

# 1999 Records and Tabulation Committee Minutes

September 17, 1999

## Action Items

- \*\*\* *Jim Matysek will put the “as of November 1, yyyy” date on the web listed records.*
- \*\*\* *A sub-committee will develop written guidelines for Top 10 recorders to generate their Top 10 submissions*
  - \*\*\* *Bob Kolonkowski will document the guidelines for users of Hy-Tek Meet Manager for Windows.*
  - \*\*\* *Ed Tsuzuki will document the guidelines for users of Hy-Tek Meet Manager for DOS.*
  - \*\*\* *Pieter Cath will survey the top 10 tabulators to gather an inventory of all of the different meet applications that are used so that additional guidelines can be developed for non Hy-Tek applications*
- \*\*\* *Dave Miller will coordinate a strategy discussion group for the evolving automation and improvement of registration, meet administration, and information reporting.*

## Attendance

Number of committee members present: 9 Number of committee members absent: 5  
Total number of delegates attending the meeting: 38 (including committee members)  
*Roll attached to these minutes.*

## Minutes

- I. **TYR Certificates**
  - A. *TYR certificates are issued for anyone who breaks the record as published in the USMS rulebook as of November 1, yyyy.*
  - B. ***Jim Matysek will put the “as of November 1, yyyy” date on the web listed records.***
  - C. *It was agreed that this committee should not be involved in the Interface with the TYR company. This group only supplies data and the National Office will issue the certificates.*
  - D. *Nancy Ridout is sitting on a pile of old (1998) certificates that have not been issued. Nancy will follow-up directly with Walt Reid to track down remaining information to get these certificates issued.*
- II. **Software for Top-Ten Recorders**
  - A. *Pieter reviewed the three “preferred” formats to be used for Top 10 submissions.*
  - B. *A discussion took place regarding the inclusion of USMS registration numbers in top 10 submissions. This flowed in to a long discussion on permanent registration number options.*
  - C. *It was pointed out that if ALL meets are submitted to Jim Matysek for inclusion on the web, we have the ability to automatically generate top 10 from this data base right now **except for foreign swimmers and one-event registrants.***
  - D. ***A sub-committee will develop written guidelines for Top 10 recorders to generate their Top 10 submissions. People volunteering for this committee:***
    - 1. *Bob Kolonkowski (rpk248@mindspring.com)*
    - 2. *Ed Tsuzuki (etsuzuk@corus.jnj.com)*
    - 3. *Paul Wright (pcwrig@roushind.com)*
    - 4. *Dave Miller (dave@house.com)*

5. Cheryl Gettelfinger (*cgettelfinger@mindspring.com*) volunteered to be a guinea pig to test the guidelines.

E. *The goal is to limit the number of formats that are used for Top 10 submissions. While everyone agreed with that, it was suggested that an application be provided to allow the automation of the conversion of any meet program to the required format.*

F. ***Dave Miller will coordinate a strategy discussion group for the evolving automation and improvement of registration, meet administration, and information reporting.***

III. **Orienting and training new top 10 recorders.**

A. *David Miller suggested that an on-line discussion group be developed to support training new top 10 recorders.*

IV. **USMS Top 10 Patches**

A. *Carl House motioned that the Top 10 committee endorses Lake Erie LMSC's program of providing the official USMS Top 10 Patch. Mary Beth Windrath seconded the motion. The motion was passed.*

V. **Tracking Record Swims**

A. *While record submissions are normally handled by the top 10 recorders, the ultimate responsibility falls on the swimmer. The swimmer can take this responsibility on as indicated in the rule book.*

VI. **Top 10 Omissions**

A. *Larry Wood brought up that "hundreds" of times were omitted (due to a recorder missing a deadline) from the latest SCY top 10 listing and made a plea that the list be retabulated. This request was rejected.*

**Adjournment**

**Tasks for Upcoming Year:**

\*See action items above