

The meeting was called to order by President Jim Miller at 7:00 PM EDT. Present were Scott Rabalais, Sally Dillon, Doug Church, Lynn Hazlewood, Nancy Ridout, Patty Powis, and Tracy Grilli. Barry Fasbender joined the call for discussion of two issues that involve championships. Nancy left the conference call after the first hour in order to attend her LMSC meeting.

1. The next conference call will be Monday, October 28 at 7:30 PM EST.
2. Protest of a disqualification: The EC discussed the processing of a protest filed by an athlete regarding a disqualification at the 2002 SC Nationals. The athlete's attorney contacted the EC to appeal, apparently because it was thought that the EC had already reviewed the issue. In fact, the EC had not and it was clarified that the grievance must be initiated at the LMSC level. The attorney has been notified of the proper procedure.

Patty Powis will contact the Hawaii LMSC Chair only to provide information about the protest process under Part IV of the USMS Rule Book.

3. Championship Information in SWIM Magazine: A conference call was held recently between some members of the Championship Committee, the SWIM editor, the SC Nationals meet director and the appropriate EC liaisons. Discussion focused on the amount of meet information that would be included in SWIM Magazine. Subsequent to the decisions made in the conference call, members of the Championship Committee expressed their concern to Barry who in turn, proposed the following to the EC for consideration:
 - a. The Championship Committee recommends that we need to continue to print the entire 4-pages of meet Information in SWIM.
 - b. Over the next year, a subcommittee of the Championship Committee, the SWIM Magazine Editor, and the Executive Committee SWIM Liaison should review everything that is in the current 4-page meet Information with the goal of making it easier to read, removing information that is not necessary for entering the meet, and placing that information somewhere else.
 - c. We then may be able to modify rule 104.5.4B (2).

The EC MSA the Championship proposal and noted that the record needs to clearly state that the EC liaison served as a facilitator in this process. The EC did not rule on or consider any of the proposals until this was brought before it by the Championship Chair. SWIM Magazine will be notified of this action.

4. Decisions made since the last meeting: The minutes of the September 13th and 15th meetings were approved, sent to the BOD, and posted on the USMS web site.
5. Webmaster "chain of command": The EC decided that the Webmaster, who is now a USMS employee, will report to the President or his designee, and the President designates Lynn Hazlewood as the person to whom the webmaster will report. Lynn plans to have an ongoing relationship between the Communications Chair and the Webmaster
6. Officer reports:
PRESIDENT: Jim reported that the reformation of some committees has been accomplished and that Julie Heather is the new chair of the Safety Education Committee. The committee makeup turned over by as much as 40% in some cases, though some stayed relatively unchanged. Jim thanked Tracy for her help and Nancy for the grid that passed on to us for committee assignment. Each year we have modified the grid some, but the initial work was that of Nancy Ridout and Julie Heather. The second part of the process was a realignment of liaisons. He thanked the EC for working together to take the liaison leadership roles.

The Sports Medicine Committee is active and understands that they will need to consider hosting a Sports Medicine Conference in conjunction with the World Games if they take place on US soil. The International Committee is embodying the concept of "Teaming Together" by constructing links via liaisons to multiple other committees to assist in their massive games. The commitment to bid has been presented to FINA by Walt Ried personally and two committee members in writing. It was well received.

VICE CHAIR: Scott reported that he has been working on issues primarily dealing with governance, planning and coaching. Patty, the Legislation Committee liaison, and Scott will work closely with Rob and his committee. As the new liaison to Planning, Scott has corresponded with Betsy Durrant on her committee's activities and the direction of the committee in the next year. Discussions among Scott, John Leonard, Mike Collins and Mel Goldstein have taken place regarding USMS involvement in next year's ASCA clinic.

SECRETARY: Sally reported that Patty has reviewed the HOD minutes and that they will be distributed, along with the 2003 Budget and FOG through the National Office. She has surveyed the BOD about their use of the Working Calendar and will be contacting the chairs that have not responded before making a final decision on the distribution procedure for 2003.

TREASURER: Doug reported that he is finalizing the conversion of Jim Matysek to an employee that will be done so that as of his next paycheck, the new salary will be implemented. Bill Volckening is also being updated on his stipend. Thanks to a comment from Suzanne Rague, Doug is looking at some investment options that should be helpful in generating more income from our reserves.

ZONE: Lynn reported that the Zone Representatives should be sending their zone funds to Tracy at the National Office. Cathy Pennington provided an explanation of the process, which appears to have been helpful. It looks as though it will not be possible to set up a Merchant Account any time soon and it appears that the costs may be more than anticipated. Lynn is participating in monthly conference calls with Jim Matysek and Hugh Moore. A project list is being developed and priorities are being set. A method for the various USMS leaders to communicate project needs to the webmaster is also being developed. Jim Matysek will be providing recommendations to the EC regarding a possible change of web server and the EC should be able to discuss the situation in the next conference call. Finally, Lynn reported that the Database Task Force had its first organizational meeting with the project administrator (Jim Matysek).

PAST PRESIDENT: Nancy reported that the new registration materials have been distributed to the registrars.

LEGAL COUNSEL: Patty reported that draft contracts for all national sponsors and logo licensees up for renewal by December 31 have been sent to Mel Goldstein. The contracts were sent in electronic form, so they can be edited easily as Mel negotiates the terms of the renewal agreements.

After corresponding with several people and concluding that enough money was budgeted for 2002 to treat the Webmaster as an employee, we changed Jim Matysek to employee status at his increased compensation amount as of October 1. This involved obtaining disability insurance, which is required by New York law, and workers compensation insurance. Jim's contract, which runs through December 31, 2003, has been sent to him.

The History & Archives RFP for conversion of the committee's database has been reviewed and edited by Legal Counsel. Pending approval by the EC, it is ready for issuance to potential bidders.

Patty has provided legal review for some of the projects on which Rob Copeland has been working. These include the sanctions section of the LMSC handbook that Rob revised to reflect new pool measurement rules, and forms to implement the new allied and affiliate USMS member categories.

An initial e-mail was sent to the Ad Hoc Legal Counselors Committee with the hope of getting committee members more involved in USMS legal projects. Specific projects on which assistance is needed were described, such as giving advice to registrars about record retention. Unfortunately, only one committee member responded to the e-mail.

The issue of model bylaws has come up both in a request from a club and through Rob Copeland and the Legislation Committee. If USMS undertakes a project to make model bylaws available to clubs and LMSCs, whether that project is driven by Planning, Zones or some other committee, Legal Counsel and/or the Legal Counselors Committee will provide input and assistance.

USMS currently has one grievance pending and one about to be filed. We are following Part IV of the USMS rule book to handle the grievances.

7. Meeting minutes – action items from the year. A question has been raised about decisions that are made during the year in the various committees. It was agreed that since we can't confirm that all delegates see the mid-year report, it is important that all actions be noted at convention. They should be mentioned during the committee meetings at convention and included in the minutes and as action items. Sally brought up that the HOD minutes are not "officially" approved each year. It was decided that once the roll is taken an official approval of the previous convention's HOD minutes should be obtained. This has not been done in the past.
8. EC liaison for Betsy Durrant's project: Patty suggested that the Planning Committee could help LMSCs by providing model bylaws. As liaison, Scott will discuss this with Betsy. Patty will assign someone from the Legal Counselor's committee to work with Planning as a consultant on the project.
9. Revised Application for Affiliate/Allied Membership: Rob Copeland (Legislation Committee) submitted application materials for organizations to apply for Affiliate or Allied membership. It was MSA to approve the content of the materials submitted by Rob Copeland with further editing for housekeeping purposes. The forms will be available from the national office.
10. H&A RFP – Alternate bidding process: Going into convention, the Database Committee had an action item to recommend an alternate bidding process for their minimal RFP. In looking at materials from convention, it appears that the list of action items from the committee was provided to the HOD. The minutes of the database committee were reported out but the minutes don't have action items listed on them. Sally will listen to the tapes again to determine if the alternate bidding process was actually approved.

Due to time constraints, a number of agenda items were tabled until the conference call scheduled for Monday, October 28.

Approval of the H&A Minimal RFP
Foreign membership to USMS
USMS Merchant Account
Webmaster report distribution
Policy for rule book info on ISHOF inductees

The meeting adjourned at 9 PM EDT.

Respectfully submitted by:
Sally Ann Dillon
USMS Secretary