

U.S. Masters Swimming Executive Committee Conference Call minutes

January 20, 2011

FINAL

Action Items:

1. **MSA – The Executive Committee supports the Investments Committees recommendation of Northern Trust as the USMS Investment Advisor to the Board of Directors.**
2. **MSA- to reconsider motion the transition of the postal swims to the National Office.**
3. **MSA - reconsideration of the motion of the transition of the postal swims once we have feedback from the Long Distance committee.**

Jeff Moxie – President called the meeting to order at 8:32 PM EDT. Also present were Nadine Day-VP of Community Service, Michael Heather-VP of Administration, Ralph Davis-Treasurer, and C.J. Rushman - Secretary, Rob Copeland-Immediate Past President, and Executive Director - Rob Butcher.

Absent: Doug Church-Legal, David Diehl-VP of Programs, and Ed Tsuzuki - VP of Local Operations.

EC Agenda topics:

1) President's report (Jeff): No report.

2) Executive Director Report (Rob B): Rob said that this was staff retreat week when the out of state employees and contractors came to Sarasota for 2011 planning. The staff covered such topics as review of the Foundation Task force Phase I findings and Phase II recommendation, SwimFest 2011 planning, Masters Level 1 and Level II coaches certification, introduction of the new USMS accounting and budget system, and transition of publishing *SWIMMER* magazine to staff. Staff is conducting a training & technique and product review photo/video shoot on Friday and Saturday for *SWIMMER* magazine and the USMS website. Editor Laura Hamel travels Monday-Tuesday to Kansas City to meet with Anthem Media Group, our new magazine printing partner. Full time staff also enrolled for their 2011 benefits. Our 2011 benefits went up 8.65% rather than the projected 12-13%. Staff additionally spent a considerable amount of time on review of the 2011 membership retention plan. There are 52 USMS LMSC's, 33 asked the national office to help them with implementing the registration communication plan. The LMSCs that National Office is implementing the plan are experiencing a 6% greater membership renewal than the ones that are implementing the retention plan on their own. Jeff asked Rob B if he's received any feedback from Douglas Murphy. Rob B said that to date we have not. The January/February issue has been mailed to members.

3) Investment committee selection (Ralph) - attachments sent earlier by Ralph Davis to the Executive Committee that outlined the process that the Investment Committee followed to recommend Northern Trust as the Investment Advisor. This information will be provided to the Board of Directors at the mid-year meeting in San Francisco next week. Ralph asked for a motion to approve Northern Trust as the Investment Advisor for USMS. **MSA – The Executive Committee supports the Investments Committees recommendation of Northern Trust as the USMS Investment Advisor to the Board of Directors.**

4) Open water postal events (Nadine) – Nadine asked the EC to reconsider the Transition of postal swims to National Office as stated in January 4th minutes. The intent of the House was that the Postal swims would transition to the National Office in 2011 as a marketing tool. **MSA- to reconsider motion the transition of the postal swims to the National Office.** Discussion of how the postal events were

awarded to which was not correctly stated in the Rule Book. Rob C moved to table the motion. **MSA - reconsideration of the motion of the transition of the postal swims once we have feedback from the Long Distance committee.**

5) Communication (Nadine, Mike) – Nadine requests that any communication from the National Office should include the Chair of the LMSC. Rob B. shared staff tries to use its best judgment and be respectful of not just filling volunteers e-mail in-boxes when sending communication. It is not intentional if someone is left off communication, rather a number of our volunteers have complained the National Office communicates too much. Rob B asked what staff should do when it receives these types of complaints from volunteers? Mike said complaints from volunteers should be directed to the Secretary or Executive Committee to be handled accordingly because the staff should not have to be put in the position of dealing with volunteer or member complaints about general policy or operation matters.

6) SwimFest budget (Rob B) – The budget was sent out this week to the Executive Committee for review. The date is May 20 – 22 in Atlanta Georgia. Club development, coaches committee, VP of Community Services and our Atlanta host have reviewed the budget. We feel confident about the expenses but there are unknown variables on the revenue side. This is the first time we are charging \$50 for coaches to attend and charging \$70 for Level I and Level II certification.

7) Midyear meeting agenda (Jeff) – Will be sending out schedule tomorrow. Please provide feedback back to Jeff by Saturday so Jeff may send out to the Board on Sunday.

8) Privacy Policy for meet (event?) hosts (Nadine) – Meet hosts have been obtaining email addresses of swimmer and hosts have been sending masses emails to potential participants. Nadine will work with Rob C on creating a proposal on how to instruct meet host to blind copy swimmers to keep email private.

9) Old business

1. Forum rules (Mike, Rob C) – Working on recommendations to how we handle the forum such as a moderator.

10) New business

1. Housekeeping for EOG (Mike) – The on-line version of the EOG needs to be updated. Mike will provide Rob C a list of what needs to be addressed.
2. Elections (Rob C) – There are a few actions items that need to be taken care of. Posting election information on the USMS Website by March 1st. Rob C will be asking the standing officers to declare their intent on running for re-election.
3. CJ brought to the Executive Committee that we must cite a specific reason for conducting our business in private in order to hold a legally qualified executive session. The Secretary will simply cite that the basis for the executive session is one of the following: (1) to discuss pending or threatened litigation; (2) to discuss personnel matters; (3) to discuss an employee evaluation; (4) to discuss property acquisition or disposal; (5) to discuss a contract dispute.

Next meeting of the Executive Committee meeting will be held on February 8th, 2011 at 8:30 pm EDT.

The meeting adjourned at 9:36 PM EDT.

C.J. Rushman,
Secretary