

Administrative Division Report-
September 2011

Action/ Housekeeping Items-

- Reflection in the October Meeting Minutes that travel assistance was approved. **(E-VOTE CONDUCTED)**
- Approval of \$ 4900.00 total salary adjustments for PVS Contactors. 1 position is still being reviewed and the Compensation committee will present a recommendation for compensation at a later date. **(VOTE REQUIRED)**
- PVS Sponsorship by Speedo- The Speedo shirts due to the association for BOD members for Convention were not available when needed. Speedo has given PVS a credit for the shirts to be used by the officials for the Championship meet this year.
- Transfer form for PVS- The PVS transfer form for athletes transferring from club to club is now available online.
- PVS Swimposium- Do we continue with this in 2012? USA Swimming has expressed interest in running a regional coaches clinic in our area while working with us on the swimposium.
- The responsibility of Pre & Post Meet Recon has been transferred to PVS Administrative Assistant, Terri Marlin. Terri is currently the Sanctioning officer of PVS and this change is consistent with meet operations.
- PVS has terminated our contract with our Equipment Manager. The Operations division is currently reviewing the direction Equipment Rental will take for the 2011-2012 season.

Much of September & October will be spent updating the PVS By-Laws to reflect the changes voted in at the 2011 USAS Convention.

The compensation committee met in September 2011 to have performance reviews for all contractors and recommend salary adjustments. The total salary increases is \$4900.00 this report and recommendations has been submitted to the Executive Director, John Ertter.

Respectfully Submitted by:
Paris Jacobs
PVS Administrative Chair