**OSI Board Meeting**

**Wednesday, May 2nd, 2018, 7:15 pm, Zoom Conference Call**

**In attendance: Shelly Rawding, Debbie Laderoute, Christopher Pfaffenroth, Shane Bennett, Emily Melina, Heather Thomas, Jacki Allender, Angie Lindsay, Brad Robbins, John Haring, Jeff Gudman, Julie Greenaway, Sara Nelson, Jody Braden, and George Sampson.**

**Meeting Called to Order: 7:17 pm.** Shelly welcomed everyone and a special welcome to Sara Nelson who will be our new Diversity/Inclusion/Disability Coordinator.

Please note September 2017 minutes are on the agenda because they weren’t approved yet. Before adding to policies and procedures, these should be approved. It was asked if there were any corrections. It was asked to correct the spelling of Jacki Allender’s name on the April and March minutes. Motion was made to approve all 3 minutes (September 2017, March 2018, and May 2018). All 3 minutes were approved.

**Treasurer’s report – David Galbraith.**

David was not in attendance. Jacki noted she didn’t receive the report. Julie G also stated not receiving the treasurer’s report. These will be forwarded for their review. It was asked if there were any questions/comments on these reports. Motion was made to approve treasurer’s reports. Treasurer’s reports approved.

**Reconciliation:** This has been being done by Paul. This is the reconciliation for OSI between QuickBooks and Team Unify. Paul is wanting to step back and will be leaving on a trip at the end of May. Dixie Matthews has done this exact same thing for the HEAT. He suggested we use her and pay her. David approached her and she is very interested and has time. He estimated the pay to be about $200.00 /month. Shelly suggested we hire Dixie to start the May books which would be the first part of June. It was suggested they overlap a month before Paul leaves. Discussion was had as to how many hours a month it would take. It was expressed that regardless of the hours, $200/month is a good value to reconcile the books. Motion made to accept an offer to Dixie in the range of $200.00 to $250.00/month. The question was raised as to whether she needs to be a member of USA swimming. This will be checked into.

Paul also does the OSI payroll. The board was asked to keep in mind if there is someone who could do this. George offered to take this on if Paul will teach him. This is something that needs to be done every 2 weeks.

**Board Chair’s Report:** Midvalley Aquatics has dissolved. They owe approximately $2000 - $3000 still to Oregon Swimming. The team no longer exists. It was expressed that we need to try to collect this from Jeff, as it was a (coach-owned team). Jeff is saying the team took on the debt but there is nothing to say he was taking on the debt. This debt is all from meet fees. As far as penalties, Article 10 Section 7 states the fine for not paying meet fees is $10 or 10% of the amount due. The other is to not be given a sanction at the next meet. Discussion was had that the swimmers would have to be unattached at the next championship meet. This is not listed in OSI policies. George stated this is part of the USA Swimming bylaws. The kids would get in the next meet unattached and could not swim on relays.

Discussion was had as to whether we could pursue this debt either in collections or small claims court as well as whether there is no recourse if he wants to start up another team next week? Can he be denied to start up a new team? It was expressed that we as a board can say yes or no to Jeff starting up a new team but that if the new team meets the requirements, if would be more difficult to deny them. It was noted in addition we can object to a team’s name or mascot

It was asked if the debt is on Jeff or his business? George stated the limit on small claims is $1500 – if the debt exceeds this we would need to retain a lawyer and the cost would then exceed the debt. If we sent this to collection – it’s a 50/50 or 60/40 split. The question was raised as to whether Jeff was asked about the debt – yes he was – he is refusing to pay. The response was that they had a significant amount of debt they owed to other creditors and that there was no other money to pay OSI and now that Nassim has taken over the team, we can take it up with him. It was discussed that we need to check with Nassim to see if there is a piece of paper stating he did not take up the debt, as well as we need to ask Jeff for the paper stating as such. It was discussed that Nassim was contacted – he agreed to pay coaches and the pool but did not agree to take on the debt. The sanction for the main meet was applied for by the Dolphins (as the existing sanction is null and void). This meet took place in February. The meet report should have been submitted in 30 days. It was expressed that there are probably 7 meets we need to collect on – and need to be followed up on. It was stated this was a meet that happened in February but they are not the only ones we need to collect from. It was discussed to impose the fine if the meet report and payment are not filed 30 days following the Monday after the meet ($10 or 10% of what is owed). Discussion was had and agreed to send a reminder 2 weeks after the meet if report and payment hasn’t been received stating it will be 10% more if not paid within the 30 days. It was reiterated that under USA Swimming bylaws the team cannot enter meets but swimmers could enter meets unattached (120 days) and cannot swim relays at state. It was decided we will at least attempt to collect this debt from Jeff through collections.

**Consent Calendar (Agenda) -** Reports approved in Consent Agenda.

**New Business:** Jody Braden was asked by Mark Burnett to ask about upping the splash fees rather than the surcharges. He expressed it was getting so expensive to run meets. Currently our splash fees are $3.00 per splash (50 cents to OSI) and relays $10.00 ($2.00 to OSI). This is for non-championship meets only. There was discussion regarding some facilities (for example MHAC) charging a facility use fee per swimmer and made note that in this situation - none of this goes to the host team. Shane will compare our splash fees to other LSCs and report back.

The question was raised as to whether this is something we can vote on or does it have to be voted on at HOD in October. It was stated it would have to be voted on in October at HOD. It was also expressed that we can present this information before HOD.

**Flex Membership –** This also will need to be voted on at HOD. Debbie explained this is the new membership being offered 9/1/18. Cost would be $20.00 - $10.00 to USA Swimming and $10.00 to OSI. Swimmers may participate in no more than 2 sanctioned meets a year – neither of which can be championship meets. If was discussed that there is the possibility they could swim in a champ meet and not be caught until after. It was also discussed should this happen, the team should be fined a penalty. It is optional for an LSC to offer this membership and teams can choose whether to offer it. Discussion was had as to the pros and cons of this membership. It is an upgradable membership and can be offered year after year. The upgradable amount would go to USA Swimming. It was discussed that it would make sense to delay sending out registration packets out until after the HOD meeting. It was discussed that we could pass this at the LSC level and offer this in September but risk it not passing at HOD in October. It was decided to offer the Flex Membership to new swimmers only prior to the HOD meeting.

**OLD BUSINESS:** Angie presented her write-up on the Leadership Summit. She stated she was impressed and that it exceeded expectations. Heather also attended and agreed it was packed full. Both Angie and Heather would highly suggest sending others in the future. She stated it was so good and was full of a lot of information. She too was really impressed with this. Heather will be presenting her write-up at convention in October.

George asked for the OSI Board members to send him in the next 10 days – 150 words or less – what we envision the Zone All Star Team’s mission should be – he would like to present responses to the Zone Task Force.

**Announcements/Schedule:**

**OSI Board Meeting - June 6th, 2018 at Zoom Meeting - 7:15 pm**

**There will be no July meeting.**

**There will be an August 1st meeting only if needed.**

**There will be an OSI Board Meeting September 5th, 2018 at Zoom Meeting – 7:15 pm**

**Meeting adjourned at 8:11 pm.**

Submitted by:

Julie Greenaway

OSI Secretary