

Committee Name:	Northwest Zone	Session#:	n/a
Committee Chair:	Aaron Norton		
Minutes recorded by:	Sally Dillon	Date/time of meeting:	12/5/2021, 6PM MT

Actions Taken: MSA (unanimous) to reinstitute the 50¢ per registered swimmer in the Zone so we can build up our account.

Number of committee members present:	16	Absent:	N/A	Guests:	none
Committee members present: IW - Matthew Bronson, Paige Buehler, Michael Hamm, Rob Heath; MT - Donn Livoni; OR – Christina Fox, Ginger Pierson, Sandi Rousseau, Tim Waud; PN - Linda Chapman, Sally Dillon, Sarah Welch; SR – Jim Clemmons; UT – Bruce Schroeder, Jerry Treiman, Aaron Norton. AK was unrepresented.					

Minutes

1. NW Zone Chair Aaron Norton called the meeting to order at 6:05 pm MST.
2. Annual Meeting minutes: Minutes of the September 7 meeting were approved via email and posted on the Zone and USMS website.
3. Standing Reports:
 - a. Chair: Aaron asked attendees to share year-end activities. His team will have a potluck breakfast with fun awards. Mike Hamm’s team will have a big Christmas party and recently had a competition as bell ringers to support the Salvation Army. Paige’s team will have a white elephant exchange in person this year (they did it via Zoom last year). Tim’s team will have the annual “Tanker Festivus” event. Tanker Towel awards will be given to extraordinary volunteers. They will also have a white elephant exchange. Sandi’s team has a “peanut butter drive” for the local food bank and a “12 days of Christmas” special workout, with an award for the best performer.
 Aaron reported that he had spoken with Dawson Hughes a couple times in the last month. The National Office (NO) is making a big push to get clubs back operating. In UT there are some small groups that want to get into Masters at the next level, so the NO is considering piloting a program with local teams that are not registered. The goal is to recruit swimmers and get a program established. They are looking at a facility south of Salt Lake City as well as a new pool in the center of the state.
 - b. Treasurer: Ken Winterberger was absent. The current account balance is \$5133.97.
 - c. Webmaster: Hugh Moore moved to the DC area. The website is relatively easy to maintain and, for the most part, involves posting minutes and updating records. A new Webmaster is still needed and Hugh is willing to mentor his replacement.
 - d. Records: Steve Darnell reported via email that all records are up to date. Oregon swimmer Willard Lamb ages up to 100 in 2022, so he is anticipating many new records.
 - e. Secretary: Sally reminded chairs to send her changes to their LMSC rosters so she can update the mailing lists.
 - f. NW At-Large Director: Paige Buehler submitted the following report via email and joined the call to add additional information. This quarter the Board focused on reviewing the 2021 annual meeting and approving the budget.

USMS Membership & Budget

The journey through 2021

- Budget assumption (for income) on members: 40,000
- May Forecast: 43,500
- October actual (end of registration year): 50,937

The Board approved a budget with a higher loss than presented at the September Annual Meeting. The budgeted loss for 2022 is <\$567,844> due to higher insurance costs than were presented in the budget assumptions and to the in-person Annual Meeting that was decided upon at the end of the final HOD session.

Other

- Jenny Hodges was appointed as the At-Large Director from Breadbasket Zone (finishing out Carrie Stolar’s term).
- Standing and Board Committee assignments are approved and to be communicated soon.
- The ad hoc Strategic Plan committee developed a plan for review and approval of a revised strategic plan. It attempted to compress the work to be ready by Volunteer Relay, but the process will stretch out longer.
- The Event Sanctioning process is limited with no file uploads due to security/malware problems. The limitation was emailed to Sanctions Chairs on 11/19. Event Services can help in the meantime. A fix is in the works. There is a work-around that will help temporarily.
- Board members are meeting with LMSC Leadership in the continuing effort to create better communication vertically.

Paige commented during the call that the board has completed the CEO review process. The CFO and Finance Chair present the budget, which the board approved as mentioned above. Membership in 2021 far exceeded expectations. We were 1% higher in 2020 (51,245). 2019 was 59,524. She confirmed that there will be an in person Annual Meeting in September, but she doesn't know much more about it, location or otherwise.

4. Old Business: Zone Championships: 2022 Zone Championship bids were due December 1st and none were received. Sandi said that Hood River is unable to host due to staffing issues. Linda said that BWAQ is tentatively planning to host PNA Champs in April at WKCAC. With the Omicron variant, it's hard to predict far into the future. Aaron noted that if anyone's LMSC is interested in hosting a meet, regardless of the schedule, please let him know!
5. New Business
 - a. Zone Chatter: Aaron welcomed new editor, Christina Fox. He noted that she hit the ground running by publishing an issue shortly after the Annual Meeting and will distribute the December issue in the next week or two. A discussion followed regarding LMSC reports. There was confusion as to what belongs in the Chatter reports as opposed to reports made during Zone meetings. It was suggested that quarterly reports be distributed prior to the Zone meetings so questions can be posed that are relevant. Aaron noted that the quarterly reports should include membership and club numbers, upcoming meets, and notable news. A plan was proposed to request LMSC reports ~4 weeks prior to a meeting with the due date of 2 weeks prior. Christina said she could be ready to distribute the Zone Chatter one week prior to the meeting. It can be distributed with the meeting agenda. The plan allows for the opportunity to ask questions about reports during the meeting. There was consensus that it was a good plan.
 - b. SWAM grant request: The LMSC Chairs discussed via Zoom and email, a \$5000 grant request submitted by Swimming with Alaska Masters. The applicant has been asked to provide more information before a decision can be made. It was noted that the request is 98% of the Zone's current assets.
 - c. Volunteer Relay: Scheduled for March 4-6, 2022, in Denver, CO, each LMSC has been encouraged to send at least 3 members. Details were distributed by the NO recently. As Paige mentioned previously, an in-person Annual Meeting is being planned for September as well. While no LMSC funds have been spent on convention travel for two years, there is still concern that our smaller LMSCs will not have the funds to send representatives to these two meetings. The NO said they may be able to provide financial assistance, but it is unclear as to how much that would be. At the Volunteer Relay, the NO committed to paying for hotel expenses (shared rooms) and a few meals. All transportation and other meals will be funded by the LMSCs. Donn indicated that Montana would likely ask for help from the Zone. Jim was unsure if Snake River would need to do that, and he suggested that LMSCs seeking help ask the NO first. In looking at the current balance, the possible requests for assistance at two events in 2020, and the grant request that is already on the table, it was suggested that the zone surcharge be reinstated. It was also suggested that we could wait until March or June to see if the surcharge was needed. The USMS Matching Grant program has been discontinued, so it is not an option. Sarah said that the discontinuation of the surcharge occurred because the LMSCs were all doing well financially. She asked why that has changed. Donn said MT participated in the 2020 grant program and provided other financial assistance to members and clubs as well. It was pointed out that a decision should be made now so LMSCs can plan their 2022 budgets accordingly.

MSA (unanimous) to reinstitute the 50¢ per registered swimmer in the Zone so we can build up our account. The assessment will use May 1, 2022, registration numbers and the Treasurer will notify each LMSC of the amount due to the Zone shortly after that date.

6. LMSC Reports: Look for full reports in upcoming Zone Chatter. Reminder to chairs to submit reports, if not already done.
7. Other Topics: Due to the Volunteer Relay, the March meeting was moved to March 13, 2022.

MSA to adjourn at 7:14 pm MST

The meeting was adjourned at 8:20 pm MT.

