MEETING MINUTES
BOARD OF DIRECTORS MEETING
Wednesday, November 14, 2012
8:30 PM
Teleconference

1. CALL TO ORDER – John Roy
2. ROLL CALL – Jim Riggs
   Attending: Alan Pfau, Bill Martin, Brandon Drawz, Brent Watkins, Carl Labonge, David Marsh, David Olack, Jim Riggs, John Roy, Jon Fox, Jon Jolley, Kaitlyn Kent, Kathy McKee, Kevin Thornton, Paul Silver, Rodney Sellars, Sam Day, Seth Maslowski, Suzanne Heath, Wayne Shulby
   Visitor: Chris Kitchens
3. OFFICERS REPORTS
   a. Secretary – Jim Riggs
      i. MOTION: Accept BOD Meeting Minutes, September 23 (Meetings A and B) - APPROVED
   b. Membership – Suzanne Heath
      i. 2011-2012 Club statistics: 7915 athletes, total membership 9011
      ii. 2012-2013 Club statistics to date: 6206 athletes, total membership 6681
      iii. 2011-2012 & 2012-2013 to date: 478 coaches, 426 officials
      iv. 2012-2013 registered: 185 coaches, 122 officials
      v. Registration holding tank: denotes missing transfer forms, birth certificates or proofs of age, 203 swimmers
      vi. Times holding tank: denotes times for swimmers still in the registration holding area they have swum in meets, 43 times
   c. Safety – Trish Martin
   d. Finance – Jon Fox, Carl Labonge
      i. Cash flow is strong, no issues.
      ii. 2011 tax information completed on schedule and to be submitted.
      iii. Travel fund disbursement up to date.
4. OLD BUSINESS
   a. Conflict of Interest Agreements – Joel Black (Jim Riggs)
i. Distribution to board members and committees. Archived at NCS administration office – Bill Martin

ii. Previous compliance status requires renewal. All previous COIs must be updated.

b. Committee Athlete Representatives – Wayne Shulby
   i. USAS compliance issue.
   ii. Status per committee to be updated at next BOD meeting – Kaitlyn Kent
   iii. Team representation letter to clubs from athlete representatives – Kaitlyn Kent, Seth Maslowski

c. Committee Outlines – Wayne Shulby
   i. Need committee descriptions for each. Request from each chair – John Roy
   ii. Committee descriptions update at next BOD meeting – John Roy

d. Coach and Club Development
   i. Task force update at next BOD meeting – Dave Olack

e. Planning Retreat Winston-Salem / High Point area – John Roy, Jon Fox
   i. Agenda to include: strategic objectives, LEAP compliance, board meeting
   ii. Date for the activity to be determined. Distribute availability spreadsheet to define date. Update to BOD – Jim Riggs, John Roy

5. NEW BUSINESS

a. Summer Championships Updates – Alan Pfau
   i. 14 & Under State Champs, July 11-14 at GAC. Hosted by GSA.
   ii. Senior Champs, July 18-21 at MCAC. Hosted by SwimMAC.
   iii. MOTION: Approve dates for 14 & Under (July 11-14 at GAC) and Senior Championships (July 18-21 at MCAC) - APPROVED

b. Safe Sport Leadership Conference, January 27-29, Colorado – John Roy
   i. To be attended by General Chair and Safe Sport Chair

c. Officials Committee Chair – John Roy
   i. Recognized efforts of Mike Hoffer
   ii. Submitted selection of Chris Kitchens
   iii. MOTION: Consent of Board of Directors for Chris Kitchens as Officials Committee Chair - APPROVED

d. Swimsposium – John Roy
   i. To be held in conjunction with Spring HOD 2013 at Greensboro (GAC):
      1. HOD, April 13
      2. Symposium, April 14
   ii. Preview agenda content at next BOD Meeting – John Roy

e. Committee Chair Procedure Review – John Roy
   i. Legislative Committee to review process for defining chair positions. Potential revisions to bylaws and/or guidelines.
   ii. Update at next BOD meeting – Joel Black, Jim Riggs
6. **ADJOURNMENT**
   a. Next Board of Directors Meeting to be held in conjunction with board planning session. Date of session to be determined.
      i. Distribute spreadsheet to board members to define best date – Jim Riggs
      ii. Responses due November 23. Next meeting date will announced.

7. **REFERENCES**
   a. Board of Director Meeting Minutes (Meetings A and B) September 23, 2012
   b. Membership Statistics
   c. Financial Reports