

Title: Pacific Swimming 2023 Motions

F= FINANCIAL

B=BUSINESS

R=RULES AND REGULATION

P=POLICY AND PROCEDURES

L=BY-LAWS

Date Intro	Motion #	Type	Doc		Action
1/19/23 EXE	2301CB01	B	N	Change Team Name and Abbreviation Change ALGA to BAA, Bay Area Aquatics. Clint Benton, Veronica Hernandez, 2nd Passed	Passed
	2301FVC01	B	Y	MEFAP Meet Reporting Requirement Approve the removal of the option to collect MEFAP Splash Fees at a meet from Section D. Meet Reporting Requirements - MEFAP Entries of Policy and Procedures. MEFAP Entries (MEFAP – Meet Entry Financial Assistance Program for Outreach Members) Pacific Swimming's Meet Management shall provide a summary of any MEFAP entries to the host team prior the meet. The host team may be required to collect and submit any splash fees at the meet. The electronic invoice will reflect a reduction in the amount due to Pacific Swimming due to MEFAP Entries. Mary Ruddell, Finance Vice Chair (30 day, P&P) Passed	Refer to BOD 3/15/23 BOD 2/23 Passed
	2301PC01	F	Y	Purchase Staff Equipment The Personnel Committee recommends the purchase of new equipment for staff. This would be an approximate \$4000, cost to purchase 2 laptops and 3 cell phones.. Mary Ruddell, Personnel Committee Passed	Passed
3/15/23 EXE	2303SFTF01			Splash Fee Increase The Splash Fee Task Force recommends increasing the Short Course Splash Fee to \$10. (a \$2 increase) Mary Ruddell, Splash Fee Task Force (30 day, R&R)	Refer to BOD 4/19/23 Passed by BOD Passed by HOD 5/21/23
6/21/23	2306VCPO01	B	Y	Smart Googles	Passed

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EXE				<p>While supplies last, Pacific Swimming shall distribute one pair of Finis Smart Goggles to each club in good standing with an Athlete Representative also in good standing. The goggles will be distributed at the 2023 Athlete Leadership Summit in October. Goggles may be mailed to those clubs with an Athlete Representative that attends the Summit virtually. Clubs that have already receive a Smart Goggle from Pacific Swimming will not receive an additional pair. After the Summit, any club that designates an Athlete Representative for the first time may receive their goggles once that Representative has met the minimum attendance requirement.</p> <p>Veronica Hernandez (Smart Goggles Task Force)</p> <p>Passed</p>	
	2306PC01	B	Y	<p>New Staff Position</p> <p>Pacific Swimming shall create a part-time. Staff Treasurer position to cover the duties of the current volunteer Treasurer position, to train our incoming Finance Vice Chair, and to create written procedures for daily operations and tasks, with a starting date of September 1, 2023.</p> <p>Veronica Hernandez, Personnel Committee</p> <p>Passed</p>	Passed
	2306PC02	L	Y	<p>Amendment to Bylaws Addressing Treasurer</p> <p>Amend the following sections of the Bylaws to remove the Treasurer as a voting member of the Board. Bylaws Sections:</p> <p>5.1.8 6.1.7 6.5.1 & 2 6.6.3 6.9.3 6.12.2 7.4.2.B 7.4.2.C.(2) 14.1.2</p> <p>Veronica Hernandez, Personnel Committee</p> <p>Referred to HOD 10/2023</p>	<p>Refer to BOD 7/19/2023</p> <p>BOD 7/23 Passed, Refer to HOD 10/2023</p>
	2306AC01	P	Y	<p>Attendance Requirements of Athlete Representatives</p>	<p>Refer to BOD 7/19/2023</p> <p>BOD 7/2023</p>

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				<p>The Athlete Committee moves to amend the Policies and Procedures to reflect the following changes. These changes will take effect on September 1, 2023.</p> <p>13. Attendance of Athlete Representatives</p> <p>c. move what is there now to 14. a.b.. and replace with Team Athlete Representative members shall be present at a minimum of 3 Athlete Committee meetings within a 6 month period to maintain eligibility to serve.</p> <p>d. delete what is there and replace with: If a Team Representative is unable to attend 3 meetings in 6 months, that Team Representative will be contacted by their respective Zone Representative to inform them of their responsibility to attend and to determine if the Team Representative is willing and able to continue to serve. The Team Representative's head coach will be copied on the communication. If after an additional 6 months the Team Representative does not attend a minimum of 3 meetings, they will be removed from the Athlete Committee.</p> <p>14. (the moved original 13.c., now 14 b)</p> <p>b Barring uncontrollable and unforeseen circumstances, any Athlete Executive Committee member who obtains two (2) unexcused absences over the course of a term shall result in removal from the Athlete Executive Committee and other LSC committees.</p> <p>Joseph Harris, Athlete Committee (P&P, 30 days)</p> <p>Passed</p>	Passed
	2307VPO01	B	Y	<p>In-person Board Orientation & Strategic Planning</p> <p>To spend no more than \$3000 to fund an in-person Board Orientation & Strategic Planning session on Saturday, September 9, 2023, for all voting members of the Board of Directors and Pacific Swimming Staff. This will be an addition to the Board Chair's Contingency Fund (Line item 56030) from local funds.</p> <p>Veronica Hernandez, Clint Benton 2nd</p> <p>Passed</p>	Passed
	2307FVC01	F	Y	<p>Selection of Auditor</p> <p>Move to accept the proposal from Cropper Accountancy for the Audit of the Financial Statements ending August 31, 2023, and preparation of the 2022 Informational Returns.</p> <p>Mary Ruddell, Clint Benton 2nd</p> <p>Passed</p>	Passed
	2309OC01	P	Y	<p>Update Safety Guidelines and Warm-Up Procedures</p>	

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				<p>Motion to approve the amended <u>Safety Guidelines and Warm-Up Procedures</u> for all Pacific Swimming meets effective immediately, adding the following language:</p> <p>1.d. Lanes will be available for warm/cool down at all times. No paddles, snorkels or other breathing devices, boards, or fins, will be allowed in the competition course and warm up pool.</p>	
	2306PC02	L	Y	<p>Amendment to Bylaws Addressing Treasurer</p> <p>To amend the following Bylaws sections to remove the Treasurer as a voting member of the Board.</p> <p>Pacific Swimming Bylaws</p> <p>Article 5</p> <p>5.1 MEMBERS - The Board of Directors shall consist of the following officers, committee chairs, coordinators, and representatives of Pacific Swimming, together with those additional members designated in Sections 5.2 and 5.3:</p> <p>.1 General Chair</p> <p>.2 Administrative Vice-Chair</p> <p>.3 Finance Vice-Chair</p> <p>.4 Coach Representatives (2)</p> <p>.5 Senior Athlete Representative</p> <p>.6 Junior Athlete Representative</p> <p>.7 Secretary</p> <p>.8 Treasurer <u>(filled by Staff Treasurer with voice but no vote)</u></p> <p>Article 6 Officers and Directors</p> <p>6.1 OFFICERS - The officers shall be as listed herein and shall be elected by the House of Delegates at its annual meeting in odd-years.</p> <p>.1 General Chair</p> <p>.2 Administrative Vice-Chair</p> <p>.3 Finance Vice-Chair</p> <p>.4 Program Operations Vice-Chair</p> <p>.5 Program Development Vice-Chair</p> <p>.6 Secretary</p> <p>.7 Treasurer <u>(filled by Staff Treasurer and not elected by House of Delegates)</u></p>	
	2309IC01	F	Y	<p>Grant Program Funding</p> <p>The Investment Committee proposes that Pacific Swimming allocate \$35K from local funds (savings and checking) to fund any one of the following three types of grants. A club may seek one and only one type of grant for the current swim year (2023/24).</p> <p>1. Facility/Meet Grant</p> <ul style="list-style-type: none"> • Competition enhancement, safety enhancement, facility enhancement, meet hosting enhancement 	

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				<ul style="list-style-type: none"> • Examples: starting system, lane lines, custom flags, snack bar necessities (e.g., BBQ), storage, team banners, record board, etc. 2. Athlete Grant <ul style="list-style-type: none"> • Training equipment, technology, video analysis, dryland equipment/program • Examples: Finis or Speedo training equipment, a Dr. G video session, a consultant, Bridge, med balls, TRX, etc. 3. Coach Education Grant <ul style="list-style-type: none"> • Clinic reimbursement, education materials, mentorship support, related coursework • Examples: ASCA World Clinic, ASCA Pacific Swim Coaches Clinic, USA-S regional clinic, educational materials, ASCA Life Membership, etc. 	
	2309ZAMTF01	P	Y	ZAM Co-Pay Increase To increase the athlete co-pay for the Zone All-Star Meet from \$70 to \$85.	
	2309AG01	P	30 Day	ZAM P&P Amendment To amend Pacific Swimming Policies and Procedures for the Zone All Star Meet for current practices and outdated procedures.	

SECTION VII

LSC AGE GROUP CHAMPIONSHIP MEETS

C. PACIFIC SWIMMING ZONE ALL-STAR MEET (ZAM)

9. ATHLETE SELECTION

a. Each Zone may select up to 8 athletes per gender in each of the 13-14, 11-12, 9-10, and 8-under age groups, using criteria of the Zone's choice. (Competitive or standards-based selection criteria are recommended.)

b. Zones may designate one or more alternate athletes in each age group and gender during their selection process. Alternates shall be submitted in the electronic entry file. Alternates shall meet all of the same eligibility and selection criteria prescribed above for selected athletes.

c. An alternate athlete who replaces a selected athlete after the entry deadline for the meet may only compete in the replaced athlete's entered events and assigned lanes.

d. Alternates who have not been called to replace selected athletes should not travel to the meet. All travel, lodging, and meals for any alternates who do travel to the meet shall be at the sole discretion and expense of their Zone and/or family and shall not be supervised by team staff. No team apparel will be provided for such alternates.

10. 8-UNDER ATHLETES

a. 8-under athletes may participate under the same conditions as the other age groups, except that they shall not travel on team transportation or lodge in team-supervised hotel rooms.

b. All transportation and lodging for 8-under participants shall be the sole responsibility of, and shall be arranged and supervised by, the athlete's family, including timely drop-off and pick-up from team practices, meals, and competition.

c. For each 8-under athlete a release form will be provided and must remain with a designated manager on each Zone team. The release form shall be signed by athlete's parent or guardian each time the athlete is dropped off and picked up for any ZAM activities (Saturday warm-up, Saturday banquet dinner, start of the meet on Sunday, and end of the meet on Sunday).

11. ATHLETE CO-PAY

a. Each Zone shall set the co-payment amount for their athlete participants.

b. Each Zone shall pay to Pacific Swimming \$70 ~~85~~ per selected athlete by the deadline established by the Pacific Swimming Travel Coordinator, unless a different amount is approved by the Pacific Swimming Board of Directors.

12. COMPETITIVE EVENTS, ENTRIES, AND SEEDING

a. The same set and sequence of competitive events shall be conducted each year, as documented in prior meet announcements. All events shall be timed finals.

b. Each Zone Team may enter up to 4 athletes per individual event and two (2) relay teams per relay event. Each athlete may compete in up to three (3) individual events per day plus relays.

c. Each event shall be pre-seeded, fastest to slowest within each Zone's entries, set-up in Meet Manager as a 3+ team double dual with assigned lanes.

d. Heats and lanes shall be assigned to each Zone based on the final team ranking from the previous year, in fast to slow order. The previous year's winning Zone shall be assigned the fastest lane in heat 1 of each event, the second-place Zone assigned the next fastest lane in heat 1, and so on, cycling through all of the Zones, lanes, and heats until each Zone has been assigned 4 lanes (2 lanes for relays). Each year's seeding assignments shall be stated clearly in the meet announcement.

e. When the meet is conducted in fewer than 10 lanes, it is recommended that individual events be seeded in 7 lanes, and relays in 5 lanes, to provide the most uniform conditions of competition without adding heats.

f. Each Zone shall submit a single electronic entry file accompanied by a PDF or hard copy of their entries, ~~pre-seeded per the seeding information in the meet announcement. Each Zone shall seed their entries fast to slow in each event.~~ Submission shall be to the person and by the deadline specified in the meet announcement. ~~Unseeded entries received may be returned or seeded at the meet host's discretion.~~

g. Entries with "no time" (NT) will NOT be accepted. If no previous yards time exists for an entry, a converted or coach-estimated time shall be entered.

13. SCORING AND AWARDS

a. Individual events shall be scored to 20 places, and relay events shall be scored to 10 places.

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				b. A single team trophy shall be awarded to the highest scoring Zone at the end of the meet. 14. PACIFIC SWIMMING TRAVEL COORDINATOR SHALL: a. Maintain and update the templates for athlete and staff applications, and supply these to each Zone's Head Team Manager or Zone chair by November 15 th of each year with appropriate instructions. b. Furnish the previous year's meet announcement and team scores, along with appropriate instructions, to the Meet Director or Zone Chair of the next meet no later than November 15 th of each year. c. Establish and enforce deadlines each year for each Zone to submit their co-payments and all needed team information. d. Complete planning, arrangements, and contracts for group transportation, Saturday practices, lodging, and group meals for each of the Zone teams as appropriate, in coordination with the Pacific Swimming Treasurer and with each Zone's designated Head Team Manager and/or Zone Chair. e. Order and arrange for delivery of team sweatshirts, team caps, and bag tags for each Zone. <u>f. Conduct a meeting prior to the event for all Zone Team Leaders and the Meet Director.</u>	

Respectfully Submitted by,
 Marie Lin/ Zach Silverman & Gracie Goss
 Secretary - Pacific Swimming Board of Directors