

USMS Convention — St. Louis, Missouri 2019

Committee Name:	Board of Directors	Session #:	3
Committee Chair:	Peter Guadagni		
Minutes recorded by:	Greg Danner	Date/time of meeting:	9/15/2019 9:00am CT

Actions Taken:

1. None.

Number of committee members present: 21	Absent: 5	Guests: 12
Committee members present (list all, including chair and vice chair): Peter Guadagni - President; Chris Colburn - VP of Administration; Ed Coates - VP of Local Operations; Donn Livoni - VP of Programs; Chris Campbell - VP of Community Services; Greg Danner - Secretary; Teddy Decker - Treasurer; Maria Elias-Williams - Legal Counsel; At-Large Directors: Carrie Stolar (Breadbasket); Jeff Strahota (Colonies); Maddie Sibia (Dixie); Dan Cox (Great Lakes); Matt Miller (Northwest); Dawson Hughes - CEO; Past Presidents: Patty Miller (Immediate Past President), Nadine Day, Rob Copeland, Nancy Ridout, Jim Miller, Jeff Moxie, and Tom Boak.		
Not present: At-Large Directors: Vacant (Oceana); Vacant (South Central); and Vacant (Southwest); Dale Ammon (USA Swimming Liaison to USMS); Past Presidents: Ted Haartz, Mike Laux and Dan Gruender. Mel Goldstein is recused from the Board due to his contractor position with USMS.		
Guests: Susan Kuhlman - CFO, Onshalee Promchitmart - Coordinator, Volunteer Services, Steve Hall - Manager, Membership, Daniel Paulling - Manager, Publications and Communications, Mollie Grover (Potomac Valley), Rob Perkins (Niagara), Doug Sayles (New England), Chris McGiffin (New Jersey), Jeanne Ensign (Montana), Frank "Skip" Thompson (Michigan), Ed Tsuzuki (USAS), Noah Van Alstyne (CCS Advisory Board).		

Minutes

The meeting was called to order at 9:00 am CT.

1. Call to Order (Peter):
 - a. Welcome/Agenda review: No changes to the agenda.
 - b. Conflict of interest declarations. Jim noted his association with USA Swimming and FINA as potential conflicts of interest.
2. Ice breaker (All). Each Board member shared the type of pool they swim in, coach's name, favorite event, and favorite set.
3. Recognition of past president (Peter & Dawson): Ceremonial gavel pass from Patty to Peter. Both Dawson and Peter thanked Patty for her service as president.
4. Schedule of monthly EC and Board calls (Peter): He asked if there were any issues with continuing the same schedule as before: Executive Committee calls on the 1st Monday every month and BOD calls on the 3rd Monday every month, all at 8:30 pm ET. No issues were raised, so the schedule shall continue.
5. Plan for At-Large Director appointments (Peter): Peter wants to retain the current rule book flexibility of Board appointing At-Large Director vacancies. The Zone should endorse candidates, although it is not required, and the election packet should be completed by candidates, minus recommendation letters. Tom asked Peter when he wants the nominations by, and Peter indicated at least 10 days before the next Board meeting so he can supply the Board with that information. The Board discussed the process for announcing the vacancies: the consensus was that all convention delegates (this year) should be contacted by email. *[Secretary's Note: Subsequent to the meeting, a policy for replacing directors was uncovered. Based on the policy, a recommendation from zone and LMSC leadership will be sought.]*
6. Reflections on convention (All):
 - a. Nadine noted her potential conflict of interest as USAS Convention Committee Chair.
 - b. Maria suggested we have USMS branded items for sale at convention. Several Board members seconded that idea based on input received from delegates.
 - c. Ed Coates indicated the convention was a success from a governance standpoint.
 - d. Carrie thoroughly enjoyed the keynote speakers.
 - e. Rob recommended that the Board be prepared to handle Board vacancies in the future.
 - f. Maria thought new delegates were well prepared. Chris Colburn indicated there were 39 new delegates, similar to prior years.

7. Committee Chair term limits (All): There has been an informal limit of 4-5 years, particularly for positions that are recommending proposals to the House. Chris Campbell and Dan Cox both voiced their support for term limits, as did others. Nancy stated that the informal policy is that appointments typically last for two years; when the President changes, a new Committee Chair may be appointed. Tom stated that two years isn't usually enough time, but after four or five years it is certainly appropriate to have some turnover. Tom asked that transitions be handled positively. Teddy suggested that we communicate expectations early in the term either directly or through the appropriate VP. Maddie agreed and said that Peter can set the tone early in his term. Teddy asked about mentoring; Dan responded that the Futures Task Force developed the Stars Volunteer Program to encourage mentoring, but it's on hold until the website is developed further.
8. Short term task force assignments (Peter/All):
 - a. Committee policy guidelines: Peter noted that some committees have policies that appear to have been developed independently, but not all. Some guidelines should be considered in terms of length and content. A task force with 3-5 people shall be formed to read existing policies and to develop a standardization process. Teddy Decker, Ed Coates, Rob Copeland and Ed Tsuzuki volunteered to work on the task force.
 - b. SSL/ALTS committee charters: Peter recommended that a task force create charters to differentiate between SSL and ALTS. Due to his ongoing role, Bill Brenner will be on the task force. Carrie Stolar and Nancy Ridout volunteered to be involved. Other volunteers (not present) identified by the group as potential members include: Brandon Franklin, Jay DeFinis, and William Kolb.
9. Board and USMS priorities (Peter): He asked Board members to email him priority items for compilation.
10. New roles (Dawson): Current BOD positions have been updated on the website and email aliases have been redirected accordingly.
11. Bonus set: Demonstration of using a tablet to participate in a USMS StartMeeting conference call: Greg set up a test conference call session. Chris Colburn and Peter used tablets to show BOD members the online meeting interface.
12. New business:
 - a. February (Winter) 2020 Board meeting: Tentatively slated for Feb 22-23. Location TBD.
 - b. The next CCS Advisory Board meeting will be held next month. Rob indicated that any concerns can be brought to him, Maddie, or Onshalee.
13. The next EC call will be at 8:30pm ET on Monday, October 7, 2019. The next BOD call will be at 8:30pm ET on Monday, October 21, 2019.

The meeting was adjourned at 10:32 am CT.

Respectfully Submitted,

Greg Danner, Secretary