

Potomac Valley Swimming
Executive Director Report
HOD Meeting
May 23, 2012

General

- Total LSC Membership is projected to increase from 10,998 in 2011 to 11,407 in 2012 excluding clubs and organizations. Year around athlete membership is projected to increase from 10,070 to 10,456. PVS is currently the 5th largest LSC based on 2011 statistics published by USA Swimming. As such PVS will have additional voting delegates at the National HOD to be held in September 2012.
- For the 2011-2012 year, entries in PVS meets are expected to exceed 67,000. Club meets are expected to have 171,000 entries. While the number of entries in PVS meets is flat compared to the previous year, the number of entries in club meets continues to show significant growth with an 18% increase in 2011-2012 vs. 2010-2011.
- PVS's diversity/inclusion programs supported the Black history meet and 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 \$15,000 budget surplus compared to a budgeted surplus of \$3,775. The larger than budgeted surplus is primarily attributable to higher membership registrations and higher splash fee revenue than budgeted. PVS is expected to end the current fiscal year with a reserve of \$645,000 or approximately 74% of annual cash operating expenses.
- The LSC continued to reimburse working officials for the cost of background screening. Since the program was initiated, 251 officials have been reimbursed out of a total eligible officials population of 318.

Executive Director/Controller Activities

- Attended and participated in all Board of Directors and Competition Committee and HOD Meetings.
- Met one-on-one with the General Chair and other Board members on an as needed basis.
- Attended USAS Convention and Eastern Zone Meetings.
- Served as acting PVS Safety Chair until a permanent replacement was identified and installed in January 2012.
- 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 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 Vice Chair.
- Served as PVS's media representative.
- Worked with various PVS clubs to address issues and/or concerns.

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- Managed contract review, approval and vendor performance for PVS teams participating in Zone meets.
- Worked with the Equipment Manager, Registrar, Webmaster and Administrator as needed to coordinate activities.
- Attended and worked PVS swim meets in order to be accessible and available to coaches and clubs.

Respectfully submitted

John F Ertter
PVS Executive Director and
Controller