

**IRVINE SWIM LEAGUE**  
**Board of Directors Meeting – February 23, 2015**  
**7:00pm - Woollett Aquatics Center MINUTES**

1. Call to Order – Special Meeting
2. Discuss proposed rule change. Certification requirement changes. Red cross states that you need safety training. Rule change will say that ISL will match Red cross safety requirements annually.
3. Vote on proposed rule change-approved.
4. Adjourn Special Meeting

**IRVINE SWIM LEAGUE**  
**Board of Directors Meeting – February 23, 2015**  
**7:10pm - Woollett Aquatics Center Agenda**

1. Call to Order: Michelle Greenwalt@710pm
  - a. Vote to approve Meredith Stenta-Member at Large and Henry Klenke-Treasurer-approved
2. Approval of the 9/9/14 Minutes-approved
3. Treasurer's Report: Henry Klenke
  - a. ISL Budget YTD-2014 budget presented. Champs official costs will decrease. Printing cost, trophy cost, website cost, and storage cost are down.
    - i. Current Tax Rate to be included when funding Coaches' salaries: payroll tax rate is lowered at 10.65% -SS 6.2%, Med rate 1.45%, SUI rate 2.9%, Training rate .1
    - ii. Approve 2015 budget-approved
4. V.P. Facilities: Gregg Colbert
  - i. Champs Meet – August 8, 2015. Officials, camp sites are established. Champ job responsibilities are distributed.
  - ii. Admin will be ***closed to coaches, volunteers (except as designated), Presidents, Marshalls, etc.*** during champs (Lizzie)
5. VP Website – Michelle Greenwalt
  - a. Website Update (Sponsorship)-Send Michelle the team registration dates so it can be placed on Facebook.
6. Commissioner of Officials – David Langlois
  - a. Officials Training 2015 – Saturday, June 6 8:30-10:30am~
    - i. Las Lomas Community Park - 10 Federation Way, Irvine 92603
    - ii. Teams needing to attend for 2015: CP, CS, DF, GT, OC, PS, SI, TRB, TRH, VP
7. Executive Director's Report: Lizzie Howard
  - a. Season Dates – June 1-August 8
  - b. Upcoming Trainings:
    - i. Registrar Training – March 10 at WAC. Please encourage new/returning registrar to attend.

- ii. Treasurer Training – March 23 at WAC. Returning treasurer do not need to attend.
  - iii. Stats Training May 18 or 19 at WAC. Using team manager 7.0, which will be sent out mid April 2015.
  - iv. Head Coaches Meeting June 29-dinner served, location TBD
- c. Team Fees due - \$125
- d. Meet Schedule –DONE. University Park and possible Stonegate will join ISL in the future.
- e. OFFICIALS: you may not use an official that is not on the list unless you get a W-9 in advance of any payment to them.
- f. New Team Manager software will be sent out to team Stats people mid April (along with instructions)
- g. Teams will report their Time Trial results to Ed McCahill at [stats@irvineswimleague.org](mailto:stats@irvineswimleague.org)
  - i. To trouble shoot roster and database issues prior to start of real season
  - ii. Time Trial dates will be excluded from Top Times (use date 6/15/15)
  - iii. Time Trial dates will not be considered for Champs Qualifying Times
- h. ISL Pre-employment Fees- \$7.95 Background check (18+ coaches only) went up by \$1, Abuse Prevention Training –all coaches (\$14.00) went down by \$1
  - i. Drug Screening Policy/Procedure-new for 2015. There will be random drug screening. Take 25% of 18yo and over coaches and random drug screened.
  - ii. League to pay drug screen fees for 2015
- i. Treasurer Meeting 3/23/15 6:30pm
- j. Payroll practices. To track coaches's hours with google document to ensure that meet minimum wage.
- k. Hiring dates – (5/16, 5/27, 5/31)
- l. Registration link live -2/16/15
- m. Registration scholarship. For family with financial difficulties, ISL fee(\$40) can be waived, but need to email Lizzie.
- n. Pentathlon-online registration
  - i. Link will open June 1 to entire membership
  - ii. No fee to members. Novaquatics will provide timers.
  - iii. Deadline after Meet #4, Monday 7/20 night 7pm
- o. Champs-30<sup>th</sup> Anniversary
  - i. Champs Jobs assigned-subject to change
  - ii. Change: all relays entered will be the combined times of each individual swimmer entered (does not matter if you then substitute and alternate).
  - iii. These times are just used for seeding
  - iv. Apparel will be sold during registration at Champs only – no end of season pre-sale
- p. Resource for Team Websites:
  - i. [www.swim-team.us](http://www.swim-team.us) -Rich Waldis
  - ii. [steve.bazis@activenetwork.com](mailto:steve.bazis@activenetwork.com) for Swim Manager
- q. Need email and name for Treasurers, Stats, Registrars, Meet Reporter, Champs Rep
- r. Ribbons orders due March 9, 2015 -will send form via email/also on website
  - i. Will invoice teams after March. Do not pay ahead of time.
- s. Insurance Certificates-Please let Lizzie know if any changes to the information below.
  - i. Name of Association
  - ii. Management Company
  - iii. Contact person
  - iv. Address

- t. Use of City facilities/IUSD for team events
- u. Swimathons-encourage every team to host them to generate revenue.

8. New Business:

- a. NEW PRESIDENT FOR 2016
- b. VP/Website - Open
- c. Photo Disclaimer suggest/required by each team
- d. Insurance-for Coaches' private lessons will cost approximately \$350 annually.  
[https://www.phly.com/productsfw/FWI\\_FitFacility.aspx](https://www.phly.com/productsfw/FWI_FitFacility.aspx)

Adjournment - Next Meeting March 23, 2015 – 7:00pm (Treasurer meeting 6:00pm) WOOLLETT  
AQUATICS