

# **2010 Iowa YMCA Swimming Championships**

## **STATE MEET HANDBOOK**



**Boys Meet – March 6th**

**Girls Meet – March 7th**

**Meet Host: Community Y of Marshalltown**

**Website: [www.bluewaveswimteam.com/state.php](http://www.bluewaveswimteam.com/state.php)**

# Community Y Of Marshalltown



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108 Washington Street

Marshalltown, IA 50158-2844 PH 641-752-8658

Fax 641-752-3324

DATE: February 3, 2010

TO: YMCA Aquatic Directors, Swim Coaches and Competitive Swim Advocates

RE: 2010 YMCA State Swim Meet

Dear YMCA Swim Colleague,

The Marshalltown Community Y and the Marshalltown Conventions and Visitors Bureau are thrilled that the finest swimmers from across the state are coming to Marshalltown for the 2010 YMCA State Swimming Championships. Regardless if your stay is a day or the weekend, we welcome each person and desire your stay to be a memorable one. State Swimming athletes have worked extremely hard to get to this level, so we want this to be a rewarding experience first and foremost for the swimmers, the teams, and their families.

Attached to this letter is information that will help guide and direct each person through a successful 2010 YMCA State Swim Meet. Please follow all rules and guidelines enclosed. Any questions should be immediately directed to the event host.

**Please duplicate this packet of materials and distribute it to all athletes and families who will be attending.** For your convenience, this packet is located/downloadable on [www.bluewaveswimteam.com](http://www.bluewaveswimteam.com) under "State Swim Meet."

Sincerely Submitted,

Shelley Lechnir  
Aquatic Director  
Blue Wave Head Coach  
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**Y SWIM TEAM**<sup>TM</sup>  
We build strong kids, strong families, strong communities.

## Facility Directions

**Place:** Marshalltown Community Y  
Horne-Henry Center Swim Natatorium  
108 Washington Street  
Marshalltown, IA 50158

**Directions:** The address is 108 Washington Street; however, the building is located directly behind the previous Y facility that has an address of 705 Center Street. The Community Y is due west of the Center Street viaduct. Look for bright yellow "Swim Meet" signs.

### From the North

Enter Marshalltown on Highway 14. Once in Marshalltown, the highway is also called 3<sup>rd</sup> Avenue. Cross the Iowa River Bridge, and continue traveling South on 14/3<sup>rd</sup> Ave to Church Street (4<sup>th</sup> set of stop lights after entering town). Turn right (west) on Church Street and continue 3 blocks to Center Street. Turn Left (South) on Center Street. Continue over the Viaduct over the railroad tracks. At the South side of the viaduct, exit right off of the viaduct (please note that South bound traffic must exit right only). This resembles an off ramp. Turn left onto Washington Street. The Community Y is visible at this point.

### From the South

Enter Marshalltown on Highway 14. Once in Marshalltown, the highway is also called Center Street. Travel North through town on 14/Center Street. After traveling though intersection of 14/Center and Anson St, (Hy-Vee) turn right onto the exit ramp just before the viaduct (please note that all North bound traffic must exit right). This off ramp curves under the viaduct and becomes Washington Street. The Community Y is visible at this point.

### From the West

Enter Marshalltown on Highway 30. While traveling east, take the exit marked Highway 14 and Marshalltown Community College. Turn left onto Highway 14/ Center St. Travel North through town on 14/Center Street. After traveling though intersection of 14/Center and Anson St, (Hy-Vee) turn right onto the exit ramp just before the viaduct (please note that all North bound traffic must exit right). This off ramp curves under the viaduct and becomes Washington Street. The Community Y is visible at this point.

### From the East

Enter Marshalltown on Highway 30. While traveling west, take the exit marked Highway 14 and Marshalltown Community College. Turn right onto Highway 14/ Center St. Travel North through town on 14/Center Street. After traveling though intersection of 14/Center and Anson St, (Hy-Vee) turn right onto the exit ramp just before the viaduct (please note that all North bound traffic must exit right). This off ramp curves under the viaduct and becomes Washington Street. The Community Y is visible at this point.

### Parking & Entrance

Parking and entrance to the Natatorium is located on the North side of the Community Y building. **Enter through the doors marked "Home of the Blue Wave"**. Front building entrance is for community members using the facility for regular purposes. Swim meet attendees may use parking throughout the Y campus. Additional parking located under the viaduct behind the Marshalltown Family Aquatic Center. Any illegally parked vehicle may be towed at the owner's expense.

**Doors open at 7 a.m. for everyone.**

## **FACILITY DETAILS**

The Community Y pool is 8 lanes, 25 yards with rim flow gutter design, including 8 textured start blocks, and 6" lane ropes on both side of all race lanes. Other features: Electronic starting/Recall system with sound and strobe, 16 Daktronics touch pads and timing system, 2 score boards, announcing system, 22 foot projection screen, three mounted pan/tilt/zoom cameras, one underwater camera, video mixing equipment, skybox control room and seating for over 1700 spectators!

Although there is plenty of seating, please be mindful of the space you use. Do not hold spots for others or designate areas for teams. Refrain from bringing bags, coats and coolers into the bleachers. Natatorium seating is for parents and fans only.

## **SWIMMER HOLDING AREA**

The Community Y gymnasium will be used as a team/athlete holding area. Both sides of the gym are available. If banners are hung, they must be affixed to the walls with masking/ painter's tape, **NO DUCT TAPE PLEASE**. Team areas will be designated according to size and marked with each team's name. During off events, Swimmers need to wear clothing and footwear in the building.

**Each team is responsible for their area.** Each team is responsible for providing a monitor for their area and picking up trash before leaving. The gym floor will be covered, but we still ask persons to respect our facility by not inflicting marks or scratches on our floor. In order to keep the facility in top condition, items brought into the gym are subject to inspection by State Meet personnel and may be denied use in the gym.

**Please do not bring lawn chairs, playpens, or tents of any type into the gymnasium. Chairs are allowed in the hallway outside the gym with the condition that space is left for the swimmer walkway.**

## **PARADE OF ATHLETES**

Athletes will be grouped by team and paraded from the gym (holding area) through the rec pool (clerk of course) into the lap pool where they will have a chance to wave proudly to family and friends as they are honored for their accomplishment. This will be a big task that will take time, therefore, coaches and or parent volunteers are asked to assist in grouping teams together in the gym for the parade. Announcements will tell swimmers when/ where to line up in the gym for the parade. **PLEASE EMAIL TEAM LOGOS TO [shelley.lechnir@ymca-ywca.org](mailto:shelley.lechnir@ymca-ywca.org) in jpeg format in order to create a team banner and video slide of each YMCA or team.**

## **CLERK OF COURSE**

Event line-up will originate in the gym. Swimmers will then be guided through the rec pool to the lap pool. **REC POOL IS STRICTLY OFF LIMITS TO PARTICIPANTS** the day of the meet. We reserve the right to DQ any swimmer that doesn't follow this rule. There will be visual and audible reminders of events the clerk is calling, but **ultimate responsibility is the swimmers'**. Clerk of course will be enforcing the 3 individual and 2 relay maximum by marks. All rules that govern YMCA swimming will be enforced.

## **WARM UPS**

Start at 8:00 a.m. promptly. Lane assignment schedules can be found on the State Swim Meet website as soon as the information is received and compiled. Please be patient with this process. They will be determined by logistics and number of state meet qualifiers from each team. Warm ups will be offered to all teams at scheduled times in 15 minute increments (state rule 3.2.16). Sprint warm ups with starts will be administered in shot gun style for all teams and all age groups at the same time. No warm ups allowed after the meet starts. The recreational pool is off limits for swimmers to warm up in

**Competition will start around 10:15am after the Parade of State Meet Athletes.**

## **POOL DECK**

Only event swimmers, deck officials and coaches are allowed on deck. Please refrain from crossing the crowd control stanchions and chains. No one is allowed at the start end of the pool and the shallow end of the pool unless they have a deck pass, others will be asked to leave. Deck passes will be distributed at the discretion of Meet Management. Coaches will have designated seating along the north side of the pool.

## **LUNCH BREAK**

A 20 minute lunch break will be scheduled each day after event 61 to give an award for outstanding swimmer / lay person and coach. We will also run a parent/coach relay at this time; start thinking about your team. This time will also be used to give timers and computer personnel a break.

## **RESULTS POSTING**

Results will be posted in the lap pool entrance and/or gymnasium on a timely basis.

## **WEB RESULTS/ LIVE STREAMING**

Live results are published to the Community Y website during the meet at [www.bluewaveswimteam.com](http://www.bluewaveswimteam.com) on the home page. Following the meet, results are available for download in the following formats: SDIF and PDF. Downloadable results are available under the "Blue Wave Winter" tab on the home page. SDIF format allows state meet results to be imported into either Hy-Tek Team Manager or Easy Team Manager.

**LIVE STREAMING:** The home page will also contain a link to watch each event live at no cost to the viewer. Please pass along this information to anyone who is unable to attend the meet.

## **FIRST AID**

Available for all at the lifeguard station on the deck in the lap pool.

## **OFF LIMIT AREAS**

The facility will be open for members to access the fitness floor upstairs. Participants/Attendees for the YMCA State Meet are only allowed in the gym and lap pool or areas of travel between. Please honor this and do not travel to the upper level.

## **LOCKER ROOMS**

Locker rooms adjacent to the lap pool in the lap pool corridor hall will be designated for BOYS ONLY on Saturday and GIRLS ONLY on Sunday. These are the only locker rooms available for swimmers to change and shower in. Please no shaving at the meet site.

## **RESTROOMS**

Facilities are located in various places through out the building. The Swimming Natatorium has specific restrooms available directly outside of the pool. There are also family locker rooms available to the public the day of the competition. Numerous diaper changing stations are located in the restroom areas.

**NO SWIMMERS ARE ALLOWED TO CHANGE IN THE FAMILY LOCKER ROOMS PLEASE. THESE ARE DESIGNATED FOR PUBLIC RESTROOMS.**

## **MEET PROGRAMS**

Programs will be available for \$5 each. These are located in the lobby just inside the Natatorium entrance. Highlighters will be available for purchase as well.

## **CONCESSIONS**

The Community Y concession stand offers a wide variety of items for all to enjoy. Some items include hot dogs, pizza, walking tacos, pretzels, nachos, donuts, bagels, muffins, coffee, fountain soda, bottled soda, bottled water, juice, tea, hot chocolate, potato chips, fruit, pop tarts, breakfast bars, cookies, popcorn, etc.

**Large coolers are not allowed in the Natatorium;** Coolers WILL be allowed in the gym. No glass containers are to be brought into the building or pool. Designated eating areas available by the concession stand. Food and drink are allowed in the Natatorium in the bleachers only; keep food off the pool deck please respect the facility and find a trash can for waste, treat our building like your own.

## **AWARDS**

Medals are given for first through third places. Ribbons are given to those earning 4th -12th. Coaches will be given medals and ribbons at the end of the meet only after team holding areas are confirmed as clean. Awards will only be given to team coaches.

## **STATE APPAREL**

Order forms have been sent out to all team coaches/ contacts. Order forms are also available on the State Swim Meet website. Pre-orders need to be returned to Marshalltown as **ONE TEAM ORDER ONLY with ONE CHECK FROM THE TEAM/YMCA/CLUB**. Team orders are due by email to Marshalltown on February 19<sup>th</sup>. A hard copy with payment is due on February 24<sup>th</sup>. Late orders will pay additional charges. Orders will be distributed to a designated team pick-up person at the coaches meeting on Saturday, March 6.

A limited number of T-shirts only will be available for sale at the state meet. Participants and families are encouraged to purchase apparel through the pre-order process.

## **COACHES MEETING**

The coaches/ scratch meeting will be held each day prior to the meet in the Community Y Board Room. Please see schedules for times. The meeting is mandatory for all coaching staff. Please be on time and have any swimmer scratches ready.

## **TEAM WORKER RESPONSIBILITIES (MANDATORY)**

Per state rules number 3.2.13, each team is required to supply 1 worker for every 10 swimmers qualified for the State Meet. **ALL TEAMS ARE EXPECTED TO FOLLOW THIS RULE**. If a team has fewer than 10 swimmers, the host site may still expect 1 worker. A schedule of teams/ times/ number of workers will be posted on the State Swim Meet website. It is each team's responsibility to fill the slots.

**ANY TEAM THAT CAN PROVIDE OTHER HELP SUCH AS STROKE AND TURN OR OTHER OFFICIALS SHOULD CONTACT MARSHALLTOWN FOR CONSIDERATION!**

## **OFFICIALS AND TIMERS MEETING**

Each day there will be an officials and timers meeting on the deck behind the starting blocks to go over pertinent data. Please be prompt for the meetings and listen for PA announcements of meeting times. Please see the attached schedule for daily times.

## **HOSPITALITY ROOM**

A coach and meet volunteer hospitality room with drinks, snacks and sandwiches is offered at the State Swim Meet. **This room is reserved for coaches or persons volunteering/working the day of the event.** Please do not abuse this privilege, and show courtesy to the other volunteers who need to eat throughout the day. This room is to honor all coaches and volunteers who give their time and talents to Iowa YMCA swimming.

## **WORSHIP SERVICE**

The Community Y will offer a worship service on Sunday morning prior to the start of the meet. All persons are encouraged to come and be involved in worship. A local speaker of choice will use the time allotment to challenge the listeners spiritually and offer prayer for the athletes. Christianity is a vital part of the YMCA movement and heritage. The brief service will be held in the lap pool from 9:40-9:50 AM.

## **DELAY OR CANCELLATION**

It is to the sole discretion of the Championship Meet Committee to cancel or postpone the event due to inclement weather. Should the meet be delayed or cancelled due to inclement weather the information will be posted on the State Swim Meet website. The news would be broadcasted on local radio stations KXIA 101.1 and KDAO 99.5. These TV stations will also be notified: KCCI Channel 8, KWWL Channel 7, KCRG Channel 9.

## **OTHER CONSIDERATIONS**

- Open swim times are available the Friday evening prior to the State Meet. Open swim is held in the Recreation Pool. No one will be allowed into the lap pool. Simply check in with a Y membership card from any facility to enter the Community Y for free. Visit [www.ymca-ywca.org](http://www.ymca-ywca.org) for facility schedules and pool rules.
- No smoking or tobacco products allowed anywhere on the Community Y campus.
- All children under 8 must be supervised at all times while in the building.
- The Community Y is not responsible for lost or stolen items.
- Lost and found from the State Swim Meet will be kept for two weeks following the meet. After that time, items will be donated to a local charity.

## **CONTACTS**

- Shelley Lechnir, State Meet Director, Aquatic Director, Blue Wave Head Coach, PH 641-752-8658, FX 641-752-3324, EMAIL [shelley.lechnir@ymca-ywca.org](mailto:shelley.lechnir@ymca-ywca.org)
- Christine Gilbertson, Assistant Aquatic Director, PH 641-752-8658, FX 641-752-3324, EMAIL [christine.gilbertson@ymca-ywca.org](mailto:christine.gilbertson@ymca-ywca.org)

**YMCA CORE VALUES WILL BE EXPECTED TO BE UPHELD DURING THIS COMPETITION**

**CARING, HONESTY, RESPECT, RESPONSIBILITY**

**YMCA MISSION STATEMENT...**

**"TO PUT CHRISTIAN PRINCIPALS INTO PRACTICE THROUGH PROGRAMS THAT BUILD A HEALTHY SPIRIT, MIND AND BODY FOR ALL"**

## 2010 IOWA YMCA STATE SWIM MEET SCHEDULE

### Boys Meet Schedule, SATURDAY, MARCH 6th

7:00 AM	Facility doors open and access to holding area available
8:00 AM – 9:45 AM	Warm ups begin
	Session 1 8:00-8:15
	Session 2 8:15-8:30
	Session 3 8:30-8:45
	Session 4 8:45-9:00
	Session 5 9:00-9:15
9:15 AM	Coach and Scratch Meeting
9:15-9:45 AM	Starts and Sprints...All teams
	Lane 1 and 2 13 and over
	Lane 3 and 4 11 and 12
	Lane 5 and 6 9 and 10
	Lane 7 and 8 8 and under
9:45 AM	POOL CLOSED
9:45 -9:55 AM	Timer Meeting
9:55 AM	Prayer and National Anthem
10:00 AM	Parade of athletes line up coordination in gym holding area
10:15 AM	Parade of athletes
10:30 AM	Meet start
BREAK	Between event 61 & 62 (No afternoon warm-ups)
Meet end	Coaches meeting

### Girls Meet Schedule, SUNDAY, MARCH 7th

7:00 AM	Facility doors open and access to holding area available
8:00 AM – 9:30 AM	Warm ups begin
	Session 1 8:00-8:15
	Session 2 8:15-8:30
	Session 3 8:30-8:45
	Session 4 8:45-9:00
9:00 AM	Coach and Scratch Meeting
9:00-9:30 AM	Starts and Sprints...All teams
	Lane 1 and 2 13 and over
	Lane 3 and 4 11 and 12
	Lane 5 and 6 9 and 10
	Lane 7 and 8 8 and under
9:30 AM	POOL CLOSED
9:35 AM	Timer meeting at start end of the pool
9:40-9:50AM	Worship Service
9:50 AM	Prayer and National Anthem
9:55 AM	Parade of athletes line up coordination in gym holding area
10:05 AM	Parade of athletes
10:20 AM	Meet start
BREAK	Between event 61 & 62 (no afternoon warm-ups; parent /coach Relay)
Meet end	Coaches meeting

**WARM UP SCHEDULES TO BE DISTRIBUTED AFTER SECTIONALS.**



## ACCOMMODATIONS LIST

Motel Accommodations	# of Rooms	One Person	Two Persons One Bed	Two Persons Two Beds
<b>AmericInn*</b> 115 Iowa Avenue West 641-752-4844, 1-800-634-3444 www.americinn.com	49	\$69.90 - 149.90	\$79.90 - 149.90 (King Size)	\$69.90 - 149.90
<b>Best Western Regency Inn*</b> 3303 S. Center Street 641-752-6321, 1-800-241-2974 www.marshalltown-lodging.com	106	\$69.99 - 99.99	\$79.99 - 104 (King Size)	\$79.99 - 104
<b>Comfort Inn*</b> 2613 South Center Street 641-752-6000	62	\$69.95 - 89.95	\$74.95 - 94.95 (King Size)	\$74.95 - 94.95
<b>Economy Inn Motel</b> 3108 South Center Street 641-752-5485	22	\$40 - 50 (Queen or King)	\$42 - 55 (King Size)	\$45 - 65
<b>Executive Inn Motel</b> 2009 South Center Street 641-752-3631, 800-254-3631	30	\$36 - 45	\$38 - 45	\$40 - 50
<b>Hampton Inn &amp; Suites</b> 20 Iowa Avenue West 641-753-6795 <a href="http://www.Hamptoninn.com">www.Hamptoninn.com</a>	80	\$109	\$109	\$109
<b>Super 8 Motel*</b> 3315 South Center Street 641-753-3333 www.marshalltown-lodging.com	51	\$54.88 - 74.88	\$59.88 - 79.88 (King Size)	\$59.88 - 79.88
<b>Tremont's Historic Inn on Main</b> 24 West Main Street 641-752-1234 www.tremontonmain.com	11	\$109-189 (King or Queen)	\$109-189 (King or Queen)	\$109-189

- Rates quoted effective March 2010 and are subject to change without notice. • Rates quoted do not include tax.
- Group rates and weekend packages may be available.

709 South Center Street, PO Box 1000, Marshalltown, Iowa, 50158, 641.753.6645, 800.697.3155,  
www.visitmarshalltown.com

# VOLUNTEER SHEET

Iowa YMCA State Rules require all teams to provide 1 worker per 10 persons qualified. Teams will be assigned duties for days and times pending results from the Sectional meets. **It will be the sole responsibility of that team to ensure certified/ qualified persons to perform those duties.** There are numerous jobs and functions for volunteers to perform: timers, stroke and turn judges, starter, etc.

**LANE ASSIGNMENTS FOR TIMING/VOLUNTEERS WILL BE POSTED ON THE STATE SWIM MEET WEBSITE AFTER FEBRUARY 22.**

TEAM NAME \_\_\_\_\_ YMCA \_\_\_\_\_

NUMBER OF STATE QUALIFIERS FOR GIRLS (Saturday) \_\_\_\_\_

NUMBER OF STATE QUALIFIERS FOR BOYS (Sunday) \_\_\_\_\_

Do you have certified volunteers that want to help officiate the meet? Yes No

List names if available...

Please provide the name of the person who will be your meet worker liaison.

VOLUNTEER LIASON (NAME) \_\_\_\_\_ PHONE # \_\_\_\_\_