



Board of Directors Meeting
June 27, 2022
Video Conference, 7:00 pm

- Attendance – Tim Husson, Bob Walker, JD Foster, Carolyn Kotarski, Evan Stiles, Erik Collins, Kelly Opipari, Jorge Zamora, Sophie Elliot, Samantha Gilbert. Non voting attendees: Kelly Rowell, Kurt Thiel, Dory Halbe, Beth Winkowski (USA Swimming)
 - There were a sufficient number of board members to establish a Quorum
- **Mission Statement: PVS Supports and promotes excellence for all through competition, education, inclusion, and leadership in a safe, equitable environment.**
 - Competition is our current focus. We are grateful that we are primarily back to normal, as we conclude another successful competition season.
- Consent Agenda: Approval of Submitted Reports and [Minutes of May 23 Meeting](#)
 - General Chair
 - Finance Vice Chair
 - Age Group Vice Chair
- Additional Agenda Items & Approval of the Agenda – Agenda approved and nothing further to add.
- Athletes Update – Sophie and Samantha reported:
 - JP is continuing his work on the Safe Sport program.
 - There are three new athletes interested in serving on PVS committees.
 - Athlete Spotlights on Instagram – One week ago the first Athlete Spotlight was posted on PVS social media platforms. There are currently about 300 followers. Sophie noted that she is able to track the “insights” and it appears that there has been an increase in social engagement with the introduction of the Athlete Spotlight. She is hopeful that she will be able to continue to add more and more athletes.
 - Official’s Recognition - Samantha is continuing to work on the Officials recognition. She has been talking to officials and noted that summer league officials have commented that they feel more needed and more appreciated. She is looking for ways to help Officials feel more appreciated during the PVS season. One thought is to add a segment to the Athlete newsletter.
- General Chair Updates:
 - Registration Status – As noted in the General Chair’s report, when comparing our current registration numbers with 2019, we will finish the year just slightly behind where we were in 2019. Tim feels this is a strong showing as we continue to recover from the pandemic.
 - Long Course Meet Participation – We have seen significantly lower participation numbers at the long course meet this spring. Does anyone have any thoughts/ideas as to why the numbers are so much lower this season?

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- Sophie Elliot (athlete) commented that she is seeing on her club, the swimmers who are looking for cuts seem the ones doing the most meets, that others are just not competing right now.
- Erik Collins commented that he hears a lot of families saying they “need a break”. Coaches seem excited to be getting back “normal”, but that the families do not seem to be as interested in participating in meets.
- Bob Walker noted that with summer league being back to a more normal schedule with lots of social events, the parents seem to be more involved with getting summer league opened back up than participating in Long Course meets. Additionally with schools getting out late, for his club, he is more interested in using Sundays for his higher level athletes to train. The younger swimmers have been participating. The long course season has also extended later into the summer, so there are more opportunities for the higher level swimmers to continue to compete later into July.
- LSC Leaders Call – there have been monthly meetings with USA Swimming that Tim has been attending.
 - Community Impact Grants – There are some areas, primarily women-led diversity-led programs, that apply for these grants. Something we should continue to discuss and look into next season.
 - FLEX Membership – the changes for the 2023 season (a) will only be available to 12&U swimmers and (b) there will be a fee increase to \$30.
 - SWIMS 3.0 – Kelly Rowell, our Registrar, received more information today regarding SWIMS 3.0. The current plan is to open up the portal to clubs in mid August. All clubs should have received links to several training videos, with more to come in the next six weeks.
 - If coaches decide to wait to register their current athletes, for the 2023 season, later in the fall, will there be any issues? per USA Swimming all existing data should migrate over. Clubs are encouraged to wait to renew registrations for athletes, clubs, coaches and officials until later in the fall. The initial focus should be on new registrations.
- Action Items
 - Late addition to 2022-2023 meet schedule – The following changes have been requested to the approved 2022-2023 schedule:
 - NCAP –add Autumn KingFish Splash, October 22-23, 2022
 - OCCS Freestyle Fartlek change from October 1-2 to October 8-9.
 - **Motion to add the NCAP Kingfish Splash Meet to the schedule on October 22-23 and to change the date for the OCCS Freestyle Fartlek meet from October 1-2 to October 8-9, seconded and approved.**
 - Required Number of Officials Policy change - JD Foster proposes a change to the language of the “Required Number of Officials” policy to clarify when the fines will be assessed and which

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“swimmers” are being used for the size of the club that determines the required number of officials.

- Proposed updated language for the second paragraph:
 - An assessment of whether a club has the required number of officials to avoid a fine is to be made August 1 of each year by the Vice Chair-Finance working with the Registrar. The Vice-Chair Finance will then notify teams affected and the Treasurer will invoice them accordingly. For purposes of applying this test, only athletes with premium USA Swimming registrations shall be counted. Excluded from the computation are swimmers with "flex" or “seasonal” memberships, and those representing a school or its affiliated club who have participated in NCAA competition during the current year.
 - **Motion to change the language in the second paragraph of the policy regarding the fines for insufficient number of officials as stated above, seconded and approved.**
- Request for reimbursement for hotel stay - Potomac Marlins hosted the LC Distance meet at Fairland, which is a couple of hours from where Bill Marlin lives, so he stayed in a hotel room on Saturday night between the two sessions to avoid the 2+ hour drive back and forth. The cost of the room was \$256. While such a request is not within PVS policy, the Potomac Marlins did offer to host the meet when no other club was willing to host, along with several other PVS long course meets. The question was raised about a precedent of such requests. Tim and JD will continue their conversation and work to establish some general guidelines/recommendations of how to add additional language to our current policies when hosting meets.
 - **Motion to allow hotel reimbursement, for the Potomac Marlins for the LC Distance meet, seconded and approved. (1 abstain)**
- Zone Team Application and Update – Erik Collins reported:
 - Dory Halbe has been doing an amazing job as the Team Manager. A lot has been done and we are finalizing the athlete application.
 - The application will be a Google Form, July 24 at midnight is the deadline (final date of 13&O Championships), entries are due on July 26.
 - A Parent meeting is planned for July 27 via Zoom
 - The Meet is self-travel. They are requesting swimmers arrive on Tuesday and stay through the end of the meet, but know that travel will vary.
 - Each swimmer is allowed to swim up to 8 events, which is more than in the past.
 - Outfitting will be a silicone cap (silver) with the new PVS logo. There will be gold caps if they make finals. They have been ordered. Additionally there will be four shirts; one team t-shirt and one tank top plus two additional themed t-shirts.
 - Dory went over the information that is being requested on the application. The application was shared with the Board and all members are asked to review and send any comments, thoughts, additional to Dory.

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- Fee? – Dory reviewed the estimate of the fees: About \$175-200 per swimmer for entries, caps, shirts, etc.
 - **Motion to charge each athlete \$100 fee for the EZ Long Course Age Group Championship meet, seconded and approved.**
- How are we collecting this fee? TBD
- Tim and Dory will meet to discuss the best way to complete the team entries.
- Erik noted that one coach had to back out from the Zone Team, so we are looking for one more coach. If you or anyone is interested, please let Erik and/or Dory know as soon as possible.
- PVS Summer Meets – Update
 - We have finished up our spring LC Open meets. Meet Announcements and Event Files are posted for the Championship meets. Host clubs are busy planning for these meets.
 - Tim reported on LC meets and participation numbers. Compared to 2019, the LC Open 1 entries were down by more than 50%, LC Open 2 entries were down from 3800 to about 2800. We will want to continue to look at our schedule and the meets and work on ways to continue to best serve our clubs and athletes.
 - All the meets were run successfully this year. Thank you to all the hosts. .
 - It was noted that for the LC Distance meet we moved the Sunday session to the morning which worked well for the athletes, coaches, officials and the facility. It is recommended that we continue with a similar schedule going forward.
 - It was noted that the number of spectators seemed to be much lower than expected or that were in attendance in the past.
 - The number of Officials at meets, continues to be a concern. Both sites of the LC Open 2 had a hard time filling all Officials' spots.
- Board Manual - Job Descriptions & Required Tasks – As a reminder, Tim has sent out the link to all Board Members. Please review and make the necessary edits to your particular board position description. The more you can fill out to help your successor the better.
- USA Swimming Operational Risk Management sent out a survey to clubs and LSC. Tim has filled it out on behalf of PVS regarding marshals. Tim will send the survey to all PVS clubs.
- together.
- Next Scheduled Meeting: July 25, 2022 is the next scheduled meeting, however there are a number of board members with conflicts. The July Board meeting has been moved to July 18.
- The meeting was adjourned at 8:17 PM.

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General Chair's Report

June 27, 2022 Board Meeting

Registration - As of June 22, PVS has registered 12,319 athletes (11,348 premium, 944 flex, 13 outreach, 14 seasonal) for 2022. PVS has 1,151 non-athlete members (573 coaches, 512 officials, 66 others). Compared to the registration numbers in 2019 (12,633 athletes, 1,279 non-athletes) and 2020 (12,505 athletes, 1,225 non-athletes) PVS has recovered pretty well from the pandemic. Our number of officials is lagging behind the most and will take some time to catch up.

LSC Leaders Call (June 9) - I attended the monthly LSC Leaders Zoom meeting with USA Swimming Staff, LSC General Chairs, and other LSC Leaders. Here is some information we received.

Community Impact Grants - 10 were awarded this year. Next year, the application will open in February and close in April. These grants are targeted towards:

- Creating partnerships between a USA Swimming team and a facility or recreational organization that doesn't currently have a team;
- Supporting programs led by women and/or diverse individuals; and
- Partnering USA Swimming clubs with Historically Black Colleges and Universities to create competitive programs for youth in campus pools.

Further information is available on the [USA Swimming website](#).

SWIMS 3.0 - USA Swimming has developed some information resource pages for [SWIMS 3.0](#) and [Online Member Registration](#). Tutorial videos and other resources are available for [LSCs](#) and [Clubs](#).

Deck Pass App - The Deck Pass app will be replaced by a USA Swimming app in September. The direct connection between Deck Pass and Team Unify was discontinued on or about June 14.

Flex Membership - Changes to the Flex Membership for the 2023 registration year are (a) it will only be available to athletes 12 years old and younger. The registration fee will increase to \$30 with \$10 still going to the LSC.

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PVS LC Championship Meets - The meet announcements for all three PVS LC championship meets have been completed and posted on the website.

Diversity, Equity & Inclusion - The best example of serving underserved populations in USA Swimming is the [Buffalo City Swim Project](#). Through outreach, partnerships, and grants, they have been able to provide free or low-cost swim lessons and competitive swim team opportunities to underserved areas in Buffalo, NY. They recently released a [promotional video](#) about the program.

2023 Registration Fee Collection - As discussed at the May board meeting, PVS had opted in to allow USA Swimming to collect the LSC portion of the registration fee. USA Swimming will retain 4% as an administrative fee.

Operational Risk Survey - The USA Swimming Operational Risk Committee has sent a link to an Operational Risk Survey which I will send out to all the clubs. The survey has questions about Hypoxic Blackout and Water Temperature practices.

Stay safe! Stay healthy! Get the vaccine when it is available to you. And, continue to practice COVID-safe behaviors.

Tim Husson
General Chair
GeneralChair@pvs swim.org

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Potomac Valley Swimming Finance Report

Of Clubs, Athletes, and Officials

In April the Board waived for another year the fines clubs would otherwise face for having too few attached officials. As of May 1, 14 clubs fell short, a combined 70 officials, though most of the shortfall was in five of the larger clubs. I have alerted the clubs of their shortfalls and the fines they would otherwise have faced.

The matter brought to my attention that the pertinent text in P&P (page 42) is out-of-date or inadequate in at least two respects needing correction. First, the text makes almost no reference to when the fine is to be imposed, other than a passing reference to the first impositions in May of 2008. Absent clarifying language, the fines could be imposed daily, once a decade, or any time increment in between.

Second, the fine is to be calculated based on the attached officials and the club's number of "swimmers." This could include any combination of premium, flex, or seasonal registrations. I believe the tradition is to include only premium registrations, but absent clarifying language such a practice is arguably inconsistent with P&P.

Thus, I suggest the Board consider replacing the second descriptive paragraph on page 42 with text (below) that clarifies the fines are to be calculated and imposed on August 1, after the long-course season and clubs have the best chance of having affiliated officials complete their certifications, and that the fines only apply to premium registrations.

An assessment of whether a club has the required number of officials to avoid a fine is to be made August 1 of each year by the Vice Chair-Finance working with the Registrar. The Vice-Chair Finance will then notify teams affected and the Treasurer will invoice them accordingly. For purposes of applying this test, only athletes with premium USA Swimming registrations shall be counted. Excluded from the computation are swimmers with "flex" or "seasonal" memberships, and those representing a school or its affiliated club who have participated in NCAA competition during the current year.

I raise this now to bring it to the Board's attention. I anticipate raising this at the next Board meeting for consideration and possible adoption.

Respectfully submitted,

J.D. Foster
Vice Chair Finance
Potomac Valley Swimming
June 22, 2022

Age Group Chair report for June 2022 Board Meeting

Meet Announcements for the 12&U Meet and the 13&O Meet were posted (along with the event files); big thanks to everybody who contributed to getting that done (Tim & Evan, consulting on Time Standards; Carolyn & Kelly on the Tech Committee; and Terri with her admin help);

PVS Meets: The PVS Distance Meet and LC1/LC2 were run this month. All three meets had some adjustments made to their schedule/format/location, but seemed to run smoothly and were well received by the coaches I spoke with. One coach thought the 10 minute breaks in the LC2 could have been handled differently, and wished it had been in the Meet Announcement. I explained we had to receive all the entries before determining how best to run each session, which is why it changed, and he seemed to understand;

The PVS LC AG Zone Team Coaching Staff is set (although we still need one more assistant coach). We met for lunch earlier this month to review the Meet Announcement, talk about the trip, who coaches what age group, and review the Zone Team Athlete Application. The Athlete Application is ready for the Board's review at the June 27 BoD Meeting.

Coaches I speak with are generally excited for the PVS Championship Meets, everybody is looking forward to a "regular" end to the LCM Season. Thanks to everybody on the PVS Board for working so hard to get us to this point!

Erik Collins

Mason MAKOS/PVS Age Group Chairperson

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