

# USMS EXECUTIVE COMMITTEE REPORTS

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## PRESIDENT – Jim Miller, MD

The past 10 months have given me an opportunity to work with a very dedicated Executive Committee, National Office, and Board of Directors. I am proud of their creativity and dedication to USMS. The midyear meeting and at least monthly conference calls were energetic and have created an energy that you will witness in this convention. My efforts could not have been as productive without all of them. It has been an added bonus to have both the past president, Nancy Ridout, and past vice president, Jack Geoghegan, as part of this EC. Not only did this assist in the transition, but it also allowed us to move forward that much more quickly.

This convention has been tagged as the unconventional convention. For years the EC has said that the committee work of USMS is a year-long marathon, not a sprint comprised of a few good hours of work each year in the presence of our friends at convention. This year that theory is being tested more than ever. We come together each year to share ideas, create new concepts, network committees, and face the tougher tasks together. The committee meetings this year will only have the time to touch the high points and ratify the year's work. Time will be allotted to joint problem solving of major problems facing USMS. Thus, all committee members have to realize now and in the future that their commitment to their committee and its work must be steadfast throughout the year.

Instead of the usual convention format, we have divided committees into 5 major groups, based upon similarities of tasks that they face. The general theme of "Teaming Together..." will be expanded for each group where we can use our collective strengths to address future topics facing USMS and set the direction of USMS for the next few years. We are at the threshold of major topics facing USMS. Already this year we have started linking multiple committees to address some of these topics. The Data Base Task Force is coming to grips with how to unite USMS under one umbrella from a communication and data storage point of view. This will enhance the productivity of our volunteers with less effort. The cost of this venture will not be nominal, but the cost of maintaining the current systems and modernizing them is predicted to be greater. This concept germinated from the History and Archives Database RFP that was passed last year.

The expansion of the communications network has taken a toll on the current SWIM Editor and Webmaster. Their current workload is that of an entire communication division. The Dallas convention will recreate these positions and their duties will be more clearly delineated. Not only will these two positions be defined, but we will also enter into a formal budgeting process commensurate with those job descriptions. Only after each job description and level of compensation are set can we put out a call advertising the positions. The EC will then be able to hire and direct the working of these two positions through the Communications Committee. Once again you can see a lot of work and directing outside the convention in the future years by our talented volunteer network i.e. you.

As you can see, this convention will be "unconventional" in our traditional sense. Just as before, if you are not committed to a meeting of your own, you will be welcomed into any of the other meetings to express opinions and hear debate. No meeting is closed to you, excepting those that the Executive Committee holds on Wednesday where employee reviews are conducted. Last year's HOD determined that the reviews of the corporation's employees should be conducted privately with each employee to encourage honesty in the review process.

In the same spirit of open communication, I conducted open forums at both the Short Course and Long Course National Championships. Membership ideas are exciting to me. Many times an athlete will come up to me on the pool deck to ask why we do something a particular way. The answer often drags after "Because in the past we..." Though the history of a solution is important, it does not mean that a new look is not a better look. Indeed, you will see some of these ideas incorporated into proposals at this convention.

There are a large number of new delegates this year, and I look forward to meeting each of you personally. Your new ideas are the future of USMS, and I want you to question and probe the workings of USMS. We sure are! You will see the committee request forms in the convention brochure and again at the check-in table. These are to be turned in by the end of convention to Tracy Grilli. As you can see above, committee work is a year-long process. We welcome you to help mold USMS into a dynamic organization that reflects the enthusiasm of the athletes whom we represent.

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In closing, I would like to thank you for bestowing on me the honor to lead you as your President. It is with pride that I present the goals and ideals of this unique organization, comprised of athletes for the benefit of athletes in a sport that we all love so much. I have been able to represent you locally, nationally and internationally at the FINA Technical Masters Congress in New Zealand. I would like also to recognize my family for their patience and understanding.

## **BOARD OF DIRECTORS MEETING** **Wednesday, September 11<sup>th</sup> 5:30-7:00 pm** **Meeting Room – ENTERPRISE 2**

### **AGENDA**

1. Welcome Address with introduction of the Executive Committee
2. Welcome to new delegates
3. Approval of Executive Committee votes outside of the convention over the past year (please refer to the minutes of the Executive Committee Minutes that are posted on the USMS website)
4. Convention format of block discussions
  - Procedure for reporting minutes
5. Topics before this convention
  - Webmaster/IT Director
  - SWIM Editor
  - Database Task Force direction
  - New alliances – IGLA & USA Triathlon
  - Membership Dues
  - Financial Review, financial workshop
  - Introduction of the new Legal Counsel
  - Roll of USMS internationally
  - Mission re-statement: To promote swimming for life among adults
6. Review of the year
  - Heavy emphasis on pre-convention including financial
  - Committee work outside the convention – availability of new non-convention talent
7. Summary of the Executive Committee forums at SC and LC Championships
8. Length of Board of Directors Meeting
9. Other business

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### **VICE PRESIDENT – Scott Rabalais**

During the past year, it has been an honor to serve as your Vice President and a pleasure to “team together” with the new Executive Committee.

The cornerstone of leadership in our organization lies in our mission, goals and objectives, as stated in our Rule Book. Our mission should be our guiding light in decision-making, whether the decisions are of great or small bearing. To this end, it is the duty of the Executive Committee to ensure that our mission statement is accurate and reflects the intentions of this organization.

During the Executive Committee’s mid-year meeting, the mission of USMS was discussed at length. The results of this discussion will be communicated to the House of Delegates in Dallas. We look forward to moving ahead with an intensified and crystallized focus in the years to come.

Executive Committee members serve as liaisons with committees, and my associations were with Coaches, Fitness and Recognition & Awards. I am pleased to report that these committees, with outstanding leadership from their chairpersons, accomplished significant goals for the year. You may read more about their accomplishments in their respective reports.

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It became clear early in our administration that the workloads of the USMS webmaster and the USMS editor for SWIM Magazine were increasing beyond their original expectations. Our President assembled a Search Committee to update the job responsibilities for the positions and to determine an appropriate compensation for each. Upon pending approvals, the committee will advertise for candidates and conduct an interview and hiring process. As chair of the committee, I have worked alongside five other committee members to initiate this task.

With "outreach" an important goal of this Executive Committee, along with the emergence of triathletes in our Masters clubs, I suggested the establishment of an additional special assignment, USMS Liaison to USA Triathlon. The position was filled and business between USMS and USA Tri is well underway.

I wish to congratulate our many volunteers for their time and expertise. Let's continue working as a TEAM to bring greatness to Masters Swimming!

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## SECRETARY – Sally Ann Dillon

My first year as your secretary has been interesting and fulfilling. The new Executive Committee "hit the ground running" and held a meeting on Sunday afternoon in Louisville. We have "met" by phone regularly since that time and also held a planning retreat in Houston in February. For these meetings I have recorded minutes and, once approved by the EC, distributed them to the Board of Directors. The minutes have also been posted on the USMS web site.

Along with the rest of the Executive Committee, I participated in the selection of the new committee chairs, committee members and special liaisons. The committee chairs receive a handbook that I revised, with help from Lynn Hazlewood. For the first time, the handbook was distributed electronically and I received only one request for a hard copy. The electronic distribution contributed to significant savings of time and money.

Special projects have kept me busy this past year. I compiled the results of the exit survey from the last convention and distributed it. I also compiled the comments about individual committees and sent them to the specific committee chairs. A number of forms have been developed or revised including one for committee chairs to follow when making their annual report. The form for committee minutes at convention will also include some revisions and this year it will be available on either floppy or CD to the committee chairs.

As the liaison to the History & Archives, Publications, and Safety Education committees, I have had the opportunity to work closely with the committee chairs. I've enjoyed the opportunities to help when needed and to observe good leaders "in action". Thanks to Carl House, Meg Smath, Patty Powis, and their committee members for all their hard work this past year.

As convention draws near, I find myself very busy compiling delegate lists and working with the LMSCs to assure that everyone is signed up properly. I've assisted in the assigning of At-Large Delegates as well and I'm enjoying the opportunity to get to know our delegates better. To that end, I have developed a short survey for all delegates to complete and the results should be available at convention registration.

I appreciate having been given this opportunity to serve USMS and want to thank the many people who have offered congratulations and support this past year. I'm having a great time on the Executive Committee - in spite of the gazillion e-mails! I will continue to work hard for our wonderful organization.

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## TREASURER – Doug Church

Thanks to the efforts of former Treasurer, Jeanne Ensign, the transition was reasonably smooth following the election last fall. The year to date has been reasonably unremarkable and the process of tracking cash flow, investments, accounting reports and other financial activities has been normal in every sense. As global markets have taken a beating, our strategy of maintaining most of our reserve funds in fixed income instruments has proven useful even though interest rates for relatively short term certificates of deposit have been very low. We have a number of CD's earning less than 2.5% interest. Nonetheless, our investments overall have performed reasonably and we continue to maintain a significant reserve.

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This is the second year for an outside firm to perform a review function. Last year, we obtained a complete audit. This year we received a review. The review procedure, while not as detailed and exhaustive as an audit, still is helpful in providing insight into our financial functions, recommendations for improvements and particular focus on issues of concern, if any. The review conducted by Clifton Gunderson will be available at convention for general review.

Finally, the opportunity to continue to gain insight into the way the USMS functions as an organization and to interact with other officers, directors, employees and members of USMS has been extraordinary. While there will never be a lack of issues to be dealt with, I have continued confidence in the spirit and motivation of the individuals entrusted with doing our work. We have an outstanding group of officers, an excellent staff and committed and dedicated volunteer leadership at every level.

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## **ZONE CHAIRMAN – Lynn Hazlewood**

One of the great things about the Zone Chair position is that, except for running the Zone Committee and elections, the job does not have any other pre-defined requirements. The Zone Chair gets to carve out a niche on the Executive Committee based on their personal capabilities. This year's work by the Zone Committee can be reviewed in the Zone Committee Annual Report and the Annual Reports for each individual zone. Since I am standing for re-election, Melissa Rinker has handled running the election this year. The report on the election can be reviewed in the Zone Chair Election Report.

The major project I have spent many hours on is the Database Project. The goal of this project is to unify major USMS databases into a coherent, linked system. This project is important not only for building the technical infrastructure we need to move forward into the future, but also as a major test of the concept of cooperation between committees. Leaders from seven different standing committees plus the national office were combined to work together for a common goal. You can see the results of this committee's work in the Database Task Force Annual Report.

Another project I have been working on is a revision of the Professional Management Guidelines (PMG). When the Database Task Force began it's work, we realized that our current PMG did not include the type of hiring that we were contemplating. Adding an additional category of professional worker expanded to include an update of the entire PMG. This was done with major contributions from Patty Powis, our soon-to-be new Legal Counsel. I want to personally thank Patty for helping us get this straight. The PMG proposals can be reviewed in the PMG Task Force Annual Report.

The final major task isn't strictly speaking a Zone Chair job—but it's mine. It is the conversion of the USMS Calendar of Events to an on line database. I hope to finish by the end of this year and plan to get started in August when everyone is splashing around at LC Nationals. When this conversion is completed, the calendar will be updateable on line and will function much the same way the Places to Swim database works. Users will be able to add, update, and delete events. This will require LMSCs to actively place events on the calendar if they want them to be listed. Once the conversion is nearing completion, I will be contacting LMSC editors and sanctions chairs to set up a process that will see our national calendar continue to be as complete as possible. On a personal note, many of you know that I have had surgery and chemotherapy for ovarian cancer the past few months. I am doing well and have continued to do my USMS work throughout. I hope to see everyone at convention in September.

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## **PAST PRESIDENT – Nancy Ridout**

Let me first report that the prediction of considerably increased free time was greatly exaggerated! I have yet to see it materialize. Nevertheless, I haven't given up hope!

The current Executive Committee has used me as a resource, as was envisioned for the immediate Past-President. I have kept a fairly low profile so as to let this new leadership find its own identity, goals, and paths toward reaching them.

As Liaison to the Marketing Committee, I have been a resource to the Chair and to our new Public Relations Consultant, Aimee Fitzgerald. This has taken considerable time but has been well worth it. We are on a good

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path toward erasing the dubious distinction of being the “best kept secret” and replacing it with one that immediately comes to mind when considering aquatics as a way to fitness. Both the Marketing Committee and Aimee have done a fine job toward defining their roles and bringing our organization to the forefront of fitness leaders.

I have also been the Liaison to the Registration Committee that has been examining its role and contributions to the Database Project. As Liaison to the SWIM Magazine Editor, I have helped in editing, in preparing an editorial calendar, in suggestions for content, in offering new ideas for interactive segments, and in helping USMS find its role in this partnership. As Liaison to the Records and Tabulations Committee, I have participated in discussions and offered advice.

I have participated in the Executive Committee conference calls, the mid-year meeting in The Woodlands, the open EC meeting at the SC Nationals, and the open Forum at the LC Nationals. It has been a privilege to serve with the new leadership of USMS and I look forward to continuing in my role in the future. It is a privilege and it also a great responsibility to be the Past-President of this great organization.

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## LEGAL COUNSEL – Jack Geoghegan

As in the past messages from your humble servant, the salient point is that none of your officers are presently incarcerated and no successful litigations have ensued in the intervening year; hence a success. Many contracts and memoranda of agreement have been undertaken with our sponsors and with ISHOF for the maintenance of our archives.

It has been a pleasure to work for you as Legal Counsel. I have great faith in this Executive Committee and your Officers, all of who bring enthusiasm and experience to the positions they hold. In particular, I thank Jim Miller for his faith in my ability and his promise-kept-to relieve me after “one more year”.

I look forward to growth and expansion of USMS and its role, knowing that Patty Powis will fill the position of Legal Counsel with competence and common sense.

Thank you all for making these years so much FUN in Masters Swimming!

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