

**Board of Directors Meeting**  
**February 17, 2026**  
**Zoom @7:00 PM**

- Attendance: Cherlynn Venit, Trish Buswell, Ellen Colket, Chris Schlegel, Jim Crampton, Cliff Gordon, Erika Livingston, Jared Diallo, Matt Cohen, Hanna Kovacs, Eurie Kim. Non-voting members: Kim Bullers, Tim Husson, Christine Haslem, Barb Ship, Elizabeth Jester.
- Call Meeting to Order – The meeting was called to order at 7:30 pm, by General Chair, Cherlynn Venit
- Roll Call to establish Quorum – There are a sufficient number of voting members in attendance to conduct business.
- Consent Agenda: pull any for discussion?
  - Consent agenda includes: Jan minutes, Safe Sport, and Officials Travel reports.
    - **Motion to approve the consent agenda, including the minutes from the January meeting as presented, seconded, and approved.**
- Additional Agenda Items & Approval of the Agenda
  - Added information on Fitter and Faster Agreement
    - **Motion to approve the agenda as presented and including the added item regarding Fitter and Faster, seconded, and approved.**
- Administrative Update:
  - Meet Host Updates – LC Distance will be hosted by Tollefson Swimming. We are still waiting for final confirmation for LC Open 1 at Franconia from ASTS and for LC Open 2 at Franconia from SA. We are still looking for a host for the LC Open Championships.
  - USA Swimming Leader’s Meeting Updates – Cherlynn Venit reported:
    - Zone Select Camp at UMBC registration closed on Sunday, 2/15. Assistant Coaches application will remain open through mid-March. A coach track will be included at the camp.
    - Sectional tool kits – USA Swimming has a graphic tool kit for qualifying for different meets, including Sectionals. There are also hashtags created for social media posts. Safe Sport recognition graphics are also available from USAS.
    - Team Service advisors – All clubs should be aware that Beth Wincowski is our Team Services Advisor and is available to all PVS clubs for advice.
    - LSC Task Force –USA Swimming has announced a LSC Task Force being led by Michael Lawrence and Paris Jacobs.
  - Webmaster introduction – Welcome Katie Palavecino, our new webmaster. She is excited to join PVS. She will be taking over the duties of posting to our website and will be creating a new PVS website to use going forward. She has been a swimmer since she was 6 years old and still participates as a Masters Swimmers. Katie has 2 kids who swim with AAC. Feel free to reach out if you have questions, ideas, etc.
  - Fitter and Faster Contract – Historically we had a monetary contract with Fitter and Faster for advertising to our members. Our new agreement is set up with F&F supporting various camps in/for PVS, to include our upcoming Elite Swim Camp and All Swimmers

\*\*\*\*\*

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.

Camp, both in April, supporting our Swimposium (Sept 12-13), and supporting our Championship meets.

- When sending out info about our camps, we will include a footer about F&F's upcoming event. It will be an information exchange. This is consistent with our advertising and marketing policy.
- Action Items/Motions
  - Financial Statement/Profit & Loss: Ellen Colket reported on the Financial Report and P&L as of January 31, 2026
    - Finance/Investment committee met in January and has made some recommendations and changes, based on conversations with our investment advisors.
    - There are still some funds in cash (fully liquid). This was a nice rebalancing of our portfolio. We are about 5.6% of our target.
    - P&L – comparing to last year at this time, our income is approximately about .4% ahead, and our expenses are about 1% greater.
      - Meet Management fees, higher attendance, higher hospitality, and pool rental, are driving the increase in expenses.
    - End of season performance – By the end of February, Kim will be sending out forms to all account holders. These forms will be due back by March 9 in preparation for the March BoD meeting on the 17<sup>th</sup>. We are looking forward to each budget line item and will ask you to predict what you expect to spend between February and August 2026. Then we will ask you to give us a budget amount for your 2027 budget needs.
    - New Budget Items – If there is a new program or new initiative you would like to develop in 2027. There will be a request form for you to complete that will help determine if this is a budget item we can add.
    - There are two more BOD meetings, March 17 and April 21 to prepare the budget for HOD on May 19. The proposed budget must be posted at least 2 weeks prior to the meeting.
    - Business and tax items have been completed.
    - The Athletes Scholarship program will be started again in April.
      - Ellen noted that we are still waiting to see how much of the predicted expenses will be spent. Once we have more concrete numbers, we will be better able to predict where we are at the end of the year and what our reserves will look like. She will have this information ready to present at HOD.
    - **Motion to approve the January 2026 financial report and P&L as presented, seconded, and approved.**
  - PVS Open Water Outstanding Athlete proposal - Christine Haslem, PVS Open Water Committee Chair, presented.
    - PVS has seen great growth in our Open Water program over the past couple years. There were 3 OW certified officials in 2023. Now we have nearly 20 Officials that are certified in Open Water. The OW Committee is now working on coach education.
    - Outstanding Athletes Selection Criteria presented

\*\*\*\*\*

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.

- The intention is to name the top M/F OW swimmers in the following age groups: Open, 15-18, 13-14, 11-12, and 10 & Under.
- It is hard to compare Open Water swims by time, so Open Water used a place. In doing research, that is what USA Swimming uses for National Level and Select Camp selections as well.
- The Committee is hoping that by having OW Outstanding Athlete Awards it will help in getting more OW participation and give the swimmers some recognition that they might not normally receive.
- The Open Water Outstanding Athlete criteria were presented.
  - Have we talked with other LSCs that run a number of OW to see if they have programs/criteria?
    - Florida has very different criteria because they have their own LSC Championships. But we/PVS will not have that sort of structure. It was suggested that the committee reach out to a few other LSCs about what they do. It will be good to gather more information.
  - A spreadsheet with data was shared with the board to use as an example.
- **Motion to accept the criteria for OW OA as presented, seconded, and approved.**
  - Thank you, Christine, for all your work on this.
  - Awards will be ordered for the Open Water Athletes who the committee concluded were the 2024-2025 Open Water Outstanding Athletes, to be presented at Short Champs, along with the other Outstanding Awards.
- 2026-2027 Meet Schedule for website posting –
  - The draft schedule endorsed by CCM for posting was presented to the Board.
  - It was recommended that the Capital Senior LC Champs meet is removed from the draft schedule at this time. CCM did endorse the meet, but there are still a number of important questions and logistics that need to be figured out. With the information we currently have PVS is not planning to host the meet.
    - **Motion to approve the posting of the draft 2026-2027 meet schedule, with the Capital Senior LC Champs marked TBA (under consideration), seconded and approved.**
- Athlete Summit at Emory University, June 18-21: Cherlynn Venit reported:
  - USA Swimming is allowing/asking us to send 4 athletes and one coach as a chaperone to the Athletes Summit in June. In total, it will cost us about \$300 per athlete plus transportation. It is recommended that we send the Junior and At-Large Athlete Representative, plus two more. The applications used for a previous Athlete Summit will be edited to be used for this summit.
    - This could be a good experience for the new athlete reps. It will be expected that these athletes are on or join a PVS Committee.
    - Financially, we are looking at roughly \$6000 total for Summit.
      - **Motion to approve for PVS to send four Athletes plus one coach chaperone to the USA Swimming Athlete Summit in June 2026, at the expense of roughly \$1000 per athlete, plus**

\*\*\*\*\*

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.

**additional athletes as determined through the application process, seconded and approved.**

- The purpose of the workshop will focus on leadership and governance, problem solving, critical thinking, communication, personnel planning, and recruiting.
- Athletes will be required to submit a report to the Board about their experience and join a PVS committee in the next year.
- Will also look for a coach chaperone.
- P & P Update – Executive Summary approval: Trish Buswell reported:
  - The attached Executive Summary is presented to give the Board an overview of what has been done to P&P. In short, it has been scrubbed, checked for formatting, and grammar. The fees and procedures have not been updated, unless they were voted on at the Board level. This gives us a clean version to work from and will better allow us to update and add procedures as needed.
  - The footer date will be updated as additional changes are made. .
    - **Motion to approve the P&P scrubbed version that have been updated, then all new procedures will be added and presented for the Board for final approval, seconded and approved.**
- Old Business – nothing to discuss
- New Business – nothing to discuss
- Upcoming Meetings/Opportunities
  - [USA-S](#) webinars
  - PVS Committees: Finance – ??, DEI – Feb. 22; SafeSport – Feb 22 @ 6:30 pm; Gov – Apr. 17; Officials – Apr. 14; CCM – May 13; Open Water - ??; HOD – May 19 – Meetings MUST be posted to website – send to GC and Webmaster
- Tim Husson was thanked for everything he has done with the website and all the things for PVS, hoping to keep you involved.

Next Scheduled Board Meeting: Tuesday, March 17 @ 7:30 pm on Zoom  
Adjournment

\*\*\*\*\*

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.

Board of Directors Meeting Agenda  
February 17, 2026  
Zoom @7:00 PM ([click to join the meeting](#))

Call Meeting to Order

- 1) Roll Call to establish Quorum
- 2) Consent Agenda: pull any for discussion? (Cherlynn)
- 3) Additional Agenda Items & Approval of the Agenda (Cherlynn)
- 4) Administrative Update (Cherlynn)
  - a) Meet Host Updates (Terri)
  - b) USA Swimming Leader's Meeting Updates (Cherlynn)
  - c) Webmaster introduction (Cherlynn)
- 5) Action Items/Motions
  - a) Financial Statement (Ellen) – pulled from consent agenda
  - b) Budget vs Actual (Ellen) – pulled from consent agenda
  - c) PVS Open Water Outstanding Athlete proposal (Christine Haslem)
  - d) 2026-2027 Meet Schedule for website posting (Chris)
  - e) Athlete Summit at Emory University June 18-21 funding (Cherlynn)
  - f) P & P Update – Executive Summary approval (Trish)
- 6) Old Business
- 7) New Business
- 8) Upcoming Meetings/Opportunities
  - a) [USA-S](#) webinars
  - b) PVS Committees: Finance – ??, DEI – Feb. 22; SafeSport – Feb 22 @ 6:30 pm; Gov – Apr. 17; Officials – Apr. 14; CCM – May 13; Open Water - ??; HOD – May 19 – Meetings MUST be posted to website – send to GC and Webmaster
  - c) Next Scheduled Board Meeting: Tuesday, March 17 @ 7:30 pm on Zoom
- 9) Adjournment

\*\*\*\*\*

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.

# Executive Level Summary for PVS P&P

## 1. Adaptive / Inclusion Language – Expanded & Clarified

### Definition of Disability

The Scrubbed Copy adds a clearer USA Swimming–aligned definition of disability:

- **Working Copy:**  
Refers generally to “permanent disabilities as defined above by USA Swimming.”
- **Scrubbed Copy:**  
Adds the full definition:

“a permanent physical or cognitive impairment that substantially limits one or more major life activities.”

### Impact:

Stronger legal clarity and direct alignment with USA Swimming language.

---

## Required Meet Announcement Statement

The required Inclusion statement was revised:

- **Working Copy language:**  
Required notification of “any disability prior to the competition.”
- **Scrubbed Copy language:**  
Updated to:

“notifying the session referee of any requested accommodations or modifications prior to the competition.”

### Impact:

- ✓ Removes requirement to disclose disability
- ✓ Focuses on requested accommodations (cleaner compliance language)
- ✓ Better aligns with ADA/privacy considerations

This is a meaningful compliance improvement.

---

## 2. Athlete Conduct – Modernized & Strengthened

The Athlete Conduct section was significantly revised for clarity and tone.

### **Added Expectations**

The Scrubbed Copy adds:

- Explicit reference to **USA Swimming Code of Conduct**
- Explicit reference to **PVS Code of Conduct**
- Affirmation that athletes with disabilities have the right to full participation

The Working Copy did not include these statements in the same structured way.

---

### **Tone and Enforcement Language Changes**

The Scrubbed Copy:

- Replaces “guilty” language with “considered complicit”
- Clarifies disciplinary escalation to the **PVS Board of Directors**
- Expands misconduct examples to be more professional and structured

The Working Copy used more informal and arguably harsher language (e.g., “you are guilty,” “drastic measures”).

#### **Impact:**

- ✓ More professional tone
  - ✓ Clearer escalation process
  - ✓ Cleaner Safe Sport alignment
  - ✓ Better consistency with USA Swimming governance style
- 

### **3. Conduct of Time Trials – Expanded Operational Detail**

The Scrubbed Copy significantly expands the Time Trials section:

Additional content now includes:

- Order of events in time trials
- Limitation language tied to daily event participation
- Explicit statement about fee setting by PVS BOD

- Clarification of fund distribution for PVS-sponsored meets

The Working Copy version was shorter and more basic.

**Impact:**

- ✓ More operational clarity
- ✓ Clear financial structure
- ✓ Stronger alignment with meet announcement consistency

This is a meaningful procedural enhancement.

---

#### **4. Deck Entries – Financial Clarification Added**

The Scrubbed Copy adds clearer revenue allocation language:

- Specifies even division of deck entry fees between the host club and PVS Operating Fund for PVS-sponsored meets

This allocation language is more explicit than in prior formatting.

---

#### **5. Organizational / Structural Sections**

The following sections appear substantively unchanged between versions:

- Table of Contents structure
- Fee Schedule amounts
- Equipment Rental language
- CHANGES TO POLICIES AND PROCEDURES governance language

These sections appear to have been reformatted but not materially altered.

---

#### **6. Tone & Governance Modernization**

Across the Scrubbed Copy, you see:

- Cleaner legal phrasing
- More precise escalation language
- Stronger inclusion language

- More explicit governance references (Board of Directors vs. “Board”)
- More professional misconduct examples

This suggests the Scrubbed Copy is not a structural overhaul but rather a:

**Governance cleanup + ADA/privacy alignment + enforcement clarity revision**

---

### **Executive-Level Summary**

The January 20, 2026 Scrubbed Copy primarily:

1. Modernizes disability and inclusion language
2. Strengthens and professionalizes Athlete Conduct language
3. Expands Time Trial operational and financial detail
4. Clarifies deck entry fee allocation
5. Improves tone, compliance clarity, and governance precision
6. Does not materially change fee amounts, committee structure, or high-level governance framework

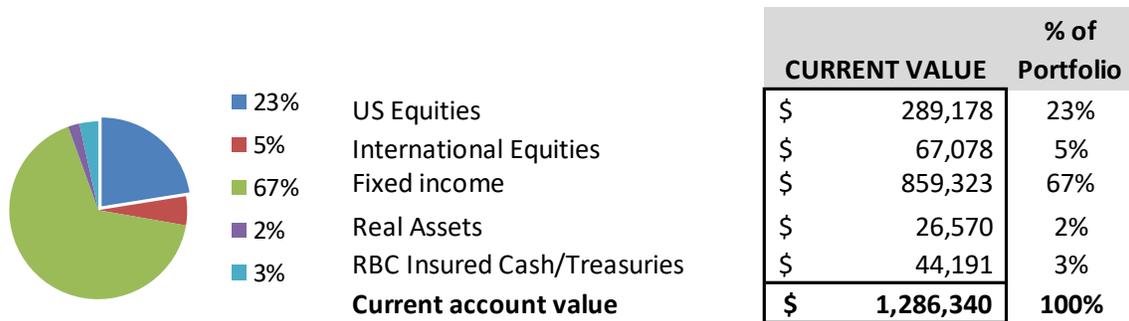


## Potomac Valley Swimming Finance Report as of 31-Jan-2026

### Financial Performance

Our investment portfolio, managed by RBC Wealth Management, continues to exceed our growth target, outperforming the MSCI All Country World Index and earning 3% or greater, year-to-date, net of fees. Our overall portfolio remains anchored in a long-term strategic allocation with a low risk profile.

### As of 31 Jan 2026 ASSET ALLOCATION SUMMARY



Investment Objective - **Balanced Growth**  
Risk Tolerance - **Low Risk**

The PVS Investment Committee met in January to conduct its quarterly/annual performance of the PVS portfolio. We aligned on a rebalancing of the Equity allocations in the portfolio as well as reinvestment of the Cash and Cash Alternatives (Money Market). Changes to the portfolio were effective 3-February-2026.

Our General Operating Account (GOA), Restricted Operating Account (ROA) and Special Accounts continue to remain within the Wells Fargo Banking Institution.

### 2026 Budget Performance

We are five months into the 2026 season. Compared to last season, our income, excluding unrealized gains, is approximately .4% ahead and our expenses are 1% greater than last year at this time. On the **income** side, athlete and flex registrations are down, **2.3%** and **7.2%**, respectively, year over year. PVS Meet Entry income is up **11%**, and Splash fees continue to be down **2.3%** through the second quarter of our season.

The increase reflected in **expenses** is primarily due to the following: **7.7%** increase in PVS meets driven by the increase in meet management fees, Hospitality allowances, and meet support for PVS meets as well as increases in pool rental fees.



## Potomac Valley Swimming Finance Report as of 31-Jan-2026

### Top of Mind

- Need to determine if there are Expense category spends needed for the following items/areas:
  - **Health & Well Being initiative:** any initial program costs and/or reimbursements?
  - **DE&I 15% Initiative Event:** anything requiring a deposit, such as pool rental, etc.?
  - **Open Water:** any firm commitments/expenditures for this line item?
  - **Club & Coach Development:** education grants, coach awards, rising star?
  - **Swim Camps:** Know there are design conversations with F&F – any initial camp costs to be accrued?

### ACTION REQUIRING YOUR ATTENTION

- **All Budget Holders are asked to submit to [accounting@pvswim.org](mailto:accounting@pvswim.org) the following input by Noon on March 9<sup>th</sup>:**
  - **End of year projections** (e.g., what are the dollars projected in total by 31-Aug-2026). Worksheet will be sent to the Board and budget holders are requested to enter projections on tab 2 of the P&L report. Please be prepared to provide the numerical and financial basis supporting your projection.
  - **2027 budget needs** to be entered on tab 3 of the P&L report. If you have new items to add to/build on the 2026 budget, please fill out the **PVS Budget Request Form** (to be provided with budget input worksheet). Please be prepared to provide the numerical and financial details supporting your request.

### Noteworthy items:

- a. Several annual Business and Tax filings have been completed, including:
  - a. Business, Professional, & Occupational License (BPOL) – Fairfax County, Virginia. 2026 License has been received.
  - b. Business Property Tax Return – Fairfax County, Virginia
  - c. Maryland Annual Report – year ending 31-Dec-2025
- b. The Athlete Scholarship program will launch in April 2026 for its 3<sup>rd</sup> year.

Respectfully submitted,

Ellen Colket  
Vice Chair Finance

We put forth criterion we think would be appropriate should the board add an OWS category for PVS's Outstanding Athlete.

**PVS Open Water Outstanding Athlete Proposal:**

The Open Water Committee proposes the addition of an Open Water Swimming category for PVS's Outstanding Athlete.

**Criterion:**

One award for each gender of each age group.

10 and U, 11-12

- Participation in local events, what place, what time?
- Participation in Eastern Zones, what place, what time?

13-14-

- Participation in local events, what place, what time?
- Participation in Eastern Zones, which event(s), what place, what time?
- Qualify Nationals? Which event? What place? What was their time?
- National Jr. team?

15 & O-

- Participation in local events, what place, what time?
- Participation in Eastern Zones, which event(s), what place, what time?
- Qualify Nationals? Which event? What place? What was their time?
- National Jr. team? National Team?

## **PVS Safe Sport Board Report For Feb 17, 2026**

### **MAKOS Earn USA Swimming Safe Sport Recognition!**

Congratulations to the **Mason Makos Swim Team (MAKOS)**, the newest PVS Club to become a USA Swimming Safe Sport Recognized Program (SSRP).

### **PVS Safe Sport Clubs Recognized at PVS Championship Meets at UMD in March**

Along with Championships participating clubs and clubs that provide officials, PVS Safe Sport Clubs will also be recognized on the large scoreboard at times during the PVX Championships held at the UMD Eppley Center this March.

### **USA Swimming Safe Sport Training (Zoom) - Upcoming Scheduled Date**

USA Swimming Safe Sport staff hosts Zoom trainings for parents, minor athletes and coaches to assist clubs in completing the [Training and Education requirement](#) of the [Safe Sport Club Recognition program](#).

All participants will need to register to attend training. Please send this information to all your parents, athletes and coaches to encourage participation and help your club achieve the goals of Safe Sport Club Recognition.

### **SAFE SPORT CLUB RECOGNITION TRAINING FOR ATHLETES**

Thur., Feb 19 at 8:00 p.m. EST | [REGISTER](#)

Thur., Mar 19 at 8:00 p.m. EST | [REGISTER](#)

### **SAFE SPORT CLUB RECOGNITION TRAINING FOR PARENTS**

Tues., Feb 17 at 8:00 p.m. EST | [REGISTER](#)

Tues., Mar 17 at 8:00 p.m. EST | [REGISTER](#)

### **How to Take Safe Sport Training at YOUR CONVENIENCE!**

If the timing of the scheduled training does not work for you, that's okay!

[Log in](#) to USA Swimming University to start and complete courses at your own pace.

**Tip: These courses count towards SSRP approval points.** If you click these links, **remember to log in to earn credit for SSRP approval points.**

- For parents: [SafeSport Parents Guide to Misconduct in Sport](#)
- For athletes: [SafeSport for Youth Athletes \(13-17\)](#)
- For athletes: [SafeSport for Youth Athletes \(5-12\)](#)

### **Safe Sport Committee Meeting Schedule**

SUN FEB 8 rescheduled to SUN FEB 22, 6:30 p.m.

### **PVS Safe Sport Committee:**

Jim Crampton, Jaime DeLuca, Tim Husson, Johnny Lei, Matt Mast, Harper Rushton, Nicole Zhang, Greg York

