

Greater Richmond Aquatic League

Board of Directors Meeting

May 2, 2022 via Zoom

Next Board Meeting June 6, 2022 in person at Wellesley

The Greater Richmond Aquatic League (GRAL) is an organization of swimmers, coaches, and parents whose aim is to promote and participate in the sport of summer swimming. GRAL provides an opportunity for young people to compete against others of similar ability in an atmosphere of fair play, good sportsmanship, and safety.

Meeting called to order at 7:03 pm

Roll Call:

- Present: Ashcreek, Ashland, Atlee, Battlefield Green, Burkwood, Chestnut Oaks, Church Run, Colonies, Federal Club, Fox Hall, Goochland, Hanover, Hungary Creek, Kings Charter, Mechanicsville, Milestone, Pebble Creek, Raintree, Rockville Dolphin Club, Twin Hickory, Wellesley, Wembly
- Absent: Bell Creek, Canterbury, Dominion Club, Old Church, Tuckahoe Village West, Wyndham

President Report: Kristin Brittle (Atlee) president@gralva.com

- GRAL has struggled with succession planning in recent years and we are hoping to begin planning now for 2023. The annual meeting occurs in September, and most likely we will be looking to vote in a Secretary, Champs Coordinator, and VP of Officials. The VP of officials needs to be a USA certified strokes and turns judge.
- There will be six in person meets this year. Week one is the only meet that teams may choose which night of the week to hold the meet because school is still in session. If you don't already have the date confirmed with the other team, you need to take care of that ASAP. The meet can be held anytime between Monday, 6/13 and Saturday, 6/18. Home teams need to email Christy with the date of the meet, and she will enter them onto the calendar. If the home team is short on officials, they need to ask the visiting team for help. If both home and visiting teams can't cover a position, the home team must reach out to Christy and she will assist in finding someone to help.
- The week six meet MUST be scheduled for Tuesday, July 19th.
- GRAL realizes that teams are struggling with officials this year, especially after our few tough years due to Covid. Teams need to be actively recruiting for

officials. Ideally each team should have 2 starters, 2 clerks, 2 refs, and 8-10 S&T judges. If your team doesn't have those numbers, please do targeted outreach to your swimmers' families. This is a rebuilding year.

- The coaches meeting will be held in person at Atlee Rec on Saturday, June 4th at 9am. The online training and coach test must be completed prior to the meeting. The link for training will be on the website by the end of the week. Concussion training is one time and done. If returning coaches took the concussion training last year, they do not need to do it this year. Only coaches who take the test may attend the meeting. Each team must send at least one coach.
- Meeting minutes for April 2022 meeting were accepted into the record with no objections. Motion made by Kings Charter, seconded by Wembly, approved unanimously.

Secretary Report: Julie Zubris secretary@gralva.com

- Each team will need to submit proof of insurance (often called COI—certificate of insurance) directly to secretary by May 30th. It needs to have GRAL listed as an additional insured. We are working on getting a UPS box as the physical address and will email that info out as soon as we have it. If your current policy expires in April or May just wait and submit the new 2022 policy.
- Contact changes (board rep, parent rep, officials' coordinator, computer rep) for the website should now be sent to the secretary. You can send coaches info now and champs coordinators info will be collected in June.

Treasurer Report: Debi Knott treasurer@gralva.com

- No report. Debi is working on getting into the role of treasurer.

VP of Officials Report: John Datovech (Ashland) officials@gralva.com

- We are rolling out the training for officials, and an email will hopefully be sent out by the end of this week. We are using a new system called Thinkific, and we hope it will be terrific. It is all virtual, completed at your own convenience. You will need to create an account to access the trainings. There will be a link on the website for each training. Each person will choose they course he needs, and then just follow the link to the training. You can stop the training if necessary and return at a later time and the system will save the info. The questions will be embedded within the training. Training materials will be put out as slide decks as well in case anyone wants to review the information but does not need to recertify. There may be kinks because it's new, so please be patient.
- There will be three virtual round table meetings for returning refs. A separate email will be sent shortly. The dates are Saturday, 5/21 at 9am, Monday, 5/23 at 7pm, and Tuesday 5/24 at 7pm.

Computer/Webmaster Report: Christy Evanko webmaster@galva.com and christy@galva.com

- The Swim Manager manual is available, and the Team Manager manual will be out soon.
- For registration, Swim Manager teams just need to fill out the form on the website and attest to the number of swimmers, how many are transfer swimmers, and that they are members in good standing. Team Manager teams need to input swimmers into the database and then export the roster, as well as complete the online form. For SM, submitting of the form is all that's required for registration. For TM, it is the form and the file that must be sent to Christy.
- GRAL is not updating Team Manager anymore. If you want it to be updated, it will be a team expense.
- Meet Manager upgrades have been purchased and everyone will be on version 8.
- Registration is due WEDNESDAY JUNE 1st. Swimmers that add after June 1st will be paid for at Champs registration, and teams need to complete the new swimmer form for each swimmer. For the first meet you can add 10 swimmers or 20% of your team, whichever is greater.
- Payment for registration will be collected at the June 6th meeting. Teams will receive an email the weekend prior with the amount due, and then need to bring a check to the meeting. Registration is \$7.00 per swimmer.

VP of Equipment Report: Nathan Mondragon (Goochland) equipment@galva.com

- Extra stands and microphones for starters are available, let Nathan know if you need one. They will be brought to the June meeting.
- The ribbons have arrived for the season and will be distributed at the June meeting.

VP of Champs Report: Allison Unowitz (Tuckahoe Village West) champs@galva.com

- 3rd year of the same Champs time standards, so we anticipate higher numbers than last year.
- The number of coaches allowed on deck is related to team size. For teams with less than 100 registered swimmers, they may have 3 coaches. For teams with 101-150 swimmers, they may have 4 coaches, and teams with over 150 swimmers may have 5 coaches.
- If your team has additional coaches, assign them as bleacher monitors.

Old Business

- Champs Umbrella Insurance: We currently have two bids, with an \$800 difference between them. We need to be sure they are covering the same things and we will present that info at the June meeting.

New Business

- Best Practices Presentation on home meet prep and execution by Darlene Hart from Atlee, Karen from Wellesley, and Roy Sabo from Milestone.
 - Atlee has a laminated map that shows how to set up the pool. One is given to manager and he gets the lifeguards on board. Closes pool by 4pm on the day of the meet.
 - Swimmers enter clerk at one spot and exit by another spot to keep everything flowing smoothly.
 - Another laminated map is for officials that shows how to move around the pool.
 - Clerk: one main clerk and 4 helpers. Stand on the diving board to yell if necessary. Laminated numbers so that people can see and the announcer can see what event are being called. Supply box specifically for clerk (pencils, zip ties, tape, sharpies, clipboards, etc.). Have lots of benches. (can have 11 heats lined up at one time). Area is restricted: only called swimmers, officials, coaches may be in the clerk area. For 8 and unders, there are color coded cards for relays, so they can find their partners (red is A relay, blue is B relay, etc.).
 - Have good signage.
 - Pay lifeguards to stay and help clean up at the end of the meet. The pool manager and lifeguards do the bulk of the work at the end of the night.
 - Swimmers need to RSVP for the meet.
 - What NOT to do: try to do everything yourself (you must delegate).
 - Confirm the volunteers before the meet (Monday or Tuesday) to be sure you know who is coming.
 - Have trainees and replacements so that people can step away and watch their kids swim.
 - Charge the starter the night before.
 - Discuss expectations at officials and timers meeting. Never cut them short even if everyone is experienced.
 - Communicate between runner and table workers to be sure that no paperwork gets lost.
 - Hydrate the help.
- There was an email from a team that expressed concerns that novice and advanced swimmers are not feeling as valuable as V and SV swimmers. Some helpful tips:

- Remember that a novice first place is still 7 points.
- Social events for everyone and recognizing kids for different things than speed (biggest splash, silliest jump, etc.).
- Fun practices are important, and coaches should recognize time improvements at those practices. Coaches call those swimmers out by name. May have a special ribbon for those improvements, especially for all times improved. One team has a rainbow ribbon that is special and cooler than the blue first place ribbon.
- Mascot award and coach gives the mascot to a swimmer for some reason for the week (good attitude, practice hard, etc.)
- Banquet: give fun awards to swimmers, as well as hard charger at practice, sportsmanship, etc.
- Word of the week and do coach torture (e.g., respect and the “winner” would get to do something to coach, like shaving cream in the face).
- Target audience for marketing the team should be to summer only swimmers who will be the novice and advanced kids.
- Highest award given at banquet could be based on character rather than speed (sportsmanship and team spirit, etc.).
- Next two meetings will be in person
 - June 6 at Wellesley at 7pm. There are two events happening that evening, so you may need to use the parking lot across the street. There is a crosswalk that goes under the road.
 - July 11 will be at the Colonies at 7pm.
- Motion to adjourn meeting by Federal Club, 2nd by Atlee.

Adjourned 7:58 pm

Respectfully submitted by Julie Zubris, Secretary