

## OMS October 2021 Board Meeting — online Zoom meeting

<b>Committee Name:</b>	Oregon Masters Swimming	<b>Session #:</b>	n/a
<b>Committee Chair:</b>	Tim Waud	<b>Vice Chair:</b>	Robbert van Andel
<b>Minutes recorded by:</b>	Kristina Franklin	<b>Date/time of meeting:</b>	11 October 2021, 7:00 pm PDT 17 October 2021, 5:00 pm PDT 25 October 2021, 6:00 pm PDT

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### Actions Items:

1. OMS board members to read their previous year's reports, their job descriptions, and the OMS policies and by-laws and provide suggested edits.
2. Kristina will send the 2021 list of OMS Action items to the OMS board, and will post the bylaws and policies to the Teams site so we can have a full review and discussion online.
  - a. Items identified to edit in the policies and bylaws:
    - The Sunshine position has been eliminated and needs to be removed from the Bylaws and Policies, perhaps incorporated into the Souvenirs role.
    - Edits to the Souvenirs position are needed due to the SwimOutlet program.
    - The system of requiring two signatures for issuing payments.
    - The Membership position description refers to an informational brochure that is to be sent to team coaches, representatives, and pool managers. This is no longer happening.
    - Merge the Membership and Registrar positions into a new role(s).
3. Tim and Robbert will reach out to aquatic directors and propose a meet schedule for 2022, including monthly webinars and quarterly clinics.
4. Christina will update the workout groups on the website.
5. Bob and Marlys will discuss open water clinics that could be held in an open water environment as opposed to in a pool.
6. Kermit, Tim, Christina, and Susie will form a subcommittee to discuss a proposal to bring to the OMS board for new role(s) created by merging the Membership, Registrar, and Sunshine board roles.
7. Robbert will continue to talk with the aquatic staff at the Chehalem pool to finalize an OMS meet in January.
8. Tim will talk to Matt Crum at Oregon City to work out some details for a spring meet at Oregon City.
9. Items to add to the 2022 budget:
  - a. \$600 for a new clock for open water events.

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### Motions passed via email prior to meetings:

1. Gary Whitman, as OMS Data Administrator, is allowed to purchase a replacement laptop as soon as possible. Motion made by Tim Waud and seconded by Alice Zabudsky.

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### Summary of OMS Discussions via email prior to meetings

1. From Tim: Suzy Happ from the Ballenas Cold Water Swim Group has inquired about OMS hosting a webinar on Cold Water Swimming. The topic will be on how to start a Cold-Water Swim Group. The emphasis will be on safety and emergency action plans. Compensation will not be needed. Bob and Tim will be co-hosts, likely the second week of October.
  - a. Support from the OMS board members who responded were unanimous in support.
  - b. The webinar is scheduled for Tuesday, October 12, 2021 at 7:00 PM.

2. Tim sent the Oregon Report from the NW Zone Chatter Newsletter.
3. From Tim: The laptop that Gary Whitman uses for our swim competitions has officially seen its last day. We need to purchase a new laptop to replace the old one. A new laptop will cost no more than \$1,000.00.
  - a. Tim moves to allow Gary Whitman to purchase a replacement laptop as soon as possible. Motion is seconded by Alice. Motion passes unanimously.
4. From Tim: Tim proposed Dr. Kirstin Lauritzen to speak about gut health for November's OMS webinar.

### **Motions Passed via email:**

1. Gary Whitman shall purchase a new laptop to replace the laptop used for OMS swim competitions. Motion made by Tim Waud and seconded by Alice Zabudsky.

## **Monday, October 11**

### **Planning Session**

**Number of board members present: 15                      Absent: 6                      Number of guests present: 1**

**Board members present (list all, including chair and vice chair):**

Tim Waud (Chair)  
 Robbert van Andel (Vice-Chair, Sanctions)  
 Kristina Franklin (Secretary)  
 Kermit Yensen (Treasurer)  
 Alice Zabudsky (AquaMaster Editor)  
 Bob Bruce (Long Distance)  
 Christina Fox (Membership)  
 Ginger Pierson (Payments Administrator)  
 Jeanna Summers (Souvenirs)  
 Joy Ward (Safety)  
 Marlys Cappaert (Program Development, ALTS)  
 MJ Caswell (Top Ten)  
 Nancy Vincent (OREG Club Rep)  
 Sara Shepherd (Awards)  
 Susie Young (Registrar)

**Guests Present:**

Jeff Moxie (USMS Past-President)

**Committee Members Absent:**

Colette Crabbe (Fitness)  
 Gary Whitman (Data Manager)  
 Jacki Allender (Officials)  
 Kevin Cleary (Coaches)  
 Sandi Rousseau (USMS Rep)  
 Steve Darnell (Records)

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## Minutes of Zoom meeting

The meeting was called to order at 5:00 PM.

1. Welcome and Overview of Agenda
2. September Meeting Minutes (Kristina)
  - a. Minutes were approved unanimously.
3. Treasurer's Report (Kermit)
  - a. The 2021 budget included an estimate for the number of registered swimmers, and we are at the upper end of that estimate. As people register for the new swim year, the number will only go up. This is good news for our end of year numbers.
  - b. The one-hour swim revenue is still being calculated. Even without the one-hour swim revenue, we are in good shape due to the fact that there was very little spending in 2021.
  - c. 2022 will be the first year we are in the full effect of the unified fee, so the dollars per swimmer will be less next year.
  - d. The 2022 budget is tabled until after the retreat meetings and reports.
4. Long-Distance and Open Water (Bob Bruce)
  - a. Bob would like to see a comprehensive program with meets and clinics prepared for 2022. He suggested this is as a focus for the retreat.
5. Meet Sanctions (Robbert)
  - a. We have a sanctioned event coming up in Bend in December. It will be our first meet in two years.
6. USMS Convention Wrap-Up
  - a. Bob- The convention ran smoothly, but was not as participatory as it has been in the past. The Zoom format by default requires less participation.
  - b. Marlys- It seemed to run more smoothly than last year, but since the participation aspect was lacking, it felt more scripted. Marlys noticed younger participants and noted that a hybrid model moving forward may increase the younger members taking part.
  - c. Ginger- This was the first time they did not provide numbers after the elections. The house of delegates strongly supported holding in-person meetings at least every other year. MJ suggested to contact Erin Sullivan for the exact election numbers.
  - d. Christina- Going through the business was more efficient and less frustrating, but there was less interaction. Christina would like to see an in-person volunteer summit to introduce new members to see how the business runs.
7. Next meeting, on Sunday, Oct. 17
  - a. Tim asks everyone to read their previous year's reports, their job descriptions, and the OMS policies and by-laws.
  - b. Kristina will send a list of the to-do items and things we should address at the retreat that have come up throughout the year. Kristina will also post the bylaws and policies to the Teams site so we can have a full review and discussion online.
  - c. Ginger would like to see us plan a proposed meet schedule.

- d. Tim will work with Robbert to come up with some ideas for a meet schedule and will reach out to aquatic directors.
  - e. Bob would like us to look at the whole programming package, including clinics and webinars. Tim suggests a monthly webinar and quarterly clinic.
8. 8:13 PM Recess until Sunday.

**Sunday, October 17, 2021**

**Number of board members present: 14                      Absent: 7                      Number of guests present: 0**

**Board members present (list all, including chair and vice chair):**

Tim Waud (Chair)  
Robbert van Anandel (Vice-Chair, Sanctions)  
Kristina Franklin (Secretary)  
Bob Bruce (Long Distance)  
Christina Fox (Membership)  
Ginger Pierson (Payments Administrator)  
Jeanna Summers (Souvenirs)  
Joy Ward (Safety)  
Marlys Cappaert (Program Development, ALTS)  
MJ Caswell (Top Ten)  
Nancy Vincent (OREG Club Rep)  
Sandi Rousseau (USMS Rep)  
Sara Shepherd (Awards)  
Susie Young (Registrar)

**Committee Members Absent:**

Alice Zabudsky (AquaMaster Editor)  
Colette Crabbe (Fitness)  
Gary Whitman (Data Manager)  
Jacki Allender (Officials)  
Kevin Cleary (Coaches)  
Kermit Yensen (Treasurer)  
Steve Darnell (Records)

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**Minutes of Zoom meeting**

The meeting was called to order at 5:05 PM.

1. OREG Report (Nancy)
  - a. The annual OREG board meeting was held Sept. 16, 2021.
  - b. They are expected to have a balance of \$4750 at the end of the year. The projected budget has been sent to Kermit to incorporate into the 2022 OMS budget.
2. Microsoft Teams demonstration (Robbert)
3. Committee Reports
  - a. Souvenirs (Jeanna)
    - i. We are now using SwimOutlet as the venue for selling OMS merchandise. OMS makes a little bit of revenue from selling merchandise from the SwimOutlet store, as well as any other items that are purchased at the same time.
    - ii. Tim has set up the OMS store on SwimOutlet and is now administering the souvenirs program.

- iii. Should the previous Sunshine board position be incorporated into the Souvenirs position. The Sunshine position has been eliminated and needs to be removed from the Bylaws and Policies
  - iv. The Souvenirs position, since it has changed significantly due to the SwimOutlet program, needs to be amended in the Policies and Bylaws.
- b. Long-Distance (Bob)
- i. We sanctioned three events this past summer, two of which were held. There were 234 splashes, and ten swimmers who swam all events.
    - 1. The Foster Lake cable swim, including the 2-mile championship, was the first USMS championship event since 2019. There was a lot of participation from swimmers who came from near and far to swim at the event.
    - 2. The Cascade Swim Series at Elk Lake had 129 entrants, excellent for a one-day event.
  - ii. Bob has a proposed schedule of six events for 2022.
    - 1. The first of which will be the “Lake Juniper” swim. This is usually paired with a LCM meet the previous day.
    - 2. The Foster Lake swim is proposed for the last weekend in June (Sat 25 June). There is now a boat barrier that transects the cable swim course. Bob is talking with the Lane County officials to see if they will allow the boat barrier to be removed temporarily for the swim. Another option is to create a new course at Foster Lake. If neither of these options work, then the cable swim will need to be canceled altogether, though there is a non-cable open water swim option.
    - 3. The Portland Bridge Swim is coming back on Sunday, July 10.
    - 4. Applegate Lake swims will be the following weekend (Sat-Sun 16-17 July).
    - 5. Next is Elk Lake. This will likely be a two-day event held on Sat-Sun 30-31 July.
    - 6. Two weeks after that on Saturday, August 13 will be the Eel Lake swim. Ralph Mohr will not be running the event, and Bob will not be there either.
    - 7. The 4th weekend in August is reserved for the Oregon Senior Games in Corvallis.
  - iii. Two years from now in 2023, Oregon Swimcation, Part II is in the works.
  - iv. Bob is hopeful that as the pandemic comes to a close that swimmers will be able to return to swim postal events. Next year the one-hour postal swim will be run by the USMS National Office. You will need to pre-register and the event will be one-month long, January only.
  - v. Bob is putting in a budget request for \$600 for a big clock for open water events.
- c. Payment Administrator (Ginger)
- i. Ginger suggests that the language regarding issuing checks needs to be adjusted in the policies and bylaws, “As per the OMS bylaws, there must be two signatures for issuing payment (checks). The treasurer indicates which payee and the amount to be paid...”
- d. Adult Learn-to-Swim (Marlys Cappaert)

- i. Marlys suggested a mentorship program for ALTS
  - e. Membership (Christina Fox)
    - i. There is a section in the job description that mentions an informational brochure that is to be sent to team coaches, representatives, and pool managers, but there hasn't been a brochure sent out in a few years. This will need to be revisited.
    - ii. Christina will update the workout groups on the website.
  - f. Registrar (Susie)
    - i. Susie's role has changed dramatically since USMS changed the role. It may be a better fit to mesh the Registrar role with the Membership role.
    - ii. Susie edited her job description in a Google Doc. There's a link in the Microsoft Teams site.
    - iii. Susie also noted that the scholarship section needs to be revised.
    - iv. Christina and Susie will work together to create new co-Membership positions.
  - g. Awards (Sara)
    - i. Tim sent the bid to Sara about having four towels embroidered, totaling \$200. The towels have already been purchased and were \$31.96.
    - ii. Sara will send the remainder of her report via email.
- 4. Overall OMS Programming
  - a. Open Water- this programming is more or less set
  - b. Clinics- Could there be open water clinics? Bob believes that open water clinics are best held in a pool, but Marlys has ideas for open water clinics that would be most useful to hold in an open water environment. Bob and Marlys will continue the conversation.
  - c. Webinars-
    - i. The next webinar will be about nutrition coming up next month. Tim would like to see one every month
    - ii. Suggestion for a webinar about sports psychology.
  - d. Pool-
    - i. Robbert and Tim are going to come up with some ideas for a meet schedule.
    - ii. April is traditionally the time when we hold the Association meet. Tim is interested in pursuing the new Chehalem pool in Newberg for the Association meet. Tualatin Hills could be a Plan B, or MAC. McMinnville doesn't have a workout group, but they have a good facility.
- 5. Next meeting will be Monday the 25<sup>th</sup> from 6-8 PM. The majority of the conversation will be regarding the budget.
- 6. 7:55 PM- Adjourn

**Monday, October 25, 2021**

**Number of board members present: 14**

**Absent: 7**

**Number of guests present: 0**

**Board members present (list all, including chair and vice chair):**

Tim Waud (Chair)  
Robbert van Anandel (Vice-Chair, Sanctions)  
Kristina Franklin (Secretary)  
Kermit Yensen (Treasurer)  
Alice Zabudsky (AquaMaster Editor)  
Bob Bruce (Long Distance)  
Christina Fox (Membership)  
Ginger Pierson (Payments Administrator)  
Jeanna Summers (Souvenirs)  
Joy Ward (Safety)  
Nancy Vincent (OREG Club Rep)  
Sandi Rousseau (USMS Rep)  
Susie Young (Registrar)

**Guests Present:**

Jeff Moxie (USMS Past-President)

**Committee Members Absent:**

Colette Crabbe (Fitness)  
Gary Whitman (Data Manager)  
Jacki Allender (Officials)  
Kevin Cleary (Coaches)  
Marlys Cappaert (Program Development, ALTS)  
MJ Caswell (Top Ten)  
Sara Shepherd (Awards)  
Steve Darnell (Records)

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**Minutes of Zoom meeting**

The meeting was called to order at 6:03 PM.

1. Review Agenda (Tim)
2. Membership Chair (Christina and Susie)
  - a. Kermit, Tim, Christina, and Susie are going to get together to discuss creating a proposal for the new/combined Membership Chair position.
  - b. Tim will set a date and time for the discussion from the subcommittee with a goal to present some preliminary information at the next meeting.
3. USMS Club Development (Tim)
  - a. USMS has sent out a survey to Tim regarding four or five large workout groups within the LMSC. Tim will fill out the survey and let us know the information they are looking for.
4. USA Swimming Foundation and Adult Learn-to-Swim (Jeff Moxie)
  - a. Jeff showed a presentation that was given to USA Swimming from USMS.



- b. The commitment is for \$137,000 grants each year. All funds raised above that amount for USMS goes directly to USMS Adult Learn-to-Swim and does not get split with the youth programs offered by USA Swimming.
- c. Questions/Comments to Jeff:
  - i. Sandi suggested that there needs to be a separate tab on the USA Swimming site specifically for the USMS ALTS program. There are currently only two tabs. Jeff will make that suggestion to USMS.
  - ii. Sandi suggested the grant request due date get moved up so the grant recipients can be notified in early January to work with budget cycles for the pools.
  - iii. Will USA Swimming be coordinating with USMS on advertising grants and grant deadlines? Yes.
  - iv. Who gets the emails? Many OMS Chair members did not get notifications. Jeff will make sure the emails are going out to a wider distribution.
  - v. Alice asked for a list of OMS teams who have received grants. Jeff will provide that information.
- 5. Webinars/Swim Clinics/Coaches Clinics/ALTS (Tim)
  - a. The next Webinar will be November 9<sup>th</sup> with Dr. Kristin Lauritzen.
  - b. Is it preferable to have one webinar a month, or ten a year? Consensus is ten a year, matching the AquaMaster schedule.
  - c. It is still difficult to schedule pool time with clinics. Perhaps we can aim for quarterly swim clinics starting in the first quarter of 2022.
  - d. The Coach's chair is not present, so it is not convenient to talk about Coaches Clinics. Some discussion about reaching out to Kevin to find out what time might be workable for him for the OMS meetings.
  - e. Adult Learn-to-Swim programs are happening in Oregon City, Hood River, and Corvallis.
- 6. Policies and Bylaws (Kristina)
  - a. The goal is to finalize the Policies and Bylaws by January 2, 2022.
  - b. The November meeting will be focused on Policies and Bylaws
- 7. Upcoming Swim Meets (Robbert)
  - a. Chehalem is interested in hosting a meet in January. Robbert is continuing to follow up with them to finalize.
  - b. Tim has stepped down as Meet Director for the Oregon City meets, but has mentioned to Matt Crum that OMS is interested in holding a meet in the Spring. Tim will talk to Matt to work out some details to make it happen.
  - c. Associations will be in April. Nationals is the last weekend in April, so we would need to have the Associations meet the first or second weekend. The second weekend would be optimal because we would also miss Washington's spring break schedule.
- 8. Elections (Tim)
  - a. Elections are for two-year terms, held in even number years. It is our responsibility to solicit nominations for the four main board positions.

9. Budgets (Tim)

- a. Kermit will put together information for the 2022 budget proposals and present at the November meeting.

10. 7:05 PM- Adjourn