# DuPage Swim and Dive Conference

**Conference Board Meeting Minutes  
May 16, 2025 - 7-8pm**

[Google Meet video link](http://meet.google.com/ynz-igpw-jkq)

1. Call to order

Attendance

1. Approval of meeting minutes from April 17, 2025 by Lyndsey, BL and Mauree, BA
2. President’s Report
   1. Board meeting schedule
      1. May 16
   2. Identify DSDC rep/voting member & website contact from each team
      1. BA - Maureen M
      2. BL - Nancy K
      3. BU – Austin T
      4. CS – Margret B/Kelly S
      5. GH – Felica M
      6. HP - Matt B
   3. IT - Patrick
   4. LO - Robert P
   5. RO - Emily and Amy
   6. WA - John R
   7. WR - Kim
   8. VP - Christina H /Zack V
   9. Certifications
      1. Upcoming trainings
3. Vice-President’s Report—Jonathan from BU
   1. Butterfield Team
4. Secretary Report
   1. Update of Ribbon Orders – At this point all Ribbon payments should be in. [Link here](https://docs.google.com/spreadsheets/d/1xPS-rJFpm17PrtVc2CNJR-OvUGs7peyJ/edit?gid=256560418#gid=256560418) to [**Jenn.Johnson1@hotmail.com**](mailto:Jenn.Jonson1@hotmail.com) **by April 1** and checks sent to Deb Campbell. Address in the link

--Ribbons were ordered but teams will not receive their ribbons until the treasurer confirms that payment was received

* 1. Does DSDC have any interest in doing a ribbon swap at the end of each season? Could be coordinated in September after post season inventory is done. If teams need ribbons until the ribbon order comes in, contact the Wood Dale-Addison Team as they have inventory of many places. Money received for ribbons will go into the Wood Dale Addison scholarship fund
  2. Updated Dues Bill. Due by May 1 [2025 DSDC Dues](https://www.dropbox.com/scl/fi/s9skugj2pmccvrztp9y55/DSDC-Invoices_Dues-2025.xlsx?rlkey=pvee4vqno84aqgim635khgqmb&st=0cvpcv3q&dl=0) **There are late fees for teams who have not paid their Dues by the current date.**
  3. Conference T-shirts – Link for shirt orders is in the email sent with this month’s meeting notes

Team store link will be received early May for distribution to teams at May 16th board meeting.

Team store link will be live from 05/23-06/06; no orders will be taken after 06/06

Teams close registration and will have finalized roster - 06/01

Deadline to forward team roster in excel format (sorted alphabetically) to [jenn.johnson1@hotmail.com](mailto:jenn.johnson1@hotmail.com) for incorporation into back design - 06/04

**This is a hard deadline in order to meet the processing time required - no additions/deletions/changes after submission (please proof your roster); if we do not receive a file, your team's shirt will be printed with a blank backside**

Anticipated completion - prior to 07/04

1. Treasurer Report
   1. Not-for-profit status- still pending, WR treasurer will serve until status resolved (WR treasurer Deb Campbell agreed to assist, BL treasurer Samantha Pickard will assume duties once status updated)
   2. [Letter of Direction for bank](https://docs.google.com/document/d/1rGbu_2t5IJF4-SHQ99H5VXHfAUKVBXocHa9M4qMJUHA/edit?usp=sharing)
2. Conference Hosts
   1. A Conferences
      1. White: Lombard
      2. Red: Wood Dale/Addison
   2. B Conferences
      1. White: Itasca
      2. Red: Conference will be held at the Bloomingdale pool. Need a Red Division team to act as host and take care of all the Red B Conference organizing items
   3. Record Keepers-
      1. White: Lombard
      2. Red: Carol Stream
3. Dive Conference Updates
   1. Competing teams, Lombard, Bloomingdale, Bartlett (non-conference)
   2. Updates from coach Tom
4. By-law proposals
   1. [B Conference scoring bylaw amendment proposal - Bartlett](https://docs.google.com/document/d/1LMaTIvqbitWfBvmK6Udo18mviR25bjeuNriwFftIDB4/edit?usp=sharing)
   2. Verification that rational behind amendment is to honor and encourage B Swimmers.
   3. This is an either/or not both percentage and points change proposal. Bartlett coach to refine the possible proposal which will be discussed after the end of this season.
5. Meet/Team Manager
   1. No need to update if all teams continue to have working version
   2. Meet Manager purchased by DSDC Board
      1. [Download/installation instructions](https://docs.google.com/document/d/1YITwFaTFFCjLI-sPPD4JfdSSse1t-hZwwa_oJ6WyPkI/edit?usp=sharing)
   3. Team Manager purchased by each team
      1. [Purchase link](https://hytek.active.com/new-team-manager-8-0.html)
6. Disqualification Slips
   1. Purchased by each team
   2. [Purchase link](https://www.swimoutlet.com/products/usa-swimming-disqualification-report-slips-8126335)
7. DSDC Website updates
   1. <http://www.swimdsdc.org/>
   2. Please make sure DSDC contact information up to date
   3. Let Nancy know if you need a new password, etc
8. Additional important dates
   1. **Coaches and record keepers meetings**, 7-9 PM, Tuesday, May 20, Bloomingdale Johnson Recreation Center, Oak Room
   2. **Judge/Starter/Referee training**, 6:30-9:00 PM, Wednesday, May 21, Bloomingdale Johnson Recreation Center, Oak Room
   3. **Reminder official DSDC cut off enrollment dates is June 1. Rosters should be provided to the Division Record keepers**
   4. **Judge/Starter/Referee training 7-8 pm,** Tuesday, June 3 at the Bartlett Park District
   5. **Judge/Starter/Referee training**, 6:30-9:00 PM, Thursday, June 5, Bloomingdale Johnson Recreation Center, Oak Room
   6. **Conference seed meeting**, 6:30-9:00 PM, Tuesday, July 8, Bloomingdale Johnson Recreation Center, Oak Room
   7. **Reminder that Butterfield will be next DSDC chair for next season**
9. Additional New Business
10. Extension of registration end date from June 1 to the first meet date requested by Butterfield team due to low enrollment numbers. Request was voted upon and granted for the 2025 season only. All present voted to grant this exception.
11. Red Division B Host will be Glendale Heights. Jenn S. will serve as coordinator. Her team will lean heavily on other teams to provide volunteers for this event. Melody from Carol Stream shared prior B conference coordination materials with Jenn.
12. Adjourn