



Board of Directors Meeting
February 21, 2023
Zoom, 7:00 PM

- Attendance: Voting members: Tim Husson, Cherlynn Venit, JD Foster, Tom Ugast, Evan Stiles, Erik Collins, Greg York, Jessica Fry-Mack, Aaron Dean, Jorge Zamora, JP Vanderloo, Samantha Gilbert, Andrew Chang. Non-voting members: Karyn McCannon, Kelly Rowell, Kim Bullers, Barb Ship, Terri Marlin
- Roll Call to establish Quorum – There are a sufficient number of voting members in attendance to conduct business.
- Mission Statement – **PVS supports and promotes excellence for all through competition, education, inclusion and leadership in a safe, equitable environment.**
 - This month our focus is Leadership as we discuss the proposed budget.
- Consent Agenda: Approval of Submitted Reports and [Minutes of January 17 Meeting](#)
 - **February reports and minutes from the January 17 meeting were approved as submitted.**
 - General Chair
 - Finance Vice Chair, Draft Budget
 - Operations Vice Chair, Officials Committee Chair Report
 - Coaches Representatives
 - Diversity, Equity & Inclusion Chair/Athletes
- Additional Agenda Items & Approval of the Agenda – **Agenda was approved as submitted.**
- Executive Sessions called - All voting members went to a separate breakout room for a brief closed session.
- Athletes Update – All three Athlete Representatives were in attendance and reported they are continuing to work on their committees and will report back to the board when they have additional information.
- Registration Update – PVS athlete registration is approximately 12,375. This includes all membership levels; premium, flex, seasonal and outreach. PVS is currently close to our 2020 final registration numbers. There are currently 64 Outreach athletes, which is the most we have had, at least in recent years. It was also noted that the number of Flex memberships has decreased since last year, most likely because it is now limited to 12&U athletes.
 - Several clubs whose registration numbers have decreased since last year were contacted by Beth Winkowski from USA Swimming, asking why their numbers are down. There were various reasons as to why they believe their registrations are slightly less than the previous year. Two clubs noted they feel some of the decreases are due to the various changes and some difficulties to the registration process using SWIMS 3.0 and that some High School swimmers decided not to renew in the new year.
 - It was noted that Seasonal Memberships cannot be renewed within a registration year. They can upgrade to Premium, but must do it prior to when their seasonal membership expires.
- Action Items

PVS Mission Statement

PVS supports and promotes excellence for all through competition, education, inclusion, and leadership in a safe, equitable environment.

PVS Vision Statement

PVS aims to achieve excellence in and out of the pool as a diverse community grounded in a shared love of competitive swimming.



- Proposed P&P changes from Officials Committee – Tom Ugast presented two motions from the Officials Committee for P&P changes:
 - Website policy proposed change: Meet announcements for all meets sanctioned by PVS may be posted to the PVS website to provide a single repository of upcoming meets.
 - Meet Referee for PVS meets proposed change: A certified Meet Referee or Referee who has served as Meet Referee at an LSC Championship or higher-level meet must be identified in the meet announcement for club-hosted meets.
 - **Motion to accept the policy updates presented by the Officials Committee regarding the website policy and Meet Referee, seconded and approved.**
 - The number of PVS Officials in good standing per club was included in the Officials Chair report.
 - This list will be sent to clubs, so they are aware how many Officials they have and if they need more to fulfill the required number. There are currently 14 clubs who do not meet the minimum number of officials required by PVS Policy.
 - It was noted that the clubs that meet or exceed the required number of Officials have active Club Official Chairs who are active and engaged. There is a lot of work involved in recruiting Officials. Head coaches/owners also need to be engaged and working to recruit more officials.
- PVS March championship Meets –
 - Tim reported that there were some changes to the 14&U meet schedule due to parking issues at UMD. The meet schedule was changed to an all-day meet on Thursday and evening only on Friday.
 - Use of a club-owned PA system – NCAP/MACH has offered to rent a PA system to PVS for use at University of Maryland. Recommendation is that we use the system, to help in the communication with the stands. The proposal was \$500 for both meets.
 - **Motion to approve the rental of the PA Systems for the Championship meets at UMD for \$500, seconded and approved.**
 - Live Streaming Championships – Tim received a solicitation from an individual to provide the live stream equipment and setup at no charge to PVS for the Championship meets. There would be a user fee for those who want to view the live streaming.
 - There was a discussion expressing the concerns of having live streaming, to include potential bandwidth issues, lack of volunteers, the cost for viewing and future expectations of PVS families.
 - Due to the various concerns, the Board decided to pass on the opportunity for this year, but potentially look at live streaming for future events.
- Zone Team athlete fees – Henry Tollefson, Zone Team Manager, has provided additional information on the athlete costs for the meet: hotel, travel, food and apparel. The per athlete cost for 4 days and 4 nights, plus meals, transportation and apparel come to approximately \$1000. Based upon the subsidy in the budget of \$35,000, we are estimating an \$800 per athlete fee.
 - **Motion to set the athlete fee for the 2023 LC Age Group Zone Meet at \$795, seconded and approved.**

PVS Mission Statement

PVS supports and promotes excellence for all through competition, education, inclusion, and leadership in a safe, equitable environment.

PVS Vision Statement

PVS aims to achieve excellence in and out of the pool as a diverse community grounded in a shared love of competitive swimming.



- Based on historical fees and the known increases in costs, such as hotel, food and transportation, the board felt this was a reasonable fee.
- Hardship relief is available for those who need it, by petitioning the General Chair.
- Budget Preparation – Finance Chair, JD Foster presented
 - At the March meeting, we will adopt the budget that we will present to the HOD in April. Board members had previously been asked for changes or additional to budget items. Nothing new nor any changes have been submitted. The presented budget is considered the starting point for the 2023-2024 budget.
 - The proposed budget looks very similar to the previous year’s budget.
 - A review of the Revenue and Expense projections.
 - It is expected that pool rental fees will be increasing sometime in the next year, he adjusted and added some to the expected expense.
 - The 2023-2024 budget will have to include Olympic Trials in the Athlete Travel, the budgeted amount will be increased.
 - The Operations budget will increase due to the need to purchase new touchpads and other equipment that is needed. The current amount includes equipment space rental and insurance, but currently doesn’t leave sufficient funds for new purchases.
 - It was requested to keep the meeting travel budget at \$20,000.
 - There was a discussion on increasing individual registrations fees, seasonal fee, club fees and/or meet entry fees;
 - This past year, the Board absorbed the 4% technology fee required through SWIMS 3.0. By absorbing the 4%, PVS received less of the individual registration fees, resulting in a \$14,000 deficit. If we were to increase the registration fees, even slightly we could help make up for that loss.
 - As part of the budget, the registration fees for the next season need to be presented.
 - PVS could increase the seasonal and our portion of the club registration. It is \$100, USA S receives \$70 and we maintain \$30 from the clubs to be registered. It was suggested that the club registration fee be increased to \$150.
 - Seasonal fees are currently \$37.50 of which PVS gets \$7.50. It has been a number of years since the seasonal fees were increased.
 - JD suggests the focus this coming year be on registration fee increase for this year and will suggest a reasonable amount to increase for registration fees (athlete, seasonal and club). Next year, the Board can look at possibly increasing meet fees.
 - JD will make the updates based upon the suggestions from the body. In March the Board will review the updated budget and endorse it to present to the HOD.
- Discussion Items
 - PVS Sponsored Meets

PVS Mission Statement

PVS supports and promotes excellence for all through competition, education, inclusion, and leadership in a safe, equitable environment.

PVS Vision Statement

PVS aims to achieve excellence in and out of the pool as a diverse community grounded in a shared love of competitive swimming.



- Review of January Open – All three sites ran well. It was a long meet with the Sunday sessions running late. The Board should work on ways to keep the timelines more reasonable.
 - Review of February Distance – Online check in and pre-seeding was used, which again proved to be a success. It was a well-run meet.
 - March Championship Meets – A parking issue on the UMD campus for Friday of the 14&U meet was communicated to PVS. The resolution was to change the schedule to make Thursday a full day of competition and Friday an evening session only.
 - LC Open Meets - there are still no hosts for some of these meets.
 - LC Meets –This summer the LC Championship meets are scheduled for Jeff Rouse Center for LC Open Championships, Claude Moore for LC Age Group Championships and GMU-Freedom Center for LC 13&O Championships. It was noted that the Freedom Center’s air quality has not been good lately and that we might want to look for another facility.
 - Tim will take for action a search for another facility for the 13&O meet.
 - Reimbursement for PVS Officials Registration for 2024 registration – The Board will continue to look for other ways to reimburse Officials once they complete their 10 sessions, to help avoid Kim having to write so many individual checks and monitoring that they all are deposited.
 - USA Swimming has decided to discontinue the Zoom group discount program. Since PVS does rely on Zoom for meetings and officials clinics on a regular basis, we will continue our account going forward.
 - Eastern Zone Athletes Leadership Retreat – Jessica sent out a document with the application and information on the Athlete retreat. Please review and send Jessica any questions.
 - USA Swimming Spring Workshop – Tim has notified those PVS members who are invited to attend. He will follow up with them to confirm their attendance. Participants will make their own travel arrangements. Tim will make the hotel reservations.
 - The YMCA Silver Spring has now returned to PVS.
- Next Scheduled Meeting: March 21, 2023
 - The meeting was adjourned at 9:05 pm.

PVS Mission Statement

PVS supports and promotes excellence for all through competition, education, inclusion, and leadership in a safe, equitable environment.

PVS Vision Statement

PVS aims to achieve excellence in and out of the pool as a diverse community grounded in a shared love of competitive swimming.



**General Chair’s Report
February 2023 Board Meeting**

PVS February Distance Meet - Here are recent history statistics from the PVS February Distance meet.

	2023	2022	2020	2019	2018	2017
	Fairland	CM	Fairland	Fairland	Fairland	Fairland
1650	52	16	88	67	60	47
1000	105	47	195	184	152	157

- a. We used online positive check-in. All but one heat of 1000 were pre-seeded so swimmers and coaches knew exactly when they were going to swim.
- b. We took pre-meet deck entries. This allowed those deck entries to be pre-seeded. This requires a meet director and admin official that are conscientious about collecting and accounting for the deck entry fees at the meet.

USA Swimming Workshop (April 20-23, 2023) - USA swimming has provided dates of the workshop and who in each LSC should have been invited. I have invited the targeted PVS board members to attend. No further details, such as an agenda have been provided.

SWIMS 3.0 - The system still continues to be a problem. We are loading times from swim meets into the system. We will not be able to do a Times Recon for our March championship meets. There are still some issues with viewing times on the public website. Please report meets that seem to be missing from the public times search so I can have USA-S investigate. There are still lots of duplicate accounts, which USA Swimming has pushed down to the LSCs to address/merge. Our Registrar is getting to them as time allows.

It was reported by USA-S that Seasonal Memberships (150 days) can be upgraded to Premium Membership, but only if done before the Seasonal Membership expires. Clubs are still not being notified when transfers occur. This feature is not yet on the horizon.

Unattached Coaches - USA Swimming reminded us that unattached coaches training unattached swimmers are NOT covered by USA-S insurance. They are considered private lessons. USA Swimming did provide one

PVS Mission Statement

PVS supports and promotes excellence for all through competition, education, inclusion, and leadership in a safe, equitable environment.

PVS Vision Statement

PVS aims to achieve excellence in and out of the pool as a diverse community grounded in a shared love of competitive swimming.



General Chair's Report February 2023 Board Meeting

source of insurance for these situations: <https://rmsswimminginsurance.com/sports-teams-leagues/sports-instructor/>

Diversity, Equity, & Inclusion Education - USA Swimming is providing monthly webinars on DEI topics. They are held the 2nd Thursday of each month. The February webinar covered Article (Swimmers with a Disability). Recordings of past webinars can be found on the [USA Swimming website](#).

Learn to Swim/Pre-Competitive Webinars - This month, USA began a webinar series for Learn to Swim and Pre-Competitive programs. Recording of the Feb 8th webinar and schedule of the remaining webinars in the series are on the [USA Swimming website](#).

USA Swimming Calendar - Dates and locations for all the rest of the National meets in 2023 are on the [USA Swimming Event Calendar](#). Qualifying times for all National meets through Speedo Junior National Championships are on the [PVS website](#).

USA-S Marketing Toolkit - USA Swimming continues to add content to the [Marketing Toolkit](#) for member clubs.

Make A Splash Tour - The 2023 stops on the USA Swimming Foundation Make a Splash Tour will be Houston, Lake Charles, St. Louis, and Billings.

Stay safe! Stay healthy! I hope to see you at a PVS meet soon!

Tim Husson
General Chair
GeneralChair@pvswim.org

PVS Mission Statement

PVS supports and promotes excellence for all through competition, education, inclusion, and leadership in a safe, equitable environment.

PVS Vision Statement

PVS aims to achieve excellence in and out of the pool as a diverse community grounded in a shared love of competitive swimming.



Potomac Valley Swimming Finance Report

2024 Budget

To review the process and timeline:

- All proposals for the 2024 budget were to be submitted by the February Board of Director's Meeting. None have been received.
- At the March meeting the Board will consider, adjust, and formally adopt a budget.
- On April 16 the House of Delegates will review, amend and formally approve the budget.

YTD 2023 Financial Results

Accompanying this note you will find a draft budget with related information. A few points to consider:

- 1) The proposed budget is a suggested starting point for discussion, nothing more.
- 2) The current year's projections involve 5 months of data. In some areas we have enough data to make a reasoned projection. For the most part the projections would be classified a RSWAG – Really Silly Wild A.. Guess.
- 3) Consequently, the primary guides for next year's budget are last year's results and this year's budget.
- 4) The net result is a proposed budget largely copying this year's budget.

Notable details:

- a) Gyration in the stock market played out in the value of the PVS portfolio, producing substantial swings in reported income.
- b) The proposed budget assumes pool rental costs for PVS meets will rise steadily and substantially as pool management has been slow to update prices in light of current inflation.
- c) Zone Teams income and expense are a SWAG as I lack information on which to base more solid figures.
- d) The draft budget shows next year's operations and results mimicking the current year, producing a net surplus of about \$17,000, effectively a balanced budget given the margin of error.

Respectfully submitted,

J.D. Foster
Vice Chair Finance
Potomac Valley Swimming
February 17, 2023

Draft PVS Budget – February, 2023

	Actuals as of 8/31/2020	Actuals as of 8/31/2021	Actuals as of 8/31/2022	Budget 2022-23	EOY 2022- 23 Projections	Proposed 2023-2024
As of 2/16/2023						
Revenue						
Registration -- Athletes						
All types	334,833	228,424	328,231	364,900	365,000	365,000
USAS 4% Technical Fee	0	0	0	0	-14,600	-14,600
PVS Relief Funds	-164,338	-107,296	0	0	0	0
Total Registration -- Athletes	170,495	121,128	328,231	364,900	350,400	350,400
Registration -- Clubs	1,500	1,320	1,380	1,380	1,400	1,400
Reg Income for Next Year	-11,404	-27,777	-90,444	-97,500	-99,457	-99,457
Reg Income From Previous Year	0	11,404	27,777	90,444	90,444	99,457
Total Registration Income	160,591	106,075	266,944	359,224	342,787	351,800
PVS Meet Entries						
Entry Income	295,385	161,550	362,881	425,000	450,000	450,000
Athlete Surcharge	0	47,120	86,015	105,000	100,000	100,000
Other	0	7,282	2,382	0	3,000	3,000
Outreach Refunds	-75	0	-85	-500	-400	-400
Total PVS Meets	295,310	215,952	451,193	529,500	552,600	552,600
Other Meets						
Splash Fees	89,287	41,863	110,686	145,000	125,000	140,000
Open Water Event	0	0	0	5,000	0	5,000
Total Other Meets	89,287	41,863	110,686	150,000	125,000	145,000

Draft PVS Budget – February, 2023

Zone Team Fees	0	5,400	11,100	85,000	85,000	85,000
Diversity Select Camp	0	0	0	0	0	0
Equipment Rental Income	7,711	10,344	8,758	10,000	4,000	6,000
Swimposium	0	0	3,400	0	0	0
Financial & Other Income						
Miscellaneous	11,625	30,405	37,996	5,000	5,000	5,000
Dividend & Interest	5,728	3,688	4,316	4,000	7,000	7,000
Cap Gain/Loss (Unrealized)	44,657	50,292	-100,936	-30,000	-2,738	-30,000
Cap Gain/Loss (Realized)	1,484	7,132	30,318	30,000	8,432	30,000
PPP & Deferred Revenue	0	0	0	0	0	0
Total Financial & Other	63,494	91,517	-28,306	9,000	17,694	12,000
Total Revenue From Operations	552,899	379,634	852,081	1,133,724	1,109,387	1,140,400
Total Revenue	616,393	471,151	823,775	1,142,724	1,127,081	1,152,400

Draft PVS Budget – February, 2023

Expenses						
PVS Meets						
Meet Management Fees	65,059	19,622	70,319	140,000	140,000	140,000
Pool Rent	160,538	151,264	278,729	380,000	400,000	420,000
Hospitality	25,266	13,159	36,202	53,000	50,000	50,000
Other	10,429	18,075	31,467	32,000	30,000	32,000
Total PVS Meets	261,292	202,120	416,717	605,000	620,000	642,000
Open Water Event	0	0	0	14,000	0	14,000
Officials' Support						
USA Registration	20,462	20,928	17,820	25,000	15,000	20,000
Background Screening	1,055	1,583	1,520	1,800	1,500	1,700
Evaluators	4,495	1,044	2,739	6,000	2,000	3,000
Travel	10,717	18,880	23,205	28,000	25,000	25,000
Other	5,752	995	4,353	3,000	1,000	1,000
Total Officials	42,481	43,430	49,637	63,800	44,500	50,700
Equipment Operations	28,727	14,160	22,152	22,000	22,000	22,000
Zone Teams	0	20,344	36,228	120,000	120,000	120,000
Athlete Travel Assistance	31,500	51,283	33,600	50,000	45,000	50,000
Meetings/Conf/Seminars	24,106	0	7,397	20,000	10,000	10,000
Other PVS Programs						
Strategic Planning	0	0	0	1,000	1,000	1,000
Diversity, Equity, and Inclusion	1,575	7,300	0	13,000	13,000	13,000
Safe Sport	2,500	0	0	2,800	2,800	2,800
Outreach Registration	100	10	65	400	400	400
Club & Coach Development	189	125	721	2,500	2,500	2,500
Athlete Wellness	0	0	0	10,000	10,000	10,000

Draft PVS Budget – February, 2023

Athlete Awards & Grants	0	0	397	1,000	1,000	1,000
Swimposium	0	0	3,600	0	0	0
Total Other Programs	4,364	7,435	4,783	30,700	30,700	30,700
General Administration						
Computer Expenses	3,237	3,242	3,368	4,000	2,500	3,000
Lifetime & Staff Registration	124	1,192	132	1,132	100	200
Home Office Expenses	1,659	1,443	1,115	1,500	2,500	2,500
Merchant Fees/QB & PP	1,103	1,344	1,844	1,500	1,000	1,500
Outside Contractor Services	9,453	7,200	15,814	8,000	8,000	8,000
Accounting -- Audit	7,000	12,000	7,221	13,000	12,900	7,500
Professional Services	9,999	59	0	1,000	1,000	1,000
Employee Salaries	119,758	129,840	130,506	146,000	156,000	156,000
Payroll Taxes	9,161	9,933	9,995	11,200	11,934	11,950
Investment Advisory Fee -- RBC	1,821	2,850	2,887	3,200	2,500	3,000
Relief Grant and Expenses	27,265	18,000	0	0	0	0
Miscellaneous	1,352	739	210	2,000	100	1,000
Total General Administration	191,932	187,842	173,092	192,532	198,534	195,650
Total Expenses	584,402	526,614	743,606	1,118,032	1,090,734	1,135,050
Operating Surplus (Deficit)	31,991	-55,463	80,169	24,692	36,347	17,350
Total Current Assets	950,521	882,325	881,571	890,286	1,080,482	1,097,832
Reserve as % of Total Cash Expenses	163%	168%	119%	80%	99%	97%

Potomac Valley Swimming
Operations Report
February 18,2022

All current equipment is operational and meets are running well. PVS donated an additional harness to the Black History Month meet so they could run 2 courses. The high school meets in Virginia went well with no issues with equipment.

Currently in our budget we have \$15K total for equipment. We would like the Board to consider changing that to \$22,500.00 for replacing pads and \$5000,00 for 4 buttons, cables, printers and starters. This would allow to replace more of our pads for our Open meets and rentals to member clubs.

Also attached to this report are recommendations from the officials committee for adjustments to our current P & P. Please review so the Board can vote on these adjustments at our Board meeting on Tuesday.

Respectfully submitted,
Thomas E Ugast
Operations Chair



PVS Officials Committee Report, February 2023

Proposed updates to PVS Policies & Procedures

Website Policy

Current Policy: Meet announcements for meets sanctioned by PVS, except dual and tri meets may be posted to the PVS website without prior consultation of the Configuration Committee.

Requested Update: Meet announcements for all meets sanctioned by PVS may be posted to the PVS website to provide a single, complete repository of upcoming meets.

Meet Referees for PVS Meets

Current Policy: A PVS-certified Meet Referee must be identified in the meet announcement for club-hosted meets.

Requested Update: A certified Meet Referee or Referee who has served as a Meet Referee at an LSC Championship or higher-level meet must be identified in the meet announcement for club-hosted meets.

PVS Officials Travel Reimbursement – December 2022

Meet Official	Reimbursed Amount	Maximum Reimbursement
Toyota US Open		\$700
Jack Neill	\$ 700.00	
Speedo Winter Junior Championships - East		\$700
Blair Cameron	\$ 700.00	
Dave DiNardo	\$ 617.67	
Barbara Ship	\$ 700.00	
TOTAL	\$ 2,717.67	

PVS Officials Registration Reimbursement – as of February 15, 2022

Officials Qualified for PVS to Reimburse 2023 Registration Fee	274
Officials Registered for 2023 Who Qualified for PVS to Reimburse 2023 Registration Fee	253
Officials Who Requested 2023 Registration Fee Reimbursement	158

PVS Officials as of February 15, 2022 **424**

PVS Officials – New Certifications since September 1, 2022

Newly Certified PVS Officials	73
Previously Certified PVS Officials Who Added a Certification	24



Certified PVS Officials In Good Standing By Club – as of February 15, 2022

	Premium Athletes	Registered & Certified Officials	Officials Required by P&P	Shortfall
AAC	570	17	19	-2
ANSC	0	0	0	0
APAC	25	0	0	0
ASA	270	23	9	14
ASTS	99	3	3	0
AU	1	0	0	0
BWST	125	7	4	3
CSC	124	1	4	-3
DCPR	227	24	8	16
DRAG	57	5	2	3
ERSC	14	0	0	0
FAA	22	0	0	0
FAST	37	2	1	1
FISH	315	10	11	-1
FXFX	200	11	7	4
GW	2	0	0	0
HACC	142	1	5	-4
HEAL	23	0	0	0
JFD	223	2	8	-6
LIFE	195	0	7	-7
MAC	97	1	3	-2
MACH	1175	32	39	-7
MAKO	390	24	13	11
MSSC	87	10	3	7
NCAP	1986	82	66	16
OCCS	493	26	17	9
PAC	220	11	7	4
PGPR	68	0	2	-2
PM	571	12	19	-7
RIPS	11	1	0	1
RMSC	1666	61	56	5
RWST	0	0	0	0
RY	108	8	4	4
SDS	404	9	14	-5
SSCT	17	0	0	0
STJS	157	3	5	-2
TANK	35	1	1	0
TIBU	100	2	3	-1
TOLL	205	6	7	-1
TRA	10	0	0	0
VLAC	65	1	2	-1
WEA	15	0	0	0
WSH	31	0	1	-1
YORK	773	13	26	-13
UN	24	15	0	

DEI Chair Report – February 2023

Here is the link to the rough draft of the athlete application for the Eastern Zone Leadership Retreat. I have been a little MIA due to some health issues and unexpected knee surgery so I don't have all the information listed for the committees, but I believe most of what we need is included. I will be working on that for the next two weeks before we go live with the application in April. We also need to confirm a committee and a due date for selections.

<https://forms.gle/cFNNkDt88qD879DN8>

We did not discuss how to handle the process for coaches so a quick talk about that should probably happen.

If you have any questions or would like to propose any changes, please let us know.

Thanks!

Jessica Fry-Mack

PVS Open

Meet Director Recommendations

Submitted by: Aaron Dean, PVS Junior Coaches Rep

PVS offers the opportunity to compete in the Open meets to the benefit of each member. While these meets add revenue to the association, they are meant to be a service to the members and athletes we work with to provide competitive opportunities.

Meet directors should be given some latitude to provide the best scenario for their attending teams, while also having a baseline of processes for adapting to the needs of the swimmers and teams.

Concern 1: changes to a meet schedule can affect the availability of athletes to attend the session they anticipated to compete in. There were significant changes to the schedule for the January Open to accommodate the size of the meet resulting in one meet planned to conclude at 9:30pm on Sunday evening. Additionally, a team was moved from a planned site to a new location less accessible than was planned.

Concern 2 (Coach Rep Opinion): I believe we have turned away from accommodating to the members and families and instead are locked behind our policies and procedures as well as possible financial risk. As much as we can get lost on our own businesses and holding to restrictions, we are in the service industry to provide events for our members that have decided to make swimming a part of their life. To this end, they should be inviting events that allow for providing the most accessible opportunities to participate in the sport.

Concern 3: The concerns from board members were that the meet may be significantly changed if the entry process is extended resulting in adjusted timelines (longer or shorter) and/or decreased revenue.

Recommended Entry timeline & seeding process for PVS Open Meets:

Initial Entry Deadline – at least ten (10) days prior to the start of the meet.

Site & timeline adjustments made by meet directors/ PVS admin – at least seven (7) days prior to the meet start date.

Add/ scratch swimmers without penalty – No less than four (4) days prior to the start of the meet. (i.e. Monday before a Friday start)

Concern 4: The seeding of events should not take place too early before the meet in order to allow for late scratches and a more clean program.

Date of seeding unknown for the Audrey Moore & Fairland sites however I believe they were around Tuesday or Wednesday prior to the meet that started on Saturday.

	No Shows	Scratches prior to seeding
Audrey Moore	640 (13%)	36
Fairland	530 (11%)	14
PWCS	315 (8%)	189

Seeding of events – should take place as close to the start of the competition as is possible for printing and processing prior to the session; no more than 48 prior to the start of the meet. Positive check in is not recommended except for long distance events or as it is deemed possible to save running a heat. Scratches should be collected from attending teams to try to keep the meet seeding as filled as possible.