



Board of Directors Meeting

Tuesday May 16, 2023 • 8:30 PM
Zoom Meeting – See Info Below

MEETING AGENDA

1. Welcome and Roll Call
2. Declaration of Conflict of Interest Statement
3. Review and Approve April 4, 2023 Meeting Minutes
4. Consent Agenda
 - Executive Secretary Report
 - Financial Reports
 - Registration Report
4. Current Business
 - Finance Committee Report
 - Operational Risk Proposal
5. Announcements/Information
6. Adjournment

Betsy Purcell is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://zoom.us/j/93026011293?pwd=WVBYcktXWm1Md1FgU0kreDZlZDhJdz09>

Meeting ID: 930 2601 1293

Passcode: 077130

One tap mobile

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General Chair	Betsy Purcell
Adm Vice Chair	Toby Rees
Senior Vice Chair	Heather Farris
Age Group Chair	Emma McEntarffer
Treasurer	Stefanie Martinez
Finance Chair	Jeff Steiner
Safe Sport Chair	Aidan Cho
DEI Chair	Carol Olson
Coaches' Rep	Paige Skidmore
Sr Athlete Rep	Drayton Beber
Jr Athlete Rep	Kate Novinski
At Large Athlete	Elsie Olberding
Delegate At Large	Sam Bach
Delegate At Large	Docker Hartfield
Governance Chair	Starre Haney
Operational Risk	Lori Howard
Technical Chair	Erica Storms
Registration Chair	Leslie Mayo
Officials Chair	Debra Pearson
Past General Chair	Carol Olson
Executive Secretary	Betty Kooy



MINUTES DRAFT
DATE: 04/04/2023
TIME: 8:30 p.m.
LOCATION Zoom Conference Call

Call to Order

- Midwestern Board of Directors
- Board Meeting
 - Called to order – Betsy Purcell 8:35 p.m.
 - Purpose of Meeting: Regular BOD Meeting
- Roll Call by Zoom sign-in
 - BOD Attendees: Betsy Purcell, Emma McEntarffer, Stefanie Martinez, Jeff Steiner, Aidan Cho, Carol Olson, Paige Skidmore, Kate Novinski, Elsie Olberding, Docker Hartfield, Betty Kooy
 - HOD Committee Chairs/Coordinators Present: Starre Haney, Lori Howard, Erica Storms, Leslie Mayo, Debra Pearson
 - BOD Absent: Toby Rees, Heather Farris, Sam Bach
 - HOD Committee Chairs/Coordinators Absent:
 - Guests: Jimmy Parmenter, David Nelson, Addisyn Storms
- Declaration of Conflict of Interest Statement: Read by Betsy Purcell; no declarations

Approval of Previous Minutes

- No corrections to minutes.
- Motion to Accept January Minutes – Jeff Steiner; Seconded, Starre Haney; Approved

Consent Agenda

- Documents – Discussion needed
 - Membership/Registration Coordinator Report
 - Noted Trends
 - Executive Secretary
 - Governance Committee Report.
 - Financial Reports
 - Updated earlier financials – report run on April 4 to fix category of SC Championship income
 - Agreed upon Procedures Report
 - Noted that redacted 990 was included in report; Stefanie will sign the 990 and HBE will file; MW will file the AUP with USA Swimming
- Motion to Accept Consent Agenda Items –Aidan Cho; Seconded-Lori Howard; Approved

Current Business

- Finance Committee Report
 - 990 needs to be accepted by the BOD – included in the AUP
 - Motion to accept the 990 – Jeff Steiner; Seconded, Debra Pearson; Approved
- BOD Proposals
 - Meet fees addition – 8.5.5.2 after d; to add 8 & U Championship fees
 - Rationale: 8 & U Championships have been added; medals, high point, team trophy given

e. *Midwestern LSC 8 & Under Championship –*

\$5.25/maximum individual event

\$12.00/maximum relay event

\$6.50/MW surcharge (04/21/18 – in effect 09/01/18) (whether single session or more)

\$3.00/per session or \$12.00/maximum program charge

Motion to forward to HOD Docker Hartfield; Seconded; Lori Howard; Passed

Item will be brought to HOD for final approval.

- o Proposal for penalty for clubs with unpaid invoices or unpaid meet fees owed to host clubs (8.2.4 & 8.2.4)

Rationale: Penalty needed for delinquent fees

*Midwestern Swimming clubs with unpaid MWS **invoices** or unpaid meet fees owed to host clubs shall not be permitted to enter a **MW 8 & Under Championship meet**, a Challenge Meet, or a Midwestern Championship Meet as members of their club. Athletes may enter the Challenge Meets or Midwestern Championship Meets as UNATTACHED. Meet entry deadlines will not be extended for teams with unpaid **invoices** or meet fees and athletes will be Unattached for the entered meet. Host clubs must alert the LSC Office and General Chair of unpaid meet fees. (**Unattached athletes are not permitted to swim on relays. USA Swimming Rule 102.3.1**).*

Items in red amended from original; Motion to accept amendments Jeff S; Seconded; Starre H; approved

Motion to accept policy Debra Pearson; Seconded; Erica Storms; Passed

Item will be added to MW Policies and Procedures

- o Proposal for registration fees for the 2024 registration year

Rationale: MW cut is minimal; most LSCs charging more than \$8.00 LSC fee; need to be set for budget

Athlete **\$80.00 (\$70 plus \$10.00)**

Non-Athlete **\$80.00 (\$70 plus \$10.00)**

Flex **\$30.00 ((\$20 plus \$10.00)**

Outreach **\$10.00 (\$5 plus \$5)**

Admin **\$35.00 (\$30 plus \$5)**

Seasonal **\$45.00 (\$40 plus \$5)**

Motion to Accept as proposed: Erica Storms; Seconded; Jeff Steiner; Passed

Item will be brought to HOD for final approval

- o 2023 Zone Meet – Family Travel with cost of **\$125.00** per athlete (includes shirts, jacket, caps, meet fees, and coaching costs); Rationale: Rising costs

Motion to accept: Emma McEntarffer; Seconded; Jeff Steiner; Approved

HOD will be informed of decision

Announcements and Information -

- 9 MWS members are going to Denver for the USA Swimming Conference
- HOD meeting – Election of Officers – April 29, 2023, 10:30 a.m., Millard South High School Lecture Hall (South Entrance near pool); Officers will begin term on September 1, 2023
Fall HOD meeting – September 16-17 with Swimposium at Papillion LaVista HS – possibly to include Board Orientation
- Meeting dates:
3rd Tuesday of every other month – 8:30 p.m. via Zoom
Next BOD Meeting – Tuesday, May 16, 2023 – reports due May 12, 2023

Adjournment

- Time: 9:40: Motion to adjourn – Jeff Steiner; Seconded – Docker Hartfield; Passed
- Submitted by: Betty Kooy, Secretary



BOD Report
Executive Secretary
May 18, 2023

- **Sanctions/Meet Schedules--.**

Summer 2023 – The summer meets that have been sanctioned are all posted on the MW website with flyers and event files. Several meets are still waiting for items to be clarified, including the Long Course Championship. Time standards were approved by the sanction committee for the LC Champ meet and those have been posted on the LC meet page (seeding will be LCM Auto, SCY Auto, LCM Sec, SCY Sec – with events being limited to max entries). There is a possibility of a ‘Challenge’ meet being held in the Omaha area July 21-23. Information will be posted when it is finalized.

Fall-Winter 2023-2024 –Fall/Winter 2023-2024 bids are mostly complete. A tentative schedule for Fall/Winter has been posted. The flyers, sanction applications and fees have been requested to be to the Office by May 15 and are being filed. Late fees will be assessed on documents received after May 31, 2023. Changes to the schedule and documents are always possible.

MW 2024 Short Course Championship – We have a bid for March 8-10 which would be two weeks after the Nebraska State High School meet and one week before the Reg 8 Sectional meet. Tentative schedule is posted with these dates.

MW 2024-2025 Bids – A call was put out for Summer 2024 and Fall/Winter 2024-2025 bids with bids requested to be received by the Office by May 15, 2023. Bids are coming in. Reminders need to be sent.

MW Championship Qualifying Standards – The Sanction Committee is looking at updating the formula for the qualifying standards for MW Championship meets. Covid and other issues have made the previous formula unworkable. The Sanction Committee will review possibilities in an upcoming meeting on May 22.
- **Zone meets:** MW will attend the 14 & U Zone meet in Lenexa KS August 3-6. Meet is a family travel meet. Recommended cost per athlete is \$125.00. Paige Skidmore will be head coach. Open Water meet will be in Pleasant Prairie WI again June 15 and 16. Six is the minimum number of athletes for MW to send a coach. Eric Samson has volunteered to coach if minimum is reached.
- **Athlete Reimbursement and Outreach Reimbursement** –.No changes since HOD Meeting. Reimbursement requests for national meets now have an online form and so far it is working well. To date, \$7300.00 has been sent to athletes for the US Open, Winter Juniors, the Reg 8 Sectional meet, and the Westmont TYR Pro meet. There were 61 MW swimmers at the Reg 8 meet. Only \$376.31 has been distributed for Outreach Reimbursement. The figures for these two programs are based on September 1, 2022 – August 31, 2023.
- **Fall HOD Meeting/Swimposium/Awards:** The Fall HOD meeting will be held the weekend of September 16-17 in conjunction with a Swimposium and MW Awards at Papillion LaVista High School. Schedules will be forthcoming.



To: MWS Board of Directors

From: Leslie Mayo, Membership/Registration Coordinator

Date: May 15, 2023

	2019 Membership * September 1, 2018 – August 31, 2019	2020 Membership * September 1, 2019 – August 31, 2020	2021 Membership * September 1, 2020 – August 31, 2021	2022 Membership * September 1, 2021 – August 31, 2022	2022 Membership September 1, 2021 – May 14, 2022	2023 Membership September 1, 2022 – May 14, 2023	Increase / Decrease
Member Clubs/ Organizations	33	31	31	30	30	30	—
Premium Athletes - Renew	1,932	1,811	1,623	1,657	1612	1360	- 252 "
Premium Athletes - New	581	468	404	605	569	560	- 9 "
Flex Athletes - Renew	55	71	84	64	40	12	- 28 "
Flex Athletes - New	109	52	83	92	85	238	+ 153 "
Flex Athletes - Upgrade	7	12	32	32	27	41	+ 14
Outreach Athletes - Renew	49	41	35	21	21	10	- 11 "
Outreach Athletes - New	15	15	5	15	13	26	+ 13 "
Seasonal Athletes - Renew	89	1	69	70	2	12	+ 10
Seasonal Athletes - New	47	2	42	29	4	9	+ 5
Athletes - Total	2,884	2,473	2,377	2,585	2,373	2,268	- 105 - 317 *
NATH Members	383	340	350	430	411	438	+ 27
Total Members	3,267	2,813	2,727	3,015	2,784	2,707	-77

* The numbers for the respective membership years are the final numbers for that completed season.

** Increase / Decrease is an approx. as USA-S has changed some registrations due to cancelation of duplicate registrations.

MW Membership Stats

Athletes	2015	2016	2017	2018	2019	2020	2021	2022	2023
12U	1856	1857	1998	1876	1797	1496	1378	1538	1317
13+	1069	1089	1133	1082	1080	965	1076	1042	911
12U	63.45 %	63.03 %	63.81 %	63.42 %	62.46 %	60.79 %	56.15 %	59.61 %	59.11 %
13+	36.55 %	36.97 %	36.19 %	36.58 %	37.54 %	39.21 %	43.85 %	40.39 %	40.89 %
Overall	2925	2946	3131	2958	2877	2461	2454	2580	2228
Increase	N/A	0.72 %	6.28 %	-5.53 %	-2.74 %	-14.46 %	-0.28 %	5.13 %	-13.64 %
Retention (Percentage)									
12U	N/A	62.8 %	63.74 %	60.19 %	61.81 %	56.76 %	60.56 %	63.79 %	50.52 %
13+	N/A	91.02 %	91.64 %	85.97 %	89.19 %	83.69 %	101.04 %	88.09 %	78.77 %
Male	N/A	72.68 %	73.36 %	68.9 %	71.18 %	67.25 %	72 %	75.67 %	63.6 %
Female	N/A	73.47 %	74.58 %	69.98 %	72.32 %	66.56 %	80 %	73.47 %	60.62 %
Overall	N/A	73.12 %	74.06 %	69.52 %	71.83 %	66.86 %	76.42 %	74.44 %	61.92 %
Competition Category									
Male	1292	1269	1341	1277	1261	1100	1077	1129	986
Female	1632	1676	1789	1680	1615	1360	1376	1450	1241
12U M	801	765	820	776	784	675	602	659	569
F	1054	1091	1177	1099	1013	821	776	879	748
13+ M	491	504	521	501	477	425	475	470	417
F	578	585	612	581	602	539	600	571	493
Female	55.92 %	55.92 %	55.89 %	56.67 %	56.31 %	55.42 %	56.77 %	55.93 %	56.36 %
Male	44.08 %	44.08 %	44.11 %	43.33 %	43.69 %	44.58 %	43.23 %	44.07 %	43.64 %
12U Female	57.43 %	57.03 %	58.72 %	58.42 %	57.51 %	54.52 %	56.97 %	56.07 %	59.51 %
12U Male	42.57 %	42.97 %	41.28 %	41.58 %	42.49 %	45.48 %	43.03 %	43.93 %	40.49 %
13+ Female	54.74 %	55.08 %	53.77 %	55.33 %	55.4 %	56.08 %	56.65 %	55.83 %	54.39 %
13+ Male	45.26 %	44.92 %	46.23 %	44.67 %	44.6 %	43.92 %	43.35 %	44.17 %	45.61 %

MW Membership Stats

Single Age #	2015	2016	2017	2018	2019	2020	2021	2022	2023
10	323	303	354	307	313	245	193	254	190
11	347	348	330	361	342	305	272	282	253
12	341	346	349	330	331	301	295	320	256
13	303	304	343	311	308	260	272	292	274
14	261	294	288	283	266	256	242	267	222
15	223	205	259	219	242	205	235	214	223
16	222	188	188	220	179	190	205	193	173
17	167	187	167	162	186	131	189	147	144
18	112	122	133	111	107	118	106	131	81
19 & Over	82	93	97	87	96	65	99	89	67
9 & Under	544	556	623	567	507	385	346	391	345

Single Age %	2015	2016	2017	2018	2019	2020	2021	2022	2023
9 and Under	18.6 %	18.87 %	19.9 %	19.17 %	17.62 %	15.64 %	14.1 %	15.16 %	15.48 %
10	11.04 %	10.29 %	11.31 %	10.38 %	10.88 %	9.96 %	7.86 %	9.84 %	8.53 %
11	11.86 %	11.81 %	10.54 %	12.2 %	11.89 %	12.39 %	11.08 %	10.93 %	11.36 %
12	11.66 %	11.74 %	11.15 %	11.16 %	11.51 %	12.23 %	12.02 %	12.4 %	11.49 %
13	10.36 %	10.32 %	10.95 %	10.51 %	10.71 %	10.56 %	11.08 %	11.32 %	12.3 %
14	8.92 %	9.98 %	9.2 %	9.57 %	9.25 %	10.4 %	9.86 %	10.35 %	9.96 %
15	7.62 %	6.96 %	8.27 %	7.4 %	8.41 %	8.33 %	9.58 %	8.29 %	10.01 %
16	7.59 %	6.38 %	6 %	7.44 %	6.22 %	7.72 %	8.35 %	7.48 %	7.76 %
17	5.71 %	6.35 %	5.33 %	5.48 %	6.47 %	5.32 %	7.7 %	5.7 %	6.46 %
18	3.83 %	4.14 %	4.25 %	3.75 %	3.72 %	4.79 %	4.32 %	5.08 %	3.64 %
19 and Over	2.8 %	3.16 %	3.1 %	2.94 %	3.34 %	2.64 %	4.03 %	3.45 %	3.01 %

MW Membership Stats

5/14/2023 2:11:06 PM

Single Age Female #	2015	2016	2017	2018	2019	2020	2021	2022	2023
10	194	161	205	197	177	135	103	133	118
11	197	214	177	205	204	160	164	161	142
12	189	193	224	181	186	169	166	186	156
13	175	183	186	193	168	149	157	168	147
14	137	169	174	156	168	134	143	157	123
15	121	98	148	122	133	133	130	122	136
16	123	100	84	124	99	100	127	105	90
17	95	103	84	77	103	74	94	81	66
18	54	63	65	50	42	60	56	61	45
19 & Over	47	52	56	52	54	38	50	45	32
9 & Under	300	340	386	323	281	208	186	231	186

Single Age Male #									
10	128	142	149	110	136	110	90	121	72
11	150	133	153	156	138	145	108	121	111
12	152	153	124	149	145	132	129	134	100
13	128	121	157	117	140	111	115	124	127
14	124	125	114	127	97	122	99	110	99
15	102	107	111	97	109	71	105	92	87
16	99	88	104	96	80	90	77	88	83
17	72	84	83	85	83	57	95	65	78
18	58	59	68	61	65	58	50	70	35
19 & Over	35	41	41	35	42	27	49	44	35
9 & Under	244	216	237	244	226	177	160	160	159

Midwestern Swimming, Inc.

Balance Sheet As of May 15, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
102 Wells Fargo	92,723.46
122 Savings Wells Fargo	65,135.74
124 CD FNBO	116,243.50
129 PayPal Account	0.00
Bill.com Money Out Clearing	0.00
Total Bank Accounts	\$274,102.70
Accounts Receivable	
1200 Accounts Receivable	0.00
Total Accounts Receivable	\$0.00
Other Current Assets	
119 close out of investments	0.00
410 Kirkpatrick Pettis	0.00
412 American Express	0.00
414 Dain Rauscher	0.00
Payroll Refunds	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$274,102.70
Fixed Assets	
181 Depreciation	0.00
Total Fixed Assets	\$0.00
TOTAL ASSETS	\$274,102.70
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	0.00
Total Accounts Payable	\$0.00
Credit Cards	
204 Credit Card - Kooy, Betty	0.00
209 Credit Card - Scot Sorensen	0.00

Midwestern Swimming, Inc.

Balance Sheet As of May 15, 2023

	TOTAL
Total Credit Cards	\$0.00
Other Current Liabilities	
2001 Acct Pay	0.00
201 Prepaid USS Registrations	7,474.00
2100 Payroll Liabilities	0.00
211 Accrued PR Taxes	871.68
301 Payroll Tax	0.00
Direct Deposit Payable	0.00
Total Other Current Liabilities	\$8,345.68
Total Current Liabilities	\$8,345.68
Total Liabilities	\$8,345.68
Equity	
3000 Opening Bal Equity	0.00
3900 Retained Earnings	264,439.24
Net Income	1,317.78
Total Equity	\$265,757.02
TOTAL LIABILITIES AND EQUITY	\$274,102.70

Midwestern Swimming, Inc.

Budget vs. Actuals: 2023 Budget - FY23 P&L

January - December 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
420 Interest Income	34.95	25.00	9.95	139.80 %
421 All Star Meet	7,615.95	5,400.00	2,215.95	141.04 %
423 Zone Meet		4,400.00	-4,400.00	
425 Officials Income	779.00		779.00	
431 MWS LSC Long Course		32,000.00	-32,000.00	
432 MWS LSC Short Course	37,946.00	35,000.00	2,946.00	108.42 %
441 MWS Sanction Fee	2,225.00	3,250.00	-1,025.00	68.46 %
442 MWS Splash Fee	19,803.50	80,000.00	-60,196.50	24.75 %
442.1 Splash Fee - SC Championships	4,452.50		4,452.50	
Total 442 MWS Splash Fee	24,256.00	80,000.00	-55,744.00	30.32 %
443 MWS Fines	100.00		100.00	
451 USS Athlete Membership	15.00	17,664.00	-17,649.00	0.08 %
451.1 Athlete-Premium	5,091.84		5,091.84	
451.31 Athlete-Flex	864.00		864.00	
451.4 Athlete-Outreach	50.00		50.00	
451.5 Athlete-Txfr	220.00		220.00	
451.6 LateRegFee	45.00		45.00	
Total 451 USS Athlete Membership	6,285.84	17,664.00	-11,378.16	35.59 %
452 USS Nonathlete Members		2,600.00	-2,600.00	
452.1 Non-Athlete Coach	860.16		860.16	
452.2 Non-Athlete Official	314.88		314.88	
452.3 Non-Athlete Adminstrator	105.60		105.60	
452.4 Other	154.56		154.56	
Total 452 USS Nonathlete Members	1,435.20	2,600.00	-1,164.80	55.20 %
453 USS Club Memberships	3,960.00	5,040.00	-1,080.00	78.57 %
489 LSC Awards Banquet Income		2,500.00	-2,500.00	
490 Coaches Clinic Income		2,500.00	-2,500.00	
495 Miscellaneous Income	130.00		130.00	
Total Income	\$84,767.94	\$190,379.00	\$ -105,611.06	44.53 %
GROSS PROFIT	\$84,767.94	\$190,379.00	\$ -105,611.06	44.53 %
Expenses				
521 All Star Meet Exp	14,437.05	14,000.00	437.05	103.12 %
523 Zone Meet Exp		15,000.00	-15,000.00	
523.1 Zone Open Water		2,000.00	-2,000.00	
Total 523 Zone Meet Exp		17,000.00	-17,000.00	
526 Diversity Support		12,500.00	-12,500.00	
526.1 Outreach Meet Support	256.53		256.53	
Total 526 Diversity Support	256.53	12,500.00	-12,243.47	2.05 %
527 Safe Sport	1,200.00	2,500.00	-1,300.00	48.00 %
528 Athlete Leadership Committee		250.00	-250.00	

Midwestern Swimming, Inc.

Budget vs. Actuals: 2023 Budget - FY23 P&L

January - December 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
531 MWS LSC LongCourse		26,000.00	-26,000.00	
532 MWS LSC ShortCourse	37,923.07	28,000.00	9,923.07	135.44 %
541 Athlete Reimbursement		22,000.00	-22,000.00	
541.1 Sectional & Open Water	3,100.00		3,100.00	
541.2 TYR Pro/Futures	200.00		200.00	
541.3 Nat, Jr Nat, Open, Int Trials	1,000.00		1,000.00	
Total 541 Athlete Reimbursement	4,300.00	22,000.00	-17,700.00	19.55 %
554 Club Rebates		1,500.00	-1,500.00	
566 Insurance	356.00	320.00	36.00	111.25 %
568 Service Charge	3.50	100.00	-96.50	3.50 %
571 Administration	319.21	1,800.00	-1,480.79	17.73 %
571.1 Admin - HBE Monthly	2,409.47	10,000.00	-7,590.53	24.09 %
571.2 Admin-Intuit	405.00		405.00	
571.3 Admin-Tax/Audit	3,450.00		3,450.00	
Total 571 Administration	6,583.68	11,800.00	-5,216.32	55.79 %
572 Office Supplies	216.13	500.00	-283.87	43.23 %
573 Admin Internet-Google/Constant Contact	150.00	840.00	-690.00	17.86 %
574 Admin Office Internet		200.00	-200.00	
575 Admin Postage		100.00	-100.00	
576 Admin Travel/Training				
576.1 Admin Travel-Mileage Reimburse		500.00	-500.00	
Total 576 Admin Travel/Training		500.00	-500.00	
577 National Workshop/Bus Mtg		8,000.00	-8,000.00	
577.2 Travel & Hotel	2,023.36		2,023.36	
577.3 Meals & Incidentals	981.02		981.02	
Total 577 National Workshop/Bus Mtg	3,004.38	8,000.00	-4,995.62	37.55 %
578 Officials Expense	58.05	6,500.00	-6,441.95	0.89 %
578.1 Evaluator & Certification	1,272.35		1,272.35	
578.2 Meet Costs-Shirts/NameTags	1,480.99		1,480.99	
578.3 Officials Reimbursement	1,040.67		1,040.67	
578.4 Champ Ref/Admin Lodging	716.23		716.23	
Total 578 Officials Expense	4,568.29	6,500.00	-1,931.71	70.28 %
579 USA Swim Conference Expenses		500.00	-500.00	
581 Exec Secretary - Wage	11,125.00	26,700.00	-15,575.00	41.67 %
582 Payroll Taxes	851.06		851.06	
589 LSC Awards Banquet		5,500.00	-5,500.00	
590 Coaches Clinic		5,000.00	-5,000.00	
592 Social Media/Advertising		1,200.00	-1,200.00	
595 Miscellaneous Expense	860.06	500.00	360.06	172.01 %
596 BOD Meeting Expenses	10.62	250.00	-239.38	4.25 %
Unapplied Cash Bill Payment Expense	0.00		0.00	
Total Expenses	\$85,845.37	\$192,260.00	\$ -106,414.63	44.65 %

Midwestern Swimming, Inc.

Budget vs. Actuals: 2023 Budget - FY23 P&L

January - December 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
NET OPERATING INCOME	\$ -1,077.43	\$ -1,881.00	\$803.57	57.28 %
NET INCOME	\$ -1,077.43	\$ -1,881.00	\$803.57	57.28 %

Midwestern Swimming, Inc.

Profit and Loss

January 1 - May 15, 2023

	TOTAL
Income	
420 Interest Income	34.95
421 All Star Meet	7,615.95
425 Officials Income	779.00
432 MWS LSC Short Course	37,946.00
441 MWS Sanction Fee	2,225.00
442 MWS Splash Fee	19,803.50
442.1 Splash Fee - SC Championships	4,452.50
Total 442 MWS Splash Fee	24,256.00
443 MWS Fines	100.00
451 USS Athlete Membership	15.00
451.1 Athlete-Premium	5,091.84
451.31 Athlete-Flex	864.00
451.4 Athlete-Outreach	50.00
451.5 Athlete-Txfr	220.00
451.6 LateRegFee	45.00
Total 451 USS Athlete Membership	6,285.84
452 USS Nonathlete Members	
452.1 Non-Athlete Coach	860.16
452.2 Non-Athlete Official	314.88
452.3 Non-Athlete Administrator	105.60
452.4 Other	154.56
Total 452 USS Nonathlete Members	1,435.20
453 USS Club Memberships	3,960.00
495 Miscellaneous Income	130.00
Total Income	\$84,767.94
GROSS PROFIT	\$84,767.94
Expenses	
521 All Star Meet Exp	14,437.05
526 Diversity Support	
526.1 Outreach Meet Support	256.53
Total 526 Diversity Support	256.53
527 Safe Sport	1,200.00
532 MWS LSC ShortCourse	37,923.07
541 Athlete Reimbursement	
541.1 Sectional & Open Water	3,100.00
541.2 TYR Pro/Futures	200.00
541.3 Nat, Jr Nat, Open, Int Trials	1,000.00
Total 541 Athlete Reimbursement	4,300.00
566 Insurance	356.00

Midwestern Swimming, Inc.

Profit and Loss

January 1 - May 15, 2023

	TOTAL
568 Service Charge	3.50
571 Administration	319.21
571.1 Admin - HBE Monthly	2,409.47
571.2 Admin-Intuit	405.00
571.3 Admin-Tax/Audit	3,450.00
Total 571 Administration	6,583.68
572 Office Supplies	216.13
573 Admin Internet-Google/Constant Contact	150.00
577 National Workshop/Bus Mtg	
577.2 Travel & Hotel	2,023.36
577.3 Meals & Incidentals	981.02
Total 577 National Workshop/Bus Mtg	3,004.38
578 Officials Expense	58.05
578.1 Evaluator & Certification	1,272.35
578.2 Meet Costs-Shirts/NameTags	1,480.99
578.3 Officials Reimbursement	1,040.67
578.4 Champ Ref/Admin Lodging	716.23
Total 578 Officials Expense	4,568.29
581 Exec Secretary - Wage	8,900.00
582 Payroll Taxes	680.85
595 Miscellaneous Expense	860.06
596 BOD Meeting Expenses	10.62
Unapplied Cash Bill Payment Expense	0.00
Total Expenses	\$83,450.16
NET OPERATING INCOME	\$1,317.78
NET INCOME	\$1,317.78

MWS Policy draft for revisions for safety-op risk

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1 Meet Safety Guidelines/Warm-up Procedures

8.6.1. Specific Guidelines/Recommendations

8.6.1.1. General Warm-up (30-45 minutes)

(a) No racing starts allowed from blocks or edge of pool; sit and slide or one-hand-on-wall recommended

(b) No sprinting or pace work during general warm-up sessions

8.6.1.2. Specific warm-up recommendations (30-45 minutes)

(a) Allow specific lanes for racing starts

(b) Allow lanes for push-pace work

(c) Allow lanes for continued general warm-up

8.6.1.3. Referee/meet management may assign team lanes and teams may organize their own warm-ups using guidelines above

8.6.2. Host Team Responsibilities

8.6.2.1. Meet Marshal

(a) The Marshals ~~(preferably at least one male and one female)~~ minimum of one male and one female are appointed by the meet director and will serve under the

direction of the Meet Referee. Meet warm ups may not start unless the Meet Marshals are on deck.

(b) The Marshall will report to and receive instructions from the Meet Referee, especially regarding the meet warm up procedures-

(c) ~~The A~~ Head Marshal, if utilized has the responsibility of instructing other Marshals in their responsibilities. The Head Marshal will be in contact with the Meet Referee prior to the meet and will organize the other Marshals.

8.6.2.2. Marshal responsibilities

The primary job of the meet marshal is to enforce warm up procedures and maintain order in the swimming venue per rule 102.19.

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Marshals are trained via the USA Swimming Meet Marshal Training Program and Test.

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Marshals shall submit their test results to the MWS Registrar as well as send to their club's meet director.

- (a) ~~There will be a minimum of one Marshall for every two lanes used in warm-ups, located between the lanes of their responsibility at the starting end of the pool.~~
- (b) Coaches ~~should can~~ not be used in lieu of Marshals. Coaches may be Marshals if they have taken the Meet Marshal Training Program and Test and are NOT coaching at that session
- (c) Marshals are to be on deck for the entire warm-up session and during the meet for the purpose of enforcing warm-up procedures and safety procedures. Any time there is a break in the meet and the pool is open for warm/warm down the Marshals must be on deck supervising the warm up.
During the meet competition one Marshal shall make rounds of the locker room, restroom areas and any team areas observing for safety practices. One Marshal shall be on deck at all times.
- (d) Marshals shall have the authority to remove from the deck (with concurrence of the meet referee) any swimmer and/or coach in violation of safety guidelines and warm-up procedures.
Other safety staff may be located at pool entrances to be sure only coaches, swimmers, officials and meet staff are on deck.

8.6.2.3. Warm-up pool – ~~Lifeguards from the host facility may serve as Marshals if:~~

~~(a) They have passed Red Cross Lifeguard Training~~

~~(b) They agree to enforce the warm-up rules as instructed by the Head Marshal and/or~~

~~Meet Referee. If there is a separate warm up pool there must be a minimum of two Marshals observing that pool at all times. In such instances a minimum of four marshals shall be required for each meet session.~~

Midwestern Policies and Procedures/Rules and Regs4401/01/2023

8.6.2.4. Other safety guidelines

(a) Host may use a sign for each lane indicating designated use during warm-up. Orange cones should be placed on top of blocks to indicate the lane is closed for racing start practice.

(b) Warm-up announcements should be made prior to each session defining procedures.

(c) Warm-up information should be posted at the facility and published in the meet

information.

(d) Meet information will state “MWS Safety Guidelines and Warm-up procedures will be in effect at this meet.”

(e) Hazards in locker room, on the deck area, or in areas used by swimmers, coaches, spectators or officials shall be removed or clearly marked.

~~(f) Facility approved lifeguards must be provided at all times that swimmers are in the water.~~

8.6.2.5. Host clubs may, with the consent of the Meet Director or the Meet Referee, modify the time schedule or recommended lane assignments depending on pool configuration, number of swimmers, or other factors as long as safety is not compromised. MWS recognizes that the type of meet, physical facility and circumstances may make some of the guidelines and procedures difficult to implement. Alterations must be made with discretion and common sense. Safety must be the PRIMARY consideration.

8.6.3. Coach Responsibilities

8.6.3.1. Coaches shall inform and instruct their swimmers about the warm-up procedures and safety guidelines.

8.6.3.2. Coaches shall actively supervise their swimmers throughout the warm-up session at meets and practices. Visual and verbal contact with the swimmers should be maintained.

8.6.4. Miscellaneous

8.6.4.1. Any changes in lane assignments or warm-up procedures must be clearly announced.

8.6.4.2. When the number of participants cannot be safely accommodated during a warm-up session, the session should be split to allow a safe and adequate warm-up for all swimmers.

8.6.4.3. Swimmers shall not jump or dive into the pool to stop another swimmer for any reason.

8.6.5. Safety Responsibilities

8.6.5.1. The Meet Referee shall have the responsibility to establish and enforce rules for safe

conduct within the competition pool area.

8.6.5.2. The Head Marshal shall have responsibilities for safety rules in all other areas during competition and shall assist the Meet Referee as necessary.

8.6.5.3. A Meet Safety Committee consisting of the Meet Referee, Meet Director, and Head Marshal shall be established. This committee will have final authority in questions of safety rules and in penalties for violations.

8.6.6. Head Safety Marshal

8.6.6.1. Head Safety Marshal must be appointed for each MWS sanctioned meet. The Head Marshall will report to and work with the Meet Referee. The Marshal will have authority over the entire meet area.

(a) Qualifications

(1) Head Marshal will serve under the direction of the Meet Referee.

(2) Head Marshal cannot hold any other official capacity at the meet, including that of participating coach.

(3) A first aid and/or lifesaving background would be helpful but is not required

(b) Responsibilities:

(1) Pre-Meet

☑ The Head Marshal shall be responsible for identifying potential hazardous areas and removing the problem or making sure it is clearly marked. This should be done prior to the meet in conjunction with the Safety Chair of the host club.

☑ Work with the Meet Director to insure the presence of qualified Marshals.

☑ Conduct a pre-meet inspection to insure that all pool safety equipment is present and in working order. Facility management should assist in this inspection.

☑ Insure that any other equipment such as lane ropes, lane warm-up signs and other necessary safety aides are prepared and in working condition.

☑ Review the Emergency Action Plan (EAP) with the host club and/or facility

personnel. The Head marshal should be familiar with the EAP and its implementation.

(2) Meet Responsibilities

☒ To coordinate with the Meet Referee in the execution of safety regulations and warm-up procedures.

☒ To instruct lane Marshals of the warm-up procedures and of their responsibilities.

☒ To periodically check meet area such as locker rooms, concessions, deck area and spectator areas to insure continued safe use.

☒ To report safety related problems or discipline situations of concern to the Meet Referee

☒ To serve with the Meet Director and Meet Referee to compose the Meet Safety Committee (MSC). This committee will handle safety and/or discipline problems that require disciplinary action beyond that of the lane marshals' authority or situations of safety not easily remedied.

(3) Post Meet Responsibilities:

☒ Insure that the meet area is properly cleared and secured.

☒ Meet with the MSC for a post meet evaluation of meet safety effectiveness and any safety problems.

☒ Submit Reports of Occurrence to the Meet Director of any accidents which may have occurred during the meet. It is the responsibility of the Meet Director to submit the reports to the proper agencies.

8.7. Post Meet report requirements for MWS Office

8.7.1. Electronic meet files – backup of MM files – within 24 hours of the conclusion of the meet.

8.7.2. Coach Sign-in sheet – within 48 hours of the conclusion of the meet.

8.7.3. Officials Sign-in sheet – within 48 hours of the conclusion of the meet, including names of meet marshals present at each session, by the meet referee-

If the required number of meet marshals are not present for the meet a \$100.00 fine will be assessed.

8.7.4. Current splash fee per swimmer – within 15 days after the meet.

8.7.5. Financial recap of the meet – within 15 days after the meet.

8.7.6. Meet Director's Report – within 15 days after the meet.

8.8. SWIMS Times

8.8.1. Times to be uploaded to SWIMS

will be handled in the following manner:

Midwestern Policies and Procedures/Rules and Regs4601/01/2023

8.8.1.1. Times for individual swims from all MWS sanctioned meets will be uploaded to SWIMS

8.8.1.2. Relays may or may not be loaded, at the discretion of the Times Chair

8.8.1.3. Initial splits for relays may or may not be loaded, at the discretion of the Times Chair

8.8.1.4. Relays for MWS Championship meets and requested splits will be loaded.

8.8.2. Times for 'Approved' meets

will be uploaded to SWIMS

8.8.2.1. Only those swimmers with accurate USA Swimming ID numbers in the Meet Management data will be uploaded.

8.8.2.2. Initial splits may or may not be loaded, at the discretion of the Times Chair.

8.8.3. Times from 'Observed' meets

will be uploaded to SWIMS.

8.8.3.1. All swims at an 'observed' meet will be observed.

8.8.3.2. Only those swimmers with accurate USA Swimming ID numbers in the Meet Management data will be uploaded.

8.8.3.3. Initial splits may or may not be loaded, at the discretion of the Times Chair.

Standardized Meet Information

All meet flyers/announcements will include a header on all pages with the following information:

Meet Name (Including type of meet – A, BB+, B-, etc or NTS)

Host Club

Date of Meet

SANCTION: "Held under the Sanction of USA Swimming and Midwestern Swimming

Sanction #MWS_____"

"It is understood and agreed that USA Swimming shall be free from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the event."

LOCATION: Facility Name, address of pool (include directions when possible)

POOL: Description (depth at starting end at 1m and 5m, depth at turn end at 1m and 5m, blocks, lane ropes, timing system)

Course, indoor or outdoor, number of lanes, type of lane lines, special pool characteristics

"The competition course has (not) been certified in accordance with 104.2.2C(4)"

FACILITY: Spectator facilities: "A spectator fee of _____ will be charged per day/session; children under 5 _____ (charge or free)." OR "There will be NO spectator fees charged." Describe seating for spectators.

Medical supervision available: List whatever the host team has available at their location. These are not required. First Aid Kits and ice for any injuries are highly recommended. Examples: "Certified lifeguards will be present at all times. An AED, emergency telephone, and first aid kit are available in the pool area. Rescue equipment includes backboards with neck immobilizers, rescue tubes, and a shepherd's crook. Host does not offer athletic trainers or rehabilitation facilities.

Aquatic facility safety requirement, glass statement, food limitations, areas of limited access, etc.

"(Name of Club) reserves the right to remove from the premises any individual who might jeopardize safety

and facility privileges."

"Use of audio or visual recording devices, including a cell phone, is not permitted behind the blocks, in changing areas, rest rooms, or locker rooms."

“Operation of a drone, or any other flying apparatus, is prohibited over the venue (pools, athlete/coach areas, spectator areas and open ceiling locker rooms) any time athletes, coaches, officials and/or spectators are present.”

Statement regarding gender specific facilities and gender neutral facilities; where located and availability; or a

statement regarding the lack of the gender neutral facilities because of age of facility. List Contact for information.

SCHEDULE: “Warm-Up Time: (time)”

“Meet Start Time: (time)”

MEET DIRECTOR: “(Name)” “(Telephone numbers)” “(Email addresses)”

OFFICIALS: “Meet Referee: (name), (email), (phone)”

“Admin Official: (name), (email), (phone)”

“Meet Marshal: 1. (name)”

2. (name)

3. (name)

4. (name)

***reminder -marshals of both genders must be represented**

MEET FORMAT: “Prelim/Final or Timed Finals; age groups; Championship; Invitational”

DISABILITY SWIMMERS:

“Athletes with a disability are welcomed and shall provide advance notice of desired accommodations to the Meet Director. The athlete (or the athlete’s coach) is also responsible for notifying the Deck Referee of any disability prior to competition.”

RULES: “Current USA Swimming Rules and Midwestern Rules will govern this meet.

All applicable adults participating in or associated with this meet acknowledge that they are subject to the provisions of the USA Swimming

Minor Athlete Abuse Prevention Policy (MAAPP), and that they understand that compliance with the MAAPP policy is a condition of participation in the conduct of this competition.”

CREDENTIALS: "Presentation of coach's membership credentials will be required at coach sign-in. Credentials shall be available at all times. The USA Swimming App is acceptable proof of USA Swimming membership."

"In accordance with MWS Policy, only those coaches who hold current, valid USA Swimming credentials will be permitted to act in a coaching capacity at this meet. Coaches who do not possess these credentials will be required to leave the deck area."

ELIGIBILITY: "All swimmers, coaches and clubs must be currently registered with USA Swimming."

"The age of the swimmer on (first day of meet) determines his/her age for the entire meet."

"Athletes who appear as unregistered on the first pre-meet recon must register with USA Swimming immediately. A second pre-meet recon will be run 4 days prior to the start of the meet and any unregistered MW athlete that appears on that list must register with USA Swimming. The entering club will be billed \$30.00 late fee and must provide proof of registration before athlete is allowed to swim in the meet."

List any other descriptions or discerning factors which determine the target audience of athletes.

List eligibility requirements for athletes (age group, league member, meet participation requirements).

"Relay-only swimmers must be included on the entry roster and MW splash fee paid to be eligible to participate." (If relays)

List specifics regarding qualification (time qualification etc)

"Late entries and deck entries (if accepted) will require proof of USA Swimming registration."

"Any swimmer entered in the meet, unaccompanied by a USA Swimming member coach, must be certified by a USA Swimming member coach as being proficient in performing a racing start or must start each race from within the water. It is the responsibility of the swimmer or the swimmer's legal guardian to ensure compliance with this requirement."

FINES: List fines if appropriate.

ENTRY LIMITS: "A swimmer may participate in _____ (number) individual events and _____ (number) relay events per day."

(6 maximum individual and 2 relays per day for timed final events; 3 maximum and 2 relays per day for prelim/final events) Club maximum entries if appropriate.

(If appropriate) "The 4-hour rule will be applied. The host will accept no further entries for a session with 12 &

Under swimmers where a 4-hour projected time limit is reached. The Meet Director reserves the right to limit events, heats, teams, and swimmers to conform to the 4-hour time limit (205.3.1F). Teams will be notified of any and all necessary adjustments."

EVENT FEES: Maximum fees currently allowed:

TF meet: \$4.00/individual, \$8.00/relay, \$8.00 max program charge

Inter-squad/Dual Meet: \$3.00/individual event

P/F meet: \$6.00/individual, \$12.00/relay, \$3.00 per session/\$12.00 for entire meet max program charge

Championship Challenge (Qualifier): \$5.25/individual, \$12.00/relay (if held)

MW Champs: \$6.50/individual, \$18.00/relay, \$3.00 per session/\$16.00 for entire meet max program charge (fees may be higher for specific facilities – host must request in writing to General Chair – max \$10.00) \$6.50 per swimmer – Midwestern Splash Fee; \$4.00 for squad/dual/single session meet MWS Splash fee

ENTRY PROCEDURE: “Entries may be submitted either in electronic format (electronic entry file with hard copy) or via email for unattached swimmers. A check for the entry fees must accompany all entries. Any swimmer in relays only will be listed on the roster and the MW Splash Fee (\$6.50) paid for that swimmer. Make checks payable to _____. NO REFUNDS (or refund policy).”

“Any entries submitted electronically will be acknowledged within 24 hours of receipt.”

ENTRY DEADLINE: “DEADLINE FOR RECEIPT OF ENTRIES IS (date)” (10 days prior to the meet start is earliest and latest deadline permitted).

Statement regarding late entries – at discretion of Meet Director, no late entries, double fees for late entries, etc (with current registration issues (2023) prefer NO late entries)

“Psych sheets will be sent to club entry chair within 24 hours of entry deadline.” Indicate time for corrections.

Statement regarding deck entries if accepted – “Deck entries will be accepted in the order received (for swimmers already in the meet) to fill open heats/lanes only. No additional heats will be added.”

ENTRY CHAIR: “(Name – Email)” “(Phone)”

“(Address)”

“(City State Zip)”

COACH MEETING: Times and location of coach meeting.

GENERAL MEET

CONDUCT:

Include type of seeding (deck / pre-seeded)

“Fly-over start procedure may be used (will NOT be used) at the discretion of the Meet Referee.”

Statement regarding finishes (into touch pads, etc)

Include procedure for individual and distance events (swum fastest to slowest/# of heats in finals if applicable).

Check-in and scratch procedures (positive check-in required/which events/when/where). (Midwestern Scratch

Rules may be referenced – MWS Policies and Procedures 8.5.12)

Relay entry procedure (name of swimmer on cards/when to meet management/etc)

Penalties for violation of procedures (if applicable)

Statement regarding exhibition swimming.

WARM-UP PROCEDURES:

Use MWS Safety Guidelines for model. (MWS Policies and Procedures 8.6)

“MWS Safety and Warm-up procedures will be in effect. Marshals will be present throughout warm-ups and competition, and have the authority to remove, with the concurrence of the Meet Referee, any swimmer, coach, or club for the failure to follow the safety rules.”

TEAM SUPERVISION: “Deck changes are prohibited.”

“Each team must provide an adult with non-athlete USA Swimming membership to supervise the swimmers in the team area at all times. **How do we know they are registered? Who do they show proof to? Suggest adding- Team Adult Supervisors will show their nonathlete credentials to the entrance door safety supervisor and be given a meet/session specific identifying bracelet or badge. Such badge will be worn by the adult supervisor for the session. If the team adult supervisor is not a nonathlete registered member of USA Swimming they will not be permitted on the deck.**

Only registered coaches, swimmers, and officials will be allowed on deck.”

SCORING: State method used (see USA Swimming rules 102.25)

AWARDS: Individual A / B/ etc (state type of award, # of places) Mementos?

Relay (type, # of places)

Individual High Point (if applicable)

Team awards; How distributed

MEET RESULTS: Available when and how at meet.

“Meet results will be posted and will be available electronically on the MW website within 48 hours of the meet conclusion – www.mwswim.org .”

PHOTOGRAPHY

POLICY:

“The MWS Photography Policy will be followed (MWS Policies and Procedures 8.5.15). Photographers taking pictures must adhere to MW policies and have advanced, written permission from the Meet Director or the Meet Referee to be on deck. **”All photographers MUST be nonathlete registered with completed background check and athlete protection training. Suggest host teams provide the photographer with meet specific ID armband or badge.**”

GENERAL

INFORMATION:

Information pertaining to but not limited to: Hospitality, concessions, programs, swim shops, request for meet help, clinics included at the meet, etc.

HOTELS: Hotel information for traveling clubs (if appropriate)

Items listed in quotes are required verbiage for all meet announcements.