

USMS Convention—Atlanta, GA 2008

Committee Name: Registration	Session#: 1	Report #: 8
Committee Chair: George Simon	Vice Chair: Arni Litt	
Minutes recorded by: Arni Litt	Date/time of meeting: 9/25 12:45 p.m.	

Action Items: Proposed Expenditures

1. None

Action Items

No actionable items

Number of committee members present: 10	Absent: 2	Number of other delegates present: 50
Committee members present (list all, including chair and vice chair): George Simon, Jeff Roddin, Tracy Grilli, Julie Heather, Nancy Ridout, Susan Ehringer, Arni Litt, Paige Buehler, Donna Schubkegel, Chris Powers		
Absent Anna Lea Roof, William Bearden, Greg Webber, Esther Lyman		

Minutes

The meeting was called to order at 12:45 p.m.

1. Who should have access to the Database?
 - a. MSA to give Co-Registrars & Backup Registrars access to the Database (full level); clearance necessary through the Registration Chair.
2. Discussion of others to have access:
 - a. MSA to give LMSC Chair & Treasurer read-only access to all the data fields of the database, at the direction of the each LMSC.
 - b. It was noted that all meet directors and any one receiving printouts from the database that contains personal information should sign the confidentiality agreement. This agreement should be placed on the website.
 - c. MSA to have CA to provide a link, to the LMSCs that is accessible to all members, of real time list of current membership that includes only a name, USMS number, club and workout group.
3. One Event Registrations will remain the same as 2008. (Spreadsheet entry to National Registrar)
4. Registrars should send their One Event follow up solicitations to the Marketing Chair.
5. Table: The ability of Club representatives to directly input their members into the online database until a task force can research the requirements for maintenance of waiver statements signatures.
6. George is looking for help with the Registrars' processes for online registration.
7. Reuse Club abbreviation: MSA: Club abbreviation that has been inactive for five years can be reused by anyone.
8. MSA to not include the workout groups on the left side of the registration card.
9. The Email renewal process through Club Assistant will be discussed at the Round Table.
10. Club Assistant has done a wonderful job in deal with us and doing a great job with everything. Thanks to George for his patience with all our interface with the on-line system

Tasks for the Upcoming Year

1. Work on Clubs registering them selves.
2. Investigating rolling registration.

The meeting was adjourned at 2:05 p.m