

Jim Miller called the meeting to order at 7:12 PM EST. Present were Scott Rabalais, Doug Church, Sally Dillon, Lynn Hazlewood, Nancy Ridout, Jack Geoghegan and Tracy Grilli.

1. The next conference call will be January 8 @ 7 PM EST.
2. It was MSA to approve the minutes from the Dec.3 conference call.
3. **CONFIRMATION OF APPOINTMENTS AND LIAISONS:** Jim has received confirmation for most of the chair and liaison positions and will firm up the others. EC Liaisons are to give their committee chairs a Friday deadline for selecting their committees; alternates and vice chairs should be included. Tracy will provide a grid of the delegates and assignments and Jim will look at the committees over the weekend to be sure there are no conflicts and that all delegates have been assigned.
4. **OFFICER REPORTS:**
Past president: The 12 athletes have been selected for the Feb. 2-6 USOTC training camp (along with 4 alternates). They have been notified and are expected to respond by the end of the week. The fee has been raised to \$1600 in part because of an increase in the USOC room and bed rate. People who are rejected will be contacted and they can ask to have their application kept on file or removed. Nancy has found that they occasionally contact her at a later date to update their application. Scott suggested we need a new publicity push to attract more candidates. Jim suggested an e-mail be sent to rejected campers about 4-5 months before the next camp
Treasurer: Doug has conferred and met with the outgoing treasurer, Jeanne Ensign, and also with Cathy Pennington. He's installed new computer programming and is close to completing the transition process. Doug brought the EC up to date on the status of USMS insurance coverage. Following discussion, Doug and Jack were delegated to keep abreast of issues pertaining to our coverage.
5. **PROPOSAL REGARDING THE SWIM EDITOR AND WEBMASTER:** The Executive Committee discussed the evaluations of the Webmaster and the Swim Magazine Editor. Consideration was given to actions of the House of Delegates this year regarding the FOG amendments that expressly approved the deletion of the provision regarding the solicitation of bids for independent contractors. Consideration was also given to the evaluations conducted of these positions which were "excellent". Following discussion, it was MSA that (1) the current contractors are meeting the expectations of USMS and there is no current reason to consider a change; (2) to advertise for interest would be inconsiderate of both our current contractors and anyone who might be interested in the position(s) if, in fact, there is no serious contemplation of the need for change.
6. **DETERMINATION OF HOW THE COMMITTEES MUST BE CONFIGURED:** The EC liaisons were reminded to assure that their committees followed the special requirements regarding the number of members and zone representation that is required for the Championship, Finance, Legislation, Long Distance, Planning, Recognition and Awards, Registration and Rules committees.

7. EXECUTIVE COMMITTEE MEETINGS: Plans were made for EC meetings in February and May as follows:

Mid-year meeting – February 22,23,24 (Fri, Sat, Sun), The Woodlands, TX. Tom Boak has offered his help and Scott volunteered to coordinate. Tracy, Sally and Scott will form the agendas. Each person should arrive sometime Thursday so we can be available to meet all day on Friday. We will meet Saturday as well and departure will be Sunday after noon so we can meet that morning. A suite will be obtained for two of us and we'll hold our meetings in that room. Meetings will begin at 9 AM and workouts will be at noon. Flight arrangements are individual and everyone is to let Scott know of their plans.

May meeting - Jim suggested a new communication opportunity for our athletes. An open Executive Committee meeting will be held at Short Course Nationals in Hawaii. It was decided to hold a meeting from 3-5 on Monday, May 13 at the pool facility. An agenda will be published and the meeting will be publicized in SWIM Magazine and other locations.

8. NEW SPECIAL APPOINTMENTS: A request to have a USA Triathlon liaison was submitted by the association. It was MSA to appoint Cindy Hawkinson as the first liaison to USA Triathlon and Jim will send a congratulatory letter. The request for a similar position to IGLA has not been received but it can be considered at a later date.
9. USMS - South Texas LMSC meet liaisons: Jim reported that Tom Boak is continuing as an arbitrator.
10. Jim appointed a task force on finance, budget and audit which will review our current structure for dealing with (1) budget prep and presentation; (2) audit functions both internal and external; (3) investment and banking controls; (4) internal controls---keeping officers from executing agreements that aren't budgeted. They will also discuss policy making, i.e. FOG's amendments in relation to Legislation. Doug suggests the committee include himself plus Tom Boak. Jeanne Ensign, Cathy Pennington, Ralph Davis, Ted Haartz, Joan Campbell, Conrad Johnson, Jack Geoghegan (ex officio) and Jim Miller (ex officio)
11. BOD RESPONSIBILITIES –Doug, Sally and Tracy will work together to refine the list that was distributed at convention so it is more relevant to USMS BOD.
12. LMSC HANDBOOK
Tracy suggested the LMSC Handbook be posted on the web site and Jim Matysek said it would not be a problem. People can request hard copies from the National Office and the Handbook will be broken down into chapters.

The meeting adjourned at 10:12 PM EST

Respectfully submitted,
Sally Ann Dillon, USMS Secretary