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| <b>Committee Name:</b>      | Board of Directors | <b>Session #:</b>            | 1                   |
| <b>Committee Chair:</b>     | Patty Miller       | <b>Date/time of meeting:</b> | 8/20/2018 8:30pm ET |
| <b>Minutes recorded by:</b> | Greg Danner        |                              |                     |

## Actions Taken:

1. Approved: Ratification of email vote approving the July 14-15, 2018 Board of Directors Meeting minutes.

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| <b>Number of committee members present: 23</b>   | <b>Absent: 4</b> | <b>Guests: 2</b> |
| <p><b>Committee members present (list all, including chair and vice chair):</b> Patty Miller - President; Peter Guadagni - VP of Administration; Chris Colburn - VP of Local Operations; Donn Livoni - VP of Programs; Frank (Skip) Thompson - VP of Community Services; Greg Danner - Secretary; Ralph Davis - Treasurer; Maria Elias-Williams - Legal Counsel; At-Large Directors: Tom Moore (Breadbasket); Dave Diehl (Colonies); Rob Copeland (Dixie/Past President); Sarah Welch (Northwest); Leianne Crittenden (Oceana); Ed Coates (South Central); Dan Cox (Great Lakes); and Laura Winslow (Southwest); Dawson Hughes - CEO; Past Presidents: Nadine Day (Immediate Past President), Nancy Ridout, Jim Miller, Jeff Moxie, and Ted Haartz; Dale Ammon (USA Swimming Liaison to USMS).</p> <p><b>Not present:</b> Past Presidents: Tom Boak, Mike Laux and Dan Gruender. Mel Goldstein is recused from the Board due to his contractor position with USMS.</p> <p><b>Guests:</b> Cheryl Gettelfinger - Elections Committee Chair, Onshalee Promchitmart - Coordinator, Volunteer Services.</p> |                  |                  |

## Minutes

The meeting was called to order at 8:30 pm ET.

1. Agenda review and conflict of interest declarations (Patty): No conflicts reported.
2. Minutes and approval/ratification (Greg): Ratification of email vote approving July 14-15 BOD minutes: **MSA to approve the minutes. The motion passed unanimously.**
3. Elections (Cheryl Gettelfinger):
  - a. Electronic voting - A variety of areas were explored and discussed, as to the capabilities of the system and plans to communicate actions to the delegates:
    - i. Fraud analysis: The system can match each vote with the source, so the plan is that each vote should only come from one source device (PC/mobile), except for special Elections Committee devices. Those special devices will be available for delegates who do not have accessibility to vote through a personal device. Additionally, each delegate has a unique Voter ID and Voter Key that can be used once for each election. This has been thoroughly tested.
    - ii. Paper ballots will be available for use only if it is decided to not use the online method. There will not be an option for mixed paper and online voting.
    - iii. Runoff ballots: It is easy to take a previous election ballot and replicate it for a runoff, then remove any candidates that didn't make it to the next round of voting.
    - iv. Voting access: All registered delegates will be invited via email. Nadine suggested that the email addresses are verified during check-in.
    - v. Voting reminders: It is easy to send email reminders to those that haven't voted.
    - vi. Webinar: It was decided that a webinar will be held prior to Convention to show delegates how the voting process works. A video of this process will be available afterwards (and leading up to Convention).
    - vii. Patty: Stated that no vote is required due to no policy changes and asked if there were any major objections moving forward with the plans for electronic voting. No objections were noted.
  - b. Meet the Candidates: 13 candidates each scheduled for a max of a three-minute opening. Cheryl is hoping for an hour max in total. There was a concern that holding the election immediately after Meet the Candidates could lead to a reactionary vote, but it was noted that delegates will have many opportunities to interact with the candidates in advance.
4. CEO's report (Dawson):
  - a. Membership statistics: Holding around 5 to 5.5% down from last year. The National Office has an extensive plan for approaching the 2019 season.
  - b. Summer Fitness Challenge (SFC): 848 participants. \$9k in revenue and \$5k in donations. Feedback encouraged. Winter Fitness Challenge up next.
  - c. Website/Tech:
    - i. Marketing coordinator position search: hiring announcement expected prior to Convention.

- ii. Club Finder 2.0: Pre-messaging coming out soon. This will explain what we're doing and why.
  - d. 2020 Spring Nationals has been awarded by the Championship Committee, pending a signed contract. Announcement and press release expected at Convention.
  - e. College Club Swimming (CCS): club registration is open for the 2018-2019 season. Registration statistics will be ready by convention.
5. Further discussion on long-term membership trends from Dawson's Aug. 15 forum post (Patty):
- a. Laura said the challenge with acquiring members in the younger age groups can often be traced to occupational or family reasons (marriage/children).
  - b. There was a discussion on the eventual formation of the 18-24 age group and how it was delayed due to potential conflicts with USA Swimming.
  - c. Peter noted that the rigidity of practice schedules could be off-putting to younger age groups, but others disagreed, pointing to popular sports/activities having set workout times.
  - d. Skip said we should continue to keep track of the baby boomer generation age groups as they continue to progress.
6. Agenda items for Board meeting at Convention (Patty/All):
- a. Laura: OW-LD discussion and more coming from the Volunteers Task Force.
  - b. Skip: Asked if there were any updates on OW partners. Dawson and Donn have spoken at length about this topic and there will be more at Convention.
7. Any convention prep issues (this is likely our last Board call before convention) (All): Dawson indicated that Jessica will be coordinating Convention registration/lodging for the BOD and emails are forthcoming.
8. Compensation & Benefits reminder (Ed): A survey link will be issued to all BOD members this week as part of the Board relations portion of Dawson's evaluation. BOD members will have two weeks to respond.
9. New business: None.
10. The next EC call will be 8:30pm ET on Tuesday, September 4, 2018. The next BOD meeting will be in person at 9:00am ET on Wednesday, September 26 at the Convention in Jacksonville, FL.

*Secretary's Note: After this call, it was determined there will be another BOD call prior to Convention. The call will be 8:30pm ET on Monday, September 17, 2018.*

The meeting was adjourned at 10:05 pm ET.

Respectfully Submitted,

Greg Danner, Secretary