



PO Box 449, West Linn, OR 97068 ~ Phone (503) 747-3702

Mission Statement: To champion the development and achievement of the Oregon Swimming Community.

OSI Board Meeting Wednesday, November 1, 2023 - 7:00 pm, Zoom Conference Call		
Attendees	(Lee Cannon, Judi Creech, Jeff Gudman, Rick Guenther, Anastasia Kaldy, Debbie Laderoute, Sheila Lovell-Otterstrom, Emily Melina, Scott Miyako, Alex Nikitin, Chloe Knieval Priewe, Shelly Rawding, Rhonda Soule, Evangeline Swift, Alexandra Tokman, AnneMarie Vlaic, Rex Watkins)	
TOPIC	DISCUSSION/ RECOMMENDATION	ACTION/ FOLLOW UP
Welcome, Agenda Items/Consent Agenda, Special Announcements		
Emily Melina officially opened the meeting at 7:00 pm. Kudos to the teams that received club excellence awards. BSC was awarded silver medal, and THSC and LOSC were awarded bronze medal. Congratulations to Oregon Swimming and these specific clubs! Consent agenda items to add or pull for discussion: <ul style="list-style-type: none"> <li>● Judi Creech – requirements for Meet Info/Announcements</li> </ul>		
Treasurer’s Report - Rhonda Soule		
Rhonda Soule - Nothing to add from written report. Rex Watkins made a motion to approve the Treasurer’s Report. Rick Guenther second. Treasurer’s Report approved.		
Past Minutes		
- No minutes from the Mini Expo/HOD yet, will look at them next month.		
Chair Reports		
General Chair	See submitted report. // No report.	
Admin Chair	See submitted report. // No report.	
Senior Chair	See submitted report. Senior Chair Report - Shelly Rawding	

Age Group Chair	See submitted report. // No report.
Coaches Rep.	See submitted report. // No report.
Officials	See submitted report. // No report.
Op. Risk Coordinator	See submitted report. // No report.
Safe Sport Coordinator	See submitted report. // No report.
DEI	See submitted report. // No report.
Athletes	See submitted report. // No report.
Sanctions	See submitted report. // No report.
Office	See submitted report. Office Report - Debbie Laderoute
Other	See submitted report. // No report.
New Business & Pulled Reports	
Dec Board Meeting Date	<p>We are moving the December board meeting to Wednesday, December 13<sup>th</sup> at 7pm. The first week of December is Winter Junior Nationals and we need to assure we have a quorum.</p> <p>Rex Watkins made a motion to perpetually move the December board meeting to the second Wednesday in December. Scott Miyako second. Motion approved.</p>
Requirements for Meet Info/Announcements	<p>Judi has a few additions she would like to add to our requirements for teams in their Meet Announcements/Info. Please see submitted report. We have been doing a lot of these items as best practices, but we would like every team to operate on the same guidelines. First addition/modification, we have best practices using ‘open and close dates for entries’; currently, we only require the entry deadline. Second modification, our photography statement for behind the blocks is out of date. The statement should read “No camera or other recording devices are allowed behind the blocks”. Other additions include MAAPP, 12&amp;U four-hour rule statement, and a Medical Statement.</p> <p>Judi is proposing that we add these items to our list of requirements and make the two modifications to our photography statement and ‘entry open and close dates’ instead of just the entry deadline.</p> <p>The photography statement is outdated and needs to be updated no matter what. The Medical Statement is a requirement that we need to include. The four-hour rule is a requirement to follow and listing it in the meet info would help clarify the rule and have a point for discussion if needed.</p> <p>Discussion on what the four-hour rule statement would need to look like in the Meet Info/Announcements.</p> <p>Sheila Lovell-Otterstrom recommends including the plan for and acknowledgement of the four-hour rule it in the sanction application to help educate the Meet Directors, Meet Refs, AO’s, and those who do not know</p>

	<p>about the rule. It will give an opportunity for questions and collaboration to properly execute the four-hour rule.</p> <p>Lee Cannon makes a suggestion to not require it in the Meet Info, but require a session report to be submitted with the recon/exceptions report.</p> <p>Emily Melina – Since session reports can be doctored, would not recommend Lee’s suggestion.</p> <p>Debbie Laderoute – We would be able to check the submitted report with the actual session report to see if it was doctored.</p> <p>Rex Watkins – Recommends that a simple statement for the four-hour rule should be included in the meet information; very helpful to educate swimmers and families.</p> <p>Sheila recommends having it enforced both ways.</p> <p>Rex Watkins makes a motion to accept Judi’s proposal of additions and modifications to the meet info/announcements list of requirements.</p> <p>Scott Miyako second.</p> <p>Proposal approved.</p>	

Old Business		
Next Meeting (s) at 7:00 PM		
<p>Online Zoom BOD Meeting December 13, 2023, at 7:00 PM.  With no other business, the meeting was adjourned at approximately (7:40) PM</p>		

## November 2023 Reports

### **Treasurer – Rhonda Soule**

Budget report attached which shows 2023 budget, 2023 projection as of 11-1-23, variance, and 2024 approved budget. The bottom line for 2023 looks a little worse than what was presented at HOD, mostly due to additional travel costs for summer meets that were made in October and that I didn't have in the initial projection.

October and year-to-date Profit & Loss Statement attached.

We made transfers of \$15,000 (September) and \$70,000 (October) from the investment account at UBS to the checking account. This was authorized by the Travel Fund policy, which was modified in 2017 to allow using the income from the fund to cover operational expenses. Transfers have not been necessary before now, but because we are completing our second year of operating at a loss, it was necessary to keep a positive balance in the checking account. I don't think this will be necessary again until next summer when the summer travel and championship meet expenses hit, but we will keep an eye on it. Thank you to Jeff and his staff for facilitating these transfers!

The accounting firm is in the process of completing the 2022 tax return and it will be filed by the due date for the extension (November 15.)

### **Senior Chair – Shelly Rawding**

Sr Training camp went great! Thanks to the awesome coaches and athletes who attended. Scholastic All Americans are up! Congrats to all our Oregon Athletes who are on the list!  
<https://www.usaswimming.org/news/2023/10/30/usa-swimming-announces-2022-23-scholastic-all-america-team>

### **Executive Director – Debbie Laderoute**

Registration Report – YTD

Registration  
Type  
Transaction Type 2023 2022

Year-Round Club

New 1 1  
Renew 17 17

Administrator

Cancel -1 -1  
New 22 22  
Renew 15 28

Coach

New 21 5  
Renew 55 67

Flex Athlete

New 269 233  
Renew 46 99  
Junior Coach New 2 15  
Official

New 38 17  
Renew 88 114

Other

Cancel -4 -5  
New 22 29  
Renew 20 29  
Upgrade 1 1

Premium Athlete

Cancel -5 -50  
New 510 451  
Renew 814 1559  
Upgrade 19 19

Premium  
Athlete- 2024  
Outreach Athlete

New 16 12  
Renew 24 14

Provisional  
Coach

Cancel -1 NA  
New 2 NA