



South Texas Swimming
Board of Directors Meeting Minutes
Tuesday, October 14, 2025, 8:00pm
Location: via Zoom

Call to order at 8:00pm.

Board Members Present:

Mark Parshall, Cody Mackall, Angie Fain, Jimmy Bynum, Addison Graham, BJ Allenstein, Garrett Nelson, Marcy Parshall, Derek Howorth

Board Members Absent:

Harrison Tater, Lucy Gilbreath, Jennie Lou Leeder

Staff Present:

Jessica Evans, Erin Meise

Others Present:

Trey Prinz, Jett Pittman

1. Welcome & Roll Call

A quorum was confirmed.

2. Approval of Minutes: September 2025

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

Per STX policy, Jessica notified the BOD that the STX Bylaws were updated after the October 2025 House of Delegates meeting, and that they were submitted to and approved by USA Swimming. The revision also included the required changes from the USA Swimming HOD meeting (which do not require STX HOD approval). The bylaws and the changelog were posted to the STX website.

The STX Sanctioning Policies & Procedures were updated and posted on the STX website to reflect approved motions made at the September BOD meeting. The changelog was updated to include the changes.

3. Financial Reports

Erin noted that the short-term CDs were cashed out with interest income. The monthly reports for September haven't been closed yet while waiting for additional receipts from one person who attended the USAS Annual Business Meeting. There was one member with a high flight cost. After consultation, it was agreed by the submitting member and Garrett and Erin to reimburse at the highest amount submitted by other members traveling to the meeting.

Garrett and Erin will be clearing out the storage unit and have a service coming to shred the documentation currently stored there. This will save the LSC approximately \$100 per month and the documents in the storage unit are no longer required to be stored according to our file retention policies.

Erin thanked Jessica for a smooth HOD meeting.

4. Board Reports- Discussion/Approval

Reports were submitted by the STaR Committee Chair, the treasurer, and the Coach Committee. There was no discussion on the reports. Mark noted that the Personnel Committee will be meeting to discuss Jessica's evaluation and will schedule a Zoom meeting with Jessica to go over it with her.

5. Deputy Officials Chair Election

Nominations are open through October 22. There is one nominee currently. If there are additional nominees, the election will proceed as scheduled. We need two election representatives who are not officials to tally the votes for the election. Mark and Jimmy were appointed as election reps to review the election results, if an election is needed after nominations close.

6. Championship Meet Templates

The meet information for the short course championship meets is out for review right now with the meet hosts. We are trying to get these meets sanctioned well ahead of the November 30 posting deadline so information is available to teams much earlier than in the past. The champs meets were posted on the website to reflect the dates, locations, format, and zoning for all meets and this information was also sent to clubs last week.

The databases will take longer than expected to create due to changes made at the HOD meeting involving allowing relay-only athletes when a club only has three available relay members.

Jessica noted that the dates for long course Sectionals is now July 15-18 (and not July 9-12 as originally posted). Jessica updated the dates on the STX website.

Locations for Junior Nationals and Futures meets have not been selected yet. Time standards for meets will be posted on the STX website when available.

The list of meets covered by the STX national meet financial assistance program have been posted on the website and were also sent to clubs.

Time standards for 2026 TAGS have been posted to the STX website.

7. Committee member updates

Jessica requests all chairs to contact their current committee members to inquire about continuing so the lists of committee members on the website is current. She recommends accepting “no response” as “no longer interested” and working to fill vacancies.

Mark made a motion and Cody seconded to approve the individuals below to committees as submitted in advance by the chairs. Jessica will post updates on the website so all committee membership is accurate, and requests changes be sent to her as necessary.

- Governance Committee – The General Chair will need to appoint two new athlete members and two new nonathlete members. Mark requests the BOD members to send an email to him with any recommendations for appointments within the next week. Trey has a Governance Committee meeting next week and will also ask the committee for recommendations. The election of a new Governance Committee Chair will be conducted by the committee members after the vacant positions have been filled. The Governance Committee will also schedule the new board member orientation and will work with Jessica to get the statement of acknowledgement form signed by new board members.
- Championship Meet Committee (BJ): BJ is working on confirming the committee members and finding new athlete reps. The BOD approves adding Jett Pittman, SASA, to the committee.
- DICE Committee (ANGIE): The BOD approves adding Massimiliano Marin Mera, BAS (athlete), to the committee.
- Age Group Committee (JENNIE LOU): The BOD approves adding Jeremy Block, HOT; Alexa de Luna, WAVE; and athletes Kate Alexander, CCSS; Auria Arringdale, AAAA; and Gabe Moreno, HOT, to the committee.
- Safe Sport Committee (CODY): The BOD approves adding Rosey Pifer, SYS (athlete), Andrea Torres (MSC), Erika Smith (SRG), Eric Williamson (SASA), and Seth Ryherd

(ASC). Abel Gutierrez is not continuing. Cody is still looking for additional athletes to add to the committee.

- Athlete Committee (HARRISON): The BOD approves adding Massimiliano Marin Mera, BAS (athlete). Angie will submit additional names to be approved at the November BOD meeting.
- Coach Committee (Marcy): Marcy verbally requests adding Raven Chastain (NTRO) and removing Parker Mandacina (as athlete). The BOD approves adding Raven by motion (Mark motion, Garrett seconded).

Reminders for Committees

- For the Athlete committee, no more than three (3) Members of any Group Member shall serve on the committee at any time, no more than two (2) of which may be from an individual site of the Group Member.
- Board members are limited to serving on two committees with the limitation of no more than two Board members (Non-Athlete) on a committee. The Governance, Executive and Athlete Committees are not included in these limitations.
- No more than one-half (1/2) of the Governance Committee members shall be members of the STSI Board of Directors at any given time. In no case shall the General Chair or paid staff serve on the Governance Committee.

***Reminders for Committee Meetings:**

- Please check the [calendar](#) FIRST to make sure your preferred date and time are available.
- Contact me to set up a Zoom link. I will send to you and post on the STX meeting calendar. Links expire if not used in 30 days (or not used on a recurring basis every 30 days).
- As CHAIR, you will need to contact your committee with the meeting agenda and Zoom link.
- All committee meetings must be scheduled in advance AND posted on the calendar to comply with our open meetings requirements!

8. New Business

Mark requests the Championship Meet Committee to consider adding a “C” Championship meet for the LSC and requests to be included in the next committee meeting.

Meeting adjourned at 8:27pm.



STaR Committee Chair Report

Submitted by Jessica Evans, STaR Committee Chair

Meeting Date: Oct 14, 2025

1. Meeting or Event Attended

- STX September Board of Directors meeting (9/9)
- Finance Committee meeting (9/18)
- USA Swimming 607 appeal public hearing (9/22)
- USA Swimming annual business meeting (9/25-9/27)
- STX Officials Seminar (10/4)
- STX House of Delegates meeting (10/5)

2. Current STX Registration Statistics

- Membership trends over time (since 2009) as of 10/13/2025 for total number of Athlete and Non-Athlete members:





STaR Committee Chair Report
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Meeting Date: Oct 14, 2025

b. LSC registration transaction summary and revenue for **September 2025**
(202509 column):

Season	Category	Registration Type	Transaction Type	202509		Total	
				Count	Amount	Count	Amount
2026	Athlete	Premium Athlete	Cancel	-11	(\$440.00)	-11	(\$440.00)
			New	664	\$26,560.00	664	\$26,560.00
			Renew	1,663	\$66,520.00	1,663	\$66,520.00
			Upgrade	4	\$120.00	4	\$120.00
		Flex Athlete	New	339	\$3,390.00	339	\$3,390.00
			Renew	141	\$1,410.00	141	\$1,410.00
		Outreach Athlete	New	25	\$50.00	25	\$50.00
			Renew	37	\$74.00	37	\$74.00
		Total		2,862	\$97,684.00	2,862	\$97,684.00
	Club	Year-Round Club	Renew	33	\$3,300.00	33	\$3,300.00
		Total		33	\$3,300.00	33	\$3,300.00
	Non-Athlete	Coach	Cancel	-2	(\$80.00)	-2	(\$80.00)
			New	19	\$760.00	19	\$760.00
			Renew	93	\$3,560.00	93	\$3,560.00
		Other	Cancel	-1	(\$40.00)	-1	(\$40.00)
			New	6	\$240.00	6	\$240.00
			Renew	9	\$360.00	9	\$360.00
		Administrator	Cancel	-1	\$0.00	-1	\$0.00
			New	9	\$0.00	9	\$0.00
			Renew	5	\$0.00	5	\$0.00
		Official	New	13	\$520.00	13	\$520.00
			Renew	60	\$2,120.00	60	\$2,120.00
		Junior Coach	New	1	\$40.00	1	\$40.00
		Provisional Coach	New	4	\$160.00	4	\$160.00
			Renew	3	\$120.00	3	\$120.00
		Total		218	\$7,760.00	218	\$7,760.00
Total				3,113	\$108,744.00	3,113	\$108,744.00



STaR Committee Chair Report

Submitted by Jessica Evans, STaR Committee Chair

Meeting Date: Oct 14, 2025

- c. **September 2025** meet statistics for STX sanctioned meets. STX had five Block Party meets held in September (BEAQ, CAA, COTA, CCLR, TST,). Lost sanction fees from those meets is \$875.00. Those meets are sanctioned by USAS and STX receives no revenue from these meets.

September 2025 Meets in STX		*excluding observed meets (1) & Block Party meets (5)				
Meet	Sanction	Date	Splashes	Athletes	Teams	LSCs
2025 ST AAAA Garrett's Midnight Madness	ST-25-86	9/1/2025	510	144	3	1
2025 ST NTRO Stephen J Wolleben Men	ST-25-88cm	9/6-9/7/25	1964	539	1	1
2025 ST AAAA September Race Night	ST-25-92cm	9/10/2025	314	112	1	1
2025 ST SASA Sombrero Series Uno	ST-25-83	9/12-9/14/25	943	203	7	1
2025 ST ASC Sprint Meet	ST-25-91	9/13/2025	1049	278	5	1
2025 ST HPAC Sienna Splash	ST-25-96	9/13/2025	261	63	4	1
2025 ST AQTX Round Rock Unclassified	ST-25-89	9/19-9/21/25	3099	711	13	1
2025 ST WLOO SC Season Starter	ST-25-98cm	9/21/2025	653	255	2	1
2025 ST LSAC Welcome to the Rock	ST-25-99	9/26/2025	388	131	3	1
2025 ST AAAA Wanna Showdown	ST-25-93cm	9/27-9/28/25	1745	319	2	1
2025 ST ASC IMR/IMX Challenge	ST-25-94	9/27-9/28/25	1217	297	5	1
2025 ST NTRO Autumn Classic	ST-25-102	9/27-9/28/25	1722	289	3	1
2025 ST SRG September Kick OFF	ST-25-87	9/27/2025	964	263	8	1
Totals	13		14829	3604	57	

3. Previous Month's Accomplishments

- Sanctioned 15 meets in September and loaded to ST website, SWIMS, and OTS.
- Loaded three observed meets to SWIMS for results. Updated Observed Meets page on the STX website to display meets approved for observation.
- Assisted with 1,005 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: Oct 14, 2025

- d. Posted the draft meeting minutes for the September BOD meeting and finalized and posted the approved meeting minutes for the August BOD meeting.
- e. Created the BOD meeting packet for the October BOD meeting and managed preparing the meeting agenda and posted.
- f. Ongoing support to the DEI Chair and Athlete Committee with registration forms, social media posts, and website updates for the STX Athlete Leadership Summit.
- g. Assisted with the STX Athlete election by credentialing voters to verify eligibility and eliminated duplicate votes cast.
- h. Assisted one club to help clear roster errors and to identify swimmers not registered.
- i. Posted legislation, championship meet bids, and other documents for the HOD meeting.
- j. Updated the LSC portal to update board member positions.
- k. Transferred email access to new board members.
- l. Set up the Deputy Officials Chair Election nominations form and posted on the STX website.
- m. Updated the STX planning calendar with STX meets submitted by clubs, and national-level meets, TAGS, and Sectionals for planning purposes.
- n. Provided support to the Officials Committee and was a presenter at the STX Officials Seminar on October 4.
- o. Updated, secured USAS approval, and posted the revised STSI Bylaws based on motions from the October 2025 HOD meeting.
- p. Assisted the STX Treasurer with national meet financial assistance requests.



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

Meeting Date: Oct 14, 2025

- q. Sent direct email reminders to all athletes who attended national meets with a reminder to apply for financial assistance.
- r. Sent committee requests from STX members to board members for action.
- s. Posted 16 updates to STX social media accounts:
 - i. Quotes from STX graduating seniors (4 posts)
 - ii. 2026 TAGS time standards posted
 - iii. Championship meet schedule posted
 - iv. Promotion for STX Coach Committee Dryland clinic
 - v. Recognition of Trey Prinze for STX Lifetime Achievement Award
 - vi. Recognition of STX Coach of the Year recipients
 - vii. Photos and thank you to STX Officials Committee for sponsoring the STX Official Seminar
 - viii. Recognition to HCA for attaining SSRP status
 - ix. Athlete Leadership Summit registration reminder
 - x. Congratulations to new STX Athlete Representatives
 - xi. Reminder about Athlete Election voting
 - xii. Photos and thank you to STX Athlete Committee for sponsoring the STX Athlete Leadership Clinic
 - xiii. Safe Sport Committee post
 - xiv. Promotion for STX Officials Committee Seminar and registration information/link
 - xv. Reminders about STX Athlete Leadership Clinic registration
 - xvi. Records updated for September
- t. Newsletters sent to teams in September to increase LSC communications:
 - i. Reminders to clubs to renew for 2026



STaR Committee Chair Report

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Meeting Date: Oct 14, 2025

- ii. Promotion of STX Coach Committee Dryland clinic (sent to all Coach members via Mailchimp)
- iii. Updates and reminders (10/8/25)
- iv. STX records updated for September
- v. Final reminder for submitting STX voting delegates for HOD meeting
- vi. STX records updated for August
- vii. Updates to STX Sanctioning Policies & Procedures as approved by the BOD
- viii. Second reminder for submitting voting delegates for HOD meeting
- ix. Updates and reminders (9/12/25)
- x. STX Coach of the Year ballot (sent to all STX coaches via Mailchimp)
- xi. Final reminder to submit national meet financial assistance applications
- xii. Athletes/Nonathletes not in good standing reports (9/12/25, 9/25/25, 10/2/25, 10/7/25)

4. Ongoing Work

- a. Reminders and offering assistance to athlete and nonathlete members not in good standing or with initial registration requirements
- b. Meet recons and assistance with clearing swimmers to compete
- c. Updated the online officials roster to show current certification dates for officials
- d. Updates to the STX website
- e. Adding meets submitted by hosts to add to the STX Meets Calendar
- f. Contacting UN members who do not live in the STX geography
- g. Contacting new nonathlete members when they register to assist with registration requirements



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

Meeting Date: Oct 14, 2025

- h. Produced monthly reports for the Treasurer showing registrations, payments, and billing
- i. Managed support tickets for members experiencing login, certification, and other issues with their member accounts
- j. Reminders to clubs to submit meet financial summaries
- k. Posting committee meetings on the LSC calendar and sending Zoom information

5. Other

- a. Working on finding a resource to create an online store for officials to purchase STX branded attire for officiating. (Suggestion from the STX Officials Seminar.)
- b. Working on finding a vendor for STX travel teams.

STSI Coaches Committee Meeting Agenda

Date: Oct 13, 2025

Time: 8:30 pm

I. Attendance

A. Committee Members

1. Dean Kondo: Present
2. Aaron Moran: Present
3. Raven Chastain: Present
4. Hayden O'Leary (Athlete): Present
5. Marcy Parshall: Present
6. Derek Howorth: Present
7. Looking new Athlete Member:
 - a) Aaron Moran will check with SASA

II. Finance

A. Budget 2026: \$10K

1. \$5K: COY Awards/Socials @ Champs meets and Zoom supplemental education (Coaches Corner)
 - a) SC:
 - b) LC:
2. \$5K: Coach Reimbursements for Clinics (Details and discussion in VI. Old Business)

III. Coaches Corner: M/W @ 1 PM

A. Nov 17 @ 1PM: Swim Strong Dryland - Eric Hudson

1. 10 Min: Stretching: Dynamic W/U, Static v. Dynamic
2. 20 Min: Day to Day circuit through a season
3. 20 Min: Nutrition
4. 10 Min: Q&A

B. Future Topics of discussion

1. Maintaining Engagement - Dana Skelton - December
 - a) 12-14 Y.O. age
 - b) Getting through Plateaus
 - c) Link in USAS Updates
2. Sport Psych: Dr. Joe Raab - January 25, Monday @ 1pm: \$300
 - a) Getting through to kids
 - b) Visualization
 - c) Overcoming coaching plateaus
3. Season Planning - Scott Shea - March: TBD: \$300-\$400
 - a) Macro Cycles
 - b) Adjustments during the season
4. College Recruiting: Sarah Woodbury - April 6, 2025: \$250

IV. Coach of the Year Awards

A. Item

1. Engraved STS Yeti
- B. Total Cost
- V. Coaches Social
 - A. Short Course 2026
 1. STAGS - Feb 20, 2026 @ Northside
 - a) Chicken n pickle
 - b) Andretti's
 2. Senior Champs - Feb 27, 2026 @ Northeast
 - a) Charlie Brown's
 - b) Other options: Aaron Moran
 - B. Long Course 2026
 1. STAGS - July 9, 2026 @ Northside
 2. Senior Champs - July 24, 2026 @ Northeast
- VI. Old Business
 - A. Subsidizing costs for South Texas coaches to attend larger clinics
 1. Discussion: attend a Swimming Clinic in the United States
 2. Coaches Committee sets aside: \$5,000 for clinic and clinic expenses
 3. Coaches can request reimbursement \$100-\$500
 4. Submit within 30 Days of completion of the clinic
 5. Confirmation will be given: August 1
 - a) Receive reimbursement by August 31
 - b) Speak with Erin and Jessica. What would support you?
 6. September 1 accepting new requests, November 1?
 7. Discussion: 50 Coaches x \$100 v. 10 Coaches x \$500
 - a) In-State v. Out of State
- VII. New Business
 - A. South Texas Attending Spurs game
 1. Nov 16, 2025 at 3pm
 2. 2 Hour early courtside engagement @ 1 PM
- VIII. Action Items
 - A. Coach of the Year awards order: Raven
 - B. Derek
 1. Meeting Minutes
 2. Letter to ST Coaches. Looking to get coaches to participate
 - C. Athlete - post virtual clinic review
 1. Did time of clinic work well?
 2. Anything else you would like liked to have heard?
 - D. Aaron Moran - list of available clinics
 - E. Marcy - format options for clinic reimbursements
- IX. Next Meeting
 - A. November 3, 2025 @ 8:30pm
 - B. December 8, 2025 @ 8:30pm



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

Meeting Date: September 30, 2025

In attendance:

Jennie Lou Leeder, Chair

Angie Fain

Jeremy Block

Discussed the 2025 Zones Trip and what went well. 2026 Zones will be held at the same location. Jennie Lou is in contact with the hotel we stayed at in 2025 and will stay at in 2026. She is working on the menu, making changes of what was well received and not by the swimmers. It was decided that the team would have food at the hotel on the meet social night due to the big fail by the host last year. Jennie Lou is also already talking with Speedo about bags, suits etc for the teams and looking at the different airlines for affordable prices.

Discussed hosting an athlete clinic on April 11 or 12, 2026. Decided to host at the NEISD Davis Pool if available. Jennie Lou will contact Bill to see if the pool is available. She will also contact Josh Davis to see what Olympic Athletes he is representing that would come for a clinic.

Angie invited all STX Board members to the March 28-30 Coach Clinic hosted by the Gulf in Galveston

Our next meeting is December 2, 2025 at 8pm. By that meeting Jennie Lou will have general prices for the hotel, hotel catering and airplane tickets.

Treasurer's Monthly Report

South Texas Swimming, Inc.

For the period ended September 30, 2025



Prepared on

October 14, 2025

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Treasurer's Notes and Plans

Monthly Treasurer's Report

Report Period: Sept 2025

Erin Meise - Treasurer

Accomplishments & General Notes

- Processed 109 Long Course National Reimbursement Requests.
- Emailed regarding the 96 payouts for National Reimbursements
- Scheduled checks to 13 teams
- Sent payments to 10 Officials
- Finalized a draft budget for BOD Meeting.
- Sent updated budget reports to all committees
- Ongoing: Paid Officials requesting dues and background check reimbursements through Chase BillPay.
- 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. Communicated with other board members regarding other mail received.

Financial Accomplishments

1. Deposited/redeemed \$1663 in credit card rewards
2. Calculated year over year benefit of bank change and minor process adjustments - \$7210 in income/savings

Plans

- Continue to invest in CDs with Chase based on their changing rates to maximize the investment.
- Meet Jessica Evans on October 4 to go through the storage unit.
- Attend the HOD meeting on October 5 to support Budget discussions.

Open Issues

- Five 2025 charges without a receipts
- 221 uncleared transactions in QBO (2010 - 2019)

Profit and Loss

September 2025

	Total
INCOME	
47000 Program Income	
47100 Membership Dues	114,584.00
47300 Sanction Fees	11,550.00
Total 47000 Program Income	126,134.00
Total Income	126,134.00
GROSS PROFIT	126,134.00
EXPENSES	
60000 Program Expenses	
60100 National Reimbursements	
60110 Athletes	72,809.00
60120 Coaches	14,232.75
60130 Officials	9,792.50
Total 60100 National Reimbursements	96,834.25
61000 USAS Workshops and Business Mtg	408.00
61020 Transportation	2,841.49
61030 Lodging	2,977.31
61040 Meals	1,298.00
Total 61000 USAS Workshops and Business Mtg	7,524.80
61100 Officials	
61110 Official's Dues Reimbursements	1,320.00
61120 BGC Reimbursement	38.98
61150 Official's Account Expenses	230.76
Total 61100 Officials	1,589.74
62000 Committee Funds-Activities	
62500 Coaches Committee Fund	500.00
62800 Athlete Committee Fund	2,947.46
62805 Athlete Committee Income	-440.00
Total 62800 Athlete Committee Fund	2,507.46
Total 62000 Committee Funds-Activities	3,007.46
Total 60000 Program Expenses	108,956.25
70000 Operations	
70100 Contract Services	
70140 Contract Staff	2,300.00
Total 70100 Contract Services	2,300.00
70200 Facilities	
70210 Office/Storage Rent	81.00
Total 70200 Facilities	81.00
70300 Bank Charges	4,658.66

	Total
70600 Postage and Shipping	60.81
70800 Communications	10.00
70810 CRM Marketing (Mailchimp)	19.50
Total 70800 Communications	29.50
70900 HOD Meeting Expenses	166.98
72000 Employee Expenses	
72100 Wages	
72110 Wages - Base	5,000.00
Total 72100 Wages	5,000.00
72200 Payroll Taxes	382.50
Total 72000 Employee Expenses	5,382.50
Total 70000 Operations	12,679.45
Total Expenses	121,635.70
NET OPERATING INCOME	4,498.30
OTHER INCOME	
81000 Investments	
81090 Other Investment Gain/Loss	48,440.02
Total 81000 Investments	48,440.02
83000 Credit Card Rewards	1,663.07
Total Other Income	50,103.09
OTHER EXPENSES	
90400 Investment Expense	1,541.11
Total Other Expenses	1,541.11
NET OTHER INCOME	48,561.98
NET INCOME	\$53,060.28