

Potomac Valley Swimming
Executive Director Report
HOD Meeting
May 23, 2011

General

- Total LSC Membership is projected to increase from 10,478 in 2009-2010 to 10,829 in 2010-2011. Year around athlete membership is projected to increase from 9,380 to 9,844. PVS is currently the 5th largest LSC based on statistics published by USA Swimming for the 2010 fiscal year. As such PVS will have additional voting delegates at the National HOD to be held in September 2011.
- For the 2010-2011 year, entries in PVS meets are expected to exceed 67,000. Club meets will represent 147,000 entries. The number of club meets continues to grow.
- PVS's diversity/inclusion programs supported the Black history meet and helped fund a PVS team at the Black Heritage Meet in North Carolina. Numerous other diversity/inclusion initiatives were conducted and funded.
- Financially, PVS continues to be one of the strongest and best managed of the 59 USA Swimming LSCs. PVS is expected to end the current fiscal year with an approximate \$32,000 budget deficit. This deficit is in-line with the originally approved budgeted deficit of \$30,000. PVS is expected to end the current fiscal year with a reserve of \$607,000 or approximately 77% of annual operating expenses.
- PVS made rules and regulations changes intended to strengthen athlete protection against sexual misconduct by coaches, officials and others having contact and control over swimmers. The LSC conducted a Sexual Misconduct Workshop for all clubs that was intended to help clubs develop business rules that provide maximum protection of their business interests and safeguard athletes and coaches.
- The LSC reimbursed working officials for the cost of background screening that was mandated by USA Swimming.

Executive Director Activities

- Attended and participated in all Board of Directors and Competition Committee Meetings.
- Met one-on-one with the General Chair and other Board members on an as needed basis.
- Attended USAS Convention, Eastern Zone Meetings and Safety Workshop.
- Served as acting PVS Safety Chair.
- Managed the development of PVS's Sexual Misconduct Workshop
- Handled all day-to-day accounting and finance functions including publication of monthly financial reports and preparation of annual budget projections.
- Handled all vendor payments and collection of revenues.
- Maintained constant contact with various entities at USA Swimming headquarters.
- Worked with USAS Chief Financial Officer on financial projects having national implications.
- Managed the external audit.
- Prepared and filed all legally required tax returns.
- Ordered new meet equipment as directed by the Operations Chair.

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- Served as PVS's official media representative.
- Worked with the Official's Committee to develop the process for reimbursing officials for cost of criminal background screening.
- Worked with the Equipment Manager, Registrar, Webmaster and Administrator as needed to coordinate activities.
- Attended and worked swim meets in order to be accessible and available to coaches and clubs.

Respectfully submitted

John F Ertter
PVS Executive Director and
Controller