

Meeting Title: Pacific Swimming Board of Directors Meeting

Date February 21, 2018

Attendance:

Board members attending are noted by an 'x' in the table below/ board members not present but excused are marked with an 'E'. Team representatives and guest in attendance are also noted.

David Benjamin	X	Coach Senior		Judy Siegrist		2 – Peter McNamara	E	Ex Officio -John Bitter	X	Athlete Reps - open	
Debbi Tucker	X	Rick Beebe		Don Bautista		3 – Kevin Twohey				Robert Mitchell	X
Veronica Hernandez	E	Pam Redding		Leo Lin	X	4 - Jerry Rudd	X	Office			
Allison Beebe	X	Kent Yoshiwara	X	Curtiss Kikuta	X	4 - Jim Morefield	X	Cindy Rowland	X		
Kyle Kikuta	X	Finance Chair		Mike Piccardo	X	Athlete Reps		Traci Benton	E	Guests	
Marie Lin	X	Invest Chair		Larry Rice	X	Senior -Calla Richards		Diana Fetterman	X	Millie Nygren	X
Mary Ruddell	X	Governance Chair		Jay Rowland	X	1N--		Laurie Benton	X	Mary Nygren	X
Paul Reidl		Clint Benton	X			1S -		Jeannette Soe		Valerie Rudd	X
Brian Potts	X	Safety Chair		Zone Reps		2 -Tessie Scavone	X	Annie Stein	X	Susi Jackson	X
Don Heidry	X	Open Water		1N - Jim Stretch		3-				Paul Murphy	X
Coach Age Group		Mike Davis	E	1S – Cliff Reyda	X	4-				Dan Cottam	X

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
Meeting Called to Order	Meeting was called to order by David Benjamin at 7:30PM		
Conflict of Interest	Meeting opened with reading of the USA-S Conflict of Interest Statement: <i>Is any member aware of any conflict of interest (that is, of a personal interest or direct or indirect pecuniary interest) in any matter being considered by this meeting which should now be reported or disclosed or addressed under Pacific Swimming Conflict of Interest Policy? No affirmative answers. If a board member determines there is to be a conflict of interest at any point during the course of the meeting when a specific subject is being discussed and/or action is being taken, a declaration of a conflict of interest should be made at that time.</i>		
Minutes from Previous Meetings	The November 1., 2017 BOD minutes were approved		
Executive Committee Report	Actions of the January 17, 2018, and February 11, 2018 Executive Committee Meetings approved		
Officer's Reports			
Chair	David Benjamin: 1. June 16th, Saturday, is reserved for the first Strategic Planning Strategy Session with Arlene McDonald, USA Swimming Consultant. All Board Members (approximately 40 people) are invited. The workshop will start at 8 am and end 5 pm, with continental breakfast, and working lunch provided. It will be scheduled at one of the Marriotts that can provide enough round tables and chairs to stimulate discussion 2. Bids for the 2019 Short Course and Long Course Far Westerns were received and Santa Clara received		

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	<p>the Short Course and Orinda received the Long Course Meets. Voting was decided based on the idea that these two teams would have learned from their 2018 experiences and could build on that experience.</p> <ol style="list-style-type: none"> 3. Michala Rowan has resigned as our Safe Sport Coordinator, as her academic studies require more time. Please consider who might be a capable person to take over this position. Especially, in light of the recent Orange County Register article on USA Swimming's history of handling Sexual Abuse issues, it is important to have someone in place who is competent and can handle that position capably. 4. USA Swimming Leadership Summit, April 20-22 at University of Houston. We will be sending Veronica Hernandez, Coach, and two athletes, Grace Tramack and Robert Mitchell 5. 2018 Western and Central zone Workshop, April 27-29, Denver - we will be sending 4 participants and paying the travel costs. USA Swimming will pay lodging and per diem. 6. Open Water Officials Clinic will be May 2-6, Tempe AZ and we will be sending Markus Daene. If we have opportunity to send a second official it should be Mike Davis. 		
Vice Chair – Program Operations	Debbi Tucker:: No report		
Vice Chair – Program Development	No Report		
Treasurer	<p>Mary Ruddell:</p> <ol style="list-style-type: none"> 1. The external Audit draft was presented and accepted by the Board, 2. All the presented financial reports were approved 		
Age Group	<p>Kyle Kikuta:</p> <ol style="list-style-type: none"> 1. JO's revised to add the mile back and some events were moved around so 11-12 events are not back to back 2. Still waiting on USA Swimming's decision on not allowing tech suits for age group swimmers that are 12 and under. John Bitter reports that USA Swimming will not ban the use of tech suits but will encourage education of parents regarding the fact that they are not needed or appropriate at those ages. This is because it is hard to determine the actual definition of a tech suit. Also, Southern California is being sued for banning the use, by a parent who claims the right to allow her child to wear what she bought,. It looks like they may lose that case. 3. Next meeting will be in March. 		
Sr. Chair	<p>Allison Beebe:</p> <ol style="list-style-type: none"> 1. There is no definitive job description for Senior Chair and the role is different in different LSCs. She is working on defining it for our LSC. 2. She is also working on seeing how to utilize the Senior Committee 3. It is important that the coaches are educated to participate effectively, rather than just complaining 		
Registration	Laurie Benton; - See Report		
Report/Recom - Staff			
	<p>Cindy:</p> <ol style="list-style-type: none"> 1. Staff met on February 13th. 		

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	<ol style="list-style-type: none"> Diana Fetterman is working on updating the website where things have changed. Please bring any needed changes to her attention Traci Benton has a full time job and is easing out of her tasks for Pacific Swimming. Cindy is taking over her role of manning the audio and visual equipment for BOD and HOD meetings. Staff are updating the Crisis Management Plan Staff are setting up group emails so that it is easier to contact committees regarding planned meetings. Drop Box security has been increased because it has been hacked. Everyone is asked to use the 2 part security code.. <p>Annie:</p> <ol style="list-style-type: none"> Requests that Clubs use the templates on the Pacific website for their meet sheets so that the meet sheets are up to date with all requirements and it makes it easier to do the sanction reviews <p>Diana:</p> <ol style="list-style-type: none"> The Awards for JOs and Far Westerns have been ordered. 		
Standing Committees			
Diversity	<p>Kent Yoshiwara:</p> <ol style="list-style-type: none"> Western Zones Diversity All Star Team went to Washington D.C. and took 3rd out of something like 35 teams We brought 16 swimmers with half the team getting highpoints - 13-14 girls, and boys, 15-18 girls and boys Jaylene Evans of OAPB took 2nd in 100 and 200 fly and swam in all 4 of the winning relays for her age group Malcolm Mackey of ONDA took high point for his age group and won 400 IM, and came in 2nd in 200 IM and 50 free 		
Camps	<p>Brian Potts:</p> <ol style="list-style-type: none"> Olympic Center Distance Camp went well 10 & U camp will be on April 21st at Independence High hosted by West Working on scheduling the 11-14 camp. 		
Scheduling	<p>Leo Lin:</p> <ol style="list-style-type: none"> Scheduling Committee will meet Sunday to Award the first round of meets that have been bid for 2018-2019 LSC schedule. Once the awarding of the first round is done, the members of the Executive Committee will be emailed and asked to approve, so the 2nd round of bidding can be opened 		
Adhoc Committees			
	Wild Fire Task Force - Larry Rice reports they have one request for assistance so the task force will meet February		

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	28th.		
Zone Reports			
Zone 1N	Larry Rice 1. Zone Champs went well in January 2. Working on the Zone Schedule.		
Zone 1S	See report		
Zone 2	Jay Roland for Peter McNamara 1. Zone Champs went well with about 1000 swimmers 2. Working on the Zone Schedule		
Zone 3	No report		
Zone 4	See report		
Consent Calendar			
	All items approved	Approved	
Consent Agendas Discussed			
	None	Approved	
Old Business			
Old Consent Agenda	None	Approved	
Old Items for Discussion	None		
Old Motions	<p>1709MR2 Penalty for late filing of registrations and fees collected at a meet</p> <p><i>a. If the registration forms and fees have not been received by the Registration Chair within 14 days of the last day of the meet, the meet host shall not be allowed to host a sanctioned meet for six/three months. If a meet has already been sanctioned for that meet host, the meet host shall not be allowed to host a host a sanctioned meet for three/six months after the last sanctioned meet. (See the full text of Section X F.1. in the attached)</i></p> <p>Intent/Reasoning: Host clubs have been negligent in returning registration forms and fees to the Registration chair. For our members, this becomes very frustrating. Often, a family will have to pay the membership and surcharge fees for their athlete at 2-3 meets. (Laurie can give you the statistics). If the registration chair has not received the registration forms and fees by Wednesday following the meet, Pacific Swimming does not rebate the meet surcharge to the host club. The \$10 meet surcharge has been deemed inconsequential by most clubs and is not an enticement to return the forms and fees or a deterrent for not sending in registration in a timely manner. This above wording outlines the consequence for host clubs when the Registration Chair has not received registration forms and fees within 14 days of the last day of the week. (Mary Ruddell) (P&P, 30 day motion)</p> <p>Withdrawn in Executive Committee Meeting January 17, 2018</p>	<p>Withdrawn in the Executive Committee Meeting Jan 17, 2018</p>	

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	<p>1711MR1 Remove Section XII Awards and Banquet A.1.c and d from P&P (Male and Female Race of the Year and Relay of the Year)</p> <p style="text-align: center;">A. Awards and Banquet</p> <p>1. There shall be an annual dinner at which the following awards shall be presented:</p> <ul style="list-style-type: none"> a. The Outstanding Male and Female athlete in each age-group (10 and Under, 11, 12, 13, 14, 15, 16, 17) from the selection criteria provided in Section XII 3 separately for short and long course achievements b. The Outstanding Senior Male and Female Athlete as determined in accordance with the provisions of Section XII4 c. The Male and Female Race of the Year (Age Group and Senior) d. The Male and Female Relay of the Year (Age Group and Senior) e. Coach of the year (Age-Group and Senior) f. Impact Award <p>Reasoning: The recommendation to remove the awarding of the Male and Female Race of the Year (Age Group and Senior) and the Male and Female Relay of the Year (Age Group and Senior) came from Staff. The reasoning is that there is a lack of (valid) nominations, lack of participation in the finalist selection process, as well as challenges in comparing swims (particularly for age group). (Mary Ruddell, Larry Rice 2nd) (P&P 30 day Motion)</p> <p>Discussion:</p> <ul style="list-style-type: none"> 1. Male and Female Race of the Year and Relay of the Year do not have sufficient objective criteria at this time to make it anything but a popularity contest 2. However, we would like to have more participation of swimmers and parents at the Awards Banquet so we need to either make those categories have more objective criteria or remove them, and replace with some other categories of awards that can be measured objectively and can attract swimmers to come to the banquet 3. The Athlete Committee will meet to determine some of these categories and report to staff with what they have determined by April 1st or 2nd, and the results will be presented to the BOD and then voted on in the HOD. <p>Withdrawn, with the Athlete Committee being tasked to address objective criteria for awards, and coming up with additional award categories</p>	<p>Withdrawn</p> <p>Athlete Committee to meet to either add objective criteria for Male and Female Race of the year, and Relays of the year or/and replace with other categories for awards</p> <p>Report results to staff by April 1 or 2 so the BOD can vote on them in the April BOD meeting and the May HOD meeting</p> <p>Robert Mitchell and Tessie Scavone will inform the athletes, and Veronica Hernandez will be notified to convene the committee to deal with this.</p>	
New Business			
New Information	<p>Code of Conduct for Coaches and Chaperones</p> <p>1. Debbi Tucker brought up the fact that our present code of conduct for Coaches and Chaperones is not the same as the one for athletes which prohibits the possession of controlled substances. Instead, the Coaches/Chaperones code prohibits possession of all drugs (which would include such over the counter medications as aspirin, Tylenol, allergy medicine, etc.). Debbi will reword it and bring it back to the BOD</p>	<p>Debbi Tucker to rewrite that section and return to April BOD</p>	<p>April, 2018 BOD</p>

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	next meeting		
New Motions	<p>1802SC1: Add Prelims and Finals option to the Senior Open Meet Class Rationale:</p> <p>Currently there are 3 classes of Senior Competitions being offered in Pacific Swimming.</p> <ul style="list-style-type: none"> • Senior Circuit - Prelims and Finals meet • Senior 2 meets - Can be Timed Finals and Prelims and Finals • Senior Open - Timed Finals only <p>This motion proposes to add Prelims and Finals option to the Senior Open class. When Senior 2 Prelims and Finals meets are offered in geographical regions of the LSC where the population density is lower. Senior 2 Prelims and Finals meets being offered in these areas continue to face low subscription of swimmers, most likely due to population density. Meet hosts have financial difficulties when Senior 2 Prelims and Finals meets were offered. A typical example of such a meet is the Senior Circuit meet being offered on Presidents weekend in Santa Cruz. The Senior Circuit meet was successful in the past with many Pacific teams treating the meet as a travel meet and spending the weekend in Santa Cruz. A gradual decline of entries (for a myriad of reasons) forced the meet host to down grade the meet to Senior 2 P/F, often requesting for special dispensation to extend the entry deadline to attract more swimmers (the last 2 years). The Senior 2 P/F last summer being offered in RENO experienced similar low numbers of entries.</p> <p>The Scheduling committee voted to allow the meet class to be changed to Senior Open P/F as an effort to help the meet host offer a P/F senior meet (on Presidents Day weekend) in the 2018-19 season. This is aimed to allow the meet host to continue to offer a P/F meet without financial hardship. It also offers an opportunity for less accomplished seniors swimmers to participate in a P/F class.</p> <p>Section 5 of the Pacific Swimming Rules and Regulations will be modified as shown below:</p> <p>SECTION 5</p> <p>SENIOR COMPETITION</p> <p>A. Qualifying – Senior Competitions</p> <ol style="list-style-type: none"> 1. Senior Circuit <ol style="list-style-type: none"> a. The minimum age shall be thirteen years old b. Meets to be Preliminaries and Finals and to include Time Trials 2. Senior 2 	Refer to April, 2018 BOD	April, 2018 BOD

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	<p>a. The minimum age shall be twelve years old (except High School Walk-On Meets, where athletes shall have been in high school or be a minimum of 15 years)</p> <p>b. Meets shall be either Timed Finals or Preliminaries and Finals and may include Time Trials.</p> <p>3. Senior Open</p> <p>a. The minimum age shall be eleven years old</p> <p>b. Meets shall be Timed Finals only with no Time Trials Meets shall be either Timed Finals or Preliminaries and Finals and may not include Time Trials.</p> <p>(Scheduling Committee -Leo Lin (R&R, 30 day Motion)</p> <p>Discussion: Some meets because of geographical location need to have the time standards lowered but still need to offer a trials and finals meet. The February Meet in Santa Cruz has had to apply each year to have that happen. Referred to April 2018 BOD</p>		
	<p>1802SC2: Modify Entry Fees Structure for Senior Meets</p> <p>Rationale:</p> <p>Currently There are 2 meet categories of Senior meets with 2 different Entry Fees. They are Senior Circuit Meet charging \$7.50 per individual event, Senior Open and Senior 2 meets charging \$6.50 per event.</p> <p>This motion proposes to change the Senior meet categories to Preliminaries and Finals meet and Timed Final meets with the following Individual Entry Fee structure. Individual Entry Fees for all Preliminaries and Finals meets will be \$7.50 and Timed Finals meets will be \$6.50.</p> <p>Pool cost is the major driving factor in this proposed change. Longer pool hours is required to host a Preliminaries and Finals meet compared to that of a Timed Finals meet. We should not be penalizing a Meet Host of a Senior P/F meet who not only have to bear the higher operating cost of pool rental and hospitality in addition to having to provide longer volunteer hours to support a P/F Senior meet.</p> <p>The current Entry Fees structure for Pacific Swimming Age Group Meets allows for a higher entry for Preliminaries and Finals Age Group Meet. The proposed Senior meet fee structure change will bring in line the philosophy of entry fee structure for Senior and Age Group Meets.</p> <p>Section 2 of the Pacific Swimming Rules and Regulations will be modified as shown below:</p> <p style="text-align: center;">SECTION 2</p>	Refer to April, 2018 BOD	April BOD

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	<div>SWIM MEET PREPARATION</div> <div>B. Entry Fees</div> <div>1. Entry fees shall be charged for each meet category. The meet host is not required to accept entries that do not include applicable fees. Participation fees cannot be charged unless entry fees are charged.</div> <table><tr><th>Meet Category</th><th colspan="3">Individual Entry Fees</th><th colspan="3">Relay Entry Fees</th></tr><tr><th></th><th>Total Fee</th><th>To Host</th><th>Due PC</th><th>Total Fee</th><th>To Host</th><th>Due PC</th></tr><tr><td></td><td colspan="6">LSC MEETS</td></tr><tr><td>Senior Circuit Preliminaries and Finals Senior Meets</td><td>\$7.50</td><td>\$5.25</td><td>\$2.25</td><td>\$20.00</td><td>\$14.00</td><td>\$6.00</td></tr><tr><td>Senior Open and Senior 2 Timed Finals Senior Meets</td><td>\$6.50</td><td>\$4.55</td><td>\$1.95</td><td>\$20.00</td><td>\$14.00</td><td>\$6.00</td></tr><tr><td>JO Championships</td><td>\$7.50</td><td>\$5.25</td><td>\$2.25</td><td>\$20.00</td><td>\$14.00</td><td>\$6.00</td></tr><tr><td>FW Championships</td><td>\$10.00</td><td>\$7.00</td><td>\$3.00</td><td>\$20.00</td><td>\$14.00</td><td>\$6.00</td></tr><tr><td></td><td colspan="6">AGE GROUP MEETS</td></tr><tr><td>Other Preliminaries and Finals Meets</td><td>\$5.50</td><td>\$3.85</td><td>\$1.65</td><td>\$16.00</td><td>\$11.20</td><td>\$4.80</td></tr><tr><td>Age Group Meets</td><td>\$4.00</td><td>\$2.80</td><td>\$1.20</td><td>\$9.00</td><td>\$6.30</td><td>\$2.70</td></tr><tr><td></td><td colspan="6">“OTHER”</td></tr><tr><td>Time Trials</td><td colspan="6">\$50.00 flat fee (includes sanction fee)</td></tr></table> <div>(Scheduling Committee - Leo Lin (R&R 30 day)</div> <div>Discussion: Preliminary and Finals Meets are more expensive to host because of the length of time to rent the pool and other added expenses.</div> <div>Referred to April , 2018 BOD Meeting</div>	Meet Category	Individual Entry Fees			Relay Entry Fees				Total Fee	To Host	Due PC	Total Fee	To Host	Due PC		LSC MEETS						Senior Circuit Preliminaries and Finals Senior Meets	\$7.50	\$5.25	\$2.25	\$20.00	\$14.00	\$6.00	Senior Open and Senior 2 Timed Finals Senior Meets	\$6.50	\$4.55	\$1.95	\$20.00	\$14.00	\$6.00	JO Championships	\$7.50	\$5.25	\$2.25	\$20.00	\$14.00	\$6.00	FW Championships	\$10.00	\$7.00	\$3.00	\$20.00	\$14.00	\$6.00		AGE GROUP MEETS						Other Preliminaries and Finals Meets	\$5.50	\$3.85	\$1.65	\$16.00	\$11.20	\$4.80	Age Group Meets	\$4.00	\$2.80	\$1.20	\$9.00	\$6.30	\$2.70		“OTHER”						Time Trials	\$50.00 flat fee (includes sanction fee)							
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	<p>C. Conduct of Meets</p> <p>4. Positive Check In Scratching from Bonus and Consolation Finals and Finals</p> <ul style="list-style-type: none"> a. Athletes may check in or declare their intent to compete in finals for that day at the beginning of competition for that day. Athletes may scratch or declare their intent to scratch a final event, or multiple final events at the beginning of competition for that day. b. Athletes shall check in or declare their intent to compete in consolation finals or finals within 30 minutes of the announcement of qualifiers. In the case where an athlete declares their intent to compete they shall declare their final intention within 30 minutes after the announcement of qualifiers for their last individual preliminary event. Athletes not returning to declare their intention shall be seeded into the event. Any athlete qualifying for any level of finals in an individual event who does not wish to compete shall scratch within 30 minutes after the announcement of qualifiers. During this period, qualifiers may also notify the referee that they may not intend to compete in consolation finals or finals. In this case, they shall declare their final intention within 30 minutes after the announcement of qualifiers following their last individual preliminary event. c. In the event of a withdrawal or barring of an athlete from competition, the referee shall fill the consolation final or final when possible with the next qualified athlete(s). First and second alternates shall be announced with the final qualifiers. Alternates shall not be penalized if they are unavailable to compete in the finals. In the event of a withdrawal or barring of an athlete from competition, the referee shall fill the bonus final, consolation final or final when possible with the next qualified athlete(s). First and second alternates shall be announced along with the final qualifiers. These alternates shall not be penalized if they are unavailable to compete in the finals. d. Where bonus or consolation finals have not yet been swum and barring or withdrawal is known to the referee, the referee shall reseed the bonus final, consolation final and the final, if necessary, to insert the alternate(s) in the appropriate lane(s), filling all lanes in the final. <ul style="list-style-type: none"> e. If a bonus and consolation final has already been contested, the Championship final shall be swum without reseeding for the empty lane(s). d. f. In a Preliminaries and Finals meet, for final heats where athletes are not provided any recognition other than an opportunity to compete, alternates may be inserted into empty lanes regardless of order that finals are swum. USA Swimming Rules and Regulations Article 102.5.6(B) <p>1. Penalty for No-Show at Finals</p> <ul style="list-style-type: none"> a. In a positive check in Preliminaries and Finals meet any athlete checking in Any athlete qualifying for a 		

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	<p>bonus final, consolation final or final race in an individual event who fails to report to the blocks in said consolation final or final race prior to calling the alternate shall be barred from further competition for the remainder of the meet.</p> <p>b. If the No-Show occurs on the last day that the athlete is entered in an individual final event in the meet, and no other individual event penalty is applicable, the athlete shall be fined \$100.00. The fine shall be increased to \$150.00 if after 30 days of receiving the letter of notification the party has not made the payment.</p> <p>2. Exceptions – No penalty shall apply for failure to withdraw or compete in an individual event if:</p> <p>a. The referee is notified in the event of illness or injury and accepts the proof thereof.</p> <p>b. It is determined by the referee that the No-Show is caused by circumstances beyond the control of the athlete.</p> <p>c. The athlete is an alternate for any level of finals</p> <p>3. Relay Scratch Rule – Any relay team entered in a relay event that fails to compete in or report for that event shall not be penalized.</p> <p>Officials Committee - Mike Davis (R&R, 30 days)</p> <p>Discussion:</p> <p>1. Senior Coaches were polled, and they would like Senior P&T meets to return to the traditional scratch out for finals rather than positive check-in. The reasoning is that it is more consistent with what they will be doing when they move on to National Meets and there is less confusion for swimmers going from Age Group to Seniors.</p> <p>2. Penalties for no show in Finals will be limited to those that qualified in prelims for finals</p> <p>3. One concern is that, to fill all heats (usually 3 heats -24 spots) it is fairly labor intensive for the administrative referees, because of all the contacts needed to be made with coaches/athletes to confirm filling of all spots</p> <p>4. Debbi Tucker reported that it is a matter of a learning curve - by the third day at a Nationals meet she was able to use texting technique to make 75 texting messages in order to fill the 50 free finals.</p> <p>5. John Bitter stated that it is doable if the Meet Referees are reasonable and set a cap on how far down the list the Admin Referees must go in filling a finals event. The example he gave was to go down to the 32nd spot, when finals has 24 spots.</p> <p>Referred to April, 2018 BOD</p>		
	<p>1802MR1: On-Site Meet Registration Procedure</p> <p><u>Swim Meet On-Site Registration:</u></p>	Passed	

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	<p>Host Clubs shall submit Swim Meet on-site registration to Pacific Swimming Registration at:</p> <p>Pacific Swimming Registration 1034 Woodstock Court Walnut Creek, CA 94598</p> <p>e-mail: laurie@pacswim.org</p> <ul style="list-style-type: none"> Swim Meet on-site registration should be postmarked to Pacific Swimming Registration within 3 business days after the completion of the meet. If unregistered athletes did not attend the meet, please note that on the Meet Registration Recap form or in an email to laurie@pacswim.org On-site registration not received 1 week after the completion of the meet shall trigger a reminder email to the club. Swim Meet on-site registration received 2 weeks after the completion of the meet will shall be assessed a \$100 fine by Pacific Swimming. Swim Meet on-site registration received 3 weeks after the completion of the meet will shall be assessed an additional \$150 fine for a total of a \$250 fine by Pacific Swimming. In addition, no Sanctions will be approved for Host Club's future meets until financial obligations are met. Swim Meet on-site registration received 4 weeks after the completion of the meet will shall be assessed an additional \$250 fine for a total of a \$500 fine by Pacific Swimming. Failure to pay incurred fines as stipulated above will shall result in placement of Club into "Not in good Financial Standing Status" within Pacific Swimming and referral to the LSC Administrative Review Board for action. <p>Mary Ruddell, Larry Rice 2nd</p> <p>Discussion:</p> <p>1. Remove bullet point two . The office can send the 1 week reminder but it does not need to be in the procedure. Otherwise some people would claim the reminder was not sent so the rest is not valid.</p> <p>Passed</p>		
Closing Comments	None		
Next Meeting	Next BOD meeting is April 18, 2018		
Meeting Adjourned	Meeting adjourned at 9:15 PM		

RESPECTFULLY SUBMITTED BY,
MARIE LIN
SECRETARY - PACIFIC SWIMMING BOARD OF DIRECTORS