

Potomac Valley Swimming  
Board of Directors  
June 4, 2018  
Video Conference

- Attendance – Tom Ugast, Ellen Colket, Tim Husson, Andrew Gemmell (athlete), Merari Chollette, Heather Purk, Evan Stiles, Rob Green, Dave DiNardo, Jack Neill. Non-voting in attendance; Sumie Emory, Erik Collins, Michael O’Shaughnessy
- Call to order – The meeting was called to order at 7:00 pm by General Chair, Tom Ugast
- Establish of Quorum – There are a sufficient number of voting members in attendance to conduct business.
- Approval of minutes from April meeting – **Motion to approve the minutes from the April BoD meeting, seconded and approved.**
  - Tim commented on two housekeeping edits to the April minutes. Terri will make the changes and resend for posting.
- New Business –
  - 2018-2019 Budget – Ellen did a great job presenting the budget at HOD.
    - Provisional Budget posted: The presented budget was approved with the following additions
      - \$1 added to the overall membership fee, to be added to the PVS share of the fee.
      - The \$300 club fee increase, will be assessed after the 2019 HOD meeting for those clubs who do not attend at least 2 Competition Committee Meetings and HOD. The possible increase in revenue was not added into the budget numbers because the goal is to have clubs attend the meetings.
      - Flex membership – Ellen has used the research figures from USA S as a projection.
        - Will put together a task force/committee to create a survey for the clubs. Several invitations have been sent to potential members (Rob Green, Dave DiNardo, Ellen Colket, Andrew Gemmell, Katie Carmen, Heather Purk and Sumie Emory). The goal of the task force will be to come up with both the long and short term impact of the FLEX Membership and out budget.
        - Since the HOD approved the budget and the HOD has approved the concept of FLEX that all we need to do is inform the HOD of the final numbers.
    - Junior coach membership – There was a question regarding how FLEX membership will affect the Junior Coach Membership option. Ellen will get a clarification from USA S on the Junior Coach membership and if/how the membership works with FLEX.
    - Plan to finalize budget and repost – Tim commented that he will get the updated provisional budget posted in the next 5 to 7 days.
    - Officials Committee Recommendation – it was approved at HOD to increase the PVS Officials travel stipend by \$100 each meet and to increase the number of

meets an Official can apply for from two to three. The Officials Committee met and has asked to make some changes to the requirements for the stipends.

- A motion was made to approve the requirements for an Official to receive a travel stipend from PVS, seconded and Tabled. See proposed Update to PVS Officials Education Travel Stipend Policy (please add link).
  - There was a lengthy discussion regarding the positives and negative of these changes. One of the primary concerns is regarding which meets the Officials will be allowed to apply for. At HOD the approval was for up to three National level meets. The new proposal was for two National Level meets and one “stepping stone” meet (zone, Sectionals, Futures)
  - PVS officials are well regarded across the country and while the primary purpose of the stipend is for educational purposes, PVS Officials being the “educators” at meets is also important.
  - The body decided to table the discussion until Tom Ugast can talk more with the Officials Committee Chair, Rich McMillan and Operations Chair, Carolyn Kotarski. Tom will report back at the July BoD meeting to finalize the proposal and take a vote.
- Competition Committee Report –
  - **Motion to approve the following coaches; Curtis Din – FBST, Morgan Henderson-Kunz – MACH, Dalton Regenbogen – OCCS, Alex Miller – MACH, Jim Crampton – DC Wave, Leah Bonucceli – MACH, Kelly Rose McCullough – NCAP, RJ Pauling – FAST as 2018 Summer LC Zone Assistant Coaches as endorsed by CCM, providing all coaches are in good standing, seconded approved.**
- P&P Updates and posting:
  - Tim is going through the meeting minutes and finding all the things that have changed since the last time P&P was updated. A separate document will be created with all these changes to be reviewed. The current P&P needs to be rewritten and the format needs to be updated. Once all the new info has been cleared up, the policies will be added back in and the entire document will be updated. Keep in mind that P&P is a working document and there are constantly changes being made.
    - Tim commented that this is a long-term project. He projects the first step, finding all changes, will take about 3 months, then the rewrite will take about 6 more months.
    - The policy going forward will be that every time we vote on a new policy, we will add it to the document, so we are not waiting years to add to P&P.
    - It was suggested to add a SEARCH feature.
- Team DMV Update – Rob Green reported:
  - Team DMV came in first place! In addition, there were several other PVS teams in attendance that were not part of Team DMV.
  - Team DMV had 104 athletes and 5 coaches on deck. The swimmer to coach ratio was a bit higher than desired, but with the other PVS teams also in attendance, the ratio was a little better.
  - 4 Team DMV athletes scored in top 3 of High Point awards.
  - Parents were happy, and the kids had a great time.

- At the July meeting Rob will report on the breakdown of swimmers and the clubs they are on. Since Team DMV is supported by PVS and part of the Diversity/Inclusion budget, we would like to see all PVS athletes have the opportunity to participate that want to as Team DMV.
  - Committee/Task Force in need of Members – Tom would like to better utilize committees and get more people involved. Committee heads need to look ahead in the next 60 days as to what they need to achieve their goals for the next year. As per our By-Laws many committees have specific requirements, we need to work towards getting compliant with these requirements. It is also required for athletes to make up at least 20% of all committees.
    - Safe Sport - According to the By-Laws there must be a Safe Sport Committee made up of at least one coach, 2 athletes. In the past there have been committees established to work on specific projects, but now we need to get a full committee together on Safe Sport issues/education in PVS. Merari Chollette will assist Michael O’Shaughnessy (incoming Safe Sport Chair) to establish a year round committee.
    - Strategic Planning – The Strategic Planning Committee the By-laws require the following members be on the Committee; Junior Coach Rep (Jessica Mack), Senior Athlete Rep (will be determined after the elections this summer). Additionally, Erik Collins from SNOW has expressed interest and will be added to the committee. This will be a very important committee this next year as we are going to have to make changes to some of our meets at UMD due to parking issues. Dave DiNardo, Strategic Planning Chair, feels we need at least one more coach, one more official, and another athlete or two added to complete the committee.
    - Diversity/Inclusion – Currently there is not an official D/I committee. Rob Green commented that he sees the national trend seems to be lumping D/I with Safe Sport. However, in PVS, Tom Ugast would like to see these be two separate committees. Rob Green will work on putting together a committee made up with at least one coach, one parent, one official and two athletes. There will be some overlap with Safe Sport and for those issues the two committees can work together.
    - Governance – Tom feels the Governance Committee is different from the Strategic Committee and will ultimately focus on ensuring that the PVS board is operating and doing everything we can for our members. Dave DiNardo, Ellen Colket and Erik Collins have expressed interest in serving. The first step will be to define what the goals of the committee are. Tom will reach out to Jane Grosser from USAS to help determine our next steps in establishing a Governance Committee and what their primary focus needs to be.
    - To all Committee heads; In the next couple weeks please send Tom what you want to accomplish in the next year. Tom will then sit down with Tim and Ellen to get you the help you need.
- Old Business – no old business.
- Adjournment – **motion to adjourn, seconded and approved.**

PVS supports and promotes excellence for all through competition, education, innovation and leadership.