

**LMSC of Virginia Minutes**  
Saturday, October 29, 2011, 11am  
13441 Stonegate Rd, Richmond, VA

**Present:**

Patty Miller, Chair/ Safety  
Charlie Tupitza, Vice Chair, Warrenton Masters (by teleconference)  
Chris Stevenson, Webmaster/ Records & Top Ten  
Charlie Cockrell, Treasurer / Officials (by teleconference)  
Dave Holland, Secretary / Long Distance  
Lisa Bennett, Registrar  
Pam Dameron, Fitness, Quest Masters  
Heather Stevenson, VMST President  
Bud Swiger, VMST Vice President (by teleconference)  
Jim Miller, VMST  
Pieter De Hart, Stonewall Masters (by teleconference)  
Ginger Cyganiewicz, Sunfish Masters (by teleconference)

**Old Business:**

1. Meeting called to order at 11:10am by the Chair.
2. Minutes from October 3, 2010 were accepted with MSA. A full report of those minutes is here: [http://www.vaswim.org/minutes/lmsc\\_minutes\\_03oct2010.pdf](http://www.vaswim.org/minutes/lmsc_minutes_03oct2010.pdf)
3. Committee reports were submitted. Chair began by reviewing the report of Anna Lea Matysek, Membership Coordinator of USMS. In Virginia, we have about 85% registering online, and 15% thru paper. Some states are 100% online. We do have an incentive for younger swimmers to register by offering a discount, but it requires paper registration. We offered one new meet this year- Waynesboro LCM on Sept. 10, 2011. Attendance was low but event was fun. Interest shown in a new open water event (Smith Mtn Lake) but it was not sanctioned this year. Bud Swiger said June 30, 2012 there might be a LCM meet- Commonwealth Games at Christiansburg- Howard Butts meet director. Could be sponsored by VMST and sanctioned by LMSC.
4. Vice Chair report- Charlie T. said that fewer than 30 people attended the relay meet two weeks ago in Warrenton, co-sponsored by Reston Masters (PV) and Warrenton Masters. He reported that the entry info was too complicated, and people had difficulty getting relays organized on race day. Jim reported that there was a relay meet in Blacksburg a few years ago, and only 11 people showed up. Jim recommended that you mix individual events with standard relay events. Charlie is also considering an open water event for next summer.
5. Chair vacancies- two open positions. One is Review Chair to deal with marshalling grievances. The Chair appointed Heather Stevenson as Review Chair. The other vacancy is the Small Club Representative. Patty will work with

Lisa to find someone on a team with fewer than 10 people. Chair is also appointing Jim Miller as Safety Chair. This position was previously held by Patty.

6. Charlie T. addressed concerns with centralized control of Coaches Certification Clinics through USMS Coach Mentors. Charlie would like to see more localized control, where we take ownership of the training, especially the Level 1 and 2 certifications. The key component, according to Jim, is the certification process. Coaches need the certifications to be hired as coaches at certain programs, to comply with insurance requirements of facilities, and to further their knowledge.
7. Treasury- Charlie C. summarized the financial report. He explained that the 18-24 registrations are a monthly expense that we have to pay to USMS because we charge them less than the national fee. Our only income as an LMSC: individual registrations, team registrations, and meet income. We have one more meet (SCM in Va. Beach in one week) but he anticipates a total meet profit of \$900 for this year. Total projected expenses are 17,602.33 and the projected deficit for 2011 is \$7,115.33. He has some refund checks that never cleared, usually from members who paid too much when they registered. He's contacted them but hasn't gotten a response. He'd like to wipe those out and he'll check with the bank about their "valid until" policy
8. Registrar- Lisa reported that we have 30 registered club teams within our LMSC. Three teams have said they're not re-registering, and 21 have already re-registered. Two teams have no members, 14 teams have fewer than 14, and remaining teams have 14-37. VMST has 367 members, and we have 321 Unattached. Total is 1057, down a tad from last year. We have 43 discounted memberships (18-24, mostly Christopher Newport club swimmers). We have 72 listed coaches, 185 registered triathletes, 130 USA swimmers, 36 officials, and 336 YMCA swimmers.
9. Sanctions report submitted by Judy was reviewed by Chair.
10. Top Ten report- Chris reviewed his written report. He re-iterated national minimum standards, that meet host should submit results in acceptable standard (i.e. MM backup file), and make that a condition of sanctioning process. He recommends that LMSC provide financial assistance if a club needs to purchase Meet Manager software (about \$350). End-to-end management in is the pipeline. That would streamline the entire process from sanction to results and put the event on the USMS Calendar of Events.
11. Communications report. Chris reported that the average cost per person per newsletter is \$.97 for the paper copy. We can save money if we keep our newsletter at 8 pages maximum. If we have a long story, he suggests that we can publish the full article online. Only 142 are opting out of paper copy of newsletter. Discussion ensued about benefits of online and paper versions. Patty suggests a blast via email and in the paper copy to try to sell the "opt-out" option. Chris suggests that we can save ~ \$500 in newsletter fees by not mailing it to our members outside of our geographic boundary (including 2 international members).

12. Fitness report. Pam Dameron went to the Fitness meeting at Convention. They're marketing benefits of "Check-Off Challenge" and "Go the Distance", so instead of educational or nutritional directives, they're pushing participation and keeping current swimmers actively involved.
13. Sanction- For open water events, Jim recommends that safety reports should be approved by Safety Coordinator before sanctioning.
14. Long Distance- Dave has no report at this time. Lisa attended the meetings at Convention and indicated that new standards have been established for open water sanctions.
15. Officials- Charlie C. reported that he'd like to see that Officials are contacted whenever meets are scheduled, and included in all communications.
16. Coaches Committee- Charlie T. talked about "indoor triathlons" as a marketing tool to pull more people into competitive swimming, and getting people to swim for life instead of just training for one particular event.

#### **New Business:**

1. Budget for 2012 was discussed. Patty feels that we'll get a membership bump in 2012, as we usually do in Olympic years. She'd like to see us promote the USMS Nationals in nearby Greensboro, NC, and make it a goal to have more swimmers from Virginia attend than those from NC. She would like to see us reduce our deficit in 2012. Charlie C. reports that we have choices. We have increased services to our members and made some good investments. What we elected not to do in the past was a dues increase. In 2012, we need to begin the process of getting income aligned with expenses. Pros and cons of a dues increase were discussed. Charlie C. is recommending that we should not spend on coaches, clinics, or marketing in 2012, and we should look at a dues increase in 2013. Patty moved that we approve 2012 budget as outlined in Charlie's report and it was approved unanimously with MSA.
2. Charlie C. recommended dues increases in 2013 and 2014 and that we re-visit budget discussion earlier in the year in 2012 (i.e. before USMS Convention). He proposes an LMSC increase from \$8 (current) to \$12 (2013) and \$14 (2014) per swimmer. Jim and Pam recommended an increase of \$3 in 2013 and additional \$3 in 2014, and Heather re-stated this increase as a motion. Discussion ensued. Charlie C. amended motion for 2013 that for 18-24, we waive LMSC fee but charge them full USMS national fee. Heather withdrew her motion. Charlie C. moved that we approve a budget framework for \$3 increase in 2013, \$3 increase in 2014, and a policy for 18-24 yr olds, to waive LMSC fees entirely, but pay full national fee. Passed unanimously with MSA.
3. Chris motioned that event results be submitted to Top Ten Chair in appropriate format (i.e. Meet Manager) within two weeks, and that this strict policy be included in sanctioning approval. Bud Swiger seconded. Discussion ensued. Charlie had concerns about budget impact, but after some discussion, Heather indicated that VMST could co-sponsor a new meet and provide our copy of MM

software to the meet host. Chris's motion was passed unanimously through MSA.

4. Lisa was looking at meets online and saw one outside our LMSC that was "online only". She strongly opposes offering meets that are "online only", and hopes that our LMSC does not go that route, as it does not serve all of our members appropriately.
5. Heather S. proposed that all the meets hosted in our LMSC offer an online entry if they anticipate more than 100 swimmers. Charlie C. seconded. Passed unanimously with MSA.

**Meeting Adjourned by Chair at 1:55pm.**

#### **Summary of Actions**

- 1. Heather Stevenson appointed Review Chair.**
- 2. Jim Miller appointed Safety Chair.**
- 3. LMCS Chair to appoint a Small Clubs Chair after consulting with Registrar.**
- 4. 2012 buget approved with MSA.**
- 5. 2013-14 budget framework with \$3 dues increase in 2013, \$3 dues increase in 2014, and a revised policy for 18-24 yr old registrations whereby LMSC fees are waived entirely, but pay full national fee, approved with MSA.**
- 6. New policy approved by MSA: event results must be submitted to Top Ten Chair in appropriate format (i.e. Meet Manager) within two weeks, and included in sanctioning process.**
- 7. New policy for meet hosts approved by MSA: All meets within our LMSC must offer an online entry if more than 100 swimmers are anticipated.**

Minutes submitted electronically by Dave Holland, Secretary, on November 1, 2011