



**President's Report**  
**Board of Directors Winter Meeting**  
**February 10-11, 2018**

In-person Board meetings are always a great time to have richer discussions than are possible on monthly Board conference calls, as well as to build the cohesion of our team. During the upcoming Winter Board Meeting, we'll have the opportunity to hear about and discuss the work of two important task forces that are examining USMS's volunteer structure and our annual convention. We'll also learn more about some dynamic business initiatives from the National Office and be able to weigh in on ideas for improving membership growth. The partnerships prong of our strategic plan will also be at the forefront as we interact with some valued guests at our meeting.

As we gather early in 2018 and four months after Convention, the work of USMS and its volunteers is well underway. The committee appointment process went smoothly this year, with assistance from the Vice Presidents, the committee chairs, and USMS Senior Director, Membership Retention & Acquisition, Jessica Porter. One goal in staffing committees is to develop new leaders while leveraging experienced volunteers. This year, we have six new committee chairs and eleven new vice chairs, setting USMS up well for the future. We also had an improved process this year for communicating with committee appointees, utilizing a global communication from the National Office to let all volunteers know about their committee assignments at the same time.

You'll learn more about the progress of USMS committees from the reports of the Vice Presidents and Treasurer. The committees for which I serve as the liaison are well into their regular activities. The Elections Committee continues to examine options for electronic voting and is discussing legislation that would make the chair a convention delegate, as is the case for chairs of standing committees. The Compensation and Benefits Committee made a recommendation for the CEO's annual compensation and will be addressing the CEO's contractual bonus at our upcoming Board meeting. The Governance Committee has begun addressing matters referred to it by the Convention Task Force. In addition, the Swimming Saves Lives Board of Trustees has been very active, having solicited funds from some LMSCs to support grants that were unable to be covered by the annual grant-making process; and making plans for development, April Adult Learn-to-Swim Month, and strategic planning.

At our Board of Directors meeting at the end of Convention, I mentioned two task forces that we would be establishing to address important matters that call for an interdisciplinary and focused approach. The first matter is the role of USMS volunteers as our organization has changed over time and becomes positioned for the future. Laura Winslow is leading this task force, called the Volunteers Task Force, which has the mission to: “Investigate and make recommendations regarding how to optimize USMS’s volunteers as resources now and in the future.” The task force has directed its focus in two areas: understanding volunteers and engaging volunteers. Laura will report on the group’s work to date and solicit feedback at our upcoming meeting.

The other area for a task force is the USMS annual meeting/convention. Ed Tsuzuki is leading the Convention Task Force, with the mission to: “Examine the current and future value of USMS’s House of Delegates meeting and participation in the USAS convention, and make recommendations for the future.” This task force is thinking in new ways about our annual meeting. Ed will join our Board meeting by phone and will report on the task force’s progress and engage us in a conversation about some of their ideas.

Both of these task forces have a high activity level and I commend Laura and Ed for leading these groups with such commitment and organization. The task force members are very engaged and contributing in an incredible manner. I look forward to seeing what comes to us from these teams.

We have a full agenda for the Winter Board Meeting. I am enthused about the discussions we’ll have, the information we’ll learn, and the relationships we’ll forge as we further the USMS mission.

## **Administrative Division Update prepared for Winter 2018 BOD Meeting**

### **VP Activities**

Peter Guadagni, VP of Administration

1. Conducted conference call with committee chairs covering following topics:
  - Committee chair tips (document prepared by Patty)
  - Timing of objectives and reports
  - Expectations of me – Chairs would like to be informed of BOD/Executive Committee discussions & actions. Plan is to have conference call after winter and summer BOD meetings.
2. Distributed Committee member and Chair evaluations.

### **Championship Committee**

Jeff Rodin, Chair (see Rule Book for committee membership)

Committee Activities and Objectives:

1. Working with National Office to evolve model for USMS support of national championships (i.e. who does what).
2. Worked with National Office to standardize the contract with championship meet hosts.
3. Significantly updated Meet Director's Guide.
4. Approved increase in entry fees for Nationals from \$4 to \$6 per event and a \$5 allocation of surcharge to USMS.
5. Moved document repository to USMS Dropbox.
6. Completed many administrative responsibilities including but not limited to receipt and distribution of final reports, host evaluation, update of NQT standards, update of altitude adjustment spreadsheet, signed Indy contract, scheduled site visits and program production, and initiated logo review process for future nationals.
7. Committee communications have been through email, forums, and USMS Dropbox.

### **Legislation Committee**

Richard Garza, Chair (see Rule Book for committee membership)

Committee Activities and Objectives:

1. Resolve 508.2 (fees shall be established by the House of Delegates) by June.
2. Review Part 2 by June. Goal is to document contradictions, loopholes, and errors and propose legislative corrections.
3. Review proposals before convention in September.
4. Committee communications thus far have been through email and forums.

## **Registration Committee**

Susan Ehringer, Chair (see Rule Book for committee membership)

Committee Activities and Objectives:

1. Restarting committee after period of inactivity. Chair used Survey Monkey to solicit thoughts, opinions and ideas from committee members.
2. Determine future of committee.
3. Consider revising description in Rule Book and submit proposals to Rules/Legislation as appropriate.
4. Determine how to provide education/support to Registrars.
5. Recommend support to give to and receive from National Office.
6. Committee has had one conference call and communicates with email and the forums.

## **Rules Committee**

Charles Cockrell, Chair (see Rule Book for committee membership)

Committee Activities and Objectives:

1. Completed final review of 2018 Rule Book.
2. Created schedule for 2018.
3. Issue updated guidance and interpretations on Article 107 (Accommodations for Disability Swimming) Interpretations and major changes for 2018.
4. Review certain Rule Book Sections (104 – National Championships, Appendix B, and meet announcement sections) and reorganize, reformat and/or consider moving portions to policy as appropriate.
5. Solicit proposals for amendments to Part One, Glossary, and Appendix B with the intent of completing committee work and recommendations prior to August 15.
6. Continue to enhance and update Rules Committee Blog on USMS website.
7. Solicit proposals for amendments to Part One, Glossary, and Appendix B with the intent of completing committee work and recommendations prior to August 15.
8. Committee has had one conference call and communicates through email and USMS Dropbox.

# MEMO

**To:** USMS Board of Directors  
**From:** Donn Livoni, VP of Programs  
**Date:** February 1, 2018  
**RE:** Winter Reports

## USMS Open Water Committee

### Winter Report – 1/22/2018

#### **Overview:**

The Open Water Committee (OWC) has met twice since November. In these meetings, we have been developing committee goals and building our subcommittees.

#### **Goal:** Approved on 1/14/2018

“The OWC goal is to promote the development of and participation in open water swimming, and to support quality open water swimming experiences for adults in line with the Vision, Mission, Values, and Strategy of USMS. The measurement of this goal will be the quantity of events, swims, & splashes, the quality of those experiences, and other metrics that will help us measure our progress to accomplish these goals.”

#### **Discussion and Projects since the 2016 Convention:**

- Open Water Development & Promotion Subcommittee. Subcommittee Chair Doug Sayles
  - Purpose: To generate real, actionable ways to develop and promote open water swimming, the central purpose in the committee definition.
  - Strategies: All—membership value, brand clarity, & innovation.
  - The OWC spent its Convention meeting brainstorming development possibilities and how to overcoming barriers to participation in open water swimming.
  - Chair Doug Sayles will be meeting with this subcommittee before the next OWC meeting to outline their tasks. There is much to be done here.
- Open Water Guide to Operations: Subcommittee Chair Bob Bruce
  - Purpose: To review, revise, format, and communicate the contents of the OWGTO, making it more accurate, streamlined, and user-friendly.
  - Strategies: All—membership value, brand clarity, & innovation.
  - We have updated the Safety Director Education Module, the SD Test, the SD Checklist, and the USMS Open Water Swimwear Rules Summary, and have posted those changes to the USMS website. We are in the process of reviewing the new Open Water Referee Education Module and certification test, and will post them when ready.
  - This subcommittee will meet before the next OWC meeting to review the plan that Lynn Hazlewood has drawn up.
- Rules & Legislation: Subcommittee Chair (jointly with the Long Distance Committee) Bob Bruce:
  - Purpose: Working as a joint subcommittee with members from both OWC & LDC, examining & vetting rules proposals and bringing these proposals for consideration to the OWC then the LDC (although proposing rules to the USMS HOD is an LDC function, we have chosen in recent years to have this group work across both committees for full discussion and stronger proposals).
  - Strategies: All—membership value, brand clarity, & innovation.

- I have begun the process of rules & legislation consideration by sending an issues and proposals document to members of the subcommittee for their review and possible action at the next OWC meeting.
- I have asked for all members of the OWC to review Part 3 and report questions, comments, & proposals before the next OWC meeting.
- Last year was a strong rules year (44 proposals), so I hope that we'll have a quieter time this year.
- Safety Education: Subcommittee Chair Bob Kolonkowski:
  - Purpose: To review any new or ongoing business to the OWC relating to safety, and to review the documents and process of safety planning with the Open Water Safety Advisor.
  - Strategies: All—membership value (!), brand clarity, innovation, & partnerships.
  - Chair Bob Kolonkowski has been collecting and distributing the safety standards from other organizations in open water swimming for review, with an eye towards maintaining a consistent and high standard of care for all USMS events.
- Event Management: Chair to be decided.
  - Purpose: To prepare material for seamless presentation of events and to develop the training a course on event development & management for Event Hosts and Event Directors.
  - Strategies: All—membership value, brand clarity, & innovation.
  - No action yet.
- Officials (new subcommittee): Chair to be decided.
  - Purpose: To evaluate current practices in officiating USMS open water events and to develop materials to improve this. Having completed the certification training for event referees last year, we look to update descriptions for other event officials.
  - Strategies: All—membership value, brand clarity, & innovation.
  - No action yet.
- Open Water Swim Training: Subcommittee Chair Mark Johnston.
  - Purpose: To develop guidelines and materials for coaches to prepare swimmers for open water swims.
  - Strategies: All—membership value, brand clarity, & innovation.
  - Chair Mark Johnston plans to meet with this subcommittee before the next OWC meeting to outline tasks and distribute responsibilities.
  - We hope that the Coaches Committee is considering adding such material to the Coaching Certification program, so we may have an opportunity to work jointly with this committee.
- Awards: Subcommittee Chair Sue Nutty.
  - Purpose: To manage the process for selecting our annual Open Water Service Award and explore a means of honoring USMS open water “pioneers”.
  - Strategies: membership value & brand clarity.
  - This subcommittee is currently reviewing the process and criteria for the major award and exploring ways to discover and evaluate “pioneers”.
- Tech Task force: Chair Sherry Brooks.
  - Purpose: This task force will catalogue the IT needs of the OWC, prioritize those needs, and move forward towards implementing them. This task force will work with all other subcommittees.
  - Strategies: Membership value, brand clarity, & innovation.
  - No action yet.

**Seccession of Volunteers:** We will be continuing an ongoing search for a new OWC chair and other open water leadership volunteers for the 2018-19 year.

Bob Bruce, OWC Chair

USMS OFFICIALS COMMITTEE  
2018-19 GOALS -- Teri White Chair

- a. USMS Referee Certification implementation. (Internal Partnerships)
- b. Officials Training materials for LMSC Officials Chairs (Internal Partnerships)
- c. National Championship meet support/recruitment of qualified officials with plan for financial support from Committee funds. (Internal and External Partnerships/Membership Value)
- d. USMS Officials website review, clean-up and enhancement. (Innovation/Internal Partnerships)
- e. USMS Officials Award Implementation. (Membership Value/Internal Partnerships)

**Long Distance Committee – Ali Hall Chgair**

**Develop FAQs for Bidding on LD NC events.** This goal will help Clubs determine how to bid for OWNC and ePostal events and deliver a better experience to our membership (Partnerships/Membership Value)

**Develop FAQs for LD NC Hosts.** This goal will help host improve the experience of the host club and the swimmers attending these events. (Partnerships/Membership Value)

**Develop ideas for improving the hosts' experiences.** This goal will help the committee improve the service to host clubs for future events. (Partnerships/Membership Value/Innovation/)

**Survey past event hosts for ideas.** This goal will help the committee improve the service to host clubs for future events. (Partnerships/Membership Value/Innovation/)

**Encouraging event hosts to include relays in OWNC events.** This goal has proven to increase participation in OWNC events and thus increase revenue for the host. (Partnerships/Membership Value)

**Educate/inform USMS membership on the Long Distance National Championship recognition and honors.** This goal will enhance the value of LD NCs for the host clubs and membership. (Partnerships/Membership Value)

**Develop LDC Liaison and Back Up Position Descriptions.** This will provide guidance to committee members taking on these roles/tasks and establish accountability standards. (Partnerships)

**Develop File Sharing Location and Content.** This will provide a cloud for working documents and improve LDC and NO access to and collaboration with mutually useful information. (Partnerships)

USMS Community Services Report to the BOD  
February 10, 2018

Coaches Committee (Bob Jennings, Chair; Kenny Brisbin Vice Chair)

Committee Members – New members for 2018 are: Patrick Brennan, Lisa Dahl, Doug Fetchen, Terry Heggy, and Christine Maki.

Returning members: Scott Bay, Kenny Brisbin Chris Campbell, David Clark, Dean Hawks, Bob Jennings, Jennifer Masquelier, Erin Mathews, Crystie McGrail, Chris McPherson, Helen Naylor, Kerry O'Brien, Tim Waud, Steve Weatherman, and Laureen Welting. Ex Officio: Bill Brenner.

Meetings held: 12/11. Meetings planned: 2/12, 3/12, 4/9, 5/14, 6/11, and 7/9.

2018 Goals and Subcommittee Assignments:

1. National Coaching Clinic - Dates and Venues have been secured. The College Park Marriott and the Eppley Rec. Center at the University of Maryland (site of the 2014 Summer Nationals) from Friday, October 19 to Sunday, October 21, 2018. A budget for 5 presenters has been prepared and the Coaches Committee will select the presenters by March 15, 2018. Helen Naylor has been appointed to lead the sub-committee for the NCC.
2. Coach Certification – There will be 11 Education Weekends in 2018 year spread out regionally. Along with Coaches Certification classes there will be ALTS certification classes and stroke clinics for both swimmers and coaches as part of the weekend packages. A coach's clinic will be held at the conclusion of the classes and the next day a stroke clinic will be held. Blended learning has been incorporated into the Level 1 classes.
3. USMS High Performance Camp – This camp is a joint venture from the Triangle Sports Commission, the Greensboro Aquatic Center, and USMS. The dates for the camp are 8-25-18 to 8-30-18 at the Greensboro Aquatic Center. Bob Jennings, Chris Campbell, and Steve Weatherman will be involved in the camp as a subcommittee and the committee will help in the search of coaches to work the camp. Chris Campbell will be the Head Coach in 2018. A new admission process will be implemented for the 2018 camp with an Early Admission that has already taken place in the 2017 year and a Rolling Admission that opened January 1 and will continue until May 2018. These new procedures are designed to give applicants more direction and certainty much earlier in the application process than previous years, and to secure commitments for the camp sooner rather than later, which aids in camp planning and delivery of a superior camp experience.
4. Level 4 Certification – The Level 4 subcommittee reviewed the Level 4 Application process and changes were made and approved by the Coaches Committee. The Level 4 Application is ready to be launched and the launch date is February 15, 2018 and the registration will appear in the February "Streamlines for Coaches" issue to be communicated to the membership
5. LMSC Communications – Kenny Brisbin is the lead on this topic and he and Bob Jennings will be surveying the needs of LMSC Coaches Chairs and sending out minutes of the USMS Coaches Committee meetings.
6. Fitness - Tim Waud is the chair of the subcommittee with Bob Jennings. The subcommittee is going to come up with strategies to help motivate coaches so their swimmers will participate in the three fitness series of events throughout the year. (Winter 30 Minute Swim, Summer 2K Swim, and the Fall 1 Mile Swim.



7. On Deck Coaching – Erin Mathews along with Crystie McGrail will continue to lead this project and will be responsible for setting everything up and coordinating this through Sign Up Genius at USMS National Championship meet in Indianapolis, UANA Championships in Orlando and the USAS Convention in Jacksonville in September 2018. USMS just completed a successful year of on deck coaching at both the spring and summer USMS Nationals.
8. Awards – Chris Campbell continues to lead this subcommittee and is a member of the USMS Recognition and Awards Committee. He will be assisted by David Clark, Kerry O'Brien, and Bob Jennings. We need to encourage individuals, coaches, and LMSC Boards to go to the Awards section of the USMS website and review the awards and their nomination process. The Coaches Committee is responsible to select the USMS Coach of the Year and the Kerry O'Brien Grassroots Coaching Award. Award winners will be announced at the 2018 USAS Convention in Jacksonville.
9. Publications – Terry Heggy will lead this subcommittee and has published 2 articles in Dec. 2017 and 2 articles in Jan. 2018 in both the Streamlines for Coaches and Streamlines for Members issues. Coaches will submit favorite workouts, drills, and ideas that are successful in the USMS Coaching community for future publications.
10. Web Workouts – Erin Mathews leads this subcommittee with assistance from Crystie McGrail. The workouts have up and running on the USMS site since the beginning of January 2018. There are seven different categories (5 workouts a week) which try to cover all demographics of USMS swimmers. Coaches are paid a stipend and can write workouts in one category for two years. There were 15 applicants applying to write the web workouts and seven were chosen. The 7 are: Elizabeth Miller – Basic Training, Dean Hawks – Stroke and IM workouts, Mark Stori – Open Water, Trey Taylor - High Intensity Training, Emily Von Jentzen – High Volume workouts, Shauna Payne Gold - Triathlon Training, and Michael McKinley – Limited Mobility
11. International Coaching – No FINA Masters World Championships are scheduled for 2018, so no subcommittee was formed to select coaches for these events. Bob Jennings, Dean Hawks, Doug Fetchen, and Tim Waud will work together planning for the 2019 FINA Masters World Championships that will be held in South Korea. The subcommittee will decide if we need a coach or team manager. Next they will create rolls and expectations for the individuals involved. Finally, they will create a budget to be submitted to the Finance Committee. Dean and Tim will utilize their experiences in past FINA World Championships to plan for the event in South Korea. They will also use Richard Garza as a resource from experiences in Hungary.
12. Coaches Mentor Program - Chris McPherson will be the chair. The subcommittee will be made up of coaches from different USMS Zones. The subcommittee will be asked to: 1. Find and vet regional certified coaches to act as mentors. 2. Create a phone list of regional mentors that can answer questions over the phone. 3. Create a plan for coaches to watch a mentor coach conduct practice or for the mentor to go to watch a coach at his/her pool. 4. Create a budget for the mentor coaches to be presented to the Finance Committee.
13. ASCA World Clinic – Dates are September 4 – September 9, 2018 in Anaheim, CA. USMS is scheduled to have a booth for the 2018 World Clinic Trade Show. The dedicated Masters Track at ASCA is not scheduled for 2018.

Sports Medicine Committee (Megan Carlson, Chair; Claire Rudd Kubiak, Vice Chair)

Committee Members – New members for 2018 are: Arlette Godges, Melodee Nugent and Carlos Rodriguez.

Returning members: Megan Carlson, Sally Guthrie, Jim Izzi, Clare Rudd Kubiak, Dr. Jim Miller MD, Jane Moore, Jessica Seaton, Eduard Tiozzo, and Robin Tracy. Ex Officio: Laura Hamel and Daniel Paulling.

Meetings held: 12/17, 1/21, Meeting Planned: 2/11 and 3/12.

2017 Goals and Subcommittee Assignments:

1. USAS Convention Presentation – Due to the success of the 2016 Sports Medicine Presentation with Dr. Tanaka, plans are in motion to have him accept an invitation to speak at the convention in Jacksonville. Meg Carlson is handling all of the details and will follow up with progress to the committee.
2. Sports Medicine Blog – In the past year, a non-interactive Sports Medicine Committee directed Blog to dispense sports medicine related articles and studies have proven successful. Jessica Seaton is highly involved with the blog, posting a variety of topics related to swimming, health and nutrition. The blog is updated regularly with a focus on current topics in research and the media. Jim Izzi will assist with this when the new website is launched.
3. Exercise & Pregnancy Project – Ben Kogutt MD, a maternal fetal medicine specialist and 1<sup>st</sup> year fellow at John Hopkins University is doing a survey and getting opinions of swimmers given birth/training while pregnant & postpartum. Selection of swimmers would be within the more recent time frame. Work in conjunction with the Coaches Committee. The goal is for this is to get started in March 2018.
4. Nationals Informational Booth – Carlos Rodriguez leads this project. There was no informational booth at Spring Nationals at Riverside, CA. Jasmine Hanson, an EMT, DC and ME student, and swim coach is doing a masters thesis project on kinesiology tapings effect on rounded shoulder posture and shoulder pain. A booth at Summer Nationals in Minneapolis that researched swimmers that were tested in the warm up pool proved successful. Carlos will be looking dryland activities and the potential to have dryland stations for swimmers to use and get instruction to help aid in their swimming. The topic will be Injury Free and Prevention. Meg will speak with IUPUI about spacing in the facility and if it should be in the vendor area or pool area.
5. The SMC is looking at ideas for the launch of a comprehensive report on the health benefits of swimming that Swim England commissioned. Swim England is the NGB for swimming in England and is separate from British Swimming, which has more of a competitive elite focus. The NGB goal is providing and publicizing the benefits of swimming to further its mission focusing on learn to swim, enjoying water safety, and competing in aquatic sports. Create programs that enable everyone to be active, have fun, and stay healthy.

Fitness Education Committee (Mary Jurey, Chair; Brian Cummings, Vice Chair)

Committee Members – New members for 2016 are: Stephanie Gauzens and Andy Seibt.

Returning members: Stacy Broncucia, Brigit Bunch, Anita Cole, Kelly Davis, Karen Gernert, Fares Ksebati, Ann Marshfield Lisa Ward, Lisa Watson, Karin Wegner and Ken Winterberger. Ex Officio: Kyle Deery.

Several USMS National Office initiatives for the 2018 year have been started for which Fitness Committee input would be helpful and items already in progress from 2017 have already been incorporated to help with this strategy. An overview of a strategy for a fitness initiative has been

defined and Fitness Committee members have chosen to participate in 4 sub-groups and these will be used as resources as research and development starts and proceeds for the program throughout the 2018 year. The 4 sub-groups are defined below:

1. Fitness Initiative - A group to serve as a sounding board on the research and development that we are undertaking over the next 6-8 months.
2. (Fitness) Events - A group to look at our electronic Postals and GTD events and determine which should be looked at as 'fitness' vs. 'long distance'. For fitness events that are underperforming from a participation standpoint, and whether we should continue them as programs with adjustments to improve participation. With the knowledge gained this could be a group that researches and recommends new fitness oriented programs (i.e. 30 minute swim that is being implemented in 2018).
3. Fitness Swimming Technology - (e.g. FLOGS, Virtual Swims, mobile applications, etc.) - What do our members want? What is attractive to a prospective member that doesn't plan on competing?
4. Fitness Research/Education/Marketing- Research and provide recommendation fitness related content and marketing. How can we condense the benefits of swimming exclusively for fitness (i.e. not competitive) in simple messaging? Possibly include a sports medicine committee liaison with this group to provide technical/medical input. Example: Orange Theory<<https://www.orangetheoryfitness.com/>> is franchise interval fitness training program that is expanding rapidly. From their website: ' Backed by Science: Our heart-rate monitored, high-intensity workout is scientifically designed to keep heart rates in a target zone that spikes metabolism and increases energy. We call it the afterburn'. In conjunction with Sports Medicine expertise, can we develop this type of messaging to support the benefits of swimming in USMS programs.

#### 2018 Ongoing Projects and Assignments:

1. The Fitness Committee approved to create and start a Winter, Summer, and Fall Fitness Challenge swims to encourage participation from fitness swimmers and the Winter Fitness 30 Minute Swim has been launched. To date, 766 entries from 26 LMSC's and 43 participating USMS Clubs. The 30 minute swim will take place from 2-15 to 2-28-18. The other challenges include a 2K swim for the summer, and a 1 mile swim for the fall. These events will be pre-registered before the swim and the participation window to enter and complete the event is 14 days and the events will be run by the USMS National Office. These events will have a fundraising component, with the majority of the registration fees going to the Swimming Saves Lives foundation or a local charity.
2. Go The Distance Program – Successful and gaining popularity year after year. In 2017, over 3300 participants and this is a good event to attract Fitness swimmers and can be a model for other types of fitness events.
3. LMSC Communication with LMSC Fitness Chairs on ideas that are being done with success at the LMSC level. How to better effectively communicate fitness activities out to the LMSC and swimmer level. Improve on communicating fitness updates to the National Office and Fitness Chairs. Work to more effectively communicate with Coaches and the Coaches committee are the goals for 2018.
4. Fitness Committee Blog – In the past year, a non-interactive Sports Medicine Committee directed Blog to distribute sports medicine related articles and studies as proven successful. A possibility that has been discussed is creating a Fitness blog, where it would be live on the USMS forum and fitness committee members could contribute with articles, ideas, and studies that are going on in the fitness community.

**U.S. Masters Swimming  
2018 Winter Board Meeting (Las Vegas, NV)  
Local Operations Division Report**

**History and Archives Committee (Barbara Dunbar, Chair)**

The History and Archives Committee does much of its work during the year via email. Since Convention, they have embarked on a number of documentation projects, including:

1. Missing Top 10 Errata have been located.
2. Additional AAU Masters and USMS convention documents have been located, identified (dates and committee names), and scanned for eventual posting onto the USMS website.
3. Other relevant Masters documents, such as the USAS Convention booklet covers have been located, scanned, and indexed for eventual archiving.
4. Three boxes of old Long Distance committee documents will be shipped to vice chair Meegan Wilson for review in the hopes of locating missing Open Water (OW) and Long Distance (LD) National Championship results and any historically relevant OW & LD documents.
5. More dates have been identified for the National Record chronology project.
6. Committee members continue to identify
  - a. deceased members and dates of death
  - b. missing LMSC designations (Top 10 and All American listings)
  - c. missing dates of birth
  - d. link problems or outdated information on the USMS website

**LMSC Development Committee (Michael Moore, Chair)**

The LMSC Development Committee has been meeting regularly, and members are working diligently on their planned projects for this year. Notable work includes:

1. Practices and Standards: This subcommittee is preparing an LMSC Standards survey to be administered during February or March. The groups suggested migrating to Google Forms from SurveyMonkey because it is free. I believe Michael has contacted the National Office to inquire about SurveyMonkey licensing.
2. Mentoring Committee: This group continues with their monthly Peer-to-Peer conference calls on various topics of interest to LMSC Leadership. Upcoming call topics include Officials (February 13); Treasurers (March 13); Fitness (March 22); and Top 10 & Records (April 11).
3. Education: This group is developing quarterly educational webinars and is responsible for keeping track of the Workshops for Convention. Suggested webinar topics for this year include recruitment of new volunteers and dissemination of local information.
4. Workshop topics for Convention are in development. The number of topics will depend on the scheduling need. Current ideas include the sanctioning process; membership retention; and the standards and compliance process and what it means for an LMSC.

The committee is also soliciting ideas for Peer-to-Peer call topics that would be of interest to LMSC leaders.

### **Recognition and Awards Committee (Ray Novitske, Chair)**

The Recognition and Awards Committee has gotten rolling on their 2018 work after the holidays, and has made progress on a number of items:

1. The Officials Committee has sent their award info for the web site. The committee is reviewing the content for the website and the nomination form to be posted.
2. Sally and Nadine have been working on the Ransom J Arthur nomination form which has been revised and posted. They are looking into how to evaluate voting based on the new committee policies adopted last August regarding voting.
3. There will be a conference call (date TBA) of the subcommittee regarding plans, tasks and deadlines on the year for the task of increasing local recognition.
4. Laura Val, Rich Burns, and Ginger Pierson had a phone call with IMSHOF (Ivonne & Bruce) regarding selections for nominations and induction criteria. IMSHOF resolved to work together with USMS as needed. The committee considers this outside their responsibilities of volunteer recognition.

### **Records and Tabulation Committee (Jeanne Seidler, Chair)**

The committee has met twice since convention, and are continuing their work on their ongoing projects. A lot of work goes on behind the scenes, and since Convention:

1. Many swimmers use the "Contact us" form on the USMS website to contact Mary Beth Windrath and Jeanne to point out inaccuracies in Top Ten and results.
2. The Rule Book has been proofed for changes submitted by the committee that were made at Convention.
3. Mary Beth and Mary Sweat have worked together to complete the final Top10 LCM for 2017 on Nov 30, 2017. The preliminary Top 10 SCM for 2017 will be published in early February. The submission deadline was January 26.
4. The following items have been updated on the Guide to Operations (GTO) and inserted into the 2018 Rule Book with changes reflecting 2018 rules:
  - a. Pool Measurement Form (added date of the initial measurement, but this did not get into the 2018 Rule Book. It is correct on the GTO).
  - b. Application for USMS and/or World Record
  - c. Split Notification Form
5. Mary Beth sent an e-mail to all the Top Ten Recorders (TTRs) delineating rule changes pertinent to the new timing rules. An e-mail was sent to the TTRs reminding them to remind meet directors of the correct setup in Meet Manager to support the averaging of secondary timing without adjustment. This information will be added to the GTO.
6. A number of other activities are planned for the remainder of the year, including the Top Ten Peer-to-Peer Session during the week of April 9; compiling a more detailed list of responsibilities for the Committee over and above 507.1.11 in the Rule Book; tasks related to End-to-End Event Management; evaluating potential Rules and Legislation proposals; and work on satisfying requests from the Top Ten community.

**Treasurer's Report**  
**Board Meeting February 10 & 11, 2018**

**Audit Committee:**

The June Audit Committee meeting has been scheduled for Friday, June 9th in Sarasota. The Audit Committee will review and discuss the draft financial statements, Board report, management representation letter and Form 990 tax return. The Committee will summarize their comments on the various documents for further discussion with representatives from Kerkering, Barberio & Co. ("K&B") later in the meeting.

The Audit Committee will also follow-up on June 9th with Dawson Hughes on the status of the cyber security review and the status of USMS 3.0 (IT Modernization) that was discussed at last year's meeting.

**Investment Committee:**

The Market Value of our USMS Portfolio for 2017 ended at \$3,238,747, with a gain of \$380,879 with a return of 14.99%. The Market Value of SSL for 2017 ended at \$216,083 with a gain of \$27,803 with a return of 14.77%.

The Investment chair, Stan Benson, has prepared the 2017 year-end report of the USMS Investments and the SSLF funds. I will request that the Board accept the Investment Committee Report.

**Finance Committee:**

The Finance Committee created a budget presentation subcommittee and a FOG Review subcommittee. The FC will have changes to FOG for approval Board at the July Board meeting.

The FC reviewed the 2017 legislation re L-6 (Rule 508.3) and L-8 that failed during the 2017 Convention. Peter Guadagni, VP of Administration will follow-up with the Legislation Committee and get back with the FC on the possibility of resubmitting these changes in 2018.

**Treasurer and CFO:**

The CFO will make a 2017 financial slide presentation at the February Board meeting.

CFO and Treasurer's projects for 2018:

- Review long-term business relationships:
  - Insurance/Risk Management
  - Banking/Investment
  - Professional Employer Services
- Implement new EFT payment program to replace LMSC and Club checks
- Update disaster recovery plan
- Review USMS rules that restrict USMS business and how to best implement changes
- Solicit USMS Vendors to make contributions to SSL

## USMS Executive Committee Report - Secretary

### **Greg Danner**

Minutes taken, approved, and posted to usms.org:

- Board of Directors Meeting: 9/17/2017
- Executive Committee Conference Call: 10/2/2017
- Board of Directors Conference Call: 10/23/2017
- Executive Committee Conference Call: 11/6/2017
- Board of Directors Conference Call: 11/20/2017
- Board of Directors Conference Call: 12/18/2017

Minutes taken, still pending approval:

- Executive Committee Conference Call: 12/4/2017
- Board of Directors Conference Call: 1/15/2018

Minutes posted to usms.org:

- Coaches Committee: 9/14/2017
- Convention workshop #3: Tech Crunch: 9/15/2017
- Convention workshop #6: Getting Fitness Swimmers on and off the blocks: 9/15/2017
- Records and Tabulation Committee: 10/29/2017
- Finance Committee: 11/28/2017
- SSLF: 11/30/2017
- Long Distance Committee: 12/3/2017, 12/28/2017
- Open Water Committee: 12/10/2017
- Northwest Zone: 12/20/2017
- Coaches Committee: 12/11/2017
- Sports Medicine Committee: 12/17/2017
- Diversity Task Force: January 2017, March 2017, April 2017, June 2017, July 2017, November 2017

Miscellaneous:

- Managed digital recordings of meeting minutes (deleted files following the approval of minutes)
- Issued conference call meeting invitations via StartMeeting
- Assisted various individuals seeking help (mainly redirecting them to national office staff)

## Nadine Day-Immediate Past President Report for the 2018 Winter BOD

I serve as the President's liaison on the Diversity Task Force, which is lead by BOD Sarah Welch. We have been working on the Diversity Task Force Strategic Plan which was approved by the BOD during the 2017 Summer BOD. Thank you to the BOD whom participated in the survey. We will briefly discuss the survey results of the BOD and the National office staff and the status of the strategic plan.

I am also on the Swimming Saves Lives Committee as a Past President. I assisted in the LMSC request for funds for the shortfall. It was interesting to note during the discussions that most LMSCs were unaware of the grants within their LMSC. The SSL committee will bring forth a new mission statement and vision for the BOD to approve at the Winter BOD. We have also approved a subcommittee structure to support the mission and vision.

As a past Ransom J. Arthur Award recipient, I am on the Recognition and Awards committee. The Recognition and Awards committee shall consist of at least four Ransom J. Arthur recipients. Sally Dillon is mentoring me on taking over the lead on the Ransom J. Arthur subcommittee. In addition, I serve on the Local recognition subcommittee lead by Cathy Kenner. The Local subcommittee's goal: To increase award for service and increase recognition of volunteers. We have 4 main targets-1) USMS Website: Improve USMS website visibility of award template and nomination forms and volunteer recognition store. 2) Promote recognition by example in social media, call on chairs of LMSC, personal outreach, 3) presentation of Peer to Peer. 4) Publicize availability of award templates, give examples of awards that LMSCs use, encourage LMSCs to publicize the availability of the volunteer store on LMSC websites and LMSC newsletters.

I am also serving as a member of the USMS Convention Task Force with other BOD members Ed Coates, Rob Copeland and Leianne Crittenden. Other members of the task force are Mike Heather, Heather Stevenson and Cristie McGrail and the staff liaison is Jessica Porter. We will have a report for the BOD and TF Chair, Ed Tsuzuki will be joining the Winter BOD via conference call.

Besides my roles for USMS... I recently volunteered at the UANA Cup in Coral Springs. I self funded by expenses. I was the UANA Liaison for 5 Federations-Mexico, Suriname, Antigua Barbuda, El Salvador and Curacao. I assisted in recognition of the athletes, officials, and VIPs and I helped with hospitality. I had a great experience organizing the closing ceremonies for the event.

The next event will be the UANA Masters Open Water Championships which will be held June 15-18 in the Cayman, Islands. Then we have the UANA Masters Pan American Championships in Orlando, FL from July 28 thru August 4.

As the USAS Athlete Liaison, I have been working the other Aquatic NGBs Athletes' leadership. In April, USA Swimming Athletes Committee is sponsoring a leadership summit for the LSCs athletes. In May, the USAS Athlete leadership will be meeting in conjunction with the USAS Leadership. Our mission: Unite, Promote, and Inspire our current and future leaders.

I have been very blessed to be able to serve. I have been inspired by the volunteers at the club, local and national level.