

Board of Directors Meeting Minutes

January 20, 2026

Zoom @7:30 PM

- Attendance: Cherlynn Venit, Ellen Colket, Trish Buswell, Chris Schlegel, Jim Crampton, Cliff Gordon, Erika Livingston, Matt Cohen, Nicole Zhang (athlete), Hanna Kovac (athlete), Eurie Kim (athlete). Non-voting: Kim Bullers, Tim Husson, Barb Ship, Matt Lear, Kristine Minear.
- Call Meeting to Order
 - The meeting was called to order at 7:00 pm by General Chair, Cherlynn Venit
- Roll Call to establish Quorum
 - There is a sufficient number of voting members in attendance to conduct business.
- Consent Agenda: pull any for discussion
 - **Motion to accept the committee reports (athlete travel, GC report, webmaster, and official travel) and November Meeting minutes, as presented, seconded, and approved.**
- Additional Agenda Items & Approval of the Agenda
 - **Motion to approve the agenda as presented, seconded, and approved.**
- Administrative Update:
 - Meet Host Updates – We need hosts for the LC Distance, LC Open 1 & 2 at the Virginia site, and LC Open Champs.
 - USA Swimming Leader’s Meeting Updates April 30-May 3 – Cherlynn Reported:
 - National Diversity Camp applications will be open until Feb. 15, the coaches’ applications open tomorrow and will be open through the end of March.
 - Zone Select Camp – Eastern/Southern at UMBC, June 11-14. There will be a coaches' track as well, intended for coaches of athletes at the zone camp level.
 - Mobile app beta testing – flash mail went out to coaches, officials, and parents. Each LSC is asked to provide some volunteers to test the mobile app.
 - Marketing seminar for coaches scheduled for January 21.
 - LEAP Update
 - There is a survey that will serve as the LEAP submission. The Board is asked to complete this survey so we can submit it to USA Swimming. It was suggested that we survey the stakeholders, board, and committee chairs. Then compile the responses for submission. If you have received the survey, please complete it as soon as possible. PVS must submit their responses to USA Swimming no later than January 31.
 - Equipment Grant Update –
 - Information regarding the PVS Equipment Grant has been sent to PVS clubs multiple times. Two clubs have expressed some interest; however, they have not submitted an actual proposal/request at this time. Cherlynn is in the process of following up to determine if they plan to submit a proposal or not.
 - P&P update – Trish Buswell reported.

- An updated P&P should be ready to send to the Board for review by the end of next week. It has been edited with the changes and updated policies that have been voted on over the last year, as well as grammar corrections and placement items. Board Members will have until the February Board Meeting to review, then we will vote on it in February.
 - Thank you, Trish, Kristina and Ellen, for working on this project.
 - Equipment Manager Update
 - The current PVS Equipment Manager has taken a new job and has stepped down as of the beginning of December. A job description and application were sent out. At this time, no one has expressed interest in the position. In the meantime, several coaches have been helping to distribute equipment for the PVS meets.
 - February Distance is set with equipment already at Fairland. In addition, we are also ready for the two short course championship meets.
 - There are a few clubs that will be renting equipment in the coming months. Arrangements have been made with individuals who have worked with equipment in the past to help with these rentals.
 - The Personnel Committee has decided not to hire anyone at this time. We will be gathering more information on the status and condition of the equipment. If there is anything that doesn't work, it needs to be clearly marked, so we know what we have and then plan how to proceed going forward.
 - Webmaster position update
 - There are several people who have submitted applications for the webmaster position. Interviews are currently being conducted. Hopefully, in the next week or two, there will be a candidate decision made.
- Action Items/Motions
 - Financial Statement – see report submitted
 - The statements are as of 31 December 2025 and include the investments and P&L. Our growth target is 3% or greater and since inception to date our growth is currently at 5.6%.
 - Our cash on hand is currently higher than usual, due to a second CD that matured in late 2025. Next month, the investment committee will meet and will determine where to re-invest the cash.
 - We are now 4 months into the 2026 fiscal year. Compared to last season at this time, our net income is down 3.8% due primarily to a decrease in athlete registrations (↓ 5.5%) and a reduction in splash fees (↓ 5%).
 - The decrease in splash fees is primarily due to the increased number of Block Party meets. The more block party meets we have, the fewer splash fees the LSC will earn. ***We will need to discuss how this will affect our current budget as well as planning for the 2027 budget.***
 - Our expenses are currently ↓ 5% compared to last year at this time.
 - Drivers on this decrease are no equipment grants (last year we had \$22.8k), fewer athlete travel assistance requests, and the invoice for the recent accounting review has yet to be received.
 - KWC, third-party accounting, completed the PVS 2025 Accounting review and generated the 990.

- The review was completed and submitted to PVS in late December after a number of back-and-forth questions. A few categories were reallocated on the 990 and once finalized, submitted to the IRS on 15-January-2026. KWC's conclusion stated no modification to PVS' financial procedures were needed in order for them to be in accordance with GAAP. Once the Board approves the Accounting Review and 990, both will be provided to USA Swimming, as required.
 - Insurance Premium has been paid for our equipment. We were able to remove non-functioning equipment from our list to help bring down our premium fee.
 - PVS paid 2026 club registrations for all 51 clubs in December 2025.
 - The PVS Investment Committee will meet next week to discuss PVS 4Q Investment portfolio performance as well as the full year of 2025.
 - PVS is still conducting a pilot program using Zelle and anticipates continued use for reimbursement of officials and other individuals as well as select vendors. We will continue to use Team Unify for zone and some camp registration payments, as it has worked well.
 - **Motion to accept all financial documents: Financial Report, Profit & Loss, 2025 Accounting Review and 990 as presented, seconded and approved.**
 - Huge thanks to Ellen and Kim for all their hard work and getting the financials together.
 - All budget holders will be asked to submit input for end of year projections and then 2027 budget needs. At the March meeting we will get all budget "draft" numbers in place.
 - Board Members were asked to start working on their expected EOY 2026 budgeted amounts and then project forward for the 2027 budget year.
- Proposed P&P Change - Decertification of Officials
 - During the National Officials Quarterly meeting it was noted that Decertification of Officials is no longer done at the LSC level. Decertification will now go directly to USA Swimming and through the National Board of Review. In the PVS P&P, there is a full page of information in P&P with our procedures for decertification. Official's Chair, Barb Ship recommends that this full page of information be removed from P&P.
 - **Motion to remove all information on Officials Decertification from P&P, seconded and approved.** (should say NBOR)
- Proposed P&P Change - OQM Officials' Support
 - After the OQM process was done in December, it was asked who pays for what at OQM meets.
 - Current P&P states if it is a PVS meet, then PVS pays for travel and lodging. If it is a club meet, the host club pays for the lodging and PVS pays for travel.
 - At the Officials Committee meeting, they had a long discussion about this and it was unanimously felt that the LSC should pay OQM Evaluators' lodging and travel at both club hosted and PVS hosted meets if the role of Evaluator is their primary responsibility. **The Officials Committee put together a proposal:** For any OQM, PVS will pay the travel and lodging for

evaluators whose primary role is evaluating. There are some limits if the Evaluators are local officials.

- **Motion to approve the proposal for evaluators for club hosted and PVS hosted OQM meets, that PVS will pay the travel and lodging, seconded and approved.**
 - If it is a club hosted meet, there are caps, based on distance a local official must travel to and from home.
 - How many officials requesting evaluations were from outside PVS? The NCAP invite (KLI) had several more officials who were from non-PVS LSC's due to the number of clubs attending from outside the LSC compared to when it is a PVS meets.
 - The expenses would be for PVS evaluators whose primary role is that of an evaluator and are more than 40 minutes round trip from the facility.
 - Is there a limit on the total number of evaluators? It is required in the paperwork to name a specific number of evaluators based on meet size. Sometimes names have to be added to fulfill the requirement, but these "additional" evaluators are generally local. For example there are applications with 6 or more evaluators, but only 3-4 are in a primary role.
 - Ultimately, the Official's Chair is the "gate keeper" of who the evaluators are, how many there are and who will receive expenses. Only the LSC can request for a meet to be an OQM.
- Champs Meet Spectator Fee proposal submitted by John Venit (SC Open Champ host) and Henry Tollefson (14 & U Champ host)
 - A spectator fee of \$5 per individual session or \$20 for All-sessions will be charged for all PVS Championship meets: PVS SC Open Championships, 14 & Under SC Championships, LC Open Championships, 14 & Under LC Championships. The spectator fee will be purchased using a QR code and funds will be directly deposited into the host team account. The fees collected will be evenly split 50/50 between PVS and the host team at the conclusion of the meet.
 - The host of each of these meets will let PVS know what was collected in spectator fees by entering this information on the Meet Director's report on the added line on the revised MD financial report. PVS will reduce meet fees paid to the host by 50% of the spectator fees collected.
 - **Motion to approve the Spectator Fee as seconded and defeated.**
 - Is there a limit for athletes sitting in the stands (not if they have a bag tag), can be revised?
 - Is it in the contract to have the UMD people to "run" fee collection in the stands, or will it be parent volunteers? If you are taking cash, then you need to hire additional security from CSC. If you are only using electronic payment it will be on the host team to provide volunteers.
 - After a brief discussion the proposal was edited:
 - **Motion to approve the revised PVS Championship meet Spectator Fee Proposal; A spectator fee of \$5 per individual**

session or \$20 for All-sessions will be charged to all non-athlete spectators at PVS Championship meets: PVS SC Open Championships, 14 & Under SC Championships, LC Open Championships, 14 & Under LC Championships. The fees collected will be split 50/50 between PVS and the host team at the conclusion of the meet. The host will report spectator fees collected on the Meet Director's report. PVS will reduce meet fees paid to the host by 50% of the spectator fees collected, seconded and approved.

- PVS **Open Water Outstanding Athlete proposal** similar to the Outstanding Athlete Awards for pool competition.
 - A number of questions were discussed.
 - One of their goals is to give Open Water swimmers more visibility and to get more clubs involved and hosting OW events. There will be an Open Water clinic where athletes and coaches in PVS will be invited.
 - **Motion lay the OW Outstanding Athlete Proposal on the table, seconded and approved.**
 - The board was in general agreement that adding Open Water Outstanding Athlete Awards would be appropriate. However, it was felt that we need to send back to the OW Committee from some clarifications.
- Old Business
 - Camp Updates:
 - DEI camp (April 18 & 19) – Cliff Gordon reported that the camp application will go live this week and will be open for 6 weeks, closing in early/mid-March. Giving athletes 4-5 weeks to prepare for the camp. Cliff will work with the Athlete's Committee to advertise and have it posted on the PVS website.
 - Select Camp (April 19) – We will be working with Fitter & Faster and are in the process of finalizing details. Chris Schlegel will meet with the AG Committee to finalize the wording/description of eligibility. F&F will send the final proposal with all information. He hopes to have all the information out well in advance of the 14 & Under Championships.
 - General Camp (April 18) - There will be a camp at Fairland for 11-14-year-old athletes with A and BB times on a first-come, first-served basis. This camp will be using the same clinicians as the AG Select camp.
 - Jan Open debrief:
 - PWCS – The meet was great and well run. Hospitality was great, and the air quality was good.
 - Fairland – All went well. The timelines were good, and the hospitality was good.
 - Audrey Moore – a good-sized meet. 9-10 2 hrs, 11-12 2-2.5 hrs, and 13 & O about 3 hours. It was a good facility. Plenty of space on deck and for spectators.
- New Business
 - Christmas Champs complaints
 - An email was sent out with some complaints regarding the meet management at Christmas Champs. Once investigated, there were some misunderstandings that led to the complaints (for example, the heater was

working in the tent, but rather swimmers were not necessarily prepared). The biggest issue was the wording in the MA, which was sanctioned and then not followed. The facility allowed the additional athletes, but it was different than the MA.

- Until we have a policy in P&P with what we can do if a club violates the sanction, we cannot do much (unless it breaks a USA Swimming rule). At this time, we are working with the host club and working to teach them best practices and how to better write meet announcements, and then to ensure that the MA is followed and swimmers are participating in a safe environment.
- Open Water Coaches' Clinic -
 - If you know of a club interested in hosting a clinic for athletes and/or coaches, let OW Committee know. They are currently working on hosting a Zoom clinic for coaches regarding Open Water. If you have any thoughts/ideas, please reach out to the OW Committee.
 - Looking to do something prior to their May OW event.
- Capital Senior Championships proposal
 - **Motion to lay the Capital Senior Championship proposal on the table, seconded and approved.**
- Upcoming Meetings/Opportunities USA-S webinars
- PVS Committees: Finance – Jan 28, DEI – Jan. 25; SafeSport – Feb. 8; Gov – Feb. 10; Officials – Apr. 14; CCM – May 13; Open Water - ??; HOD – May 19 – Meetings MUST be posted to website – send to GC and Webmaster
- Next Scheduled Board Meeting: Tuesday, February 17 @ 7:30 pm on Zoom
- Adjournment – **Motion to adjourn, seconded and approved.**

Board of Directors Meeting Agenda
January 20, 2026
Zoom @7:30 PM (click to join the meeting)

Call Meeting to Order

- 1) 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 (Cherlynn)
 - a) Meet Host Updates
 - b) USA Swimming Leader's Meeting Updates
 - c) LEAP Update (Cherlynn)
 - d) Equipment Grant Update (Cherlynn)
 - e) P&P update (Trish)
 - f) Equipment Manager Update (Cherlynn/Trish)
 - g) Webmaster position update (Trish)
- 5) Action Items/Motions
 - a) Financial Statement (Ellen) – pulled from consent agenda
 - b) Budget vs Actual (Ellen) – pulled from consent agenda
 - c) 2025 PVS Accounting Review and 990 (Ellen)
 - d) Proposed P&P Change - Decertification of Officials (Barb)
 - e) Proposed P&P Change - OQM Officials' Support (Barb)
 - f) Champs Meet Spectator Fee proposal (submitted by John Venit/Henry Tollefson concurred)
 - g) PVS Open Water Outstanding Athlete proposal (submitted by Christine Haslem)
- 1) Old Business
 - a) Camp Updates (Cliff/Chris/Cherlynn)
 - b) Jan Open debrief
- 2) New Business
 - a) Christmas Champs complaints
 - b) Open Water Coaches' Clinic (submitted by Christine Haslem)
 - c) Capital Senior Championships proposal (Aaron)
- 3) Upcoming Meetings/Opportunities
 - a) [USA-S](#) webinars
 - b) PVS Committees: Finance – Jan 22/23, DEI – Jan. 25; SafeSport – Feb. 6; Gov – Feb. 10; Officials – Apr. 14; CCM – May 13; Open Water - ??; HOD – May 19 – Meetings MUST be posted to website – send to GC and Webmaster
 - c) Next Scheduled Board Meeting: Tuesday, February 17 @ 7:30 pm on Zoom
- 4) Adjournment

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.



PVS General Chair Report

1-20-26

Miscellaneous

- Connected Officials' Chair with vendor from 2025 officials' polo embroidery
- Fielded concerns from parents regarding meet conditions at Christmas Champs
- Discussed concerns with USA-S personnel and sanction rules, policies & procedures
- Coordinated equipment for January Distance Meet
- Coordinated check in procedures for January Distance meet
- Facilitated updating of registration information on PVS website
- Attended CCM
- Attended USA-S January Leaders Call
- Received LEAP tasking, discussed expectations with USA-S personnel, created survey and distributed to Board members and committee chairs
- Coordinated with Governance chair regarding LEAP process
- Coordinated, delivered and picked up equipment for the January Open to Audrey Moore, PWCS and Fairland
- Conducted quick inspection of equipment in equipment storage area to determine what we have working
- Transported officials' polo stock to Officials' Chair for inventory and proposed usage
- Corresponded with individuals requesting equipment rental and coordinated equipment pick up
- Collected Executive Director position descriptions from other LSCs
- Participated in PVS Webmaster job interviews
- Gathered additional information about proposed Capital Senior Championship Meet
- Met with David Arluck regarding 2026 sponsorship proposal
- Met with Chris Schlegel and David Arluck regarding April Swim Camps
- Collected initial interest responses for PVS Equipment Grants
- Finalized officials' polo delivery from Arena
- Investigated overdue notice from ACTIVE Networks from 2018
- Performed inventory of PVS Champs medals left at UMD and provided information to Terri
- Confirmed backup facilities for PVS LC Open 1 (Claude Moore) and LC Open 2 (Ashburn Rec) due to Fairland impending closure
- Met with OWS Chair, Christine Haslem, regarding OWS Proposals

LSC Leaders Call Snapshot (Jan 12)

- National Diversity Camp (April 30 – May 3, 2026)
 - Athlete Applications open until Feb 15
 - Coaches' applications open until end of March
- Zone Select Camp at UMBC (June 11-14, 2026)
 - Athletes notified in March
 - Coaches track available for local coaches on Fri/Sat covering topics geared for training athletes at the Zones select camp level
- USA-S Mobile App Beta Test Group signup
 - For Parents/Coaches/Athletes/Officials
 - Guided training with Feedback sessions
- Marketing Seminar for Coaches (Jan. 21 at 12:30 pm):

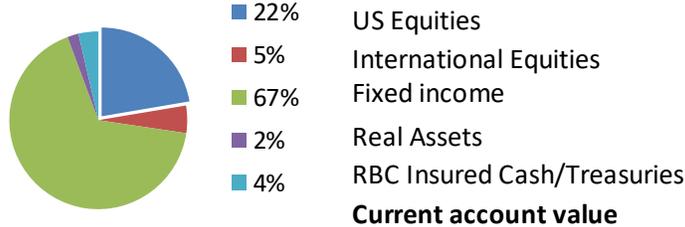


Potomac Valley Swimming Finance Report as of 31-Dec-2025

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, year-to-date, net of fees. Our overall portfolio remains anchored in a long-term strategic allocation with a low risk profile.

As of 31 Dec 2025 ASSET ALLOCATION SUMMARY



	CURRENT VALUE	% of Portfolio
	\$ 286,591	22%
	\$ 63,942	5%
	\$ 860,770	67%
	\$ 25,893	2%
	\$ 46,222	4%
Current account value	\$ 1,283,418	100%

Investment Objective - **Balanced Growth**
Risk Tolerance - **Low Risk**

Our General Operating Account (GOA), Restricted Operating Account (ROA) and Special Accounts continue to remain within the Wells Fargo Banking Institution.

2026 Budget Performance

We are four months into the 2025-2026 season. Compared to last season at this time, our income excluding unrealized gains is approximately 3.8% less while our expenses are 5% less. On the income side, athlete registrations are down 5.5%, year over year, PVS Meet Entry income is up 4.8%, and Splash fees continue to be down 5% through the first quarter of our season. The decrease reflected in expenses is primarily due to the following: no Equipment Grant requests thus far (we had \$22.8k at this time last year), 48% fewer Athlete Travel Assistance requests this year, and a January vs December submission of Accounting Review invoice/payment.

Noteworthy items:

- a. KWC completed its accounting review of Potomac Valley Swimming's financials for the 2025 season on 17-Dec-2025. The work consisted of a review of PVS' financial position as of 31-Aug-2025, statement of activities, functional expenses and cash flows for the year, including an analytical assessment of PVS' financial data. KWC's conclusion stated no modifications to PVS' financials were needed in order for them to be in accordance with GAAP, Generally Accepted Accounting Principles in the U.S. Additionally, the Form 990 has been completed



Potomac Valley Swimming Finance Report as of 31-Dec-2025

and has been submitted to and received by the IRS in accordance with the 15-January deadline.

- b. The accounting review as well as PVS' Form 990 will be provided to USA Swimming on 21-Jan-2026 as required and will be posted to the PVS website following this Board meeting.
- c. Our equipment insurance policy (Inland Marine) is in the process of being renewed as we recently received an update on the non-working equipment which has now been removed from the list, reducing our fees substantially. These Insurance renewal rates have increased by approximately 7%.
- e. PVS paid the 2026 USA Swimming club registration fees (\$225 per club) for 51 established PVS clubs and absorbed the LSC and USA Swimming Technical fees. For those clubs who went ahead and paid their club dues (8), a credit has been issued to their account.
- f. The PVS Investment Committee met in October to review our 3Q Portfolio performance with RBC Wealth, Investment Advisor. An action from that meeting was to develop an IPS (Investment Policy Statement) which will provide an updated and more relevant view and perspective to the investment guidance currently reflected in P&P. The timeline is to have a draft to the Board in early 2026 and once approved to update P&P and highlight in May's HOD meeting.
- g. The pilot for using Zelle via Wells Fargo to reimburse/pay officials and a few others is working extremely well. Once payments are approved and reimbursements sent, the money is reflected in the user's account within minutes. We will continue testing and subsequently develop a proposal for submission to and review by the Board at the March 2026 board meeting. We have determined that using Team Unify to collect fees for 2026 athlete Zones' registration fees will continue to be our preferred method as this has worked well for fee collection. Zelle will be used for payment of certain Zones' and other vendor invoices.

Respectfully submitted,

Ellen Colket
Vice Chair Finance



Board of Directors Report

Senior Chair – Aaron Dean

January 20, 2026

Athlete Travel Assistance Fall 2025

Athlete Assistance 2026				Actual #	Budget #	Actual	2026 Budget	Budget remaining
\$770	4 day meet	US Open	Austin Texas	9	20	\$6,930	\$15,400	\$8,470
\$770	4 day meet	Winter Jr Champs	Indianapolis	9	14	\$6,930	\$10,780	\$3,850
\$660	3 day meet	Open Water Nationals	Sarasota		12		\$7,920	
\$880	5 day meet	Summer Nationals	Irvine		20		\$17,600	
\$880	5 day meet	Summer Jr Nationals	Irvine		20		\$17,600	
\$660	3 day meet	Paralympics Nationals	TBD		4		\$2,640	
						\$13,860	\$71,940	\$12,320

Amount	Athlete #1 - Name	Participation Requirements?	Meet	PVS Club
\$ 770.00	Lila Sherman	Yes	Winter Junior Nationals	The FISH
\$ 770.00	Emma Watts	Yes	Winter Junior Nationals	The FISH
\$ 770.00	Alexander Grocholski	Yes	2025 US Open	NCAP
\$ 770.00	Quinn Caputo	Yes	2025 US Open	NCAP
\$ 770.00	Alyssa Sagle	Yes	2025 US Open	NCAP
\$ 770.00	Andrew Vanas	Yes	2025 US Open	NCAP
\$ 770.00	Emma Cigna	Yes	2025 US Open	NCAP
\$ 770.00	Lilla Wilbur	Yes	2025 US Open	NCAP
\$ 770.00	Luc Dionne	Yes	2025 US Open	NCAP
\$ 770.00	Connor Minear	Yes	Winter Junior Nationals	AAC
\$ 770.00	Sophie Fredericks	Yes	Winter Junior Nationals	AAC
\$ 770.00	Virginia Hinds	Yes	Winter Juniors	ASA
\$ 770.00	Samantha Roemer	Yes	Winter Juniors	ASA
\$ 770.00	Lexie Bishop	Yes	Winter Juniors	ASA
\$ 770.00	Kirk Morgan	Yes	Winter Juniors	ASA
\$ 770.00	Emma Young	Yes	2025 US Open	NCAP
\$ 770.00	Sadie Buckley	Yes	2025 US Open	NCAP
\$ 770.00	Bruno Haggard	Yes	Winter Jr Nationals	York



Webmaster

Report to the PVS Board

January 2026

The website continues to provide news and information to the PVS community. The information on the website is comprehensive and easy to find. This is based on unsolicited comments I've received from PVS coaches, athletes, and officials and members of other LSCs.

Meet Information

Meet information is posted promptly as soon as a meet is sanctioned. Additional pre-meet information, such as psych sheets, timelines, warmup schedules, and other notes are posted when requested by the meet host.

Meet Results

Results are posted within one day after they are received from the Meet Director. Corrected results are posted as needed.

High School Meet Results

Once again, I am posting meet results for championship meets in Potomac Valley (whether they are USA-S observed or not). I also post meet results from HS meets outside of PVS that include PVS athletes. This repository of HS results going back more than 20 years is a very popular feature of the website for our members.

Records

The PVS records were updated again after the December meets. The new record lists now include records for the 50 backstroke, 50 breaststroke, and 50 butterfly for the 15-16 and 17-18 age groups.

Recognition

The following recognition of PVS clubs and athletes have been posted as they become available:

- USA-S Club Excellence

- PVS Outstanding Athletes and Outstanding Distance Athletes

- PVS Coach of the Year Awards

- PVS Scholar Athletes

- USA-S Scholastic All Americans



New Website Feature

I have added a page of Time Standard files that can be imported into Hy-Tek Meet Manager < <https://www.pvswim.org/timestandardfiles.html>>. These include PVS championship standards, Zone & National meet standards, and USA-S motivational time standards. I've gotten several requests from PVS clubs and others outside the LSC for this information, so I created this repository.

Other Support

Meeting dates as well as Zoom links are posted on a master schedule when received. Minutes are posted as received from PVS.

I provide prompt support for board members and committee chairs to update content for their areas of the website. These include, but are not limited to Safe Sport Chair, DEI Chair, Officials Chair, and Coaches Representatives.

I keep PVS Officials Rosters, officials training materials, and other information relevant to officials as they are received from the PVS Officials Committee.

Tim Husson
webmaster@pvswim.org

Survey Results Re: Who Pays for Evaluator Lodging and Travel Expenses										
		LSCs with most OQMs			Other LSCs with OQMs					
		FL	NC	MN	PN	NE	IL	OR	MD	VA
LSC Champ meets	Out of LSC evaluators	LSC (LT)	LSC (LT)	LSC (LT)	LSC (LT)	LSC (LT)	LSC (LT)	LSC (LT)	LSC (LT)	LSC (LT)
	In LSC evaluators	LSC (L)	LSC (L)	LSC (L)	None	LSC (L)	LSC (LT)	None	None	LSC (L)
Club meet	OQM club meet	Club	LSC	LSC	None	N/A	Club	Club	LSC	Club
Current PVS policy	LSC Champ	LSC (LT)								
	Club meet	LSC (T), Club (L)								

*L – Lodging

*T – Travel

Number and Types of Evaluations done at PVS Meets				
	NCAP Invite/KLI	PVS SC Open	PVS Age Group	PVS LC Open
2025	(27) 15 N2, 12 N3	(19) 15 N2, 4 N3	19 N2	(19) 17 N2, 2 N3**
2024	(28) 18 N2, 10 N3	(24) 14 N2, 10 N3	16 N2	(14) 8 N2, 6 N3
2023	(24) 13 N2, 11 N3	(17) 11 N2, 6 N3	23 N2	(7) 4 N2, 3 N3

*N2 includes N3 S&T

**N3 evaluator backed out at last minute (we refused 1 person for N3 advancement)

Note: The National Officials Committee requires me to identify 1 evaluator for every 250 athletes. Also note that some evaluators only do evaluations and others also officiate at the meet.

Current PVS policy: p. 63

REIMBURSEMENT OF TRAVEL AND LODGING EXPENSES FOR NATIONAL EVALUATORS AT OFFICIALS QUALIFYING MEETS

PVS will pay the travel expenses for National Evaluators invited by the Officials Committee for Officials Qualifying Meets. PVS will pay the lodging expenses for the Evaluators for PVS sponsored meets. The Host Club will pay the lodging expenses for the evaluators for club sponsored meets.

Note: PVS also pays for the lodging for MR, TLCJ, Head Starter and Lead Admin for all our championship meets (if person lives more than 40 minutes round trip travel time from the meet venue under normal driving conditions)

Proposed policies for approval by the board (unanimously recommended by the PVS Officials Committee):

1. LSC Age Group Championship meets should be N2 evaluation meets,, and LSC Open Championship meets and other selected meets should be N3 evaluation meets. It is possible that not all evaluations will be available at all meets, but PVS shall strive to offer each position evaluation at least once each year.
2. For LSC Open Championship meets or club-hosted OQMs, the Officials Committee may invite a Lead Evaluator from another LSC. That evaluator must be able to do most N3 final evaluations.

A second evaluator from another LSC may be invited with pre-approval from the General Chair and Vice Chair for Finance. Reasonable travel/airfare expenses shall be reimbursed by PVS.

3. For an LSC Age Group Championship meet, the Officials Committee may invite a Lead Evaluator from a nearby LSC. Mileage/travel expenses will be reimbursed by PVS up to 400 miles round trip or actual costs.
4. Mileage is only reimbursed for travel from home to the hotel or meet facility. Local travel during the meet is not reimbursable.
5. Additional evaluators shall be PVS or local officials and travel expenses will not be reimbursed.
6. An evaluator whose only role is as an evaluator shall have lodging provided by PVS as long as they live more than 40 minutes round trip travel time from the meet venue under normal driving conditions. Lodging will either be arranged by the host club or PVS, or reimbursed by PVS. Reimbursement will not exceed the per night amount of host-arranged lodging for their staff.

Summary of significant changes from previous policy:

1. Provides that the LSC pays for travel AND lodging expenses for all evaluators at all OQMs
2. Defines what types of evaluations should be offered at various OQMs
3. Puts some limitations on reimbursement expenses for both travel (for age group meets) and for lodging.

Proposal to the PVS Board January 2026 re: decertification of officials

At the January 2026 USA Swimming Officials Chair Quarterly meeting, it came to my attention that decertification at the LSC level is not allowed. All issues related to membership are to be resolved at the USA Swimming HQ level (by the Administrative Review Board). We already removed from the website references to decertification. This proposal recommends that we eliminate the section in the Policy and Procedure Manual that addresses official decertification (bottom of p 63 through p 64).

Applicable rule: 304.1 The mission of USA Swimming is to encourage participation and the pursuit of excellence in all aspects of swimming. USA Swimming grants the privilege of membership to individuals and organizations committed to that mission. The privilege of membership may, therefore, be withdrawn or denied by USA Swimming at any time where USA Swimming determines that a member or prospective member's conduct is inconsistent with the mission of the organization or the best interest of the sport and those who participate in it.

To be removed (without replacement):

SUSPENSION OR REVOCATION OF OFFICIAL'S CERTIFICATION

Potomac Valley Swimming may suspend or revoke an official's certification(s) only in accordance with the following procedures:

- ❖ A PVS meet director, certified USA Swimming official, USA Swimming member coach, or USA Swimming member athlete must file a written complaint pertaining to a PVS official's performance or ability to perform. The complaint must be based upon the complainant's first-hand knowledge of the matter and must be filed with the PVS Officials' Chair within 15 days from the date of the alleged incident.
- ❖ Upon receipt of the complaint, the Officials' Chair may, with the General Chair and Board of Director's concurrence, suspend the official's certification while the matter is under investigation if officials' chair finds that it would be in the best interest of PVS.
- ❖ If a suspension is warranted, the General Chair will notify USA Swimming National Headquarters of their intention to impose a suspension under the provisions of USA Swimming Rules and Regulation regarding Hearing and Appeals (Article 401).
- ❖ At the same time, the General Chair or Officials' Chair must advise the official in writing of the suspension and of the official's right to an expedited hearing (to be held within 10-15 days) as well as the procedure to appeal this decision in accordance with Appendix 6A of the USA Swimming Rules and Regulations and PVS By-laws.
- ❖ The Official's Chair may refer the complaint to the PVS Officials' Committee for recommendation to be issued within 45 days of receipt of the initial complaint.
- ❖ The Officials' Committee may recommend:
 - to take no additional action
 - to issue a formal reprimand
 - to require the official to receive retraining or additional training
 - to suspend the official for a definite or indefinite period
 - to revoke the official's appropriate certification(s)
 - some other similar action.
- ❖ Upon receipt of the Officials' Committee recommendation, the General Chair and Officials' Chair shall act upon the recommendation with the concurrence of the Board of Directors. The General Chair or the Board may modify or rescind the action recommended by the Officials' Committee.
- ❖ The official may appeal any action, including temporary suspension, to the PVS Board of Review as provided in the PVS By-laws.

From: dpws@aol.com <dpws@aol.com>

Date: Mon, Jan 5, 2026 at 1:56 PM

Subject: Championship Meet Spectator Fee

Ellen and Cherlynn -

Below is my idea for adding a Spectator Fee to the Championship Meets.

Many times, during championship meets there is a problem getting volunteers to work as timers at the meets...If a parent volunteers to work a session, then they would be given a pass for FREE entry to the viewing stands for a future session/next session at that Championship Meet.

2026 Championship Meet Spectator Fee Proposal

A spectator fee of \$5 per individual session or \$20 for All-sessions will be charged for all PVS Championship meets: PVS SC Open Championships, 14 & Under SC Championships, LC Open Championships, 14 & Under LC Championships. The spectator fee will be purchased using a QR code and funds will be directly deposited into the host team account. The fees collected will be evenly split 50/50 between PVS and the host team at the conclusion of the meet.

The host of each of these meets will let PVS know what was collected in spectator fees by entering this information on the Meet Director's report on the added line on the revised MD financial report. PVS will reduce meet fees paid to the host by 50% of the spectator fees collected.

Thanks

John Venit

We put forth criterion we think would be appropriate should the board add an OWS category for PVS's Outstanding Athlete.

PVS Open Water Outstanding Athlete Proposal:

The Open Water Committee proposes the addition of an Open Water Swimming category for PVS's Outstanding Athlete.

Criterion:

One award for each gender of each age group.

10 and U, 11-12

- Participation in local events, what place, what time?
- Participation in Eastern Zones, what place, what time?

13-14-

- Participation in local events, what place, what time?
- Participation in Eastern Zones, which event(s), what place, what time?
- Qualify Nationals? Which event? What place? What was their time?
- National Jr. team?

15 & O-

- Participation in local events, what place, what time?
- Participation in Eastern Zones, which event(s), what place, what time?
- Qualify Nationals? Which event? What place? What was their time?
- National Jr. team? National Team?