

Committee Name:	Board of Directors	Session #:	Report #:
Committee Chair:	Nadine Day	Vice Chair:	n/a
Minutes recorded by:	C.J. Rushman	Date/time of meeting:	02/25/2013 at 8:30 pm EST

Motions Passed:

1. **MSA to approve Staff Bonus Policy document.**
2. **MSA to amend Appendix A, part II to Accept nominations for any positions without candidates date from May 15 to May 31.**
3. **MSA to approve the Election Operating Guidelines as recommended by the Ad-Hoc Elections Committee.**
4. **MSA to approve the Board of Directors February 4th conference call minutes.**

Number of committee members present: 22 Absent: 6 Number of other delegates present: 0

Committee members present (list all, including chair and vice chair): Nadine Day - President called the meeting to order at 8:33 p.m. EST. Also present were: C.J. Rushman –Secretary, Ed Tsuzuki- VP of Local Operations, Dave Diehl- VP of Programs, Michael Heather -VP of Administration, Jody Smith-VP of Community Services, Ralph Davis- Treasurer, Patty Miller- Legal Counsel, At-Large Directors; Chris McGiffin (Colonies), Phil Dodson (Great Lakes), Bruce Hopson (Breadbasket Zone), Maria Elias Williams (Dixie), Hugh Moore (Northwest), Jim Clemmons (Oceana), Phil Whitten (Southwest Zone), Jill Gellatly (South Central), Jeff Gudman – USA Swimming Liaison to USMS, Executive Director - Rob Butcher; Past-Presidents, Jim Miller, Nancy Ridout, Rob Copeland, and Ted Haartz.

Not present: Past Presidents: Tom Boak, Dan Gruender, Mike Laux and June Krauser. Mel Goldstein is recused from BOD due to contractor position with USMS. Jeff Moxie -Immediate Past President has been granted temporary leave from the Board.

Minutes

The meeting was called to order at 8:30 PM EST.

- Nadine Day filed the following for the President's Report: Dear BOD, Since the BOD meeting two weeks ago, you should have received the letter about the Open Water Sanction that was sent to the USMS HOD and LMSC Chairs, LMSC Sanction Chairs and LMSC Open Water/Long Distance Chairs. This is an opportunity for us to educate and communicate a consistent message and USMS support for OW. We also need to educate our leadership that once a decision has been made, it is okay that one might not initially agree, however one must support the organization on its decision. I have heard that a few LMSCs have already voted on paying the entire insurance surcharge for open water events. Thanks to the LMSCs for their understanding and supporting OW. The over budget open water grant relief request has been submitted to the Finance Committee and the FC will be setting up a conference call to discuss issues of the OB request. I have spoken with Lynn Hazlewood on the directives from the BOD to the Open Water committee. Donn Livoni and I spoke about the LD committee and proper procedures of communication with the committee members; we also discussed the possibility of having the Rules committee having long distance/open water rules as a subcommittee of the Rules committee. Kathy Casey has been informed and will discuss the possibility of this to happen by 2014 convention. I also attended the Open Water committee conference call last Sunday and will be attending the Long Distance committee conference call this coming Sunday. I spoke with Hill Carrow, who is the chair of USMS 2.0 about the BOD recommendations to refocus the task force. The ad hoc elections committee has brought issues that the BOD needs to address during our BOD call and recommendations for EOG to be updated. We can also start discussion on the forum. The announcements for the officer's elections have been posted online. I have decided that I will be running for a second term and informed Cheryl Gettlefingher, who is the chair, of my intent. Jody Smith has a second term, if she desires to run for re-election. VP of Administration, VP of Local Operations, VP of Programs, Secretary, and Treasurer have met the term limits. I have not spoken to Ed Saltzman regarding the official's website to be taken offline and to send the documents to the national office to be uploaded. Dave Diehl had a call with him. And I will be following up with Ed. The final convention schedule has been given to Tracy Grilli for the pre-convention meeting. As for the Summer BOD meeting, I apologize for the confusion. The meeting will be held in Sarasota,

where our national headquarters resides. I will be attending the FINA Masters Congress in Barcelona in July and I had to find out the exact dates of my travel. I am hoping to have more information by Monday's conference call. I will be meeting Rob at the national office on March 4th to discuss his annual review. Please use the discussion forum for any updates or discussion regarding our conference call on Monday. Respectfully submitted by Nadine KM Day, USMS President

- Officer's Report; Mike Heather -VP of Administration –no report. Jody Smith - VP of Community Services– no report.

Vice President for Programs, David Diehl filed the following report;

OFFICIALS COMMITTEE

- At the request of the Championship Committee; reviewed the "Officials" portion of the 2014 Championship Contract and removed unnecessary language
- Distributed Summary of the 2013 Rule changes to all LMSC Officials Chairs
- Submitted proposed rule change to 601.5 Effective Date, to change the new rule effective date from January 1 to March 1 to better align with a more realistic date based on Rule Book deliveries
- Reviewed all documents in the Officials Section of the GTO. Changes pending
- Took down the Officials Committee Document Repository web site

The OWC and LDC Chairs along with the Rules Committee Chair held a conference call and concluded: they don't feel a need to involve the Rule Committee at this time. The OW and LC Committee's are working together on rules as well as well as safety guidelines.

OPEN WATER COMMITTEE

- Because of the volume of tasks the OWC would have to carefully prioritize and collaborate with the LDC on a review of legislation to determine if, after four years of two committees, it was time to redistribute responsibilities and redefine the committees' tasks
- The Safety subcommittee is working on guidelines for clinics/practices/training swims and will soon turn to the issue of guidelines for sanctioned events. The subcommittee is ready to provide support services to the OW Compliance Coordinator as necessary
- The Officials subcommittee is planning an officials training program that will kick off with a long-form clinic for Safety Directors at Convention in September
- The OW Guide to Operations subcommittee is moving forward to ensure that all guidelines and educational materials will be formatted, edited and included in the OWGTO
- The Development subcommittee is working on two projects: promotion of Zone OW Championships and a Clinics Grant program for championship events which will encourage National and Zone Championships as part of their events
- The Awards subcommittee submitted a document to the OW Committee outlining the OW Service Award specifications and criteria for selection the OW Service Award

LONG DISTANCE COMMITTEE

- An OW Safety Review call was held to discuss new sanctioning requirements
- Rules and Legislation subcommittee submitted 11 proposed changes in 2012 which were deemed non-emergency. The subcommittee will review the proposals and consider new ones for 2013. The subcommittee plans to review the 2013 rulebook and forward proposed changes to the LDC for approval and submission to the HOD
- All-Americans/All-Star Awards subcommittee reported that the reports for 2012 are 100% complete. TYR will be the sponsor for the All-Stars in 2013
- Club Assistant tutorials were held for all Postal National Championship event directors/liaisons and for any OW National Championship event director who wanted a tutorial to assist with the registration process
- The first of two safety calls was held on 2/18 with race directors able to listen on call

- The Liaison Guide has been completed and shared with the LDC
- Work will begin on the 2015 bid forms
- The liaisons for the 2013 OW events provided reports for the following:
 - Swim Las Vegas, Lake Mead
 - Tri-Valley Masters, Lake Del Valle
 - Mirimar Lakes, FL
 - IROC/NEKOWSA, Lake Memphremagog
 - Mission Viejo Nadadores
 - Adirondack Masters, Mirror Lake
 - OHP, all timeline tasks are on time or early
 - 5,000/10,000 Postal
 - 3,000/6,000 Postal

Vice President of Local Operations, Ed Tuszski filed the following report;

History and Archives

- Committee members including John Bauman continue the tasks of researching and digitizing past USMS registration files. Anna Lea Matysek has been assisting in this effort.
- Cheryl Gettelfinger and Trisha Commons continue to work on additional stories, researching existing ones for errors, and also identifying broken links to the appropriate USMS SWIMMER magazine story.
- Mary Pohlmann scanned the final results of the 1989 Pan Pacific Games and sent them to Cheryl Gettelfinger. Barbara Dunbar combined the two files into one for posting on the web. Jim Matysek posted the results on 1-28-13
- Barbara Dunbar and Meegan Wilson have been helping the Recognition and Awards Committee by researching Ted Haartz's USMS volunteer work for his IMSHOF nomination.
- The committee request for the update of information on the main H&A Stories page was completed by Jim Matysek prior to 2-9-13
- Meegan Wilson has identified problems with navigation and posts on the H&A section of the new website, some of which have been corrected.
- After requesting renewed access to the previously used tools enabling the edit and upload of H&A stories to the USMS website, USMS Editor Laura Hamel informed H&A that only USMS employees now have access. H&A believes that this will reduce its ability to accomplish committee goals if access is not restored. H&A has requested assistance from Ed Tsuzuki, Vice President of Local Operations regarding this issue.
- At USMS Editor Laura Hamel's request, Meegan Wilson sent an idea and historical material to her for a potential article in Streamlines and/or USMS SWIMMER magazine.

Records and Tabulation

The Records and Tabulation Committee will hold their next conference call on March 10. The following issues are being discussed in the discussion forum:

- When pools have some lanes that are short but others that are not, are the swims in the "good" lanes acceptable for TT? We are investigating precedents and will formulate a policy; we have also requested a rules interpretation from Kathy Casey.
- Under what conditions can TT lists be changed once "official?" Recently a meet was pulled from the "final" TT list when it was found that the pool was short. We will examine our current policy and TT procedures and will define them more explicitly.
- Should the committee recommend that USMS adopt motivational time standards similar to those that exist for age-groupers (B/BB/A/etc)? If so, how should they be determined and disseminated?
- How should initial 50 splits on the 800/1500 LCM free at nationals be handled? At our last meeting the committee recommended looking into proposing a rule change that would require swimmers to request such splits at nationals before the event, much like backstroke splits, so that officials can verify that the counter does not trigger the touchpad. Kathy responded that it might be better instead that, at meets like nationals that "automatically"

submit all legit splits, counters are instructed NOT to count on the first lap of the 800/1500 or to approach the pool edge (since they might accidentally trigger the pad). Another suggestion that has been offered is that the touch pads at the far end can be turned off for the 800/1500 free. The committee will consider all three options at our next meeting and recommend (some version of) one of them.

Recognition and Awards

- Club of the Year discussion continues with no decision made at this time.
- Discussing on the committee's forum, a revision to the current "policy" that clubs may re-apply 5 years after previously receiving the award.
- Promote nominations of Ransom Arthur Award
- Reminders that the nomination deadline is March 15 were sent to various groups of USMS volunteers. And nominators from 2012 were encouraged to resubmit their nominees as well. One nomination came in within a few hours of the reminder.
- Promote award nominations by having an article in the May/June issue of SWIMMER Magazine.
- Communicated with Laura Hamel to ensure that some form of coverage will be included in the magazine, along with a call for nominations for all of the awards that are due July 1.
- Coordinate USMS awards given by this committee and select the honorees for 2013.
- Nominate Ted Haartz for the IMSHOF Contributor award
- Finalization of the paperwork is underway and will be submitted before month's end.

LMSC Development

- The Best Practices Task Force, a subset of the committee, outlined a process for collecting "best practices" within the LMSCs to the full committee. It was modified to incorporate using the USMS Discussion Forums alongside Peer-to-Peer teleconferences. The process is moving to the Mentoring Subcommittee for implementation. A more formal "interview" of LMSCs on a given topic will be owned by the Research Subcommittee (formerly Survey Subcommittee) to be initiated later in the year.
- The Education subcommittee is working on the following projects:
 - Identifying and scheduling a webinar open to the entire volunteer membership. Jim Miller has agreed to present his "Conflict of Interest" material to the LMSC volunteers using the StartMeeting document sharing and teleconference services sometime in the April – June timeframe.
 - Conducting preliminary fact-finding on outside consulting providers to develop and lead a 3.5 hour LMSC Leadership Summit on volunteering to be held Saturday, Sept 14 at convention. Development of an RFP is in process. There will also be four (4) one-hour workshops on Friday of convention for which we have identified six possible topics (five with presenters). Deciding on which four to proceed with within the month.
 - The February 1 deadline for submission of changes to Appendix D was announced in the December issue of "Streamlines for Volunteers." No submissions were received.

The ED shared that with the website redesign, there is now one portal where all content is submitted and then tagged for visibility and search throughout usms.org. In the past, a variety of individuals had tools where they could upload content to only one page of the site. This new functionality provides greater visibility. Committees are encouraged to continue submitting stories and content for publishing. The Board had a further discussion about the Long Distance /Open Water Committee and having rules incorporated together to create seamless transition.

Nancy Ridout provided the following report FINA Master's Update; The FINA Masters Committee (with one no vote) has recommended that to be eligible for FINA Top Ten listings or World Records, a swimmer must represent a club. Both Walt Reid and I questioned why this was being done at this point in time and received no satisfactory answer other than that what it was meant to be. For USMS to comply with this ruling, which would take effect 30 days following approval by the Masters Congress in July, we would need to create a club for unattached swimmers unless we wanted to force our swimmers to belong to a club. This would potentially involve the end of the 2013 LC season and the fall SCM season of 2013. My suggestion would be to create a paper club for unattached swimmers within each LMSC and identify such "clubs" by the LMSC code followed by the letters UN, e.g. 01UN, 33UN, etc. This would allow Walt Reid to include these swimmers on the FINA Top Ten and set records. These clubs would not be clubs in the typical sense and members

would not be able to swim “club” relays or score points for the “club”. In fact, the only sense in which they would be considered clubs is if the top ten or records were involved. This is not a difficult process for the 2014 registration year but if passed would need to be dealt with during the 2013 registration year. I suggest that if this rule passes, we ask the NO Registration and IT staff to immediately connect the unattached swimmers in each LMSC and add the LMSC code and UN to identify those swimmers. This would then be already in place for 2014. Nancy recommended CJ and Chris work with the National Office to track the development from an IT project perspective and be involved in development of swimmer registration for FINA events.

- Board discussed the Staff Bonus Policy. **MSA to approve Staff Bonus Policy document.**
- Election Operating Guideline discussion. **MSA to amend Appendix A, part II to Accept nominations for any positions without candidates date from May 15 to May 31.** For contested At Large Director election, not voting makes take place until after the zone meeting. **MSA to approve the Election Operating Guidelines as recommended by the Ad-Hoc Elections Committee.**
- Discussion regarding the creation of a Communication/Social Media Policy document for the Board members.

Other Business;

- **MSA to approve the Board of Directors February 4th conference call minutes.**
- The Board goes into Executive Session at 9:50 pm EST to discuss personnel matter. The Board comes out of Executive Session at 9:53 pm EST.
- Rob Butcher gave an update on the College Club Championship, and the Georgia LMSC that is helping with the event.

New Business:

- Nadine reminded the Board that this is a Legislation year, and to review part 5, and make recommendation proposals to the Governance Committee.
- The date for the Board summer meeting is tentatively July 19- 21.

The next Board of Directors call will be March 25th at 8:30 pm EDT.

The meeting was adjourned at 10:03 PM EST.