

# U.S. Masters Swimming Executive Committee Conference Call minutes

March 8<sup>th</sup>, 2011

FINAL

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## Action Items:

1. None
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President Jeff Moxie called the meeting to order at 8:30 PM EDT. Also present were Michael Heather-VP of Administration, Nadine Day-VP of Community Service, David Diehl-VP of Programs, Ralph Davis-Treasurer, and C.J. Rushman - Secretary, Rob Copeland-Immediate Past President, Doug Church-Legal and Executive Director - Rob Butcher.

Absent: Ed Tsuzuki - VP of Local Operations.

## EC Agenda topics:

1) President's report (Jeff): At the request of Jessica Seaton, Jeff has appointed Bruce Hopson at the liaison to IGLA. Walt Reid requested to attend the ISHOF induction and Jeff agreed.

2) Executive Director Report (Rob B): Rob B did follow up with Meg Smath about contractor compensation for the Rule Book Coordinator. Currently there are 78 paid registrations for the Open Water Safety Conference in San Francisco, and the goal was 60. We are in final stages of planning for the conference. This past weekend there was a very successful Masters coaches certification in the Virginia LMSC with Scott Bay from the Coaches Committee and Mel Goldstein. Thirty one coaches attended and the feedback was very positive including a letter of support sent to the board of directors. The Pacific LMSC has expressed interest in hosting a Masters certification weekend as well. Chris LaBianco, our Foundation consultant, was in Sarasota this week working with Rob and Susan to develop the Phase II action plan and timeline for our Foundation. Rob C asked about the number of people that are registered for SwimFest. Rob B said there are 3 coaches and 12 swimmers that have signed up.

Rob B also for the gave an update on our IT priorities;

1. After several months of interviewing programmers, we have hired Luke Shaheen who is a graduating from Indiana University this summer. Jim is giving Luke a couple of test projects so he can begin to get acclimated while finishing school.
  - a. Offer / employment docs all set.
  - b. Computer & software ordered.
  - c. Startup task – round out Olympians app for H&A – public listings, database, admin tools.
  - d. Select a bug / task tracking system and start using.
  - e. Select a version control system and start using.
2. End 2 End Event Management:
  - a. Meet Results / Top 10 tools:

- i. Add ability to delete a meet in the database.
    - ii. Add traceability of who uploaded results, when, and link to file uploaded.
    - iii. Add several relay exception checking tools and reporting.
    - iv. Add the ability to add/edit swimmers, swims, and splits.
  - b. Sanctions / Calendar of Events:
    - i. Fix current issues & add ability to edit incoming requests
    - ii. Work with task force to define & implement sanction process
  - c. Add results database support for open water and postal events.
- 3. FLOG / Go The Distance Updates
  - a. Redesign internal representation of entries for ease of maintenance / flexibility.
  - b. Add ability to view others FLOG entries if enabled by user.
  - c. Add new FLOG entry types.
  - d. More automation in monthly GTD reporting
  - e. Add more graphing and summary report capability for personal tracking.
  - f. Add virtual swim capability.

***Ongoing / Support Items:***

- Attend Zend Framework IT education/training class.
- SC Nats – assist with entries (3/24 end date), track payments.
- LC Nats – set up basics – NQTs, events, and hotels.
- Roll out geocoded Places to Swim and provide support.
- Update Swimming Saves Lives info.
- Add OW symposium wrap-up and videos.
- GTD Monthly Results

***Known Future Projects Coming Soon***

- Create member verification tool for Active.com.
- Add web store for selling videos, rule books, magazine subscriptions, marketing merchandise.
- Research Foundation software, install, migrate membership information into it, provide staff support
- LMSC identifier project
- Apps for programs such as Places to Swim

3) Discussion BOD passed mission statement (CJ) – CJ asked who will be submitting to the Legislation Committee the mission statement from the BOD meeting in Sarasota. Jeff said that he will be submitting that to the Legislation Committee.

4) Officer Job descriptions for election web site (Rob C) – Rob C asked the Executive Committee, to write a job description of their positions. Rob would like to have this by the end of

the month March. Mike asked if there are any descriptions currently. Rob C said, to the best of his knowledge, no there are not.

5) Old business

A. Discussion Forum rules (Mike, Rob C) – No update.

6) New business – none.

Next meeting of the Executive Committee meeting will be held on March 22nd, 2011 at 8:30 PM EDT.

The meeting adjourned at 8:50 PM EDT.

C.J. Rushman,  
Secretary