

NEPPSA Annual Meeting Minutes 10-29-06

1. Barbara Gould, League President, called the meeting to order at 11:30 a.m. Barbara distributed the Budget and another handout itemizing general league and host team responsibilities for New Englands.

2. Coaches' Introductions

3. Teams Present (I neglected to take a formal attendance—please let me know of omissions):

Andover

Choate

Dana Hall

Deerfield

Exeter

Hopkins

Hotchkiss

Loomis

NMH

Portsmouth Abbey

Suffield

Thayer

Westminster

Williston Northampton

Winsor

Worcester

4. Secretary/Treasurer's Report: Submitted by Bob Tyler, who could not attend (Bob picked up the job after Bob Burns, Choate, took an early retirement from Choate):

a. Budget for NEs at Deerfield

i. Figures from Deerfield: about \$2,000 extra needed to cover town security and physical plant overtime.

ii. The current Treasurer's Report presents a \$3,000 surplus; without any changes the current income sources could cover the extra cost of hosting NEs at DA.

b. Officials line item covers meals and lodging.

c. Warning: If we change the meet format these figures may change.

d. Are there other ways to off set costs; other money-making opportunities?

i. Sell programs/Sell Advertisement

- Verify obstacles of non-profit status

- Be aware of our constituencies and what we are about

[The question of selling programs was run by Deerfield's business manager and he saw no problem with it—this is in line with the Academy running concessions; the league already sells

t-shirts. As long as the league coaches are in agreement, there is a green light to go ahead with the preparation (design to be approved) and selling of programs at New Englands this year. Clearly it is the responsibility of the league to maintain quality and a reasonable purchase price.]

- e. Issues with ADs and our league dues, is there any information? No response.
- f. Trainers at New Englands: Last year's budget of \$460.00 is all that was paid to Exeter for trainers for the weekend.
  - i. Trainers at Deerfield: It was confirmed that Deerfield will hire its own outside trainers (they have their own team of trainers they call on) and handle coverage in house. Trainers at any given site do not usually invite non-affiliated trainers to use their facilities. That is the limiting factor and not liability (if a trainer is certified, etc...). Deerfield will keep in touch with the league through the planning process. There will be at least one trainer on duty at all times during the weekend starting Friday evening. It is likely that we can project trainers' fees before New Englands this year.
- g. Motion to approve 2005-2006 Budget: Accepted and Approved

5. Executive Committee Elections (one vote per school):

- a. Voted President: Bob Tyler, Milton Academy
- b. Voted Vice President: Dave Koritkowski, Williston Northampton
- c. Voted Secretary/Treasurer: Sonja O'Donnell, Deerfield Academy

Secretary Commentary:

- The League recognizes Barbara Gould, Worcester, for her two terms as President of the League. Barbara's commitment to the sport, tireless efforts with her athletes and the organization of our league earned her a Distinguished Service distinction (see below). Alex Kraus of Kingswood-Oxford steps down as Vice-President and Bob Tyler as interim Secretary/Treasurer.
- Bob Burn's early retirement from Choate to attend to his wife's health needs last spring did not leave the league an opportunity to recognize his decades of service.
- I would like to encourage the coaches to begin considering nominations for this year's Distinguished Service Award. In addition, our record of Distinguished Service Awards posted on the NEPSSA website is in desperate need of verification (names with dates) and an update. Please let Jacques know of corrections and, especially, additions. For instance, Barbara Gould is not listed as a recipient (though I distinctly remember the event) and there are three coaches listed as recipients for 2001. If there is anyone who can offer information, please circulate.

6. Related Business:

- a. The recommendation to add a new job to the league—someone responsible for mailing—was denied in favor of further streamlining business and correspondences, meet entries, etc... electronically (website, email and Hy-tek). All documents, including

these minutes, will be posted by Jacques Hugon, Andover, our League's webmaster, on the League Website: [www.nepssa.org](http://www.nepssa.org).

- b. Fred Seebeck, Loomis, recognized on behalf of the league Jacques Hugon's incredible efforts. The website he has created and maintained has become the professional stamp that benefits all or teams.
- c. Any "snail" mailing that needs to be done will be done by the Secretary/Treasurer. An effort will be made to be sure to contact all schools and all coaches in the league.

#### 7. League Responsibilities for New Englands:

- John Liller, Worcester, will continue as our paid meet coordinator, meet manager.
- All meet entries will be done electronically: Preference Meet Manager (a "Lite" version is available on the league website for NEs' entries for those who do not use Meet Manager to manage dual meets—the one-time download is easy and directions are clear); the "old" Excel Spreadsheet will also be available on the website.
- Diving Entries: We will not get rid of the paper diving sheets for scoring or for entry but will attempt as many Hy-tek Meet Manager Diving Entries as possible.
  - a. Diving Entries: Westminster (with on-site help from Deerfield, Williston and any others willing to arrive early to verify and enter diving forms.)
    - Mary Pat (Westminster) will send to the Executive Committee special guidelines concerning meet entries and we will post these on the website.
    - Whatever system we adopt we must stick to Federation rules—divers may change dives up to an hour before the event begins.
  - b. Awards: Williston requested dropping this job and Chuck Elrick (Hopkins) graciously picked it up.
    - David's job description helped clarify the responsibilities. We have officially turned to printing labels and so the job is much easier.
  - c. Officials: Loomis will continue to fulfill this duty.
    - A request to find out if we can US certify the meet in advance was made. We cannot pay USA officials.
    - The general feeling was that schools with swimmers who might need US officiating should lead the way in organizing coverage as needed.
    - Depending on event, one USA official and referee are needed for observation; USA meet referee signs results.
    - Perhaps teams could keep the league informed of officiating needs and progress in covering those needs.
    - Bo Tanner (Eaglebrook) is dialed into the USA swimming area and may be of help to us.
  - d. Meals: Deerfield's Head of Dining Services (Florrie Paige) has requested that we deal with this in-house. Please look for information and details to follow.
  - e. Lifeguards: Bo Tanner (Eaglebrook) organized this for us at Exeter. We will contact her to see if she can continue this year.

- f. Backup Timers: Winsor for the Girls' Meet; Choate for the Boys' Meet.
  - Motion to move from three to two backup timers (in addition to the plunger) was unanimously accepted. This will help reduce traffic jam behind the starting blocks.
- g. T-Shirts: Suffield requested dropping this assignment after many years of service; Hotchkiss graciously assumed it.
  - We will adopt the t-shirt system used at Westerns for two years whereby pre-ordering t-shirts is no longer necessary. T-shirts are printed on site per individual order.
  - Some discussion about photography at the meet included procedure for waivers/opt-out waivers, etc...It was concluded that we need more information about offering this service to the athletes and their families. It would be nice if the league could receive a cut of the profits. Chuck Elrick offered a name of a photographer and volunteered to look into the matter (I think ☺).

8. Related Business:

- d. Barbara requested that we increase John's salary.
  - David agreed that we need to do this, but the budget is pushing the limit with added costs at Deerfield and the possibility that trainers' fees will be increased. We can see what we have in the budget going into and after NEs.
- e. Jacques on selling programs: Let's try for one year to sell programs pending confirmation from Deerfield. [Done. See above.] the motion was made and approved. Jacques volunteered to take care of the design ahead of time and will look into costs. We will print each team's roster as part of the color folder to hold the meet's heat sheets (trials only). Finals' heat sheets will be printed and distributed as usual (free of charge). Finals results will be posted event by event throughout the meet at designated locations throughout the building.
- f. Matt (Dana Hall) suggested another potential income generating venture—an individual who helps work with accommodation facilities in the area and places teams; this person looks into hotel blocking and some money can come back to the league this way. We encourage Matt to look into this and present more information to the league when he can.
- g. Can we look into a better way to communicate, perhaps project, up-to-event team scoring during the finals? Clearly this is a venue specific issue. (We can see what possibilities are available at Deerfield.)
- h. At Deerfield in the past, we have televised the meet on a wide-screen TV in the East Gym area (where the concession are located) and hope to give this another try. We did not do this for the '03 and '04 meets because the TV had been mistreated in '00.
- i. The Trainer's question was brought up again.

9. Old Business: NEs Restructuring

- a. Issue of the format of the meet: thoughts exchanged in response to the special spring meetings' discussion. Please see that meeting's minutes posted on the NEPSSA site.
- b. Points Offered and Reconsidered:
  - Cut-off times (see David's research): 40<sup>th</sup> place will affect the same teams and may throw away the "culminating" team experience.
  - At DA, the meet is less time consuming.
  - The meet means something different to all of us.
  - Has it evolved to a good point, where we have streamlined all interests and B-Relays? Is it a good package?
  - Many more girls' teams coming into the league each year; keep the idea of having the girls' meet on Saturdays. The issue has been fairness. The Sunday meet is a very different experience especially for kids returning late to attend classes or take exams the following day/week.
  - The two-year rotation has its advantages. ADs/Schools perhaps are slow to remember. As a swim coach it is a good idea to stay off the radar on the issue of late return after NEs for our sport as much as possible.
  - The finals is the same time for the boys' and the girls' meets.
  - Last year did not seem so bad.
  - There are new teams each year but there are also teams that drop off.
  - We need data. Most of what we have shared is anecdotal.
  - We have made many moves to improve the pace of meet over the past couple years: no announcing of the swimmers until after the start, fly-over starts, etc...Some of this is taking away from the "specialness" of the experience.
  - The B-Relays are becoming too competitive and possibly scaring some teams away.
  - Very few teams remain for the final team awards and celebration.
  - We still need to consider divisions; split north and south
  - The league could not afford to run two meets.
  - Create a sub-committee/task force to gather proposals with pros and cons and look into this at a special meeting.
  - Does it make sense to have WNEs and NEs get together—Westerns could be the "team" thing and NEs the elite final championship.
  - Division split does not allow the strongest swimmers to swim the strongest swimmers.
  - There's the JV meet that Bo runs. Are we watering things down?
- c. Sunday, April 15, 2007: Special League Meeting to Discuss Results of the Subcommittee's Proposals.
  - Jacques Hugon (Andover) will coordinate this group: Alex Kraus; Andy Lowe; Barbara Gould; Brian Lautenschleger; David Koritkoski; Grant Gritzmacher; Jacques Hugon; Jean Farnum; Sara Massa; Sonja O'Donnell

- Voting Procedure and Timeline: to be verified according to by-laws and the committee's work. The executive committee can authorize a voting or how we vote.
  - Any school or coach in the league can submit a proposal to the committee.
  - The members of the committee agreed to contact as many schools in the league as possible as part of the proposal generating process, especially some of the smaller schools/programs not represented at this meeting.
- d. David's motion accepted: to launch this committee that will contact the rest of the league, write and collect proposals to submit to NEPSSA for further and focused discussion at a special meeting to be held Sunday, April 15<sup>th</sup> with a vote (one vote per team) by May 15<sup>th</sup> sent to the President. Any proposal voted will be put into effect for the 2008 NEs.

10. Jacques' Cyber-Checklist:

- a. Coaches are encouraged to join the Google Group for NEPSSA coaches' email; only NEPSSA coaches can join—a great way to separate league email from regular email. Jacques will send one more SPAM email with information.
- b. Be sure to email any address changes.
- c. Meet Manager "lite" available for download on the NEPSSA site.
- d. Email new rosters (name and graduation date)—may use Meet Manager or Excel/Word document.
- e. Send dual meet schedule as soon as possible.
- f. Send dual meet results (this is each team/coach's league responsibility) to the website for posting after each meet. It is not enough to post results on your school's website. You may send results to Jacques in any form: HTML, Tek, Word, Excel...

11. Additional Business:

- a. Paul Murphy withdrew his email request to the league.
- b. Fred reiterated our gratitude for all the work Jacques does for the website.
- c. Hotchkiss to host the 2009-2010 New Englands?
  - A matter that will need more discussion and a vote.
  - Some concerns were shared. We ask that Tom and Keith help the league to learn more about the feasibility of lodging and dining the number of teams and families in the Lakeville area that weekend. Tom expressed some doubt to the group but some data would help all of us.
  - David: It is not set in stone for Exeter 2009-2010.
  - Keith did put the idea out there at the spring meeting; we will need a vote.
  - David: We need to put this on the agenda for next fall.

Motion to close the meeting. Accepted.

Submitted by Sonja O'Donnell, Secretary / Treasurer