

A Survival Guide for the New USAS Delegate (and a reminder to returning delegates)



1. When you arrive

You must check in. Upon your arrival, locate the United States Aquatic Sports (USAS) Registration Area to check in and receive your name tag and other convention materials. Then head over to the USMS Certification table (Exhibitor area) to have your name checked off the roll and have a “Delegate” sticker placed on your name tag, which shows that you are an “official voting delegate.” If you arrive on Thursday, the certification table will move to the entrance of the House of Delegates (HOD) meeting room so you can check in there.

2. Orientation

Please attend the **New Delegate Orientation** on Thursday (9:15 – 9:45am) led by Chris Stevenson, VP of Local Operations. You will be introduced to several members of the USMS leadership team and meet other “first time” delegates. In addition you will learn about the convention process and have the opportunity to ask questions. Also, on Friday from 11:45 – 1:00pm, a **Lunch with New Delegates** has been scheduled where you will be paired up with a friendly USMS veteran, who will accompany you and allow you to ask any additional questions you might have in a relaxed atmosphere. Just assemble in the hotel lobby, right after the morning HOD meeting (scheduled to end by 11:45am) and Ginger Pierson will assign you to a lunch partner (or two).

3. What to wear

Be comfortable – wear business-casual or casual clothes at the meetings, a sweater or jacket may be needed, even in the warmer climates due to the air conditioned rooms. There are a few functions that most people will “dress up” for, such as the **IMSHOF Induction Ceremony**, and the **USAS Banquet**. For more information, see “**Social Events**” below.

4. Eating

There are many meetings you will be attending that might overlap. Working lunches are common. Many delegates struggle to find time to eat during the day, so bring a few snacks to have on hand. The USMS **hospitality room**, hosted by the Florida LMSC (Room 4104) will have complimentary light breakfast and lunch items each day (breakfast only on Sunday) as well as light snacks and beverages throughout convention. The exact hours of operation are listed in the pre convention packet’s “Announcement” page. USAS will offer complimentary pastries and coffee or juice from 7:00 - 7:30 am on Friday in the exhibitor area. You just need to remember to present your ticket that came in the registration packet. Feel free to invite yourself to anybody’s dinner group, whether it’s in the hotel or at a local restaurant. (see the “**Social Events**” section below for more food and drink available events.)

5. Workouts

Swim - Since we are mostly swimmers, workouts have been arranged at the Bolles Aquatic Center in Jacksonville. Bus transportation will leave **promptly** at 5:30am on Thursday, Friday and Saturday mornings from the entrance next to the gift shop. Workouts will be one hour in length. A different coach will present the workout for all ages and abilities so do try to attend at least one. They’re fun, will get your heart pumping and will stimulate friendly discussion.

Dry Land – Dry land workouts will also be available on Thursday, Friday and Saturday mornings from 6:00 – 7:00am in room Conference Center B.

6. Meetings

There are so many meetings that you will not be able to take them all in. Several of the larger LMSCs with many delegates may assign meetings to specific individuals so all meetings are covered and information can be reported back to the LMSC membership. If you are from a smaller LMSC and don’t have enough delegates to attend all the meetings, try to pick those meetings that pique your interests. Everyone should attend their **Zone Meeting** (Thursday 10:00am – 11:00am) which will be led by your Zone Chair. If you have zone concerns or thoughts, you should contact your Zone Chair before convention to discuss. If you are not sure who your Zone Chair is, contact me.

Everyone is expected to attend **ALL** HOD meetings. This is where the results of meetings are presented and voting takes place. **Meeting minutes will be available on the [convention page](#) of the USMS website soon after the**

close of the meeting. Please make every effort to read all the meeting minutes as soon as they are distributed. The Saturday afternoon HOD meeting will include the evaluation and feedback session.

7. Workshops / Presentations

On Friday from 9:30-10:30 am Anna Lea Matysek will lead a **Risk Management Workshop** presenting an overview of the USMS insurance coverage. Also on Friday the LMSC Development Committee has arranged for an interesting and informative slate of workshops - **Adult Learn to Swim Program workshop: A New Paradigm of Volunteerism**, Facilitator Bill Meier, 9:30-10:30 am, **Managing a Budget**, Facilitators Tom Boak and Harry Greenfield, 1-2:15 pm, **Bring Your Own Bylaws and Major Governing Documents (BYOB and MGD)**, Facilitators Hugh Moore and Paige Buehler, 1-2:15 pm. On Saturday, **Peer-to-Peer LIVE (or everything you wanted to know about your LMSC position but were afraid to ask)**, Facilitator Dan Cox, 10:30-11:30 am. These workshops offer an extremely valuable opportunity for you to learn and share much more about a specific subject area that you might be interested in. The Open Water Committee is offering an **Open Water Workshop – Open Water Essentials for Swimmers** (Personal Safety, Starting and Finishing, Navigation, Escorted Swim Planning, Feeding) on Friday from 1-2:15 pm. The **Sports Medicine presentation** will take place on Thursday from 5:30-6:30 pm. The topic is “Nutrition for Athletes” and it will be a panel presentation with Alicia Kendig, Sport Dietitian with the US Olympic Committee and Dr. Jim Miller. Committee member and sports nutritionist Sally Berry will introduce/moderate the panel.

8. People to Meet

Our annual meeting is a great opportunity to reconnect with swimming friends and to meet many interesting, talented, and fun-filled people with a passion for swimming. I encourage you to take full advantage of this opportunity. You will be introduced to several members of the Executive Committee, National Office and Committee and Zone Chairs at the **New Delegate Orientation** on Thursday morning. Please make every effort to meet as many of these people as you can – in and between meetings, over lunch or dinner, out on the town, and in the **Hospitality Suite**. A separate [handout of people to meet](#) has been posted to the website so that you can familiarize yourself with their faces and names.

9. Hospitality

The Florida LMSC will be hosting our hospitality suite (room 4104) which is for all delegates. Complimentary breakfast and lunch items will be provided each day as well as light snacks and beverages throughout convention. Most delegates make it a point to stop in as the hospitality room provides a great venue for networking with both new and veteran USMS members. **The hospitality suite will be closed during all House of Delegates Meetings, the Zone meetings, all unopposed meetings/presentations and during the Friday morning and afternoon Workshop time slots.** Hours of operation are listed in the “Announcements” page of the pre convention packet and will be posted at the Certification table and outside the door of the hospitality suite.

10. Social Events

USAS Welcome Reception (Wednesday, 7:00-9:00pm) – This year’s theme is **Margaritaville/Jimmy Buffett**. Come dressed in your straw hats and tropical shirts and compete for the prize for who is the most “Buffeted”.

LMSC Social (Thursday, 7:30-10:00pm) – Take advantage of another networking opportunity to unwind with other people who share your passion for Masters swimming. The Florida LMSC will be treating us with Sonny’s Barbeque in the USMS Hospitality suite (room 4104).

IMSHOF Induction Ceremony (Friday, reception at 6:00pm followed by the Award ceremony to 8:30pm) – See Masters swimming legends David Guthrie, Tim Shead and Jean Troy get inducted in to the International Masters Swimming Hall of Fame. Tickets for USMS House of Delegates members are complimentary. For more information, visit www.ishof.org. Women: dresses or non-jean slacks and top; Men: non-jean pants, collared shirt, sport jacket optional.

USAS Banquet (Saturday, 7:00-10:00pm) – This is a “must attend” gala affair where USA Swimming, Water Polo, Diving, Synchronized Swimming, and Masters Swimming present their highest honors and awards of the year. See USMS steal the show! You will not be disappointed! Women: nice dress/pants suit; Men: suit or slacks and sport coat and ties. You will need your ticket that you are given at registration

to attend, although be sure to notify the registration table if you cannot attend. You may reserve tables if you have a group (of up to 10) that would like to sit together. A table registration form is included in your registration materials.

11. Useful Items to Bring

Useful items to bring to convention: USMS Rule Book, a laptop, a notepad, highlighter, pens, paper clips, extension cord (if you bring a laptop), and a refillable water bottle. The USMS HOD room and meeting rooms will be internet accessible. There will also be a “Cybercafé,” which will be set up with several web connected PCs for you to check e-mail throughout the convention. And don’t forget to bring plenty of patience...and an open mind! And of course - your suit, cap and goggles.

12. Be Prepared

For more general USAS convention information, check out www.usaquaticsports.org. A link to the **convention packet** on <http://www.usms.org/admin/conv/2014/> will be e-mailed to all who are attending. This packet contains reports of what USMS committees and staff have worked on since the last convention, meeting agendas, the proposed budget, rules and long distance proposals, as well as emergency legislation proposals. Once you receive this, it is your responsibility to read the packet completely BEFORE you arrive at convention so you are prepared.

Thanks and have fun!
Chris Stevenson
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