USMS Convention — Greensboro, North Carolina. 2012

Committee Name:	LMSC Development	**Session #:** 2	**Report #:** 14
Committee Chair:	Paige Buehler	**Vice Chair:**	Rob Copeland
Minutes recorded by:	Chris McGiffin	**Date/time of meeting:**	9/15/2012, 7:45-8:45AM

Actions Requiring Approval by the HOD:

1.

Motions Passed:

1.

Number of committee members present: 15   **Absent: 5**   **Number of other delegates present: 45**

Committee members present (list all, including chair and vice chair): Paige Buehler (chair), Rob Copeland (vice chair), Tyler Blessing, Stacy Broncucia, Jerry Clark, Dan Cox, Mary Hull, Syd Latina, Chris McGiffin, Michael Moore, Lynn Morrison, Barb Protzman, Jeff Strahota, Erin Sullivan, Tim Waud, Ed Tsuzuki (ex officio).

Minutes

The meeting was called to order at 7:46AM

1. Committee discussed the status of the HK1, HK2 amendments that were voted down by Legislation Committee.

   a. **MSF Recommend that BOD change the column heading from the LMSC Standards policy document from "Required" to "Minimum."**

   b. **Paige to add this topic to a future meeting agenda.** The plan is to submit proposed Legislation changes for 2013.

2. Rob gave an overview of the "Brain Writing" exercise planned for the LMSC Officers/LMSC Standards workshop.

   a. Zone Chairs to facilitate the breakout groups during the exercise.

   b. Objective is to share LMSC issues/concerns and obtain feedback on possible resolution options.

3. Chris led a discussion to develop 2013 LMSC Development Committee goals.

   a. Goal information and notes are captured below:

	Goal	Owner	Status Comments
1	Survey the LMSCs	LMSC Dev Committee	The detail of this goal is TBD. Discussion did not completely conclude. **Paige will add this topic as the focus for the next committee meeting agenda.**
2	Volunteer Roles template ownership – development of a member feedback process.	LMSC Dev Committee	**The committee will target delivery of a proposed process by 3/15/2013.**
3	Identify and/or create, manage and evaluate LMSC volunteer workshops for 2013 annual meeting/convention [Strategy #1 – Training]	LMSC Dev Education Subcommittee	**The Education Subcommittee will target delivery of workshop evaluation feedback analysis by 10/31/2013.**

4	Create and hold at least one LMSC volunteer workshop outside of convention via teleconference/webinar to reach a broader audience of volunteers [Strategy #1 – Training]	LMSC Dev Education Subcommittee	**The Education Subcommittee will target completion of this goal by 6/30/2013.**
5	Contact and provide mentoring to the LMSCs using survey results to focus assistance toward areas of weakness or those LMSCs most in need.	LMSC Dev Mentoring Subcommittee	Ongoing. **The Mentoring Subcommittee will use the 2012 LMSC Standards survey results to drive the focus of this goal.**
6	Development of a "Best Practices" repository	LMSC Development Committee	This goal is new for 2013, and is expected to be ongoing. Delivery of the project requirements for this initiative is TBD. **Paige will appoint a task force of committee members to examine the scope and priorities of the project by 12/31/2012.**

b. "Best Practices" goal/project discussion occurred, and some comments related to the proposed areas of focus.

    i. "Best Practices" related to LMSC Standards (some examples mentioned are below).

        1. Help with maintaining LMSC bylaws and policies

        2. Help with financial reports and budgets

    ii. "Best Practices" related to other LMSC operational or business needs.

        1. Some examples are below:

        "How Do You …"

- Welcome new USMS members
- Foster/support new clubs
- Invest in equipment to support competition
- Recruit new volunteers
- Plan for volunteer role succession
- Keep financial control
- Award scholarships (to what … USMS? Meets? Other?)
- Reach out to younger swimmers
- Reach out to triathletes
- Host/conduct a clinic (open water, water safety, Learn to Swim)

c. Other comments/questions were raised regarding the "Best Practices" goal/project:

    i. Consideration of LMSC size

    ii. Create and provide tools and templates where applicable

    iii. Consider elements that make LMSCs more successful (i.e., member growth, operational efficiencies)

    iv. Consider the aspirational goals of each LMSC

4. Next LMSC Development Committee meeting is tentatively scheduled for Sunday, 10/21/2012 at 7:30 Eastern.

The meeting was adjourned at 8:45AM