

President Jim Miller called the meeting to order at 8:00 pm EDT. Present were Scott Rabalais, Sally Dillon, Lynn Hazlewood, Nancy Ridout, Patty Powis, and Tracy Grilli. Doug Church was absent.

**ACTION ITEMS:**

1. The minutes of the April 20 conference call were approved and distributed.

**EC TASKS:**

1. Tracy will provide budget forms and Sally will provide annual report and agenda templates to Lynn who will post them on the USMS web site.
2. Sally will develop a tentative schedule for the annual review of employees and contractors.
3. Jim will organize a conference call for select members of the H&A committee and Editorial Board.
4. Tracy will put information about the World Swim for Malaria in the next issue of *Streamlines* and send an email to LMSCs and clubs.
5. Tracy will send Jim the details of the National's merchant account problems and Jim will forward the information to Tom Boak and the Finance Committee.
6. Lynn will write up a proposed structure for the Editorial Board and the EC will make recommendations by Email.

1. The next EC conference call will take place on Wednesday, June 22 at 9:00 pm EDT.
2. **DECISIONS MADE SINCE THE LAST MEETING:** The minutes of the April 20 conference call were approved and distributed.
3. **CONGRATULATIONS:** The EC members congratulated Patty and Jim on their nuptials that took place in Virginia on May 28.
4. **OFFICER REPORTS:**  
President: Jim reported that the last weeks have been very busy. He attended Short Course Nationals in Lauderdale, and they did a wonderful job compressing the schedule and making very manageable days. Three courses for the distance events make such a difference. Jim was honored to present the Ransom Arthur Award to Betsy Durrant on Saturday. There were considerable numbers of prior winners present to congratulate her. Jim's schedule gets hectic this month with a trip to Chicago for an international relations meeting called by USAS President, Dale Neuberger. Nancy Ridout will join him as our selection for the FINA post. The following week Jim will be going to Santo Domingo to represent USMS on the ASUA/UANA Masters Technical Committee.

Discussions continue regarding governance and the place that the Editorial Board deserves in the process. The Governance Task Force has asked the EC to work on this issue.

Vice President: Scott reported on his committees as follows: Recognition and Awards (Kathy Casey, chair) has presented the 2005 Ransom Arthur award to Betsy Durrant. Congratulations to Betsy on her many years of service to USMS! The Championship Committee (Barry Fasbender, chair) oversaw another fine USMS Short Course National Championships in Ft. Lauderdale, Fla. Some 1,620 swimmers from 174 teams participated in the meet. The committee had a meeting on Friday of the meet. Also, the committee has announced the date change of the 2006 USMS Short Course Nationals in Coral Springs. The new dates are May 11-14, 2006. The committee continues a spirited debate over team scoring as it relates to clubs and so-called "super teams." Coaches Committee (Bob Bruce, chair) has received 11 applications for registration grants to the World ASCA clinic in the fall in Fort Lauderdale.

Secretary: Sally reported that convention business is keeping her busy. The second notice of delegate entitlement information was distributed to LMSC representatives in May. Since then, only two LMSCs have submitted their delegates bringing the total to 19 of 53 (36%). There are already 15 new

delegates on the list. The third and final notice will go out mid June. Sally has assisted Jim Miller with the At-Large Delegates again this year and he has appointed 14 to date, with a number of individuals on the waiting list. The deadline for applying for an At Large position will be July 15.

Reporting on her committees: the Officials Committee Chair (David Diehl) has distributed a newsletter to the members of his committee and LMSC Officials Chairs. It is jam-packed with useful information. The Long Distance Committee (Peter Crumbine, chair) has continued its discussion of improvements to the One Hour Swim. The next host, OHIO, has been given lots of good ideas to make the event run smoothly. The committee has been applying the finishing touches to long distance safety information that appears in a number of documents (USMS Rule Book, Championship Guidelines and Forms, and the Open Water Manual). The committee has also revised its operating guidelines. The History and Archives Committee (Barbara Dunbar, chair) has been involved in a discussion with the Editorial Board and this EC over their access to articles in *USMS Swimmer* for historical purposes.

Treasurer: Doug reported that the bills are paid and there is money in the bank. We have continued to watch our available cash and purchased CD's for excess cash. Interest rates for relatively short term CD's have now pushed over 3% and that will help the bottom line. No extraordinary expenses have shown up and we have now had a good analysis of the FINA World expenses provided (Thanks Barbara Thomas!) which helps us plan to meet that obligation as we move toward 2006. The registration reports continue to show a trend towards MORE MEMBERS for 2005! Convention expenses that are chargeable to the Convention Committee (travel in particular) are starting to show up. A reminder: these expenses must be submitted to and approved by Michael Heather before submission to the Controller. The Planning Committee Governance Task Force continues to do an amazing amount of work and copies of the drafts are now starting to be circulated and posted for comments. The Finance Committee is preparing for convention with a review of FOG and other policy issues.

Regarding the USMS Endowment Fund Doug reported that Grant applications for funding in 2006 should be sent to Tracy Grilli or to him ASAP! The Endowment Fund continues to grow and an award of up to \$10,000 is likely for the next funding year.

Zone Chair: Lynn reported on her many activities as follows:

WEB - Since the last EC meeting, web staff accomplishments include: work in support of SC Nationals; published a feature on SC Nationals and the Ransom Arthur Award winner; published Spring issue of *Streamlines*; published May/June information on the *USMS SWIMMER* web site; arranged with Terry Laughlin to provide articles for the web site; updated the election section of the web site with candidate information; published EC meeting minutes; updated Fitness section of the web site (still in process); released pool and long distance All Americans and All-Stars; turned over Oral History and Stories About Swimmers sections to the History & Archives committee for maintenance; completed documentation for H&A on how to use the administrative tools as well as documentation on the status of projects of interest to H&A; worked on specifications for online registration and world championships.

*USMS SWIMMER* - The July/August issue is in layout and we should have proofs to read by June 7. Editorial assignments have been made for the September/October issue and copy should be coming in by the end of the month. Preparation for annual planning will take place during the next editorial board meeting on June 22.

History and Archives Committee request - The EC received proposed wording of a letter from the editorial board to the H&A committee in response to the committee's request to publish editorial copy from *SWIMMER*.

Election - The Election Committee met on May 8 and qualified candidates for election. Debbie Cavanaugh replaced Rob Copeland on the committee. All nominees were deemed qualified and full information on candidates has been posted on the election section of the USMS web site. There were three positions with no nominees - Vice President of Community Services, Director from Dixie Zone and Director from Southwest Zone. After lengthy discussion, the committee unanimously decided to allow these positions to go to the floor nomination process during convention.

Zone Committee - In a meeting on May 8, the Zone Committee discussed requests for convention grants. The committee has received 6 requests with another one expected by the June 1 deadline. Mel Goldstein informed Lynn that there were eight bids for the Nike club development grant. The expectation is that some of those who do not receive the Nike grant will apply for club mentoring grants. Final decisions on which applicants will be funded will be made during the June 12 meeting. The final grants are for coach/mentor clinics awarded by the coaches committee. There are still two zones without a clinic set up. The zone reps will work on getting those clinics assigned.

Past President: Nancy reported that, due to ill health, Pieter Cath has regrettably resigned his position as the chair of the Records & Tabulation committee. Pieter's carefulness and thoughtfulness will be sorely missed. Vice Chair Mary Beth Windrath has agreed to take over the Chairmanship after being suggested by Pieter and asked by President Jim Miller. Marketing Chair, Doug Garcia, has sent out an update to the Marketing Plan. He worked with Meg Smath on the editorial style guide that is being used by the magazine team and hopefully, by all those in USMS who develop written materials.

Mel Goldstein, Roque Santos, and Nancy reviewed the NIKE Grant requests and selected the Bozeman (Montana) Masters SC as the first recipient of the \$1500 grant and a NIKE swim clinic. There were 8 groups that responded and the choice was a difficult one. Bozeman plans to use the money to increase its training hours and pool time, and to recruit members through the clinic. Nancy has been invited to attend a USAS meeting June 18th, in Chicago, along with Jim, to discuss how, when, and what FINA events to bid for and bring to the US in the near future.

Regarding the 2006 XI FINA World Masters Championships, the organizing committee has narrowed the awards to two very different medals. Rich Burns and Nancy brought samples to Ft. Lauderdale to get opinions from the competitors there and they have also solicited responses from Pacific swimmers and committee members. Mel Goldstein has concerns regarding the role of USMS sponsors for this event, which he expressed to her in person and in writing. She will share the letter, along with Tom Boak's reply, with the (Local Organizing Committee) LOC.

Legal Counsel: Patty reported that Leianne Crittenden, a member of the Ad Hoc Legal Counselors Committee, has agreed to marshal through the federal registration of USMS's trademarks. Leianne's husband, who is also an attorney and who practices intellectual property law, will represent USMS pro bono, with USMS only reimbursing for expenses like filing fees. Mel Goldstein has recruited a new sponsor, for which Patty will be drawing up a contract.

## 5. CONVENTION UPDATE:

- a. Delegate update – as noted in the Secretary's report above, Jim has 7 more At Large Delegate positions to appoint and he will wait until the July 15 deadline to make any more decisions.
- b. Employee review schedule –Sally will set up a tentative schedule similar to what was done last year. An attempt will be made to bring in only those who can travel the same day for Tuesday's reviews. Nancy said that Pacific would invite Marian Briones to be a convention delegate and if she accepts, we would include her in our review schedule.
- c. Transition to new officers – as discussed previously, we want to have as much information ready to hand over to the new officers in Greensboro. Jim asked Lynn if she could do a summary of what the administration has done that could be in each of our packets to pass on.
- d. Deadlines for annual reports, agendas, and budgets – the information was in the latest *Streamlines*. Tracy will contact with Tom Boak to get the budget forms updated and Sally will update the forms for annual reports and agendas. Lynn offered to post the information on the web site so people can access it easily. The budgets, reports, and agendas are all due to the EC liaisons by July 1 so that they can be reviewed. The liaison will forward the budget information to the Finance Committee and the other materials to Tracy for inclusion in the convention packet, all by July 15. The budgetary requirements of all committees who will or will not be affected by the governance changes should be submitted. Their financial requests will be transferred to the appropriate entity if the involved committee is involved in realignment under the new structure.

6. GOVERNANCE UPDATE: Jim reported on two recent developments. Mike Heather has agreed that a Convention Committee is no longer necessary and that a Coordinator will be sufficient. Also, the task force has found it difficult to define the Editorial Board as a committee and has asked the EC to help.
7. ELECTION UPDATE: Nominations are closed and floor nominations are expected. The slate will be presented at the HOD meeting on Thursday at 1:45 pm. While the only requirement for a floor nomination is intent to run, it is hoped that floor nominated candidates will come prepared with written information similar to what the slated candidates provided. This will assist the delegates with their decisions. It was clarified that floor nominations can come in for all offices, not just the three that currently do not have candidates. For details, refer to the Election Operating Guidelines, Part Two, Section IV, Nomination Policies.
8. HISTORY & ARCHIVES COMMITTEE REQUEST FOR *USMS SWIMMER* ARTICLES: The H&A Committee has requested some articles from each issue of our magazine for their use on the H&A web pages. A considerable amount of email has been exchanged recently and it is clear that there are some areas of misunderstanding. Jim will put together a conference call and include members from the Editorial Board as well as Barbara Dunbar and Meegan Wilson from the H&A Committee.
9. WORLD SWIM FOR MALARIA: Scott reported that the organizer has 100,000 people committed to the event that is scheduled to take place in December, 2005. A web site is available for people to visit and to pledge participation [www.worldswimformalaria.com](http://www.worldswimformalaria.com). Further distribution of the information has been requested and the EC discussed options. Tracy agreed to put the information in the next issue of *Streamlines* and to send an email to LMSCs and clubs.
10. MERCHANT ACCOUNT – FT. LAUDERDALE PAYMENT: Tracy reported that there were some issues with the merchant account and the accounting of payments for Ft. Lauderdale Nationals. The EC discussed the need to find an expert on merchant accounts to guide us through the management issues. Tracy will send Jim the details and Jim will forward the information to Tom Boak and the Finance Committee to determine if they have anyone who has the skills to do this.
11. EDITORIAL BOARD: The EC discussed the future of the Editorial Board. Lynn will write up a proposed structure and the EC will make recommendations by Email. The final product will be proposed to the Legislation Committee.
12. OLD BUSINESS:
  - a. Guidelines for signatures on waivers – Nancy offered help from Pacific to get the protocol developed. Patty appreciated the offer and will be working with a local group as well to help develop guidelines.
  - b. Executive Director funding task force - Patty reported that Jerry Clark has kindly agreed to summarize task force members' research to date and the task force is scheduling another conference call to discuss the results and determine next steps.
  - c. San Diego hotel bill – Jim reported that necessary credit card bills are no longer available to him. He has forwarded information to Doug and is awaiting his comments.

MSA to adjourn at 9:45 pm EDT

Respectfully submitted by:

Sally Ann Dillon  
USMS Secretary