

Meeting Title: Pacific Swimming BOD Executive Committee Meeting
Date: June 17, 2020

Attendance:

David Cottam	X	Marie Lin	X	Zone Reps		3 – Kevin Twohey/Debbie Tucker	X	Athlete Reps		Guests	
Leo Lin	X	Mary Ruddell	X	1N - Laura Mitchell	X	4 - Jerry Rudd		Jivana Nagpal	X	William Chong	X
Veronica Hernandez	X			1S – Mark Taliaferro	X	4 - Jim Morefield	X	Taylor Rohovit	X	Kent Yoshiwara	X
Daniel Cottam				2 – Peter McNamara	X			Office			
Kyle Kikuta	X							Cindy Rowland	X		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
Meeting Called to Order	Meeting was called to order by David Cottam at 7:30 PM via Zoom		
Approval of Exe Min	No minutes were reviewed		
General Chair Items	<p>Diversity, Equity and Inclusion The DEI Training Conference has been rescheduled to be conducted in three segments via Zoom. They will take place on Saturdays, July 11, 18, and 25 from 9:00AM to 10:30 AM. All members of the DEI Committee are making plans to attend, and the Pacific Board (especially Executive Committee Members) are invited and very much encouraged to participate.</p>		
	<p>Pacific Swimming Lawsuit The Board is informed that along with USA Swimming, Pacific Swimming has been named in another sexual abuse law suit (<u>not</u> involving a new contemporaneous offense). David does not have any more information than a newspaper article.</p>	Leo will forward the legal complaining to David Cottam and Mary Ruddell	
	<p>USA Swimming automatic changes in By-Laws affecting all USA Swim Clubs</p> <ol style="list-style-type: none"> 1. All Members of the Board of a USA Swimming Member Club must be members of USA Swimming (athlete, coach, or nonathlete membership), effective immediately. 2. Each USA Swimming Member club must either have: <ol style="list-style-type: none"> a. At least one coach and all Board Members or members of the Governing Body be members of USA Swimming (athlete, coach, or nonathlete membership). If there is no Board, the Club must have at least 2 coaches who are coach members of USA Swimming. This is effective immediately b. If there is no Board or Governing Body, it must have at least 2 coaches that are USA Swimming Member coaches c. This is effective January 1, 2021 <p>The reasoning is that there needs to be at least 2 adults who are members that are directly accountable to USA swimming.</p>	Mary will look into the financial impact of this new amendment to the USA By-Laws	

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	Mary Ruddell suggests that Pacific Swimming look into what impact financially this may have on our Clubs and whether some types of reimbursement to the teams might be needed (Each Board Member would need to pay for membership registration for USA Swimming and for background checks)		
	<p>Pacific Swimming Grants to help with COVID19 response</p> <ol style="list-style-type: none"> 1. We have given out grants for round 1 (where every club that applied got a certain amount of money base on the number of swimmers in the club) 2. We have given grants out for round 2 (based on club need) 3. Money left over from the Phase 1 & 2 grants is to be allocated in Phase 3 4. We now have for Phase 3 over \$400,000 left to be distributed when Clubs begin to get their teams back into the water to assist them with that process, based on need. 5. In the end Pacific Swimming will have distributed \$1 million to assist LSC teams in remaining viable during the COVID19 Pandemic. 6. There was a request to have full disclosure of what clubs got grants and how much those grants were. 7. At this time we will only report what has been distributed, the number of clubs we have assisted and information about our process. 8. When we file the 990 for the IRS in 18 months all information regarding how much, and to which teams we have given grants will be available, (as this is a public document), so there will be full transparency at that time. 		
	<p>Cropper Accounting Firm</p> <ol style="list-style-type: none"> 1. William Chong, Auditor on the Pacific Swimming Board was asked to do, a search to determine whether we want to retain our present Accounting and Auditor Firm (Wheeler) or sign on with a new one. (It is normal for non-profit companies to do a comparison of available Accounting firms every 5 years). 2. William found two firms, Nass and Associates, and Cropper Accounting, and requested their bids along with Wheeler. 3. Cindy, William, and David evaluated the firms and a) Nass responded they would not put in a bid because they felt they would be asking too much from us (approximately \$15,000 for providing and Audit and Review), b) Cropper gave a bid of \$9,500 for an Audit and \$4,900 for the Review, and this would cover everything with no additional expenses, and c) Wheeler (our present firm) submitted a bid of between \$18,000 or \$20,000 for Audit and Review, with any incidentals incurring additional cost. 4. Mary Ann Cropper, the daughter of the founder of their firm, would be the accountant we would be working with and she was interviewed extensively. She understood that we were not a normal type of non-profit and would require some different types of accounting. We were given references to other firms Cropper Accounting serviced which had atypical needs. The references all reported satisfaction with how Cropper Accounting handled their specialized needs. Mary Ann also gave us a discount because our auditing year falls at a time which is less stressful (non-peak accounting season). 5. A motion was introduced to engage the Cropper Accounting Firm for our next annual cycle and passed. See Motion 2006PM01: Engage Cropper Accountancy for the next Fiscal Year. 		

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	Zoom Contract <ol style="list-style-type: none"> 1. USA Swimming will be ending their provision of a Zoom Account to the LSCs at the end of July. 2. Pacific Swimming is looking at whether we should get a Zoom Account that will allow us a maximum of 100 participants and 6 hosts at \$445, or the package that will allow us to have 300 participants and 10 hosts at \$1158 (annual fees) 3. It is clear that all the Zones are favoring using Zoom for their Zone Board meeting. All have experienced an increase in participation with the use of Zoom 4. If we were looking to have our HOD meetings via Zoom we would need the larger capacity for participants. 5. We really need to analyze our usage and what the benefits would be for each package - Cindy will send that information out. 6. It was also suggested that we see if USA Swimming might see it's way to continuing to supply Zoom accounts for the LSCs. 		
	Survey Regarding Teams Experience of Swimming with COVID19 <ol style="list-style-type: none"> 1. David Cottam felt it was important to establish a good track record in how our clubs return to the water, so that if we have a second wave of the virus, we may be able to present our case to stay or return to the water based on our procedures. 2. David plans to send a survey out to teams which they might respond to every 2 weeks, with questions regarding do they have a plan, when did they start to implement it, what does it look like, do you have anyone who has come down with COVID19, and if so, how have you handled it, is the return to water financially viable. 3. Coaches felt that sharing info about how their programs are restarting and what facilities are available would be beneficial to the rest of Pacific. Additional questions have been added to the survey to collect this information 		
	Social Justice <ol style="list-style-type: none"> 1. Our Athletes drafted a letter that they posted on their website and their facebook page, addressing Social Justice, and Pacific Swimming. This letter has garnered extremely positive recognition from the athletes, members of Pacific Swimming, outsiders, and even the USA Swimming Athlete's Committee. The Board expressed great pride in the athletes' accomplishment. 2. David Cottam drafted a letter addressed to the general membership addressing Pacific Swimming's concerns regarding Social Justice. He is asking for comments and additions that will help to make the letter better, and one which will appropriately, and empathetically express feelings that will be supportive of the Social Justice movement. 3. Kent Yoshiwara, Veronica Hernandez, and Mark Taliferro all desired that the tone of the letter avoids the errors that occurred from United States Swimming Statement, which had to be revised in order to address some insensitivity issues it raised. 		

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Motions	Motion 2006PM01: Engage Cropper Accountancy for the next Fiscal Year Location Engage Cropper Accounting Firm to do our Annual Audit and Annual Review for this coming fiscal year. Peter McNamara, Leo Lin 2nd Passed	Passed	
Next Meeting	Next Executive Committee Meeting: October 21, 2020		
Meeting Adjourned	Meeting adjourned at 8:40 PM		

RESPECTFULLY SUBMITTED BY,
MARIE LIN
PACIFIC SWIMMING SECRETARY