

Committee Name: Board of Directors

Session #: 1

Committee Chair: Patty Miller

Minutes recorded by: Chris Colburn

Date/time of meeting: 5/15/2017 8:30pm EDT

Actions Taken:

1. Approved: the minutes of the April 17th, 2017 Board Conference Call

Number of committee members present: 23

Absent: 4

Committee members present (list all, including chair and vice chair): Patty Miller - President; Ed Tsuzuki - VP of Administration; Chris McGiffin - VP of Programs; Chris Stevenson - VP of Local Operations; Frank (Skip) Thompson -VP of Community Services; Chris Colburn – Secretary; Ralph Davis – Treasurer; Maria Elias-Williams - Legal Counsel; At-Large Directors: Tom Moore (Breadbasket); Dave Diehl (Colonies); Rob Copeland (Dixie/Past President); Dan Cox (Great Lakes); Sarah Welch (Northwest); Leianne Crittenden (Oceana); Ed Coates (South Central); and Laura Winslow (Southwest); Dawson Hughes – CEO; Past Presidents: Nadine Day, Jeff Moxie, Tom Boak, Ted Haartz, Jim Miller and Nancy Ridout.

Not present: Dave Coddington (USA Swimming Liaison to USMS); Past Presidents: Mike Laux and Dan Gruender. Mel Goldstein is recused from the Board due to his contractor position with USMS.

Guests: none.

Minutes

The meeting was called to order at 8:32pm EDT.

1. Agenda review and conflict of interest declarations (Patty): Patty welcomed everyone to the call. There were no conflicts.
2. The Board entered Executive Session at 8:33pm EDT to discuss some personnel issues. The Board exited Executive Session at 9:27pm EDT.
3. Approval of Meeting Minutes (Chris Colburn): **MSA to approve the minutes of the April 17, 2017 Board Conference Call.**
4. CEO's Report (Dawson):
 - a. PCI Compliance: Jim has accomplished 2 of the most significant steps. Our situation with Wells Fargo has been satisfied for a year unless something comes up. There are two outstanding issues. One will be handled by our managed services provider and ClubAssistant will take care of the other.
 - b. A revised ePostal plan is working its way through the Long Distance and Fitness Education committees to drive more participation and modernize processes for 2018. The goal is for the plan to be fully operational in 2019.
 - c. We are 1.5% ahead of last year's membership numbers to date. We are falling behind in terms of new membership. Try Masters Swimming Week will happen in June, based on what we did last August. From a new membership standpoint, we don't have a good database of potential members to target. New-member trial waivers flow back through the National Office and the timing of the signing of those waivers is often unknown. Jessica has put together a campaign with Kyle and other staff to push new registration the first couple weeks of June. There will be a revised new-member waiver process that happens real time so the National Office knows when the waivers are being signed.
 - d. Skip asked a question about logistics related to membership numbers and the ePostal modernization process. Chris McGiffin said that there's a cross-committee task force to work on the ePostal modernization proposal.
5. Report from the Elections Committee – Extension for VP Administration Nominations: Ed Tsuzuki reviewed the current slate of candidates. Ed has been speaking to a candidate who is interested in running for the Vice President of Administration position. Skip asked about the extended nomination period. There were some questions about logistics of the elections process and the filling of vacant positions on the Board if a vacancy arises.
6. Rob asked if the plans had been finalized for the Summer Board Meeting. The meeting will be held 7/15-16 in Tampa. Dawson reiterated that Melanie would be sure to get the communication about the meeting to the Board this week.
7. The next meeting of the Board will be at 8:30pm EDT on Monday, June 19, 2017.

The meeting was adjourned at 9:50pm EDT.

Respectfully Submitted,
Chris Colburn, Secretary