



Admin Vice Chair 2025-2026 Report

Collected all the signed Conflict of Interest papers from all board members and any volunteers that serve on committees and PVS employees.

I attended the annual USA swimming summit and participated in the general chair track.

I updated and submitted the annual by law changes to USA swimming, per their direction.

I worked with other board members to update and grammatically clean up the current PVS Policy and Procedures manual. This is now updated on the website as it is updated with changes, and a separate document shows what has been changed every year.

Helped develop a new way to easily approve the meet announcements and supported the addition of Kristina Minear as the new technical chair.

I also checked in regularly with the social media director. Patrick has provided the most current stats as of May 3 at the end of this report.

As the chair of the personnel committee, I interviewed and hired a new equipment manager twice, a new webmaster and am in the process of preparing to announce the job listing for an Executive Director. I also routinely check in with both the LSC service manager and registrar and the assistant registrar. We are currently without an equipment manager again

I helped to set up and add content to the new PVS website, working with the new webmaster. Hopefully everyone has had time to look at it and navigate their way around it.

I attended the monthly PVS Board meetings, the LSC leadership calls, the quarterly Coaches Competition Meetings.

As always, the most important part of being the Admin Vice Chair is to support the General Chair as needed. I feel that my contributions to the PVS are sometimes small or unseen

but know that they are helping to always make the PVS better for the swimmers, coaches, officials and parents.

Thank you for allowing me to serve the PVS LSC and the stakeholders,



Trish Seubert Buswell

Social media quarterly report

Below are the stats for the PVS Instagram from February 24- May 3. We finished the short course season strong! We had a ton of pictures come in for champs season. I covered all championship meets and showcased as many teams as possible. I reached out to meet organizers for PVS Open and 14&U champs for the meet logos, reached out to all teams to ask for pictures, and made sure all championship meets that PVS teams were attending were covered. A fun surprise was the PVS Select Camp and how much attention that got. SwimSwam and Fitter and Faster all interacted with our posts, plus DropTime Edits posted a video of the camp that received over 200k views. Our most viewed post is the pictures from Select Camp with 109k views.

Stats from February 24- May 3

Followers as of May 3- 3099

Accounts reached- 77,750

300 new followers

Views- 985,271

Profile visits- 6,763

External link taps- 34