

The meeting was called to order by President Jim Miller at 8:32 PM EST. Present were Scott Rabalais, Sally Dillon, Doug Church, Lynn Hazlewood, Nancy Ridout, Patty Powis, and Tracy Grilli.

1. The next conference call will take place on Monday, June 16 at 8:30 PM EST.
2. DECISIONS MADE SINCE THE LAST MEETING:
 - a. The minutes of the May 5 conference call were approved and sent to the BOD.
 - b. The minutes of the May 14 meeting at Short Course Nationals were approved and sent to the BOD.

3. OFFICER REPORTS:

President: Jim attended the USAS International Relations meeting in Chicago on May 24. All aquatic disciplines were represented. Considerable political headway was made with our interest in hosting an international championship. It is being recognized more and more that the image that USMS presents has an impact on our international status as well as that of the other aquatic sports. None of us operates in a vacuum, and it enhances all of us when we work together. The League of European Nations (LEN) is politically much better placed at this time while the Amateur Swimming Union of the Americas (ASUA) is not as critically placed to help the US in its bids. Jim has been asked to stay two more days at the FINA World Swimming Championships in Barcelona to be part of the USAS reception for FINA (7/22). They would like a statement about our plans for the World Championships. The open water team, which Jim will be accompanying at World Championships, is returning on 7/21, but Jim will stay until 7/23 for this meeting. Jim met with Mel Goldstein while Mel was at the Senior Games in Tidewater, Va. regarding the presentation and production as well as the financing of the FINA games. Jim has spoken with Bill Volckening about a possible article in SWIM Magazine on the games.

Vice President: Scott reported on his committees: The Planning Committee (Betsy Durrant) has awarded a \$500 grant to the Midwestern LMSC as financial support for a delegate to attend the USMS convention. In return, the delegate has been asked to submit a report on the convention experience, including how it may benefit the LMSC. The Recognition and Awards Committee (Kathy Casey) has named Sandi Rousseau as winner of the 2003 Captain Ransom J. Arthur Award. The committee reports that "Sandi and the Oregon LMSC were very surprised and very happy." The Coaches Committee (Michael Collins) reports that 18 of a possible 25 registration grants have been assigned for the 2003 ASCA Clinic in San Diego. Although the deadline has passed for applications, attempts will be made to award further grants with respect to the budgeted grant amount. Finally, Scott reported that the complete summary of feedback from the BOD and HOD on the proposed Core Objectives has been prepared for BOD review. In the very near future, the USMS BOD will be asked for their vote on the Executive Committee's Core Objectives proposal.

Secretary: Sally reported that she has received delegate information from 16 of the LMSCs. A "second notice" will be sent from the National Office on June 6 (thanks Tracy). Jim has offered At-Large spots to most of the liaisons/special appointments and most have accepted. Three other At-Large spots have been filled at this time. A procedure is being followed that requires the LMSC to submit a delegate list and a recommendation before anyone is considered for a spot. Ginger Pierson and Steve Peterson will be organizing activities and orientation for the new delegates this year and they have enthusiastically embraced the project. Tracy and Sally had a discussion in Tempe about improving the organizational materials for the delegates. Sally also spoke to Debbie Cavanaugh in Tempe and has been in touch with Joanne Tingley about registration procedures and some new ideas to make it run more smoothly this year. Three of Sally's committees (Publications-Meg Smath, Officials-David Diehl, and Rules-Leo Letendre) have been discussing the listing of certified officiating "bodies" in appendix B. Meg has been working on a project to make the style in the LMSC Handbook consistent not only with itself but with the USMS rules. Regarding History & Archives (Carl House), Barbara Dunbar is enthusiastically engaging to keep paper records for information to eventually be updated in the new enterprise database whenever there are procedures available to do so. Katie Cooper is making superb progress in annotating photos from Swim Magazine. Carl doesn't have a specific count, but would guess she has annotated several hundred photos so far. This means she is typing into a computer from information she reads from Swim Magazine describing photos we've been collecting since 1995. From this we'll be able to build a database from which we can search for photos of anyone for a variety of possible uses. This does not mean we have permission to use the photos. That is a different process. When the database is well along, we can make a list of all the photos that we have from some particular photographer and ask his/her permission to use them.

Treasurer's Report: Doug reported that there have been no significant events relative to budget since our last meeting. We continue to experience little registration change which indicates that people did not over react to the dues increase; and/or our rate of increase in membership has overshadowed any attrition due to the dues

increase. A study may be useful to see if our year-end attrition percentage matches past years. Because of the continuing low interest rates, Doug has initiated a discussion with Smith Barney about other investment opportunities, permitted by FOG, which might help out the bottom line more than the 1% + or - we are currently experiencing. We have parked some of our current redeemed CD's in cash (money market) in order to utilize a better medium if one can be found that qualifies. The Clifton Gunderson audit is commencing and Pres. Jim has signed the contract. Because we have a track record for this exercise now, it should proceed smoothly. Jeanne Ensign (internal auditor), Cathy Pennington (controller) and Doug continue to have periodic discussions about our processes and we are anticipating some recommendations for FOG amendments before convention. Doug's liaison activities have been limited to monitoring discussion in Championship (Barry Fasbender) and initiating the discussion about a commercial for ESPN for Finance et al.

Finally, after much discussion and anticipation regarding the merchant account, Doug has concluded that Paymentech is really interested only in selling their existing product and that they are not interested in helping develop terms and specs for some type of bidding exercise. Doug's recommendation: RFP to at least three companies with a simple request that they tell us what they have that meets our needs. Our needs are defined loosely as follows: (a) We want a web based card processor that will be available to USMS and its LMSCs and perhaps others for the purpose of permitting fees and charges to be charged to a member's credit card. We want this to be web based because then charges can be processed and approved on a PC and no special imprinter or other equipment is needed. (b) We want to have indemnity as between USMS, it's LMSCs, clubs and perhaps others (like sponsors) who use the system so that no charge backs or other liability is shared between the entities that use the system. (c) We may want to have some override or commission paid back to USMS for the privilege of processing.

Zone Chair: Lynn reported that the web administrators have begun discussions of contingency planning should the webmaster be unavailable either temporarily or permanently. As a first step, all web administrators now have the access codes for the web server. Conditions that may have to be dealt with are highly variable and could range from doing nothing to the hiring of a temporary replacement. Since the HOD needs to approve any professional positions filled, we may have to obtain approval for this position, to be used only on a contingency basis and determine if we need to provide contingency funding for it. The Web Administrators have discussed the budget for 2004 and determined that all money for the web site functions should be in a single cost center (Web Administration). The proposed budget has been submitted to President Jim Miller for comment. The Web Site Management Chart has been updated to reflect a few more changes. Web server problems on Sunday-Monday of the past week have been resolved. It is not clear what happened, but it appeared to be only certain segments of our users that were impacted. We may be able to resolve the SPAM issue without moving the server. None of the offending services that were in our IP range are in our range anymore, however, we are still on the proscribed lists. The next step is to get our range of addresses removed from the lists. That requires decisions from high level administrators in the Internet community.

The History & Archives conversion has been delayed due to circumstances not under control of the contractor. The contract for the second contractor, who will do the back half of the project, is close to completion, but is on hold until we get more information on when the first half will be completed.

The Registration DB Requirements Specification Document has been slightly delayed but should be completed soon. The delay was caused because the initial distribution list includes mostly people who have not been in on the discussions in the Database Task Force. It therefore requires extra explanation of the entire process, the complications to attend to, what options have been considered, why some were discarded, and what the preferred options are.

The Long Distance Committee (Peter Crumbine) is reviewing a suggestion about posting continuing results for the postal championships. Comments from the committee are not in support of this idea. The Communications Committee (Hugh Moore) is continuing a discussion on the merits of changing the emphasis of the USMS web site home page to make it more of an informational and marketing tool. The committee has also begun a survey of Swim Magazine contents to evaluate each article as to its content and interest for the reader. Lynn's Zone Committee is finalizing the legislative and EOG changes that will be needed to realign the zone chair election with the other four officers.

Past President: Nancy reported that it was an honor to represent USMS at the 2003 International Swimming Hall of Fame Induction Ceremonies, May 9th and 10th. ISHOF does a fabulous job in honoring the inductees and returning ISHOF members. It was a very interesting experience. Laura Val was an excellent representative of our organization. Nancy attended a meeting between USMS and SWIM Magazine in Tempe and related that it was

very positive. She felt everyone listened, appreciated the problems and issues presented, and looked for possible ways to solve these issues.

Legal Counsel: Patty continues to work with the Database Task Force on agreements with the contractors performing the conversion of the History & Archives database. Changes to the contract for the second contractor, who will set up the web pages and administrative tools for the H&A database, have been made and will be sent to her pending an update on the status of our first contractor's work (conversion of the H&A database to a new platform). The subcommittee of the Legislation Committee (Rob Copeland) working on Part IV revisions has posted a final draft on a Legislation bulletin board on the web site for final comments by committee members. The Legislation Committee is also looking at any other legislative changes that need to be proposed before the July 1 deadline. Patty had some conversations with the current and former legal counsel for USA Swimming about one possible legislative change because the USMS rule appears to be drawn from a USA Swimming rule (item #10 on this agenda). The Safety Education Committee Chair (Julie Heather) has proposed having an American Red Cross representative speak at convention. Julie says that she would like the representative to speak about classes that the Red Cross offers and give information that LMSC Chairs can take back to their localities ("old business" on this agenda). Patty reviewed the latest draft of Requirements for a USMS Foundation Research Grant from the Sports Medicine Committee. Joel Stager has put a considerable amount of time into the creation this document. Mel Goldstein (Sponsor Liaison) has secured a new USMS sponsor, H2O Velocity, and Patty will be preparing the contract. Finally, the Insurance Committee (Colleen Driscoll) is working on a product to give meet directors and LMSCs better awareness about liability waivers and indemnity agreements that facility operators may ask them to sign.

National Office: Tracy reported that Esther Lyman brought to her attention that there was a member of the Board of Directors who was not registered with USMS. The person was contacted and the registration has been taken care of. Esther checked Tracy's list of USMS Officers, Committee members and LMSC Officers with the most up-to-date membership database and found a total of 7 USMS committee members and 52 LMSC Officers who were not registered. A message went out to all of these individuals either by e-mail or snail mail. She will check the database again in another month and report the findings to the EC.

Regarding the Working Calendar, Tracy brought up a few issues. Coach of the Year nominations – the deadline was incorrect and has been changed to July 1. Budget information has not been distributed to the cost center heads and she will see that it is taken care of by the end of the weekend. Finally, Tracy received the Convention Registration information from USAS and has sent it out via e-mail or snail mail to all delegates/attendees from the 2002 Convention and all LMSC Chairmen.

4. **WEB SITE MANAGEMENT:** The EC had a discussion on the future of the Database Task Force. After the major elements of the enterprise database system are in place, database development will most likely be handled as part of the already existing web site management process.
5. **LONG DISTANCE AT WORLDS 2006:** Lynn inquired as to whether we could put on more than one open water swim and Jim noted that FINA would not allow it. The open water swim may be 3000-5000 meters in length
6. **MEETING WITH SWIM MAGAZINE:** Nancy reported on the meeting with SWIM Magazine and USMS representatives that took place between in Tempe on May 19. The meeting was very productive and positive. A formal review will take place during the USMS convention in San Diego.
7. **FINA WORLDS:** There was a discussion about how the FINA application deposit should be funded. This issue will be raised through the over-budget process at convention this year with the understanding that the money will come back to the treasury through event profits. Regarding site selection, it appears that money should be budgeted for travel.
8. **REQUEST FOR LMSC ANNUAL MEETING MINUTES AND ANNUAL FINANCIAL REPORTS:** Patty reported that a member made a request to the National Office that was passed on to her asking about obtaining an LMSC's annual report and annual financial statements. Patty and Tracy suggested that the member contact the LMSC directly. The member contacted every LMSC asking this information. The same member who asked about the LMSC reports also requested a copy of the USMS contract with Sports Publications, Inc. for SWIM magazine. A copy of the contract will be sent to the member.
9. **JURISDICTION OF APPENDIX B:** The issue of which committee should be responsible for Appendix was brought to Sally by one of her committee chairs. The EC considered the issue and since the contents are under the province of multiple committees, not just one, it determined that no changes are warranted.

10. PROPOSED CHANGES TO ARTICLE 202.1.1(D) OF THE RULES: Patty reported that she received an inquiry about the above rule. She contacted current and former attorneys for USA-S since the rule originated with USA-S. The EC discussed whether this rule is still appropriate and no single proposal came forward.
11. SCHEDULE OF EC MEETINGS AT CONVENTION: Our East Coast delegates have few options available for their Sunday flights. The EC decided to amend the convention schedule and have the wrap-up meeting begin at 8:30 and end at 10:00 AM. Hopefully we will draw a bigger crowd to this important meeting.
12. FUNDING FOR THE ESPN SPOTS: An opportunity exists to purchase advertising on ESPN during the coverage of the FINA World Swimming Championships which take place in Barcelona this summer. The costs of both advertising time and production are under investigation.
13. Old Business
 - a. Core Objectives update: It was MSA to go to the BOD for a vote. Scott will provide Sally with the necessary information and she will send it out for the vote.

The following items were tabled until the June 16 meeting due to time constraints:

- b. Safety Education Committee issues (convention speaker, web site/handbook info.) (Patty)
- c. Task Force on finance, budgets, and audit (Doug)
- d. Privacy issue – web site information (Patty)
- e. Merchant Account (Doug)

The meeting adjourned at 10:45 PM EST

Respectfully submitted by:

Sally Ann Dillon

USMS Secretary