

Eastern Zone Meeting  
Garden Grove, CA  
September 12, 2013

**In attendance were:**

Adirondack: JoAnn Faucett, Sean Caron, Jerry Adams, Steve Hall, Carolyn Manor, athletes: Robert Rowledge:  
Allison Caron

Allegheny Mountain: Scott Wilshire, Lynne Shine, Todd Clark, Charles Lersch, Mike Kristufek, Dana Holder,  
Laura Hartman, Pete Barry, Jamy Pfister

Connecticut: Rick Lewis, Dave Reilly, Nancy Wargo, Dave Laudati, Ellen Johnston, David Heller, Maddie Snow,  
Coral McNary, Garrett Mazziotti, Ty Seymour

Maine: Leanne Gravel

Maryland: John McDonough, Jeff Scrivener, Scott Ward, Greer Verheyen, Rich McMillen, Katie Pumphrey, Bill  
Kirkner

Metro: John McIlhargy, Mary Fleckenstein, Amine Boubasis, Monique Grayson, Denise Byrne, Don Wagner, Ryan  
Wagner, Nicole Papsco, Jeff Chu, Bea Hartigan

Middle Atlantic: George Breen, Ben Creekmore, Cecil Gordon, Jon Larson, Deb McCarthy, Patric Mills, Geoff  
Scheuer, Kate Scheuer, Mike Seip, Matt Sprang, Amy Steeves

New England: Ray Grant, Laura Matuszak, Jamie Bloom, Carol Healey, Mariella Allard, , Paul Memont, Athletes:  
Tori Weinstock, Chris Downing, Sarah Bartholomae

New Jersey: Tristan Formon, Stephanie Crofton, Jim Sheehan, Ed Dellert, Mohamed Abdelaal, Kip Hein, Greg  
Eggert, Athletes: Katie Paris

Niagara: Jim Bowen, Adam Zaczkowski, Rick Aronberg, Jim Stromski, Greg Danner, Marci Callan, John Kingston

Potomac Valley: Bill Marlin, Terri Marlin, Linda Klopfenstein, Boots Hall, Paris Jacobs, Bob Vincent, John Ertter,  
Riley Eaton, Greg York, Tim Husson, Miriam Lynch, Bill Stephens, Ward Foley, Tom Ugast, Manga Dalizu, Brad  
Bowser

Virginia: Steve Hennessy, David Strider, Terry Randolph, Jessica Simons, Peter Maloney, Scott Baldwin, TJ Liston,  
Maureen Tolliver, Mary Turner

Independent: Peter Clark

- a. Call to Order: The meeting was called to order at 7:05 PM
- b. Approval of Minutes. The minutes have been on the Eastern Zone Website for a while. Are there any corrections or additions? Corrections to the minutes of the September 2012 was made as follows: Marci's last name is Callan; dormitories should be dormitories.

The following should be added.

A motion was made by Jim Bowen and seconded to allow the host team a period of two weeks from today to prepare additional housing information for the 2013 Summer Zone Meet. This information would be submitted to Zone Directors Jacobs and Dellert and outgoing Zone Director Callan for their review and

decision as to acceptability. If deemed unacceptable, the 2013 Summer Zone Meet would be reopened for bidding with a schedule to be determined by the Zone Directors. The motion was approved.

A second motion by J. Bowen was made and seconded that the Zone Directors facilitate a review and modifications of the Eastern Zone Championship Meet Bid Procedure to include housing/lodging requirements. The proposed changes are to be presented at the 2013 Spring Zone Meeting for adoption. The motion was approved.

- c. Motion to approve the minutes. Minutes approved with the changes to the 2012 minutes. No changes were made to the May minutes.
- d. Financial Report: Boots Hall - The Eastern Zone account at USA Swimming has a total of \$7,354.16 in it as of Sept 1, 2013. That includes one LSC that paid the dues before that date. From that amount, the zone owes Virginia Swimming \$300 from the deposit for the Long Course Zone Championship. Dues for the period September 2013 through August 2014 are now due. I want to thank the five LSCs that have already paid. Do I have a motion to approve the Financial Report. Motion was made, seconded, and approved.
- e. Approval of Agenda. A motion was made to approve the agenda. Motion seconded and passed.
- f. Technical Planning Committee Report

Attendance at last night's Technical Planning Meeting 43-44 attendees. Vote for standardized time standards for March meets. Remember there will be three meets this Spring. Recommendation was for the middle ground. Couple of 10ths difference. In the North, the couple of tenths would be added to slow it down. In the South, the men's times would be about the same. The women's times would be tightened up.

Long course meet this season. Cuts for the spring sectional only. For long course the 4 X 50 medley becomes the 4X 100 medley.

Issue with the Zone Meet. If swimmer qualifies for either short or long course nationals, he/she is ineligible for zones. An addition to the entry certification form is needed. 12 and unders who have qualified for a national cut may swim zones provided they have never competed in nationals. However, for 13 year olds and over, it is immaterial whether they have actually competed in a national meet. Once they qualify for a national meet, they are ineligible for zones. Any times and records for a swimmer who competes in a zone meet while ineligible are expunged.

Summer zones: the length of the sessions needs to be looked at. Last summer the sessions were too long.

A motion was made to endorse July 24<sup>th</sup> to July 27<sup>th</sup> for the summer sectional. Juniors and senior nationals have been switched and the junior national meet will start on Wednesday. The July 24-27 dates would allow late entries to nationals. Motion to accept dates was made, seconded and passed.

Two bids for summer zones. Richmond (Virginia) and Penn State Nittany Lions (Mid-Atlantic).. A motion to close the bids was made, seconded and passed. The Penn State pool is outdoors with one indoor 6 lane pool for warm up and warm down. For the Richmond pool, a problem with the far lanes hearing the start has been fixed by the addition of addition speakers at the far end. Chase starts could be run at the Richmond pool. A vote was taken and the meet was awarded to Richmond and the VA LSC.

## **REPORT OF OFFICERS**

### ***Directors Report: Paris Jacobs and Ed Dellert***

Fina Rules: Breast and fly. Hands at the touch either at turn or finish must be side by side or next to each other. There can be no overlapping. Mixed sex relays to be allowed. There will be only two (2) rather than three (3) heats circle seeded in preliminaries.

E-mail addresses will be requested from General Chairs. Draft of modifications to be produced today and presented at the May meeting.

**Legislation: R-12-** mandated by USOC. The proposed legislation meets the lowest standard allowed to be considered in compliance with the USOC Safe Sport mandate. Should the house decide not to pass this legislation, our funding from the USOC & NGB status could be in jeopardy.

**FINA set the recommended max open water temperature at 31 degrees.** The study provided a range and the leaders of the study thought that 31 degrees was acceptable. USAS has a lower temperature recommendation of 28.5 deg. USAS is not required to adopt the FINA temperature and we have no intention to do as such. However, our athletes can compete in International competition.

**Thomas Bock was elected as IOC President**

**Safe Sport Outside review**

- NCPTC.org- Safe Sport review company
- Looking at whole process and what could be a common theme for our offenders.
- Literature review- what do we know; what don't we know
- Since the announcement of NCPTC they have been taking calls and review concerns, etc. from members and non- members
- Case by case analysis of all reports since safe sports inception
- They will attend practice; clubs; areas across the country to look at a variety of practices.
- They will Interview & consult with additional experts
- NCPTC is committed to do whatever it takes to ensure and fair & accurate review of our program.
- Safe Sport programming goes to a higher level and recommendations/commendations could hopefully be used as models for other youth organizations across the country. This is larger than USAS. Hope to spare hundreds and thousands from experiencing abuse.

**USA Swimming Foundation-** The foundation is healthy

**National Team Director- Frank Busch**

- Coach Enrichment project and working with National Team Coaches. Program going very well
- Club Investment Program- If you are a club and you produce a medalist at the gold standard you are awarded money to increase development. 11 clubs in Shanghai and 16 clubs in London.
- Relay Funding- Relay only swimmers, possible for swimmers giving up an opportunity to compete at another meet (exp US Open) where they could qualify for funding.
- USAS has increased the funding for some athletes. After Olympics top 16 got funding, next year top 14, and leading into games top 12.
- Junior Team- top 75 men & top 50 for women are invited to attend the national meet for educational purposes. These swimmers will attend the meet in order to receive international competition exposure prior to competing on this level.
- Alumni Outreach- USAS National Team offices are starting a new program. USAS would like to engage the alumni from about year 2000 forward for former Olympians on what we are doing and how they can give back. Engaging them back into the organization.
- Professional Summit- Mandatory for all APA participants. The call for USAS to educate the national team members (athletes). Begin to give them an exit strategy for when they are done with the sport. Professional training for workforce.

**Report of Zone Championship Coordinator: Bud Rimbault**

Bids for 2014. Spring Long Course Sectional. Star Swimming. Only bid, awarded.

- Long Course Summer Sectional. A motion was made to endorse July 24<sup>th</sup> to July 27<sup>th</sup> for the summer sectional. Junior and senior nationals have been switched and the junior national meet will start on Wednesday. The July 24-27 dates would allow late entries to nationals. Motion to accept dates was made, seconded and passed.
- Two bids for summer zones. Richmond (Virginia) and Penn State Nittany Lions (Mid-Atlantic). No bids were made from the floor. A motion to close the bids was made, seconded and passed. The Penn State pool is outdoors with one indoor 6-lane pool for warm up and warm down. For the Richmond pool, a problem with the far lanes hearing the start has been fixed by the addition of addition speakers at the far end. Chase starts could be run at the Richmond pool. A vote was taken and the meet was awarded to Richmond and the VA LSC.

### **Guest Speakers**

**President Bruce Stratton:** Pools still an issue. Alumnae should be promoted. A question was posed: Are you changing with society or just holding steady? Working with parents: Coaches should explain the LONG process to nationals. Coaches should only promise experience.

**Chuck Wilgus** explained the reasons behind the USA Insurance and why it was headquarters offshore.

### ***Report of Athlete Representative: Nick Smagula***

1. New newsletter to athletes
2. A group of athletes at convention went out and gave swim lessons to outreach swimmers.
3. Athletes put together 10,000 bags of food for underprivileged children in the LA area. (note: this should be publicized.)
4. Athletes were invited to the luncheon.

### **Unfinished Business**

**Open Water Proposal-** Continuation of draft submitted at September/May Meeting. Jay Thomas and Sid Cassidy are to meet with staff. Three new items are needed. Motion to accept proposal. Seconded and passed.

**Meet Bid Process Proposal** (see attached). Motion to accept proposal, seconded and passed.

**Approval of Eastern Zone By-Laws as Amended** (see attached). Motion was made to approve, seconded and passed.

**Addition of a Safe Sport Officer position to the Eastern Zone Board.** Motion was made to appoint officer for this year and then take nominations and have the election in May for the next period. Motion seconded and passed.

### **Nominations for Eastern Zone Board Positions**

**Zone Director–Non Coach:** Paris Jacobs. Motion was made to close the nominations, seconded and passed.

**Technical Planning Chair-** Bill Marlin had been nominated in May, but withdrew his nomination. Tristan Formon was nominated, seconded and passed

**Age Group Development Committee member** – Coach Pete Barry was nominated. There were no other nominations. Motion was seconded and passed.

### **Reports from National Committees**

Miriam Lynch: Diversity. Zone camp was well attended. All but one LSC attended.

Bill Marlin: Age Group Development:

- IMX especially successful in Eastern Zone. University of Maryland is the largest IMX site.
- Progression for athletes put off for a year as not ready.
- Committee looking at helping to fund study of appropriate dry land for age groups.

Operations: Formerly Convention Education. Vote for Safety Education poster

Registration: Registration cards will come from national rather than from LSC.

Safe Sport: Please read proposal before House of Delegates.

### **I. New Business**

- Proposal of Eastern Zone Budget & Funding: Ray Grant Chair. Scott Wilshire on committee. They will present proposed budget in May. Motion to approve made, seconded and passed. Motion to approve travel costs for Director Dellert, made, seconded and approved.
- Elimination of the Eastern Zone Age Group Non-Coach Position on the Eastern Zone Board as recommended by USAS. Motion to approve made, seconded and passed.
- Appointment of New Eastern Zone Officials Chair; Jamy Pfister the outgoing Chair announced the appointment of Bob Vincent as the new Eastern Zone Officials chair.
- Proposal by Metro Swimming to change rule regarding swimmer substitution at Zone Meets. (see attached). This was intended to apply in cases of illness or injury. If swimmer removed under these circumstances, the swimmer cannot swim in another event the same day. The substitution must be made within 30 minutes prior to the published time line of the event.
- Presentation of a special award for *extraordinary* service to Jamy Pfister.
- Eastern Zone Service Award to Pete Barry. Award presented by Jamy Pfister.

**Adjournment:** Motion to adjourn made, seconded and passed. The meeting was adjourned at 9:30 pm with no need to meet on the next day.

## EZ Tech Planning Minutes

September 12, 2013

Call to Order: The meeting was called to order at 5.45PM

In attendance were:

Adirondack: JoAnn Faucett,,Sean Caron, Jerry Adams, Steve Hall, Carolyn Manor, athletes: Robert Rowledge: Allison Caron

Allegheny Mountain: Scott Wilshire, Lynne Shine, Todd Clark, Charles Lersch, Mike Kristufek, Laura Hartman, Pete Barry, Jamy Pfister

Connecticut: Rick Lewis

Maine: --

Maryland: John McDonough, Jeff Scrivener, Scott Ward

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Niagara: Adam Zackowski, Rick Aronberg, Marci Callan

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Virginia: Steve Hennessy, David Strider, Terry Randolph, Jessica Simons, Peter Maloney, Scott Baldwin, Mary Turner

### **Presentation from representatives of the national team on Sectionals**

**Old Business:** Spring meeting: Information on a standard sectional qualifying time for the zone is desired. Pete went over several processes to come up with new qualifying times. All were pointing to dropping the qualifying times significantly. Pete reminded us that we're adding a new LCM meet this year and cautioned on making the times too fast to not have viable meets.

The motion was made to go to standardized qualifying times. Seconded and passed.

Pete presented the new qualifying times and an in-depth discussion on how the time times were made. Tristan Forman and Bill Marlin helped Pete out to come up with new time standards. Pete wanted recorded that the zone needs to decide a purpose and reason for creating time standards in the future. He is suggesting that the zone look meet size, length of sessions, and purpose. He offered to help if needed in the future.

**New business:** LC zone meet had an issue. There was discussion on the creation of a database or meet file to run recon prior to the meet. Need to convert SC to LC times. An incident occurred that was missed with a person being too fast for the meet. Pete reminded everyone that the rules are laid out in the manual. The directors are looking into a resolution to the infraction. Precedence is there that the records be expunged.

**Open Water:** Bea Hartigan. 1. Coordinator of EZs open water report has finished the report. Supports separating summer open water bid from pool bid. Would get more bids. 2. Open Water bidding should be much earlier, Perhaps in May to allow for getting the support needed.

Motion to adjourn; Seconded and passed. Meeting adjourned at 6:52.

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BY-LAWS OF THE  
EASTERN ZONE OF USA SWIMMING

ARTICLE I  
NAME, PURPOSE, TERRITORY and OFFICERS/APPOINTEES

- I – 1 Name: The name of this organization shall be the Eastern Zone (hereinafter referred to as Zone) of United States Swimming.
- 1 – 2 Purpose: The purpose of this organization is to promote communication among the twelve Local Swimming Committees (LSCs) comprising its membership, to provide for Championship competition and to provide a channel of communication between the Zone Directors, as provided in 504.2 of the USA Swimming Bylaws and the National Board of Directors.
- I – 3 Territory: The Eastern Zone shall comprise Adirondack, Allegheny Mountain, Connecticut, Maine, Maryland, Metropolitan, Middle Atlantic, New England, New Jersey, Niagara, Potomac Valley and Virginia LSCs, as provided in 605.1 of the USA Swimming Bylaws.
- I – 4 Officers and appointees: The Zone Officers and appointees are limited as prescribed by USA swimming. The Zone, at the annual meeting or as otherwise decided by the majority vote of the Zone membership, shall elect or appoint officers and other appointees as provided in Article II herein.

ARTICLE II  
MEMBERSHIP, OFFICERS AND APPOINTEES

- II – 1 LSC Members: Each LSC in the Zone shall be entitled to three (3) votes at all Zone Meetings; at least one representative from that LSC must be present in order to cast the LSC's votes. The General Chairman of each LSC (or designee) shall determine who shall cast the votes for each LSC. Each voting representative shall be a member in good standing of USA Swimming. It is recommended that an athlete be an active participant in all LSC decisions.
- a. All USA swimming members in good standing who reside within the territory of the Zone and who attend Zone meetings shall have voice but no vote.
- II – 2 Director Members: The two (2) Zone Directors of the USA Swimming Board of Directors shall be elected as provided in I-4 herein. Directors shall be members in good standing of USA Swimming and shall maintain their residency within the territory of the Zone as provided in 504.2.4 of the USA Bylaws. The Zone Directors shall not be from the same LSC.

- II – 3 Other Elected Officers: Secretary/Treasurer, Technical Chair, two Age Group Chairs, one coach and one non-coach, the Diversity Coordinator Chair and the Athlete Representatives shall be elected as provided in I-4 herein. The elected officers shall be current members of an LSC in the Zone and members in good standing of United States Swimming
- II – 4 Zone Athlete Representatives: One athlete shall be named to represent the athletes as the Zone Officer on the National Athletes Committee, as provided in 506.2.3D of USA Swimming Bylaws. He/She shall be elected by the athletes of the LSCs in attendance at the Zone meeting. Zone Athlete Representatives must be a current member of the Zone and members in good standing of USA Swimming.
- II – 5 Appointed Officers: The Officials Chair, Webmaster and the Zone Championship Coordinator.

### ARTICLE III TERMS OF OFFICE AND DUTIES

All elected officers of the Zone shall serve a two year term, except Secretary/Treasurer and the Diversity Coordinator. The terms shall commence at the close of the Annual Meeting of the Zone, coinciding with the meeting of the USA Swimming House of Delegates, at which they are elected.

- III – 2 Duties of the Zone Director – Coach
- a. Shall perform all duties set forth by USA Swimming Bylaws for a member of the USA Swimming Board of Directors.
  - b. Shall chair all Zone meeting from the conclusion of the Annual meeting at which the election is held in an odd numbered year to the conclusion of the Annual Meeting in the following even numbered year.
  - c. Shall serve as a member of the Meet Coordination Committee.
  - d. Shall chair Zone meeting in the absence of the Zone Director – Non-Coach
  - e. Shall chair the Zone meetings when the Zone Director – Non-Coach is elected and will cast the deciding vote in a tied election. This vote must be cast prior to counting the votes.
- III – 3 Duties of the Zone Director – Non-Coach:
- a. Shall perform all duties set forth by USA Swimming Bylaws for a member of the USA Swimming Board of Directors.
  - b. Shall chair all Zone Meetings from the conclusion of the Annual meeting at which the election is held in an even numbered year to the conclusion of the Annual meeting in the following odd numbered year.

- c. Shall chair the Zone meeting when the Zone Director – Coach is being elected and will cast the deciding vote in a tied election. This vote must be cast prior to counting the votes.
  - d. Shall chair Zone meetings in the absence of the Zone Director – Coach in even numbered years.
  - e. Shall serve as a member of the Meet Coordination Committee.
- III – 4 Duties of the Technical Planning Chair:
- a. Shall chair the Technical Planning committee
  - b. Shall be a member of the Meet Coordination committee
  - c. Shall review Meet Announcements for the zone Championship AG Meets and the Speedo Champions Series (Sectional) Meets for consistency and compliance with the Zone Policy.
  - d. Shall provide guidance regarding technical aspects of the conduct of competition at the zone Age Group Championship Meets and Speedo Champions Series (Sectional) Meets.
- III – 5 Duties of the Age Group Development Committee Members: There shall be a coach and Non-Coach member of the Age Group Committee for the Zone.
- III – 6 Duties of the Diversity Coordinator:
- a. Facilitate communication and exchange of ideas and best practices among the 12 Eastern Zone LSC Diversity chairs, who will serve as the Eastern Zone Diversity Alliance.
  - b. Report to the Zone Directors and at the Zone meeting about diversity efforts and initiatives throughout the Eastern Zone.
  - c. Serve as a liaison during the planning and delivery phases of Zone-wide programs such as the Zone diversity camp, Zone multi-cultural meets, and Zone-wide Water Safety Days.
  - d. Support and assist with the fulfillment of USA Swimming and the National Diversity Committee objectives.
  - e. If no Diversity Chair is in place at the LSC level, the Zone Diversity Chair will communicate the diversity/inclusion efforts to the General Chair of the LSC and assist the General Chair in filling the Diversity Chair position in that LSC.
- III – 7 Duties of the athlete Representatives:
- a. Shall solicit views of LSC athlete representatives and present them, as appropriate to the Zone and USA Swimming
  - b. Shall represent the Zone on the USA Swimming Athlete Committee.
  - c. Shall report athlete-related information from USA Swimming to the Zone and the LSC athlete representatives.
- III – 8 Duties of the Secretary/Treasurer:
- a. Shall be responsible for record keeping and minutes of all Zone and Officers meetings
  - b. Shall conduct official correspondence for the Zone
  - c. Shall issue notices of all Zone meetings.
  - d. Shall receive and disburse all monies as authorized by the Zone

- e. Shall maintain financial records for the Zone.
- f. Shall keep all funds of the Zone on deposit in a designated account with USA swimming
- g. Shall prepare and send reports as may be required by USA Swimming.
- h. Shall maintain swimming Records of the Zone
- i. Shall purchase pins and certificates for participants of the Zone Age Group Championship Meets.

ARTICLE IV  
TERMS OF OFFICE  
LIMITATIONS OF TERMS

- IV – 1 The Zone Directors shall be elected for a term of two (2) years, one each elected annually; coach representative in the even-numbered years, non-coach in the odd-numbered years.
- IV – 2 The following officers shall be elected in the even-numbered years:
- a. Zone Director – Coach
  - b. Age Group Development Committee member – Non Coach
  - c. Diversity Coordinator Chair
  - d. Secretary/Treasurer
  - e. Athlete Representative
- IV – 3 The following officers shall be elected in the odd-numbered years:
- a. Zone Director – Non Coach
  - b. Technical Planning Chair
  - c. Age Group Development Committee member – Coach
- IV – 4 Limitation of Terms: No officer shall be elected to more than two successive terms except the Secretary/Treasurer and the Diversity Coordination Chair may be elected to more than two terms.
- IV – 5 Vacancy: A vacancy in any office shall be filled by appointment by the Zone Directors until the next regularly scheduled meeting of the Zone. A vacancy of a Zone Director shall be filled in accordance with part 504.8 of USA Swimming Rules and Regulations.

ARTICLE V  
NOMINATIONS, ELECTIONS AND VOTING

- V – 1 Nominations:
- a. Candidates for all offices may be nominated at the Zone spring meeting prior to the Annual Meeting.

b. Officers may be nominated from the floor at the Annual Zone meeting held during the annual USA Swimming House of Delegates meeting by any USA Swimming member of an LSC in the Zone.

V – 2 Voting:

a. The eight elected officers of the Zone organization and the delegate/delegates authorized by each Local Swimming Committee (LSC) may vote in elections and on all matters properly coming before the Zone at Zone meetings.

b. Elections shall be by secret ballot with each LSC having three (3) votes cast by the LSC chair or a designee. The election requires a majority of the votes cast. If no candidate receives a majority of the votes on the first ballot, the leading candidates whose votes total a majority will advance to a second ballot. If this vote results in a tie, the Zone Director not running for election will cast the deciding vote which should be made at the time of the second vote.

V – 3 Proxy Votes: Each of the LSC's three (3) votes at the Zone meeting may be cast by one or more LSC representatives (as determined by the General Chair or a designee) present at the meeting. An LSC may not assign its vote(s) to another LSC to be cast on its behalf.

## ARTICLE VI MEETINGS

VI – 1 Annual Meeting: The Annual meeting of the Zone shall be held in conjunction with the meeting of the USA Swimming House of Delegates. Notice of the annual convention of USA Swimming shall be considered notice of the Annual meeting of the Zone.

VI – 2 Spring Meeting: A Spring meeting of the Zone shall be held in the spring at a date and location to be determined at the prior spring meeting. The notice of the spring meeting or any special meeting shall be sent by the Secretary at least thirty (30) days in advance of the meeting. An agenda, setting forth the specific items to be considered and acted upon, shall be sent at least fifteen (15) days in advance of the meeting.

VI – 3 Quorum: a quorum at all meeting shall consist of those present and eligible to vote.

VI – 4 The Maximum number of votes that may be cast at any Zone meeting shall be the three (3) votes of each 12 LSCs, plus the votes of the eight (8) elected officers.

VI – 5 Special Meeting: A special meeting may be called by agreement of both Zone Directors or upon written request to the Secretary by no less than one-third of the LSC General Chairs of the Zone.

VI – 6 Rules of Order: The procedural rules at all meetings shall be Robert's Rules of Order Newly Revised, current at the time of the meeting.

**VI – 7 Miscellaneous:**

a. Removal of officers or directors: An elected or appointed Officer or Director of USA Swimming who has failed to attend to his or her official duties or responsibilities or has done so improperly, or would be subject to penalty for any of the reasons set forth in USA Swimming Rules and Regulations, may be removed from office by the National Board of Review pursuant to Part Four of the USA Swimming Rules and Regulations.

b. Dissolution: Upon dissolution of the zone, all assets shall be distributed to the member LSCs in equal shares, or upon a majority vote of the LSC's representatives, to USA Swimming.

**VI – 8 Order of Business: At all meeting of the Zone, the following agenda items shall be the Order of Business:**

- a. Call to order.
- b. Approval of Minutes
- c. Financial Report
- d. Approval of Agenda
- e. Report of the Zone Championship Coordinator
- f. Report of Officers
- g. The Technical Planning Committee Report
- h. The Athlete Representatives' report
- i. Unfinished Business
- j. Elections (annual meeting)
- k. Reports from National Committee
- l. New Business
- m. Adjournment

## Eastern Zone Age Group Championship Bid Information

### A. General bid information

- Bids for the Zone meet are to be made two years before the meets are to be held during Eastern Zone meeting at the annual USAS Convention.
- Bids are to be made by the host LSC and the meet will be awarded to the LSC.
- Event fees are fixed in the Zone Meet regulations. If there are additional fees to be charged then these must be listed in the bid.
- Zone meet dates: Short Course is to conclude before the first Sunday in April; Long Course is to conclude on Saturday between the 9<sup>th</sup> and 15<sup>th</sup> of August.
- Bids are due to Zone Championship Chair no later than 30 days before the start of the annual USAS Convention.
- Once the bid is awarded the meet information is due to the Eastern Zone Technical Chair for review no less than 90 days before the start of the meet. The meet information must include the event file and Officials' application and information.
- A contract and \$500 deposit is due 90 days after the bid is awarded to the host LSC.

### B. Information about the bid

- Name of LSC is bidding the meet.
- What facility will be used to host the meet?
- What experience does the facility have hosting major meets?
- Who are the key personnel and what is their experience with large meets? Meet director, volunteer coordinator, etc.

### C. Facility Information

- Facility description from EZ Policy Manual:
  1. 8 lane course, Short Course 2, 25 yard courses at the same location; Long Course 2, 50 meter courses in close proximity to one another
  2. Automatic timing, Scoreboard, with separate display for each lane preferred
  3. Warm-up/warm-down on site
  4. Refer to Article 103 of the USA Swimming rulebook for a complete listing of the facility description
- Describe the facility being bid and how it will be configured for the meet being bid.
- What is the seating capacity for athletes/ coaches/managers? What is the seating capacity for spectators?
- What is the parking capacity at the meet site?



D. Hotel Information

- Name the hotels, the number of rooms available for the meet, distance from the meet site and the amenities for each hotel (dining, transportation, etc.)
- Name restaurants, with addresses and distance to the meet site.

D. Volunteers and Officials

- How will the volunteer jobs be staffed?
- How will the officials for the meet be secured?

E. Misc.

- What are the plans for hospitality for officials, coaches and volunteers?
- Are there any major activities scheduled in the area - a 50 mile radius around the meet site for the same dates

Proposal for Tule Change at Eastern Zone meet

We encountered this issue this past weekend and definitely felt the rule should be looked at. The rule is listed under Swimmer substitution in the meet packet for the 2013 Eastern Zone Sc Meet info.

Rule from Meet Packet 2013

**ENTRY SUBSTITUTIONS:**

1. Each LSC is entitled to two (2) participants in each individual event in the 13-14 and 15-18 age categories, and three (3) participants in each individual event in the 10 & Under and 11-12 age categories. Substitutions may be made if an entered swimmer is unable to compete in the event.
2. Swimmers used for entry substitutions must be already entered in the meet.
3. No adjustment in seeding will be made to accommodate the substitution.
4. The deadline for substitutions will be thirty (30) minutes prior to the starting time of each session.
5. Forms for making substitutions will be provided in the LSC's Team Manager's packet.

## **Proposal**

**To change the Substitution deadline to be 30 minutes prior to the start of said event that there is a substitution for.**

### **Reason for this;**

- 1. Swimmers may become ill and unable to swim during the meet;**
- 2. Swimmers may have medical emergency during meet and thus unable to swim;**
- 3. Swimmer might be injured during meet and be unable to swim.**

**All three scenarios are past the original rules 30 minutes prior to start of the meet.**

**The change to 30 minutes prior to the start of the event will allow ample time to make a substitution for an event and also allow teams that have one or more of the reasons for substitution to get a swimmer into the event for their team to be represented. This allows for more swimmers to possibly swim in the meet, making it a full meet a more competitive meet and eliminating any open lanes during the meet.**



# EASTERN ZONE BID SHEET

Meet being bid: Zone Age Group Championship SC \_\_ LC \_\_  
Sectional SC\_\_ LC \_\_ Super \_\_

Proposed Meet Date \_\_\_\_\_ Bidding LSC \_\_\_\_\_

Signature of General Chair \_\_\_\_\_

Facility name & address

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Facility description, include timing system description

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Swimmers/Coaches on deck \_\_\_\_\_ Seating Capacity \_\_\_\_\_ Spectators \_\_\_\_\_

What major meets have been hosted at this facility?

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What is the parking capacity at the facility?

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List the local hotels their distance from the facility and how many rooms are available for meet attendees?

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List the local restaurants and their distance from the facility.

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List all major activities scheduled within a 50 mile radius of the facility either the week before or the week after the meet.

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