

Committee Name: Executive Committee

Committee Chair: Patty Miller

Minutes recorded by: Chris Colburn

Date/time of meeting: 11/2/2015 8:30pm EST

Motions Passed:

1. None.

Number of committee members present: 10

Absent: 0

Number of other delegates present: 0

Committee members present (list all, including chair and vice chair): Patty Miller - President; Ed Tsuzuki - VP of Administration; Chris McGiffin - VP of Programs; Chris Stevenson - VP of Local Operations; Frank (Skip) Thompson -VP of Community Services; Chris Colburn – Secretary; Ralph Davis – Treasurer; Maria Elias-Williams - Legal Counsel; Rob Butcher – Executive Director; Nadine Day – Immediate Past President.

Minutes

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

1. Patty welcomed everyone to the call. Going forward, Executive Committee calls this year will begin at 7:30pm ET.
2. Patty has spoken to all the VPs about committees. Patty has spoken to the VPs about the list of chairs and Vice Chairs. Patty explained her rationale for the Chair and Vice Chair picks, as well as some last minute adjustments for some committees. Discussion included topics on committee requests, the committee selection process, and the code and policy surrounding those processes. Patty discussed items related to certain Chairs, Vice Chairs, and volunteers, and asked the VPs to contact individuals she had not yet contacted. Patty will talk to Tracy when she is in Sarasota this week.
3. The UANA Pan American Masters Championships Task Force is in place. The members of the task force are: Sandi Rousseau (Chair - USMS); David Morrill (USMS); Tom Boak (USMS); Kyle Deery (USMS Staff Liaison); Gerry Dunn (USA Diving); Barbara McNamee (USA Synchro); and Bill Smith (USA Water Polo).
4. We will still need a rebate task force for LMSCs that need assistance with sanction fees. The current Open Water Rebate Task Force has concluded, and further discussion concluded that there should be one task force for both pool and Open water. Patty asked Chris McGiffin to provide suggestions for people who could serve on a new rebate task force.
5. Patty asked the returning VPs about the current process for kicking off committees for the new year. Ed, Chris McGiffin, and Chris Stevenson provided some feedback on the process, including a focus on succession planning, goal setting, and quarterly meetings with the chairs of the respective divisions. Patty asked VPs to set up calls with chairs and vice chairs once the committees are formed and announced.
6. Convention Planning: Patty thanked Ed for trying to make some sense of the convention evaluations that Tracy provided. The Committee discussed the responses and the messages that came from them. Ed picked some priorities that we can work on for next year. Ed thinks there are better ways we can proactively educate our delegates before they come to Convention so they come to Convention informed. One suggestion from Maria was to provide an incentive to delegates to read the pre-convention information. Patty suggested reconsidering the pre-convention packet. Ralph suggested bookmarks for easy navigation in the PDF version of the packet. Patty recommended that the committee be sure to encourage Long Distance, Rules, and Legislation to start now to put together strategic proposals that really need to be presented in the coming year and not spend time on housekeeping or minor rules change proposals.
7. New Business:
 - a. Ralph wanted to discuss the policy related to the composition of the Finance Committee, and provided the history and justification behind it.
 - b. Chris McGiffin brought up the idea of bringing some IT professionals into the IT Liaison discussions. At Speed Dating, some EC members were introduced to some IT industry pros who could help with the discussion. Rob provided some insight, and mentioned a new EC might have different opinions on the matter. Issues that we see with process can be raised through the Executive Director.
 - c. Skip asked a voting question that will wait for a full Board vote.
8. Next meeting will be December 7, 2015 at 7:30pm EST.

The meeting was adjourned at 9:35pm EST.

Respectfully Submitted,

Chris Colburn, Secretary