



12655 SW Center St., Suite 330, Beaverton, OR, 97005 * (503) 747-3702

Mission Statement: To build and promote the sport of competitive swimming for the benefit of all swimmers to achieve their maximum potential.

Final

OSI Board Meeting

Wednesday, September 5th, 2018, 7:15 pm, Zoom Conference Call

In attendance: Shelly Rawding, Debbie Laderoute, Christopher Pfaffenroth, Emily Melina, Jacki Allender, Brad Robbins, Jeff Gudman, Julie Greenaway, Sara Nelson, Julie Carpenter, Russell Scovel, Paul Windrath, Marilyn Loitz and George Sampson.

Meeting Called to Order: 7:19 pm. Shelly welcomed everyone on the call. Mission Statement was read. She asked if there was anything anyone wanted to add to the agenda.

Special Recognition and Announcements: Congratulations to Ethan Heasley (HEAT) and Van Mathias (MAC) for representing Oregon at the US Junior Pan-Pacs. Ethan will also be at the Fina World Open Water Champs and swims the 7.5 kilometer tomorrow. Also welcome to Quinn Brown (PAC) as new Junior Athlete Representative.

Minutes – August 2018: There are a couple of easy changes to be made. Ariana has one “n” not two. When we were discussing benefits of our contract with Arena – it should say “performance swim wear” not “performance swimmer.” The question was raised if there are any other changes to last month’s minutes. Motion was made to approve the minutes and seconded. Minutes as amended were approved.

Treasurer’s Report: Paul apologized for sending out his report and then having to send out a revised version. The Quad/Western Zones expenses had significant changes. He did ask if the format was beneficial and easy to read. It was expressed that the format was liked and easy to read on one page. General consensus was that it was liked. It was expressed that occasionally there may need to be more breakdown but for a month to month report – it is good. Paul is in agreement and stating that quarterly would be a better way to go and that he can provide detail as needed. It was asked if anyone had any questions regarding the Treasurer’s report. There were no questions. Motion made to approve was seconded and the Treasurer’s Report approved.

Office Reports: Shelly asked if anyone had any questions. None were raised.

Old Business: FLEX member ship will be voted on at HOD.

New Business:

Policy discussions:

1. Club code change requests. It was expressed that is an option and it comes from OSI. What is our policy? Do we care? It was expressed that we do have approval over club codes, and these should be brought forward to the board for approval. It was expressed that we don’t have anything in writing. Debbie has a request from LaCamas Swim Team who currently is LHST and they would like to change it HUNT. Paul expressed we would like to understand what it is they would like to do? Is there any concern that this could be an inappropriate acronym? Any records going forward would reflect the change – we wouldn’t change prior records. It was



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expressed that OSI does have a say in permitting this change. This was previously consulted with USA Swimming several years ago regarding an issue, who expressed this would be handled at the LSC level. Emily raised that she feels it is inappropriate as is – that it has a violent connotation – Paul and Jacki agreed. Christopher also expressed that this could get out of hand quite easily for teams to want to do this frequently. A vote was taken as to whether to permit this change. This change was not approved for LaCamas. A new application was received to use the club code CA for Courtside Aquatic Team, located in Salem. Paul asked if CSAT was available? The application received was for CA – the question was raised if there was any problem for the team to have CA? There are no software issues for a 2 letter club code. Motion was raised and approved to allow the team to go by CA.

2. Discussion on credit card/check fees. Discussion was had previously regarding getting away from accepting checks at the office and how we would like to move forward. There are 17 teams that have signed up with ACH/CC process. There is a team that has expressed they cannot be set up as ACH and don't feel that they should be penalized for writing a check. The Department of Parks and Recreation in Redmond also expressed last month that they also cannot do ACH. Paul stated he was the one who proposed the \$10 check fee and encouragement to do ACH/CC. He stated we should make the exception for them; however, we will not process their athletes until we receive their check and that they could not send in a batch every week. It is expressed that not every team can just drop by the office and drop off a check. Heather at Redmond is in favor of using credit card even though they cannot use ACH. Paul stated Michigan just added \$5000.00 to their budget to cover those teams that could not use ACH. Paul is in favor of waiving this fee for those teams who could not afford to do this. Jacki stated this would mean that this would be \$5000.00 that would not be available for programs. Paul stated Michigan did not come close to this \$5000.00. Jacki expressed this would be used only if they are not eligible for ACH. It was expressed that there needs to be a document stipulating that this is against their bylaws and not that their team just prohibits ACH and this document would have to come from the parent organization (Jewish, YMCA, or other organizationally owned – not a coach-owned team) that forbids this action. Paul expressed when these letters come in, that we should reach out to them and ask for an exception and why we are moving in this direction. How many teams would this affect? George estimated around 6 – including Jewish Middleman, YMCA, maybe Portland (Parks and Recreation) depending on how they are set up. It was expressed that we will wait for clubs to come to us and that we should have a policy in place. Motion made to work on the wording for the policy (Paul) regarding ACH or E-check with Debbie and Shelly which could be reviewed at HOD. If there is pushback from clubs, after receiving a letter from their parent organization we could then respond to how we can handle things. The reason we are going in this direction is some clubs are waiting 12 weeks before cutting a check. If they use credit card, we can register athletes right away. We can track the credit card fees associated. The question was raised as to why we have to absorb the credit card fees – it was stated that it is beneficial for OSI to move away from checks and move to an ACH process instead of credit cards and by absorbing the credit card fees, this helps us to move one step forward in this direction. This is just for those clubs that don't have the ACH option, not clubs who could do ACH but are choosing not to. This would only apply to those teams whose parent organization bars them from setting up ACH. The



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wording of the policy will be worked on (Paul).

3. Date and location for board retreat in the spring. The weekend of April 13th won't work – regional coaching clinic being held. This leaves the first or last weekend in April. The first weekend in April is suggested. This would be a one-day event. Jacki offered her home in Corvallis for this event. Washington Spring break is just ending if held the 1st weekend. It was asked if there is anything on the USA Swimming calendar? There does not appear to be anything on this weekend for USA Swimming. For convenience it might be better to be held closer to Portland. Shelly will check to see if the coaching clinic will be just a couple of hours on Sunday during the weekend of the 13th, if so we can coordinate with this. It was decided to hold the retreat either the 2nd or the 1st weekend in April depending on if we can coordinate this with the clinic. Julie Carpenter offered her house if held the first weekend closer to Portland (house in Tualatin), otherwise, in Corvallis at Jacki's the second weekend.
4. Bylaws change regarding FLEX membership. Task force is also bringing Article I, 16.4 that defines that OSI is responsible for the head zone coach, the assistant coaches, and the team manager and also because we are changing bylaws, we are working on policy and procedure changes regarding those 3 positions before HOD. Under Article 606.2 – Elections, Oregon Swim Coaches Association shall elect coach representative all star team coach and all star team manger – we need to strike out everything after bylaws. These will be presented to OSCA to change the OSCA bylaws under Article IV – strike completely from OSCA doing away with all star head coach assist coach and team manager. Because OSCA is an AD HOC committee they cannot make any bylaw or standing rule that contradicts the bylaws of OSI. The HOD can take this away from them. Paul stated that these changes could have some financial implications and dollar allocations for membership that goes from OSCA to OSI. George stated coaches pay more than swimmers to join OSI and that money kicked into OSCA. However, these 3 articles are all we need to get this moving forward, getting the procedures and job descriptions nailed down. We only need a simple majority at HOD as we are getting these mailed out 20 days before HOD. We will not have anything regarding the financial impact regarding these articles and the financial impact can be discussed later on. As is, OSCA is still footing the bill, but the board of directors will be in charge. It basically will change that the board of directors is in charge of hiring and firing, not OSCA. It was discussed that the plan is not to change the funding – just to take the coaches out of it.
5. Paul asked to bring us up to date for the Mini-Expo athletes clinic and coaches clinic. We will be going to on-line registration for Mini Expo. For now, all funds will go to OSI and we will then write a check. We will also set up a square account so that on-line registration can be done on-site. It has been agreed that OSI will absorb the fees this year. These fees will have to be looked at next year. It was expressed that costs have been bumped up \$5.00 every year to cover increasing costs. It was expressed the labor costs involved with checks will outweigh the absorption costs. Julie Carpenter, as a bookkeeper, agreed and expressed the room for error and the labor involved in check processing.

Next Meetings:

1. Convention coming up.
2. House of Delegates 10/7/18, Newberg.



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3. Zoom Meeting – 11/7/18.
4. No Zoom Meeting in December.

The question was raised regarding the meeting in Newberg—will there be rooms for officials and can people hook up their computers etc.? George expressed that according to standing rules – officials will need 4 rooms. Julie Carpenter stated in the morning officials would only need 1 room; however, in the afternoon there will be 5 or 6 clinics. Jody Rash volunteered to run a meet directors clinic all day, MM in the am and discussion/talking in the afternoon. George asked Julie that when she determines how many rooms are needed for officials in the am and pm – to let him know and he will make those arrangements.

Motion made and approved to adjourn at 8:18 pm.

Submitted by:
Julie Greenaway
OSI Secretary