

United States Masters Swimming Executive Committee Conference Call

October 3, 2006

FINAL

Action Items:

1. MSA to approve the change to Appendix B of the rule book requested by Mary Beth Windrath (Records and Tabulation Committee Chair).
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President Rob Copeland called the meeting to order at 7:34 p.m. EDT. Also present were Meg Smath, Julie Heather, Leo Letendre, Tom Boak, Tracy Grilli, Rob Copeland, Mark Gill, Mike Heather, Jim Miller and Patty Miller.

Officer reports

VP of Member Services:

Mark's main tasks since returning from convention:

- 1) Working with Jim Matysek to come up with a well-planned list of projects and priorities for the rest of 2006. The projects are not new development, but instead maintenance and updates that we need to perform, but have put off due to our activities with Worlds.
- 2) The Editorial Committee met October 2. There are several questions they have forwarded to the EC for a decision.
 - A. Some LMSCs have responded to the option of putting newsletters in our national publication. Do we want to have the LMSCs negotiate directly with Douglas Murphy or go through USMS and get a price based on a sliding scale?
 - B. We have had requests for distribution of materials online. Currently, we wait four months before posting some stories. Should that change in the short run while we evaluate offering online access as a member benefit?

There were also two recommendations for USMS to work with outside groups to market ourselves more directly. This will be passed on to the Marketing Committee, but it was thought that contact would come at the organization level, so the Editorial Committee wanted the EC to be aware of these plans.

- 1) AARP
- 2) High school swimming and USA Swimming (starting with a survey of attitudes toward USMS)

Vice President of National Operations:

Leo had no report.

Vice President of Local Operations:

Julie asked Patty for feedback about a form for LMSC registrars to sign that acknowledges USMS's confidentiality policy. Rob asked if USMS must report income for officers paid by their LMSCs. Tom's opinion was no, but he will get an opinion from our accountants.

Julie has also been helping with web maintenance.

Vice President of Community Services:

Mike had no report.

Legal Counsel:

Patty had no report.

Secretary:

Records and Tabulation Chair Mary Beth Windrath had sent Meg the following proposed change to Appendix B of the rule book:

Appendix B: Preparation of Meet Results

Relay Events:

1. *as is*
2. *For each gender, print the relay results in the order of age groups—youngest to oldest.*
3. *For each gender age group, print results in the following order: 200 freestyle relay....*
4. *...*

MSA the proposed change.

Past-President:

Jim asked if any of the vice presidents felt their divisions needed to be realigned. Were they feeling overwhelmed? Underwhelmed? Mark said he felt it was difficult to judge from last year, because of the World Championships, whether the responsibilities are divided appropriately. We will reevaluate after next year.

Treasurer:

Tom had no report.

Executive Director update

An offer has been made to a candidate, who is still weighing options.

Rob will notify the BOD of the current status of our offer.

Leo has a phone call set up for October 4 with the search firm to discuss how USMS has handled this search (see minutes to 9-17-06 BOD meeting).

Committee assignments

Jim encouraged us to consider those who do not attend convention as members of committees. For some committees, convention attendance is not necessary.

Tracy had sent a preliminary spreadsheet of committee makeup to the Executive Committee. Tom and Carolyn Boak (in her capacity as at-large director from the South Central Zone) made suggestions about delegates from their zone. Each director was to have made suggestions about committee assignments. Committee assignments cannot be

finalized without input from all committee chairs. Some have not yet responded to the Committee Evaluation Form. Meg will email the chairs who have not yet responded to encourage them to respond as soon as possible. Next year the evaluation forms will be sent before convention, to give chairs more time to respond.

The Recognition and Awards Committee is becoming a rather large and unwieldy committee, since all Ransom Arthur Award winners automatically have membership on the committee. The committee structure should be changed to make the committee more streamlined, and also to make room for members needed to help with nominations to ISHOF; a new committee definition will be submitted to Legislation next year. All Ransom Arthur Award winners should continue to be eligible to vote for that award, whether they are members of Recognition and Awards or not.

Meg will set up mailing lists for each committee once committee assignments are finalized.

Rob would like each vice president to get together with the chairs of committees in their division and define three or four specific goals to be accomplished in 2007. This should be done by the end of November. During December, Rob will have a conference call with the chair and vice chair of each committee, as well as the appropriate vice president, to make sure all have a good understanding of the committee's goals. The overarching goal for all committees is to work effectively to make us a more professional organization. Rob would like each committee to develop a plan, work toward it and accomplish it. Goals for each committee should be in place by the midyear Board of Directors meeting. Each committee should also evaluate its viability.

Task forces

Club Development:

Julie said overwhelming interest was expressed for this task force at convention. Since convention, she has been thinking about how to set up the task force. She is leaning toward a small core group, each with responsibility to a subcommittee. She will ask Tracy to email those who expressed interest in being on the task force, and set up interviews with them to determine how best to use the volunteers.

Technology Services:

Jim has not yet begun work on setting up this task force. Tracy, who collected the committee request forms at convention, said one new delegate expressed interest in being on the task force. Jim anticipates the task force will consist of only about five people, perhaps including some people from outside of USMS.

Online Registration:

Leo has a beta version of the web interface. Mark has completed the requirements document, and is having a developer look at it for feedback about whether it is sufficient.

Premium Web Pages:

Mark said he will take the list generated by the task force, and add it to his master list of web tasks.

Masters Aquatics Sports:

Mark will continue to explore synergy with the other aquatic disciplines. One suggestion has been to combine a Masters diving meet with one of our national championships. Interest in working together in competition and training continues to be high.

Convention improvements

New delegate orientation:

All agreed that the lunch with the new delegates program worked well. Scavenger hunt activities will be scaled down, so as not to be so time-consuming.

Evaluations:

Meg has compiled the rankings and comments from the evaluation forms into a spreadsheet, which she distributed to the rest of the EC. She will also write an article for *Streamlines* to discuss some of the delegates' suggestions.

Many of the comments had to do with parliamentary procedure. Meg and Tracy will work with Parliamentarian Bill Tingley to write our own summary of parliamentary procedures, to be distributed to next year's convention delegates.

Motions passed at convention

Communications Committee: Request that the Executive Committee set up a task force to develop the requirements for a sanction database no later than the end of this year.

Mark explained that the goal is to create an online tool in which LMSC sanction chairs could fill in the meet information and get a sanction number. The information in the form would automatically be added to the calendar of events. Submitted meet results would be entered into the Top Times database; ultimately, this could lead to online compilation of the Top 10. Mark will have the committee fill out a web request form to begin development of the tool.

History and Archives Committee: Recommend that USMS immediately implement unique and permanent identification numbers for clubs (similar to the permanent IDs assigned to each swimmer) and that the IDs contain the LMSC code, a year code, a variable if deemed necessary and the club code number currently assigned by the LMSC.

Leo will add this functionality to the registration software. The Registration Committee will need to formulate a policy on how to handle clubs that split or merge.

International Committee: Promote Masters swimming internationally by extending invitations to USMS convention to Masters representatives from other countries.

It was noted that there was no money attached to this motion. The USMS president will invite presidents of one or two foreign delegations to attend the Anaheim convention.

International Committee: The USMS House of Delegates directs its president and two ASUA representatives to express to U.S. Aquatic Sports our concern about the continuing threat of sanction currently posted on the FINA website.

Rob, Jim and Mel Goldstein spoke at the USAS meeting at convention about our concerns. They will bring it up again during the ASUA international relations meeting in

November. Mel will be talking to the chair of the ASUA Masters Technical Committee to ask for clarification.

Marketing Committee: Two motions: (1) Join National Intramural-Recreational Sports Association (\$395) and American Aquatics Exercise Association (\$400) and (2) Join the National Coalition for Promoting Physical Activity (\$1,000).

Tom noted that Marketing Chair Tom Boyd presented good rationales for these expenditures, and they were funded in the budget approved by the HOD. We will need follow-up from the designated liaisons to make sure we get value for this investment. The BOD should consider establishing policy/process about how we join other organizations.

Officials Committee: Recommend to the Recognition and Awards Committee that special consideration be given to recognize Bob and Helen Brown for their extensive service to USMS.

Mark will look into suitable awards for the Browns.

Planning Committee: Recommend USMS Board of Directors move forward in development of a Local Development and Assistance Program through their newly formed task force, with representation of the Planning Committee.

This will be addressed by the Club Development Task Force.

Registration Committee: Two motions: (1) Ask BOD for a policy that allows all LMSC registrars and LMSC Top 10 officers access to National USMS database on a secured location on USMS website and (2) Ask BOD for a policy to allow all LMSCs to post name, club, age, city and gender as it applies to membership lists of its members on a nonsecured location on LMSC website.

Meg said she thought Registration had asked LMSCs to post the information in the second motion several years ago. Julie clarified that the purpose of the second motion is to prevent inappropriate information from being posted on a nonsecure site; only the information in the motion should be posted. USMS numbers should not be posted, and a look-up function is preferable to a list.

Dates for 2008 SC Nationals

The dates for Perth have not yet been confirmed, but several Australian websites have April 16–23 as tentative dates. Mark will ask FINA Representative Nancy Ridout if the dates have been confirmed. Rob will ask new USAS President Rich Foster if he learned anything at the recent FINA meeting in Madrid. Once the FINA Worlds dates are known, the 2008 SC Nationals hosts may be able to adjust their date to avoid a conflict.

World Championships

Mark will write a report on lessons learned from the World Championships, similar to the meet report from each National Championship. The report will answer the question: If we're in a similar position again, what would we do the same and what would we do differently? Mark will have the report ready for the midyear meeting. He has already begun working on it. We may have had no option on how some things were done; he will look at the FINA contract to see if that was the case.

Tom spoke to Barbara Thomas of the local organizing committee. She sent him a list of checks still to be written, but there were questions about the status of some of these

bills. In particular, there are questions about selling assets (e.g., touchpads). Tom will talk to Anne Cribbs to try to get these and other questions answered. The LOC is to provide USMS with a final accounting within three months after the conclusion of the meet.

Midyear meeting

Several options for the location of the midyear meeting were discussed. St. Louis seems to be the leading contender.

Working calendar

Meg has contacted committee chairs and others to ask for updates to the Working Calendar. She will compile the changes and release the 2006-07 calendar.

Webmaster's workload

Jim Matysek should soon be submitting a plan for improving the workflow of web tasks. Jim will be making suggestions about things that he currently does that can be done by someone else, as well as tools he should create to allow someone else to do some of the work. Leo, Mark and Rob will have a conference call to discuss Jim's recommendations.

Adjournment and next meeting

Meeting adjourned at 10:29 p.m. EDT. The next Executive Committee meeting will be at 7:30 p.m. EST, November 7, 2006.

Meg Smath, Secretary