

U.S. Masters Swimming Executive Committee Conference Call minutes

July 21, 2010

FINAL

Action Items:

1. None
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Michael Heather VP of Administration called the meeting to order at 8:02 PM EST. Also present were, Jeff Moxie – President, Nadine Day-VP of Community Service, Ed Tsuzuki - VP of Local Operations, David Diehl-VP of Programs, C.J. Rushman – Secretary, Rob Copeland-Immediate Past President, Ralph Davis-Treasurer, Doug Church-Legal and Executive Director - Rob Butcher.

Absent: None.

EC Agenda topics:

1) Introductions, Announcements

2) President's report (Jeff);

Jeff did speak to Lynn Morrison about the moving the Hospitality event NT LMSC social until after the IMSHOF event is over. The At Large Delegate lists will be coming out in the next 24-48 hours. Everyone should be approved.

3) ED report (Rob B):

Long Course information has been posted to the USMS website. Psyche sheets and team rosters are available for review. Open water registration is available. The ability to pre-order merchandise is a way to help reduce risk and cost. The Championship Committee and Rob B and Doug Church have worked on the contract for future Nationals. The new contract has been provided to Mesa AZ and Auburn AL for 2011. The Swim Fest survey has been sent out to those individuals that attended. The Swimmer magazine is en-route to members. Please provide any feedback to Rob B and or Laura Hammel so that can work with Douglas Murphy to make things better. Projection of membership for 2010 is about 5%. From the BOD meeting, we need to utilize the tools that staff has at their disposal to keep retention efforts going. Sponsorship dollars are doing well.

4) Convention Workshops and Delegate orientation (Ed)

Doug Adamavich and the LMSC Development committee have worked very hard on the agenda. Here are topics for discussion and the presenters;

Thursday, September 16

- * LMSC Registrar Training (Anna Lea Matysek)
- * Qualities of a Successful Masters Coach (Susan Ingraham or Jim Halstead)
- * Open Water Safety (Jim Wheeler)

Friday, September 17

* How to Use the Internet and Social Media to Grow Your USMS Program (Ben Christoffel)

* Understanding USMS Insurance (Sandi Blummit)

* Learn Manage Serve Communicate (aka "LMSC") (Mel Goldstein)

Saturday, September 18

* How to Operate and Promote a USMS Pool Event (Lori Payne)

* How to Develop a USMS Program at a YMCA, University, City/County Facility or High School (Mel Goldstein)

* Recognition of Volunteers at the Local Level (Sally Dillon)

For New Delegate Orientation Ed has a planned 45 minute presentation on Thursday morning and would like members of the BOD present. The topics that Ed will cover will be what the House of Delegates is, what is a delegates role, Roberts Rule of Order and How to Navigate the Waters while at convention. Jeff made the point that Victor will need to have all necessary documents, materials and systems ready to go since we have limited time.

5) GTD awards and communication (Nadine)

Nadine and Rob B did discuss the issues at hand regarding the GTD. Go The Distance has 1925 participants and is now handled by the National office. Nike is still the sponsor for awards and mailed by All-American Swim Supply. The 100 miles awards of \$5 gift certificate to All American Swim Supply have not been sent out due to lack of infrastructure at the National Office. The Streamlines news letter will now communicate the Go The Distance program to members. Mike Heather asked is if the 100 mile award will be hard copied mailed or emailed. Rob B said that it will be emailed by Jim M, which Nike has signed off.

6) Coach and Club Development vs. Coaches Committee responsibilities (Nadine)

ASCA is moving along. The USMS Coaches Committee and Jim Halstead are teaching the program at Indianapolis on August 30th and 31st, for a Level One certification. Nadine is also requesting that the LMSC Development Committee get involved to help promote this program.

7) Sports Medicine speaker at Nationals - (Nadine)

There will not be a person at this point in time to give a presentation at Puerto Rico. This is the Sports Medicine's responsibility to work with Championship Committee and the host to ensure that a location will be. The Sports Medicine lecture series is not currently part of the host's obligations, but is supported if there is a space for the lecture(s).

8) Committee chair feedback, possible executive session at convention with them (Nadine)

Nadine wanted to know what information can we give chairs on how to communicate appropriate with staff or proper email etiquette between volunteers. Nadine said she will provide the EC some sample guidelines to review so at conversation this information can be shared.

9) General rule book assignments for EC and BOD (Rob B)

Rob B talked about the 2011 Rule Book budget and printing. In that conversation, Susan Ehringer wanted to make sure the EC is aware of the deadlines and responsibilities for the 2011 Rule Book. Susan has listed October 1 as her deadline to receive first edits from Committee Chairs. Jeff wanted to know should the EC be moved involved in the review and update of the Rule Book. Rob C said that each VP should take care of the section that they have direct impact. The staff will be responsible for the distribution of the Rule Book to members and the EC will review and monitor content. Nadine asked if there is a way for clubs to opt-out from receiving a rule book. A rule book is sent to every club, but not workout groups. AS stated by Mike Heather, at each meet or event, there should be a book present.

10) New business

- Mike Heather said the Victor Buehler may resign from convention coordinator after this year, if he is able to make convention. Also, Mike put the bug in our ear about what we want to accomplish at this years convention. Dave Diehl said that it might be a good idea get a person to shadow Victor so they can have some on the job training. An update since the conference call: Victor is not on the brink of resigning. The email that precipitated this discussion was sent when he was under some business and emotional stress and nearly bedridden. He is better now and fully prepared to operate the convention.
- Ralph Davis spoke about the budget and the date of August 6th to the Board so they can review prior to convention. After approval by the Board, the details will be provided to the Finance Committee to review the line items. We request that the Board approve the budget by August 16th. The Finance committee will have the detailed budget by August 16th.
- Ralph gave the update that Dave Burgio will be the chair for the Investment Committee. Ralph Davis, Elyce Dilworth, Susan Kuhlman and Homer Lane will also be on the committee as well.
- Ed gave an update that Nancy K. Reno resigned as Southwest Zone Chair. Mary Hull has been approached to replace Nancy.
- Nadine asked about her conference calls being cancelled. Has anyone had this issue as well?

The next EC meeting will be on Wednesday August 4th at 8:30 PM EST.

The meeting adjourned at 8:59 PM EST.

C.J. Rushman,
Secretary