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|-----------------------------|---------------------|--|
| <b>Committee Name:</b>      | Executive Committee |  |
| <b>Committee Chair:</b>     | Patty Miller        |  |
| <b>Minutes recorded by:</b> | Greg Danner         | <b>Date/time of meeting:</b> 11/6/2017 8:30pm ET |

## Actions Taken:

1. Approved: Accept the October 2, 2017 Executive Committee Meeting minutes, as amended.

|  |                  |                          |
|--|------------------|--------------------------|
| <b>Number of committee members present: 10</b>   | <b>Absent: 0</b> | <b>Others present: 0</b> |
| <b>Committee members present (list all, including chair and vice chair):</b> Patty Miller – President; Peter Guadagni – VP of Administration; Chris Colburn – VP of Local Operations; Donn Livoni – VP of Programs; Frank (Skip) Thompson – VP of Community Services Greg Danner – Secretary; Ralph Davis – Treasurer; Nadine Day – Immediate Past President; Maria Elias-Williams – Legal Counsel; Dawson Hughes – CEO. |                  |                          |
| <b>Not Present:</b> None.  |                  |                          |
| <b>Guests:</b> None.   |                  |                          |

## Minutes

The meeting was called to order at 8:31pm ET.

1. Agenda review and conflict of interest declarations (Patty): No conflicts reported.
2. Ratification of email vote to approve October 2 minutes (Greg): Peter requested one amendment to the minutes. **MSA to approve the minutes as amended. The motion passed unanimously.**
3. CEO's report (Dawson):
  - a. Jay finalized a new multi-year sponsorship deal.
  - b. College Club Swimming (CCS) is up to 107 registered clubs, with 2660 members. 18 college club meets have been hosted so far. This has exceeded expectations.
  - c. The National Office is ramping up for the membership push in December 2017/January 2018.
  - d. There were some technical issues with address verification for registration being offline for 45 minutes one day.
  - e. Fitness Series – The landing page is set up. Membership communication will go out around December regarding scheduling/registration for the event. Patty asked if info on the Fitness Series was already available for LMSCs. Dawson responded that the National Office would work on that. Also, Dawson noted that the LMSC Development Committee will discuss the Fitness Series on the next Fitness P2P call on December 5<sup>th</sup>.
4. IT Advisors (Patty and Dawson): This group assists in the prioritization of IT projects for the IT director/staff in the National Office. These members are volunteers that provide advisory capability. The proposed list of members is: Ed Tsuzuki, Chris Colburn, Greg Danner, Chris McGiffin, and Ralph Davis. There were no questions or concerns from the EC. Donn mentioned another person for consideration. Additionally, Peter offered his services to the group, if necessary.
5. Committees (Patty):
  - a. Update on assignments – We are close to being done with assignments, except for one committee. Patty is still waiting to hear back from one committee Chair. Committee member notifications are nearly ready to be issued. Jessica is working on a custom email template for these notifications.
  - b. Priorities – see next agenda item.
6. Discussion with EC liaisons about plans for working with committee chairs (Patty). Patty led a short discussion.
7. New Business: None.
8. The next EC call will be 8:30pm ET on Monday, December 4, 2017. The next Board call will be at 8:30pm ET on Monday, November 20, 2017.

The meeting was adjourned at 9:30pm ET.

Respectfully Submitted,  
Greg Danner, Secretary