

**Potomac Valley Swimming  
Board of Directors Meeting  
March 19, 2024  
Video Conference**

- Call to order - The meeting was called to order by General Chair, Cherlynn Venit.
- Roll Call/Quorum – Voting Member Attendees: Cherlynn Venit, Trish Buswell, Ellen Colket, Tom Ugast, Erik Collins, Nicole Erickson, Andrew Koons, Cliff Gordan, Grey York, Barb Ship, Harper Freeman, Samantha Gilbert. Non-voting attendees: Kim Bullers, Beth Winkowski, Tim Husson, Christine Haslem.
  - There are a sufficient number of voting members to conduct business.
- [Consent Agenda](#) – Anything to pull?
  - **Motion to approve the consent agenda as presented, seconded and approved.**
- Additional Agenda Items & Approval of the [Agenda](#)
  - 24-25 meet facility bids – October Open
  - New Business – Tim Husson requested to add report on items he is working on with USA S.
    - **Motion to approve the agenda as presented and to include the additional items, seconded and approved.**
- Administrative/Financial Update
  - Financial Statement – We are six months into our Fiscal Year. All members will be asked to reflect on any changes that are expected, projected or made to the accounts they are responsible for.
    - Each account holder will receive a request to provide information on the budget line items they are responsible for. Account holders are asked to project forward, through the end of August, on any additional income and expenses and to send the information to the Finance Department.
    - In addition, account holders are being requested to submit to the Finance Department projections for the 2024-2025 line items, to be included in the draft budget.
      - For any new budget item, there is a request form to add the new budget items, please complete with the amount requested and all justifications.
  - Budget vs Actual – Finance Vice Chair, Ellen Colket noted that at this time our budget vs actual amounts appear to be on track. A majority of our income is in and a number of expenses are still outstanding, as per usual.
- Operations Risk – Cherlynn Venit reported that our current Operational Risk Chair has stepped down. We are currently looking for a new candidate. The board was asked to send any recommendations to Cherlynn.
- Action Items/Motions – nothing to move on.
- Old Business
  - Athlete Project Update – See report submitted.
    - Harper Freeman reported that they are still working to secure all financial help, in both how to collect funds and send the donation to Hawaii Swimming.
      - Cherlynn Venit will meet with the athletes in the next weeks to help make a plan and secure all the information.

- LC Meet Hosts – Terri Marlin reported that we are still in need of meet hosts for the LC Open sites, June 30, at Fairland, Franconia and Audrey Moore, 13 & Over Champs, July 18-24 at the Jeff Rouse Center and 12 & Under Champs, July 18-24 at UMD. We are set with hosts for the LC Distance Meet (TOLL), LC Open 1 (PAC, ASTA and YORK).
  - AG/SR Chair and Coach Reps were asked to reach out to clubs and encourage them to be meet hosts.
- Meet Bids from FCPA (2024-2025 season) – Operation Chair, Tom Ugast, has secured Franconia, to replace Providence for the November Open. However there is a conflict with Franconia for the October Open.
  - After a brief discussion it was recommended to request Audrey Moore as the third site for the October Open in 2024, to replace Franconia.
  - Tom will reach out to FCPA about this change.
- VA Swimming Charges – General Chair, Cherlynn Venit reported:
  - Last week Cherlynn, along with PVS Admin Chair, Trish Buswell, meet with representatives from VSI; John Stanely (Admin Vice-Chair), Mary Turner (Executive Director) and Bryan Wallin (General Chair). Two members from USA Swimming were also present; Beth Winkowski and Joel Shinofield, to discuss the surcharges/fees that Virginia Swimming charges PVS and PVS clubs when a meet is hosted in VSI territory. Then over the weekend, John Stanley asked for a second call with Cherlynn.
    - It was communicated to them that PVS and PVS clubs were not happy that VSI decided to make changes to the previously agreed upon Treaty and change the fee structure without any notice or consultation.
    - Territory lines were also discussed, regarding both Prince William and Loudoun County
  - At the end of meeting, given set of potential options to take to the board.
  - Some historical information was reported. There was a treaty agreed upon, regarding sanction fees, back in December of 2006, it was agreed that a \$100 sanction fee would be paid to VSI by PVS/PVS clubs for any meets hosted in VSI territory (Loudoun/Prince William/Stafford Counties). In January 2007, VSI agreed as long as specific criteria were met; 80% of the attendees were from PVS and the host team did all the work. It was found in meeting minutes that this was a treaty.
    - In 2019, VSI decided they wanted an endowment fund, and changed their P&P to include a \$2.50 per athlete surcharge, plus splash fees for all meets in VSI. Currently if it is a club meet, the \$2.50 sur charge stays with VSI club and the splash fee, plus \$.20 is paid to VSI. However, PVS pays the \$2.50 surcharge which goes to VSI. It was asked Why and we were told they felt it was within their rights and best interest to charge this fee.
  - There were several ideas proposed; Stick with current treaty, renegotiate the treaty, realign borders, or open the borders. It was explained that if an agreement cannot be made between PVS and VSI, then the policy to refer back to the rule book, which states the LCS where the meet is physically held has the authority to approve or reject any sanction request for that facility.

- VSI is concerned if the boundaries are changed that there is nothing to keep PVS from moving even further South down the I95 corridor or further West, therefore they are strongly opposed to any changes in the borders.
  - Cherlynn has done quite a bit of research and presented the PVS Board with several options to present to VSI. Communications will continue between PVS and VSI, as our board continues to find a reasonable and fair solution, that is in the best interest of all swimmers.
- Summer 13 & Over Champs – Given the financial impact on PVS with the charges having to be paid to VSI, Cherlynn asked if we should we try to look for somewhere within our boundaries to host the LC 13 & Over Champs.
  - Board members felt it was reasonable to look within our boundaries for a reasonable facility for the meet. There was a brief discussion as to which facility would be best, and more inquiries will be made in the coming weeks.
- LC Zones Assistant Coach Nomination Status/Stipends –
  - Status of Assistance Coach nominations - Age Group Chair, Erik Collins noted he has 5 current coaches interested in serving as assistant coaches and will be on a ballot/notification at the May CCM for the LC Age Group Zone meet, Aug 7-10 in Hampton.
    - Ideally there will be 6 assistant coaches, one for each age group/gender, plus the Head Coach and Team Manager
    - Coach Reps, Nicole and Andrew will work to find another coach.
  - Stipends – There was a question as to whether the amount of the Stipend offered was negatively affects the number of coaches interested in stepping up as an assistant coach.
    - Coach Rep, Nicole Erickson reported on her research on the stipend's vs time on deck.
    - \$520 is the current stipend which is in addition to all transportation, hotels and meals costs.
    - It was also noted that there is a method to keep the Stipend under \$600. Any individual who gets paid \$600 or more receive a 1099 and will have to report and pay taxes.
- BOD Nomination Status & Voting Procedures – The following Board Positions are up for election at the 2024 HOD meeting. Current BOD members that are eligible for re-election, please let Paris and Cherlynn know if you plan to run again.
  - Admin Chair – Trish Buswell is eligible to run again.
  - Operations – Tom Ugast is eligible to run again.
  - AG Chair – Erik Collins has fulfilled his 2 terms. Position is open.
  - Safe Sport – Greg York is eligible to run again.
  - Meeting will held in person at Overlee Community Center and there will be Zoom access as well.
  - Tuesday, May 14 is HOD
- Athlete Rep Nomination Status –
  - Athlete Rep, Harper Freeman, was asked to reach out to Paris to work on the election process for the next Junior Athlete Representative. There is no defined time for the election. It used to happen during Jr/Sr Champs. The last few years it has been over the summer. We are looking to do it as a



- Tim Husson reported that he is a member of the USAS Task Force working on the Junior Official program. USA Swimming is looking for a few LSCs to test the program. Tim asked if PVS was interested in being one of the first LSC to participate in the trail, launching the Junior Official Program.
  - There was a resounding YES, from the Officials Representative, Barb Ship as well as other Board Members. This could be a great thing for our athletes.
    - **Motion to work with USA Swimming and participate in the trail Junior Official program, seconded and approved.**
- Tim Husson is also heading a group that is working on the reporting capabilities in SWIMS and they are soliciting input on the various reports and how to improve them for coaches, officials and administrators.
  - In April they will be looking at IMR/IMX report – if any coaches have any thoughts, please send them to Tim. He also asked that coaches spread the word to other coaches/clubs, so a list can be made of what works, doesn't work and how it can be more usable for our clubs.
- Comments (Stop, Start, Continue) – nothing to report.
- Upcoming Meetings/Opportunities
  - USA Swimming webinars – LC Training in a short course pool.
  - PVS Committees
    - DEI-April 7, Officials – April 24, Safe Sport - , Tech & SM – April 7, Governance - ?, Finance - ?, Open Water - ?,
    - Meetings must be posted to the website -send to Tim and Cherlynn
  - Next scheduled BOD meeting: Tuesday, April 16, Zoom
- Adjournment – **motion to adjourn, seconded and approved.**

# Board of Directors Meeting Agenda

March 19, 2024

[Zoom @7:00 PM \(click to join the meeting\)](#)

## Call Meeting to Order

- 1) Introductions/Roll Call to establish Quorum
- 2) [Consent Agenda](#): pull any for discussion? (Cherlynn)
- 3) Additional Agenda Items & Approval of the Agenda (Cherlynn)
- 4) Administrative Update
  - a) Financial Statement (Ellen) – pulled from consent agenda
  - b) Budget vs Actual (Ellen) – pulled from consent agenda
  - c) Operational Risk (Cherlynn)
- 5) Action Items/Motions - None
- 6) Old Business
  - a) Athlete Project Update (Samantha/Harper/Nicole)
  - b) LC Meet Hosts (Terri)
  - c) VA Swimming Charges (Cherlynn)
  - d) Summer 13 & Over LC Champs (Cherlynn)
  - e) LC Zones Assistant Coach Nomination Status/Stipends
  - f) BOD Nomination Status & Voting Procedure
  - g) Athlete Rep Nomination Status
  - h) & Proposed Date
  - i) HOD Meeting Location – Overlee confirmed
    - i) Start time?
    - ii) Agenda
  - j) Open Water
    - i) Financial Assistance Grant Application
    - ii) Open Water Event Date Submission procedure and policy
  - k) Board Orientation/Strategic Planning Off-Site (Committee/Date/Location)
  - l) Goals/Benchmarks for next month (All)
- 7) New Business
  - a) Continuity book with job guidelines/tasks to hand off to next person elected in May (Due April 16)
  - b) Outstanding Service Award Nomination for PVS
  - c) Recruiting violation vs Team Hopping
  - d) UMD Request – 14 & U Champs (no fins or ledges)
- 8) Comments (Stop, Start, Continue) (Cherlynn)
- 9) Upcoming Meetings/Opportunities
  - a) [USA-S](#) webinars

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Mission Statement: PVS supports and promotes excellence for all through competition, education, inclusion, and leadership in a safe, equitable environment.

Vision Statement: PVS aims to achieve excellence in and out of the pool as a diverse community grounded in a shared love of competitive swimming.

b) PVS Committees: DEI – April 7; Officials – April 24; SafeSport – ?; Tech & SM – April 7; Gov – ?; Finance - ??, Open Water - ?? – Meetings MUST be posted to website – send to me and Tim

c) Next Scheduled Board Meeting: Tuesday, April 16 on Zoom

10) Adjournment

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Mission Statement: PVS supports and promotes excellence for all through competition, education, inclusion, and leadership in a safe, equitable environment.

Vision Statement: PVS aims to achieve excellence in and out of the pool as a diverse community grounded in a shared love of competitive swimming.

# Consent Agenda

(BOD Meeting 3-19-24)

1. February 20, 2024 Meeting Package
2. Committee Reports
  - a. [General Chair](#)
    - i. [Technology and Social Media](#)
    - ii. [Webmaster](#)
    - iii. [HS Times Verification Officer](#)
  - b. Administrative Vice Chair
  - c.
  - d. Finance Vice Chair
    - i. [Finance Report \(pulled\)](#)
    - ii. [Budget vs Actuals \(pulled\)](#)
  - e. Senior Vice Chair
  - f. Age Group Vice Chair
  - g. Operations Vice Chair
  - h. Athletes Representatives
  - i. Coaches Representatives
  - j. [Officials Representative/Chair](#)
    - i. [Travel Reimbursement Report \(pulled\)](#)
  - k. DEI Chair
  - l. SafeSport Chair
  - m. Registrar
  - n. Open Water Coordinator Report
  - o. Operational Risk Coordinator
  - p. Governance Chair





## **PVS General Chair Report**

**3-19-24**

Congratulations to everyone on successful Jr/Sr Champs and 14 & Under Champs meets! Thank you to NCAP and MACH for hosting the meets and to all their volunteers for helping to make it a pleasant experience for all. Also thank you to the officials for showing up in force and furthering their education as well with all of the N2 and N3 evaluations. We wish all the swimmers who qualified for additional meets the best of luck and fast swims in their meets later this month.

We now look forward to the Long Course season beginning. We still need several hosts for the long course meets and will work on filling those host spots by the April Board meeting.

The successful Coach Networks provide great ideas for coaches and exchange of information. USA-Swimming Senior Network is hosting a webinar on March 26 at 2:00 pm ET and again on March 27 at 12:00 pm ET about "Short Course Training in a Long Course Season" and how to get good results without access to a long course pool. If you are unable to attend at those times, you can still get the information by registering for the webinar. The 11-14 Age Group Network will be hosting a webinar on "Coach Education through USA Swimming University" on April 16 12:00 Noon ET and April 18 and 2:00 pm ET. The webinar will focus on what the University offers and how to find it. Please share this information!

USA-Swimming officials' training will be coming online in April. The first courses available will be Foundations of Officiating (30 mins) and the Stroke & Turn Course (60-90 mins). The courses were created in collaboration with the National Officials Committee. New officials will be required to take both courses. Recertifying officials only need to take the Stroke & Turn course.

USA-Swimming will be starting a LSC Coach Rep call that will be led by 4 Zone coach reps and individuals from the Coach's Advisory Council. The plan is to hold the call 3 times a year (April, October, January). The first call will be on April 16 at 1 pm ET and will cover the topics of job descriptions and communication.

Coaches' classes for certification are now tied to membership cards and can cause a coach to NOT be in good standing. Coaches who completed the required courses prior to Sept. 1, 2022 have been grandfathered in. All other coaches need to complete the new required courses to be in Good Standing. Please make sure coaches are checking their credentials regularly and know when courses must be completed. You can be in Good Standing one day, and NOT the next day!! Meet directors and referees should be checking the credentials of ALL coaches and officials.

The Women in Governance program will NOT be seeking 2024 nominations. The Class of 2025 nominees will be solicited in the Spring of 2025. The program would then start with a few Zoom calls followed by an in person portion in September 2025 just before ABM. Participants are expected to stay for ABM. There will be additional Zoom calls and the program would end in November.

DEI will begin using a new quarterly format for their webinars. Individual education requests will still be accepted through the Speaker Engagement Request Form on the website. The schedule for the quarterly webinars will be: March 21, May 2, Sept 5 and Nov 7 from 5-6:30 pm MT. (7-8:30 ET currently)

The Swimposium program is being revamped to offer one Swimposium per Zone. People can attend in ANY Zone – you are not restricted to your own Zone. The coach's track will offer the ADM certification. Watch the USA-S website for more information about upcoming dates. Currently scheduled Swimposiums include April in Wyoming and Sept 13-15 at Penn State. Current pricing is \$100 per coach or a deal of \$200 for up to 4 coaches from one team.

The Annual Business Meeting is scheduled for Sept 26-29. The following tracks have been mentioned: General Chair, Officials Chair, DEI, athlete reps and Registration. They are encouraging additional participants. LSCs have been asked to budget for flights and rooms. More information should be posted by the end of the month.

Discussions with USA-Swimming and Virginia Swimming are ongoing regarding the \$2.50 fee per swimmer for meets held in Virginia Swimming territory (Claude Moore, Freedom Center, Dulles South, WARF, OSA, PWCS, Jeff Rouse). An update and options will be provided to the Board for discussion.

Finally, everyone is getting excited for Trials. There will be a Free Fan Experience (Toyota's AquaZone) attached to the stadium as well as a USA-Live tailgating experience. Prelims will be at 11 am and Final at 8 pm – broadcast live each night on NBC. There are group sales offered to LSCs for groups greater than 10. Do we know of any teams taking advantage of the opportunities being provided?



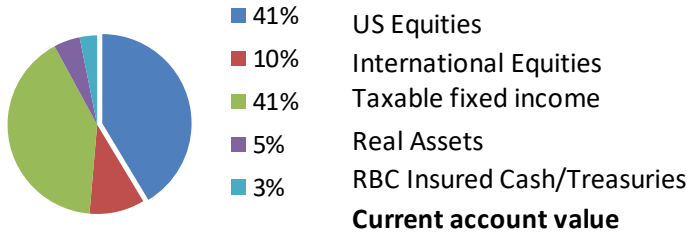
# Potomac Valley Swimming Finance Report as of 12-Mar-2024

## Financial Performance

Our investment portfolio managed by RBC Wealth Management continues to exceed our growth target, outperforming the MSCI All Country World Index and earning 3% or greater, net of fees. Year over year growth in our portfolio has been approximately 13%.

**As of 12 Mar 2024**

### ASSET ALLOCATION SUMMARY



	CURRENT VALUE	% of Portfolio
	\$ 174,364	41%
	\$ 42,101	10%
	\$ 171,856	41%
	\$ 20,081	5%
	\$ 13,177	3%
<b>Current account value</b>	<b>\$ 421,579</b>	<b>100%</b>

Investment Objective - **Balanced Growth**

Risk Tolerance - **Low Risk**

Our General Operating Account (GOA), Restricted Operating Account (ROA) and Special Accounts currently remain within the Wells Fargo Banking Institution. We continue to research the feasibility of Wells Fargo providing bill pay service which would save on the cost of purchasing checks, stamps, envelopes, and saving time.

## Budget Performance

We are six months into the 2023-2024 season and 63% of budgeted net income has been booked and on target with the fiscal year's plan. The key areas contributing to this are registrations as well as meet entries and associated splash fees. Our expenses are lagging and just under 32% of the plan. DE&I, Safe Sport, Development, and grants are key areas that continue to require our attention to ensure funds are being spent to meet the goals of these programs. We have identified a few opportunities for cost savings to offset the projected year-end deficit of \$35,000.

## 2024-2025 Budget Preparation

Prior to the March BOD meeting, account owners will receive a worksheet summarizing to-date expenditures along with two additional fields; one for entering projected to-go expenditures through end of season 31-Aug-2024 and the second for entering planned '24-'25 season budgets. The Board will discuss to-date performance of the 2023-2024 budget as well as anticipated end of season projections for each budget category during the March BOD meeting. Budget owners will then finalize a draft of their 2024-2025 budget line items and will transmit these documents to the Finance Vice Chair by 8-Apr-2024 for consolidation prior to the 19-April Board meeting. Any new



## Potomac Valley Swimming Finance Report as of 12-Mar-2024

items will need to have a Budget request form completed and transmitted to the Finance Vice Chair as well. The consolidated draft budget will be reviewed, discussed, and voted on at the 16-April Board Meeting. All revisions will be incorporated and readied for posting in advance of the 14-May HOD meeting.

### **Improvement Opportunities:**

- We have activated Informed Delivery with USPS and now have the ability to preview images of all incoming mail to our PO Box.

### **Reminders:**

- When hosting a PVS meet, Meet Hosts must read, sign, and return the Meet Director's form to the LSC Services Manager one week prior to the meet. This document includes important financial and operational details for managing and hosting these meets.
- We are requesting that all clubs look to utilize ACH payment of bills in lieu of writing checks to process payment to PVS. We currently have approximately 80%+ of clubs utilizing the ACH function and are striving to achieve 95-97%. We will be reaching out to these clubs over the next 60-90 days to see how we can assist.
- Continuing to research and work with Wells Fargo and QuickBooks to determine the feasibility of using Bill Pay to mitigate the number of checks, stamps, envelopes, and reduce the amount of time processing checks issued by PVS.

Respectfully submitted,

Ellen Colket  
Vice Chair Finance



# Board of Directors Report

Senior Chair – Aaron Dean

March 19, 2024

## Athlete Travel Assistance (no change in requests since February).

Athlete Assistance update 2/20/24							Actual	Delta
\$ 700	4 day meet	US Open	Greensboro	12	17	\$ 8,400.00	\$ 11,900	\$ 3,500.00
\$ 800	5 day meet	Summer Champs	Irvine	4		\$ 3,200.00		
\$ 700	3 day meet	Open Water Nationals	Sarasota	12		\$ 8,400.00		
\$ 1,400	8 day meet	Olympic Trials	Indy	20		\$ 28,000.00		
\$ 700	4 day meet	Winter Jr Champs	Columbus	10	14	\$ 7,000.00	\$ 9,800	\$ 2,800.00
\$ 800	5 day meet	Summer Champs	Irvine	23		\$ 18,400.00		
\$ 700	3 day meet	Paralympics Nationals	Orlando	1		\$ 700.00		
\$ 700	3 day meet	Paralympics Trials	Minneapolis	1		\$ 700.00		
						<b>\$ 74,800.00</b>	<b>\$21,700.00</b>	<b>\$ 6,300.00</b>

There are 13 Olympic Trial qualifiers as of 12/15/23.

## 2024-2025 Events & Proposed funding levels

Based on \$300 support toward airfare & \$100 per day of competition support.

Athlete Assistance 2025					2024 budget	2024 Actual	2025 Budget
\$700	4 day meet	US Open	Greensboro	20	\$8,400.00	\$11,900.00	\$14,000
\$700	4 day meet	Winter Jr Champs	Greensboro	16	\$7,000.00	\$9,800.00	\$11,200
\$600	3 day meet	Open Water Nationals	TBD	12	\$8,400.00		\$7,200
\$800	5 day meet	Summer Nationals	TBD	10	\$3,200.00		\$8,000
\$800	5 day meet	Summer Jr Nationals	TBD	26	\$18,400.00		\$20,800
\$600	3 day meet	Paralympics Nationals	TBD	2	\$700.00		\$1,200
					<b>\$74,800.00</b>		<b>\$62,400.00</b>

## PVS Senior & Junior Short Course Champs

Stats from the meet:

Combined Sr/JR	Girls	Boys	i.e.	Bonus Entries	
2023	462	567	3697	54	
2024	528	593	4576	531	
Delta	66	26	879	477	

The following is input I received since the meets:

400 IM and 500 free – limit to 2 heats each Jr/Sr

The timelines seemed reasonable except the Sunday jr champ session was considerably longer than last year an additional heat of each the 1000 and 1650 added to this, but also the 200 IM and 100 free were two of the most 'bonused' events of the weekend:

	100 free	200 IM
Girls	44	18
Boys	33	40

Earlier start times and shorter warm up times seemed to work fine, possibly starting finals later Saturday was one suggestion.

There continues to be massive numbers of scratches, but most events were filled except a Saturday's sr champs 500 free in finals and the 200 IM on Sunday for Sr champs girls.

### **PVS Open Task Force**

The result of the PVS Open Task force meetings led to minor adjustments:

Event order change with moving of the 500 free in January open to be offered at the PVS distance meet.

Will seek additional incentive to host clubs to take on hosting responsibilities:

Raising the individual entry fees from \$5.00/ per entry to \$7.00 per entry

Host team would benefit from current \$1.15 per entry up to \$3.00 per entry

PVS would benefit from current \$3.85 per entry up to \$2.00 per entry

### **Budgeting Input:**

From the task force it was also suggested that all entry fees be raised \$2.00 to benefit the hosting teams for the work they do at all PVS hosted meets (distance meets, LC1, LC2, & Championships). The belief is that more teams will step forward to host meets and thus the quality of meet hosting will improve as well as the number of teams willing to help.

### **PVS Outstanding Athlete Task Force**

#### **Outstanding Athlete Awarding**

- Single Age
- Top four swims (LC or SCY) power points
- weighted average of final score:
  1. 40%
  2. 30%
  3. 20%
  4. 10%
- "nominated" by coaches only
- May input multiple ages per swimmer
- Through Online Form submission that will calculate the weighted score and provide the results to PVS administrators.
- Using the USA Swimming system to provide power points (no other system can be used to ensure the same data is input (note there are a lot of different power point systems out there). Will provide walk through instructions on process in nomination form.

Year 1 will involve the current committee of this Task Force to ensure the process is held to and formulates the award to the best athlete.

Year 2 and beyond (assuming all goes well in year 1) the AG and SR chair along with the PVS administration will verify the results.

### **PVS Awards**

It has been a number of years since PVS has awarded the coach/team awards. I believe the COA: Club & Coach Development is where the funds would come from. That has \$2500 but the past three years we've expensed \$189, \$125 and \$721 toward CCD. I plan to create a procedure for awarding these this summer with approval by the CCM and Board in the spring:

\$1000 for each coach of the year (travel expenses to ASCA)

\$1000 for Future Champion Award (continuing education award)

\$2000 for Rising Star Club (club development)

#### **Age Group Coach of the Year**

PVS to pay actual cost of PVS coach selected as its outstanding 14&U coach to travel to the annual ASCA Convention and receive the award there.

#### **Senior Coach of the Year**

The Coach selected as the PVS Senior Coach of the Year would receive an educational stipend similar, but not to exceed, the fees for the 14 & Under Coach attending the ASCA Convention.

#### **Future Champion Award**

For the coach that works with the new swimmers and won't have a way to win AG or SR Coach of the Year.

#### **Rising Star Club**

Recognizing the club that is moving up in terms of virtual club points, number of swimmers to Jr and Sr Nationals and IMX participation.

For the 2025 season budget, I would like to request this be raised to \$5000 to account for travel expenses that likely will be higher than the above amounts and give clubs more to strive toward.

### **Athlete Wellness**

No updates at this time.

The efforts in the past to create something for athletes have not produced any results. While the budget line is there for \$10,000, I would like to find ways to provide some support for teams to apply for grants for their teams and in doing so, invite other teams to take part.

### **Summer LC Champs**

Time standards are in the works. The overall plan is to soften the senior champ times to make the meet slightly larger while maintaining the size of the 13 & over meet.

## Age Group Chair: March Report – Erik Collins

March has been busy here in the Potomac Valley LSC:

The PVS 14&U SCY Champs were held this past weekend at UMD (March 14-17); timelines ran well and there were no locker room issues this year. It seemed like there were fewer issues getting timers for each session than there have been in years past. Thanks to Paris and Machine Aquatics for hosting the meet.

Both the *PVS Open Meets Task Force* and the *PVS Outstanding Athlete Task Force* wrapped up after a number of meetings and many different ideas discussed at length. The recommendations of the *Open Meets Task Force* are listed below and will be presented to the PVS Coaches at the Spring CCM:

In an attempt to incentivize PVS member clubs to take on hosting responsibilities for PVS Open Meets, LCI & LCII Meets and PVS Distance Meets:

- Increase the Individual Event entry fee to \$7; the host club will get \$3 per IE from this \$7 entry fee. This applies to all PVS Open Meets, as well as LCI and LCII Meets.
- Increase the Individual Event entry fee at the PVS Distance Meets to \$8 per IE; the host club will get \$3 per IE from this \$8 entry fee.

Also, in an attempt to streamline the timeline at the PVS January Open (which is only two days):

- Move the 500 Freestyle from the January Open to the January Distance Meet, in a separate afternoon session; this seems to be a practical move that should extend to all PVS Distance Meets (SCY), but add the 500 Free to the January Distance Meet first and see how it goes.

The *Outstanding Athlete Task Force* recommendations were presented by Aaron Dean (Sr. Chair).

The PVS AG Zone Team Coaching Staff (LC) continues to take shape; Head Coach Stephen Clendenning and Team Manager Gabi Trainor have been working on recruiting potential assistant coaches and hotel rooms, respectively. I've been recruiting potential assistant coaches as well, and currently have five PVS coaches who are going to be nominated at the Spring CCM for an assistant coach position on the 2024 PVS Zone Team Staff. Thanks to Cherlynn who put together a "QR Code" form for coaches to access; three coaches have been in touch with me via that form. Usually Terri sends out a flash mail in April looking for interest from PVS coaches, and I'll ask her to do that again next month, prior to HOD.

Looking forward to meeting with everybody in person next month at Overlee,



## Officials Report to the Board, March 2024

Current number of certified officials who are also in good standing (as of Feb 21, 2024): 489 (compared to 463 as of Jan 21, 2024). Current numbers from February do not include anyone who had recently completed the voluntary training programs to become a computer or timing system operator. We held more clinics compared to previous years. In April, USA Swimming supposedly will have the Stroke and Turn Clinics online and available at will.

Official Travel Reimbursement: Attached

I plan on reviewing the Policy and Procedures Manual once the Championship Season is over and will eventually make recommendations to the Board re: updating policies to make them consistent with R-9 legislation (i.e., standardized officials certification requirements).

Meet referees for LC Championship Meets:

PVS LC Open Championship: Ellen Colket

PVS 12 & Under Championship: TBD

PVS 13 & Over Championship: Al Meilus

## **PVS March Coach Reps Report**

*Andrew Koons and Nicole Erickson*

- Andrew got his hands on an updated list of ASCA certified coaches! There's no way to break it down by LSC, so it lists all ASCA coaches in DC, MD, and VA. He'll start manually going through that list and will cross-reference with Terri to make sure coaches are active and in good standing.
- We attended monthly meetings for the following task forces:
  - Andrew is on the PVS Outstanding Athletes Task Force. The task force will share its proposal for determining outstanding athletes ahead of the May HOD and/or CCM meetings, so we're ready to name outstanding athletes at the end of the season.
  - Nicole is on the PVS Open Meets Task Force. The task force is working through various ideas to make small and manageable changes to the Open meet structure to allow for a better meet experience for all.
- We look forward to the upcoming weekend at 14 & Under champs, where we can connect with more PVS coaches. Two specific things to talk up:
  - The upcoming election for PVS coach reps—we plugged this in the coaches meeting at Senior champs, and will do so again if given the opportunity.
  - The need for LC Zone Assistant coaches. There's a QR code at UMD that coaches can scan to indicate their interest.
- Beth Winkowski invited us to a USA Swimming Coach Rep call on April 16, where all LSC coach reps in USA Swimming have been invited. We're excited about the opportunity to see what other reps are doing and how we can work with them going forward!



# Athlete Report

Sammantha Gilbert, Harper Freeman, Nicole Zhang

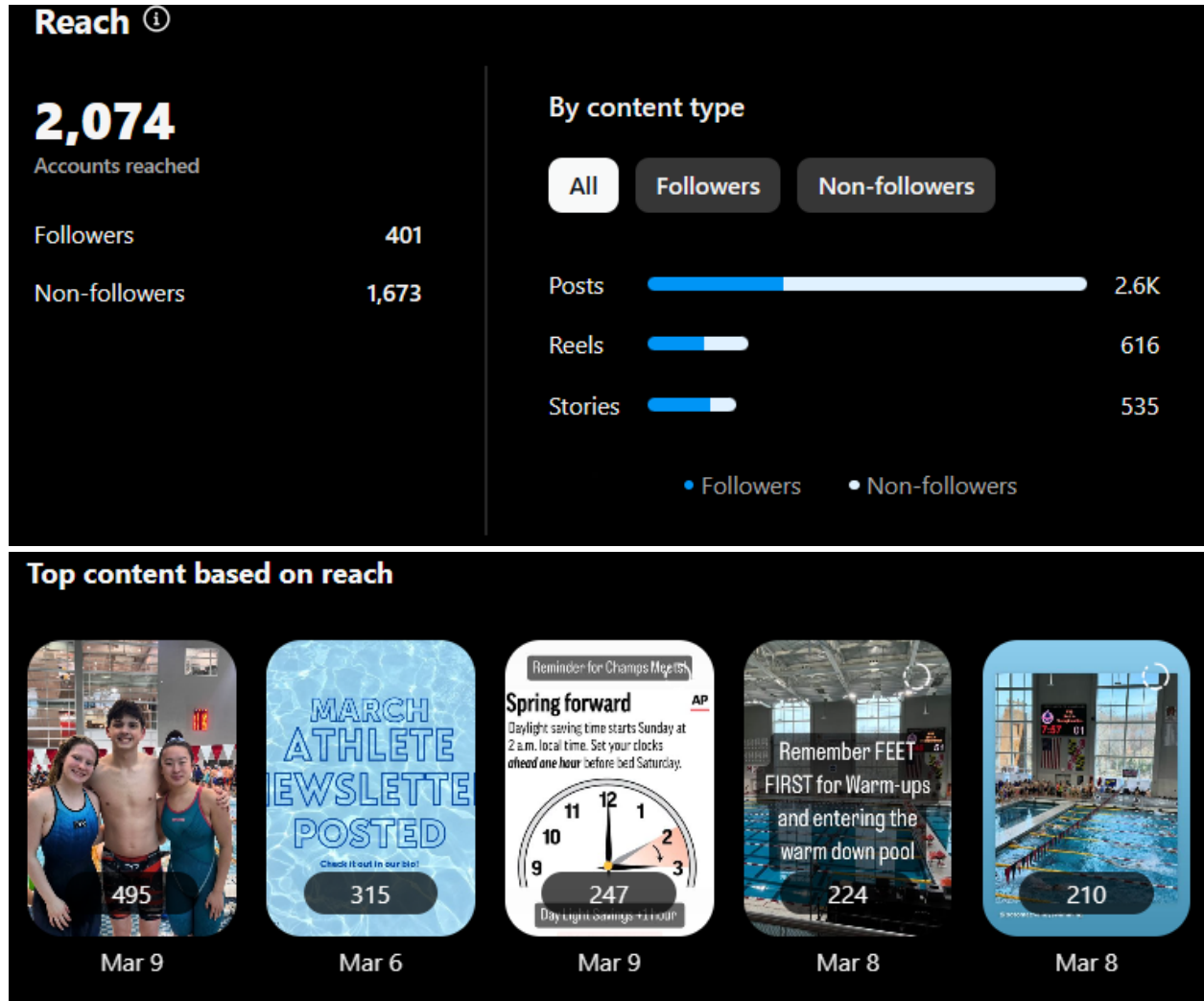
## Swim-A-Thon/Benefit Swim Updates:

- Week of May 5th - 11th
  
- Teams invited: AAC, APEX, ASA, ASTS, BWST, CSC, DCPR, DRAG, ERSC, FAA, FAST, FISH, FXFX, HACC, HEAL, JFD, LIFE, MAC, MACH, MAKO, NCAP, OCCS, PAC, PGPR, PM, RIPS, RMSC, RY, SA, SDS, SSCT, STJS, TANK, TIBU, TOLL, TRA, VLAC, WEA, WSH, YORK, YSS,
  - Email List has been created
  - Are we forgetting any teams? (40 Accounted For)
  - No High School Teams will be Invited (Season Over)

-On Site locations are unknown, we don't know if its worth it to do?

- Financial part is still unknown
  - How do we collect donations
  - How do we provide the donations to Hawaiian Swimming

## Social Media Updates:



Newsletters: [Athlete Newsletter](#)

PVS Technology and Social Committee Report  
March 2024

- Both Facebook and Instagram have had a significant increase in followers. Over 800 as of that meeting and now over 900 followers on Instagram.
- We discussed feedback received from followers - people are very happy that we are active again and appreciate the content. People, especially athletes, like to see more photos and less words and others thought having more interactive posts (e.g., "what meet are you at this weekend") would be great. The committee agreed that we would still post information we thought was important and relevant but try to do it with more photos, less words, and more interaction.
- Recent posts from meets (Black History, Junior and Senior Champs, and 14&Under Champs) have received the most likes - well over 100-200.
- The committee will continue to consider ways to obtain more followers and post in ways most beneficial and impactful to our athletes, coaches, officials, and families.
- Next meeting is April 7.



## **Webmaster**

### **Report to the PVS Board**

March 2024

The PVS website has provided a comprehensive archive of HS championship meet results in which PVS athletes participated. This archive of meets goes back more than 25 years. This year, the results of 31 meets were posted, including the 16 meets approved for observation by PVS.

Results of all PVS-sanctioned meets are posted on the website promptly. For the 2023-2024 season, results of 81 meets have been posted to date.

The PVS website has been keeping up with the ever-changing officials' certification requirements resulting from the 2023 R-9 legislation. The website also maintains a wealth of officials' information and training documents. Many comments have been made by officials around the country that they come to the PVS website for the best officials' information.

The website provides a one-stop source of information for coaches/athletes/parents/officials for PVS championship meets. The website can also be used to disseminate information about club-sponsored meets in PVS if desired by the Meet Director.

The website, along with the PVS social media accounts, provides news and information to the PVS community.

Tim Husson  
webmaster@pvs swim.org



## H.S. Meet Times Verification Officer

### Report to the PVS Board

March 2024

The following 16 High School Meets were approved for observation by Potomac Valley Swimming. More than 10,000 times were loaded into SWIMS from these meets for PVS athletes.

<b>Meet Name</b>	<b>Start Date</b>
ISL Championship	1/18/2024
VHSL National District	1/26/2023
VHSL Liberty District	1/26/2023
VHSL Patriot District	1/26/2023
VHSL Concorde District	1/26/2023
WMPSSDL Championships	2/2/2024
VHSL Northern Region	2/2/2024
Washington Metro HS Championships	2/7/2024
VHSL Occoquan Region	2/9/2024
Prince George's County Championships	2/10/2024
DCSAA State Championships	1/14/2024
MPSSAA 4A/3A West Region	1/17/2024
MPSSAA 4A/3A South Region	1/17/2024
MPSSAA 3A/2A/1A West Region	1/17/2024
MPSSAA 4A/3A State Championship	2/24/2024
MPSSAA 3A/2A/1A State Championship	2/24/2024

Tim Husson