

**ILMSA Board Meeting
Conference Call
September 11, 2017
And subsequent meetings through October 2, 2017**

Monday, September 11, 2017
Time: 7:30 PM CST
Call in #: 319-527-2723
Access code: 703052#

Board Member Attendees: Heidi Kafka, President; Tracy Lord, Vice President & Chair Communications Committee; Phil Dodson, Treasurer; Marissa Filippo, Secretary; AJ Block, Chair, Health /Fitness Committee; Inge Clark, Chair, Sanctions Committee; Barb Delanois, Chair, Registration Committee; Molly Hoover, Chair Coaches Committee; Andy Seibt, Chair, Long Distance Committee; David Sims, Chair, Finance Committee; Ed Stranc, Chair, Officials & Safety Committee.

Guests in attendance (2017 Convention Attendees): Dave Gibson, Camille Tan

Board Action notated in **boldface type**.

M, S, A = Moved, Seconded, Approved by voice vote (unless otherwise noted).

I. Call to order

Chair Heidi Kafka called the meeting to order at 7:33pm.

II. Approval of agenda

M, S, A to approve the agenda.

III. Approval of August minutes

Corrections/updates to the draft minutes were discussed. Molly is chair of the coaches committee, not the co-chair. Chris Hagenbaumer (correct spelling of his last name). The meet director is responsible for turning in meet results, not the coach as written. Mary Beth Windrath (her last name should be included). Osterman is alderman of the 48th ward.

M, S, A to approve the minutes of the August 2017 meeting as corrected.

IV. Old Business

a. State meet survey-tabled in June and August

Need to table this topic again this month.

b. Convention

Heidi has sent a sign up sheet for all the workshops and sessions. Feel free to double up on sessions. Billy Cordero can no longer attend Convention, and so Andy Holck will attend in his stead. Billy Cordero was to be an at-

large delegate and Andy lacks the experience needed to be considered for this position, and so they'll be selecting someone else. We will seek a time to meet while we're there in Dallas, so stay tuned for that email.

c. USMS model website beta test

Tracy, Heidi and Phil plan to attend the meeting/session at Convention related to this topic. Please feel free to attend, the more the better for this. Heidi will send the date and time for this so watch for that email.

d. Meet results still pending on website

Mike Abegg would be the one to respond to PAWW and Naperville meets.

Heidi will follow up with Mike on this since he's not on the call.

V. New Business

a. Sanctions conflict/Sanctions policy revision?

Central Illinois Masters and Swedish Fish are hoping to hold their meets on the same weekend in March 2018. The policy may need to be changed to make it as clear as possible and it's also meet director-friendly. Inge Clark, Sanctions Chair presented a problem/solution document that the BOD received with meeting materials (See Attachment 1).

It benefits our membership to hold as many meets as possible; so one question that was considered (by Inge and Heidi prior to the meeting) is: how can we best accommodate as many meets as possible? Based on attendance data, there seems to be no reason that meets can't co-exist in the same weekend. According to the data, two meets on the same weekend didn't seem to hurt either meet's attendance in 2017. We could even encourage swimmers to participate in both meets. The incentive program proposed in the problem/solution document could foster some good will between the clubs.

Phil asked Dave to weigh in on this issue. Dave asserts that they had fewer Chicago-area swimmers participate in the meet this past year. The way that the policy is written, it's a race to get the sanction paperwork in, and legacy meets then are at a disadvantage if they don't win the "race". Legacy meets should have priority. There are facility concerns and scheduling issues with date selections.

Ed encourages the BOD to take a broader view of this issue. Illinois Masters membership has grown, and that means that we need more meets. Age group swimming is a good model to look at, there can be up to 5-7 meets in one weekend and they're all very well attended, sometimes even sold out. If we are able to offer more meets, swimmers will come to them. We have two jobs as a board: to make sure the rules are followed, and to promote the sport. Let's promote the sport and have more meets.

Ed agrees with the proposal that Inge and Heidi have proposed (see attachment).

Phil asserts that we can't have too many meets at one time. New folks should really try not to select dates when a legacy meet has historically been scheduled.

A question was posed in discussion: Should we make a meet director list 2 choices for meet dates on the sanction request? Pool time is so tight that it's just not possible. Also, the USMS sanctioning form is an interaction between USMS and ILMSA and there's no room for a second date.

Barb asserts that Illinois' membership is, in fact, *not* growing. The former sanctions chair used to send a calendar at the beginning of each year. Inge states that new meets are coming up through the pipeline all the time, and it's difficult to unpack who is entitled to what dates.

Ed suggests that we could enforce a deadline for sanctioning and sort it all out once per year, as one possible solution.

Barb states that this is a Chicago vs. downstate Illinois issue.

Inge reminds the group that according to the data, attendance didn't necessarily suffer at the Central Illinois meet.

Dave asks if we are cannibalizing our own program by giving up each weekend?

Heidi clarifies that the BOD enacted a sanctions policy in January 2017 that indicates that only one team may have a meet on the weekend in question. If we want to change our sanctions policy to include legacy dates, we can do that at a later date, but we need to deal with this current issue using the sanctions policy that is in place now.

Discussion occurred about the forms required for sanctioning and which forms were on the website at what time.

The sanction fees and paperwork need to be "in hand" in order to secure the sanction. There was some difference in opinion about which team had the correct forms and fees submitted and by what method (check in the mail vs. direct deposit or routing to the account), and what information was given out/received to the teams in question and when.

M, S, A to table discussion on any change(s) to the sanctions policy.

M, S, A to direct both meet directors to reconsider the dates for their March 2018 meets. Heidi will reach out to both Dave and Billy to connect them for discussion.

Convention attendees will talk with other sanction chairs to see how other LMSCs handle sanction conflicts similar to the one that we are facing. AJ and Barb volunteer for this.

b. Scholarship Policy

Molly Hoover presents the proposed policy that she authored on behalf of the Board.

Proposed Policy:

Cover Letter:

Thank you for your interest in furthering your education as a USMS coach. The ILMSA is proud to support our coaches by offering D. to offset the cost of classes, certifications and clinics. Please note the following parameters in regards to applying and qualifying for scholarships:

Consideration for scholarships will be given to the following positions in order of priority:

- 1. Active head coach of a registered team in the ILMSA*
- 2. Active assistant coach of a registered team in the ILMSA*
- 3. Substitute coach of a registered team in the ILMSA*
- 4. Prospective coach (within 6 months) of a registered team in the ILMSA*
- 5. USMS registered swimmer with desire to further own education or possibly become a coach in the future*

Process:

- 1. Applicant requests information regarding scholarships from the Coaches Committee Chair*
- 2. Applicant registers for and completes all course requirements*
- 3. Applicant completes the application form and submits for review by the Coaches Committee within 60 days of completing the course*
- 4. Committee will make a final recommendation to the President of ILMSA to approve applicants that meet the requirements.*
- 5. ILMSA will reimburse applicant for the program within 60 days of receiving the application*

Amount:

- At this time, the scholarship is being designated toward a percentage of the registration fee for the course or clinic, with the applicant expected to pay the remainder of the fee*
- Percentages are not set and will vary based on but not limited to the following factors: number of scholarship applications, current coaching status, ILMSA involvement*
- Other costs are not eligible for reimbursement through this scholarship program. These may include but are not limited to: travel expenses, food expenses, salaries and wages, equipment purchases or maintenance*

M, S, A to approve the policy as written, and note there is also a web form that accompanies the policy.

c. State meet officials

We want to make certain that the State Championship Meet host knows that ILMSA will bring our own officials crew.

d. Meet warm up procedures

Meet directors need to be aware of the rules during meet warm up. No Diving! We need to be aware and safe during warm ups. We should reinforce this with meet directors statewide.

We need a meet marshal to be on deck and enforce this rule. It's important for swimmer safety. Ed will put a document together for Inge to distribute to meet directors at the time of sanction.

M, S, A that ILMSA create signage that says No Diving for posting during meet warm ups and give two to each meet director.

AJ has a swimmer that can work on the artwork for this.

e. Spam emails

Barb was having trouble with her email and spam. Tracy shut down her email and the spam has stopped.

f. Members meeting 11-5 @ Vernon Hill HS

Libertyville will be hosting our membership meeting at Vernon Hills High School on November 5th 2017. Payment has been received, so the sanction can move forward.

VI. Adjourn

M, S, A to adjourn the meeting.

M, S, A (by email vote on 10/2/2017) to accept the proposal put forth by Billy Cordero of the Swedish Fish, and Dave Gibson of Central Illinois Masters (see below in italics) regarding sanctions for meets scheduled on the same weekend in March 2018.

1. *Both teams should be allowed to have their meet in 2018 on the same weekend.*
2. *A long-term solution that isn't a "race to sanction first" is needed for future seasons.*
3. *"Open sanctioning" with no date reservation process is not in the best interest of ILMSA members. For example:*
 - *ILMSA meets should not be held on the same day*
 - *a sanctioned meet should not be held the same weekend as state meet*

4. *Meet Directors are running meets for the enjoyment of the sport, and for financial incentives to support the age group clubs they partner with, as well as for pool time for practices. Covering the costs of the event are the minimum requirement to continue hosting of future meets.*
 5. *All teams have some degree of scheduling challenges, as they are dependent on public schools, universities and YMCAs.*
 6. *Each team's meet entry should encourage participation in both meets. If a swimmer competes in both meets the entry fee for the second meet of the weekend, Central Illinois Masters Spring Classic, will be refunded after the meet. The board should provide the funds to refund the entry fee (\$25 per person) for anyone who enters both meets.*
 7. *The sanctioning process should be governed through a process set-up by the ILMSA BOD. The process needs to be open to all clubs in the state and Meet Directors should not be asked to work out conflicts if the same weekend is requested.*
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Attachment 1:

SANCTIONS ISSUES AND PROPOSAL

Prepared by Sanctions Chair Inge Clark and presented to the ILMSA Board of Directors for their call on 9/11/2017

Sanctions Chair role – Assists and advises Meet Directors in the proper conduct of meets, facilitates meet sanctions, maintains Sanction/Recognition/Calendar forms, AND encourages/facilitates the sanction of as many meets as possible for the members of ILMSA (offer options).

PROBLEM

We must define the term “first to sanction” as listed in the first paragraph of the sanctions policy.

SOLUTION

This should be spelled out as first to submit the USMS online sanction request AND payment with transmittal form (most sanction forms now updated and online under Meet Directors Resources tab).

We need to authorize a standard method of payment (i.e. – checks and cash, no wire transfers). Can we offer an ILMSA online payment option for Meet Directors? If we make this THE mandatory payment option, we have an electronic footprint of

payment (just like the USMS online sanction) and the BOD is out of the “did they or didn’t they” discussion.

PROBLEM

200 mile rule (#4 and #5 on the sanctions policy) between sanctioned events should be changed. 200 miles is too much. We exist to encourage meets, not burden Meet Directors and membership.

SOLUTION

If using the mileage rule, let’s reduce the number to 100 miles. If not using mileage rule, let’s make it an all meets are-a-go format. I am a supporter of all meets allowed. We are here to offer choices to our membership. If Meet Directors have issues amongst themselves, they need to hammer those out, not the BOD.

PROBLEM

Only one sanctioned meet per weekend allowed.

SOLUTION

Use updated mileage rule, or all meets allowed. Again, I support all meets allowed.

PROBLEM

Legacy dates.

SOLUTION

I do not recommend authorizing any legacy dates. The only good reason to have these is if they are tied to a very important, specific function with another group (such as a fundraiser). Let’s stick with an updated, first to sanction rule.

While these are all issues going forward, the question is – **How do we handle the conflicting sanctioned meets with Central IL and Swedish Fish right now?**

As the IL BOD, it is our responsibility to the IL membership to provide choices on where and how to swim, whether they be Sanctioned, Recognized and/or Calendar. As such, my proposal to encourage meets, good will and sportsmanship amongst clubs is as follows:

- ☞ Central IL and Swedish Fish are both permitted, and encouraged, to keep their current meet dates. Each meet will be independently run by their appropriate club, as usual.

- ☞ ILMSA will promote the weekend of March 2-4, 2018 as an “Ironman of Swim Meets”. (Name can change, forgive my lack of imagination on this one.)
- ☞ To encourage participation in both meets, ILMSA will provide a \$20.00 SwimOutlet gift card to each ILMSA member registered for both meets and swims at least one event in each meet.
- ☞ Verification of swimmers participating in both meets will be overseen by both Meet Directors and the Sanctions Chair. All results/tabulations and gift cards are to be appropriately completed/handled within 2 weeks time of completion of both meets. Treasurer will handle the purchase and distribution of all SwimOutlet gift cards.

The reasoning for allowing both meets to stand on their respective dates is:

1. The race of “first to sanction” was not straightforward. Verifying which club completed what process and when is sketchy.
2. The data from each meet (# of swimmers participated) is telling.

2017 Central IL
69 Swimmers

2017 Swedish Fish
159 Swimmers

2016 Central IL
52 Swimmers

2015 Central IL
57 Swimmers

It does not appear the addition of the Swedish Fish meet adversely affected the Central IL meet in 2017. We must take into account that members’ schedules do play a significant part in when and where they participate in sanctioned events. Since we cannot possibly account for those fluxuations, we must look at the data superficially.

3. These meets service different geographical areas. Chicago people want a Chicago meet. South Suburban, Central and Southern IL want a meet farther south. Swedish Fish and Central IL fill gaps in our existing sanctioned events choices. Choice is a GOOD thing!

Attachment 2:

September 15, 2017

USAS Convention notes/thoughts from ILMSA attendees

Discussed at a meeting of the Board on-site in Dallas, TX

Board Members in Attendance: AJ Block, Molly Hoover, Andy Seibt, Heidi Kafka, Tracy Lord, Marissa Filippo, Phil Dodson, Barb Delanois,

Guests in Attendance: Camille Tan, Andy Holck

Andy S.:

Open water committee meetings – rule changes and discussion about promotion of open water events. Coaching for open water swim training. Insurance is an issue and event directors will opt for the cheapest insurance rather than selecting USMS insurance because it's more expensive. This is a safety risk. Bids for 2018-2019 were also discussed. The sanctioning process is being streamlined. There is so much involved and you have to start early.

Marissa:

Learning about the organization and how the local clubs, LMSCs and Zones work together to make the organization.

Andy H.:

Also learning about the organization and how it works. Coaching vs. mentoring opened his eyes to ways to contribute to teams on the local level. Open water concepts and discourse were interesting too.

Camille:

Open water is what interests her. Training available online for open water safety directors and race directors and ILMSA can point folks to it. Zone-based workout groups could be a good idea for us to implement. Rule changes are interesting. Nationals at Indy next year – hotel rooms are going to be tight and potentially expensive. ILMSA needs to let members know ASAP once the details are posted. If it's a 200 or more, you have to have a national qualifying time.

AJ:

Attended championship committee meetings. Mesa, AZ for short course in 2019 Spring (April 25-28) We'll need to avoid these dates for 2019 State bids; Long course Mission Viejo, CA in August 2019, and other locations for 2019 and 2020 were announced.

2019 SC - Mesa (April 25-28, 2019)

2019 LC - Mission Viejo (Aug 7-11, 2019)

2020 LC - Richmond VA (Aug 13-16, 2020)

Online relay registration is a big hit – can we use this at our state meet?
Fitness swimming initiative that has been going well on the national level can also be implemented at the state level. There is a lot of potential there for this program and AJ plans to help Illinois ramp this up (and there is a fundraising component). From the coaches' committee, she is interested in promoting nontraditional meets in Illinois (25s, relays, etc.). She also picked up a lot of great ideas from "Add Oomph to Your Meets" session.

Molly:

Fitness events should be promoted in our state through the coaches. There is an emergency form that could be filled out by swimmers, shrunk, and made into a bag tag which contains important information that a coach would need to know in case of an emergency. We must be careful of HIPAAA, it can't be required that a swimmer completes the form, but it could be really handy to have in case of an emergency. This could be a resource we offer to IL coaches. In 2018 the National Clinic will be held in the D.C. Area. We think we can have a state clinic in the same year without conflict.

Phil:

Attended the Swimming Saves Lives Foundation meeting and there was an appeal for donations made to the LMSCs to make up for a budgetary shortfall. Fitness events could be held as a fundraiser to benefit the SSLF. We may want to appoint someone to liaise with National SSLF moving forward.

Tracy:

Coaches' Committee meetings were very good. Regular coach communications at the state level is key. For level 4 certification scholarships/grants, if an individual is not selected in one year, they are put back into the "pool" for the following year. There are stipends available for contributing content to USMS.org also. We may want to think about offering scholarships for official's certification courses to ensure a pipeline of good officials in Illinois.

Barb:

We may want to require or strongly encourage meet registration via club assistant only. Wallet cards, too. There are many members who request wallet cards and maybe we should consider phasing that out.

Heidi:

We also want to encourage some fun stuff at IL meets; social components, 25s or mixed team relays. On the sanction issue, research has indicated that maybe the best way forward is to collect bids for the year all at once, plan the meet calendar and distribute it to the state all at once. It'd be a change in procedure, and people would have to get used to that, but it could save us a lot of trouble moving forward.