

# New Jersey LMSC Board Meeting Minutes

10:00am Sunday, December 8, 2013

Fanwood-Scotch Plains YMCA

Fanwood, NJ

## Attendees:

### Board Members

Bill Reichle	Jen Bauman
Chris McGiffin	Sara Johnston
Tom Brunson	Julie Schoenlank
Susan Kirk	Lynn Ascione

### Visiting Members

Sarah Clark  
Ramunas Radzevicius  
Janice Baker

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## MOTIONS

1. **MSA to approve the 2014 proposed budget**
2. **MSA to approve the proposed modifications to numbers 6a, 6c, 6f, the new number 12- Grievances and the new number 15 - Indemnification of the NJ LMSC Bylaws**
3. **MSA to accept the slate of elected officers as nominated**

## ACTION ITEMS

1. **Jen will touch base with Jeff Jotz about the possibility of him running a meet at FSPY sometime in March**
2. **All board members please brainstorm about a potential speaker for the banquet and email Lynn and the board with your ideas**
3. **Lynn will finalize the hotel selection for Worlds for the NJ Masters Swimming contingent and send the information to Susan to include in an email blast to the membership within the next 3 days.**
4. **Lynn has some fitness workout ideas and will share them with Linda**
5. **Bill will send an email out to the coaches distribution list asking for volunteers to help out at the 50 x 50s**

## Action items bolded

Meeting was called to order at 10:12am

- I. Officer Reports
  - A. Newsletter (S. Johnston)
    - i. Issues for 2014 - 8
      - a) January/February, March, April, May/June, July/August, September, October and November/December
    - ii. Number of hardcopies
      - a) Three color copies of each issue of the Fastlane are being mailed by Tom

## NJ LMSC Financial Statement

Beginning Cash Balance 1/1/2013 **\$18,335.65**

<u>INCOME</u>	<u>BUDGET</u>	<u>ACTUAL</u>
USMS Individual	\$1,200.00	\$687.00
USMS Foundation & Hall of Fame	\$50.00	\$4.00
LMSC Donations	\$900.00	\$545.00
Fast Lane Collections	\$90.00	
LMSC Individual	\$9,000.00	\$8,012.00
Meet Sanction Fees	\$450.00	\$330.00
Interest Income	\$30.00	\$17.98
Club Collections	\$200.00	\$250.00
Annual Dinner Collections	\$1,000.00	\$1,180.00
Special Events	\$1,500.00	\$2,670.00
Merchandise Sales	\$150.00	\$110.00
Meet Performance Deposits	\$1,000.00	\$700.00
Open Water Surcharge		\$300.00
<b>TOTAL INCOME</b>	<b>\$15,570.00</b>	<b>\$14,805.98</b>

<u>EXPENSES</u>		
USMS Individual	\$1,200.00	\$879.00
USMS Foundation & Hall of Fame	\$50.00	\$27.00
Coach Certification Grant	\$400.00	\$120.00
USMS Team Registration Fees	\$150.00	\$60.00
Registrar Expenses	\$400.00	\$180.00
Rule Books	\$48.00	
Convention Costs	\$5,000.00	\$3,288.65
Annual Dinner/Picnic	\$2,000.00	\$3,211.29
Tributes & Awards	\$750.00	\$917.77
Special Events	\$2,800.00	\$6,557.06
Sponsorship Fee	\$1,000.00	\$250.00
Domain Fee	\$10.00	\$10.00
Promotional Expense	\$500.00	
Miscellaneous Expense	\$100.00	\$50.00
Performance Reimbursement (Sanctions)	\$1,000.00	\$600.00
Open Water Surcharge		\$1,000.00
<b>TOTAL EXPENSES</b>	<b>\$15,408.00</b>	<b>\$17,150.77</b>

Cash Balance 12/2/2013 **\$15,990.86**

<u>SPECIAL EVENTS</u>	<u>INCOME</u>	<u>EXPENSE</u>
50 x 50		\$300.00
100 x 100		\$800.00
AA Clinic	\$525.00	\$1,040.00
KPN Clinic	\$2,145.00	\$4,417.06

- ii. 2014 Proposed Budget
  - a) **MSA to approve the 2014 proposed budget**
  - b) Board consensus to subsidize 50% of the cost of banquet attendance for 2014 registered NJ LMSC Masters coaches

## NJ LMSC Financial Statement

Preliminary Budget for 2014

<u>INCOME</u>	<u>BUDGET</u>
USMS Individual	\$1,200.00
USMS Foundation & Hall of Fame	\$50.00
LMSC Donations	\$900.00
Fast Lane Collections	\$40.00
LMSC Individual	\$9,000.00
Meet Sanction Fees	\$400.00
Interest Income	\$20.00
Club Collections	\$200.00
Annual Dinner Collections	\$1,200.00
Special Events	\$1,500.00
Merchandise Sales	\$150.00
Meet Performance Deposits	\$1,000.00
Open Water Surcharge	\$300.00
<b>TOTAL INCOME</b>	<b>\$15,960.00</b>
<u>EXPENSES</u>	
USMS Individual	\$1,200.00
USMS Foundation & Hall of Fame	\$50.00
Coach Certification Grant	\$250.00
USMS Team Registration Fees	\$150.00
Registrar Expenses	\$400.00
Rule Books	\$48.00
Convention Costs	\$4,500.00
Annual Dinner/Picnic	\$3,500.00
Tributes & Awards	\$500.00
Special Events	\$2,500.00
Sponsorship Fee	\$500.00
Domain Fee	\$10.00
Promotional Expense	\$250.00
Miscellaneous Expense	\$100.00
Performance Reimbursement (Sanctions)	\$1,000.00
Open Water Surcharge	\$1,000.00
<b>TOTAL EXPENSES</b>	<b>\$15,958.00</b>

C. Co-Registrar (T. Brunson/C. McGiffin)

i. 2013 Member Registration Report

- a) Total NJ LMSC members ~ 214 members as of 12.4.13
- b) Total members by Club ~ see chart below
- c) Total new members by Club ~ see chart below
- d) 2013 Club registrations ~ see chart below
- e) Annual Renewal Rate ~ see chart below
- f) Lifetime Renewal Rate ~ see chart below

YEAR	CLUB	#REG	#RE-REG LIFTIM	#NEW	#REG PREV YR	#REG PRV YR & CUR YR	LIFETIME RETN%	ANNUAL RETN%	#CLUBS
2014	ALL	214							10
2013	ALL	952	702	250	944	620	73.7%	65.7%	12
	BCMS	4	0	4	0	0	0.0%		
	BERK	186	151	35	184	145	81.2%	78.8%	
	DESC	0	0						
	DRMS	98	68	30	81	50	69.4%	61.7%	
	GSM	320	288	32	352	278	90.0%	79.0%	
	HOB0	106	58	48	120	47	54.7%	39.2%	
	JAM	27	25	2	31	22	92.6%	71.0%	
	LTMM	9	4	5	0	0	44.4%		
	MOCY	3	3	0	0	0	100.0%		
	NYCS	3	1	2	1	1	33.3%	100.0%	
	PAA	32	6	26	0	0	18.8%		
	RBAY	16	11	5	11	5	68.8%	45.5%	
	UNAT	148	87	61	164	72	58.8%	43.9%	
2012	ALL	957	683	274			71.4%	68.1%	8
	BERK	185	141	44			76.2%	77.9%	
	BRG	4	2	2			50.0%	100.0%	
	DRMS	84	53	31			63.1%	63.9%	
	GSM	355	299	56			84.2%	78.3%	
	HOB0	122	58	64			47.5%	46.9%	
	JAM	31	24	7			77.4%	77.4%	
	NYCS	1	0	1			0.0%		
	RBAY(bcya)	11	7	4			63.6%	40.0%	
	UNAT	164	99	65			60.4%	54.9%	
2011	ALL	895	612	283			68.4%	72.3%	9
2010	ALL	729	536	193			73.5%		8
2009	ALL	739	488	251			66.0%		7
2008	ALL	715	501	214			70.1%		6
2007	ALL	634	475	159			74.9%		5
2006	ALL	600	454	146			75.7%		5
2005	ALL	526	348	178			66.2%		4
2004	ALL	527	342	185			64.9%		3
2003	ALL	541							

\* %RET'N =LIFETIME RETENTION=(CRNT RE-REG/CRNT YEAR TOTAL)\*100

## MEMBER DONATION REPORT

DATE	DONATION	# DNTS	MAX DNT	TOTAL \$
9/22/2013	ISSHOF	41	\$50.00	\$522.00
	USMS	66	\$100.00	\$888.00
	LMSC	59	\$100.00	\$1,043.00
	TOTAL	166		\$2,453.00

DATE	DONATION	# DNTS	MAX DNT	TOTAL \$
5/24/2013	ISSHOF	39	\$50.00	\$502.00
	USMS	64	\$100.00	\$868.00
	LMSC	58	\$100.00	\$1,038.00
	TOTAL	161		\$2,408.00

DATE	DONATION	# DNTS	MAX DNT	TOTAL \$
3/8/2013	ISSHOF	36	\$50.00	\$481.00
	USMS	58	\$100.00	\$822.00
	LMSC	52	\$100.00	\$941.00
	TOTAL	146		\$2,244.00

DATE	DONATION	# DNTS	MAX DNT	TOTAL \$
10/31/2012	ISSHOF	36	\$100.00	\$514.00
	USMS	64	\$100.00	\$805.00
	LMSC	50	\$100.00	\$697.00
	TOTAL	150		\$2,016.00

DATE	DONATION	# DNTS	MAX DNT	TOTAL \$
10/31/2011	ISSHOF	50	\$100.00	\$576.00
	USMS	73	\$100.00	\$771.00
	LMSC	65	\$100.00	\$773.00
	TOTAL	188		\$2,120.00

### D. Secretary (S. Kirk)

- i. Meeting minutes were taken at the March, June, September and December 2013 board meetings
  - a) The March, June, and September meeting minutes have all been approved by the NJ LMSC Board and posted on the NJ LMSC website by the webmaster
  - b) The December 2, 2012 annual board meeting minutes were submitted to the National Office via email on February 8, 2013. The deadline for submission was April 30, 2013
- ii. 3 NJ LMSC emails have been composed and sent out to the NJ LMSC community since our last board meeting on September 29, 2013
  - a) Since the last annual board meeting held on December 2, 2012, 18 NJ LMSC emails have been composed and sent out to the NJ LMSC community
- iii. Registrant emails currently go out to 1059 individuals
- iv. Since the last NJ LMSC board meeting on September 29, 2013, 3 batches of updates for the email list have been processed
  - a) So far in 2013, 15 batches of updates for the NJ LMSC email list have been processed
- v. The NJ LMSC Facebook page is up to 503 likes

## E. Sanctions & Safety (J. Bauman)

### i. Upcoming 2013 Sanctioned Events

#### a) Drew University March Madness Meet (Saturday, March 22, 2014)

- Draft entry form: PENDING
- Application for sanction [online sanction system]: PENDING
- Sanction fee (\$30) received 10/19/13 (performance deposit (\$100) held over from March meet at meet director's request
- Sanction number assigned: PENDING
- Pool measurement on file with USMS

### ii. Completed 2013 Sanctioned Events

#### a) Athlete Approved Masters Clinic with Bobby Savulich (Sunday, January 6, 2013)

- Entry form received 12/17/12
- Application for sanction approved 12/29/12 (online sanction system)
- Sanction fee (waived)
- Sanction number assigned: #073-S003
- Meet announcement added to USMS calendar 12/29/12; posted to NJ LMSC website

#### b) Faster Free Swim Clinic (Karlyn Pipes-Nielsen) (Saturday, February 23, 2013)

- Entry form received 12/3/12
- Application for sanction approved 12/11/12 [online sanction system]
- Sanction fee waived
- Sanction number assigned: #073-S001
- Meet announcement added to USMS calendar 12/11/12; posted to NJ LMSC website

#### c) Multi-stroke (Fly, Breast & Back) Swim Clinic (Karlyn Pipes-Nielsen) (Saturday, February 23, 2013)

- Draft entry form received 12/3/12
- Application for sanction approved 12/12/12 [online sanction system]
- Sanction fee waived
- Sanction number assigned: #073-S002
- Meet announcement added to USMS calendar 12/12/12; posted to NJ LMSC website

#### d) Fourth Annual March Madness Meet at Drew University (Saturday, March 23, 2013)

- Draft entry form received 1/21/13
- Application for sanction approved 2.5.13 (online sanction system)
- Sanction fee (\$30) and performance deposit (\$100) received 2.4.13
- Sanction number assigned: #073-S004
- Pool measurement on file with USMS
- Meet announcement added to USMS calendar 2.5.13; posted to NJ LMSC website
- 2013 USMS rule book hand delivered to meet director 3.2.13
- Performance deposit is being held to be utilized as the performance deposit for Drew's next sanctioned event

#### e) Jason E. Nessel Memorial Invitational (Sunday, August 4, 2013)

- Draft entry form received 5/14/13
- Application for sanction approved 5/25/13 [online sanction system]
- Sanction fee (\$30) and performance deposit (\$100) received 5/17/13
- Sanction number assigned: #073-S005
- Pool measurement on file with USMS
- Meet announcement added to USMS calendar 5/25/13; to be posted to NJ LMSC website
- 2013 USMS rule book to be mailed to meet director
- Performance deposit returned

#### f) Lake Hopatcong Open Water Swim Festival (Sunday, September 8, 2013)

- Draft entry form and safety plan received 4/20/13
- Application for sanction approved 4/20/13 [online sanction system]
- Sanction fee (\$30) and performance deposit (\$100) received 5/14/13
- LMSC approved 5/11/13
- Sanction issued (by USMS open water compliance coordinator) 5/13/13
- Sanction number assigned #073-W001
- Event announcement added to USMS calendar 5/13/13; posted to NJ LMSC website

- 2013 USMS rule book to be hand-delivered to meet director
  - Performance deposit returned
- g) Drew University Octoberfest III Meet (Saturday, October 12, 2013)
- Draft entry form received 4/30/13
  - Application for sanction approved 9/16/13 [online sanction system]
  - Sanction fee (\$30) received 9/16/13 (performance deposit (\$100) held over from March meet at meet director's request)
  - Sanction number assigned: #073-S007
  - Pool measurement on file with USMS
  - Meet announcement added to USMS calendar 9/16/13; posted to NJ LMSC website 9/24/13
- h) Third Annual Thanksgiving Classic Meet at TCNJ (Saturday-Sunday, November 16-17, 2013)
- Draft entry form received 8/25/13
  - Application for sanction approved 9/6/13 [online sanction system]
  - Sanction fee (\$60) and performance deposit (\$100) received 8/30/13
  - Sanction number assigned #073-S006
  - Pool measurement on file with USMS
  - Event announcement added to USMS calendar 9/11/13; posted to NJ LMSC website 9/16/13
  - 2013 USMS rule book to be mailed to meet director
  - Performance deposit returned

### iii. Upcoming 2013 Recognized Events

- a) OCY Unofficial Team Championships (Sunday, February 16, 2014)
- Draft entry form received 9/20/13
  - Application for recognition approved 10/20/13 [online sanction system]
  - Recognition fee (\$30) + performance deposit (\$100) received 10/15/13
  - Recognition number assigned: #074-R001
  - Pool measurement certification on file with USMS
  - meet announcement added to USMS calendar 10/20/13; posted to NJ LMSC website 10/23/13
  - 2014 USMS rule book to be mailed to meet director (once we get some!)
- b) New Jersey Senior Olympics (Saturday-Sunday, September 6-7, 2014)
- Draft entry form received 11/20/13
  - Application for recognition [online sanctioning system]: PENDING
  - Recognition fee (\$60) + performance deposit (\$100): PENDING
  - Recognition number assigned: PENDING
  - Pool measurement certification on file with USMS

### iv. Completed 2013 Recognized Events

- a) OCY Unofficial Team Championships (Sunday, February 10, 2013)
- Draft entry form received 10.3.12
  - Application for recognition approved 10.24.12 (online sanction system)
  - Recognition fee (\$30) and performance deposit (\$100) received mid October
  - Recognition number assigned: #073-R001
  - Pool measurement certification on file with USMS
  - Meet announcement added to USMS calendar 10.24.12; posted to NJ LMSC website
  - Performance deposit released: 2.12.13
- b) Sussex County YMCA Adult Mini Meet (Saturday, March 16, 2013)
- Draft entry form received 11.27.12
  - Application for recognition approved 12.29.12 (online sanction system)
  - Recognition fee (\$30) + performance deposit (\$100) received Dec 2012 (check date 12.14.12)
  - Recognition number assigned: #073-R002
  - Pool measurement certification on file with USMS
  - Meet announcement added to USMS calendar 12.29.12; posted to NJ LMSC website
  - 2013 USMS rule book mailed to event director

- Performance deposit returned
- c) New Jersey Senior Olympics (Saturday-Sunday, September 7-8, 2013)
  - Draft entry form received
  - Application for recognition approved 8/22/13 [online sanction system]
  - Recognition fee (\$60) + performance deposit (\$100) received 7/3/13
  - Recognition number assigned: #073-R004
  - Pool measurement certification on file with USMS
  - Meet announcement added to USMS calendar 8/22/13; posted to NJ LMSC website 8/22/13
  - 2013 USMS rule book mailed to event director
  - Performance deposit returned
- d) Sussex County YMCA Fall Adult Mini Meet (Saturday, October 19, 2013)
  - Draft entry form received 1.25.13
  - Application for recognition approved 2.28.13 (online sanction system)
  - Recognition fee (\$30) + performance deposit (\$100) received 2.22.13 (check date 2.14.13)
  - Recognition number assigned: #073-R003
  - Pool measurement certification on file with USMS
  - Meet announcement added to USMS calendar 2.28.13; to be posted to NJ LMSC website
- v. Other potential upcoming meets – sanction process not yet started
  - a) Sussex County YMCA Spring Meet Saturday, March 15, 2014
  - b) Sussex County YMCA Fall Meet Saturday, October 18, 2014
  - c) Somerset Hills YMCA Spring Fun Meet (recognized) Late April or early May
  - d) **Jen will touch base with Jeff Jotz about the possibility of him running a meet at FSPY sometime in March**
- vi. Beginning in January 2014, meet directors are required to include a statement in their meet announcement about the pool length of their facility. The OCY meet of February 16, 2014, is exempted from this requirement because their meet was approved before the change was announced.

#### F. Top Ten and Records (E. Tsuzuki)

- i. The following sanction deposits were cleared to be returned
  - a) Octoberfest III meet (SCY) on October 12, 2013
  - b) Sussex County YMCA "Adult Mini Meet" (SCY) on October 19, 2013
  - c) Thanksgiving Classic (SCM) on November 16-17, 2013
- ii. The NJ LMSC records have been updated for the following meets
  - a) Sussex County YMCA "Adult Mini Meet" (SCY) at Sussex County YMCA on October 19, 2013
  - b) October Swim Fest (SCM) at Simmons College in Boston, MA on October 19, 2013
  - c) UDMS SCM Fall Harvest Meet at the Upper Dublin High School (PA) on November 10, 2013
  - d) Thanksgiving Classic (SCM) at the College of New Jersey on November 16-17, 2013
- iii. Go the Distance results for NJ were updated on December 3, 2013. The NJ LMSC continues to have extremely high participation in the Go The Distance fitness event with over 13% of the NJ membership (126 swimmers) recording their results on line! In total, NJ has logged the 8<sup>th</sup> highest mileage of all 52 LMSCs and the Colonies Zone has the most mileage of all 8 Zones.
- iv. All top ten files for all 3 courses for NJ have been submitted on time in 2013.

#### G. Webmaster (B. Hobart)

- i. All updates submitted to Jason have been promptly posted and are current

#### H. Open Water (A. Fischer/M. Vellucci)

- i. The 2013 Open Water Swim Calendar has been updated by Sarah Clark with links to the posted online results when available.

#### I. Events Coordinator (L. Ascione)

- i. The NJ LMSC banquet is set for Saturday, March 29 at Dolce Hotels and Resorts of Basking Ridge.



- a) Lynn will bring contract to the meeting. We will be using an upstairs room that fits 80 guests. We need to guarantee 50. The price is \$39.50 per person plus 21.5% gratuity and 7% tax (same as 2013). The room is smaller but still offers the pull down screen for a speaker. They are throwing in special lighting to add to the atmosphere. We will hold the cocktail hour in the nice foyer outside the room with doors opening to a balcony. We can finalize the menu closer to the event but I propose to keep the appetizers the same.

**b) All board members please brainstorm about a potential speaker for the banquet and email Lynn and the board with your ideas**

ii. Worlds in Montreal

- a) The host hotel is Fairmont The Queen Elizabeth. There is a special rate of (waiting for a call back for the rate, not sure if its worth reserving a block if there are rooms already set aside) for Masters swimmers when letting them know you are reserving for Fina World Masters Championships. Most likely people will be there anywhere from 7/30 – 8/10.

**b) Lynn will finalize the hotel selection for Worlds for the NJ Masters Swimming contingent and send the information to Susan to include in an email blast to the membership within the next 3 days.**

J. Coaches (J. Schoenlank)

- i. Julie has been communicating with Karlyn Pipes to discuss a pool open water clinic sometime in the spring – April or May
- ii. A member idea for a potential future clinic would be to offer a clinic that included starts and turns and a swim critique at race pace

K. Fitness (L.Brown-Kuhn)

- i. The Third Annual 50 x 50s event will be held January 11, 2014 at the Perth Amboy Raritan Bay YMCA

- a) The time will either be 10am – 12pm
- b) The event is free to the first 60 swimmers who are 2014 NJ LMSC members
- c) Linda is still looking for some help the day of the event

**d) Lynn has some fitness workout ideas and will share them with Linda**

**e) Bill will send an email out to the coaches distribution list asking for volunteers to help out at the 50 x 50s**

ii. Fitness Standouts column

- a) First 'Fitness Standouts' column featuring Joy Tsuzuki was in the November/December issue of the Fastlane
- b) Linda has a couple of other NJ LMSC members in mind for the next piece

iii. Virtual Swim

- a) No progress made on the virtual swim. Linda plans to tackle that in early 2014

II. Old Business

A. NJ LMSC Bylaws

- i. Vote to approve proposed NJ LMSC Bylaws amendments

**a) MSA to approve the proposed modifications to numbers 6a, 6c, 6f, the new number 12- Grievances and the new number 15 - Indemnification of the NJ LMSC Bylaws**

B. 2014 NJ LMSC Annual 100 x 100s (February 2, 2014)

- i. Susan reports that the contract has been received and submitted to the Treasurer for submission of payment
- ii. A Certificate of Insurance was submitted to RBAY

III. New Business

A. Nominations for Board Volunteers for 2014

- i. MSA to accept the slate of elected officers as nominated**

B. Elections for Board Volunteers for 2014

- i. Chair – Susan Kirk
- ii. Vice Chair – Chris McGiffin
- iii. Registrar – Tom Brunson

- iv. Treasurer – Bill Reichle
- v. Top Ten/Records – Ed Tsuzuki
- vi. Newsletter Editor – Sara Johnston
- vii. Secretary – Susan Kirk
- viii. Sanctions and Safety Chair – Jen Bauman

C. Appointment of Ad-Hoc Board Volunteers for 2014

- i. Webmaster – Bridgette Hobart/Jason Pintinalli
- ii. Open Water Chair – Marie Vellucci and Sarah Clark
- iii. Events Coordinator – Lynn Ascione
- iv. Coaches Chair – Julie Schoenlank and Ramunas Radzevicius
- v. Fitness Chair – Linda Brown-Kuhn
- vi. Officials Chair – interim – Susan Kirk

D. CMRPA projections for 2013 recipients (83 members)

- i. 25 year – 3
- ii. 20 year – 6
- iii. 15 year – 3
- iv. 10 year – 20
- v. 5 year – 51

IV. Next LMSC Meeting

- A. Date-- Sunday, March 9, 2014
- B. Time-- 10:30am
- C. Place-- TBA

V. Adjournment

- A. Meeting adjourned at 11:56am