt the March 2025 meeting minutes as posted. Motion passes.

3. Financial Reports

Erin reports that the use of Zelle for collecting Open Water Zones payments from athletes was successful, with about 70% of payments being collected this way and saving the LSC \$516 in bank fees as compared to other payment methods.

The LSC is investing in two short-term CDs and renewing them every two to four months. Thus far, Erin has managed to secure APYs of around 4%. These CDs have netted the LSC \$1600 in interest income in 2025 so far.

Garrett recommends that the LSC use Zelle for other payments, including payments to teams for Outreach Athletes. This is preferable to writing and sending checks, which are often lost or misplaced. The BOD was in favor of this approach, as a more secure and efficient method of sending payments.

4. Board Reports- Discussion/Approval

Mark had no update since his General Chair report from the HOD meeting this past weekend.

Cody provided an update on a Safe Sport case that was referred to the NBOR. The case was closed. A second Safe Sport case is still pending. (Details on Safe Sport cases are confidential and thus no further information was provided.)

Reports were submitted by the Governance Committee Chair, Treasurer, Age Group Chair, STaR Committee Chair, Officials Chair, and Safe Sport Chair. The DEI Chair submitted a report after the meeting. There was no discussion on the reports.

Garrett noted that we will need a substantially higher Outreach Athlete budget to support our STX athletes in the next budget cycle. We have already exceeded our yearly budget with first quarter payments.

Based on the HOD motions regarding Outreach Athletes from this past weekend, the amended policy is not sustainable from a processing perspective. Jessica and Erin recommend returning to the policy that was in place as of the 2024 HOD meeting, requiring Outreach Athletes to request reimbursement via a form, 12 events per quarter (plus any LSC championship meets), and paying fees as per the meet information. They recommend an additional requirement that all requests for outreach reimbursement be submitted no later than two weeks after each quarter's end, instead of by January 15 of the following year, to provide better accountability in the budget.

It was also noted that we have many clubs with Outreach Athletes who are not complying with the requirement to provide documentation of financial need to the LSC within 21 days of the athlete's registration or renewal. This policy has been in place since at least 2016. With the change to SWIMS 3.0, clubs can now register Outreach Athletes on their own but the requirement for verification never changed. Going forward, the LSC will require documentation of eligibility from the club prior to making any payments on behalf of Outreach Athletes.

BJ and Cody both recommend an educational session at the next HOD meeting to provide information to all clubs so they better understand how this program works.

Cody also recommends a guest speaker for Safe Sport (via Zoom) to educate our clubs on Safe Sport issues, based on the feedback he received from a form sent to clubs.

Mike made a motion and BJ seconded to return the Outreach Athlete reimbursement policy to the one adopted at the 2024 HOD meeting, with the added requirement for requests for payments of meet fees by Outreach Athletes to be submitted no later than two weeks after the end of each quarter. Motion passes.

Angie attended the DEI webinar on April 6 about including athletes with disabilities in swim meets. She noted that the information was mostly targeted at meet hosts and officials. It was noted that the LSC does not have a way to produce a list of athletes with disabilities because this information is not stored in SWIMS.

Jennie Lou reported that the STX athlete clinic held on April 6 was very successful. The clinic filled 118 of 120 spots, with 8 no-shows, and included athletes from 17 STX clubs and one athlete from Florida. Athletes were given a shirt, string bag, and water bottle sticker. The sessions went well and Josh Davis and Erika Connolly did a great job.

The Age Group Committee plans to offer another athlete clinic in the fall and plans to work with different clinicians. The cost to STX was just under \$5,000. The BOD recognized Jennie Lou's efforts to make this clinic a success for the LSC and its athletes and supports additional opportunities for athletes moving forward.

5. Approval of new committee members:

Discussion of forms collected & updates

- Adding Lorena Singh to DEI Committee
- Adding Jareth Cantu, Kate Horine, Chasyn Jones, and Shama Morrie to Athlete Committee

Jennie Lou indicated that she will contact an individual who expressed interest in the Age Group Committee, to be voted on at the May BOD meeting.

The BOD accepts the nominations with immediate effect.

6. (Tabled from March) Proposal for a STX Athlete Leadership Summit on Sat., Sept 20th at a site TBD

Angie indicated that the Athlete Committee will meet on May 7 and will provide an update after that date.

7. (Tabled from March) Creating the STX Scholarship Committee

No action was taken on this issue. There is a budget of \$6,000. Angie will provide a sample athlete application and policy from another LSC to the BOD.

8. (Tabled from March) Introduce proposed Policies and Procedures updates

Trey asked the BOD to vote on three updates to the P&Ps:

Update #1: An update to require BOD approval for P&P updates, unless mandated by USAS, in which case the changes may be made immediately with a notice to the BOD that changes have been made. Motion by Cody and second by Angie. Motion passes.

Update #2: Four-Hour Rule: Two subsections were combined to provide clarity about Open events with 12&U athletes. Motion by Mark and second by Cody. Motion passes.

Update #3: Regarding the ability of an athlete to ask to be Unattached at a swim meet, it was determined that this is in the USA Swimming rulebook. After discussion, there were concerns about this impacting where swimmers are zoned for championship meets and going to another zone's meet by simply competing as UN. This is already provided in the championship meet template, which zones unattached athletes to their geographic area. The BOD decided to remove the section as being redundant with the rulebook. Motion to remove this section by Mark, second by BJ. Motion passes.

9. New Business

None.

Meeting adjourned at 9:04pm.



STaR Committee Chair Report

Submitted by Jessica Evans, STaR Committee Chair

Meeting Date: Apr 8, 2025

1. Meeting or Event Attended

- a. USA Swimming times/registration training: There was a SWIMS Update meeting on March 31.
 - i. They are working on an update to the new club application and expect to roll that out around May 1. There will be an informational meeting for LSC registrars on April 30.
 - ii. USAS is moving to a new data warehouse, which will also feature an updated mobile app with additional functionality for members. This is expected to be released in the fall.
 - iii. There was an update so that any athlete transfers are automatically recalculated if an athlete competes with the old club code during the transfer period.
 - iv. Life memberships can now be added to the SWIMS shopping cart and paid for by LSCs using a credit card.
 - v. LSCs can now print a list of Life members.
 - vi. Life memberships can now be “renewed” by the LSC so that Life members will show up correctly in member reports. (I renewed all STX Life members at the end of March. There were a few bugs which have been resolved.) If a Life member is no longer active, but resumes later, the member is still a Life member.
 - vii. There have been some updates to the terminology used in the OMR registration platform in an effort to make registration easier for new members. Members can now upgrade their membership from the Dashboard and add a new role (such as Athlete adding Coach). They are working on updating the Help documentation to match the new changes.



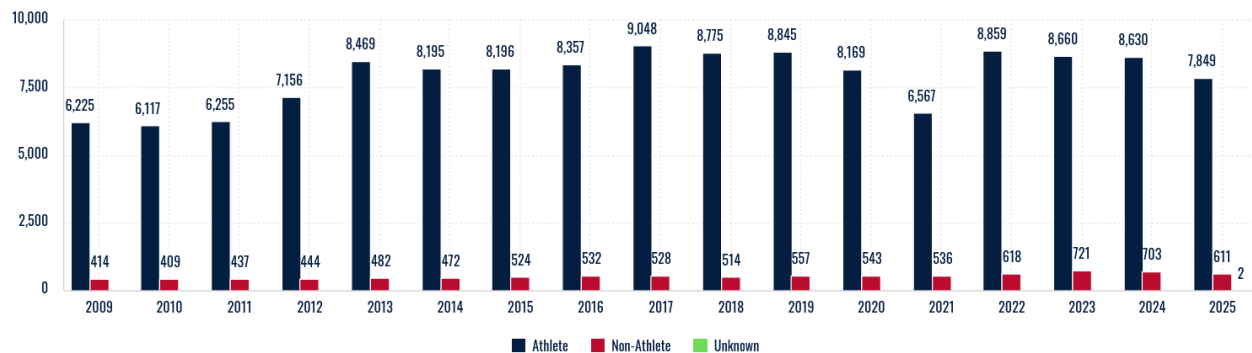
STaR Committee Chair Report Submitted by Jessica Evans, STaR Committee Chair

Meeting Date: Apr 8, 2025

- viii. Swim meet results will now upload in the order received by all LSCs. It may take several hours to overnight for meet results to show up on public-facing sites, especially on busy weekends.
- ix. USAS is very close to correcting all of the matching and reporting issues with archived LSC records. I have responded to all queries about STX records. They expect to have this work done in a few weeks. The relay records will take longer due to issues with matching IDs from the old ID format. Our STX records are still being prepared manually.

2. Current STX Registration Statistics

- a. Membership trends over time (since 2009) as of 4/1/2025 for total number of Athlete and Non-Athlete members:





STaR Committee Chair Report

Submitted by Jessica Evans, STaR Committee Chair

Meeting Date: Apr 8, 2025

b. LSC registration transaction summary and revenue for **March 2025**:

Season	Category	Registration Type	Transaction Type	202503		Total	
				Count	Amount	Count	Amount
2025	Athlete	Premium Athlete	Cancel	-2	(\$40.00)	-2	(\$40.00)
			New	105	\$2,100.00	105	\$2,100.00
			Renew	81	\$1,620.00	81	\$1,620.00
			Upgrade	3	\$30.00	3	\$30.00
		Flex Athlete	New	25	\$250.00	25	\$250.00
			Renew	8	\$80.00	8	\$80.00
		Outreach Athlete	New	3	\$6.00	3	\$6.00
			Renew	7	\$14.00	7	\$14.00
		Total		230	\$4,060.00	230	\$4,060.00
	Club	Year-Round Club	New	1	\$25.00	1	\$25.00
		Total		1	\$25.00	1	\$25.00
	Non-Athlete	Junior Coach	Cancel	-1	(\$20.00)	-1	(\$20.00)
			New	2	\$40.00	2	\$40.00
			Renew	1	\$20.00	1	\$20.00
		Coach	New	3	\$40.00	3	\$40.00
			Renew	2	\$40.00	2	\$40.00
		Official	New	6	\$120.00	6	\$120.00
			Renew	2	\$40.00	2	\$40.00
		Other	New	1	\$20.00	1	\$20.00
			Renew	1	\$0.00	1	\$0.00
		Provisional Coach	New	1	\$20.00	1	\$20.00
		Total		18	\$320.00	18	\$320.00
Total				249	\$4,405.00	249	\$4,405.00



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

Meeting Date: Apr 8, 2025

c. 2025 season registrations as of 3/31/25. *Note:* USAS updated this report's format to show values by month so this report is different from what has been included previously.

Season	Category	Registration Type	Transaction Type	Count	Amount	Count	Amount	Count	Amount	Count	Amount
2025	Athlete	Premium Athlete	Cancel	-3	(\$60.00)	-2	(\$40.00)	-2	(\$40.00)	-42	(\$840.00)
			New	92	\$1,840.00	78	\$1,560.00	105	\$2,100.00	1,647	\$32,920.00
			Renew	490	\$9,800.00	106	\$2,120.00	81	\$1,620.00	5,281	\$105,620.00
			Upgrade	14	\$140.00	10	\$100.00	3	\$30.00	82	\$820.00
		Flex Athlete	Cancel			-1	(\$10.00)			-3	(\$30.00)
			New	9	\$90.00	19	\$190.00	25	\$250.00	490	\$4,890.00
			Renew	33	\$330.00	4	\$40.00	8	\$80.00	195	\$1,950.00
		Outreach Athlete	Cancel							-1	(\$20.00)
			New	10	\$20.00	5	\$10.00	3	\$6.00	79	\$158.00
			Renew	51	\$102.00	8	\$16.00	7	\$14.00	159	\$336.00
		Total		696	\$12,262.00	227	\$3,986.00	230	\$4,060.00	7,887	\$145,804.00
	Club	Year-Round Club	New					1	\$25.00	1	\$25.00
			Renew	1	\$25.00					42	\$1,050.00
		Season 1 Club	Renew							1	\$25.00
		Total		1	\$25.00			1	\$25.00	44	\$1,100.00
	Non-Athlete	Coach	Cancel							-5	(\$80.00)
			New	5	\$100.00	4	\$80.00	3	\$40.00	53	\$1,020.00
			Renew	31	\$580.00	4	\$80.00	2	\$40.00	257	\$4,840.00
			Upgrade	1	\$20.00					1	\$20.00
		Official	Cancel							-1	(\$20.00)
			New	7	\$140.00	3	\$60.00	6	\$120.00	42	\$760.00
			Renew	12	\$200.00	1	\$20.00	2	\$40.00	188	\$3,500.00
		Other	Cancel	-2	(\$40.00)					-7	(\$120.00)
			New	1	\$20.00			1	\$20.00	9	\$140.00
			Renew	4	\$60.00			1	\$0.00	36	\$600.00
			Upgrade							6	\$120.00
		Junior Coach	Cancel	-1	(\$20.00)			-1	(\$20.00)	-3	(\$60.00)
			New	2	\$40.00			2	\$40.00	7	\$140.00
			Renew					1	\$20.00	2	\$40.00
		Administrator	New	1	\$0.00	1	\$0.00			8	\$0.00
			Renew	1	\$0.00					28	\$0.00
		Provisional Coach	New	1	\$20.00			1	\$20.00	8	\$160.00
			Renew	3	\$60.00					8	\$160.00
		Junior Official	New							2	\$0.00
		Total		66	\$1,180.00	13	\$240.00	18	\$320.00	639	\$11,220.00
Total				763	\$13,467.00	240	\$4,226.00	249	\$4,405.00	8,570	\$158,124.00



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

Meeting Date: Apr 8, 2025

- d. **March 2025** meet statistics for STX sanctioned meets. This does not include six Block Party meets held in March. 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 (9/1/24 - 3/31/25) from Block Party meets is \$8,290.00 *plus fees for six Block Party meets that were not uploaded to SWIMS by the hosting team*. Loss of splash fees for the LSC as a result of the HOD vote to eliminate splash fees for championship meets is \$15,362.50 for the short course season. **Total loss of splash fees since 9/1/24 is \$23,652.50.**

March 2025 Meets in STX		*excluding observed meets (0) & Block Party meets (6)				
Meet	Sanction	Date	Splashes	Athletes	Teams	LSCs
2025 ST AAAA SW End-of-Season Splash	ST-25-23	3/1-3/2/25	1964	466	12	1
2025 ST YMCA Swim Y'all March Sprint	ST-25-25	3/2/2025	549	155	5	1
2025 ST SRG Surge Spring Shenanigans	ST-25-18	3/8-3/9/25	948	224	8	1
2025 ST TXLA Four Corners Spring Spectacular	ST-25-21	3/27-3/30/25	5897	783	69	11
2025 ST AAAA Blossom into Spring 4	ST-25-48cm	3/28/2025	590	153	1	1
2025 ST SEAL SC Spring Classic *	ST-25-40	3/29/2025	0	0	0	0
2025 ST SGA Spring Fling	ST-25-02	3/29/2025	703	221	8	2
2025 ST CCSS LC Distance Meet	ST-25-44	3/30/2025	158	71	4	1
Totals	8		10809	2073	107	
*meet cancelled due to weather						

3. Previous Month's Accomplishments

- a. Sanctioned 9 meets in March and loaded to ST website, SWIMS, and OTS.
- b. Assisted with 516 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 issues, and updates in SWIMS for name, date of birth, club affiliation, contact information updates, and general assistance.



STaR Committee Chair Report

Submitted by Jessica Evans, STaR Committee Chair

Meeting Date: Apr 8, 2025

- c. 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.
- d. 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.
- e. Sent individual messages to STX athletes who are or may be eligible for national meet financial assistance with a reminder to apply by March 31. Sent individual messages to clubs with athletes at national level meets with reminders for coach members to apply for national meet financial assistance by March 31. Sent messages to three members who already applied for financial assistance when it was determined that they do not meet the eligibility requirements for assistance.
- f. Updated website for new Outreach policy for the LSC as approved by the BOD.
- g. Updated the meet calendar for the long course season with information provided by clubs.
- h. Updated the officials pages to include all available meet applications for officiating at national meets.
- i. Created and posted a form for capturing LSC Outstanding Volunteer nominations.
- j. Created and posted a form for capturing voting delegates for the HOD meeting.
- k. Prepared and posted the March BOD draft meeting minutes. Posted the approved February BOD meeting minutes.



STaR Committee Chair Report

Submitted by Jessica Evans, STaR Committee Chair

Meeting Date: Apr 8, 2025

- l. Finalized and posted the 2024 HOD meeting minutes using all available information and submitted to the BOD for review.
- m. Assisting the Senior Chair with the preparation of the long course championship meet templates and databases.
- n. Provided assistance with a new club application from a new team in Georgetown. San Gabriel Aquatics is now a STX member club in good standing.
- o. Provided assistance with a new club application from a new team in San Antonio.
- p. Sent reminders to six STX clubs not in good standing due to the Head Coach membership not in good standing. Two clubs were sent multiple reminders and were reminded that they were operating without insurance coverage. Both teams required more than 30 days before the Head Coach was in compliance.
- q. Posted ten updates to STX social media accounts:
 - i. Reminder to register for STX athlete clinic.
 - ii. Good luck to athletes competing at TAGS and meet statistics, with a link to meet documents.
 - iii. Good luck to athletes competing at Sectionals and meet statistics, with a link to meet documents.
 - iv. Open Water Zones team announcement with athlete and coach names.
 - v. Athlete award for AAAA-AH for TAGS High Point Award (as submitted by the athlete's coach).
 - vi. Recognition of STX Athlete Reps.
 - vii. Welcome to San Gabriel Aquatics as a new STX member club and for achieving Safe Sport recognition.



STaR Committee Chair Report

Submitted by Jessica Evans, STaR Committee Chair

Meeting Date: Apr 8, 2025

- r. Newsletters sent to teams in March to increase LSC communications:
 - i. STX records updated.
 - ii. Reminder about March 31 national meet financial assistance deadline for athletes and coaches (Officials Chair sent reminders to officials).
 - iii. 2025 STX Open Water Zones team announcement.
 - iv. House of Delegates information, athlete clinic information, and coach clinic information, and request for voting delegates.
 - v. Reminder about Safe Sport courses updating on March 26.
 - vi. Reminder of HOD meeting, athlete clinic, and coach clinic information (also sent via MailChimp to all STX Coach members).
 - vii. Second reminder about submitting voting delegates and reminders about athlete and coach clinics.
 - viii. Final reminder about submitting voting delegates and reminders about athlete and coach clinics.
 - ix. Notice of nonathlete members not in good standing (sent to clubs and also to all nonathlete members not in good standing).
 - x. Notice of athlete members not in good standing (sent to clubs and to all athlete members not in good standing).

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).



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

Meeting Date: Apr 8, 2025

5. Other

- a. Registration for April 6 HOD meeting for voting delegates, set up Zoom webinar and Panelist invitations, posted webinar link and sent to all clubs.
Attended HOD meeting on April 6.



Age Group Vice Chair Report
Submitted by Jennie Lou Leeder, Age Group Vice Chair

Meeting Date: April 8, 2025

Final Report for the Olympic Era Clinic, Presented by STX Swimming, April 6, 2025

The clinic was held at the Josh Davis Natatorium, NEISD, San Antonio. Clinicians were Olympians Josh Davis and Erica Connelly Brown.

There were a total of 118 swimmers registered, 120 was considered totally full. The groups were 12 & Under, 60 swimmers and 13 & Up 56 swimmers. Only 8 swimmers who had registered did not show up. There were 17 teams represented by swimmers attending the clinic, which includes one out of state swimmer from Florida.

The clinic schedule went as follows:

9:20-10:00am Autograph and Pictures, ages 12-18
10:00am-11:30am Water Session Older Swimmers
11:30am-12:30pm Strories and Q&A, All participants
12:30pm-1:00pm Autographs and Pictures, ages 7-11
1:00pm-2:30pm Water Session Younger Swimmers

The sessions went very well. In speaking with the swimmers afterward at both sessions, they all had great things to say. They enjoyed the drills and learning how to be a more efficient swimmer. The parents were impressed with how organized the water part of the clinic and the sign-in were. Josh and Erica did a great job managing so many swimmers!

Breakdown of expenses:

Total for Clinicians \$1325

They took all signups and we
we paid what was left on the
clinician charges. Total charge
was \$8000

120 T-shirts and 120 String Bags \$2787.44

Pool Rental \$750

Clinician Lunch \$35.91

Costco (ziplock bags for shirts) \$19.47

Total Spent \$4917.82



Safe Sport Chair Report
Submitted by Cody Mackall, Safe Sport Chair

Meeting Date: Apr 8, 2025

1. Monthly Highlight

- a. Currently monitoring reported Safe Sport allegations within the LSC.
- b. Complaint from October 2024 was closed and rectified.

2. Meeting or Event Attended

- a. LSC Leaders Call
- b. Meeting with USA Swimming Safe Sport Team and National Board of Review

3. Meetings or Events Presented

- a. Safe Sport Committee

4. Previous Months Accomplishments

- a. Monitoring SS Complains

5. Current Months Action Plans

- a. Safe Sport Committee Meetings

6. Other / Discussion Items

- a. NSTR



This report covers activity in Feb-Mar 2025

A. Monthly Highlights

1. Corpus O/W event is off. Working on dates/locations for a Fall O/W event.
2. Discussed proposed Meet Staffing tool at length, and approved a recommended proposal back to developer.

B. Meetings or Events Attended

1. Quarterly Officials Chairs call on 4/2/25
2. Attended GOLD/SGA parents meeting to recruit new officials (Allen)

C. Meetings or Events Presented

1. "Mini-Meeting" to discuss Meet Staffing tools on 3/25/27
2. Regular Committee meeting on 4/7/25

D. Accomplishments

1. Officials continuing education webinar scheduled for April 29
2. Officials roster updated to show 'certifiers' for each position
3. Certified first STX Junior Official
4. Evaluators selected/secured for LC Sectionals and LC Sr. Champ. Still need LC STAGS.

E. Current Month's Action Plan

F. Other Discussion Items

Monthly Committee Meeting notes are attached for reference



Officials Committee

April 7, 2025

South Texas Swimming

Agenda



- News from National/Zone/LSC
- Meet Staffing Tools Proposal
- Need a new lead for Recruiting (per Monica's message)
- Subteam status updates
- A note about team progress
- Suggestions for monthly email

News from National / Zone / LSC



National:

- Referee clinic IS RELEASED! This will be the only way to become DR apprentice now.
- New Situations/Resolutions have been posted on USAS website. Many additions to handling disabilities. Everyone should review all them.
 - [There are 148 for ST](#)
 - [There are 62 for DR/SR](#)
- Officials Excellence Awards are not getting very many nominations. If we nominate someone, they will likely be recognized in 2025. If you have suggestions, send them to me.
- New National Evaluator list will be released at the end of April. Nominations for next cycle close in July.
- Reminder that coaches or athletes with 5+ years USAS experience can certify with only half the sessions (2 instead of 4).

News from National / Zone / LSC



National:

- These SafeSport courses have been updated
 - SafeSport® Trained Core
 - Refresher 1, 2, and 3
 - Parent's Guide to Misconduct in Sport
 - SafeSport® for Youth Athletes (Ages 13-17)
 - SafeSport® for Kids
- Reminder of which evals recertify which positions

Summary of N2 Evaluation Reciprocity							
		Renews these certifications:					
		AO	ST	CJ	DR	SR	AR
A successful evaluation for:	AO	X					
	ST		X				
	CJ		X	X			
	SR		X			X	
	DR		X	X	X		
	AR		X	X	X		X

Zone:

LSC:

Meet Staffing Tools



Issue/Opportunity Summary

One of our members (Chris Evans) is developing a web platform (Aquacrews) for swim meet staffing and communication. It is in development, but appears to have all the features we would need to be a great tool for referees and officials to coordinate staffing throughout the LSC. It is Chris' intention to commercialize this tool (and offer it nationwide to all LSCs). He proposes to charge STX \$1000/year for the first three years, and then renegotiate pricing after that. (He considers the \$1000 a discounted price.) He wants (and is already somewhat informally getting) STX's support to help define and test the tool. He also proposes to 'escrow' the source code for the tool, so it would become STX property if he ever quit doing this altogether.

This would likely be an easy "yes" IF STX had full control over the tool content and features, and the tool was instead offered for free...but that's not the case.

The challenges to STX are...

- a) Is the initial \$1000/year a reasonable price for the value we would get?
- b) What happens after 3 years when the price presumably goes up? What if it's \$2K? What if it's \$5K? What if it's \$50 per official?
- c) What happens if STX wants/needs a particular feature or level of support and Chris doesn't want to provide that?

The question for the committee is:

Based on this scenario, what is our recommendation to the Board of Directors?

Move forward with adopting this tool (and requesting the associated budget)?

Move forward, but only with XYZ additional conditions which must be met?

Abandon this effort and seek other options for meet staffing/planning tools.

Meet Staffing Tools



Feedback received:

- +++++++ Seems like a great idea, and would benefit LSC, but isn't strictly necessary.
- +++++ \$1000/yr is the top end of reasonable, once product is fully functional.
- +++++ Risk of significant price increase was not acceptable.
- ++++ Not comfortable with paying for anything that's "beta" version.
- ++ Agreement needs some availability clause (no use if it's down all weekend).
- ++ Escrow provision should include copyright assignment, not just perpetual license.
- + Buying from C. Evans is not a conflict of interest (Governance Committee).

Meet Staffing Tools



Proposed Offer to Evans:

1. STX will draft a “Minimum Functional Requirements” specification, NLT 60 days. Expect details to be developed collaboratively.
2. Tool will be made available to STX free-of-charge until MFR compliant tool is complete. STX will provide ongoing testing and feedback during this phase.
3. At completion, STX will pay \$2000 for initial development and the next 12 months of use/support.
4. For each follow-on year, STX’ annual fee shall be the lesser of...
 1. \$1000, adjusted for inflation (US BLS CPI-U)
 2. The fee charged to any other LSC (or similar organization), calculated pro-rata based on users in each org
5. The agreement must include provisions for uptime and/or service-response time
6. The agreement much include the proposed “escrow” feature, which includes copyright reverting to STX (so we can develop/manage/open-source) if no longer supported by original developer

If those conditions aren’t acceptable to Evans, we move to alternate solutions.

Does the OC approve this proposal?

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.

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.

Recent Accomplishments:

Team met! (Hooray!)

Who wants to lead this effort?

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: *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 is April, one is Sept.

Officials in current positions, next steps

Plan for traditional clinics (after initial info sessions)

Meet Referee

Deck Referee

Chief Judge

Initial information session on Tues, 4/29, 8pm...

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).

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.

Plans for Next Time:

CJ clinic possible, but Steve/Trey TBD

Effort: *LSC Evaluation / Advancement*



Who: **Maureen Helm**
Tom Schultz

Recent Accomplishments:
New Roster update now. Ready to publish. <-Marc

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.

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

Plans for Next Time:
Reviewing Performance Guides for annual update.
Starting with Starter.

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:

Talked at coaches' meetings at STAGS & Sr. Champs
Caitlyn certified this week!

Comments:

Plans for Next Time:

Email of next steps from Caitlyn to committee

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.

Effort: *Coordinating LSC-wide Meet Staffing*



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

Recent Accomplishments:

Officials Committee agree to proposal to Evans. Digby to send this week.

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:

See Evans' response.

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:
Sent surveys in January.

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...

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)

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

Meet to discuss webinar for STX officials.

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:
Got evaluator for LC Sectionals
Got evaluator for Sr. Champs
Need to get evaluator for STAGS

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:
Get evaluator for STAGS...

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:
Attended GOLD (now SGA) parent meeting
Developed flow chart for new officials, in review
FAQ in committee review

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

Plans for Next Time:
Finalize flow chart & FAQ for posting

Suggested 2024-2025 Goal(s):
1. Develop information resources for distribution to new officials.
2. Respond to all new-official questions in <x days.

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.
No update this time (4/7)

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.

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.

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

No update this time (4/7)

Plans for Next Time:

Hold on LSC communications until location/date set.

Progress Check



You are now over half-way through your current year on the Officials Committee.

Consider:

What have I personally done that has positively impacted our officials, coaches and athletes?

What am I going to do (not talk about...do) between now and August?

Other items?



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

- New DR course

- STX Clinic schedule 4/29 first one

- New roster format

Summary



Attended: Marc Digby, Scott Allen, Lorna Anaya, Chad Capps, Maureen Helm, Jett Pittman, Trey Prinz, Tom Schultz, Arthur Scott, Monica Thomason, Caitlyn Vandermeer

Not Present: John De La Rosa, Matilda Gonzales, Heidi Hornik-Parsons, Steve Mandacina

Decisions: [approved proposal to Evans for Meet Staffing tools, on slide 7](#)

Actions/Assignments:

- See individual slides for each team

Notes:

Next meeting: Monday, May 12, 8pm



Governance Committee Chair Report

Submitted by Trey Prinz, Governance Committee Chair

Meeting Date: Apr 8, 2025

1. Monthly Highlight

- a. N/A

2. Meeting or Event Attended

- a. 3/11/2025 - Monthly BOD meeting

3. Meetings or Events Presented

- a. N/A

4. Previous Months Accomplishments

- a. Finalized updates to several sections of the Policies and Procedures, including the Introduction along with sections III, IV, V, VII, VIII, and X. An email vote is out to the BOD (via a Google form) but will likely need to be discussed at a BOD meeting.

5. Current Months Action Plans

- a. Participate in the HOD meeting on 4/6/2025. This will primarily focus on the topic of possibly moving the Annual HOD meeting to the spring.
- b. The next committee meeting is scheduled for Wed, April 23 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, 04/02/2025

Members Present:

Annette DuVall

Mike Koleber



Governance Committee Chair Report

Submitted by Trey Prinz, Governance Committee Chair

Meeting Date: Apr 8, 2025

Mike Varozza
Monica Thomason
Chris Kjeldsen
Trey Prinz

Discussion:

- Provided an update on committee membership. Trey to discuss with Mark regarding the committee makeup.
- Gathered input from the committee regarding the potential purchase of some software from a STX member that would facilitate scheduling officials for meets. The consensus was as follows:
 - The committee doesn't see any conflict with the software developer being a member of STX.
 - The committee is not in favor of a model where STX would be charged for using/testing beta software. The feeling is that this goes against standard practices.
 - While the committee understands that the General Chair and BOD would ultimately approve any contract, the committee would like to review any proposal provided by the developer.



DEI Chair Report
Submitted by Angie Fain, DEI Chair

Meeting Date: Apr 8, 2025

A. Meetings or Events Attended

- a. Attended Including Disability Athletes Workshop Zoom presented by the Southern Zone DEI Committee.

B. Previous Month's Accomplishments

- b. Lorena Singh added to the DEI Committee

C. Current Month's Action Plan

- c. The committee will discuss via email our next meeting.

Treasurer's Monthly Report

South Texas Swimming, Inc.

For the period ended March 31, 2025



Prepared on

April 6, 2025

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Monthly Treasurer's Report

Report Period: March 2025

Erin Meise - Interim Treasurer

Accomplishments & General Notes

- Began gathering and organizing documents for 990 report (due May 15).
- Renewed Worker's Compensation Policy with AMTrust (previous policy was with Texas Mutual).
- Worked with Tracey Spurgeon to coordinate and collect OWZ deposits utilizing Zelle and QuickBooks Payments.
- Spoke with AGC and OWC on various payment options and upcoming events.
- Began preparing for Short Course National Reimbursement payouts.
- Began preparing for Q1 Outreach payouts - the last payout with the old policy.
- Due to the constant change in interest rates and CD options, both CDs came due in March. Renewed both CDs at Chase. \$1606.83 of interest income was generated by these CDs.
- 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.

Financial Accomplishments

1. By using Zelle (no processing fees) and a QBO Payment link with a convenience fee included, South Texas Swimming **saved approximately \$516** in bank fees. 67% of OWZ swimmers utilized paying by Zelle with relatively no issues (none on our side!).
2. The 2 month CD at Chase created interest income of \$635.62
3. The 3 month CD at Chase created interest income of \$971.21

Plans

- Reach out to Ruble, Ledbetter & Assoc. to get 990 filing done on time.
- Continue to invest in CDs with Chase based on their changing rates to maximize the investment.
- Support Outreach policy updates with Jessica Evans as the new policy takes effect on April 1, 2025.

Open Issues

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

Profit and Loss

March 2025

	Total
INCOME	
47000 Program Income	
47100 Membership Dues	4,405.00
47200 Splash Fees	5,385.00
47300 Sanction Fees	225.00
Total 47000 Program Income	10,015.00
Total Income	10,015.00
GROSS PROFIT	
10,015.00	
EXPENSES	
60000 Program Expenses	
60400 Open Water Zones	
60430 Transportation	20,755.71
60440 Uniforms	270.40
60480 Income	-17,200.00
Total 60400 Open Water Zones	3,826.11
60700 LSC Clinic/camps/swimposiums	2,787.44
61100 Officials	
61110 Official's Dues Reimbursements	180.00
61120 BGC Reimbursement	58.47
61130 Evaluator Travel	412.48
61150 Official's Account Expenses	38.75
Total 61100 Officials	689.70
Total 60000 Program Expenses	7,303.25
70000 Operations	
70100 Contract Services	
70140 Contract Staff	2,300.00
Total 70100 Contract Services	2,300.00
70200 Facilities	
70210 Office/Storage Rent	80.00
Total 70200 Facilities	80.00
70300 Bank Charges	232.81
70600 Postage and Shipping	27.54
70700 Office Equipment and Supplies	59.70
70800 Communications	10.00
70810 CRM Marketing (Mailchimp)	19.50
Total 70800 Communications	29.50
72000 Employee Expenses	
72100 Wages	5,000.00
72200 Payroll Taxes	382.50

	Total
72400 Workers Comp	308.00
Total 72000 Employee Expenses	5,690.50
Total 70000 Operations	8,420.05
Total Expenses	15,723.30
NET OPERATING INCOME	-5,708.30
OTHER INCOME	
80100 Interest Earned	1,606.83
81000 Investments	
81090 Other Investment Gain/Loss	-37,470.10
Total 81000 Investments	-37,470.10
Total Other Income	-35,863.27
OTHER EXPENSES	
90400 Investment Expense	1,499.92
Total Other Expenses	1,499.92
NET OTHER INCOME	-37,363.19
NET INCOME	\$ -43,071.49