

# Records and Tabulation Minutes

Date/Time of meeting: June 20, 2011, 7pm EDT (Conference Call)

Present: Barbara Dunbar, Cheryl Gettelfinger, Donna Hooe, Walt Reid, Jeanne Seidler, Chris Stevenson (chair), Mary Sweat, Mary Beth Windrath.

## Motions Passed

1. MSA (unanimous) to accept the minutes from the Apr 10, 2011, meeting.
2. MSA (unanimous) to propose an amendment to Article 507.12 of the Rule Book.

## Meeting Minutes

The meeting was called to order at 7pm EDT.

### *News Items, Status Reports*

Mary Beth reported that there have been 30 submissions for SCY11 top ten considerations. A larger number of top ten recorders (TTRs) are using the web tools for their submission. Since the relay-check tools are not yet available to most TTRs, Mary Beth has had to make a number of corrections. Also, most TTRs do not realize that the IDs for swimmers are not “linked” between individual and relay swims. In other words, if – during the swimmer audit – the TTR updates the ID of a swimmer for his/her individual swims, it doesn’t “carry over” to the relays in which that swimmer participated.

Other problems reported: web tools accepts old membership numbers without complaint, and TTRs do not always follow up when a swimmer’s ID isn’t found in the database right away.

Chris reported that, during a one-hour phone conversation with Anna Lea Matysek about training TTRs on the web tools, the idea of a short 1-page “cheat sheet” for uploading results and submitted top ten reports was discussed. The idea was that, while all the pertinent information is in the Guide to Operations, a short version containing the most common problems would be helpful for new and experienced TTRs alike. Anna Lea subsequently emailed her ideas for items to be included on this sheet. Another suggestion from the committee was that Mary Beth include in her first email to TTRs soliciting top ten submissions the top 1-2 problems she sees in the previous submissions.

Jeanne reported a big drop in the number of requests for her to do meet result uploads: LMSCs are doing more of them on their own (or with assistance by Anna Lea Matysek in the national office). Chris reported that TTRs from a number of LMSCs were recently given access to the web tools. There are now 8 LMSCs without access: Hawaii, Montana, Nebraska, North Dakota, North Texas, Oklahoma, Snake River, and South Dakota. Of these, those with the largest memberships are Hawaii and North Texas. Hawaii doesn’t have very many sanctioned pool meets and was deemed a lower priority; North Texas was offered access to the web tools twice but has not responded.

Walt reported that the web tools for downloading the records on a specific date – desirable to know which record applications must be submitted – are still not available. However, Walt is able to generate the records for any meet director or TTR who requests them (eg, for national championships).

## *SWOT Survey*

The committee discussed at length the organizational Strengths, Weaknesses, Opportunities and Threats for USMS, so that Chris could complete the online survey and represent the committee's viewpoints.

## *Rulebook Amendment*

The current description of the Records and Tabulation Committee is:

***507.12 Records and Tabulation Committee***—*The Records and Tabulation Committee shall establish and maintain a standardized process of recording and verifying times and shall publish the Top 10 times, All-American rosters and USMS national records annually for each course. The committee shall consist of the committee chair and sufficient members to execute the committee function.*

Two possibilities were suggested for amendments. In the online forum, Walt Reid wondered whether the new Records Progression method would require a re-wording of this Article, since the progression would only be posted online. But since Top 10 and AA names are only posted online, and not in print, the Committee decided to interpret the word "publish" to include online publication.

Sally Dillon, chair of Recognition and Awards, suggested that we include All-Stars in our committee description, since it has effectively been part of our duties to decide the criteria and publish this roster online.

***MSA (unanimously) to propose the following amendment:***

---

***507.12 Records and Tabulation Committee***—*The Records and Tabulation Committee shall establish and maintain a standardized process of recording and verifying times and shall publish the Top 10 times, All-American and All-Star rosters, and USMS national records annually for each course. The committee shall consist of the committee chair and sufficient members to execute the committee function.*

---

The meeting was adjourned at 8:10pm EDT.