



JSL Board Meeting Minutes February 6, 2021

Attachments for pre-meeting packet included:

- Sept 19, 2021, Meeting Minutes for Approval
 - 2022 Draft Schedule
 - September 2021 Bylaw Suggestions
 - Roberts Rules of Order – JSL Board Manual Appendix U
 - 2021 Treasurer Year End Report to Board
 - JSL Future Champs Plan
 - Zoom Meeting Etiquette for JSL Board Meetings
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WELCOME

The meeting was called to order by Paul Breza, President, at 7:04pm. This was an online Zoom video conference. 16 of 17 representatives were present. LG rep was not present. CGST had a substitute rep - Amy Life for Jeanie Alexander. Brian Yeagle was present for ACAC but stated he is not the board representative. All executive committee members were present, although the treasurer position remains vacant. 3 consultants were present – Jessica Simons, Locke Boyer and Bob Garland.

Introductions

Paul asked each board member to introduce themselves and provide a brief background of their JSL affiliation.

Roberts Rules of Order

A summary and cheat sheet on Roberts Rules of Order was included with the pre-meeting packet. Paul asked all board members to review and/or familiarize themselves with the rules. There was no discussion.

Announcements

Kristin Wray, Secretary, presented an overview of the Zoom meeting etiquette document sent in the pre-meeting packet. There was no discussion.

Approval of Agenda

Paul stated that he neglected to include the 2022 board meeting schedule in the agenda. He displayed the schedule onscreen and said he would send hard copy after the meeting. He asked if anyone had any additions. Jessica Simons, Software Consultant, pointed out that the March 13th meeting date is VA Age Group Champs. Christina Meyer, Past President, asked who was affected by this schedule conflict. Only 2 reps were affected, so the meeting date will remain unchanged. FAST made a motion to approve the agenda and FV provided a second. The motion passed unanimously.

Secretary Report

Kristin asked if there were any changes to September 19, 2021, meeting minutes. No changes were made. KWC made a motion to approve the minutes and FAST provided a second. The motion passed unanimously.

Treasurer Report

Paul presented the treasurer's summary report since the treasurer position is vacant. There was no discussion. FV made a motion to approve the minutes and KWC provided a second. The motion passed unanimously.

Appoint Consultants

Paul asked the board to approve the following consultant positions for 2022:

- Championship – Nicole Weiss
- Corporate Sponsorship - Vacant

- Parliamentarian - Bob Garland
- Officials - Locke Boyer
- Software - Jessica Simons
- Athletic Development Program - Don Cochrane
- Computers - vacant
- BH-JSL - Gordon Hair
- Social Media – vacant
- Web – Christina Meyer

He pointed out that Computers, Social Media, and Corporate Relations remain vacant. FAST made a motion to approve the minutes and FCC provided a second. The motion passed unanimously.

OLD BUSINESS

No old business.

NEW BUSINESS

Board Vacancies

Paul asked reps to reach out to teams to see if can get volunteers for the following important vacancies:

- Treasurer (Exec Board Member)
- Social Media
- Corporate Relations

He noted that Computers is also vacant but that the Executive Committee decided this position will be deleted. Teams are responsible for maintaining their own computers going forward.

2022 Meet Schedule

Bob Garland, Parliamentarian, presented the 2022 draft meet schedule approved by the Executive Committee. He used the schedule from 2019 as a starting point since 2020 and 2021 were pandemic summers. Text highlighted in yellow represent exceptions to formats and host teams. Bob reminded reps that the 1st week of competition is not scored. FAST asked a question about a potential July meet (for fun) no being on the calendar. LMST asked if this schedule represented single night meets vs. the split meets conducted during COVID. Bob responded that the board is planning for a regular season at this time. He reminded everyone that meet directors can adjust the schedule and/or split meets to fit the needs of the competing teams. LMST made a motion to approve and CCC provided a second. The motion passed unanimously.

Proposed Bylaw Changes

Bob presented the proposed bylaw changes that were read at the September 2021 meeting. The Executive Committee agreed to repeat the first reading since there was a large turnover of team representatives for 2022. These changes were sent to the board in the pre-meeting packet. He summarized the changes briefly.

1 – Article II - Communication to and from the JSL board must come through the team rep only. Anyone is free to talk to the board, but such communication is not considered official unless it comes through the official team representative.

2 – Article IV - Simplify background check procedure and allow treasurer to approve financial assistance requests (this is how it has been done so the change simply reflects what actually happens).

3- Article V – Change the wording that swimmer fees “should” be submitted by deadline to “must” be and specify a \$100 fine for not meeting deadline.

5 – Several one-year changes were made to the Bylaws due to the pandemic. Bob reminded the board that if nothing is done these changes will expire. If the board wanted any of these procedural changes to stand, they must vote them in again.

A representative raised a point of clarification asking if dues would be \$25 or \$30 per swimmer. Bob and Christina replied that 2022 JSL dues will be \$30 as approved by the 2021 board. The additional funds will help protect the league from emergencies if they were to arise (currently the funds in the JSL account are primarily used for the Championship meet with little room for other financial needs, such as software updates or new computer hardware). Another question was asked if teams need to pay registration fees up front or if they can add swimmers each week. Bob reminded reps that it is easiest to pay in advance, but not required. Swimmer fees can be submitted up until 9pm two days before the meet begins. Another rep then asked if the JSL has thought of accepting electronic payment. Christina agreed that this was a great idea, and she would discuss with the 2022 treasurer when that position was filled.

Proposal for League Name Change

Ann Tuzson, City, brought a name change proposal to the board. When asked for clarification, she agreed that this proposal was coming from her and not the entire City team. She presented the idea to “make the league more inclusive and welcoming to people of color.” She cited the JSL Bylaw that states, “The purpose of this Board is to ensure a summer age group swimming program in the Central Virginia area and to provide a maximum opportunity for the greatest number to participate.”

Several questions were raised by the board, including:

- Do you have a name in mind?
- Would we have to change the entire corporate infrastructure or could it be “doing business as” (dba)?
- How much would this cost?
- Should a committee be formed to discuss?

It was suggested that Ann provide a written summary to reps so they could take the idea back to their teams and discuss at the March meeting.

Committee Reports

- **Rules Committee** – Paul explained that this committee addresses rule situations as they arise and propose any needed changes at the end of the season. It is comprised of a rep from each division, the vice president, and past president. He asked if anyone wanted to volunteer and KWC offered for Division 2. No other reps volunteered. It will be revisited at the next meeting.
- **Champs Task Force** - Nicole Wiess, GCC, has offered to serve as the Championship Committee consultant. Her initial task force met several times, and she highlighted the proposed changes to JSL Champs. In the interest of time, the proposal was sent in advance in the pre-meeting packet. Nicole reminded reps that this is the year to look at significant changes since that last 2 seasons were so different. The 2021 board agreed that Champs was getting too expensive and logistically challenging to sustain. She highlighted the changes as follows:
 - Split Champs into two separate meets: 11/over competitive single session meet similar to 2021, and a younger single session meet. These meets will be held separate days and possibly at different locations. Details are still being finalized.
 - Eliminate some awards and possibly introduce new ones.
 - Modify how meets scored to affect tier placement for following year.
 - Younger Champs (to possibly be called Junior or Pre Champs) will shift back to the ‘fun’ focus of younger age groups but strive to keep a competitive component for those swimmers who want it. Goal is to achieve balance between inclusiveness and competitiveness.
 - Move 6/under swimmers into 8/under age group but still recognize 6/under age group for awards.
 - Focus on relays for young ones – possible STAR relay (create relay using friends from other teams)

Discussion followed. Reps talked about how parents enjoyed splitting the age groups between 2 meets but requested a more “Champ” like facility – hopefully the same one the older swimmers use for Champs. Several reps agreed that the STAR relay could be much less inclusive as it would gravitate towards year-round swimmers who have winter swimming friends on several summer teams. They asked that the Champs committee investigate a more inclusive relay format such as coed. The change to 5/6 events seemed confusing to several reps. Nicole explained the need to eliminate some events to save time, but that they could reconsider.

Paul asked for a decision-making timeline to secure facilities. The board agreed the official first reading of Champs procedures would be in March, and the vote would occur at the April meeting.

Bob communicated that he has negotiated a traditional Champs contract (2 full days) with UVA for 29/30 July.

Paul asked reps to share this preliminary proposal with teams and provide feedback to Nicole before the next meeting.

- **Championship Committee** – Paul reminded reps that the Champs Committee is created each year with 1 volunteer from each host teams. This volunteer does not need to be the JSL team rep. This 2022 host teams are CGST, FLST, FSBC, and LMST.
- **2022 Dual Meet Committee** – Discussion tabled until March meeting due to time.
- **Review Board Rep Duties** – Paul asked the reps to review monthly duties in the Board Manual Section 4. He provided the following checklist from the manual:

FEBRUARY

- ___ - Attend the Board meeting or find someone who will. Following the meeting you should report actions of Board meeting to your team and coaches.
- ___ - A complete updated copy of this Board Manual should be digitally distributed to you prior this meeting.
- ___ - **Contact someone on your team who will be able to provide you with a copy of your team's Certificate of Insurance. This is due to be on file with the Treasurer by 9PM on May 31st or no later than the expiration date of the policy, otherwise your team will incur a \$50.00 fine. A Certificate of Insurance is simply proof that your team has adequate liability coverage for your home meets and can be provided by your insurance company. JSL meets can NOT be held at your pool without proof of liability insurance coverage on file with the Treasurer of the League**

MARCH 1

- ___ - Attend the Board meeting or find someone who will. Following the meeting you should report actions of Board meeting to your team and coaches.
- ___ - Return your Team's JSL Information email completed as much as possible. Missing information should be forwarded to the President or person requesting as soon as possible.
- ___ - Begin gathering your Coaches' required certifications to forward to JSL as requested.
- ___ - If your Team is co-hosting the Championship, you (or the person responsible) must receive a copy of the JSL Championship (white) Procedure Manual and begin work on this important undertaking. That Manual is consulted for all Championship issues, while this manual is consulted for all Board - related issues.

Some Representatives also serve as their team's representative on the Championship Committee, but this task may be delegated to another member of your team.

Paul concluded by thanking the reps and board members for participating. He recognizes these positions take time and energy and truly appreciates their work.

FAST made a motion to adjourn and FV seconded. The motion passed unanimously and the meeting was adjourned at 8:41 pm.

Action Items

- Review Roberts Rules of Order
- Solicit team input concerning name change and bring to March meeting.
- Collect team input concerning new Champs format and provide feedback to Nicole Weiss, GCC, *prior* to March meeting.
- Review rep checklist for Feb and March

Respectfully submitted,
Kristin Wray, JSL Secretary

Next meeting – March 13, 2022.