



**Board of Directors Meeting
October 18, 2022
Zoom, 7:00 PM**

- Attendance
 - Voting attendees: Tim Husson, JD Foster, Cherlynn Venit, Erik Collins, Evan Stiles, Tom Ugast, Greg York, Jessica Fry-Mack, Aaron Dean, Trish Buswell, Jorge Zamora, JP Vanderloo, Samantha Gilbert, Andrew Char
 - Non-voting attendees: Kelly Rowell, Kim Bullers, Karyn McCannon
- Roll Call to establish Quorum – There are a sufficient number of voting members to conduct business. It was noted by the chair that this meeting has 100% board attendance
- Mission Statement – **PVS supports and promotes excellence for all through competition, education, inclusion, and leadership in a safe, equitable environment.**
- Vision Statement – **PVS aims to achieve excellence in and out of the pool as a diverse community grounded in a shared love of competitive swimming.**
 - Our board members are officials, coaches and athletes who all love the sport of swimming and have volunteered to do our best for the members of PVS.
- Consent Agenda: Approval of Submitted Reports and Minutes of September 19 Meeting – **The reports for the October meeting and minutes from the September meeting were approved.**
 - General Chair
 - Finance
 - Operations – wants to have a discussion on equipment purchasing.
 - DEI
 - CCM Action Items
- Additional Agenda Items & Approval of the Agenda – approved as presented.
- Athletes Update –
 - JP Vanderloo reported on his progress on the Open Water Committee. There are now 7 members, including 3 athletes on the committee. He is working to set up meetings.
 - It was suggested that JP look into the Open Water program in Maryland Swimming, they have much experience.
 - Samantha Gilbert reported that she is focused on being more present on our social media platforms and getting more engagement.
 - Andrew Char has joined the Open Water and DEI Committees.
- Finance
 - End of Year Report – report submitted
 - We did finish the last fiscal year, in better financial shape than expected.

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- Registrations recovered nicely last season, which led to more income from registration than expected. However, the income for meets and splash fees was lower than expected. Meet expenses were also lower than expected, so we broke even.
- Our noncash expenses/investments are currently showing a negative income, due to the declines in the current stock market.
- It was asked, why do we budget a small deficit, but then tend to end with a surplus. Is there anything we should be doing differently in our budget plan?
 - JD responded that this does seem to happen almost every year. There is a natural bias in budgeting to look on the more conservative side. There are also usually expenses that we add in the budget that don't get executed.
 - The Finance Chair does their best to predict and create a budget that is accurate. This is a group effort, and all board members must contribute.
- Current Status & Look Ahead
 - The general consensus on Wall Street is that we will likely have some sort of recession as inflation continues to grow. We are all going to have to make adjustments; PVS, clubs and our families. With inflation at the current rate, it will likely cause us to make budget adjustments for the next couple of years.
- New Business
 - Action items from the Sept 27 Competition Committee Meeting
 - PVS Meet Schedule – **Motion to approve the 2023-2024 PVS Meet Schedule, as endorsed by the CCM, seconded and approved.**
 - Policy change to create a late entry process and fee for all PVS Championship meets - **Motion to add a late entry fee to all PVS Championship meets, to align with the policy for Short Course Championships, \$150 club late entry fee, plus double the event entry fee, second and approved.**
 - It will be important to make sure that all meet directors are aware of this policy and to hold all clubs to the same standards.
 - What about deck entries? Tim said there are no deck entries for championship meets, those entries would be considered late entries.
 - The final deadline for late entries at all PVS Championship meets will be the Monday prior to the start of the meet.
 - Schedule changes, there are two schedule changes requested:
 - FISH Invite requested to change from 6/3-4 to 6/10-11
 - DCPR requested to add their Juneteenth Invitational on June 18.
 - **Motion to approve the changes to the 22-23 PVS meet schedule for the FISH Invite and adding the DCPR Juneteenth Invite, as proposed, seconded and approved.**
 - Outstanding Athletes – It was brought to the Board's attention that there was a mistake in one of the nominations for an 11-year-old female swimmer. The submission included achievements from two different age groups. All information must be from the same

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age group as they are being nominated for. There is a concern that there was some unfairness in the submission and voting.

- It is important that all submissions are accurate. We will need to look for a way to review all nominations to ensure their accuracy before they are released for voting. The current policy states that nominations are due two weeks prior to voting, which should allow for time to review.
- Tim offered to reach out to the submitting coach to get an accurate submission, then we can resend the information for that gender/age and revote.
- The meet formerly known as Junior Olympics – USA Swimming passed a rule that the word “Olympic” can no longer be used in the meet name, unless there is a specific exception. This came from the USOPC. What do we want to call our 14 & U Championship meet?
 - **Motion to name our spring championship meet, PVS SC 14 & Under Championships, second and approved.**
- Required bylaws change – USA Swimming now requires that all delegates that attend the LSC House of Delegates be a member in good standing of USA Swimming. Previously PVS allowed anyone from the club to be a delegate. This does not require a vote, as it is a required change to our Bylaws. We will make this change and then submit it to USA-S for approval.
- Eastern Zone Athletes Leadership Retreat – The Athletes Representatives from Maine are putting together an Athlete Leadership retreat in June of 2023. Each LSC in the Eastern Zone are permitted to send up to 16 athletes (8 of each gender) and two coaches to the retreat. The criteria for athletes should be leadership based, not performance based. They are primarily looking for sophomores and juniors in HS.
 - There is not a PVS budget line item for this event. There was a discussion on how to properly assist with the funding. The cost per athlete would be \$260 (lodging, meals and activities), plus transportation.
 - JD noted that we have some money in athlete travel, so maybe we could use some of those funds.
 - \$4140 is the total fee for 16 athletes. There were several suggestions as to how much PVS should cover for the athletes and we will make a decision at the November Board meeting as to how much PVS will cover for the athletes.
 - Jessica and Cherylann will lead the task force with help from the Athlete Reps to determine the criteria and create the applications. Some suggestions have been given to the LSCs.
 - It was recommended that any athlete that participates should be expected to serve on one of the various PVS Committees.
- 2023 LC Open Championships – As previously noted, UMD and GMU are not available for the PVS LC Championship meets in the summer or 2023. We have a verbal commitment for the use of Freedom Center. At the fall Competition Committee meeting, the idea of using the Jeff Rouse Center was brought up and endorsed by CCM. Since the meeting, Tim Husson has been in

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contact with the facility management and it is available for PVS to use for the PVS LC Open Championships, July 13-16, 2023.

- **Motion to hold the 2023 LC Open Championship (July 13-16) meet at the Jeff Rouse Center, seconded and approved.**
 - 13 & Over LC Champs will be at Freedom Center, July 20-23
 - It was noted that the scoreboard at Freedom is in bad shape and that we should have a discussion with them on the status of repair.
 - 12 & Under LC Championships will be at Claude Moore, July 13-16
- Financial Audit – It is time for the bi-annual audit of the PVS finances. We must vote on the Audit Company. For the last few years we have used KWC and our Treasurer and Finance Vice Chair have a good working relationship with them.
 - **Motion to continue to work with KWC for the bi-annual audit of the PVS finances, seconded and approved.**
- Hospitality reimbursement for PVS-sponsored meets –
 - JD noted that as an example of a financial issue that may develop due to inflation is our hospitality expenses. Over the last 2-3 years we have seen 12.5% inflation, and are seeing increases in food costs. The price of food and our hospitality is a rising cost of doing business. Currently PVS allows for hospitality reimbursement of \$285 per session at Open/Distance meets and \$500 per session at PVS championship meets. JD is suggesting we increase the amounts to \$320 for Open/distance meets and \$560 for Championship meets.
 - **Motion to increase the amount of the Hospitality Reimbursement to \$320 for Open/Distance meets and \$560 for championship meets per session, seconded and approved.**
 - Host clubs are able to come back to the Board, to request additional hospitality funds, with proper documentation and justification.
- Equipment – The Equipment Manager asked for all Board Members to send her your sweatshirt sizes. Please send your size to Terri and she will forward the list to the Equipment Manager.
- Meet Referee from another LCS, working in PVS
 - A PVS club has requested a Meet Referee to work some of their meets. However, this particular MR is no longer a member of PVS. The MR was certified in PVS, and recently switched to Florida Swimming. Our current policy states that only PVS Certified Officials may act as the Meet Referee for PVS sanctioned meets. .
 - Kelly, the Officials Chair noted that she has already been in contact with the club and that the meet referee has already been updated for several of their meets with current PVS officials.
 - Is there a way to get an exception if/as needed?
 - We have lost some Meet Referees these last few years, many because they have left the area. The Officials Chair feels it is a slippery slope to start to allow non PVS Officials to act as Meet Referees for PVS sanctioned meets.

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- The question was asked about how many Meet Referees we currently have in PVS. The Officials Chair will provide that information.
- **Motion to allow a previous PVS certified Meet Referee to be allowed to work as a meet referee for PVS meets during the 2022-2023 season, seconded and approved.**
- Old Business
 - Conflict of interest statements – All Board Members and employee, committee chairs and review boards must complete the Conflict of Interest. There are just a few that are outstanding, as a reminder please send to the Admin Vice Chair Cherylenn.
- Discussion Items
 - October Open review; November Open preview
 - There were nearly 16,000 total splashes combined for the three sites.
 - Lee District site: The 13 & Over Saturday morning session was almost 6 hours, the rest of the sessions had reasonable timelines. FISH did a good job managing the meet and providing hospitality and all equipment worked well.
 - Fairland site – Overall the meet ran well. There have been some facility improvements which were nice to see.
 - Claude Moore – The air quality was not good at Claude Moore. It was a long meet but ran well. It was noted that the air quality was a facility issue that they have been having trouble with this fall, not just at this meet.
 - PVS clubs have been in contact with the facility manager trying to figure out what the issues with the air quality is and how to make it better.
 - We will keep working with Claude Moore and keep the Board updated on any improvements. There is not another PVS hosted meet at Claude Moore until next summer.
 - When planning PVS Open meet timelines, all events must be seeded (per PVS policy) for more accurate timelines and we should plan for a minimum of 20 minutes between sessions
 - We have 4 sites for the November Open, Providence, Fairland, PWCS and Dulles South. Providence does not have a separate warm up area and limited deck space. We will need to think about if this is the appropriate facility going forward.
 - Timers/Volunteers at PVS championship meets – Tim did some research as to how other LSC recruit timers and volunteers for their championship meets. The one thing he noted is that they have each club assign a specific person to coordinate the timers/volunteers for their club.
 - The Maryland LSC has a Head Marshal, who does the “training” for all marshals, and they regularly assign “back up timers” to help give timers breaks.
 - PVS needs to decide what we are going to do and how we are going to do it. We know many Meet Directors assign timing slots to clubs, but unless the clubs follow through and fill their timing slots it does not work.

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- We could make a policy that if a club cannot fill their assigned timers' slots, that their swimmers cannot participate until all the timer slots are filled. We do not want to penalize the athletes.
- It was noted that this will be a cultural shift in how PVS functions, and that it might take implementing some penalties for the shift to happen.
 - One PVS meet director sends out timer assignments in advance and expects clubs to fill their spots. A possible course of action would be to not allow the athletes to enter the facility/pool for warm up, if the club's spots are not filled in advance.
 - Several agreed that by not allowing swimmers in the water might be the only way to get through to the parents. This type plan would have to be properly communicated in advance. The challenge will be the Open/Senior Champs meets, when a lot of the athletes drive themselves, and fewer parents are involved.
 - There were other ideas discussed; no spectators to encourage volunteers, create a policy that swimmers cannot enter the facility/warm up until their club has all assigned volunteers, make the clubs responsible and penalize the club, not the swimmers.
 - PVS Championship meets are when this is the biggest problem. We still have a few months before the Championship meets this spring. We will continue with this discussion.
- Committees – discussion is suspended until November meeting
- Board Orientation
 - Goals for the 2022-2023 season – suspended until the November meeting
- Next Scheduled Meeting: November 15
- The meeting was adjourned at 9:24 PM.

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General Chair's Report October 2022 Board Meeting

PVS October Open - The size of the 2022 October Open is very close to the size of the 2019 October Open as you can see below:

	<u>2022</u>	<u>2019</u>
Fairland	4,657	4,914
Lee District	5,645	5,538
Claude Moore	5,548	5,678

USA Swimming Annual Business Meeting (ABM) - The USA-S ABM was held from September 22-24. This concluded with the Annual House of Delegates (HOD) on September 24. LSC General Chairs were invited to attend in person this year. I was in Colorado Springs for the weekend and USA Swimming paid for the trip. The [video of Part 1](#) of the ABM included the memorial presentation, the new life member list and some of the annual awards.

The [rule updates](#) that were approved by the HOD have been published. Some of note (with effective date) are:

- a) R-2 & R-3 (1/1/2023) requires at least one marshal of each gender
- b) R-16 (1/1/23) requiring a description in the meet announcement of medical supervision available at the meet.
- c) R-17 (immediately) changing the 120-day rule to 60-days
- d) R-25 (1/1/23) require all LSC HOD representatives to be members of USA Swimming
- e) HK-2 (immediately) can no longer call Age Group Champs meets Junior Olympics

R-25 and HK-2 will require action by the PVS BOD and are on the October meeting agenda.

The [Application for USA Swimming Committee Appointments](#) has a deadline of Friday, October 14.

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USA Swimming National Committee Meetings -

In the weeks leading up to the ABM, I attended the following USA Swimming Committee meetings. Included are some brief notes from each meeting. I'm happy to expand on any of these topics.

Age Group Development Committee (9/13/22) - (a) Development Competition Category - was put into the rulebook this year. The committee will be making a motion in 2023 to remove it from the rulebook. The comments were that the rules as implemented were too restrictive, and that LSCs know best how to serve their developmental athletes. (b) Club Recognition - the committee discussed adding an item related to developmental competitions to the program (optional points, not a required element). (c) Ideas related to development competitions were discussed: (i) use existing practice times for small competitions, (ii) it was noted that USA-S has a [12&U Marketing Toolkit](#), (iii) use of ribbons/certificates for these competitions, (iv) these small developmental competitions provide additional opportunities for entry-level officials training.

Safe Sport Committee (9/13/22) - (a) USA-S added two additional Safe Sport staff members to better serve the membership. (b) Safe Sport Club Recognition (SSRP) - numbers are down. Applications are suspended until available in SWIMS 3.0. It was noted that some LSCs have implemented incentives for SSRP (e.g. require it to host meets, or fine those that don't). I want to note that PVS is down to 15 recognized clubs from 25 a year ago. A dozen PVS clubs did not renew their SSRP after their initial 2-year term. (c) Safe Sport Chairs Workshop - October 15. (d) Training - USA-S is still providing monthly training for Athletes and Parents. The training sessions in September were well attended.

Registration & Membership Committee (9/15/22) - (a) Education - USA-S acknowledged the issues with the education module. All coaches will be required to complete the Quality Coaching Framework by 12/31/22. New coaches will be required to complete Core Certification in their first year. (b) SWIMS 3.0 - USA-S acknowledged issues including, duplicates, shopping cart issues, transfers, etc. It was requested that member lookup not require LSC (just name). That is on a list to implement.

Times & Recognition Committee (9/15/22) - (a) Scholastic All American had an early deadline this year (Aug 30) due to the SWIMS 3.0 transition. 1270 applications were accepted. The list was supposed to be published

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by the end of September. (b) SWIMS 3.0 - Times functionality took a back seat to the Registration functionality needed for the September 1 launch. Current Times functionality:

- Can add a meet and upload times
- Can upload splits
- Clubs can add non-training facilities (required to host a meet at that facility)
- Most LSCs are creating the meets, not the clubs
- Times Reports - were supposed to be available by the end of September
- Can't change meet dates after a meet (have to delete meet and add new one)
- Can't currently do Times Recon
- For observed meets, use LSC as host. Swimmer match will be on First Name, Last Name, and DOB (not ID)
- Ability to download (export) results is not yet available

LSC Development Committee (9/20/22) - (a) The new portal for LEAP as part of SWIMS 3.0 may be available early in 2023. If it is not, the previous form using Google Sheets may need to be used again. PVS is part of the first set of LSCs to require LEAP renewal by April 30, 2023. (b) The committee is working on a proposed Governance Series about a simplified explanation of Robert's Rules of Order ("Bob's Rules").

Stay safe! Stay healthy! I hope to see you at a PVS meet soon!

Tim Husson

General Chair

GeneralChair@pvswim.org

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Potomac Valley Swimming Finance Report

2023 Audit

For some years PVS has engaged the accounting firm KWC as auditor. To recall, every other year the audit is a “full” or deep examination of PVS accounting practices, while the years between are less extensive. This arrangement is possible because PVS follows sound practices and it allows for some cost savings. This year’s audit is of the deep variety.

According to P&P, PVS is to have an audit committee to recommend an accounting firm to the Board to engage for the coming audit. Such an audit committee has not been appointed for many years. When appropriate, the Board should consider abolishing the audit committee, striking the text from P&P.

Further, according to P&P, the Vice Chair-Finance is not authorized to recommend an auditor. However, I note for the Board’s consideration that KWC has established a good working relationship with the PVS Treasurer and that past audit performance has been excellent.

It is up to the Board to decide on an auditor. A timely decision is necessary to start the wheels in motion. If the Board opts to retain KWC for the 2023 audit, then we will move forward on this basis. If not, then the Board must settle on an alternative.

2022 Financial Results

Below you will find summaries of the internal PVS 2022 balance sheet and profit and loss statements. These summaries are drawn from far more comprehensive reports from the PVS Treasurer, which means any errors in the details are almost certainly mine. The bottom line is PVS ended up in a markedly stronger position than anticipated in the budget set out in the 2021 HOD or in the projections submitted at the recent HOD, with a net income of about \$80,000.

While the bottom-line result was encouraging, some details are worth noting. Athlete registrations came in better than expected, demonstrating the upward trend previously noted by the Chair. PVS meet income came in well below expectations, as was splash income. Also, PVS suffered a loss on its investment portfolio consistent with the “bear” market currently underway. I would note that this loss was a “paper” loss and so while it affects PVS’ underlying fiscal strength, it does not affect cash flow.

On the expense side, the cost of running PVS meets came in well below expectations. Thus, even though meet income was disappointing, on balance these meets not only provided important opportunities to PVS swimmers, they also contributed to PVS net cash flow.

Similarly, Zone Team fees and expenses both came in below expectations, but the net matched expectations. In general, the rest of the PVS cost structure matched expectations. Further, with total expenses coming in relatively low while net income was solid, the net effect despite the stock market turmoil was to a reserve ratio of 151%, very good news going into the looming economic environment.

Inflation, PVS Meet Hospitality, and Related Issues

Rapid and rising inflation has returned after a nearly 40-year hiatus, with year-over-year inflation to August of 7.3% and two-year inflation of about 12.3%. As an example of the consequences, consider “hospitality” at a meet. As the Board is aware, swim meets require a host of volunteers, not to mention coaches, many of whom are on deck for many hours before and during a meet. These people require food. If you want happy, properly motivated coaches and enthusiastic volunteers in sufficient numbers, food quality matters. (Working the deck for 5 to 8 hours on chocolate chip cookies and blueberry muffins is a real downer, technically speaking.)

P&P specifies a \$285 per session hospitality allowance for non-championship PVS meets, and \$500 per session for championship meets. To achieve the same financial support for hospitality as we did in 2020, adjusting these amounts for inflation pushes them to about \$320 and \$560 a session, respectively. On an annual basis, such an adjustment would increase PVS costs by about \$6,500. No doubt clubs hosting their own meets are facing similar issues.

The Board should consider raising the allowances for PVS meet hospitality and if so by how much, keeping in mind that inflation forecasts for the coming year generally range from 4% to 7%.

The Board should also be aware it may be necessary to consider similar adjustments in other areas in the course of the year, and will certainly be necessary in considering next year’s budget. These increasing costs will almost also certainly necessitate raising rates and prices received by PVS. Again, clubs will face similar tough decisions.

Respectfully submitted,

J.D. Foster
Vice Chair Finance
Potomac Valley Swimming
October 17, 2022

		Actuals as of 8/31/2021	Actuals as of 8/31/2022	EOY 2021-22 Projections	Budget 2022-23
Revenue					
Registration -- Athletes					
	Registration Income	653,846	1,037,478	1,100,000	1,150,000
	Flex to Premium Reg	42,320	31,960	27,000	28,000
	USA Swimming -- Athlete/Flex Reg	-484,282	-750,882	-789,400	-824,600
	Seasonal & Flex Registration	34,070	19,935	22,000	23,000
	USA Swimming -- Seasonal/Flex Reg	-17,530	-10,260	-11,000	-11,500
	PVS Relief Funds	-107,296	0	0	0
	Total Registration -- Athletes	121,128	328,231	348,600	364,900
Registration -- Non-Athletes					
	Registration Income	44,032	55,176	52,000	55,000
	USA Swimming --Reg Income	-44,032	-55,176	-52,000	-55,000
	Total Registration -- Non-Athletes	0	0	0	0
Registration -- Clubs					
	Registration Income	4,400	4,600	4,600	4,600
	Associate Club Reg Fee	0	0	0	0
	USA Swimming -- Clubs	-3,080	-3,220	-3,220	-3,220
	Total Registration -- Clubs	1,320	1,380	1,380	1,380
	Registration Income for Next Year	-27,777	-90,444	-93,000	-97,500
	Registration Income From Previous Year	0	27,777	27,777	93,000
	Total Registration Income	750,891	1,086,482	1,137,157	1,256,100
	Total USA Swimming	-656,220	-819,538	-852,400	-894,320
	Total PVS	94,671	266,944	284,757	361,780
PVS Meet Entries					
	Entry Income	161,550	362,881	400,000	450,000
	Athlete Surcharge	47,120	86,015	100,000	110,000
	Other	7,282	2,382	0	0
	Outreach Refunds	0	-85	-200	-500
	Total PVS Meets	215,952	451,193	499,800	559,500
Other Meets					
	Splash Fees	41,863	110,686	140,000	150,000
	Open Water Event	0	0	0	5,000
	Total Other Meets	41,863	110,686	140,000	155,000
	Zone Team Fees	5,400	11,100	85,000	85,000
	Diversity Select Camp	0	0	0	0
	Equipment Rental Income	10,344	8,758	10,000	10,000
	Swimposium	0	3,400	3,400	0
Financial & Other Income					
	Miscellaneous	30,405	37,996	30,000	5,000
	Dividend & Interest	3,688	4,316	4,000	4,000
	Cap Gain/Loss (Unrealized)	50,292	-100,936	-60,000	-30,000
	Cap Gain/Loss (Realized)	7,132	30,319	28,000	30,000
	PPP & Deferred Revenue	0	0	0	0
	Total Financial & Other	91,517	-28,306	2,000	9,000
	Total Revenue	459,747	823,775	1,024,957	1,180,280

	Actuals as of 8/31/2021	Actuals as of 8/31/2022	EOY 2021-22 Projections	Budget 2022-23
Expenses				
PVS Meets				
Meet Management Fees	19,622	70,319	140,000	140,000
Pool Rent	151,264	278,729	360,000	380,000
Hospitality	13,159	36,202	50,000	53,000
Other	18,075	31,467	32,000	32,000
Total PVS Meets	202,120	416,717	582,000	605,000
Open Water Event	0	0	0	14,000
Officials' Support				
USA Registration	20,928	17,820	18,000	25,000
Background Screening	1,583	1,520	1,300	1,800
Evaluators/Local OQM Events	1,044	2,739	6,000	6,000
Travel	18,880	23,205	25,000	30,000
Other	995	4,352	3,000	3,000
Total Officials	43,430	49,637	53,300	65,800
Equipment Operations	14,160	22,152	20,000	22,000
Zone Teams	20,344	36,228	115,000	125,000
Athlete Travel Assistance	51,283	33,600	65,000	70,000
Meetings/Conf/Seminars	0	7,397	10,000	20,000
Other PVS Programs				
Strategic Planning		0	1,000	1,000
Diversity, Equity, and Inclusion Program	7,300	0	5,000	13,000
Safe Sport	0	0	0	2,800
Outreach Registration	10	65	200	400
Club & Coach Development	125	721	2,000	2,500
Athlete Wellness	0	0	0	10,000
Athlete Awards & Grants	0	397	1,000	1,000
Swimposium	0	3,600	3,600	0
Total Other Programs	7,435	4,783	12,800	30,700
General Administration				
Computer Expenses	3,242	3,368	3,000	4,000
Lifetime & Staff Registration	1,192	132	200	1,000
Home Office Expenses	1,443	692	1,500	1,500
Merchant Fees/QB & PP	1,344	1,844	1,000	1,500
Outside Contractor Services	7,200	15,814	8,000	8,000
Accounting -- Audit	12,000	7,221	7,000	13,000
Professional Services	59	0	0	1,000
Employee Salaries	129,840	130,506	135,000	140,000
Payroll Taxes	9,933	9,995	10,356	10,712
Investment Advisory Fee -- RBC	2,850	2,887	3,100	3,200
Relief Grant and Expenses	18,000	0	0	0
Miscellaneous	739	635	1,500	2,000
Total General Administration	187,842	173,094	170,656	185,912
Total Expenses	526,614	743,607	1,028,756	1,138,412
Operating Surplus (Deficit)	-66,867	80,168	-3,799	41,868
Total Current Assets	882,325	1,120,400	1,133,611	1,129,812
Reserve Ratio (Ttl Crnt Assets/Total Expense)	168%	151%	110%	99%

		August 31, 2021	
Assets			
Current Assets			
	Checking		314,721
	Savings		403,180
	RBC Mutual Funds		373,410
	Total Checking/Savings		<u>1,091,312</u>
	Accounts Receivable		13,039
	Other Current Assets		<u>16,050</u>
	Total Current Assets		1,120,400
Fixed Assets			
	Equipment -- Meet		72139
	Accumulated Depreciation		-72139
	Total Fixed Assets		<u>0</u>
Total Assets			<u><u>1,120,400</u></u>
Liabilities			
Current Liabilities			
	Accounts Payable		67,337
	Prepaid Registration Fees		90,444
	Total Current Liabilities		<u>157,781</u>
Total Liabilities			157,781
Equity			
	Opening Balance Equity		806,574
	Unrestricted Net Assets		75,877
	Net Income		80,169
	Total Equity		<u>962,619</u>
Total Liabilities and Equity			<u><u>1,120,400</u></u>



Potomac Valley Swimming Operations Report

October 18th, 2022
PVS Board Meeting
Operations Report

Rentals

- Rentals for High school season and master's swim have started to come in
- 1 PVS club meet on the schedule

Inventory

- 3 new touchpads have arrived and been added to our inventory
- 4 new printers were ordered after Championship season and humidity killed the drums on the old printers- the first brand new printer went out to Lee District for the October Open

Equipment Replacement

- Currently, we have 49 long touchpads in our inventory, including the new ones
- Over 50% of these are more than 5 years old, with the average lifespan (according to Colorado Timing) of 4 to 7 years
- Touchpads over 8 years old are not eligible for refurbishment (11 out of 49 fall into this category)
- Equipment does a great job rehabbing our touchpads, but once the front has a tear in it, it cannot be repaired by PVS and needs to be sent back. We just removed 12 touchpads from our inventory that needed frontal repairs but were all over 8 years old and could not be sent back to CTS
- Each touchpad costs between \$350 and \$450 to refurbish, plus the cost of the freight shipping. New touchpads are currently pricing at \$1335, and certified refurbished pads are only occasionally available for purchase
- **A discussion by the board is needed to determine our path forward with our rental equipment.** A cost analysis can be done between the benefits we provide to PVS, and the swimming community around us versus the cost to maintain the equipment we have.
 - o Karyn and Kim have talked about some numbers- a report can be made if the Board is interested for November.
- The Equipment Manager would like to see the program continue- but we will need a long term plan to replace our touchpads in an orderly fashion in the coming years to maintain our inventory as it stands. This will cost more than the current available Operations Budget, hence the Board discussion.

The replacement of our printers was not totally unexpected, as they were older than 2015, when Karyn came on board.

We would expect to have to replace one set of harnesses this year (prime and backup) and additional backup buttons are always needed every year (they cannot be reliably soldered once broken). Radios and batteries were also recently replaced due to age.

Officials Committee

Nothing to report currently for discussion.



**Potomac Valley Swimming
Diversity, Equity & Inclusion Report
October 18, 2022**

DEI Committee

- We have a good, strong committee now comprised of coaches, swimmers and parents. I am currently looking for additional members that are involved with paralympic swimming and how to bring disability more into our focus as a committee and LSC. Would it be beneficial to add a Disability Coordinator to PVS like some other LSCs have done?

DEI Committee Meeting

- Working to schedule the first committee meeting for late October/early November
- Made a commitment to chat one-on-one with committee members to learn more about them and connect (part of USA Swimming's new DEI training)

Eastern Zone Swimming DEI Committee

- Meeting – Wednesday, October 12
 - What is our focus for 2022-2023?
 - EZ DEI Camp
 - Lessons through outreach programs
 - Connection to our LSC or to each other
 - How can we become more inclusive and increase outreach to underserved communities?
- Elizabeth Jester (new EZ Disability Coordinator) – spoke about disability education for coaches, officials, etc.
- National efforts within USA Swimming (4 E's – Engagement, Educating, Empowering and Elevating)
 - Engagement through committees, LSCs, clubs, etc.
 - Educating – all USA Swimming staff members have attending DEI training. DEI will be embedded in the educational components
 - Empowering – supporting our community to create sustainable programs
 - Elevating – USA Swimming has partnered with impoverished and traditionally underserved communities to promote water safety and swimming
- Next meeting – Monday, November 7

Upcoming

- Work with Tim Husson to post Outreach Grant application and DEI camp information to PVS website
- October 20 @ 1:00 pm EST - DEI Committee and Diverse Coaches Webinar
 - Objective is to learn from the experiences of the Diverse Coaches Panel to dive deeper into the obstacles diverse coaches have faced in their swimming and/or coaching careers and how they have been overcome
 - Register [here](#)
- USA Swimming DEI 101 – Foundations of DEI
 - Hosted monthly by Leland Brown and Noah Wilson
 - Participants will gain an understanding of how DEI can be utilized and enacted upon by all USA Swimming members at the club, LSC and National levels
 - Next meeting – Thursday, November 10
 - Register [here](#)
- Diversity in Aquatics
 - HBCU Celebration Swim Meet – December 16 & 17 (Atlanta, GA)
 - Swim meet and event to celebrate alumni and supporters of HBCUs through collaborations with USA Swimming, US Masters Swimming and DIA
 - Sign up for more information [here](#)

Resources

- USA Swimming DEI - <https://www.usaswimming.org/resource-center/diversity-equity-inclusion>
- USA Swimming Disability - <https://www.usaswimming.org/home/disability>
- Diversity in Aquatics - <https://www.diversityinaquatics.org>

Jessica Fry-Mack

PVS DEI Chair

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**Potomac Valley Swimming
Fall Competition Committee Action Items**

1. 2023-2024 PVS meet schedule, as endorsed by the CCM

Meet	2023-2024 Endorsed Dates
October Open	October 13-15
November Open	November 10-12
January Distance	January 6-7
January Open	January 20-21
February Distance	February 11.
18 & U Qualifier	
Junior Champs	March 7-10
Senior Champs	March 7-10
14 & U JOs	March 14-17
LC Distance	June 15-16
LC Open 1	June 23.
LC Open 2	June 30.
LC Open Champs	July 11-14
LC 12 & U Champs	July 11-14
LC 13 & O Champs	July 18-21

- a. There was a discussion on the dates for the LC Distance and Open meets. There was an option to move the three meets one week earlier, respectively. However most attending coaches felt that keeping swimming in the water at least through June 30 was better for the athletes.
2. PVS policy on late entries for PVS Championship meets. There are still issues of clubs looking to submit entries past the entry deadline for our Champ meets. Our policy states there will be no late entries. In order to allow entries to still be entered and not go against our policies, there was a late fee policy established.
 - a. In order to submit a late entry for a PVS Championship level meet, the club will pay and \$150 fee, plus double the entry fee for each event being entered.
 - i. This policy was endorsed by the Competition Committee at the Sept 27, 2022 meeting.
3. 2022-2023 meet change/addition – There were two changes to the previous approved 2022-2023 club meet schedule, the CCM has endorsed both changes.
 - a. FISH – June Invite be moved from June 3-4 to June 10-11 due to the pending facility contract.
 - b. DCPR – has requested to add their Juneteeth meet to the PVS Schedule on June 18, 2023. In the spring of 2022, the meet was held as a tri-meet. They are looking to expand their meet to include more clubs this season.