

LBSL | MINUTES

Meeting date | time 5/8/2017 7:00 PM | Meeting location Somerton

Meeting called by	Donna	Attendees
Type of meeting	Monthly Meeting	See attached
Facilitator	Donna	
Note taker	Ann Prime-Monaghan	
Timekeeper	Ann Prime-Monaghan	

AGENDA TOPICS

Agenda topic *Welcome* | Presenter *Donna*

Agenda topic *Roll Call* | Presenter *Ann Prime-Monaghan*

Agenda topic *Meet Schedule* | Presenter *Donna*

Discussion:

There have been some slightly changes to the dual meet schedule to accommodate some team requests. Please be sure and check that your team has the correct schedule.

The 8 and under, division and final championships have had a slight change too. OSC is unable to host 8 and under champs, so Richboro will be hosting that meet.

To reiterate the meets are as follows:

- Red Division Championships – Richboro
- White Division Championships – Torresdale
- Blue Division Championships – Oxford Valley
- 8 and Under Championships – Richboro
- Finals – LMT

Agenda topic *Fees and Forms* | Presenter *Donna*

Discussion:

Colleen will send out all the fee information and forms that each team needs to submit for League Membership shortly. The forms must be returned with payment at the Roster Meeting. The Roster Meeting will be held on Monday, June 19th at 7 pm at Somerton.

Agenda topic *Coaches' Clearance* | Presenter *Donna*

Discussion:

In a conversation with the LBSL's insurance agent, the League, as it is not the employer of the coaches at each club, is not responsible for monitoring all the coaches' clearances in the league. Each team is responsible for requiring and monitoring their staff. The extent of clearances necessary will be confirmed by Donna and shared with the League representatives.

Mike Dunn asked if the LBSL Officials needed clearances as well. If we are taking the lead from USA Swimming, they do require clearances of all Officials.

Concussion: Each team is responsible for their staff getting clearances. Officials will need them as well.

Agenda topic Concussion Training | Presenter Donna

Discussion:

The League is providing all members with a link to an online resource about concussion injuries. Donna encourage teams to review the site, download the pamphlet and encourage families to review the material.

Agenda topic League Wide Meet Point People | Presenter Elena

Discussion:

Elena asked that all the teams hosting league wide meets please be sure and send her the point person for each meet, including email and phone. Jeff needs that info too. (Elena asstnivepres@lbs.org Jeff vicepres@lbsl.org)

Agenda topic Stroke and Turn Clinics | Presenter Mike Dunn

Discussion:

Do stroke and turn need to renew annually? Yes. Had we talked about changing that? (Daryl) If we want to change the renewal requirement, it needs to be on the September agenda.

Who wants to host clinics and when?

Discussion ensued and results are as follows:

Stroke and Turn Clinics

June 1st, 2017 at Newtown Crossing, 7 pm

June 13th, 2017 at PSC High Point, 6:30

June 15th, 2017 at Richboro, 7 pm

Agenda topic Team and Meet Manager Training | Presenter Group Discussion

Discussion:

Bryn Athyn (and Winchester) mentioned that they have relatively new coaches and asked if there would be training on meet manager. Discussion ensued and it was determined that we need both meet manager (especially for the table workers) as well as team manager (for the coaches) training. Donna also said she would find "coach buddies" if the teams wanted them.

Conclusion:

Meet Manager Training

June 5th, 2017 hosted by LMT at the Township Building at 7:30 pm. Bring your lap top with functioning Meet Manager software.

Team Manager Training:

June 7th, 2017 at Somerton at 7:00 pm. Again, bring your lap top with functioning Team Manager software.

| Agenda topic *Bylaws versus Operating Procedures* | Presenter Daryl

Discussion:

The last update to the Bylaws was 2008. The Operating Procedures were pulled out of the Bylaws and updated in 2016.

Conclusion:

For the most accurate and up to date Bylaws and Operating Procedures, please refer to the online resources on the LBSL website, www.lbsl.org.

| Agenda topic *Division Representatives* | Presenter Daryl

Discussion:

We need a Blue Division Representative. The Division Representative is responsible for making sure all the dual meet results are reported to the league within the state time parameters and with all proper documentation.

We have Red – Tom Stoudt from Oreland, and White – Amanda Mecutchen from Warrington. We also have a League Record Representative -- Lisa Shema from PCS High Point. She will manage all new swim (and dive?) records throughout the season.

| Agenda topic *Diving Operating Procedures, Diving & Swimming Calendar* | Presenter Daryl

Discussion The diving operating procedures remain the same. The Diving Schedule is already on the website calendar. The Swimming Schedule will be uploaded soon. The Diving and Swimming Calendars will be available as individual links to team as in previous years.

| Agenda topic *Team and contact information* | Presenter Daryl

Discussion:

Spreadsheet with team information was sent around. Each team was to verify or update the data on the sheet.

| Agenda topic *Pentathlon* | Presenter LMT/Richboro

Discussion:

LMT asked for clarification on what the entry guidelines were for Pentathlon. Is it really the top two swimmers in each age group and gender? Richboro said there is a little more leeway than in years earlier. They need to make sure that whoever is sent can compete in all 5 events. For bigger teams, once you have determined who the top two are for each age and gender, if there are others, reach out to Richboro and they will see what they can do.

LMT asked if they have one pool of applicants, or two. Meaning if there are 8 slots, do they send the 8 fastest swimmers for LMT A and LMT B? They were asked if LMT A and LMT B are separate teams. Yes, then you send 4 from one team and 4 from the other. And then reach out to Richboro to see about sending some of the other qualified swimmers.

| Agenda topic *Invitationals* | Presenter *Donna*

Discussion:

Posters are available for Pentathlon. Be sure to pick them up. The Coldwater Classic forms are here as well. Odd Age will be available shortly.

| Agenda topic *Insurance Forms* | Presenter *Donna/Daryl*

Discussion:

Are electronic signatures ok? Yes, just please make sure they are legible.

Can we use them for meet forms too? Yes, but again, please make sure it is legible.

| Agenda topic *Sportsmanship and Common Courtesy* | Presenter *Donna*

Discussion:

Regarding, but not limited to, last month's meeting ... We all volunteer to make this league work. There are behavioral expectations that as adults we need to model. Proper decorum and respect are necessary to provide a safe and fun environment for us all; swimmers, parents, coaches and officials. Please keep this in mind.

Additionally, folks can be ejected from meets and meetings if they are not acting in a sportsmanly way. It should not come to that, but an official, home team coach, board member has that authority.

| Agenda topic *Motion to Adjourn* | Presenter

Oreland – 1st

Warrington – 2nd

Adjourned at 7:49

Action items

Action items	Person responsible	Deadline
What type of clearances do staff members and officials need?	Donna	ASAP
League Wide Meet hosts, make sure Elena and Jeff have your contact info. Their email addresses are on the web page.	League Wide Meet Host Teams	6/19/2017 7:00 PM
Get Coaching buddies for Bryn Athyn and Winchester	Donna	6/19/2017 7:00 PM
Need Blue Division Representative	Blue Division Teams	Before first dual meet

Dates to remember –

Roster Meeting – June 19th, 7pm at Somerton

Stroke and Turn Clinics will be:

June 1st, 2017 at Newtown Crossing, 7 pm

June 13th, 2017 at PSC High Point, 6:30

June 15th, 2017 at Richboro, 7 pm

Meet Manager Training:

June 5th, 2017 hosted by LMT at the Township Building at 7:30 pm.

Team Manager Training:

June 7th, 2017 at Somerton at 7:00 pm.

Teams Attendance:

Bensalem – no

Brookside – yes

Bryn Athyn – yes

Bustleton – yes

Eddington – no

Hatboro YMCA – yes

LMT A - yes

LMT B – yes

NAC - no

Newtown Crossing – yes

Northampton – yes

Oreland – yes

OVP – no

Phoenix – yes

PSC High Point – no

Richboro – yes

Somerton – yes

Spring Mill – yes

Torresdale – yes

Warrington - yes

Winchester – yes