



- Allow for club attendance rather than LSC attended format
- Encourage the colleges to attend – targeting athletes needing a fast August swim
- Identify the meet advocate within each LSC who can help publicize the event

The Task Force discussed and agreed to the proposed cuts at midway point between Section 3 Sectionals and Junior Nationals (below).

Proposed Time Cuts

Event	Womens Junior Nationals		Womens CZ Senior Championship		Womens Section 3	
	SCY	LCM	SCY	LCM	SCY	LCM
50 FR	00:23.49	00:26.99	00:24.19	00:27.80	00:24.99	00:28.49
100 FR	00:50.99	00:58.39	00:52.52	01:00.14	00:54.19	01:01.19
200 FR	01:49.79	02:05.39	01:53.08	02:09.15	01:56.69	02:11.89
400 FR	04:52.09	04:23.79	05:00.85	04:31.70	05:08.99	04:36.09
800 FR	10:03.59	09:03.49	10:21.70	09:19.79	10:38.29	09:31.89
1500 FR	16:46.19	17:20.49	17:16.38	17:51.70	17:49.89	18:15.59
100 BK	00:56.59	01:05.59	00:58.29	01:07.56	01:00.79	01:10.09
200 BK	02:01.29	02:20.69	02:04.93	02:24.91	02:10.59	02:29.69
100 BR	01:04.29	01:14.29	01:06.22	01:16.52	01:08.59	01:18.59
200 BR	02:19.79	02:40.09	02:23.98	02:44.89	02:27.69	02:48.79
100 FL	00:55.99	01:03.39	00:57.67	01:05.29	00:59.49	01:07.29
200 FL	02:03.29	02:19.59	02:06.99	02:23.78	02:11.19	02:27.49
200 IM	02:03.79	02:22.49	02:07.50	02:26.76	02:11.89	02:29.59
400 IM	04:23.69	05:01.89	04:31.60	05:10.95	04:37.69	05:15.99
400 FR R	03:29.49	03:59.19	03:35.77	04:06.37	03:41.99	04:09.99
800 FR R	07:41.39	08:35.39	07:55.23	08:50.85	07:45.99	08:50.99
400 MR	03:51.09	04:25.79	03:58.02	04:33.76	04:05.99	04:40.99

Event	Mens Junior Nationals		Mens CZ Senior Championship		Mens Section 3	
	SCY	LCM	SCY	LCM	SCY	LCM
50 FR	00:20.99	00:24.39	00:21.62	00:25.12	00:22.39	00:25.69
100 FR	00:45.79	00:52.89	00:47.16	00:54.48	00:48.59	00:55.99
200 FR	01:40.29	01:56.29	01:43.30	01:59.78	01:45.89	02:01.89
400 FR	04:32.69	04:06.29	04:40.87	04:13.68	04:46.39	04:16.89
800 FR	09:25.49	08:33.79	09:42.45	08:49.20	09:57.99	09:00.49
1500 FR	15:46.99	16:14.99	16:15.40	16:44.24	16:43.89	16:14.99
100 BK	00:50.99	00:59.69	00:52.52	01:01.48	00:55.39	01:03.19
200 BK	01:50.69	02:09.59	01:54.01	02:13.48	01:58.79	02:18.59
100 BR	00:57.69	01:07.59	00:59.42	01:09.62	01:01.59	01:11.19
200 BR	02:05.89	02:27.19	02:09.67	02:31.61	02:13.79	02:36.19
100 FL	00:50.09	00:57.39	00:51.59	00:59.11	00:53.29	01:00.59
200 FL	01:51.59	02:08.19	01:54.94	02:12.04	01:59.29	02:16.19
200 IM	01:52.49	02:10.49	01:55.86	02:14.40	01:59.39	02:17.69
400 IM	04:00.19	04:38.39	04:07.40	04:46.74	04:16.99	04:55.79
400 FR R	03:08.39	03:38.49	03:14.04	03:45.04	03:18.99	03:50.99
800 FR R	06:52.59	07:53.39	07:04.97	08:07.59	07:13.99	08:15.99
400 MR	03:28.79	04:01.19	03:35.05	04:08.43	03:42.99	04:17.99

April 16, 2014

South Dakota Swimming HOD / BOD Meeting Spring 2014

RE: Finance Vice-Chair Report

REPORT: At this time, the Annual Audit has been completed for the current Fiscal year. The Audit was completed in Chamberlain, prior to the Fall HOD meeting. The audit is a requirement of USA Swimming and was completed accordingly and documented. This documentation was sent to USA Swimming.

In re: to SDSI 2012 Federal Tax Return, this was completed and has been submitted to the IRS prior to the deadline. We report based on our Fiscal Year end August 31, 2013, as per why we are filing the 2012 Tax Forms in 2014. A copy of the 2012 Tax Return has been submitted to USA Swimming per guidelines.

All accounts of SDSI have been reconciled with the statements of accounts to the information provided by the Treasurer. There are no discrepancies of any accounts of SDSI.

Please let me know if there are any questions.

Respectfully submitted by Blake Waddell, Finance Vice-Chair, SDSI

South Dakota Swimming, Inc.

SD House of Delegates Spring Meeting April 27, 2014

Financial Reports

- Balance Sheet as of April 24, 2014
- Income Statement for September 1, 2013 – April 24, 2014
- Summary of 2014 All-Stars Revenue and Expenses
- Summary of 2014 State Meet Revenue and Expenses

South Dakota Swimming, Inc.
Balance Sheet
As of April 24, 2014

Assets*Cash*

Checking - Wells Fargo	\$ 38,364.07
CD - Wells Fargo	45,154.00
Savings - Wells Fargo	<u>44,707.02</u>

Total Cash 128,225.09

Other Current Assets

Accounts Receivable	1,210.23
Prepaid Expenses	<u>-</u>

Total Other Current Assets 1,210.23

Total Assets **\$ 129,435.32**

Liabilities & Equities*Liabilities*

Accounts Payable	\$ 2,000.00
Other Liabilities	<u>-</u>

Total Liabilities 2,000.00

Equity

Retained Earnings	117,361.44
Net Income	<u>10,073.88</u>

Total Equity 127,435.32

Total Liabilities & Equity **\$ 129,435.32**

South Dakota Swimming, Inc.
Income Statement
September 1, 2013 through April 24, 2014

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
Income			
SD Swimming Dues	\$ 8,204.00	\$ 9,600.00	\$ (1,396.00)
Head Tax	16,221.00	29,500.00	(13,279.00)
Sanction Fees	600.00	1,100.00	(500.00)
Interest Income	131.06	100.00	31.06
State Meet Net Income	<u>4,665.25</u>	<u>8,500.00</u>	<u>(3,834.75)</u>
Total Income	29,821.31	48,800.00	(18,978.69)
Expenses			
Annual Filing Fees	10.00	10.00	-
All Stars	5,478.78	6,000.00	(521.22)
Bank Fees	6.00	10.00	(4.00)
Central Zone Dues	-	100.00	(100.00)
Education Committee	-	350.00	(350.00)
Internet & Web Site	26.50	30.00	(3.50)
LSC & BOD Meetings	136.75	500.00	(363.25)
Medals & Ribbons	4,286.01	1,000.00	3,286.01
Officials - Team Reimbursement USA Registration	-	1,900.00	(1,900.00)
Officials - Training/Clinics/National Evaluator/Travel	1,911.80	3,500.00	(1,588.20)
Officials - Supplies	608.44	1,000.00	(391.56)
Officials - Shirts	-	3,000.00	(3,000.00)
Coach's Clinic - ND/SD LSC Clinic Sponsorship	(799.99)	700.00	(1,499.99)
Coach Reimbursement - Clinics (\$100/SD Team)	-	2,400.00	(2,400.00)
Office Supply/Printing	83.74	500.00	(416.26)
Review Committee	-	150.00	(150.00)
Postage	23.08	250.00	(226.92)
Scholarships	-	4,000.00	(4,000.00)
Sectional/National Meets Travel Award - SC	2,000.00	2,000.00	-
Sectional/National Meets Travel Award - LC	-	2,000.00	(2,000.00)
Spring Athlete Clinic	-	1,000.00	(1,000.00)
Strategic Planning Meeting	1,855.61	3,000.00	(1,144.39)
Summer Teams	-	750.00	(750.00)
Top 16/OVC	-	100.00	(100.00)
Travel - Convention/Workshops/Clinics	4,120.71	5,000.00	(879.29)
Zones	-	11,700.00	(11,700.00)
Zones - Prior Year Unexpended Budget	<u>-</u>	<u>1,300.00</u>	<u>(1,300.00)</u>
Total Expenses	<u>19,747.43</u>	<u>52,250.00</u>	<u>(31,502.57)</u>
Net Income	<u>\$ 10,073.88</u>	<u>\$ (3,450.00)</u>	<u>\$ 12,523.88</u>

Income Statement Supplementary Information

SD Swimming Dues	
Total Dues Collected	\$ 76,009.00
USA Swimming Dues Paid	<u>67,805.00</u>
Net South Dakota Dues	<u>\$ 8,204.00</u>

**South Dakota Swimming, Inc.
Summary of All-Stars Revenue & Expenses
2014**

Revenues	<u>Actual 2014</u>	<u>Budget 2014</u>
All-Star Fees from Swimmers	3,660.00	3,600.00
Additional Fees from Swimmers for Extra Gear, Extra T-Shirt & Cap Sales, & Other Misc.	981.00	
Total Revenue from Swimmers	<u>4,641.00</u>	<u>3,600.00</u>
Expenses		
Entry Fees	1,894.50	1,850.00
Rooms (Coaches Only)	562.98	550.00
Meals (Coaches Only)	293.19	300.00
Transportation (Coaches Only)	1,547.09	1,600.00
Coaching	750.00	800.00
Hoodie	1,686.67	1,700.00
T-Shirts (2 per swimmer)	991.10	800.00
Caps - Silicone (1 per swimmer)	1,139.50	1,100.00
Caps - Latex (3 per swimmer)	834.75	900.00
Team Photo	420.00	-
Certificates	-	-
Total Expenses	10,119.78	9,600.00
Net LSC Expense for All-Stars	<u>\$ (5,478.78)</u>	<u>\$ (6,000.00)</u>
Summary of Cost per Swimmer	<u>61</u> <u>Swimmers</u>	<u>60</u> <u>Swimmers</u>
LSC cost per Swimmer	\$ 89.82	\$ 100.00
All-Star Fee paid by Swimmer	60.00	60.00
Total cost per Swimmer	<u>\$ 149.82</u>	<u>\$ 160.00</u>
Actual Expense Compared to Budget for All-Stars		
LSC Budget Amount	\$ 6,000.00	\$ 6,000.00
Actual Expense Amount	<u>5,478.78</u>	<u>6,000.00</u>
Amount Under (Over) Budget	<u>\$ 521.22</u>	<u>\$ -</u>

South Dakota Swimming, Inc.
Summary of 2014 State Meet Revenue and Expenses

	Short Course Spearfish	Long Course Mitchell
Revenue		
Entry Fees	\$ 9,397.50	
Facility Fee	4,560.25	
Head Tax	1,479.00	
Total Fees	15,436.75	-
Expenses		
Head Tax	1,479.00	
Facility Rental Expense	4,027.34	-
Sanction Fee	25.00	
Medals & Ribbons	3,162.46	
High Point Trophies	347.71	
State Award Plaques	174.90	
Total Expenses	9,216.41	-
Total Net Income Before Team %	6,220.34	-
Less: 25% to Host Team	(1,555.09)	-
SD Swimming Net State Meet Profit	\$ 4,665.25	\$ -
Total		\$ 4,665.25

Safety Chair Report

Paula Gordon

SD LSC Safety Chair

April 21, 2014

1. Risk Management

- a. Clubs must follow Safe Sport Policies (on www.usaswimming.org)
- b. Following Race Start Certification (on www.usaswimming.org)
 - i. Athletes without a coach at a meet need to provide proof of diving certification (putting the date on TU isn't enough-have it on file so the person certifying is listed) Make a copy of the certification list and date and have ready to show at a meet.
- c. Insurance is a benefit of Membership
 - i. 2-week Trial-complete and collect paperwork before ever getting wet! If they have been a member on another team, they do not need a free trial.
 - ii. ONLY MEMBERS should be on deck! If injured, USA Swimming covers MEMBERS-keep non-members off the deck! (Do you really want to pay their medical bills?)
- d. Complete Online Report of Occurrence for all injuries. The report can be found at sdswwimming.org/documents/Safety. Completing on paper first, then online is recommended.

Realize that the "person in charge" is also the "person liable". The documentation (report of occurrence) is the tool USA Swimming and their insurance carrier refer to for any claims. If the incident is the result of any negligence or un-authorized activity, the insurance may not cover the injury, leaving the "person in charge" liable for uncovered damages. The "person in charge" could be the coach, the team, the meet director, etc., and they could be responsible for medical bills. Please be pro-active with safety and report ANY injury. Again-do you really want to pay their medical bills? Please remember to forward the confirmation email from USA Swimming to me at prgordon20@gmail.com.

2. Meet Marshals: Guidelines are available as an attachment to this report and available at:

http://www.usaswimming.org/_Rainbow/Documents/c7c3bab7-e537-479c-84d8-e8c03e07e664/a-CHAPTER%207%20Marshal%20October%202007.pdf

More than one meet marshal on duty-one male, one female for locker room issues. Print occurrence forms, go over guidelines.

Warm-ups: take into account novice athletes. Some LSC's have a separate warm-up for novice athletes to allow them a safer warm-up.

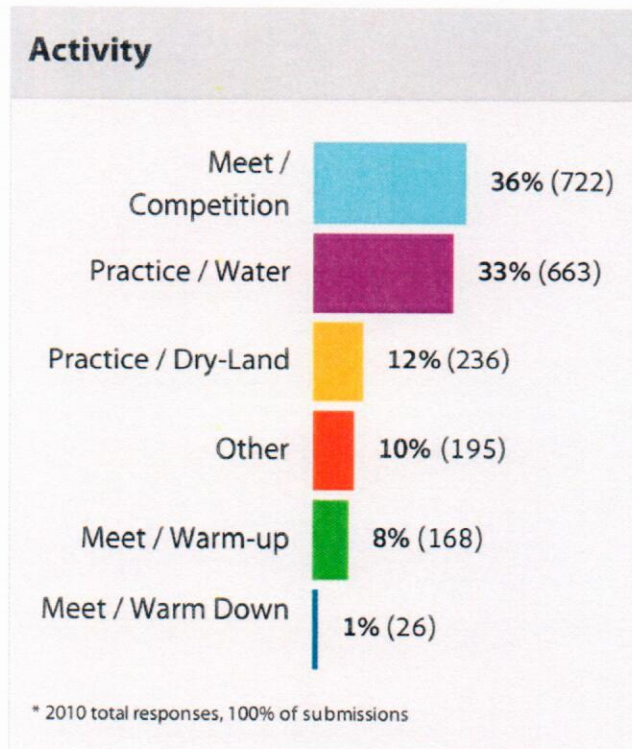
3. Breakdown of Occurrences for 2013: See attachment: USA Swimming 2013 Accident Summary
(quick verbal recap)

4. Weather Policy:

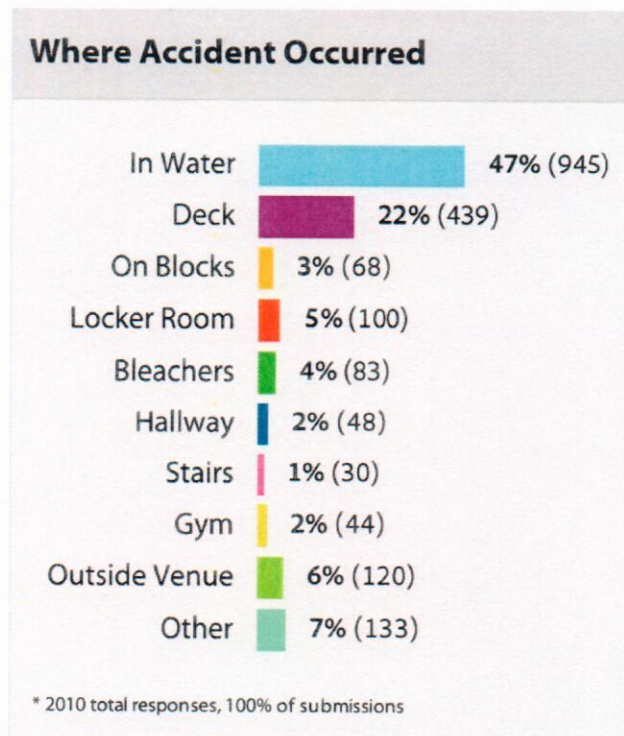
- a. If hosting a meet, be sure to have an updated weather policy for the facility (use technology rather than visual for lightning policy)
- b. Many lightning tracker apps available for smart phones-find reliable apps to use for practice and meet safety.
- c. Know the facility EAP for weather as well as other emergencies.

USA Swimming 2013 Accident Summary

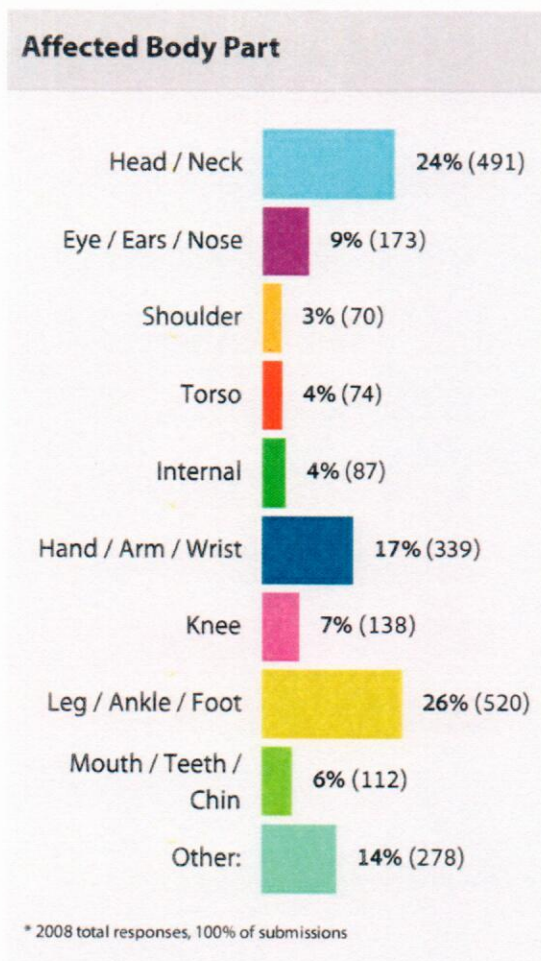
WHEN ACCIDENTS HAPPEN



WHERE ACCIDENTS HAPPEN

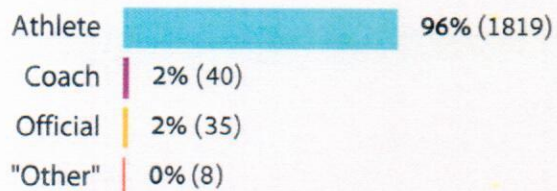


AFFECTED BODY PART

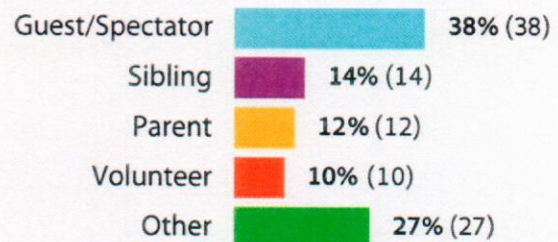


MEMBER/NON-MEMBER TYPE

Membership Type



Non-Member Type



GUIDE TO OFFICIATING SWIMMING

CHAPTER 7 - MARSHAL

Marshals are an important element in the conduct of a safe and efficient meet. They should be involved not only in supervision and control of the warm-up sessions, but also in several other aspects of the meet. This includes maintaining crowd control, deck access, proper competitor and spectator decorum and safe, courteous behavior in other areas of the venue such as locker rooms. They should be responsible individuals who can communicate instructions to swimmers, coaches and spectators without creating an adversarial atmosphere. The exercise of polite, but firm, authority by Marshals will go a long way towards assuring a pleasant, safe and efficient meet.

Marshals should operate under the supervision of the Meet Director, Meet Referee, Meet Safety Director or Head Marshal, depending on the practices and policies of the LSC. They should be instructed and assigned by the appropriate person(s) having that assigned responsibility for that meet.

Since each LSC may have its own needs and policies, the marshals should become familiar with the standard practices and rules in use in their LSC.

To indicate their authority, the marshals should be provided with an easily identifiable uniform clearly visible to all in the venue. Bright colored vests, arm bands, uniform shirts or some other brightly colored means of identification may be used.

Duties

- Marshals should arrive at the venue well in advance of the start of the warm-up session(s) and obtain their assignments and instructions from the responsible authority.
- If assigned to a position to oversee warm-ups, they should be in position before that session starts. They should remain in that position until relieved or reassigned. If a separate pool or diving well is available for warm-up/warm-down, marshals assigned to monitor that facility should remain in the appropriate positions continuously during the competition. Marshals assigned to monitor warm-ups should not also be given the responsibility for other duties such as crowd and access control.
- If assigned as a deck or locker room marshal they should make periodic and timely rounds of their area to deal with unsafe or unsportsmanlike behavior or situations. At least one of the marshals shall be female to cover the women's locker rooms.
- Marshals should identify and report anyone who refuses to follow their instructions to the Meet Director and/or the Meet Referee for further action. At larger meets, a referee may be assigned to be available on deck during warm-ups to handle such problems.
- Marshals shall have full authority to warn or order to cease and desist and, with the concurrence of the Meet Referee, to remove or have removed from the swimming venue anyone behaving in an unsafe manner or using profane or abusive language. This action may also be applied to anyone using tobacco products in the venue or whose actions are disrupting the orderly conduct of the meet.



GUIDE TO OFFICIATING SWIMMING

CHAPTER 7 - MARSHAL

Warm-up Procedures

General and controlled warm-up procedures are required by United States Swimming and must be in effect at each and every USA Swimming swim meet. The details of meeting these requirements may vary somewhat in different LSC's or according to the nature of the meet. Suggested general procedures are:

- Marshals must be posted at each end of the warm-up pool(s) and should be thoroughly instructed as to the warm-up procedures established by their LSC and the meet host.
- Typically, a general warm-up period will be scheduled first, with or without specific lane assignments for teams or age groups. During this period, the outside lanes (e.g. lanes 1 & 8 in eight lane pools, lanes 1 & 6 in 6 lane pools) may be allocated for pace or kick lanes. The use of paddles, kickboards or pull buoys is usually prohibited. Signs, cones or other devices should be placed on all of the blocks to prevent diving or racing starts. A specific period may be provided at the end of the session for sprint lanes. If the size of the meet dictates split warm-up sessions, opportunities for sprint lanes may be provided for in a period at the end of each individual session for the swimmers in that session or in a final, controlled sprint session for all swimmers following the general sessions.
- During the general warm-up period(s) swimmers may not dive into the pool but **must enter feet first, in a cautious manner**. They may not practice backstroke starts during the warm-up period. **All entries must be from the starting end of the pool.**
- If sprint lanes are permitted at any time during the general warm-up, it is recommended that inside lanes (e.g., lanes 2 and 7 or 2 and 5) be used.
- Sprint lanes (one-way) must be controlled by marshals. Swimmers may start from the blocks or the deck and must exit at the far end of the pool. Swimmers should not be permitted on the blocks when a swimmer is in the water for a backstroke start.
- LSC's should determine what penalty, if any, will be imposed on swimmers who violate warm-up safety procedures. Marshals observing such violations should bring the offenders to the Meet Referee for enforcement. Removal from part or all of the remaining warm-up period may be considered as a penalty.

***NOTE (Optional)** It is suggested that LSC's consider development of a corps of marshals trained and certified by the LSC and appropriately uniformed to staff meets held in the LSC. Perhaps such a program could be developed along lines similar to the Officials program. Such training and certification procedures could provide an esprit de corps that would stimulate volunteers and provide them with recognition which would help to reduce staffing problems.*



Cards are sized to fit clear, self adhesive laminated luggage tags (3M or GBC).

Marshal's Guidelines

- **Arrive 15 to 30 minutes prior to warm-up** (or another designated time) to:
 - ☐ meet with the Meet Referee, ☐ get identifying attire,
 - ☐ get your assignment.
- **Locate the first aid station including:**
 - ☐ First Aid kit, spinal backboard, rescue implements, AED (Automated External Defibrillator) and the Emergency Action Plan (EAP).
 - EAP should list important phone numbers, protocol for getting help, name or position of the person on deck who is responsible for activating the EAP.
 - If there isn't one, discuss with the Meet Referee.
 - ☐ Determine where YOU fit into the EAP.
- **To help provide a safe environment:**
 - ☐ Enforce the warm-up and warm-down rules -
 - No diving - feet first entry - except in one way sprint lanes (controlled warm-up only).
 - No Backstroke starts except in a controlled one way sprint lane. (They are dives.)
 - No socializing in warm-up/warm-down lanes. Swimming only.
 - ☐ Remind swimmers that running, horse play, whipping towels, etc. are dangerous and must be stopped.
 - ☐ Remind all that glass is not allowed on deck or in the locker rooms. (continued over)

Marshal's Guidelines (continued)

- **Report any unsafe areas on the deck to the Meet Referee including:**
 - ☐ loose wires, ☐ slippery areas, ☐ loose blocks,
 - ☐ too many swimmers in a lane, and
 - ☐ any other things you consider dangerous.
- **Periodically walk through** hallways, seeding area, etc., and, with another adult of your gender, your gender locker rooms. Arrange for "two adult" walk-throughs of the other gender locker rooms. Stop any shaving - Inform Meet Referee and Meet Management.
- **Blood on the deck or a bleeding swimmer?**
 - ☐ Immediately notify the Referee and first aid staff.
 - ☐ Help cordon off the bloody area until it is properly cleaned.
- **Monitor the warm down area throughout the meet.**
- **Unauthorized people on Deck? In the venue? Watch for inappropriate camera use in locker rooms & in or around the venue. Immediately Inform the Meet Manager or Meet Referee.**
- **Pay attention to the meet.**
 - ☐ Do not leave the area without the approval of the meet referee.
- **Remember: Safety is the Primary Concern. Be firm! But not a Tyrant.**

Marshal's Guidelines

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 - ☐ Remind all that glass is not allowed on deck or in the locker rooms. (continued over)

Marshal's Guidelines (continued)

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 - ☐ Help cordon off the bloody area until it is properly cleaned.
- **Monitor the warm down area throughout the meet.**
- **Unauthorized people on Deck? In the venue? Watch for inappropriate camera use in locker rooms & in or around the venue. Immediately Inform the Meet Manager or Meet Referee.**
- **Pay attention to the meet.**
 - ☐ Do not leave the area without the approval of the meet referee.
- **Remember: Safety is the Primary Concern. Be firm! But not a Tyrant.**

Marshal's Guidelines

- **Arrive 15 to 30 minutes prior to warm-up** (or another designated time) to:
 - ☐ meet with the Meet Referee, ☐ get identifying attire,
 - ☐ get your assignment.
- **Locate the first aid station including:**
 - ☐ First kit, spinal backboard, rescue implements, AED (Automated External Defibrillator) and the Emergency Action Plan (EAP).
 - EAP should list important phone numbers, protocol for getting help, name or position of the person on deck who is responsible for activating the EAP.
 - If there isn't one, discuss with the Meet Referee.
 - ☐ Determine where YOU fit into the EAP.
- **To help provide a safe environment:**
 - ☐ Enforce the warm-up and warm-down rules -
 - No diving - feet first entry - except in one way sprint lanes (controlled warm-up only).
 - No Backstroke starts except in a controlled one way sprint lane. (They are dives.)
 - No socializing in warm-up/warm-down lanes. Swimming only.
 - ☐ Remind swimmers that running, horse play, whipping towels, etc. are dangerous and must be stopped.
 - ☐ Remind all that glass is not allowed on deck or in the locker rooms. (continued over)

Marshal's Guidelines (continued)

- **Report any unsafe areas on the deck to the Meet Referee including:**
 - ☐ loose wires, ☐ slippery areas, ☐ loose blocks,
 - ☐ too many swimmers in a lane, and
 - ☐ any other things you consider dangerous.
- **Periodically walk through** hallways, seeding area, etc., and, with another adult of your gender, your gender locker rooms. Arrange for "two adult" walk-throughs of the other gender locker rooms. Stop any shaving - Inform Meet Referee and Meet Management.
- **Blood on the deck or a bleeding swimmer?**
 - ☐ Immediately notify the Referee and first aid staff.
 - ☐ Help cordon off the bloody area until it is properly cleaned.
- **Monitor the warm down area throughout the meet.**
- **Unauthorized people on Deck? In the venue? Watch for inappropriate camera use in locker rooms & in or around the venue. Immediately Inform the Meet Manager or Meet Referee.**
- **Pay attention to the meet.**
 - ☐ Do not leave the area without the approval of the meet referee.
- **Remember: Safety is the Primary Concern. Be firm! But not a Tyrant.**

USA Swimming, Inc.

4/26/2014 10:00:21 PM

Year To Date Statistics

LSC: SD

	Athlete
Athlete	1153
Athlete Outreach	19
Athlete Individual Season	9
Total:	1181

	Non-Athlete
Individual	171
Life	1
Total:	172

	Clubs
Club	17
Total:	17