



## JSL Board Meeting

February 12, 2017

President Kristin Wray called the meeting to order at 7:03 pm. All teams represented. Jason Reed was a substitute representative for ACAC. Kristin welcomed the Board to the 2017 season, thanked outgoing president Cleve Packer, and introduced each of the new JSL Representatives: Debbie Kendall (GOST), Jill Cartwright (FLST), Devon Creamer (LMST), Laura Grimes (CGST) and Brandon Patterson (FAST).

Kristin introduced herself to the Board and identified her priorities for her term:

- Simplify processes and preparedness so everyone can be efficient liaisons to our teams;
- Create a mission statement, in part to help with getting sponsors;
- Increase awareness of the consultants and their year-round work.

**Secretary's Report:** No report to provide - first meeting of the season.

**Treasurer's Report:** 2016 and 2017 documents were distributed to all representatives via email prior to the meeting. Jeff North sought Board approval of two documents: a letter on the condition of the League; and the 2016 Statement of Accounts. Motion to receive the Treasurer's report made by ELKS; seconded by CCC. Motion passed unanimously.

Jeff noted that the 2016 tax return is nearing filing. It is currently with the accountant. He also asked Board to look at the 2016 and 2017 Data Summaries. The 2017 data sheet will be populated with data once swimmers sign up, however, information related to insurance coverage and lightning policies can be addressed now.

- If a team has a "grey" box, then that team's insurance will expire during the season. They will need to provide updated certificate as soon as available.
- Yellow box means team is OK – insurance will not expire until after 2017 season.
- If the box has no date, then the insurance has expired and the team must submit proof of insurance prior to the start of the season.
- Each team is required to have its policy on file. If the policy has been changed or updated, copies must be sent to Toby Korn to put on the website.

Last, Jeff highlighted the Summary of Champs Revenue and Expenses Reports for 2016 and 2017. We already have \$250 in revenue for 2017.

Approval of Consultants to the Board, Parliamentarian, and Vice President. Two motions were put forward for these annual approvals. (NB, At the time of the Fall Elections, the Vice President position had been left vacant.)

***FSBC made a motion to approve the consultants and parliamentarian to the board. Seconded by Key West. Motion passed unanimously.***

***FSBC made a motion to approve Jean Farist as Vice President. Seconded by GHG. Motion passed unanimously.***

## Old Business:

Kristin explained that in 2016, teams were offered a \$400 reimbursement option to support the purchase of computer or starting equipment. Because of the ongoing research into a new timing system, some teams did not make a purchase. With the decision to stay with Hy-Tek (Meet Manager, Team Manager), the Executive Committee is seeking approval for a \$400 reimbursement option to purchase team computers or starting equipment.

LG Rep asked if the use of the one-time reimbursement option would prohibit reimbursement in the future if the JSL makes other changes. Consultant Steve Miller explained that if the JSL chose to make whole-sale equipment / software changes, that would be looked at as a league, at that time.

Treasurer Jeff North asked that if there are multiple receipts, please file them at one time. Any team that used the reimbursement option last year is not eligible for reimbursement this year.

***KWC made a motion to approve a 2017 \$400 reimbursement option to purchase team computers or starting equipment. LG seconded the motion. Motion passed unanimously.***

## New Business:

Scholarship Application Form to reimburse teams. Teams are eligible for reimbursement for the JSL fee (\$15) for swimmers whose fee is waived by their home team or paid by a third party or charitable group. To make the process more efficient, there is now an application (provided to Board prior to meeting) and an application deadline of June 30. The maximum of 10 waivers / team is unchanged; and reimbursement is on a first-come, first-served basis until the \$500 league limit is spent. The application will be on the website.

***BHSC made a motion to approve the scholarship application form; seconded by FAST. Motion passed unanimously.***

Suggested By-Law and Procedures Manual Changes – First Readings: Parliamentarian explained that this is the first reading for changes to the By-Laws and League Procedures Manual. This reading opens discussions and creates an opportunity to ask questions; votes on these changes are not conducted at this meeting.

- Article II, Item 9: Adding language to clarify probationary process and timeline. Requires 75% approval.
- Article IV, Item 6: Updates language for coaches' certification. Requires simple majority to approve.
- Article IV, Item 11: Add deadline of June 30 to financial assistance fund (scholarship discussed above). Requires simple majority to approve.
- Article V, Item 2 (and all other references): Remove "mites," "midgets," and similar descriptors and replace with age group designation: "5-8s," "9-10s," et al.
- Article V, Item 8: Replace "scheduled" with "approved" with regard to sanctioned time trials.

- Article VI, Item 4: Insert word “official” to clarify the number of heats in an event.
- Article VI, Item 7: Add “Referee” to Meet Director discussions of late entries at meets.
- Article VI, Item 24: Replace “scheduled” with “approved” with regard to sanctioned time trials.
- Article VII, Item 8: Clarify existing policy by re-arranging text to better highlight late-addition eligibility at JSL Championship meet.

#### First Reading Discussion Notes

GOST rep commented that the team will not have a new pool in near future and that it has not achieved 40 swimmers, but did see significant growth this past season. She understands that as a league, it is important, but as a team, it is treacherous for GOST. Steve Miller pointed out that the language to remove a team has been a By-Law already, but that this bylaw modification would add language to protect a team from being voted out of the league within a month’s notice. Rather, this gives the team a full year of probationary notice to seek improvements.

ELKS rep pointed to additional references to “Mites,” “Midgets” and received confirmation from the Parliamentarian that if/when approved, all League documentation would be updated and references changed.

CITY rep asked for more information about why we need to get Referee approval up front for late entries at a dual meet. Bob Garland explained that the change is intended to address two situations:

One, for Champs, when a child who wasn’t signed up by the Saturday, 9:am deadline, but who the coaches learn IS going to be available to swim at Champs. In the past, Locke Boyer has accommodated these requests, and the swimmer is entered as Exhibition, when heats / lanes allow for it.

The second situation is at dual meets when a child who is supposed to swim doesn’t show up, but someone else is available to swim. The result could be a different swimmer in the assigned lane (instead of the one printed on the heat sheet); and in cases where the Clerk of Course has consolidated heats, kids can be in the wrong lane. Both of these situations are already happening and can be problematic for the Referee, because the wrong child could be DQ’d or given a time for an event he or she didn’t swim.

Jessica Simons noted that the second issue is a Clerk of Course issue, because consolidating heats can’t be done until the kids check into that event. That isn’t a “late entry.” Steve Miller added that it is the Clerk’s job to ask the Referee how he wants to be notified of changes. The Clerk can’t combine heats without the Referee’s approval.

KWC Rep asked that we look at using the word “approval.” By using that word, are we intending to allow for a veto by the referee?

Kristin offered that we need more input, and that Locke will be at the next meeting.

#### Other Items for Board Approval

##### 1. Coaches’ Certification Training fees and dates.

- In-Water and CPR training costs \$55 / coach.
- American Red Cross certification (online portion) costs \$19.

ACAC, who is hosting the training, is looking to see if they can create a single payment portal for the \$19 so that coaches do not have to pay personally and then seek reimbursement. Bob will provide an update at next meeting. He also noted that the League does not pay for lifeguard training or background checks.

Training dates are 5/24, 5/31, and 6/15. Board members reminded that 6/15 is after the season begins. Coaches not certified before that date cannot coach on deck during meets.

***FSBC made a motion to approve the continued use of ACAC for coaches training and to pay for the courses as outlined. Seconded by BHSC. Motion passed unanimously.***

Post approval, Jeff North added that should coaches / teams pay individually for certification they must submit the receipt to him, and a copy of the certification to Bob Garland.

2. Procedures Manual: Stroke and Turn minimum. [Simple majority vote]

Bob presented a recommendation that sets the minimum number of times a Stroke and Turn (S&T) official must work so that the League gets a return on its investment. Each S&T judge must take an online course, at \$22, which is reimbursed by the League. Locke Boyer has proposed that officials work at least four halves [there are at least 12 halves / dual-meet season]. Should an official work less than the minimum, the \$22 would be charged back to the team.

Gordon Hair explained that it has become expensive for the League to have S&T officials who do only a few meets here and there, or just one half. They are not getting experience to be an official if they are only judging part of the strokes. If someone only judges the first half, for example, they are not seeing butterfly and back. Those working second half never see breast stroke. It is his opinion that officials are less qualified than the old days.

Kristin recommended that the Board revisit this, as quality is a different discussion.

HM Rep added that his team has a hard time getting any officials. LG Rep added that the penalty quality might discourage rather than entice potential judges. Kristin assured these reps that these concerns would be taken into account in the next discussion.

3. Procedures Manual, Appendix V, Protests. [Simple majority vote.]

Meet Jury - Bob explained that a Meet Jury does not override a Referee's decision. The JSL process is not the same as USA Swimming. A Meet Jury was mistakenly called at JSL Champs 2016, and because the process was well received, it is proposed this procedure change so that the JSL can call a meet jury if necessary.

Jessica noted that a Meet Jury convenes for the purpose of a technical rule, not a judgement call. She offers that Juries should be empaneled for three of the four sessions at Champs (excludes 8&U), and Champs only. Not dual meets.

Swimmer Eligibility - By way of example, Bob offered a case where a child is not properly registered to swim in a meet. The Referee allows the swimmer to compete, and confirms the child's registration later. If the swimmer is not registered, then penalties may ensue.

Jann Balmer offered that this is still a summer league, and we have to use some common sense. She added that since this is already in the by-laws we may not need the extra rule.

Kristin advised the Board that the League follows USA Swimming for safety; the rest we decide on as a summer league. This is a first reading, and the Board will revisit these items.

Review and approve the 2017 Schedule: The 2017 Dual Meet Schedule Board members received via email prior to the meeting represents the Executive Committee recommendations. Bob explained each of the exceptions and their impact on teams: long-course pool meets, and traditional “home-away” swaps.

ELKS asked about swimming GOST twice, because as the two smallest teams in the league, they have difficulty staffing a meet with requisite volunteers. Bob Garland explained that he “ran out of team,” and changing one meet impacted the schedule for all 18 teams.

HM Rep asked about the status of FAST having a home pool. FAST said efforts are underway to secure a pool.

***CITY moved to approve the 2017 meet schedule; GHG seconded. Motion passed with majority. Two opposed: LG, ELKS. No abstentions.***

Post approval, Bob said that he would get with ELKS to figure out alternative to a July 4 meet.

Jann Balmer, Champs Committee: Host Teams for 2017 are FLST, CGST, FSBC, LMST. First meeting will be late March. We will go over responsibilities for each team. We have a separate FUMA manual for Champs. There will be changes from the last time.

- We cannot use the grass, we will set up tent city on the parking lot behind the pool. This was the lot reserved for 4-session officials to park at the last Championship at FUMA.
- We will move the Clerk of Course to an easier/better location.
- Officials / Coaches may be able to stay overnight. It is “take your coach to camp,” as they will need to bring all of their own supplies.

Protective Measures for Pool Corners. Kristin explained that last year there was a situation where a swimmer was injured due to a pool corner (e.g., diving well, extra area). Some pools have addressed this with a lane line, some pools used a person to stand in the spot. If you are one of those pools, please bring us a solution. Bob and I will be reaching out to you if you were one of those pools.

Social Media Consultant / Administrator for the League. Kristin explained that right now, there is no one person who is in charge of social media, and that as a league, we have no policies in place on how we treat it. She has been talking to a few people about their interest. If you have a passion for social media, let her know. Kristin wants to know what social media we should be on, why, and have a unified policy about what we put on it. The JSL needs a single voice for what is sent to the league.

#### CONSULTANT REPORTS

**Gordon Hair, Ben Hair Just Swim for Life** – Thanks to fifth grade program and summer camps at Greer Elementary and FSBC, BH-JSL has trained 800 swimmers. BH-JSL now has an office at 2208 Dominion Drive. There will be a box for suits on the porch for drop off, or just email and he’ll pick them up.

The organization needs swim suits, and would like to see a box at every pool, as well as at Champs. The kids like the suits that their peers wear at the beach (surfer shorts, two-piece) vs. the competition suits.

Goggles are also good, but caps sometimes stick together.

**Jessica Simons, Software** – She is offering training for people who will be using meet Manager or Team Manager. If you have been using MM or TM for the last three years she might exempt you from the training. Classes will be May 13 and June 3, at the Doubletree.

- May 13 class order: Team Manager 2pm – 4pm; Meet Manager 6.0 4pm – 6pm
- June 3 class order: Meet Manager 6.0 2pm – 4pm; Team Manager 4pm – 6pm

Any coach who is new to team manager should attend. All new computer operators must attend. Those who want a refresher can attend. Jessica noted that she will need a projector and screen.

**Steve Miller, Computers** – If you are purchasing a new computer, let him know, and he will get you copies of the Hy-Tek software. Two notes: you need to have CD-rom capability. It can be an external drive, but that is the primary way to load the software. Also, the software does not run on MACs.

ELKS asked if MM and TM can be put on computers other than the ones JSL provided (e.g., coaches computers). Jessica said that it can be on as many computers as you like.

**Toby Korn, Webmaster** – Please go to your Team page on the website to find links to your lightning policy, as well as the description of the requirements for membership with your team. If there are any changes, please send them to him.

**Marc Weathersby, Corporate Sponsors** – If you have any contacts or companies whom you think would be interested in sponsoring the league, please let him know. He will be happy to follow up with all leads. Send your hot leads to [sponsors@jsl.org](mailto:sponsors@jsl.org).

Sponsors are for the League, not just Champs. We will be looking at potential sponsors closer to FUMA, as well.

Kristin thanked everyone for coming and for serving the JSL in 2017.

GHG made a motion to adjourn the meeting. FSBC seconded the motion. The motion was approved unanimously. The meeting adjourned at 8:46pm.