

Committee Name:	Executive Committee	
Committee Chair:	Peter Guadagni	
Minutes recorded by:	Greg Danner	Date/time of meeting: 10/7/2019 8:30pm ET

Actions Taken:

1. None.

Number of committee members present: 10	Absent: 0	Others present: 0
Committee members present (list all, including chair and vice chair): Peter Guadagni – President; Chris Colburn – VP of Administration; Ed Coates – VP of Local Operations; Donn Livoni – VP of Programs; Chris Campbell – VP of Community Services; Greg Danner – Secretary; Teddy Decker – Treasurer; Dawson Hughes – CEO; Patty Miller – Immediate Past President, Maria Elias-Williams – Legal Counsel.		
Not Present: None.		
Guests: None.		

Minutes

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

1. Agenda review and conflict of interest (Peter): No changes to the agenda and no conflicts noted. Peter welcomed Teddy, Chris Campbell, and Ed to the Executive Committee.
2. CEO's report (Dawson):
 - a. Unified Fee update: 15 official responses from LMSC surveys. A full recap will be provided to the BOD around November 1. Eleven LMSCs have opted in so far. Total membership from these 11 LMSCs is approximately 20,000. The projection is for 30,000. Those LMSCs: Pacific, South Texas, Gulf, Niagara, New England, Nebraska, Wisconsin, Kentucky, Iowa, Arkansas, Minnesota.
 - b. There was some email downtime for a few days tied to the legacy emails (usms.org). Plans are progressing to sunset the old servers.
 - c. Communication out on our new member welcome kit has been sent out and shared with the BOD.
3. Policy on outgoing officers being associate committee members until year end (Peter): Peter noted that associate members are like ex-officio members, but with no voting rights. Hearing no complaints from the EC, Peter indicated that will notify Skip, Ralph and relevant committee chairs that outgoing officers will be associate committee members until year end.
4. Process for director appointments at upcoming BOD meeting (Peter):
 - a. Peter and Greg have received completed questionnaires from all interested parties. Peter suspects that appointed individuals may be on the Board for five years. He noted no consistent recommendations from Zone and LMSC Chairs but will provide the Board with a composite.
 - b. Plan to use the same election software used at convention.
 - c. Peter asked if there were any questions about the process. Ed asked if there would be an Executive Session during the BOD meeting and Peter responded that the plan is to keep all discussions open. Patty asked how far in advance would Peter be sending out the composite recommendations. Peter said he will provide the BOD with the candidate information 7 or 8 days in advance. Based on that timeline, Patty suggested the forums could be utilized for sharing information. Chris Campbell noted that Jim Miller's BOD training at the convention is great for setting expectations and asked if new Board members would be brought up to speed on that. Peter said that one at convention this year was at full capacity and most or all the candidates attended.
 - d. Lastly, Peter named each of the candidates by zone: Oceana: Bob Anderson, Karen Harris, John King Clare Kubiak; South Central: Sanford Thatcher, Diana Triana, Kris Wingenroth; Southwest: Jill Gellatly, Arlette Godges, Michael Heather, Diana LaMar, Laura Winslow.
5. Committee policies and role of Officers/EC (Peter/Teddy): Peter hopes to simplify committee policy documentation. The Committee Policy Task Force will be reporting to the EC in the short term and the BOD in the long term. Teddy mentioned that she started a thread on the forums that detailed some initial discussions from the task force. Peter asked if there were any questions from the EC so far and there were none.
6. Committee appointments and priorities (All): Peter asked the group if anyone had thoughts on handling the appointments. Chris Colburn suggested that we make appointments that will help guide committees in support of our mission. We should look beyond that as well, possibly changing committee sizes for improved effectiveness. Chris Campbell noted that it would

be easier to appropriately size committees if we're aware of their tasks and scope. Chris Colburn asked Peter if he planned to touch base with Skip Thompson and Ralph Davis for feedback; Peter responded affirmatively.

7. Thoughts on how to improve convention experience (All):
 - a. Chris Campbell asked about gathering feedback from the delegates. Peter indicated that the surveys generate a significant amount of feedback. Patty pointed out that Chris Campbell will see it now that he is on the EC, as the EC is responsible for convention planning.
 - b. Ed asked if we knew when USA Swimming might be changing their participation. Dawson indicated that the next two conventions will still be with USA-S. 2022 is the first convention that there might be a change. We may have the opportunity to join with USA-S if they do something different.
 - c. Ed noted the convention is long considering what is accomplished. Now that we have electronic voting, synchronization of rules and legislation, as well as a simplified budget, there may be an opportunity to shorten the convention.
 - d. Ed mentioned it would be great to continue having keynote speakers.

8. The next EC call will be November 4 at 8:30pm ET. The next BOD call will be October 21 at 8:30pm ET.

The meeting was adjourned at 9:18pm ET.

Respectfully Submitted,
Greg Danner, Secretary