



**House of Delegates  
Bethesda, MD  
Sunday, April 10, 2022**

- Attendance:
  - In person: Tim Husson-PVS, Bob Walker-PVS/ASA, Evan Stiles-PVS/AAC, Carolyn Kotarski-PVS, Erik Collins-PVS/MAKO, Edward Kuang-DRAG, Tom Ugast-NCAP, Heather Purk-ASA, Heather Haddock-MAKO, Patricia Wilson-RY, Nicole Erickson-FISH, Russ Ramey-CSC, Dave DiNardo-PVS, Sophie Duncan-NCAP (Athlete), Mary Dowling-NCAP, Kim Bullers-PVS, Kurt Thiel-PVS, Mark Eldridge-RMSC, Kent Williams-RMSC, Ian Handerhan-SDS, Cherlynn Venit-PAC, John Venit-PAC, Kelly Rowell-PVS, Lynne Gerlach-MSSC, Teresa Pliuskaitis-SNOW, Karyn McCannon-NCAP, Dan Jacobs-MACH, Matt Salerno-FXFX, Greg York-MACH, Ward Foley-PVS, Manga Dalizu-FAST, Zach Smith-PM
  - Via Zoom: Jorge Zamora-PVS, Rich McMillen-NCAP, Heather Tomasek-YORK, Seth Huber-RY (Athlete), Shawn Mansfield-VLAC, Samantha Gilbert-PVS (Athlete), Bob Brofft-PM, Dave Crocker-RMSC, Priya Aurora-TANK, Dominique Banks-ASTS, Dan Rhinehart-LIFE, Paris Jacobs-MACH, Corey Wallace-PGPR, Bill Marlin-PM, Barb Ship, Jack Neill, JD Foster-PVS, Yolanda, Tamarie Tomley-GW
- Protocols & Procedures – Tim welcomed all members to the meeting, both in person and on Zoom.
- Call to Order & Moment of Silence – The meeting was called to order by General Chair, Tim Husson at 5:05 pm. There was a moment of silence for those we have lost over the last year.
- Proof of Quorum – Per our Bylaws a Quorum consists of those who are in attendance.
- Approval of Minutes from July 11, 2021 HOD meeting – **Motion to approve the minutes from the July 11, 2021 House of Delegates meeting, second and approved.**
- Approval of Agenda – **Motion to approve the agenda as presented and approved by acclamation.**
  - Additions to the agenda:
    - Old Business – 2022 Summer Zone meet
    - New Business – USA Swimming looking for Board Member Nominations
- Approval of Board Member and Chair Reports – **Motion to approve Board Member reports as presented, seconded and approved.**
- State of the LSC – General Chair report, presented by General Chair, Tim Husson
  - It is great to be back in person for those who are in attendance.
  - We start every meeting by stating the Mission and Vision Statements:
    - ***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 Board and Committees and Employees were introduced



- Sumie Emory, the PVS Registrar from 2002-2022, retired this year. She was acknowledged and thanked for everything she did for PVS over the years. When she began in 2002, we only had about 6,000 athletes. By the time she retired we had over 12,000 athletes. She will be missed.
- Earlier this season the new PVS Logo was introduced. The previous logo was at least 30 years old. There are numerous variations and colors that can be used.
- Phillips 66 Volunteer Service Award – Each year the LSC recognizes one individual for their service. The 2022 Phillips 66 Volunteer Service Award goes to Rich McMillen.
- PVS Statistics – Our current athlete registration numbers are close to where we were in 2019, prior to the pandemic. This is a great sign, and it is great to see how well PSV has rebounded after the pandemic.
  - FLEX memberships: It was noted that early in the season there are more. However, as the season progresses and there are more meets, many swimmers convert to Premium memberships, decreasing the number of FLEX. During 2021 we significantly more FLEX, since there were fewer meets that season.
- Non-Athlete Registration – Registration numbers for Coaches and Officials are still below our 2019 numbers. We had 529 in May of 2019, as of April 2022 we have 395 Officials. Our Official's Committee has been working hard to keep all meets staffed but is feeling the strain. They will continue to hold clinics and have found that online clinics are a positive addition to the clinic schedule. Clubs are asked to continue to encourage parents to train as officials to help rebuild our officials' roster.
- Meets in PVS - The number of meets in PVS over the past 3 years was shared. The 2021-2022 meet numbers are slightly behind the 2018-2019 season, but we are on pace to have a similar number of meets and swims.
  - There are still a few Observed times in the holding tank, if you notice anything is missing, please let Tim know.
- Club Recognition
  - Safe Sport – PVS currently has 23 clubs that are Safe Sport Recognized, which leaves a number of clubs that still need to complete their recognition. All clubs are strongly encouraged to complete the process and/or get their renewal done. PVS wants to demonstrate that we take keeping our athletes safe a priority.
    - There was a suggestion to offer the Parent Safe Sport presentation in other languages. Tim will reach out to USA swimming to see if this is a possibility.
    - Several clubs mentioned that it would be helpful if the list of names of the parents who have completed the course could be shared, instead of just a percentage, this way clubs would know which parents they need to contact to complete the course.
    - It was asked if the Safe Sport course could be opened to athletes at 17y6m, so they have a little more time to complete the course and clubs have more time to remind their athletes? The current policy gives athletes 30 days from when they turn 18 to complete the training.



- Virtual Club Championship – USA Swimming does this in the system/SWIMS. There are 9 PVS teams in the Top 10% for the 2021-2022 season.
- Club Excellence- performance based award – 5 PVS clubs have been recognized.
- Club Recognition – this is an administrative recognition program. PVS has 18 clubs who have been recognized for one of the four levels.
- Tim thanked all Board members, coaches, officials, and volunteers.
- Nomination Report/Elections – Dave DiNardo, presented on behalf of the Governance Committee
  - **Motion 1: To amend the PVS Policy Manual to state that the Governance Committee will be comprised of a minimum of five (5) members and a maximum of eight (8) members; of which 20% must be athletes, seconded and approved.**
  - **Motion 2: To amend the PVS Policy Manual to state that the Administrative Review Committee will be a minimum of five (5) members and a maximum of ten (10) members; of which 20% must be athletes, seconded and approved.**
    - Governance Committee- Nominations for the Governance Committee were presented to the body: Greg York, Barb Ship, Dave DiNardo, and Tyler Whitacre (MACH athlete). There were no additional nominations from floor.
      - **Motion to approve; Greg York, Barb Ship, Dave DiNardo, and Tyler Whitacre to the Governance Committee for a two (2) year term by acclamation, seconded and approved.**
    - Administrative Review board – Nominations for the Administrative Review Board were presented to the body: Tom Ugast, Ward Foley, Elizabeth Jester, and Bill Marlin. The Governance Committee will continue to look for 2 athletes to add to the committee.
      - **Motion to vote to approve Tom Ugast, Ward Foley, Elizabeth Jester, and Bill Marlin to a two (2) year term of the Administrative Review Board by acclamation seconded and**
    - The following Board Position and their candidates were presented to the House.
      - Administrative Vice Chair – Paris Jacobs (MACH)
      - Safe Sport Chair– Greg York (MACH)
      - Operations Vice Chair – Tom Ugast (NCAP)
      - Age Group Chair – Erik Collins (MAKO) - incumbent
        - Nominations were taken from the floor: **Motion to accept Cherlynn Venit (PAC) as a nominee for the Administrative Vice Chair, seconded and approved.**
        - Paris Jacobs has asked to be removed from the Ballot.
      - **Motion to Close nominations for the 2022 Board of Director Elections, seconded and approved.**
      - **Motion to elect Cherlynn Venit (Admin VC), Tom Ugast (Operations), Greg York (Safe Sport) and Erik Collins (AG Chair) by acclamation, seconded and approved.**



- Administrative Review Board – Tom Ugast was voted in as the Operations Chair. Due to his position on the Board of Directors, he is no longer eligible to be on the Administrative Review Board and withdraws his name. Kurt Thiel and Dan Jacobs were both nominated from the floor as additional members to the Admin Review Board.
  - **Motion to approve Dan Jacobs, Bill Marlin, Elizabeth Jester, Ward Foley, and Kurt Thiel, plus two athletes to be assigned by acclamation, seconded, and approved.**
  - Tim Husson, General Chair will work with the Sr. Athlete Representative to solicit two athletes for the Admin Review Board.
- Approval of the 2022-2023 Budget
  - JD Foster, the Finance VC presented the budget to the House.
    - Items were consolidated to make it easier to read. The projections will be seen as round numbers to illustrate the numbers are not precise numbers. The general feeling is that we are in good shape for the year, with only a minimum deficit and very few changes in policy from previous years.
  - Additional comments were made regarding the proposed budget:
    - Registrations are up significantly from predicted
    - Splash fees are higher than expected
    - Expenses – it was noted that with oil prices rising, things that involve travel (Zones) will be higher.
    - The net result produces a deficit of about \$12,000
    - These projections are based on about a half year's information.
    - Anticipating improvement in number swimmers and splashes.
  - Two minor changes in budget from previous years:
    - Increase in expenses for meetings/conferences
    - Increase for the new program "Athlete Wellness" a suggestion that will focus on athlete mental health; a program we will be implementing going forward.
  - The surplus and deficit are a range and JD feels we have a close to a balanced budget.
  - Recent resurgence of inflation is going to have an impact on both the PVS and club's budgets. There are some expenses that will not rise initially, but will eventually, while others will increase more quickly. PVS will need to be mindful and expect that the anticipated 8% increase due to inflation will become more of an issue down the road.
  - Reserve ratio of 84% - reflection of the financial assets to operational expenses. Per P&P between 60 & 100% - we are in the middle of this range. We will have to be more careful in the next few years to ensure we stay within the approved range.



- o **Motion to accept the 2022-2023 budget as presented and endorsed by the Board of Directors, seconded, and approved.**
  - In looking at 2020 and 2021 it is difficult to see where we are. It seems that 2019 is close to a baseline for where we want to be at the end of this year. What is the difference in 2023 and 2019 expenses, roughly \$120K?
    - JD answered, much of these increases is due to inflation, meet management fees, pool rentals, etc. It is hard to find the exact item(s), as there are changes across the board.
  - o Thank you to JD for your hard work and to the body for passing the budget.
- Board Member and Committee Reports – all reports were previously approved. Each BOD member is given the opportunity to give highlights and answer questions.
  - o Admin Vice-Chair - Bob Walker: Thank you all for allowing him to provide 2 years of service to PVS. We made it through COVID and are happy to be getting back to normal.
  - o Senior Chair - Evan Stiles: Nothing to report
    - We will get together to discuss Jr/Sr Champs at CCM (May 17)
  - o Age Group Chair -Erik Collins: Nothing additional to report
  - o Operations Vice Chair – Carolyn Kotarski:
    - Carolyn was thanked for her 5 years of service. She enjoyed the time on the board and thanked everyone for their patience as we worked through the past few years and during Covid.
  - o Finance Vice Chair– JD Foster: Nothing additional to report
  - o Athlete Reps - Samantha Gilbert: The Athlete Representatives will continue to look for more athletes to be involved in various committees, they will be expanding the newsletter and social media presence.
    - All three athlete reps will be attending the Spring workshop in Denver.
  - o Coaches Reps – It was reported that ballot for the new Junior Coach rep will be out shortly.
  - o Officials Rep – Jorge Zamora: Nothing to report
  - o DEI Chair – Jessica Fry:
    - Black History meet continues to be the premier meet for DEI. We had a great presence from USA Swimming HQ at the meet.
    - Tread-a-thon will be offered during International Water Safety Month, ask Jessica for more information. The Tread-a-thon is a program to help raise money and awareness for drowning and prevention.
    - There is a need for additional DEI committee members, particularly coaches and athletes. Please reach out to Jessica if you are interested.
  - o Safe Sport - Kelly Opirari: As a reminder there are online training opportunities for parents and athletes.
  - o Operational Risk – Kurt Thiel: Nothing additional to report
  - o Officials Committee - Kelly Rowell: Nothing additional to report



- Technical Committee – Nothing to report
- Old Business
  - USA Swimming Covid Policy – When USA Swimming started allowing meets again, they set out policy and have amended several times. It has been announced that through August all meet announcements must continue to include the Covid Supplement. With facilities starting to open more, these supplements have become simple. The hope is that by September, these policies will be removed, and supplements will no longer be needed.
  - PVS Meet Hosts – We are in a bind with not enough clubs wanting and being willing to host PVS meets. We have had situations earlier this year where we were able to get all SC Open meets. We did not hold the 18 & U Qualifier because we did not have a host.
    - In the past we have had three hosts for the two LC Open meets – however this year we only have 2 hosts (we will run both meets at the FCPA sites – because we are contractually obligated). We are still looking for a host for the LC Distance meet (June 11-12) and for the 13 & Over LC Championships. They are both in danger of not happening unless a club steps up to be a host. *[After the meeting, Potomac Marlins have offered to host both the LC Distance and LC 13 & Over Championship meet in 2022]*
  - Summer Zone meets – as of the PVS HOD meeting, the EZ does not have a host or pool for the AG Zone meet or the Senior Zone meet. STAR bid for the Senior Meet, but then 6 months ago came back and said that Erie CC is no longer available, so they are looking for a new facility. There is the possibility of a facility in Maine for the AG Zone meet.
    - The EZ meeting is the first weekend in May and a final decision will be made at that time.
- New Business
  - Meet Marshal Training/Certification – USA Swimming Operation Rick Committee has put together a draft of Meet Marshal training and they are considering requiring a certification for Meet Marshals. It was initially going to be passed, but it is still being discussed. The programs still need finalization and then implementation. It will likely be presented in proposed legislation at USA S HOD.
    - The push came from the USOPC and the US Center for Safe Sport. USA S has been able to put it on the back burner for now.
    - It was announced that the parent's Safe Sport video is available in Spanish, and it is believed it is also in French.
  - Online Member Registration – When we hired the new Registrar, all registration functions, athlete, and non-athlete, have been moved to the new Registrar and it will be easier with only one point of contact. All registration issues, questions, and certifications should go to [registration@pvsxim.org](mailto:registration@pvsxim.org).
    - USA Swimming has been planning a new online registration process; all members will register through an online form through the USA Swimming website. It is anticipated to begin in September 2022. There will be a



presentation at the Spring Zone Workshop. Tim will keep us posted on the progress.

- Tim, Kelly Rowell, Erik Collins, Jessica Fry, and all three athlete representatives will be heading to Colorado Springs for the Zone Workshop.
- SWIMS is being updated and online registration will be part of the update.
  - It is data driven; USA Swimming does not currently communicate with the parents. And they feel that if all membership goes through them, they will have a better way to reach the families/parents.
  - We all know there are issues and a lot of questions, which will be hashed out before the release.
- 2023 Summer Championship Meets – We have a schedule that was approved earlier this year. UMD will be closed from May-Aug of 2023 for major repair work. We will have to find alternate sites for the LC meets. The new task force committee's first task will be to help find facilities for upcoming meets. It also looks like GMU will be closing in the summer of 2023 as well.
- 2023 HOD Schedule – Back in 2018-2019 were holding HOD meetings in May on a weeknight, which was difficult for many. We decided to try for April, which also presents its own challenges. In 2023, Easter is April 9 and the week before will be spring break for many of the local school counties. With this and the meet schedule, it is proposed that the HOD is Sunday, April 16, 2023. **Motion to approve April 16 at 5:00 pm as the HOD meeting for 2023, seconded and approved.**
- USA Swimming is seeking nominations for Board of Directors coming up in September. More information will be sent out. As per USA Swimming policies, one of the members must be from Eastern Zone.
- Adjournment – **Motion to adjourn, seconded and approved.**