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CERTIFICATION TABLE HOURS

Wednesday 8am to 6pm
Thursday 7:00am – 7:45am
Grand Hall East

Thursday afternoon thru Saturday
Back of HOD or come find Mary

MEET & GREETs

NEW DELEGATE ORIENTATION

Thursday 8:00am - 8:30am
Centennial IV

NEW DELEGATE LUNCHEON

Thursday 12:30pm – 1:45pm
Max Lager's (3 minute walk)

More Details available at the New Delegate Orientation

MEET THE CANDIDATES FORUM

Thursday 5:00pm – 6:00pm – **Centennial IV**
Meet the candidates running for
USMS At Large Director Positions

USMS HOSPITALITY SUITE

The Georgia LMSC has graciously agreed to staff the USMS Hospitality Suite. The suite will be open beginning Wednesday evening thru Sunday morning. Come socialize with other USMS volunteers in **Room 1710**

“ROUND TABLE” LUNCH

Saturday 11:30am – 1:00pm – Centennial IV

Enjoy your lunch while networking with your peers who do the same job as you do in the LMSC.

This will be an informal session where like officers will group together and discuss their positions and responsibilities. We hope to see lots of you there!

HOSPITALITY SUITE HOURS - Room 1710

Wednesday – evening
Thursday thru Saturday – opens at 7am and will be open whenever the HOD is not in session
Sunday – morning

WORKOUTS

Thursday, Friday & Saturday morning 6:00am – 7:00am

SWIM

Dynamo Swim Club

Bus will arrive at 5:15am and depart for the pool PROMPTLY at 5:30am
From the corner of Peachtree and Baker

DRYLAND

Thursday- Inman

Friday – Auburn

Saturday – Kennesaw

EVENING ACTIVITIES

WELCOME RECEPTION

Wednesday 7:00pm - 9:00 pm

This will take place in the Exhibitor Area with cash bar and hors d'oeuvres.

LMSC SOCIAL – Slider Station

Hosted by the Georgia LMSC
Hospitality Suite
Thursday 7:30pm - 10:00pm

IMSHOF INDUCTION

Friday 6:00pm – 8:30pm
6:00-6:45 pm – Reception (cash bar)
6:45-8:45 pm – Induction Ceremony
International North

All USMS delegates are invited (complimentary tickets) to attend the induction of US Masters Swimmers **Joann Leilich, Thomas Maine and Tom Boak**

USAS BANQUET

Saturday 7:00pm
Centennial I-II-III

Each USAS organization will present their annual awards. USMS presents the **Coach of the Year Award** and the **Ransom Arthur Award**.



Announcements

ORIENTATIONS

COMMITTEE CHAIRS

Wednesday 6:30pm – 7:00pm – Chicago A/B

If you are a committee chair, Chris Colburn, USMS Secretary, will provide a Committee Chair Orientation on Wednesday pm. This is where you'll pick up your folder. Chris will explain the procedure for producing minutes and also for getting reimbursement. Zone Chairs should also attend this orientation, since they too will be chairing a meeting. Chris will be sending an email with the forms for you to print out or download to you laptop prior to convention.

NEW DELEGATE

Thursday 8:00am – 8:30am – Centennial IV

Chris Stevenson, VP of Local Operations will provide a "USAS Convention Orientation" on Thursday before the first HOD meeting. Chris will introduce several members of the USMS leadership and review valuable information to improve your convention experience.

NEW BOARD MEMBER ORIENTATION

Saturday 10:30am – 11:30am – Learning Center

Dr. Jim Miller, USMS Past President will provide a "New Board Member Orientation" to new members of the USMS Board on Saturday. This orientation includes information on your responsibilities as a member of the USMS Board of Directors. This meeting is also open to those who are interested in serving as an officer in the future.

EDUCATION

ADULT LEARN TO SWIM INSTRUCTOR AND COACH CERTIFICATIONS

USMS is hosting the following educational opportunities on Wednesday, September 21, 2016
Hilton Garden Inn Atlanta, Perimeter Center, 1501 Lake Hearn Dr, Atlanta, GA 30319

USMS Adult Learn to Swim Instructor Certification

[Adult learn-to-swim Instructor Certification](#)

USMS Coach Certification

[Levels 1 & 2 Coach Certification](#)

[Level 3 Coach Certification](#)

For registration and more details please click the links above.

LMSC WORKSHOPS

Turning Resources into Satisfied Swimmers – Paige Buehler

Friday 9:30am – 10:30am – Inman

All LMSCs have membership fees and use them for a wide variety of purposes. Learn about some of those uses categorized by effort required to make them happen. Get details on popular, high-impact programs and bring your own ideas to share and get inspiration from what's working for others!

Futures Committee Panel – Dan Cox

Friday 9:30am – 10:30am – Kennesaw

Who is the future of USMS? Where are they going to come from and how do we keep them!

ALTS & SSL Grants – Bill Meier & Karen Harris

Friday 10:45am – 11:45am – Inman

Catch the wave with Swimming Saves Lives/Adult Learn to Swim. Here's the 'how to' from grants to programming and how it can work for your area.

Announcements

Avoiding Grievances – Lisa Brown

Friday 10:45am – 11:45am - Kennesaw

Grievances take a lot of LMSC time to hear and resolve. Resolving disputes should be a goal of the LMSC before these end up in the grievance procedure. This interactive workshop will provide your LMSC with tools to resolve disputes or grievances.

Putting the USMS Officials Certification to Use in Your LMSC – Brian Albright

Friday 1:15pm – 2:15pm - Inman

To alleviate a shortage of officials in some areas of the country, USMS has started an officials certification program. The primary goal of this certification is to help those LMSCs cannot recruit enough officials to staff their meets. The workshop will cover what is required and implementing the USMC Officials certification program in your LMSC.

The Social Media Driver: Getting your LMSC Behind the Wheel – Alana Aubin

Friday 1:15pm – 2:15pm - Kennesaw

It's time to get social media savvy for your club, workout group or LMSC. Let's explore the options to bring your program into the future!

Diversity – Opportunities & Obstacles – Lisa Dahl & Sarah Welch

Friday 1:15pm – 2:15pm – Centennial IV

Becoming a more diverse club or workout group. What's working/what's not? What are best practices and examples? How do we reach out at the local level to generate a broader inclusion for Masters swimming?

National Committees Speed Dating – Dan Cox

Saturday 10:30am – 11:30am – Centennial IV

Simple, easy and fun way to learn more about our USMS National Committees!

Sports Medicine Presentation – Swimming and Sports Medicine: Key Findings for the USMS Community – Dr. Hiro Tanaka

Friday 12:00pm – 1:00pm – Centennial IV

Dr. Tanaka is a Professor and the Director of the Cardiovascular Aging Research Laboratory at the University of Texas at Austin. He will be speaking regarding his research on a variety of topics that encompass physiological mechanism that mediate vascular aging, sequel or consequences of age-related vascular dysfunction such as cognitive dysfunction, and lifestyle modifications that prevent and reverse vascular dysfunction with aging are being investigated in his research laboratory. Masters athletes or aging competitive athletes are often studied as the model of successful aging.

U. S. Masters Swimming

United States Aquatic Sports Annual Convention – Atlanta, Georgia 2016

WEDNESDAY, September 21, 2016

8:00am – 2:30pm	Board of Directors	Centennial IV
2:30pm – 4:00pm	Investment #1	Suite 219
4:00pm – 5:30pm	Finance #1	Centennial IV
5:30pm - 6:30pm	Board of Directors	Centennial IV
6:30pm – 7:00pm	Committee Chairs	Chicago A/B
7:00pm - 9:00pm	U.S. Aquatic Sports WELCOME RECEPTION	Grand Hall East

THURSDAY, September 22, 2016

6:00am - 7:00am	Swim Practice Dry land Workout	Inman
7:00am - 8:00am	Women in Aquatics Breakfast <i>Please register USAS Registration desk</i>	Regency V
8:00am – 8:30am	New Delegate Orientation	Centennial IV
8:30am – 9:30am	House of Delegates #1	Centennial IV
9:45am – 11:15am	Zone Meetings Breadbasket Colonies Dixie Great Lakes Northwest Oceana South Central Southwest	Suite 223 Centennial IV Piedmont Chicago A/B Suite 222 Suite 219 Suite 226 Marietta Piedmont
11:30am – 12:30pm	Officials Fitness Education History & Archives Legislation #1 Finance #2	Vinings Lenox Inman Fairlie
12:30pm – 1:45pm	Lunch with New Delegates	Courtland
1:45pm – 3:15pm	Championship #1	Williams
2:00pm – 3:15pm	Governance Long Distance #1 Sports Medicine & Science LMSC Development Registration	Fairlie Greenbriar Piedmont Lenox
3:30pm – 4:45pm	Open Water Coaches Recognition & Awards Rules #1 Investment #2	Piedmont Fairlie Greenbriar Courtland Williams
5:00pm – 7:00pm	House of Delegates #2	Centennial IV
7:30pm – 9:30pm	LMSC Social	Hospitality Suite



U.S. MASTERS SWIMMING

U. S. Masters Swimming

United States Aquatic Sports Annual Convention – Atlanta, Georgia 2016

FRIDAY, September 23, 2016

6:00am - 7:00am	Swim Practice	
	Dry land Workout	Auburn
7:00am – 8:00am	LGBTQ Alliance Breakfast	Regency V
	<i>Please register USAS Registration desk</i>	
8:00am – 9:15am	Long Distance #2	Piedmont
	Rules #2	Spring
	Records & Tabulation	Fairlie
	Audit	Auburn
8:00am – 9:30am	Championship #2	Greenbriar
9:30am – 10:30am	Workshop #1 – <i>Turning Resources into Satisfied Swimmers</i>	Inman
	Workshop #2 – <i>Futures Committee Panel</i>	Kennesaw
	Legislation #2	Piedmont
	Finance #3	Spring
10:45am – 11:45am	LMSC Workshop #3 – <i>How to “April is Adult Learn to Swim Month”</i>	Inman
	LMSC Workshop #4 – <i>Avoiding Grievances Coaches/Sports Medicine/Fitness</i>	Kennesaw
	Rules #3	Centennial IV
12:00pm – 1:00pm	Sports Medicine Presentation	Spring
1:15pm – 2:15pm	Workshop #5 – <i>Putting the USMS Officials Certification to Use in Your LMSC</i>	Centennial IV
	Workshop #6 – <i>The Social Media Driver: Getting Your LMSC Behind the Wheel</i>	Inman
	Workshop #7 – <i>Diversity – Opportunities & Obstacles</i>	Kennesaw
	Foundation	Centennial IV
2:30pm – 5:00pm	House of Delegates #3	Suite 219
5:15pm – 5:30pm	BOD to Approve Budget	Centennial IV
6:00pm - 8:30pm	International Masters Swimming Hall of Fame Induction Ceremony	Centennial IV
	Complimentary Tickets to USMS House of Delegates Members	
	IMSHOF Reception – Cash bar (6:00-6:45)	International North
	IMSHOF Induction Ceremony (6:45-8:30)	International North

SATURDAY, September 24, 2016

6:00am-7:00am	Swim Practice	
	Dry land Workout	Kennesaw
8:00am – 10:15am	House of Delegates #4	Centennial IV
10:30am – 11:30am	Workshop - <i>National Committees Speed Dating</i>	Centennial IV
	New BOD Orientation	Learning Center
11:30am – 1:00pm	Round Table Lunch	Centennial IV
1:00pm - 1:30pm	Rules #4 (USA Swimming)	Hanover A/B
1:30pm - 5:30pm	House of Delegates #5	Centennial IV
7:00pm - 10:00 pm	AQUATICS AWARDS BANQUET	Centennial I, II & III

SUNDAY, September 25, 2016

8:00am - 9:00am	United States Aquatic Sports Board of Trustees	Chicago A/B/C
10:00am – 12:00pm	Board of Directors	Hanover F/G



U.S. MASTERS SWIMMING



U.S. MASTERS SWIMMING

**U.S. Masters Swimming
House of Delegates Agenda
2016 United States Aquatic Sports Annual Convention – Atlanta, Georgia**

Thursday, September 22

HOD #1: 8:30-9:30 a.m.

- Welcome and convention overview
- CEO's address
- Floor nominations for At-Large Board of Directors
- Announcements

HOD #2: 5:00-7:00 p.m.

- Slate of Candidates and Meet the Candidates
- Strategic Plan Presentation

Friday, September 23

HOD #3: 2:30-5:00 pm

- Remembrance
- Elections
- Awards
- Rules/Long Distance/Legislation Forum

Saturday, September 24

HOD #4: 8:00-10:15 a.m.

- Committee Reports
- Finance Presentation

HOD #5: 1:30-5:00 p.m.

- Committee Reports
- Rules
- Long Distance
- Legislation
- Budget Approval
- Feedback Session
- Closing Remarks

TO: U.S. Masters Swimming House of Delegates
FROM: Dawson Hughes, CEO
DATE: August 30, 2016
SUBJECT: Annual Meeting Report

EXECUTIVE SUMMARY

When I left the swimming world after my sophomore year in college, it was a much needed break from the pool. However, I would never have imagined that break would last 20 years nor that I'd be joining U.S. Masters Swimming in my current capacity. As I progressed through the interview process for the CEO role, I spent time reflecting on my swimming career and realized how much of an impact it had on my upbringing, including friendships that continue today, nurturing my goal oriented and competitive nature and a respect for the health and fitness benefits of the sport. I am honored to join USMS and work with all of you to guide the organization into the future.

Since joining USMS on March 28, much of my focus has been on learning about the history, culture, mission, values and the vision for the organization moving forward. I have had the opportunity to speak with people who touch USMS – members, sponsors, leaders, employees. These conversations served as a great introduction to the many people that make USMS great and they inspired me as we develop our road map for the future. These were the first steps in the process of reviewing and updating USMS's Strategic Plan, the outcome of which will be unveiled at the 2016 USAS Convention.

In parallel to the Strategic Planning efforts, the National Office Team has placed focus on building upon our 2016 efforts, particularly in the critical area of membership registration.

Outlined below are progress updates by department through 2016 to date:

MEMBERSHIP SERVICES

- Membership was budgeted to grow approximately 4% in 2016. Through the first half of the year membership growth was flat as compared to 2015.
- On August 1st we launched four new initiatives to encourage membership registrations. The timing of the launch was scheduled to coincide with the Olympics. The initiatives included: 1.) start the discounted year plus memberships one month earlier than usual; 2.) "Try Masters Swimming Day" on August 15th; 3.) Anthony Sullivan "Pitchman" video through social media outlets with member assistance; and 4.) offer five pace clocks to be awarded to the top five clubs based on number of members registered in August. Social media, e-mail, word of mouth and digital advertising channels (e.g. Google, Facebook, Active.com) were all used to deliver these various messages.
- The early returns from this campaign have been positive with over 2400 members registered during the month of August, compared to 930 in August of 2015 and providing a bump to 2% annual growth compared to the end of August 2015.

- Of note, over 70% of August 2016 registrations selected the Year Plus membership giving us over 1700 members pre-registered for next year.
- The final steps are being completed to update Places to Swim functionality to provide Clubs and Workout Groups the ability to update their information during the registration process. This will be a much needed improvement in the accuracy of information on facilities that offer Masters Swimming programs, workout times and Club contact information.
- A staff position has been repurposed to add a Membership Services position to help support Volunteer, Member and Club services. In addition, this position will focus on growth initiatives.

MARKETING SERVICES

- Although several partnerships unexpectedly ended their relationships with USMS in 2016, we were able to replace the \$75,000 in lost revenue with new partnerships.
- Sponsorship revenue has remained flat year over year but the new relationships had a positive impact that mitigated the lost revenue.
- A comprehensive potential member survey was conducted in early 2016. The survey company was contracted to target swimmers that met the following criteria: over the age of 25, have never been a USMS member and swim at least once a week. The report and results from this survey will be used to help target marketing messages and relevant USMS benefits to encourage new member registrations.
 - Findings of note:
 - 56% of respondents had no knowledge of USMS
 - 25% of respondents had limited knowledge of USMS
 - Health, fitness, fun and technique information are main reasons for interest in joining.
 - Misconception that USMS is for competitive and elite swimming only.
 - Mean workout time is 45 minutes
- In 2016, the USMS digital footprint was expanded through use of Google and Facebook. This resulted in an additional 420 registrations. Facebook advertising continues to bring in roughly 500 registrations as well. Moving forward we will continue to strategically use digital and database marketing to target our messaging and drive growth.
- **College Club Swimming:** For the past several years, USMS has been a supporter of the college club championships and hosted a college club swimming summit in early 2016. This summit included 11 college club presidents and three different college club advisors. From this summit, the task force gained insight into what the college club swimmers and clubs are looking for to enhance their swimming experience. The current college club structure is disjointed and program offerings are inconsistent. The goal for USMS is to help unify these clubs starting in 2017, provide best practices and structure so that more swimmers continue to swim through college. USMS will engage with these swimmers at the college club level with the goal of transitioning them to Masters Swimming after graduation.

EDUCATION SERVICES

- Demand for both the Coach Certification and Adult-Learn-to-Swim Instructor Certification remain strong.
 - 2016 Level 1 and Level 2 Coach Certification: 24 classes
 - 2016 Level 3 Coach Certification: 8 Classes
 - Over 700 Coaches participating in a coach certification
 - 2016 Adult Learn to Swim Instructor Certification: 28 classes
 - Nearly 500 Instructors certified this year.
 - Stroke Clinics: 16 hosted clinics with nearly 500 participants.
- The Education Department will continue to make Club visits and develop new Masters swimming opportunities through Club and Facility outreach.
 - Plan is for over 100 visits to Clubs and/or facilities in 2017
- Both the USMS coach certification and adult-learn-to-swim curriculums have been copyrighted (pending approval).

SWIMMING SAVES LIVES FOUNDATION

- The SSLF will again award grants to help support programs that teach adults to swim. Although the final amounts to be awarded will be finalized at the USAS Convention, it is likely to be a similar amount to last year, both in dollars and number of grand recipients.
- The goal of the SSLF is to provide as many adults as possible the opportunity to learn to swim.
- This is an engaging cause for our membership and moving into 2017 we will better position our fundraising capabilities and efforts to be able to grow the number of programs and future swimmers we support.
- April is Adult Learn-to-Swim Month will continue to promote the SSLF (in addition to Adult-Learn-to-Swim Instructor Certification) and the USMS brand.

COMMUNICATIONS AND PUBLICATIONS

- Our Communications and Publications business unit produces six issues of *SWIMMER* magazine, 30 issues of *STREAMLINES*, video content, regular features to usms.org, and, in conjunction with the Marketing department manages our social media efforts. In addition, event communications surrounding our national events, including 10 pre-event email updates and the meet programs, are managed and produced in-house.
- In order to better respond to our members, a digital version of *SWIMMER* will be more heavily promoted. Members will be given an option during registration to choose digital or paper magazine delivery. This may provide production expense savings depending on digital adoption.

RISK MANAGEMENT AND INSURANCE

- Risk management and insurance services will continue through partnership with Entertainment Sports and Insurance eXperts. Risk management programs include expanded insurance coverage, an online sanction database, a national-level event compliance review and a waiver.
- Minimal increases are expected in cost of coverage in the coming year.

ADMINISTRATION & VOLUNTEER

- The early stages of planning for the second LMSC Leadership Summit are underway for 2017.

USMS Executive Committee Reports

President

Patty Miller

When I was running for President last year, I was asked at convention what I would do first when elected President. My answer: hire a new Executive Director (Rob Butcher had just announced he was leaving), update our strategic plan, and focus on volunteer roles. So, one year in, here's an update.

The USMS CEO Search Task Force, which was formed shortly before last year's convention, put tremendous time and effort into the search process, supported by executive recruiting firm Turnkey Search. As a result, USMS hired Dawson Hughes, who began as USMS's new CEO in April. Dawson comes to us from a background in sports marketing and sales, most recently working in a non-profit setting for the Orange Bowl Committee. He has quickly had an impact and has energized our staff and volunteers by combining his experience and fresh perspective. Those who have not yet met Dawson will be introduced to him at Convention. Many thanks to Ed Tsuzuki (Chair), Nadine Day, Dan Cox, Jill Gellatly, Jim Miller, and Sarah Welch for their work on the CEO Search Task Force.

One of Dawson's first initiatives was to work with us to update the strategic plan. USMS's current strategic plan was adopted in 2011. It has guided our priorities for the past five years, but it is time for it to be refreshed. I appointed a Strategic Plan Task Force consisting of Jill Gellatly (Chair), Megan Carlson, Ralph Davis, and Ed Tsuzuki, which I joined to work hand in hand with Dawson. The task force assessed the current strategic plan, conducted its own SWOT (strengths, weaknesses, opportunities and threats) analysis; surveyed our Board, LMSC chairs, and committee chairs; and got National Office input from a staff retreat. This culminated in a strategic plan that will be presented at convention.

Working on the strategic plan and leveraging Dawson's fresh perspective have helped clarify our focus on volunteers. While we have a network of national volunteers and an experienced and capable national office staff, it is clear that local and LMSC volunteers play a vital role in delivering USMS to our membership. These volunteers are "on the ground" (or, more accurately, "on the pool deck") to interface with our members where they live, providing important elements such as club organization, fitness activities, swim meets and open water events, social functions, and local communication. The focus on the internal partnership with volunteers will continue to be a priority through our updated strategic plan.

Part of the focus on local volunteers has come from the good work of USMS's LMSC Development Committee, which organized multiple peer-to-peer calls and webinars in the past year. We have also devoted time at our convention for LMSC training and networking with a series of workshops. In addition, we will hold USMS's second LMSC Leadership Summit in 2017 to build off of the success of the inaugural summit in 2015.

Now is an interesting time to be focusing on USMS's future and priorities through the strategic plan. As I write this report, our membership growth is relatively flat and USMS is trying to determine how best to address changing demographics, particularly age demographics. Our younger members and potential members have different interests and ways of communicating than that which USMS has relied on in the past. Our current membership statistics by age reflect that we could improve our reach to younger generations. To focus on the needs of our younger members and volunteers, I appointed a Futures Task Force this year. Thanks to Dan Cox and Chris Colburn (Board liaisons), Wyatt Bradbury, Richard Garza, Aubree Gustafson, Fares Ksebati, Claire Letendre, Clare Rudd, Luke Shaheen, and staff liaison Kyle Deery for their efforts to date on the task force. We will hear more from this group at convention. We will

USMS Executive Committee Reports

also hear about a college club initiative that Kyle Deery has been piloting to provide services and an introduction to Masters swimming for college club swim teams.

Our work at convention this year, where the House of Delegates will elect at-large Board members and establish 2017 priorities through approval of the budget, will set the stage for USMS's direction in the near and long-term future. I look forward to the passion and ownership for the future that we all will bring to convention.

USMS Executive Committee Reports

Vice President of Administration

Ed Tsuzuki

I am proudly serving in my 4th term on the USMS Board of Directors and am particularly excited to be a member of our leadership team as we work closely with Dawson Hughes, our new Chief Executive Officer to create a new strategic plan. I am constantly amazed by the passion of our organization's volunteer spirit as well as the incredible dedication of our capable and enthusiastic staff.

I am extremely fortunate to have such an experienced group of veteran committee chairs leading the Championship, Legislation, Registration and Rules Committees. The depth of knowledge, level of commitment and attention to detail demonstrated by these committees continues to impress and educate me. The Championship committee works all year as they have a continuous work cycle preparing for the spring and summer nationals. I am in awe of the amount of work that goes in to the preparation of each event – from bid proposals to host selections to preparations and finally to post-meet reviews. The Legislation and Rules committees are both busy preparing for this year's annual meeting as we will be considering both legislation and rules proposals every year. Our aim is to do this as efficiently and intelligently as possible. For details of each committee's work, please refer to their annual reports and I encourage you to attend some of their meetings at convention.

The **Championship Committee**, chaired by Jeff Roddin (vice chair – Kim Crouch) has been responsible for providing swimmers at the USMS national championship meets with an outstanding experience and also working closely with staff and supporting the hosts before, during and after the events. Of course, their work gets extremely busy immediately before each (spring and summer) championship event, but they must also manage the bidding process for future events.

The **Legislation Committee**, chaired by Meg Smath (vice chair – Richard Garza) considers proposed changes to Parts 2, 4, 5, and 6 of the rulebook, as well as relevant changes to the Organizing Principles and Glossary in odd-numbered years.

The **Registration Committee**, chaired by Leo Letendre (vice chair – George Simon), provides guidance on policies related to the registration process and is working to provide mentoring/support for new LMSC registrars.

The **Rules Committee**, chaired by Charlie Cockrell (vice chair – Kathy Casey) has jurisdiction over Part 1 of the rulebook and the glossary. In addition to a regular review of the rulebook, the chair of the committee answers rules related questions and also provides clarification and interpretation of the (part 1) rules.

I am honored to continue to serve on the USMS leadership team and would like to thank all of the many volunteers we are so fortunate to have that keep this organization so vibrant and fit.

USMS Executive Committee Reports

Vice President of Local Operations

Chris Stevenson

The Local Operations division consists of four committees (Awards & Recognition, History & Archives, LMSC Development, Records & Tabulation). The Vice President of Local Operations, VPLO, is an *ex-officio* member of these four committees and also works with LMSC and Zone chairs on any local issues that might require the attention or advice of a board member. The past year has been a productive one for the four operations committees; their activities are summarized below but annual reports and meeting minutes should be consulted for more detail.

History and Archives, chaired by Barbara Dunbar, continues to do very fine work on their tasks of collecting and preserving the history of the USMS organization. Their projects tend to be multi-year efforts such as finding, digitizing and consolidating paper documents such as older registration files and USMS publications, record and Top 10 chronologies, identifying legacy swimmers with missing registration IDs, and much more. They also generate stories for publication on the USMS web site.

The **LMSC Development Committee**, chaired by Paige Buehler, has had another busy year. One major project was the revision of the LMSC Standards, which was approved by the BOD in July. They have organized an excellent series of more than ten peer-to-peer (P2P) teleconferences for different LMSC offices and roles, giving volunteers across the country an opportunity to share ideas and best practices. Notes from these sessions have been generated and are now being posted in the “Meeting Minutes” section of the USMS website. The committee also organized two “Conflict of Interest” training webinars and is in charge of organizing Convention training workshops.

Recognition and Awards, chaired by Ray Novitske, oversees the national service awards that are so valuable for underlining the very fine efforts of our volunteer base. The committee continued efforts to increase submissions for national awards and were successful for several key awards. They coordinated the selection of the Ransom J. Arthur Award recipient Nadine Day, who was honored at Spring Nationals. The committee recommended Tom Boak for IMSHOF induction in the Honor Contributor category, and this recommendation was approved as Tom will be inducted at the USAS convention. The committee also writes and submits press releases to recognize award recipients, and has worked towards increasing volunteer recognition at the local (LMSC) level.

Records and Tabulation, chaired by Jeanne Seidler, continued its excellent supervision of Top 10 lists and USMS Records, as well as the list of measured/certified competition courses. The committee includes the National Swims and the USMS Records Administrators among its members; Mary Beth Windrath currently holds both positions, after Walt Reid stepped down as Records Administrator in January. The committee also continued to formulate, refine, implement and publish policies related to these lists and records; this year the committee has proposed a number of rule changes that they believe will improve these processes. The committee has also taken responsibility of monitoring progress and suggesting improvements on the End-to-End Event Management E2EEM system of sanctioning and results collection and processing.

In addition to acting as liaison for these committee and serving on the Board of Directors and Executive Committees, I was also a member of the **IT Liaison Group** an *ad hoc* committee consisting of the four VPs, the IT Director and the CEO. The goal of the group is to help prioritize IT projects and to monitor their progress. The VPs also act as liaisons to their committees who have submitted IT projects. I was also

USMS Executive Committee Reports

a member of the **Governance Committee**, which has worked on election rules, LMSC dispute resolution, provided feedback to the LMSC Standards revisions, among other topics relating to USMS governance.

USMS Executive Committee Reports

Vice President of Programs

Chris McGiffin

As we gather for this year's USMS Annual Meeting in Atlanta, GA, I would like express my sincere gratitude and admiration for the efforts from all of the volunteer leaders in our organization. Whether you serve our members at the national, LMSC, or club level (or all three!), I know that you are making a difference. Thank you for all that you give toward making the US Masters Swimming experience the best it can be for health, wellness, fitness and competition.

The Long Distance Committee - Donn Livoni, Chair; Ali Hall, Vice Chair

2016 Goals:

- ◆ Increase total participation in 2016 ePostal NCs by 10% over 2015, identifying specific strategies that correlate to success
- ◆ Receive, for 2018, a minimum of 1 qualified, in-area, bid per event, and at least 1 West two-event festival bid
- ◆ Explore possibilities for collaborative strategies with other USMS stakeholders for increasing LDNC participation, such as 2-4 LDC members reaching out to 2 different committees such as Coaches', Fitness and/or Governance Committees
- ◆ Explore continuing development of a 3-5 year pool of unselected, qualified bidders; this would allow a bidder to reconfirm interest, capacity, leadership and commitment while by-passing the detailed bid process for a period of years.

Working Groups:

- ◆ ❖ Rules/Legislation - Bob Bruce (Lead), Donn Livoni
- ◆ ❖ Patches, All-Americans, Records, All-Stars (PARA) - Greta van Meeteren (Lead)
 - ◆ - Patches & Awards - James Biles & Melinda Greig-Walker
 - ◆ - All-Americans - Men - Michael Fanelli
 - ◆ - All-Americans - Women - Greta van Meeteren
 - ◆ - All-American Relays - Phyllis Quinn & Allison Ware
 - ◆ - Records - Jill Wright & Michael Fanelli
 - ◆ - All-Stars - Laurie Hug
 - ◆ - Postal Series - James Biles & Laurie Hug
- ◆ ❖ Club Assistant - Colleen Driscoll; Phyllis Quinn
- ◆ ❖ Safety - Bill Roach (Lead), Bob Bruce, Jim Davidson
- ◆ ❖ Documents - James Biles (Lead), Donn Livoni, Phyllis Quinn
- ◆ ❖ 2018 National Championship Selection - Ali Hall (Lead), Jim Davidson, Colleen Driscoll, Allison Ware
- ◆ ❖ Communications - Ali Hall (Lead), Laurie Hug
- ◆ ❖ National Championship Oversight - Donn Livoni (Lead), James Biles, Ali Hall, Bob Bruce
- ◆ (ePostals)

2016 USMS LD National Championships (as of 8/14)

- ◆ ★ 6/18 - Indy Aquatic Masters (Indianapolis, IN) 2 Mile Cable
- ◆ Liaison: Bob Bruce backup: Michael Fanelli
- ◆ National Office/BOD: Bruce Hopson, Mel Goldstein
- ◆ ISM: Michael S. Carlson
 - ◆ Stats: Total of 213 entries (up from 85 entries in 2015) , 190 swims

USMS Executive Committee Reports

- ❖ ★ 7/16 - Rogue Valley Masters (Applegate Lake, OR) 10K (6.2 miles)
- ❖ Liaison: Bob Bruce backup: Jim Davidson
- ❖ National Office/BOD: None attending
- ❖ ISM: Karen Allen
 - Stats: Total of 63 entries, 53 participants (down from 110 entries in 2015)
- ❖ ★ 7/30 - Kingdom Swim NEKOWSA (Newport, VT) 10 miles
- ❖ Liaison: Ali Hall backup: Laurie Hug
- ❖ National Office/BOD: Elaine Howley
- ❖ ISM: Cynthia Needham
 - ★ Stats: Total of 53 entries, 48 participants (down from 75 entries in 2015)
 - ★ 8/12 - Lake Lure Festival - Lake Lure Olympiad (Lake Lure, NC) 1 mile
 - ★ 8/13 - Lake Lure Festival - Lake Lure Olympiad (Lake Lure, NC) 5K (3.1 miles)
 - Liaison: Donn Livoni backup: Allison Ware
 - National Office/BOD: Rob Copeland
 - ISM: n/a
 - ➡ Event was “cancelled due to weather related circumstances” that contributed to a venue water temperature that far exceeded the minimum (85F) allowed under USMS Open Water sanctioned rules (Article 302.2).
- ★★ 8/13 - Sierra Nevada Masters (Donner Lake, CA) 2.7 mile
- ★ Liaison: Phyllis Quinn backup: Melinda Greig-Walker
- ★ National Office/BOD: Bill Brenner
- ★ ISM: Dan McCormick
 - ➡ Stats: Total of 408 entries (up from 90 entries in 2015)
- ➡
- ➡★ Jan. 1 - Feb. 10* - OHeP: Tamalpais Masters (San Rafael, CA)
- ➡ Liaison: James Biles backup: Jill Wright & Jim Davidson
- ➡*Note: Entry deadline extended due to Winter Storm Jonas
 - Stats: Total entries were 2335 (up from 2293 entries in 2015)
- ➡★ May 15 - Sep. 15 5,000M/10,000M ePostal: Western Hills Athletic Club/South Texas
- ➡ Liaison: Colleen Driscoll backup: Melinda Greig-Walker
 - Stats: Event still being contested.
- ❖★ Sep. 15 - Nov. 15 - 3,000/6,000 ePostal: Sawtooth Masters
- ❖ Liaison: Greta van Meeteren backup: Laurie Hug & Allison Ware
 - ➡ Stats: Event still being contested.

Other LDC Highlights:

- ➡ LDC approved the change of the OHeP ending date from 1/31 to the last day of Feb. This will begin with the 2017 OHeP. All procedures, records, age groups, etc., will follow the protocols of the other ePostal events.
- ➡ LDC has reviewed 68 proposed rules changes.
 - ➡ 1. Among the proposed changes, the BOD submitted an amendment to 302.2.2 A to align temperature limits with what FINA is expected to implement. However, the proposed amendment was withdrawn after it was learned that neither USA Swimming nor USA Triathlon were planning to adopt the FINA rules this year.
 - ➡ The LDC will come in under budget for 2016. 2017 Budget will have a nominal increase to cover Event Liaisons for OW National Championships.
 - ➡ The LDC is working with Kyle Deery to standardize the logo/brand review process for USMS LD championship events.

USMS Executive Committee Reports

➡ The 2018 NC bid selection working group reached out to all of the 2017 non-selected bidders that chose to be in the candidate pool for 2018 and all but one submitted bids for 2018 LD NCs. There is one first-time host among the ePostal events for 2018, and the workgroup will be recommending 3 first-time hosts for the 2018 OWNCS.

The Officials Committee - Brian Albright, Chair; Ed Saltzman, Vice Chair

Task Forces

❖ Officials Certification Program Task Force - Teri White (Lead), Omar de Armas, Sr., Mary Pohlmann, Dave Coddington, Al Ness

- ➡ 1. ➡ Draft of proposed Phase 1 completed (see Appendix A) with a purpose to recruit and
- ➡ 2. train officials to work USMS sanctioned meets, especially in LMSCs that have trouble
- ➡ 3. finding enough qualified officials to effectively staff their meets. Initially, the program
- ➡ 4. would have two parts: stroke and turn, and a starter certification.
- ➡ 5. ➡ Discussing the possibility to send newly certified USMS Officials a certification card or
- ➡ 6. name tag, along with a Mini Rulebook.

❖ Development of a USMS Officials Service Award

➡ → On hold.

❖ Recruiting Officials

- ➡ → Discussing the idea of encouraging LMSC financial support to reimburse local officials
- ➡ that travel to work national championships.

Other Officials Committee Highlights:

- USMS Officials Certification Program - Certification program will proceed with notifying LMSC chairs with sufficient information to recruit interested candidates to take the steps necessary toward USMS Certification.
- The committee is looking at developing better guidance or structure to the reimbursement process for officials for nationals. The chair received \$8500 in requests for a \$4000 pot for Spring Nationals.
- Committee submitted a revised request (6/16) for the creation of an Officials page on the USMS web site, reached from the menu bar on the home page (similar to Coaches and Instructors). A template was provided to indicate the new proposed layout, with link suggestions, a section dedicated to describing the USMS Officials Certification process, and other content.
- 2016 budget had a bump for travel reimbursement. Per Brian, 2017 could see an increase if the committee supports a motion for the Chair to appoint and cover officials for pool national championships.

USMS Executive Committee Reports

Vice President of Community Services

Frank “Skip” Thompson

This is the first year I have been a member of the USMS Board of Directors as Vice President of Community Services. I appreciate the opportunity to serve USMS in this position and thank the USMS House of Delegates for electing me and giving me a chance to help contribute to USMS to be the premier aquatic fitness organization in the world. I would like to thank all of our LMSC volunteers, House of Delegate members, National Office Staff, Board of Directors, and members of the Executive Committee.

The USMS Community Services Division consists of three committees (Coaches, Sports Medicine and Science, and Fitness Education). The Vice President of Community Services is an ex-officio member of these three committees as well as having USMS National Office interface with Coaches Education with the Coaches Committee, Communications/Publications with the Sports Medicine and Science Committee, and Marketing with the Fitness Education Committee.

Below is a list of Projects, Goals, and Subcommittee Assignments that have been planned, performed and completed since the 2015 convention and plans for the 2016/2017 year. I look forward to the second year of my term and hope to help USMS to the next level of success.

Coaches Committee (Bob Jennings, Chair; Kenny Brisbin Vice Chair)

Committee Members – New members for 2016 are: Wyatt Bradbury, Dean Hawks, Mark Johnston, Andrew Le Vasseur, Jennifer Masquelier, Chrystie McGrail, Tim Waud, and Steve Weatherman. Returning members: Scott Bay, Kenny Brisbin, Chris Campbell, David Clark, Matthew Edde, Bob Jennings, Erin Mathews, Helen Naylor, and Kerry O’Brien. Ex Officio: Bill Brenner.

2016 Goals and Subcommittee Assignments Status Report:

1. National Masters Coaching Summit – USMS National Office and the Pacific LMSC are collaborating on this clinic/summit. Helen Naylor has been appointed to lead a sub-committee and the dates have been set for Veterans Day weekend which is 11-11-16 to 11-13-16 with the location in San Mateo, California. 63 coaches have registered online not including International coaches. Speakers include: Steve Munatones, Dr. John Mullen, Dr. Ernie Maglisco, Dr. Rod Havrilik, Ron Marcikic, Sheila Taormina, and Cokie Lepinski. A certificate of participation is being drafted to be ready by the completion of the NCC. Educational credits will be given to USMS and USAT participating coaches.
2. USMS High Performance Camp – The camp is a joint venture from Triangle Sports Commission, Greensboro Aquatic Center and USMS. The BOD will be responsible for other arrangements of the camp namely licensing and length of the term of the contract that was negotiated this year. The dates of the camp will be of 8-27-16 to 9-1-2016 at the Greensboro Aquatic Center. Nadine Day has been appointed Head coach. She will be working with Chris Campbell, Ben Hobbins, and Steve Weatherman as other USMS on deck coaches. At last count, the camp was 90% full.
3. On Deck Coaching – Sign up for both USMS National Championship meets at both Greensboro Aquatic Center and Mt. Hood in Gresham, Oregon has been very successful with no shortage of volunteer coaches. Marty Hendrick took the responsibility to coordinate with the hosts and the Championship Committee for the coaches on deck. For warm up sessions, it was suggested that only certified coaches be working on deck with USMS Certification, USMS website certification, and ASCA Certification. Sign-ups for On Deck Coaching through Sign Up Genius continues for both National meets and the USAS Convention in Atlanta in September 2016 for 3 morning practices and Erin Mathews did outstanding job in the past and continues to lead this project.

USMS Executive Committee Reports

4. Certification – The Level 1, 2, & 3 classes for the rest of the year are filling up and going well. The USA Triathlon (USA-T) organization had a meeting with the USMS Education Department and wants to continue recognizing our certification process. One coach has received a Level 4 coaching certificate this past spring. The Level 4 registration time frame is from June 15 – July 15, 2016 and the sub-committee will be reviewing applications and making recommendations for coaches to be certified and announced at the USAS Convention in Atlanta. Four USMS Coaches applied for Level 4 certification. The Level 4 sub-committee will be reviewing and refining the Level 4 application for future certifications to begin in 2017.
5. Awards – Chris Campbell lead this subcommittee in 2016 and is a member of the USMS Recognition and Awards Committee. He is assisted by David Clark, Kerry O'Brien, and Andrew Le Vasseur. This year there was an effort to encourage individuals, coaches, and LMSC Boards to go to the Awards section of the USMS website and review the awards and their nomination process to encourage more nominations. This year USMS had 4 nominations for the USMS Coach of the Year Award and 11 nominations for the Kerry O'Brien Grassroots Coaching Award. Award winners will be announced at the USAS Convention with the Coach of the Year being awarded at the USAS Banquet.
6. Publications – The subcommittee is responsible to submit articles of interest to the USMS Membership Community both on the USMS website and the USMS Swimmer magazine publication. Coaches have submitted favorite workouts, drills, and ideas that are successful in the USMS Coaching community throughout the year. Scott Bay, Terry Heggy, Chris Ritter, Jerry McCormick, Susan Dawson-Cook, Bob Jennings, Elaine Howley, and Jeff Cummings have contributed two or more articles.
7. Web Workouts – Erin Mathews lead this subcommittee with assistance from Mark Johnston. The workouts have been up and running on the USMS site starting in the beginning of January. There are eight different categories (5 workouts a week) which try to cover all demographics of USMS swimmers. Coaches are paid a stipend and can write workouts in one category for two years. Here is a list of the workouts and the coaches who are providing them: Basic Training by Mark Johnston, Stroke and IM by Patrick Brundage, Open Water by Charlotte Brynn, High Intensity Training by Loretta Race, High Volume by Fares Ksebati, Triathlon Training by Scott Hoftiezer, and Expectant Mothers, New Mothers, and Limited Mobility workouts by Katrina Caulfield.
8. International Coaching – No International Championships were scheduled for 2016, so no subcommittee was formed to select coaches for these events. 2017 FINA World Championships in Budapest, Hungary are the next International Championships that coaches will be selected. The 2018 Pan American Swimming Championships have been awarded to Orlando, Fla and coaches will be selected for this event in the future.
9. Cross Collaboration with Coaches, Sports Medicine and Fitness Education Committees is planned for the 2016 Convention on September 23, 2016 from 10:45 to 11:45 AM. Dryland Training for Swimming will be the focus of the presentation.
10. ASCA World Clinic – Dates are September 9 – 10, 2016 in Fort Lauderdale. There will be a dedicated Masters Track at ASCA and USMS will have a booth to promote USMS Coaching.

Sports Medicine Committee (Megan Carlson, Chair; Sally Berry, Vice Chair)

Committee Members – New members for 2016 are: Tait Michael and Clare Rudd.

Returning members: Cathy Fedako, Melinda Greig-Walker, Sally Guthrie, Jane Katz, Dr. Jim Miller MD, Jane Moore, Mary Pohlmann, Jessica Seaton, and Robin Tracy. Ex Officio: Laura Hamel.

2016 Goals and Subcommittee Assignments Status Report:

USMS Executive Committee Reports

1. A Research Project was started by Brett Baker of University of Texas-Austin and he worked with Dr. Hirofumi Tanaka. A Study titled “To determine age-related declines in functional capacity as assessed by swimming performance times” is going to be conducted. Using “Go the Distance” data information from the USMS website, a survey is going to be conducted to look at inquires and how it relates to how much yardage and training to performance and recovery. The survey would also determine injury questioning participants on how much volume and the intensity of the workouts.
2. The survey questions were reviewed by the SM Committee. The USMS National Office reviewed the Privacy Policy in regards to what can be assessed from the GTD and will assist with the access when the protocol is set. Legal Counsel will review the final submission. Investigation Review Board (IRB) approval through the University has been granted and then the survey will be ready to send out to members of USMS. Dr. Tanaka will then begin the survey and compile results for review and then it will be published.
3. Dr. Tanaka has accepted the request to speak to USMS delegates at the USAS Convention in Atlanta, GA on Friday, September 23, 2016 from 12:00 Noon to 1:00 PM.
4. Dr. Tanaka was recently featured in “Swimmer” magazine along with USMS swimmers Ed Coates, Craig Siegel, and Karen Stokes in the article “Coursing Through You Veins”.
5. Public Service Announcement – was delayed but now is in the final stages and ready for review. Once it has been completed with the photo shoot by David Samuelson, it will be ready for review by the SMC and should be completed by at the end of the 3rd quarter of 2016. The SMC desire was to have a more diverse representation of ages and backgrounds and sent information and suggestions to Samuelson to incorporate this into the PSA.
6. A Transsexual Task force has been formed for 2016. At the winter BOD meeting there was a discussion about a proposed IOC policy based on the IOC Consensus Meeting on Sex Reassignment and Hyperandrogenis. The Task Force will review the current USMS policy and make changes to be consistent with the IOC policy scheduled to be implemented in September 2016. Members of the Task force: Jessica Seaton, Sally Guthrie, Kathy Casey, Cathy Fedako, and Leo Letendre. Currently a review of the current policy is taking place and could be rolled out by convention so future event hosts have something to follow in their events.
7. The USMS Rules Committee is partnering with the task force to develop swimming rules on the eligibility of swims, competition categories for athletes in the transition period, or swimmers who have not finished their transition.
8. Sports Medicine Blog – Jessica Seaton has lead this project and this past year, a non-interactive Sports Medicine Committee directed Blog to dispense sports medicine related articles and studies on the USMS Committee website has proven to be successful. Since convention, Jessica Seaton, Sally Berry, Sally Guthrie, Jane Moore, Cathy Fedako, and Jim Miller have posted two or more articles on the blog forum.
9. Nationals Informational Booth – Sally Berry and Megan Carlson have lead this project. In 2016, the Spring Nationals had an Athletic Trainer with rollers and bands and answered questions. The Summer Nationals will involve the Fitness Education Committee and expand on some of the ideas with the Athletic Trainer. Meg Carlson and Mary Jurey will work with the Athletic Trainer at the booth at Summer Nationals in Oregon.
10. Status of Article 106 rule change/rewording – Mary Pohlmann and Jane Moore will look up research that SMC can approve and add to the rationale and prepare and submit at the convention. The Committee discussed the need to expand on the “rationale” section with references. The SMC has approved the revision of the rationale and this has been submitted to the Rules Committee to be decided at the convention.

Fitness Education Committee (Mary Jurey, Chair; Brian Cummings, Vice Chair)

USMS Executive Committee Reports

Committee Members – New members for 2016 are: Brigit Bunch, Anita Cole, Karen Gernert, Fares Ksebati, Robin Smith, Lisa Ward, Lisa Watson, and Karin Wegner.

Returning members: Andrea (AJ) Block, Stacy Broncucia, Aubree Gustafson, Robin Walker, and Ken Winterberger. Ex Officio: Kyle Deery.

2016 Goals and Subcommittee Assignments Status Report:

1. Virtual Swims – The Fitness Committee is in the process to get this started and researching what type of swims would be of interest and has plans to kick this off in 2017.
2. Check Off Challenge – The event is up and running and hosted by the Long Beach Grunions Club and fitness committee member, Anita Cole is the event director. So far very little participation of USMS members. A discussion about how to improve participation in this event with ideas of recording swimmers who participate in the event and having results posted on the USMS website. Ideas were split on recording of times in the specific events. A host could keep score by Club, like the 1 Hour Swim but the question is would you score by time, by age-group, or by participation. Currently the \$30 fee entry fee includes a custom-designed check-off challenge towel, swim cap, and a certificate of completion. An e-mail was sent to all LMSC Chairs and LMSC Coaching Chairs on 6-16-2016 encouraging participation.
3. USMS Half Hour Swim Postal event as a charity event - The Fitness committee wants to organize a postal swim with either a host or USMS and have the entry fees go straight to the SSL Foundation. Guidelines for USMS events who want to use their event entry fees as a donation to the SSL will be decided by the USMS BOD. Coordination with the USMS National Office and the SSL Board of Trustees, namely Brandon Franklin is the next step. The Fitness Committee must define how this event will be administered. Procedures and guidelines will have to be developed and presented and accepted by convention to launch this in the 2017 calendar year.
4. Go The Distance Program – Successful and gaining popularity year after year. So far in 2016, 2701 participants are registered in the program and this is a good event to attract Fitness swimmers and can be a model for other types of fitness events.
5. Go the Distance mobile application has been discussed for the FLOG's. This will be discussed in more detail at future Fitness committee meetings.
6. LMSC Communication with LMSC Fitness Chairs on ideas that are being done with success at the LMSC level. How to better effectively communicate fitness activities out to the LMSC and swimmer level. Improve on communicating fitness updates to the National Office and Fitness Chairs. Work to more effectively communicate with Coaches and the Coaches committee.
7. Work on Social media activities with the National Office and have initiatives for fitness and encourage and engage contact with swimmers on Facebook, Twitter, and the USMS discussion forums.
8. Fitness Committee Blog – In the past year, a non-interactive Sports Medicine Committee directed Blog to distribute sports medicine related articles and studies as proven successful. A possibility that has been discussed is creating a Fitness blog, where it would be live on the USMS forum and fitness committee members could contribute with articles, ideas, and studies that are going on in the fitness community.
9. Introduction to Masters/Mastering Masters – discuss having a class or up to date information on the USMS website to effectively communicate out to the Fitness swimmers. There is a Masters 101 on the USMS website that has been developed and promoted but it needs updating and fine tuning

USMS Executive Committee Reports

Secretary

Chris Colburn

I would like to thank the Executive Committee, Board of Directors, and Committee Chairs for their hard work and extensive assistance with my role as Secretary this year. Without their help, I would not be able to collate much of the information viewed each day on the website by the membership and other visitors from around the globe. I'd also like to recognize the staff for their tireless service, both to the volunteer infrastructure and to Masters Swimming as a whole.

This year has proceeded like many others for the USMS Secretary. I have recorded meeting and conference call minutes for the Board of Directors and the Executive Committee, and posted the approved documents on the website. I also worked with committee chairs to ensure that their meeting minutes were posted as received. I have communicated with the National Office to ensure that Convention and Board Meeting materials were prepared as needed for our meetings throughout the year. Finally, I have executed documents as requested by the business in my role as corporate Secretary.

In closing, I have enjoyed my term as USMS Secretary. I look forward to a successful Convention, and to a great 2017. Thanks again to everyone who has helped me both to succeed in this role and to continue to give back to the organization and the sport that has done so much for so many of us over the years.

USMS Executive Committee Reports

Treasurer

Ralph Davis

Financial condition: Our financial condition as of June, 2016 is very healthy with unrestricted reserves in excess of \$3.6M, which cover 10.9 months of operating expenses. Six months coverage is considered good.

There are three major reasons for this unprecedented health:

- USMS is well managed in a fiscally conservative manner.
- Investment portfolio (as of 7/31/16) has grown \$635,964 since its inception in February, 2011.
- We are in the second year of our dues increase program that was adopted to invest in programs and services under a secure financial foundation.

Our financial health gives USMS the resources to support our Mission and maintain USMS as the premier resource for adult aquatic fitness in the United States and make fitness through swimming available for as many adults as possible.

Our Audit, Finance and Investment Committees continue to play significant roles in assisting the board with its fiduciary responsibilities. We have much to thank these volunteers for as their oversight of our assets contributes greatly to our organization's outstanding financial condition. Our independent accounting firm conducts an annual audit, provides a management review letter and makes an annual presentation to the Board of Directors. I am pleased to report that for the sixth year in a row there were no reported deficiencies by our auditor. Both are a direct reflection on our Chief Financial Officer, Susan Kuhlman.

The 2015 Financial Statements are complete and the certified audited financial report is available on our website. Our audit firm is Kerkering, Barberios & Co. of Sarasota, Florida. The USMS tax return for 2015 is completed and approved by the Board and filed with the IRS.

USMS Executive Committee Reports

Immediate Past President

Nadine Day

I strongly believe God has plans for us. This year I had to step back from my duties with USMS due to family. I am grateful that our current President, Patty Miller is a strong leader. I did continue to participate on EC and BOD calls monthly, however did have to miss the Summer BOD and a few calls. I was able to fulfill my duties on the CEO task force and assisted with the selection of our CEO, Dawson Hughes. I am excited about USMS's future and the leadership with Patty and Dawson.

Being President then becoming Immediate Past President really has been interesting for me. The biggest impact was communication; it has decreased 75%. I only have updates via communication like everyone else, meeting minutes and only the general forum and BOD forum. I honestly have not been on the forums as much as I have in the past. I am looking forward to attending convention and seeing the USMS Leadership.

For 2016, I was appointed as the president's designee on the Diversity Task Force (DTF), which is a TF of the BOD. On the DTF, I serve as the subcommittee chair on Celebrating Diversity, which is focusing on targeted groups to showcase and establish a communication strategy for USMS. My other appointment was on the Swimming Saves Lives Committee, however we have not met this year.

I was fortunate enough to be selected to coach the High Performance Camp and due to unforeseen circumstances of another coach, I was promoted to Head Coach. This camp and appointment has rejuvenated me and I am looking forward to coaching these selected individuals next month.

I will continue to promote Masters Aquatics, which includes diving, synchro and water polo; in addition to our swimming and open water disciplines. USMS is the leader in Masters Aquatics. It is our duty to help other disciplines and other federations promote Masters. Promoting Masters creates success and opportunities for our USMS members.

Besides my USMS duties, I was appointed to serve on the UANA Masters Technical committee. I assisted with the bidding application and process for UANA events. I was appointed to lead the UANA Masters Technical Coaches/Swimmer Education Subcommittee. This subcommittee is promoting Masters through clinics in the Americas.

I also want to thank everyone again for the opportunities that USMS has provided me to serve. I will always make sure my decisions will reflect: Members First.

Above all, thank you all for serving USMS, USMS would not be successful without you. THANK YOU!!!!

USMS Executive Committee Reports

Legal Counsel

Maria Elias-Williams

My first year as USMS' legal counsel has been very enlightening. I have been most impressed by the incredible dedication by volunteers who explore all aspects of issues within their given task.

We continue to pro-actively address and try to balance the rights and needs of all members, including the LGBTQ members, seeking input from our entire swim community. We also continue to build upon the guidelines provided for volunteers within LMSCs so that we minimize any potential threats to our tax-exempt status. I have frequent telephone conferences with staff, Board members and other volunteers, and occasionally outside counsel to keep issues that arise at low risk. I have reviewed numerous event and employment contracts. USMS has not been named in any lawsuit during my tenure, although we maintain continual contact with our liability provider for advice and direction to deter such.

SEGMENTS OF MEMBERS



ENHANCED BENEFITS FOR ALL MEMBERS



CLUB AND EVENT SUPPORT



External

Engage and activate partnerships with organizations that align with USMS's mission, vision and values, for the purpose of increasing benefits to our members, enhancing and expanding the USMS brand, and improving access to swimming facilities.

PARTNERS AND SPONSORS



FORMALIZING OTHER RELATIONSHIPS

College Club Swimming and Triathlon organizations

MEMBERSHIP VALUE

Enhance and customize value and deliver it to consumer segments based on needs and interests.

WORD OF MOUTH



BRAND AWARENESS

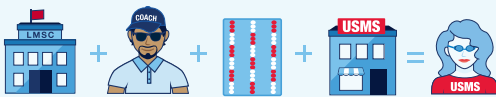
81%

of actively swimming adults don't know or know little about USMS



PARTNERSHIPS

STRONG PARTNERSHIPS



POSITIVE VOLUNTEER EXPERIENCE



Internal

Enhance the partnership between volunteers, coaches, and the National Office with the shared focus on providing the best membership experience possible.

INNOVATION

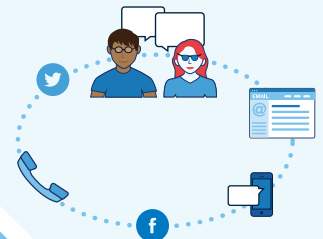
Transform USMS offerings to align with the changing environment.



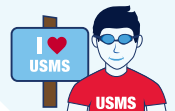
BRAND CLARITY

Simplify USMS branding and marketing to clearly communicate the essence of the USMS brand and to build affinity.

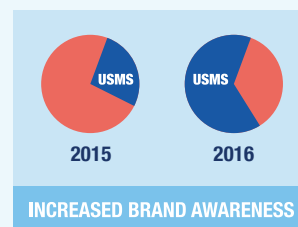
CONSISTENT COMMUNICATION ACROSS ALL CHANNELS



BRAND AFFINITY



METRICS TO SHOW IMPROVEMENTS



USMS Committee Reports and Agendas

Championship

Committee Members

Jeff Roddin, Chair; Kim Crouch, Vice Chair

Jim Clemmons, Barry Fasbender, Don Gilchrist, Mark Moore, Patty Nardozzi, Sandi Rousseau, Ed Saltzman, Jeff Strahota, Pete Tarnapoll, Natalie Taylor, Charlie Tupitza, Jillian Wilkins, Paul Windrath.
Ex-Officio: Kyle Deery, Donn Livoni, Ed Tsuzuki.

Introduction

Our mission is to serve in an advisory capacity to national championship hosts and make recommendations and decisions that enhance the quality of championship meets for all registered U.S. Masters Swimming members; to actively solicit and receive bid proposals, review bids and select the sites for national championship meets; and support marketing opportunities for U.S. Masters Swimming Corporate Partners.

Discussions and Projects Since Last Convention

1. Established Local and Regional Club classifications for 2016 USMS clubs
2. Updated bid application to include clarity on minimum warm-up lane requirements and updated the sample budget template
3. Assigned liaisons for 2017 Nationals
4. Updated Meet Director's Guide
5. Relay entry fees
6. Submitted eleven proposed Rules changes to Article 104
7. Produce NQTs Standards file for meet operations use (can also make available to local meet directors)

Action Items

1. Update and sign 2017 contracts
2. Update Championship Committee Policy documents
3. Update and publish the Meet Director's Guide for 2017 hosts
4. Assign Order of Events for 2017 Spring & Summer Nationals
5. Approve 2017 meet logos and award designs
6. Assign 2018 liaisons

Championship Committee Meeting #1 Agenda Thursday 1:45-3:15pm - Courtland

1. Approve Minutes from last meeting(s) as required.
2. Recap/debrief 2016 Nationals
 - A. Spring (Greensboro)
 - B. Summer (Oregon)
3. Review/discuss status and approve Order of Events and Awards for 2017 Nationals:
 - A. Spring (Riverside, April 27-30)
 - B. Summer (Minneapolis, August 2-6)
4. Review/discuss any proposed Legislation/Rules changes that affect Championship Committee (Articles 103/104)
5. NQT's

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Championship Committee Meeting #2 Agenda Friday 8:00-9:30am - Greenbriar

1. 2018/2019 National Championship Bids
 - A. Bid summary
 - B. 2018 Pan Ams
 - C. Selections

2. Nationals procedures/activities:
 - A. Meet Program
 - (1) Layout policy
 - (2) Harcopy alternatives
 - B. Past Financial Summaries (Bid Packet)
 - C. Automated Online Entry seed times
 - D. Relays
 - (1) Entry fees (fees vs award cost)
 - (2) Online entries
 - E. Meet Contracts
 - (1) Safety Marshals
 - (2) Officials
 - (3) Pre-event merchandise
 - (4) Blocks and backstroke ledges

3. Goals/Tasks for 2017
 - A. Potential Rules Proposals
 - B. USMS 50th Anniversary/2020 Nationals
 - C. Coaches registration

USMS Committee Reports and Agendas

Coaches

Committee Members

Bob Jennings, Chair; Kenny Brisben Vice Chair

Scott Bay, Wyatt Bradbury, Chris Campbell, David Clark, Matthew Edde, Dean Hawks, Mark Johnston, Andrew Le Vasseur, Jennifer Masquelier, Erin Matthews, Crystie McGrail, Helen Naylor, Kerry O'Brien, Tim Waud, Steve Weatherman

Ex-Officio: Bill Brenner, Skip Thompson

Introduction

The Coaches Committee continued to provide safety and educational opportunities for swimmers and coaches through their efforts and work with the National Office, High Performance Camp, the National Coaching Clinic, Online Coaching and Nationals.

Discussions and Projects Since Last Convention

1. High Performance Camp – Greensboro, North Carolina, August 27 to September 1. The camp will be a joint venture from Triangle Sports Commission, Greensboro Aquatic Center, and USMS. The Coaches committee will be involved in providing coaches. Nadine Day will be the head coach. Chris Campbell, Ben Hobbins, and Steve Weatherman have been selected to coach this year.
2. National Coaching Clinic – San Mateo, California, November 11 to 13. USMS, Pacific LMSC, and the Coaches Committee are collaborating on this project. Helen Naylor (Coaches Committee) has been asked to chair the subcommittee. Nadine Day will be working with the international component. Seven speakers will make presentations. Certificates of Participation will be provided for all participants.
3. Certification/Coaches Education – Coaches Certification for Levels 1, 2, and 3 were very successful in the winter and spring. There will be nine Level 1 and 2 classes in the fall and eight Level 3 classes. Level 4 was granted to two coaches this past year. Seven individuals were on the committee evaluating the applications.
4. Awards – There were 11 nominations for the Kerry O'Brien award this year and six Nominations for the Coach of the Year Award. There were five individuals evaluating the nominations.
5. Communication – Kenny Brisbin has been working with LMSC Coaches Chairs and providing minutes from the Coaches Committee meetings. Kerry O'Brien led a Peer to Peer conference call on Coaches Best Practices in May
6. Online Coaching – The selection of Online coaches was completed on time and the workouts continue to be available on the USMS website.
7. On Deck Coaching – Sign Up Genius was used again as our method for coaches to sign up for warm up sessions at Spring and Summer Nationals. Discussions were held on how to improve our coverage of warm ups. The process is being used for coaches to sign up for morning workouts at convention.
8. AED/CPR – There was a discussion of requiring CPR and AED training as part of the coaches' certification. After talking to the National Office, it was learned that requiring the training be part of the certification process would double USMS's insurance and open the coaches and USMS to lawsuits.
9. Meet Entry Times – After a discussion of problems at several meets, coaches were asked to remind their swimmers to use accurate entry times that reflected their ability.

Action Items

1. Revise the current Level 4 Coaching application.
2. Create a new Level 4 Class. Once current Level 4 coaches complete the new class they will become Level 5 coaches.
3. If approved, select coaches for the 2017 Fina World Masters Championships in Budapest,

USMS Committee Reports and Agendas

Hungry.

4. Continue to provide Online coaching, on deck coaching for warm ups at Spring and Summer Nationals, and dry land and on deck coaching at convention.

Coaches Committee Meeting Agenda Thursday 3:30pm – 4:45pm – Fairlie

1. Chair Welcome- Bob Jennings
2. Review of 2015
3. Goals for 2016
4. Subcommittee and Task Force Summaries
 - a) High Performance Camp
 - b) National Coaching Clinic
 - c) Certification/ Education
 - d) Awards
 - e) Communications-
 - f) Web Workouts-
 - g) On Deck/Convention
5. Old Business
6. New Business

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Fitness Education

Committee Members

Mary Jurey, Chair; Brian Cummings, Vice Chair

Lisa Watson, Robin Smith, Karen Gernert, Skip Thompson (EC), Karen Wegner, Brigid Bunch, Anita Cole, AJ Block, Stacy Broncucia, Aubree Gustafson, Fares Ksebati, Robin Walker, Lisa Ward, Ken Winterberger

Ex-Officio: Kyle Deery

Introduction

The Fitness Committee continues to define its role within USMS, and how to best serve the fitness swimmer (which is considered to be our entire membership). We are working to better construct and give concrete direction to items and projects that cover such a wide and diverse range of swimmers. Also looking to improve on ways to disseminate fitness ideas and objectives more effectively down to the membership level.

Discussions and Projects Since Last Convention

1. Go The Distance – how to better recognize achievements in this event. Possible development of a phone app.
2. Check Off Challenge – participation is low. Continue event? How to better market.
3. Half Hour Swim – “30 Minutes Could Save a Life!” Developing this as an event.
4. Social Media Activities – focused on the Fitness Swimmer
5. Fitness Committee Blog
6. Attracting Millennials to USMS
7. Effective communication – chain of command so to speak – of fitness ideas down to the swimmer level.
8. Marketing USMS as a general fitness option

Action Items

1. Actively develop and plan out the Half Hour Swim
2. Debate the worth and desire to continue the Check Off Challenge
3. Drive membership by marketing to the fitness swimmer
4. Connect w/ the Coaches Committee and Sports Medicine to effectively put in place projects – how exactly to do this.
5. How to tie in to businesses, which promote overall fitness, to have them include USMS as an option.

Fitness Education Committee Meeting Agenda

Thursday 11:30am – 12:30 pm - Vinings

1. Welcome/Intro
2. Swimmer Jeopardy
3. Half Hour Swim
4. Specific Path for Disseminating Fitness Plans and Ideas
5. Check Off Challenge

History & Archives

Committee Members

Barbara Dunbar, Chair; Meegan Wilson, Vice Chair
John Bauman, Marcia Benjamin, Jennifer Carlson, Betsy Durrant, Margie Hutinger, Lucy Johnson, Phillip Luebke, Gail Roper, Jayne Saint-Amour, Marie Vellucci
Ex Officio: Anna Lea Matysek (National Office), Christopher Stevenson (EC, VPLO)

Introduction

The History and Archives Committee records, collects, and preserves documents, stories, photos, exhibits, oral histories, and other memorabilia in an appropriate repository and in durable formats to ensure that the achievements of USMS and Masters swimmers will be maintained for posterity. The archived information shall be made available. The committee consists of the committee chair and sufficient members to execute the committee function.

Thank you to the History and Archives Committee members for your efforts and accomplishments since last convention.

Discussions and Projects Since Last Convention

1. **Top 10 Publication (Booklet, List, and Errata) Project**

Original published Top 10 Booklets or Lists and Errata are scanned and converted into a PDF format. The original Top 10s included published errors later corrected via Top 10 Errata. Top 10s and Errata are being posted onto the USMS website at <http://www.usms.org/content/top10print> enabling view of the lists and errata.

- a. All Top 10 lists or booklets and the Top 10 errata from 1971 onward have been located and scanned. Searches continue for more legible versions.
- b. Scanned documents are converted into searchable pdf files whenever possible. Due to the poor quality of the original, some will be posted as non-searchable files. Scanned Top 10 Booklets or Lists and Top 10 Errata files are sent to Anna Lea for posting onto the USMS web site.

2. **USMS National Record Chronology Project**

Dates missing from the National Record Chronology lists are being located, verified, and sent to the USMS Records Recorder Mary Beth Windrath for addition. To date, 134 additional dates have been found and submitted.

3. **SWIM-MASTER Project**

SWIM-MASTER editions are being scanned into pdf format for posting onto the USMS website. Indexing of the issues is being completed.

4. **USMS Top 10 Swimmers Identification (Missing ID) Project**

The project involves identifying swimmers on the 1970-1992 USMS Top 10 lists who have not been assigned an ID and do not have a member swimmer information page because of missing information, typographical errors, name changes, or name identification issues. A list of unidentified swimmers is found at http://www.usms.org/hist/tt_swimmers_no_id.pdf. Page 1-11 is an alphabetical listing; pages 12-38 is a listing by LMSC ending with "LMSC Unknown." Anna Lea assigns IDs as swimmers are properly identified.

5. **Open Water and Long Distance National Championship Results Project**

Some official results for 1974 – 1991 Open Water and Long Distance National Championships remain to be located. Located results are being scanned to PDF format for posting onto the USMS website.

6. **Relay Top 10 Project (On-line Posting)**

Pre-1994 Relay Top 10 lists (paper lists and booklets) are being converted for upload into the USMS Top 10 database (IT project EEEM-67) with addition of missing first names and permanent IDs and correction of truncated last names.

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- a. Progress continues on 1976-1979, 1987-1988, and 1992 Relay Top 10s. Others remain to be started. The volunteer time requirement is massive.
 - b. 1989 SCY was uploaded into the USMS Top 10 database in 2015.
 - c. The project may be reevaluated due to the huge work requirement and the Top 10 Publication Project to post published Top Ten Booklets and Errata.
7. **Deceased Member Project**

The project involves the identification of deceased members and dates of death and update of the registration database. There is a short list of deceased USMS members with no date of death. Members are working to identify additional deceased members. Once deceased swimmers are identified and verified, Anna Lea updates the registration database along with a date of death if available.
 8. **Olympian Masters List Project**

Olympians are identified and added to the “Masters Swimmers who are Olympians” list posted on the USMS web site at <http://www.usms.org/hist/oly/>.
 9. **Old Registration Data Project**

Old paper registration lists and documents are converted into digital format for incorporation into the USMS registration database via IT Project REG-1247. Missing dates of birth have been located and added to the USMS registration database. Conversion updates are sent to Anna Lea.
 10. **Identification of Swimmers with Duplicate IDs and ID Consolidation**

Swimmers with duplicate IDs are identified. Following verification, Anna Lea consolidates information for duplicates into a single ID.
 11. **Locate and Scan USMS Documents**

Missing convention minutes and other AAU Masters and USMS documents, are being located, scanned, and posted onto the USMS web site. Missing convention documents are needed. A proposal to document and archive pre-2012 USMS Committees and Committee members is being reviewed for feasibility (WEB-9 IT project to track volunteer leadership over time and link to member records).
 12. **Swimmer Stories Project**

The ongoing project includes updating, correcting, and link checking of existing stories; finding and fixing navigation and page format or display issues; and the addition and fact checking of new stories.
 13. **Factual Review of Recognition & Awards Stories, Bios, and Award Notices.**

Fact checking of existing award recipient stories, bios, and notices is progressing.
 14. **USMS Historical Timeline Project**

Research, documentation, and verification of the USMS Historical Timeline is ongoing and includes the identification, verification, and archiving of USMS historical documents.
 15. **Special Research Requests Project**

Periodically the H&A Committee chair and vice chair are asked to confidentially research registration database, top ten database, or other issues and/or to verify some statements, data, or other information.

Action Items

1. Reevaluate continuing with the Relay Top 10 Project (On-line Posting) to convert the pre-1994 Relay Top 10 lists (paper lists and booklets) into electronic files for uploading into the USMS Top 10 database (via IT project EEEM-67) with addition of missing first names and permanent IDs and correction of truncated last names due to the huge work requirement and the Top 10 Publication Project to post published Top Ten Booklets and Errata.

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History and Archives Committee Meeting Agenda Thursday 11:30am-12:30 pm – Lenox

1. Call History & Archives Meeting to Order, Roll Call – Barbara Dunbar, Meegan Wilson, John Bauman, Marcia Benjamin, Jennifer Carlson, Betsy Durrant, Margie Hutinger, Lucy Johnson, Phillip Luebke, Gail Roper, Jayne Saint-Amour, Marie Vellucci; Ex Officio: Anna Lea Matysek (National Office), Christopher Stevenson (EC, VPLO).
2. Introduce and welcome new delegates
3. Current status of History & Archives projects.
4. Action Item – Reevaluate continuing with the labor intensive Relay Top 10 Project to convert pre-1994 Relay Top 10 lists into electronic format for uploading into the USMS Top 10 database.
5. Discuss communications, web projects, timelines, and priorities.
6. Other
7. Adjourn

USMS Committee Reports and Agendas

Legislation

Committee Members

Meg Smath, Chair; Richard Garza, Vice Chair

Joan Campbell, Chris Colburn, Rob Copeland, Sean Fitzgerald, Heather Hagadorn, Michael Heather, Cathy Kohn, Jane Moore, Teddy Palmer, Steve Peterson, Heather Stevenson, Erin Sullivan, Kris Wingenroth

Ex-Officio: Charles Cockrell, Maria Elias-Williams, Tracy Grilli, Ed Tsuzuki

Introduction

This committee considers amendments to Parts 2, 4, 5, and 6 of the rule book, plus the glossary.

Discussions and Projects Since Last Convention

1. Because we would normally be coming off a “Legislation Year” and in recovery mode, the committee has been quiet all year. The chair has been contacted periodically to answer questions about sanctioning procedures, but there have been no requests for an interpretation and no movement to revise Parts 2, 4, 5, or 6. Since the deadline for submission of amendments, the committee has held preliminary discussion of those proposals received.

Action Items

1. Consider legislation proposals.

Legislation Committee Meeting Agenda

Meeting #1 – Thursday 11:30am – 12:30pm – Inman

Meeting #2 – Friday 9:30am – 10:30am –Piedmont

1. Introductions.
2. Consider proposals.
3. Discuss plans for upcoming year.

USMS Committee Reports and Agendas

LMSC Development

Committee Members

Paige Buehler, Chair; Michael Moore, Vice Chair;

Marcia Anziano, Lisa Brown, Linda Chapman, Jerry Clark, Sally Dillon, Viki Hill, Matt Hooper, Mary Hull, Tim Lecrone, Anna Lea Matysek, Hugh Moore, Lori Payne, Bruce Rollins, C.J. Rushman, Natalie Taylor

Ex-Officio: Chris Stevenson, VPLO; Leianne Crittenden, Governance

Introduction

The LMSC Development Committee is responsible for managing LMSC and zone boundaries, managing the LMSC standards policy and publishing an annual standards scorecard for each LMSC. The committee fosters communication across all LMSCs and LMSC volunteer roles by providing

- peer-to-peer teleconferences for interactive discussion of issues
- outreach and mentoring through the zone chairs
- educational seminars and workshops on selected topics
- online discussion forums for posting questions
- recommended “best” practices.

Discussions and Projects Since Last Convention

1. LMSC Standards Policy Revisions – Much of the year was focused on the process of revising the LMSC Standards policy. The LMSC Standards policy is a distillation of those USMS rules and policies that fall within the jurisdiction and responsibility of the LMSC with the intent to provide a clear and measureable standard for levels of service to our membership and governance of our organization. Hugh Moore took on this Herculean project. There were three major parts to the policy revision:

A. Significant rework of the Remediation section. The current remediation process is supposed to be invoked for failure to meet any standard. Many of the standards will never reach 100% compliance. In 2014, only six LMSCs were fully compliant. However, the remediation process has never been invoked. Proposed changes split standards into Mandatory and Target. The preamble explains the division: Mandatory Standards are the most critical standards. All LMSCs are expected to be fully compliant with Mandatory Standards. These are subject to a remediation procedure if they are not met. All LMSCs are expected to strive to be compliant with all Target Standards. However, it is realized that even a highly functioning LMSC may occasionally miss one or more of these standards. It is anticipated that such shortfalls will be quickly resolved.

B. General reorganization and updating of “required” standards. Current standards often had multiple requirements combined into one standard. This led to ambiguous results in the annual survey (e.g. if an LMSC did not comply with F2, it could be because they did not have an annual reconciliation by a person not authorized to sign checks or that they did not have a dual signature requirement for checks over \$5,000 or both). Some standards have become obsolete or responsibility has shifted from LMSCs to the national office (esp. in Registration standards) and those have been removed.

C. Removing “suggested” standards from the policy. Suggested standards are typically “best practices” rather than standards. In February, Zone Chairs were asked to gather input from their respective LMSCs by the end of March. Upon review we found that most LMSCs favored the new remediation process and agreed with the standards that would trigger it. Finance Committee

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recommended that “creating an annual LMSC budget” be moved from suggested to target standards and many LMSCs were in favor of that change. There was continued pushback on LMSCs’ requirements in two areas: 1) printing and mailing cards for paper registrations and for all those members who request it during online registration, and 2) ensuring that meet results from sanctioned pool meets are uploaded to the USMS meet database within 14 days. On the first item, the Registration Committee has helped by updating its policies to allow LMSCs to have an “opt-out of mailed card” check box on their paper registration forms. That allows the standard requirement to be that LMSCs only print and send cards to members who request them at the time of registration. The national office has a mechanism in place to take care of printing/ mailing cards for \$2.00 each if an LMSC would like to transfer that responsibility. Pertaining to the second item, education and training are seen as the best solutions to helping LMSCs understand their responsibility, create workable processes and use their points of leverage with meet hosts on various requirements such as ensuring participants are USMS members for sanctioned events and providing meets results for timely upload.

The other committees and national coordinators included in the review process were Legislation, Long Distance, Officials, Open Water, Rules, Finance, Records and Tabulation, Registration, Anna Lea Matysek (national office), Susan Kuhlman (national office), and Mary Beth Windrath (National Swims Coordinator).

A full proposal of policy revisions with side-by-side comparisons was presented to the Board of Directors for the June meeting. Discussion around sanctioned events, recognized events and LMSC responsibility led to tabling the item, modifying the standard to better reflect the requirement on LMSCs, and voting at the July face-to-face board meeting where the revised policy passed.

The LMSC Development Committee was planning to measure LMSCs using the new standards this summer in order to have a baseline of information for use in mentoring and education soon. However, with the stretching out of the approval cycle, there was not enough time to survey, collate results and distribute the information prior to convention. Surveying the LMSCs will be the committee’s first project following convention.

2. Webinars – Patty and Jim Miller reprised their “Conflict of Interest” webinar from 2013 with two presentations of it in May. Approximately 20 people attended each one.
3. Peer-to-Peer Teleconferences – Many thanks to Jerry Clark who has kept up the momentum on holding monthly LMSC Peer-to-Peer teleconferences. The mentoring subcommittee is on track to meet (actually exceed) our goal of providing 10 opportunities each year for various LMSC volunteers to chat in a facilitated call about hot topics, areas of concern or best known methods for getting LMSC work done. Since last convention we have held P2Ps for the following roles: Registrars, Treasurers, Top Ten Recorders, Coaches Chairs, Fitness Chairs, Officials Chairs, LMSC Chairs/Vice Chairs, Open Water Chairs, and planned over the summer are Communications/Editors/Webmasters. The LMSC Development Committee will also hold a “Role Roundtable” during the lunch hour on Saturday at the annual meeting in which volunteers in similar roles can chat face-to-face about the challenges and solutions within their jobs.

A related project has been to publish the notes from the peer-to-peer teleconferences. The committee is now able to use the “Meeting Minutes” area of usms.org for posting the notes under the group name “Peer-to-Peer Teleconference Notes.” Almost all of the notes taken from peer-to-peer conversations since begun in 2013 are posted. These are notes from conversations that are not reviewed or approved by the attendees and the information in them is not intended to override guidelines, policies and procedures listed elsewhere.

Action Items

1. None

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LMSC Development Committee Meeting Agenda Thursday 2:00pm – 3:15pm - Piedmont

1. Introductions
2. Approve July meeting minutes and/or review offline decisions
3. LMSC Standards policy – review changes approved by Board of Directors
4. Define scope of LMSC Standards Performance Evaluation for 2016
5. 2016 goals/objectives review & scoring
6. Review action items
7. Adjourn

USMS Committee Reports and Agendas

Long Distance Committee

Committee Members

Donn Livoni, Chair; Ali Hall, Vice Chair

Jim Davidson, Melinda Greig-Walker, Phyllis Quinn, Mike Fanelli, James Biles, Greta van Meeeteren, Jill Wright, Laurie Hug, Allison Ware, Colleen Driscoll

Ex-Officio: Chris McGiffin, Tracy Grilli, Bob Bruce, Elaine Howley, Bill Roach, Karin Wegner

Introduction

The Long Distance Committee has held conference call meetings on the last Sunday of each month. The attendance on these calls has been outstanding with a maximum of two members absent on any call. At this time the LDC is highly functioning and meeting and/or exceeding all the metrics charged under the rules. For 2016 we added four very high quality individuals who have made significant contributions to the committee.

Discussions and Projects Since Last Convention

1. Discussed and resolved appropriate consequences to a USMS member who had submitted a series of unverifiable entries for ePostal NC events.
2. Coordinated marketing and promotion plans with event hosts, event liaisons, and USMS Marketing personnel.
3. Received a rule interpretation request from an LMSC regarding whether or not the ISM could swim in an open water event in which they were serving as ISM. The LDC voted unanimously to allow the ISM to swim. This interpretation was forwarded to the USMS BOD/EC and legal counsel. The LDC decision was overruled by the BOD/EC/legal counsel; therefore ISM's were not allowed to swim during their event in 2016 – rationale: liability risk.
4. Phyllis Quinn volunteered to be the note taker and rules/legislation assistant at convention,
5. Bob Bruce was appointed to serve as Chair of the Open Water Committee; therefore, according to USMS policy became a non-voting LDC member. He is chairing the joint working group between the LDC and OWC regarding rules and legislation.
6. Approved four goals for the LDC for 2016.
 - Increase total participation/entries in 2016 ePostal NCs by 10% over 2015, identifying specific strategies that correlate to success
 - Receive, for 2018, a minimum of 1 qualified, in-area, bid per event, and at least 1 West two-event festival bid.
 - Explore possibilities for collaborative strategies with other USMS stakeholders for increasing LDNC participation, such as 2-4 LDC members reaching out to 2 different committees such as Coaches', Fitness and/or Governance Committees
 - Explore continuing development of a 3-5 year pool of unselected, qualified bidders; this would allow a bidder to reconfirm interest, capacity, leadership and commitment while by-passing the detailed bid process for a period of years.
7. Updated Championship Packet and Timelines for 2016 ePostal and Open Water National Championship events.
8. Split sheets for ePostal NC swims were updated.
9. Waived the requirement that the OW Safety Plan be submitted on the template on a case-by-case basis.
10. Approved the change of the OHeP ending date from 1/31 to the last day of Feb. This will begin with the 2017 OHeP. All procedures, records, age groups, etc., would follow the protocols of the other ePostal events.
11. Reviewed a request to conduct a joint webinar or P2P workshop with the Pool Champs Committee regarding the bidding process for National Championship events. It was determined that there was not enough time to conduct a quality presentation by the date the bids are due.

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12. Dr. Jim Miller presented an overview of the new FINA water temp rules.
13. Began the process of reviewing and updating the LD Operation Guidelines.
14. Received a report from VP McGiffin as to which BOD/EC/NO personnel will be in attendance at the 2016 OW NC events.
15. Ali Hall, James Biles and the Bid Selection working group updated the forms for 2018 as well as reached out to former bidders. The LDC and Champs Committee continue to communicate to avoid date conflicts in 2108.
16. The Rules and Legislation working group and the LDC, as a committee of the whole, are finishing rule proposals.
17. The LDC is within budget at this time.
18. Entry numbers: OHeP 2015 -- 2293, 2016 – 2335 increase of 2%; 2-mile cable 2015 – 85, 2016 – 213 increase of 150% ; 10K, 2015 – 110. 2016 – 63 decrease of 42%; 10 miles 2015 – 75, 2016 – 53 decrease of 29%; the 1-mile and 5K at Lake Lure, NC were canceled because of high water temperatures.

Action Items

1. Rule and Legislation proposals.
2. Others as needed

Long Distance Committee Meeting Agenda **Meeting #1 – Thursday 2:00pm – 3:15pm – Fairlie** **Meeting #2 – Friday 8:00am – 9:15am – Piedmont**

1. Approval of minutes from final summer conference call.
2. Presentation of bids for 2018 ePostal and OW NC events. OHeP – Indy Aquatic Masters; 5K/10K – Chicago Smelts; 3000/6000 MEMO, Oakland, CA 2017 OW NC dates and locations
3. Discussion and possible action on changes to the LDC budget.
4. Discussion and action on 2016 All Stars
5. Discussion and action on rules and legislation proposals.
6. Reports from Chair, Vice Chair and working group leaders.
7. Reports from event liaisons.
8. Discussion of possible goals for 2017.
9. Review of Draft LD Guidelines
10. Review of year - What went well and where can we improve our performance.
11. Committee changes for 2017
12. Other business as needed.

USMS Committee Reports and Agendas

Officials

Committee Members

Brian Albright, Chair; Ed Saltzman, Vice Chair

Pat Baker, Dave Coddington, Alina de Armas, Omar de Armas, Marilyn Fink, Judy Gillies, Steve Goldman, Michael Moore, Al Ness, Mary Pohlmann, Herb Schwab, Teri White

Ex-Officio: Jim Holcomb-USA Swimming, Chris McGiffin-EC, Laura Hamel-USMS Staff

Introduction

The goal of the USMS Officials Committee is to offer training and education opportunities for officials so ensure that competitive meets offered by USMS are officiated according to the highest standards.

Discussions and Projects Since Last Convention

1. Officials Certification task force appointed to create a framework to
2. Worked with USMS Rules committee to come up with proposal for timing corrections.
3. Discussed appointment of both lead and line officials and involvement of the USMS Officials committee in that process.
4. After receiving approval from USMS BOD, the committee finalized the details and began to certify officials.
5. Discussion about the creation of a USMS Officials Service Award. This was put off until next year.
6. Worked with USMS Rules Committee to reiterate USMS rules interpretations
7. Worked with USMS Rules Committee to have a dialogue about the instructions given to officials working USMS Nationals during the officials briefings.

Action Items

1. Proposal from Officials Certification Task Force creating a framework for a USMS Officials certification passed by the full committee and sent to the USMS BOD for approval.

Officials Committee Meeting Agenda Thursday 11:30am – 12:30pm - Piedmont

1. Approve minutes from last conference call.
2. Update on USMS Officials Certification program.
3. Discuss potential projects for the committee in 2017.
4. Review of rules regarding officials, do we want to recommend changes?
5. Officials working nationals
6. USMS Officials Service Award

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Open Water Committee

Committee Membership:

Chair: Bob Bruce

Voting Members: Sherry Brooks, Denise Brown, Charlotte Brynn, Rob Copeland, Suzi Green, Lynn Hazelwood, Jenny Hodges, Bob Kolonkowski, Sue Nutty, Rendy Opdycke, Will Reeves, Ally Sega, Joanne Wainwright (scribe), & Jim Wheeler.

Ex-Officio/Associate Members: Donn Livoni, Elaine Howley, Chris McGiffin, Bill Roach.

Overview:

The Open Water Committee (OWC) is charged under 507.1.9. The OWC meets monthly by phone conference (eight meetings since this version of the OWC was convened) to pursue that charge, with good participation and success moving forward this year.

Discussion and Projects since the 2015 Convention:

- Rules & Legislation: Subcommittee Chair (jointly with the Long Distance Committee) Bob Bruce
 - Although the Long Distance Committee (LDC) has the task of considering rules proposals to part 3 of the rule book and preparing proposals to the House of Delegates under 507.1.7, the OWC with the consent of the LDC reviews rules proposals relating to open water swimming before the LDC formally considers them. This partnership assures that both committees fully discuss pertinent issues and craft strong proposals before Convention.
 - At this point, The OWC has considered 68 rules proposals. It has recommended 65 proposals to the LDC as written and/or amended, not recommended 1 proposal, and withdrawn 2 proposals. The Chair notes that this is a *de facto* 'rules year', as under previous legislation most rules were not considered last year. Thus the OWC has spent much time and energy considering rules, a commitment which hopefully will be reduced in the future in favor of other projects.
- Open Water Guide to Operations: Subcommittee Chair Rob Copeland
 - The OWC has continually updated the OWGTO on the USMS website as needed.
 - To make the OWGTO a more streamlined and user-friendly construct, the OWC Subcommittee has met to consider a major overhaul in the structure of the OWGTO. This project is in its infancy and will be a major priority going forward.
- Education: Subcommittee Chair Jim Wheeler
 - Independent Safety Monitor: The OWC has developed a job description, Powerpoint training program, and test for prospective ISMs. The training and testing programs are being run by USMS Safety Compliance officer Bill Roach as a part of the sanction process.
 - Safety Director: The OWC has developed a Powerpoint training program for prospective event safety directors, along with a test currently in the beta stage. Like the ISM training, the training and testing programs will be run by USMS Safety Compliance officer Bill Roach as a part of the sanction process.
 - Event Director: The OWC is continuing to develop this comprehensive training, a portion of which was piloted at the 2015 Convention. Budget was allotted for this training, but this project will not be ready for roll-out this year, requiring that the budget for this project be forwarded to the next fiscal year.

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- Referee: The OWC is considering this training, proposed recently to parallel the Safety Director and ISM training, and is planning to develop and roll it by the next open water season.
- Open Water Clinics for Swimmers: This project is currently stalled, but will be put back on the OWC agenda now that the rules torrent has receded.
- Awards: Subcommittee Chair Sue Nutty
 - Open Water Service Award: The OWC has improved its evaluation matrix, and is now considering the nominations of six people for this award.
 - Open Water Pioneers: The OWC has discussed briefly methods of honoring those individuals who have served as pioneers in USMS open water swimming, but has taken no action yet. This might be a long term project.
- Administration:
 - Minutes: Approved OWC meeting minutes—very capably compiled by scribe Joanne Wainwright—have all been submitted to the USMS Secretary in a timely manner.
 - Action items: All action items have been dutifully noted in each set of minutes.
 - Budget: Other than the expense of committee calls, the OWC has not incurred any expenses.

Open Water Committee Meeting Agenda Thursday 3:30pm – 4:45pm – Piedmont

1. Opening: Attendance, review of previous minutes
2. Standard business:
 - a) Rules & legislation review, as needed
 - b) OW Guide to Operations update
 - c) Education program update
 - d) Awards update
 - e) Safety & sanction update
3. Open discussion: Promotion of open water events for the 2017 season
4. Other/New Business
5. Closing

USMS Committee Reports and Agendas

Recognition and Awards

Committee Members

Ray Novitske, Chair; Sally Dillon, Vice Chair

Rich Burns, Chris Campbell, MJ Caswell, Colleen Driscoll, Carolyn Boak, Cheryl Gettelfinger, F.H. Ted Hartz, Heather Howland, Megan Lassen, Nancy Ridout, Laura Val

Ex-Officio: Tracy Grilli, Chris Stevenson

Introduction

The Recognition and Awards Committee oversees all U.S. Masters Swimming volunteer service awards, even though some awards are selected by other committees. The committee receives nominations and selects recipients for the Ransom J. Arthur MD, Dorothy Donnelly Service, June Krauser Communications, and the Club of the Year awards. The committee membership includes representation from the Coaches, History & Archives, Long Distance, and Records & Tabulation committees.

Discussions and Projects Since Last Convention

1. The committee held conference calls in November and March to discuss projects, assign tasks and selection committees, and report progress on promotion of award nominations. A third conference call is scheduled for August to plan for award presentations, announcements, and ongoing projects in time for the convention.
2. Local media releases announcing the committee's service award recipients were prepared by committee members and sent to local swim organizations after presentations at the 2015 convention. This was done to encourage recognition of the recipients at the local level, and was accomplished with the help of the National Office communications
3. The committee continued in its effort to encouraging national service award nominations. The themed "Give Credit" campaign began at the Spring National Championship and later utilized the National Office's *Streamlines*, *Swimmer* magazine, and social media outlets to reach members. 16 nominations were received for the Dorothy Donnelly Service Award, three for the Club of the Year award, and three for the June Krauser Communications Award.
4. The 2016 Ransom J. Arthur MD Award was presented to Nadine Day of Indiana LMSC. USMS President Patty Miller presented the award at the Spring National Championship in Greensboro, NC. Four other nominations were received this year: Ralph Davis, Michael Heather, Michael Moore, and Skip Thompson. The formal presentation will take place at the 2016 USAS convention.
5. A subcommittee reviewed potential USMS nominees for the International Swimming Hall of Fame Honor Contributor category. The committee recommended Tom Boak and the entire committee voted to submit his name for nomination. IMSHOF has selected Tom as this year and will hold the induction ceremony during the USAS convention in Atlanta.
6. To help promote recognition and appreciation for service on the local level, "USMS volunteer" branded merchandise will be available for purchase from an online store beginning this year. The intent is to provide LMSCs a variety of merchandise that can be used to show appreciation of service or recognize local volunteers.
7. The committee considered possible changes to the bylaws that stipulate that certain USMS committees be represented on the Recognition and Awards Committee. It is becoming increasingly difficult and unnecessary to assign committee members also serving on other standing committees. A legislative proposal is being put forth to eliminate the mandatory representation.
8. A subcommittee began work to develop and post highlights of service for all past recipients of USMS national service awards on individual award pages at usms.org. With the assistance from the History and Archives committee, Ransom J. Arthur MD Award recipients were completed this year. Work continues on developing the award pages for the remaining service award recipients.

Action Items

None

USMS Committee Reports and Agendas

Recognition and Awards Committee Meeting Agenda Thursday 3:30pm – 4:45pm – Greenbriar

1. Chair's Report.
2. Budget review for past year and for 2017.
3. Reports on annual projects.
 - a. Ransom J Arthur Award
 - b. Dorothy Donnelly Service Award
 - c. June Krauser Communications Award
 - d. Club of the Year Award
4. Reports of 2016 projects.
 - a. Increasing of award nominations
 - b. International Master Hall of Fame nomination
 - c. Promotion of service awards at the local level.
 - d. International Master Hall of Fame nomination
5. Review and discussion of possible updates to the committee's Operating Rules.
6. Review of possible new service award honoring officials.
7. Projects for the upcoming year

USMS Committee Reports and Agendas

Records and Tabulation

Committee Members

Jeanne Seidler, Chair; MJ Caswell, Vice Chair

Michael Abegg, Cheryl Gettelfinger, Tait Michael, Ginger Pierson, Walt Reid, Erin Shields, Mary Sweat, Kim Thornton, Hans Van Meeteren

Ex-Officio: James Matysek (USMS Office), Mary Beth Windrath (National Swims Administrator),

EC: Chris Stevenson (VP of Local Operations)

Introduction

The Records and Tabulation Committee is responsible for the process of recording and verifying Top 10 times, All-American and All-Star rosters, and USMS national records for all three courses. In addition to a chair and vice-chair, the committee includes the National Swims Administrator, who collects, verifies and compiles Top 10 submissions from the LMSCs, and also receives and verifies record applications and maintains the USMS records. The pool measurement process is within the domain of the committee. The committee maintains the USMS List of Measured Pools. The committee works with the LMSC Top Ten Recorders.

The committee works closely with the USMS Webmaster & IT Director for the online publication of lists, rosters and records, and to simplify and automate the compilation and verification of all swim performances in pools measured as per USMS pool measurement rules.

Discussions and Projects Since Last Convention

1. For the past year, the National Swims Administrator continued the customary roles of verifying, compiling and publishing USMS Records and Top 10 Swims along with maintaining the USMS List of Measured Pools. The committee chair published the list of Top 10 swims and All-Americans on the USMS website.
2. Committee business was taken up during three conference calls and electronically through email and the secured Records and Tabulation USMS Administrative Forum defined for this business purpose.
3. The following documents were updated for clarity and accuracy: the Application for USMS and/or World Record and the Pool Length Certification form.
4. The USMS List of Measured Pools has been kept up to date with pool measurement documents provided by LMSC Top Ten Recorders. The USMS List is a comprehensive reference of all pools which have been measured for competition. This effort continues as an on-going process.
5. Numerous inquiries were made to the committee, mostly to the Chair and National Top Ten Administrator regarding various questions related to Top Ten, pool measurement, availability of Top Ten times, and split request listings in the Event Results Database (ERDB). The bulk of the work of this committee actually goes on behind the scenes without a lot of committee interaction.
6. Proposals have been submitted to the Rules and Legislation Committees as noted below:
 - a. **104.5.8 Results** (from USMS Nationals): This is a joint submission by both the RT Committee and the Championship Committee. Purpose is to delete phrase requiring delivery of printed results to the RT Committee.
 - b. **105.1.8** To eliminate the rule requiring that “USMS Records shall be published ... in <the Rule Book>.”
 - c. **105.1.7 C-E** For bulkhead pools, align measurement requirement for Top 10 and USMS records with FINA Masters pool measurement requirements.
 - d. **202.1.1 H** Delete legislation allowing override of 202.1.1 A.
 - e. **505.1.11** Adds reference to pool measurement as area of responsibility
 - f. **105.3.8 and 105.3.9** Add a records documentation requirements exemption for USMS Nationals and FINA Masters World Championships.

USMS Committee Reports and Agendas

- g. **105.3.5 (new) and renumber 105.3.5-105.3.9** Add the rule to match FINA Masters requirement that records can only be set in fresh water.
7. Two members, Walt Reid and Mary Beth Windrath, participated in a joint project with the Rules Committee to review the differences in determining final time based on USA switching from adjusted backup times back to averaged backup times.

Action Items

None

Records and Tabulation Committee Meeting Agenda Friday 8:00am – 9:15am - Fairlie

1. Introductions.
2. Summarize changes in the past year, new information for Top Ten Recorders published in the Guide to Operations, various issues resolved during the year.
3. Summarize remaining projects in E2EEM. Summarize legislation proposals for the 2016 Convention.
4. Open Discussion on RT projects for 2016-2017, potential rules, legislation and policy changes for 2017.
5. Open Feedback Session ... members and audience to discuss the topic of supporting needs of Top Ten Recorders on the LMSC level. (Access to Sanction Information, Publishing local records & other topics from the floor.)

USMS Committee Reports and Agendas

Registration

Committee Members

Leo Letendre, Chair; George Simon, Vice Chair

Marcia Anziano, J Scott Campbell, Susan Ehringer, Douglas Handler, Tim Lecrone, Arni Litt, Charlene O'Brien, Kim Thornton, Ex Officio: Anna Lea Matysek

Introduction

The registration committee focused on documenting procedures, providing support for other registrars and providing feedback to the National Office on registration issues.

Discussions and Projects Since Last Convention

1. The policies of the registration committee as well as USMS were discussed are reviewed. The committee policies were formally documented.
 - a. Due to confusion about the wording of the policy permitting the National Office to print and deliver printed cards should an LMSC fail to do so, it will be presented again to the House again.
2. Several members developed the concept and volunteered to provide mentoring to new registrars.
3. The committee provided feedback to the LMSC development committee concerning the content of the LMSC Guidelines.
4. The committee provided feedback to the National Office with respect to software issues and improvements.

Action Items

1. Present a restated policy concerning the printing of registration cards for members.

Registration Committee Meeting Agenda Thursday 2:00pm – 3:15pm - Lenox

1. Introductions
2. USMS Policy concerning providing printed cards to members
3. Discussion of registrar's issues
4. AOB
5. Adjourn

USMS Committee Reports and Agendas

Rules

Committee Members

Charles Cockrell, Chair; Kathy Casey, Vice Chair

Carolyn Boak, Barry Fasbender, Marilyn Fink, Laura Groselle, Mollie Grover, Karen Harris, Matt Hooper, Brian Hoyt, Lucy Johnson, Claire Letendre, Barbara Protzman, Jessica Seaton, Ginny Trimble, Steve Unruh, Rand Vaillancourt.

Ex-Officio: Brian Albright, Tracy Grilli, Meg Smath, Jay Thomas, Ed Tsuzuki.

Introduction

Since the 2015 convention, the rules committee has been reviewing specific sections of the swimming rules in part one and the glossary based on issues identified by committee members, questions received from USMS members, and situations arising from USMS sanctioned meets. Throughout the year, the chair routinely answers questions received from USMS members and provides rulings on interpretations of part one rules.

Discussions and Projects Since Last Convention

1. The committee proposed changes to FINA rules for consideration at the 2017 FINA Congress. The USMS Board of Directors approved the submission of a proposed change to lower the minimum age for masters competition at FINA meets.
2. The committee reviewed and proposed revisions to the the rules covering timing system adjustments and requirements for official recognition (records and top 10). This project was in response to USA Swimming rule changes and the need for conformance with FINA rules and interpretations.
3. The committee reviewed and proposed revisions to the rules covering meet formats, time trials, and other administrative provisions.
4. The chair issued additional guidance on implementation of the FINA interpretation regarding individual medley and medley relay events.
5. The chair issued an interpretation regarding the use of therapeutic elastic tape in USMS competition.
6. The chair issued an interpretation regarding continuous warm-up/warm-down requirements at dual-sanctioned meets held with USA-Swimming.
7. The committee reviewed and considered additional proposed changes to the USMS rules of competition proposed by the rules committee and other standing committees per USMS article 601.
8. A task force considered and presented recommendations to revise the USMS policy regarding eligibility of transgender athletes to compete in USMS sanctioned and recognized meets and achieve recognition for records and top 10.
9. The chair attended the USA Swimming Rules and Regulations Committee Meeting in June 2016.
10. The chair considered and issued rulings for swimwear medical exemptions per USMS rule 102.12.1C.
11. The chair considered and issued two rulings on protests of interpretation of part one rules arising from USMS sanctioned meets per rule 102.14.4.
12. The chair answered numerous questions received from USMS members throughout the year and initiated a USMS Rules Committee blog on the USMS website to address rules questions and provide a resource for USMS coaches, swimmers, and officials.

Action Items

1. Consider and recommend proposed changes to USMS part one (swimming rules and glossary) to the USMS House of Delegates.
2. Consider and recommend changes to the USMS guidelines dealing with eligibility of transgender athletes in USMS competition to the USMS House of Delegates.

USMS Committee Reports and Agendas

Rules Committee Meeting Agenda

Meeting #1 – Thursday 3:30pm – 4:45pm – Courtland

Meeting #2 – Friday 8:00am – 9:15am – Spring

Meeting #3 – Friday 10:45am – 11:45am – Spring

Meeting #4 (USA Swimming) – Saturday 1:00pm – 1:30pm – Hanover A/B

1. Approval of minutes from rules committee conference calls.
2. Proposed changes to the Glossary and Part One of the USMS rules.
3. Transgender eligibility guidelines.
4. Review progress on situations and resolutions project.
5. Consider action plan following convention for review of additional committee policies (automatic splits, disability, national championship liaisons).
6. New business.

USMS Committee Reports and Agendas

Sports Medicine and Science

Committee Members

Meg Carlson, Chair; Sally Berry, Vice Chair

Cathy Fedako, Melinda Grieg-Walker, Sally Guthrie, Jane Katz, Jim Miller, Jane Moore, Mary Pohlmann, Jessica Seaton, Robin Tracy, Tait Michael, Clare Rudd

Ex-Officio: Laura Hamel

Introduction

The Sports Medicine Committee met routinely, every other month this year. Our focuses included the Sports Medicine blog, research studies pertinent to swimmers, the booth at Nationals, the presentation for Convention, a possible public service announcement (PSA) and a requested rule change of Article 106. Overall it was a productive year.

Discussions and Projects Since Last Convention

1. Sports Medicine worked with Dr. Tanaka and his team to approve a research study entitled “*To determine age-related declines in functional capacity as assessed by swimming performance times*”. Dr. Tanaka combined “Go the Distance” data and a committee approved survey to determine how yardage training relates to performance and recovery. The Survey will be available online for US Masters’ swimmers.
2. Dr. Tanaka agreed to present at the USAS Convention this year. He will be presenting on a few of his swimming-related research topics.
3. The Sports Medicine Blog has been a continuation from last year. Jessica Seaton is highly involved with the blog, posting a variety of topics related to swimming, health and nutrition. The blog is updated regularly with a focus on current topics in research and the media.
4. Dave Samuelson has partnered with Sports Medicine to develop a public service announcement related to the benefits of master’s swimming and the importance of preventative heart care. Dave has media/photography connections in Miami, Florida who are providing pro-bono work on the project. The project is still currently underway, pending final approval from the Sports Medicine Committee.
5. Sports Medicine held a booth at Nationals in Greensboro, this was a repeated but highly liked booth from 2015 LCM Nationals. Andrew Catlin, an athletic trainer from Indianapolis provide hands-on education regarding proper use of PT equipment along with proper mechanics for stretching and working on sore or painful muscles. For 2016 LCM Nationals in Oregon, SM has partnered with the Fitness Committee to provide a Yoga Instructor. Lisa Ward will be on hand to offer 20 minute sessions focusing on spine release, hip opening, shoulders and legs with relaxation breathing. Lisa is a registered Yoga Teacher on the Fitness Committee.
6. Article 106 rule change was requested, also a continuation from last year. A paraphrased formal request was sent to the Rules Committee to be discussed at USAS this year.

Action Items

1. None

Sports Medicine and Science Committee Meeting Agenda Thursday 2:00pm – 3:15pm - Greenbriar

1. Review of current year achievements/accomplishments.
2. Discussion of any incomplete/ongoing projects (PSA, Article 106, etc.)
3. Ideas for topics of future National Booths, how to better promote etc.
4. Goals for Sports Medicine Committee moving forward, what else can we do?
5. Open Discussion

USMS Zone Reports and Agendas

Breadbasket Zone

Marcia Anziano, Zone Chair

Introduction

The Breadbasket Zone covers the largest geographical zone in USMS. It includes the following LMSCs: Colorado, North Dakota, South Dakota, Minnesota, Iowa, Nebraska, Missouri Valley and Ozark. Not obvious from the names, the states of Kansas, and Wyoming along with some counties in Illinois are also part of the zone. This vast expanse of geography continues to be a challenge in organizing and uniting this great group of swimmers. This report will highlight individual LMSCs and their successes from the past year.

Discussions and Projects Since Last Convention

1. At the 2015 convention, the members in attendance agreed to build a zone website. However, no parameters were established as to content, composition, or ongoing responsibility. This project will be readdressed at this convention. The idea of a presence is agreed, the extent and detail is yet to be determined.
2. Ozark is pleased to report an increase in their competition offerings in the past year - including 2 recognized meets, 7 sanctioned meets (3 of which were dual-sanctioned) and one open water event. They held their first short course meters championship in a new pool and are pleased that more facilities are becoming available to them. Two one-month sessions of free Adult Learn to Swim lessons have been offered by 14 volunteers from one of their workout groups in Carbondale, IL. A total of 33 students have graduated from the program held at the new Carbondale Super Splash Park.
3. Minnesota was very busy during this past year. They are proud to report that along with their regularly active meet schedule (1 meet each month during the SCY season, one long course meet) and their Open Water Half Marathon Swim Series (4 race weekends that add up to 13.1 miles - plus a 1 mile event for anyone who wants to "go the extra mile")...in April they implemented their first Adult Learn to Swim Program. It was well received by new swimmers and by volunteers. The active Open Water Committee created new open water opportunities this summer by implementing 4 open water workouts, by creating two courses; one for beginners and one for more experienced open water swimmers. Working with the city to supply lifeguards and utilizing volunteer coaches to work with new open water swimmers. They have worked hard to create a process and implement the open water ISM program and feel they have a solid system for the new USMS safety standard. They continue to host an annual relay meet/annual meeting/awards dinner, during which they successfully inducted their second class to the MN Masters Swimming Hall of Fame.
4. The Nebraska LMSC and its members were instrumental in making the 2016 Olympic Trials Swimming a success. The Trials were held in Omaha June 26 – July 3. Members did everything from athlete registration to on-deck security to drug test monitoring. There were more than a few close encounters with the Olympic Team swimmers. One of the deck monitors had to ask a swimmer to move his water bottle because it was sitting too close to electronic equipment. She then realized that it was Michael Phelps; he moved the bottle. They also volunteered at the U.S. Masters booth in the Aqua Zone and had a great time talking about USMS to all of the visitors. The Omaha Masters Swim Club secured extra lanes during the week for visiting swimmers. The practices were full and fun. The Nebraska LMSC is already looking forward to the 2020 Olympic Trials (which they hope will be in Omaha again).
5. MOVY is planning to have their annual November meet (biggest meet they hold) be the Breadbasket Zone Championship meet, probably first weekend in November and are working on getting it to be a 2 day meet. If so, they will plan a social for Saturday night. they added an OWS chair recently and are looking forward to possibly partnering with Ozark or SLAM for an OWS event.

USMS Zone Reports and Agendas

6. Colorado again hosted a large SCY State Meet, comprised of over 350 swimmers over a 3 day period. They continue to struggle with the drop in membership and find it associated primarily with opportunities for Open Water Training. Over the past 15 years, they have sponsored open water workouts at a pond at one of the state parks. This grew annually over several years up until about three years ago when they had over 2000 members in the LMSC. However, the success has also led to issues of control and supervision, causing the LMSC to request that participants volunteer to help with the support of the sessions. The volunteer commitment along with the opening of other open water training options by for profit groups has again driven the membership numbers for this LMSC, however in a downward direction. The local board continues to work to maintain a great open water training option while keeping membership numbers from decreasing.
7. The South Dakota LMSC hosted their state meet in Pierre. They had 52 swimmers participate - a new record. Three SD swimmers achieved top ten times at this meet. They are preparing now for our open water event in August. The "I Swam The Oahe Dam" will be a 2.25 mile open water swim across the face of the Oahe Dam near Pierre, SD. Last year they had 40 participants ranging in age from 19-87. South Dakota would like to let you know that they now have a website, SDmasters.org

Breadbasket Zone Meeting Agenda Thursday 9:45am – 11:15am – Suite 223

1. Zone website – need to agree on definition, design, ongoing support
2. Zone Facebook page – use of and awareness of
3. Zone Short Course Yard Swim Meet Rotation Schedule

USMS Zone Reports and Agendas

Colonies Zone

Natalie Taylor, Zone Chair

Introduction

The Colonies Zone includes 10 LMSCs: Virginia, Potomac Valley, Maryland, Delaware Valley, New Jersey, Metropolitan, Adirondack, Niagara, Connecticut and New England.

Discussions and Projects Since Last Convention

1. Zone Championships held:
 - 1.1. Pool: SCM (Worcester Polytechnic Institute), SCY (GMU-Fairfax), LCM (UMD)
2. Bid Solicitations for upcoming Zone Championships
3. Solicitation for nominations for the Colonies Zone Dorothy 'Dot' Donnelly Award
4. LMSC Development Committee projects
5. LMSC Chairs email group

Action Items (For Convention)

1. Awarding 2016 Colonies Zone Dorothy 'Dot' Donnelly Award
2. Continue to Solicit bids for Zone Championships

Colonies Zone Meeting Agenda

Thursday 9:45am – 11:15am – Centennial IV

1. Call to Order/Introductions
2. Presentation of 2016 Zone Dorothy 'Dot' Donnelly Award
3. Zone Championship Recap
 - 3.1. 2015 SCM
 - 3.2. 2016 SCY
 - 3.3. 2016 LCM
4. LMSC Development Committee Updates
5. New Business
 - 5.1. Bids for 2016 SCM, 2017 SCY, LCM, Open Water and SCM Zones
6. Increasing Membership - Under 30 Age-Group
7. Event Plugs
8. Adjourn

USMS Zone Reports and Agendas

Dixie Zone

Matt Hooper, Zone Chair

Introduction

The Dixie Zone Committee meets annually at USMS Convention, and operates between Conventions via email amongst the Zone's LMSC chairs. The committee is comprised of representatives from each of the seven LMSC within the Zone: Florida, Florida Gold Coast, Georgia, North Carolina, South Carolina, Southeastern and Southern.

Discussions and Projects Since Last Convention

1. Zone Championships were held in: SCM (Orlando, FL-Oct.9-11); SCY (Atlanta, GA-Apr.9+10); OW (Greensboro,NC-Jul.25); and LCM (Goldsboro, NC-Aug.6+7). The 2016 Zone SCM Championships is November 19 & 20 in Nashville, TN.
2. The Zone was asked by the LMSC Development Committee to review proposed changes to the LMSC Standards. Feedback was relayed back to LMSC Development.
3. Meet conflicts occurred with two of the Zone championships since the last convention (SCY and LCM), and there is a potential conflict with the SCM championships.

Action Items

1. Elect Zone Championships hosts for 2017.

Dixie Zone Meeting Agenda Thursday 9:45am – 11:15am – Piedmont

1. Roll call / attendance.
2. Reports (officers, chairs, etc.).
3. Discussion on upcoming LMSC Standards.
4. Elect Zone Championships hosts for 2017.
5. Old business.
6. New business.

USMS Zone Reports and Agendas

Great Lakes Zone

CJ Rushman, Zone Chair

The Great Lakes Committee meets annually at USMS Convention, and operates between Conventions via email and phone calls amongst the Zone's LMSC chairs. The committee is comprised of representatives from each of the eight LMSC within the Zone. LMSCs in the zone are: Allegheny, Illinois, Indiana, Kentucky, Lake Erie Michigan, Ohio, and Wisconsin.

The Great Lakes Zone has a plethora of swim meets with open events increasing as well. We are drawing more triathletes which is keeping our numbers steady. Great Lakes Zone membership is overall stable. As of June 15th Great Lakes membership is 7066, with a retention rate of 89%.

Our zone has hosted the 2 mile National Championship Open Water Swims in Indianapolis, Indiana at Eagle Creek in June and the ever popular Big Shoulders 2.5K & 5K Open Water in Chicago, Illinois. Columbus Ohio hosted a Level 1 & 2 Coach Certification course in April with a Level 3 scheduled for November 5th.

Zone Issue

1. Funding – How to utilize the unallocated funds collected from the Great Lakes LMSC from the past several years.

Action Items

1. Discuss new compliance standards and how to help our LMSC's.
2. Develop and Promote a Zone Meet (Summer and Winter)
3. Solicit ideas for use of Great Lakes Zone funds

Great Lakes Meeting Zone Agenda Thursday 9:45am – 11:15am – Chicago A/B

1. Roll call and introduction of New Delegates
2. Approve 2015 minutes
3. Financial Report
4. Discussion/solicitation of projects for funding by Great Lakes Zone
5. Other business
6. Adjourn

USMS Zone Reports and Agendas

Northwest Zone

Sally Dillon, Zone Chair

Ken Winterberger (AK, Treasurer), Matthew Bronson (IW), Jeanne Ensign (MT), Jeanne Teisher (OR), Michael Grimm (PN), Paula Moores (SR), and Karen Oliver (UT) are chairs of their respective LMSCs.

Ex-Officio: At-Large Director Sarah Welch (PN), Webmaster Hugh Moore (PN), Zone Record Keeper Steve Darnell (OR).

Introduction

The Pacific Northwest Zone covers a large geographical area, which includes all of Alaska, Idaho, Montana, Oregon, Utah, and Washington. There are seven LMSCs as Idaho and Washington combine to make PN, IW, and SR. The NW Zone roster currently lists 92 USMS members volunteering at the board level of their LMSC. The Zone meets 4 times a year with conference calls held in March, June, and December and an in-person meeting at the USMS convention in September. While all leaders within the zone are invited, conference calls typically have 12-15 attending. At “press time”, the zone has 4,296 members and 56 clubs. Snake River is the smallest LMSC with 153 members and 7 clubs and Pacific NW is the largest with 1583 members and also 7 clubs. The Zone distributes a newsletter 4-times a year, which is posted to the Zone website at www.northwestzone.org/. The chair relies on the LMSCs to contribute to the newsletter by submitting meet schedules and other information they'd like to share.

Discussions and Projects Since Last Convention

NW Zone championship meets are typically held in all courses, SCY, LCM, SCM and Open Water. Since convention the following have taken, or will take place:

- 2015 SCM Championship – King County Aquatic Center, Federal Way, WA, November 20-21, 2015
- 2016 SCY Championship – Olympus High Aquatics Center, Salt Lake City, UT, April 16, 2016
- 2016 Open Water Championship – Elk Lake, Bend, OR, July 30, 2016
- 2016 SCM Championship – Salvation Army Kroc Center, Coeur d Alene, ID, November 12-13, 2016

Unfortunately, there were no bids to host the LCM championship this year.

The minutes of the NW Zone conference calls held since last convention are posted on the USMS website. Meeting highlights:

- December: As per a new policy adopted at the 2015 convention, we attempted to award all of the zone championship events for the following year at the December meeting. Two of the four were approved and one other required approval by email a month or so later. It was agreed that a review of the NW Zone Policies was warranted. It was agreed that we use Google Docs to view and suggest changes, which Ken Winterberger offered to set up.
- March: Two major discussions took place, the first being the consideration of changes to the policies, which we had viewed and commented on online. A significant number of changes were approved. The second discussion involved the Revised LMSC Standards, a draft of which Hugh Moore explained in depth. Hugh subsequently reported our comments and suggestions to the LMSC Development Committee, which was tasked with revising the original standards.
- June: Sandi Rousseau (OR) provided a summary of the very successful Adult Learn to Swim (ALTS) clinic that her team held in Hood River, OR. Sandi noted in her report that they did what the program was promoted to do – train the trainer and get volunteers to do the teaching. There was a spirited conversation about the ALTS program in general as we discussed how it has evolved since originally introduced to USMS members. The LMSC chairs shared information about the number of delegates they expected to attend convention in September. As many as 33 delegates are expected to attend from the NW Zone. Sarah Welch shared information from recent

USMS Zone Reports and Agendas

USMS BOD meetings, which included proposed water temperature legislation for sanctioned open water events, legislative proposals to FINA, Greensboro Nationals, a UANA meet bid, and the strategic planning process.

NW Zone highlights:

2015 Top 12 World Masters Swimmers of the Year list: Charlotte Davis (PN) was honored by *Swimming World* magazine. She swims for Puget Sound Masters and is currently 66 years old.

July 16, 2016: 10K Open Water National Championship, Jacksonville, OR, hosted by Rogue Valley Masters.

August 17-21, 2016: USMS Summer National Championships, Mt. Hood Aquatic Center, Gresham, OR.

June 24, 2017: 2-mile Cable Open Water National Championship, Elk Lake, OR, Central Oregon Masters Assn, host.

Sept 23, 2017: 1-mile Open Water National Championship at Angle Lake, WA, Blue Way Aquatics (PN), host.

Action Items

1. Appointed Treasurer Ken Winterberger, Webmaster Hugh Moore, and Zone Record Keeper Steve Darnell to 2-year terms.
2. Numerous zone policies were amended.

Northwest Zone Meeting Agenda Thursday 9:45am – 11:15am – Suite 222

1. Call to order and Introductions
2. Actions taken between meetings:
 - a. Approval of March 12 minutes
3. Reports:
 - a. Chair's report – Sally
 - b. Treasurer's report – Ken
 - c. Webmaster's report – Hugh
 - d. Zone Record keeper's report – Steve (via email)
4. Old Business:
 - a. Zone Championship meet update – events held since 2015 convention
 - b. *The Chatter* – zone newsletter
5. New Business:
 - a. Election – USMS At-Large Director representing Northwest Zone: Sarah Welch
 - b. Zone Championships – Bidding for 2017 events
6. LMSC Reports – a brief summary of each LMSCs accomplishments during the past year.
 - a. Alaska
 - b. Inland Northwest
 - c. Montana
 - d. Oregon
 - e. Pacific Northwest
 - f. Snake River
 - g. Utah
7. Convention “hot topics”
8. Other business as time allows
9. Adjourn

USMS Zone Reports and Agendas

Oceana Zone

Michael Moore, Zone Chair

Introduction

Oceana Zone includes the Pacific and Hawaii LMSCs. From one end of the zone to the other is over 2,700 miles, the greatest distance of any end to end distance of any LMCS. The committee meets annually at the U.S. Masters Swimming convention and conducts other business as needed by email and phone.

Discussions and Projects Since Last Convention

The two LMSCs only share a contiguous ocean. Both are well run LMSCs but like most of US Masters Swimming both have had a 2.5% decline in membership on a year to year basis. As of the end of July, there are 11,366 USMS members in the Oceana Zone. Both LMSCs have done well against LMSCs standards and are considered well run organizations.

This year Sierra Nevada Masters (Pacific LMSC) is hosting the the USMS 1-3 Mile Open Water Championships at Donner Lake, California. There is a limit on the number of entries and the meet “sold out” in two and half hours.

This year, the Junior Pan Pacs will be coming to Maui and the Hawaii Masters will be there volunteering to help in support of the event. Hawaii Masters will also be hosting the first Oceana Zone Championships LCM. They are tentatively scheduled for Maui in June of 2017.

Oceana Zone Meeting Agenda Thursday 9:45am – 11:15am – Suite 219

1. Introductions
2. Reports of the LMSCs
3. Zone Championships
4. Review of proposed rule changes that may be of interest to the Zone
5. Oceana representation on USMS Committees
6. New Business
7. Adjournment

USMS Zone Reports and Agendas

South Central Zone

Bruce Rollins, SC Zone Chair

Chairs: Dewey Smith, **Chair Oklahoma**; Ed Coates, **Chair South Texas**, Carrie O'Banion, **Chair Arkansas**; Ken Pipken, **Chair North Texas**; Bruce Rollins, **GU Chair**

Ex-Officio: Susan Ingraham, ST; Tom & Carolyn Boak, GU; Lynn Morrison, NT; Steve White, GU; Kris Wingenroth, GU; Mary Jurey, ST; Jim Sauer, ST.

Introduction

Our purpose at our annual Convention Zone meeting is to discuss, organize and direct South Central Zone Meets, opportunities and policies for the upcoming year(s). This document is a recap of this year's activities and projects. All Zone meetings outside the Convention are done by conference call.

Discussions and Projects since Last Convention

1. Elected Bruce Rollins as SC Zone Chair for 2 year term.
2. Conducted two 2016 South Central Zone Championship Meets.
 - a) North Texas, Frisco Meet SCY
 - b) Gulf, College Station Meet LCM
 - c) Zone Bid Policy Revisited/Resurrected
3. Developed "First-Time ever" SCM South Central Zone Records with help from USMS National Office through Anna and Jim Matysek.
4. Up-Dated LCM Zone Records by Susan Ingraham in April. SCY by Convention.
5. Will Honor Jessie Coon Service Award person(s) at SC Zone Meet in July.
6. High level discussions on impending LMSC Standards Policies proposed by the LMSC Development Committee. We pushed back to VP of Local Operations on several points. Ed and Bruce led this effort.
7. Changed leadership in North Texas Zone with the election of Ken Pipkin as Chair person. David Young was the previous Chair in 2015.
8. Jill Gellatley will be stepping down as At Large South Central Board Director position effective at Convention 2016. The Committee vote to support the nomination of Ed Coates from the South Texas LMSC to succeed Jill.

Action Items

1. SC Zone Website – 2013 Item Follow-up
2. Discuss/Vote on 2017 Bids for SCY and LCM Zone Championship Meets.
3. Determine the Jesse Coon Award winner for Service –2017
4. Zone Policies – Follow-up from 2010 & 2011 Convention Minutes.
5. Follow up on Zone Vice Chair position from 2013 Meeting
6. Develop Zone Meet Calendar for 2017

South Central Meeting Agenda Thursday 9:45am – 11:15am – Suite 226

1. **Welcome** and Round table of introductions.
2. **LMSC Chairs**-a few sentences about your LMSC.
3. **Old Business Review**
 - a) Review 2016 Zone Championship Meets
 - b) Follow-up SC Zone Website
 - c) Understand the history of SC Zone Policies

USMS Zone Reports and Agendas

4. New Business

- a) SC Zone Championship Meet Bids and Vote for 2017 & 2018
- b) Jessie Coon Award Nominations and Discussions.
- c) Possible SC Zone Vice Chair
- d) 2017 Zone Meet Calendar Development
- e) Any other New Business

Address Parking Lot Thoughts & Adjourn

USMS Zone Reports and Agendas

Southwest Zone

Mary Hull, Zone Chair

Introduction

The Southwest Zone includes Arizona, New Mexico, San Diego-Imperial, and the Southern Pacific LMSCs. The committee meets annually at the U.S. Masters Swimming convention and conducts other business as needed by email. All four LMSCs have hosted meets this year. The zone has also had some open water swims.

Southwest Zone Meeting Agenda Thursday 9:45am – 11:15am - Marietta

1. Introductions
2. LMSC Reports: Arizona, New Mexico, San Diego-Imperial, Southern Pacific
3. Zone Meets for 2017: SCY---Arizona, SCM---Southern Pacific
4. Old Business
5. New Business

Tom Moore - Breadbasket Zone Candidate for the At-Large Director



The Election Committee has deemed that Tom Moore is a member in good standing of USMS. The candidate has indicated he is planning to attend the HOD Meeting for this election year and, if elected, is planning to attend all HOD Meetings during his tenure in office.

The candidate was nominated by *Karen Zemlin*, and received letters of recommendation from *Karen Zemlin* and *Krise Melsen* in accordance with our Election Operating Guidelines.

The candidate provided the following responses on the Candidate Questionnaire/Consent-to-Run Form:

Section Two: Candidate Qualifications

I am a member in good standing of USMS in this election year: Yes No

I am planning to attend the HOD Meeting for this election year: Yes No

I am Planning to attend all HOD Meetings during my tenure in office: Yes No

I have attended more than 1 HOD Meeting in the past five years: Yes No

I am a resident and a member of the Zone from which I seek election (Director Candidates only): Yes No N/A

Please list the USMS National HOD Meetings you have attended, including the dates of attendance:

2015 Kansas City, MO – 9/30-10/4

2014 Jacksonville, FL – 9/11-9/15

2013 Anaheim, CA – 9/14-9/18

2012 Greensboro, NC – 9/12-9/16

Section Three: Questions

Why are you interested in this position and why do you believe you would be a good candidate?

I am interested in this position because I think I can make a difference. I have been active on my LMSC board for the past 6 years (2 years Secretary, 2 years Vice Chair, 2 years Chair, currently serving as Co-Chair for 2017 LCM Nationals) and we have achieved great

successes, but it has become clear to me over time that ultimately success at the LMSC level is tied to decisions made at the national level. I have attended convention for the past 4 years and I believe I can contribute at the national level to USMS's success, which will translate to further success for my LMSC.

I think I am a good candidate because I have a passion for supporting the swimming community, I have experience building and growing organizations, I have strong analytical skills, and good communication skills, I have lots of ideas and I have built good relationships with volunteers from LMSCs all over the country.

What do you consider to be the major issues facing USMS now and in the future? As a person holding an elected position within USMS, how would you address these issues?

I think the major issues facing USMS now and for the next several years are:

1. How to create and manage growth: how to increase overall income to fund investment to drive growth without alienating the more "casual" (fitness swimmer & triathlete) USMS members; identify and strengthen new revenue streams while creating value for all members (and setting the base membership fee at a high enough level to fund operations yet a low enough level to attract new members).
2. How to balance need for national level control and standards of excellence with need for recruiting and managing volunteers at the local and LMSC level.
3. How to share best practices and create excellence by creating opportunities for 2-way communication from the "bottom up" and from the "top down" to allow good ideas to bubble up then be shared with all.

The first issue requires more financial analysis; we need more information about our average cost per member and marginal cost per member as well as forecasts of cost per member at various growth levels and forecasts of potential demand at various price points so that we can make intelligent decisions about setting fees. We also need to be more "on purpose" about what fees we charge and what services we deliver across the organization to ensure we always deliver value, whether that be in membership & registration fees, education services, coaching services or other deliverables.

All three issues require communication from the national organization to the LMSCs (and back!) and creating opportunities for LMSCs to share information with each other.

Please list USMS committees on which you have served. Include the dates you were on the committees and the names of the committee chairs under whom you served:

LMSC Development Committee, chair Paige Buehler 2013 & 2014

Please list any other experience that relates to your qualifications for the position.

- I have over 20 years of professional experience as a project manager in various industries, with experience meeting operational goals while meeting financial standards and budgets.
- While living in Pasadena, California, served for 6 years in the Tournament of Roses Association, which is the volunteer-led, professionally managed organization that hosts

the Rose Parade each year. The Tournament of Roses Association has interesting standard practices relating to training and developing volunteers that simultaneously create a 'teaching' and 'learning' paradigm throughout the organization.

- Served as board member for TUG ("Timberline User's Group", now "The User Group for Sage Construction Software"), a volunteer-led, professionally managed industry group which shares best practices for users of the Sage Accounting and Project Management software in the construction industry. I was also the "education committee chair" responsible for planning the annual education conference and grew it from 650 attendees each year to 1200 attendees each year, then after the great recession impacted the construction industry (and caused attendance to fall to 500 attendees, creating a loss for the organization), I oversaw the recovery and growth back to profitability of the conference.

Please list any other information you would like included.

We have a great 'product'; the fitness benefits of swimming and the camaraderie of swimming on a team cannot be overstated. Rob Butcher left our organization strong and poised for even greater success; we have amazing volunteers and a wonderful professional staff on board. I want to help move us forward.

Please write a short summary statement that will be posted on the display board with your photograph at the HOD Meeting

I am excited by the possibility of serving on the USMS national board of directors. During the past 6 years of my involvement on the board on my LMSC (Minnesota), we have implemented structure and communication to support our volunteers and promote services for our members, and we have seen a response; we have a larger number of volunteers and they are more engaged and we have record numbers of members because of the services and events we offer. I served for 2 years at the national level on the LMSC Development committee and I am particularly proud of the work that was done toward creating a focus on peer-to-peer discussions for mentoring and on communication for sharing best practices. I have attended the USMS convention for the past 4 years and I have been consistently impressed with the quality and dedication of LMSC volunteers from all over the country. I think I can apply my skills and expertise to help organize and focus the ideas and efforts of various volunteers in conjunction with the efforts of the national office staff to help our organization grow and thrive.

From: Karen Zemlin, Chair Minnesota Masters Swimming

Date: 4/28/2016

Subject Line: Nomination and Recommendation of Tom Moore

To: The Elections Committee

I am writing to you today to enthusiastically nominate Tom Moore for the position of At-Large Director from the Breadbasket Zone. Tom has successfully served on our Minnesota LMSC board of directors for the past 6 years, as secretary, vice-chair and chair. Under his leadership, our membership has grown by over 50% (from 850 in 2009 to 1319 in 2015) and our board of directors has tripled (from 6 volunteers in 2009 to 18 in 2015). Tom participates in our monthly board meetings, serves as meet director for many of our pool meets, participates as a swimmer in our annual open water swims, helps to coordinate group workouts and other fitness events, is a volunteer instructor for our Adult-Learn-To-Swim program, and has helped to create our annual awards banquet and Minnesota Masters Hall of Fame.

In addition to his contributions to our Minnesota LMSC, Tom has been a valuable asset to USMS at the national level. Tom served on the LMSC Development Committee for 2 years, has attended convention for the past 4 years, and is Co-Chair of Minnesota's 2017 LCM Nationals hosting committee. Tom brings his organizational and analytical skills to bear and is an active participant at convention, asking questions and making suggestions, while maintaining positive and respectful communication even when issues are contentious. I am pleased to endorse his candidacy for At-Large Director from the Breadbasket Zone, and give my permission for this letter to be advertised to USMS delegates.

Sincerely,

Karen Zemlin
Chair – Minnesota LMSC

From: Krisie Melsen, Vice Chair Minnesota Masters Swimming

Date: 4/29/2016

Subject Line: Recommendation of Tom Moore

To: The Elections Committee

I am writing to you today to support Tom Moore for the position of At-Large Director from the Breadbasket Zone. Tom has demonstrated a passion for supporting Masters Swimming both at the LMSC Level as well as the National Level.

Tom has attended the national convention every year for the past four years and has been a key resource to provide information and guidance to our LMSC about how things work at the national level. He has strong communication skills and is able to have respectful dialog even when disagreeing on an issue, so he has developed good relationships with contacts at LMSCs across the country. Tom has a good sense of how decisions at the national level affect all facets of the organization. He has lots of ideas and strong analytical and organizational skills that will be valuable to the USMS Board of Directors.

I am pleased to endorse Tom's candidacy for At-Large Director from the Breadbasket Zone, and give my permission for this letter to be advertised to USMS delegates.

Sincerely,

Krisie Melsen
Vice Chair – Minnesota LMSC

Lori Payne - Breadbasket Zone Candidate for the At-Large Director



The Election Committee has deemed that Lori Payne is a member in good standing of USMS. The candidate has indicated she is planning to attend the HOD Meeting for this election year and, if elected, is planning to attend all HOD Meetings during her tenure in office.

The candidate was nominated by *Doug Hayden* and received letters of recommendation from *Rob Copeland* and *Jill Gellatly* in accordance with our Election Operating Guidelines.

The candidate provided the following responses on the Candidate Questionnaire/Consent-to-Run Form:

Section Two: Candidate Qualifications

I am a member in good standing of USMS in this election year: Yes No

I am planning to attend the HOD Meeting for this election year: Yes No

I am Planning to attend all HOD Meetings during my tenure in office: Yes No

I have attended more than 1 HOD Meeting in the past five years: Yes No

I am a resident and a member of the Zone from which I seek election (Director Candidates only): Yes No N/A

Please list the USMS National HOD Meetings you have attended, including the dates of attendance:

2006 (Detroit) 2012 (Greensboro)
2007 (Anaheim) 2013 (Anaheim)
2008 (Atlanta) 2014 (Jacksonville)
2009 (Chicago) 2015 (Kansas City)
2010 (Dallas) 2016 (Atlanta)
2011 (Jacksonville)

I have attended uninterrupted since 2006.

Section Three: Questions

Why are you interested in this position and why do you believe you would be a good candidate?

I have been a Breadbasket Zone member since 1991 and have seen tremendous growth within our zone and USMS. I am well versed in all areas of Breadbasket LMSC operation, having served as zone chair, local chair twice. I can contribute to the board with the experience that I bring as I have served on a number of varied committees and have a good feel of the demands and expectations of our zone.

With our vast zone, we work very hard to be in communication with all the LMSC's. Due to this, participation and membership has increased...we see it at convention where we are now well represented.

What do you consider to be the major issues facing USMS now and in the future? As a person holding an elected position within USMS, how would you address these issues?

Retention and growth continue to be areas to cultivate. With that we must deliver a message that USMS is for everyone, and market to all, not just the fitness swimmer, or not just to the competitor. There are numerous organizations we compete with, and we are just tapping our skills to make us better and more desirable than the rest. I believe our organization can't be stagnant and strategic planning for the future is where I can best assist.

Please list USMS committees on which you have served. Include the dates you were on the committees and the names of the committee chairs under whom you served:

Championship Barry Fasbender 2006-2008
LMSC Development Doug Adamavich 2009-2011
Recognition and Awards Sally Dillon/Ray Novitske 2012-present
LMSC Development Paige Buehler 2014-present

Please list any other experience that relates to your qualifications for the position.

I have been a head college coach for the last two years, developing a brand new d2 program. I organize, budget, (both operating and scholarship), administration, scheduling and fundraising, travel, recruiting and practice.

I coach masters, and have coached young people for over 25 years. I know how to be part of a team, and be a team leader.

I've also assisted in the running of three national championships in the last four years.

Please list any other information you would like included.

I am a committed member at the local, zone and national level for many years. I am a level three certified masters coach. My degree is in sports management which has given me the skills to assess and be a problem solver. I participate in varied meetings at convention to continue my education while leading clinics and peer to peer teleconferences.

Please write a short summary statement that will be posted on the display board with your photograph at the HOD Meeting

I would be honored to help lead USMS into its future growth with long term planning and policies. As a 25 year member, with diverse experience within the organization, I see opportunity exists to promote our sport.

Elections Committee,

I would like to nominate Lori Payne for the Breadbasket Zone Director position.

Thank you,
Doug Hayden
MOVY LMSC Chair

Rob Copeland

April 26, 2016

Cheryl Gettelfinger
Election Committee Chair
U.S. Masters Swimming

It is my privilege to write this letter of recommendation for Lori Payne to be our next U.S. Masters Swimming At-Large Director from the Breadbasket Zone.

Through her work on numerous USMS national committees (Championship, Recognition & Awards, LMSC Development and Marketing) and with her experience as a Masters and college coach; I believe Lori possess the background, skills, aptitude and experience to serve as a contributing member of our leadership team. In addition, Lori has shown a passion for our sport and is a committed volunteer and leader at the local, zone and national levels.

Beyond her institutional knowledge of USMS and her leadership within and outside of Masters Swimming, Lori continues to be a role model of volunteer spirit.

In the years I've known Lori; she has always been positive force within Masters Swimming through her contributions within her club, the OZ-LMSC, the Breadbasket Zone, USMS and across the broader aquatic community. I am confident this spirit will continue to shine as Lori steps up to the next level of service leadership in U. S. Masters Swimming.

Lori will be an advocate for our members, a strong voice on the USMS Board and a vital member of our leadership team. I recommend Lori without reservation to serve on the Board of Directors as our At-Large Director from the Breadbasket Zone.

Very truly yours,

A handwritten signature in black ink that reads "Robert H Copeland". The signature is written in a cursive, flowing style.

Rob Copeland
U.S. Masters Swimming Board Member

p.s. The USMS ad hoc Election Committee has my permission to reproduce and distribute ther letter.

Cheryl Gettelfinger
Election Committee Chair
U.S. Masters Swimming

It is my pleasure to recommend Lori Payne for the office of At-Large Board Director- Breadbasket Zone. Lori has been involved with United States Masters Swimming ("USMS") in a volunteer capacity since 2006. Her increasing responsibility over the last nine years and passion for the sport of swimming make her an outstanding candidate for the VP- Community Services role. In 2012, Lori was awarded the Dorothy Donnelly Service award demonstrating her commitment and leadership to the organization.

At the National level, Lori has served on the Championship Committee, LMSC Development (Vice Chair 2009-2011), and Awards and Recognition. This diversity of committee volunteerism will enable her to successfully lead the organization at the Executive level. In addition to these committees, Lori is currently serving as the Breadbasket Zone Chair (second term), has served as Chair of Ozark Swimming for six years during two different terms and President of St. Louis Masters. These experiences at the National, Regional and Club level well position her for the next step of serving on the BOD and Executive Committee of USMS.

On the pool deck, Lori has been instrumental in the development of a brand new Division Two swimming program at Maryville University in St. Louis and coached summer league for over twenty-five years. She holds a Level 3 USMS coaching certification.

When you combine these contributions, with her Bachelor of Science in Sports Management, Lori has the perfect complement of experiences and talent to lead USMS into the future. Her enthusiasm and dedication for the sport of swimming are second to none.

Respectfully,

Jill Gellatly

At-Large Board of Directors South Central Zone

Note: I consent to this letter to be published.

David Diehl - Colonies Zone Candidate for the At-Large Director



The Election Committee has deemed that David Diehl is a member in good standing of USMS. The candidate has indicated he is planning to attend the HOD Meeting for this election year and, if elected, is planning to attend all HOD Meetings during his tenure in office.

The candidate is running for reelection and is not required to provide a letter of nomination or letters of recommendation.

The candidate provided the following responses on the Candidate Questionnaire/Consent-to-Run Form:

Section Two: Candidate Qualifications

I am a member in good standing of USMS in this election year: Yes No

I am planning to attend the HOD Meeting for this election year: Yes No

I am Planning to attend all HOD Meetings during my tenure in office: Yes No

I have attended more than 1 HOD Meeting in the past five years: Yes No

I am a resident and a member of the Zone from which I seek election (Director Candidates only): Yes No N/A

Please list the USMS National HOD Meetings you have attended, including the dates of attendance:

Attended almost every USAS Convention (29) since 1985 (Except 2001 & 2005, 9/11 & eye surgery respectively).

Section Three: Questions

Why are you interested in this position and why do you believe you would be a good candidate?

I have 40 years experience with USMS in leadership roles at the National & LMSC levels. Want to continue to serve USMS and share my many years of very diversified aquatics experiences and expertise. Masters swimming saved my life 13 years ago when I had a stroke and within three months I was almost completely recovered and back in the pool.

What do you consider to be the major issues facing USMS now and in the future? As a person holding an elected position within USMS, how would you address these issues?

Continued growth and expansion of the USMS name and the many health and wellness benefits that swimming can provide.

Please list USMS committees on which you have served. Include the dates you were on the committees and the names of the committee chairs under whom you served:

Officials Committee - Hugh Moore, Mike Tingley (15 years and Chair for five years)

Rule Committee - June Krauser, Leo Letendre, Kathy Casey (18 years)

Sports Medicine Committee - Jane Moore (a few years)

Marketing Committee - ? (one year)

Please list any other experience that relates to your qualifications for the position.

Vice President for Programs, four years

At-Large Director from Colonies Zone, three years

Served on Governance Committee, Volunteer Roles Task Force and sat on a National Board of Review case.

Please list any other information you would like included.

Chair of Potomac Valley LMSC for six years as well as Vice Chair for a few years (served on committee that wrote the initial LMSC By-Laws in 1980).

At the LMSC level served as Chair of the Potomac Valley Officials Committee as well as the top Ten Committees

Please write a short summary statement that will be posted on the display board with your photograph at the HOD Meeting

As an active member of USMS for 40 years and having served on a number, and variety of local and national committee, I feel I am very qualified to continue serving USMS at the national level. In addition, my experience during my two previous careers (Chief of Computer Security and Oversight at the Nuclear Regulatory Commission and Executive Director of the M Club Foundation at the University of Maryland) gives me added qualifications. The M Club Foundation was a 501.c.3 corporation within the Athletics Department. I have coached, taught and officiated swimming at many levels (High School, USA-S, USMS, etc) for 30 years. I am a level three USMS certified coach as well as a certified adult learn to swim instructor. I have also been a USA-S swimming coach for over 15 years.

Rob Copeland - Dixie Zone Candidate for the At-Large Director



The Election Committee has deemed that Rob Copeland is a member in good standing of USMS. The candidate has indicated he is planning to attend the HOD Meeting for this election year and, if elected, is planning to attend all HOD Meetings during his tenure in office.

The candidate was nominated by *Maria Elias-Williams* and received letters of recommendation from *Chris McGiffin* and *Nadine Day* in accordance with our Election Operating Guidelines.

The candidate provided the following responses on the Candidate Questionnaire/Consent-to-Run Form:

Section Two: Candidate Qualifications

I am a member in good standing of USMS in this election year: Yes No

I am planning to attend the HOD Meeting for this election year: Yes No

I am Planning to attend all HOD Meetings during my tenure in office: Yes No

I have attended more than 1 HOD Meeting in the past five years: Yes No

I am a resident and a member of the Zone from which I seek election (Director Candidates only): Yes No N/A

Please list the USMS National HOD Meetings you have attended, including the dates of attendance:

I have attended all 31 USMS annual HOD meetings from Phoenix (1985) through Kansas City (2015).

Section Three: Questions

Why are you interested in this position and why do you believe you would be a good candidate?

Those who know me know I am passionately committed to swimming. In my 30 plus years of membership in and support of U.S. Masters Swimming, I have volunteered to serve where my experience best fits the needs of the organization. Now, I believe I can best serve USMS as the at large director from the Dixie Zone. As a past president of USMS, I serve on the board as a non-voting member. And while I am deeply honored to have served as our president, I believe my greatest contributions to USMS are still ahead of me. As a voting member of the board I believe I can be a voice for our future and not just our past.

In my professional career and through my involvement in Masters, I have been fortunate to have a tremendous group of peers and mentors who have taught me to lead and serve with honesty, integrity, candor, passion and humor. They also taught me the importance of

having a vision and working to fulfill this vision. I look forward to demonstrating these qualities in working with our leadership, our staff, our volunteers and our members to mold our vision for the coming years.

What do you consider to be the major issues facing USMS now and in the future? As a person holding an elected position within USMS, how would you address these issues?

When I ran for president in 2005 I listed: Leadership, Volunteers, Coaching, Governance, Quality Programs, Local Support, Relationships, Growth, and Communication as my top ten major issues. In the decade since I listed these as my top ten, we have made significant progress in addressing all of these issues. But, we still have a ways to go.

And as to how I would address these issues, if elected as a member of the board, I believe my first responsibility is to be an advocate to see these issues included in our strategic plan. My second responsibility is to be an active participant in seeing that the programs and services supporting our strategic plan get implemented as efficiently and effectively as possible.

For the sake of brevity in this questionnaire I won't go into detail on all 10 issues. However I will touch on the issue of growth. I believe we have the opportunity to grow adult swimming and USMS membership within 4 key areas.

- 1) Turning Masters Swimming programs into USMS programs - There are a lot of "Masters Swimming" programs and USMS clubs that have a significant number of non-member participants. We need to find the value proposition that encourages these adults to become members.
- 2) Partnering with college club swimming – There is a thriving college club (non-varsity) swimming community. These swimmers and their clubs share many of the aspects of our traditional Masters environment. However they lack the infrastructure to grow as a cohesive organization. I believe USMS can help to provide that infrastructure and in doing so we are introducing these swimmers to the next level in their swimming continuum.
- 3) Open water swimming – In many parts of the country open water swimming is a significant aspect of the swimming community. I believe there are opportunities for USMS to grow through development of safe and effective workouts and events.
- 4) Adult Learn to Swim – Beyond saving lives by teaching adults to swim, I believe there are opportunities to help move our ALTS participants from water safe to Swimming for Life.

Please list USMS committees on which you have served. Include the dates you were on the committees and the names of the committee chairs under whom you served:

Legislation 1987 to 2005 and 2012 to 2016; chair 2002 to 2005 (Chairs Art Smith, Jerianne Donnelly, Bill Earley, Elin Zander, Sean Fitzgerald, Meg Smath)

Long Distance 1986 to 1993, 2002 to 2005 and 2015, chair 1988 to 1993 (Chairs Dave Gray, Peter Crumbine, Donn Livoni)

Finance 2010 to 2011 (Chair Homer Lane)

LMSC Development 2012 (Chair Paige Buehler)

Open Water Development 2013 to 2016 (Chairs Lynn Hazlewood, Bob Bruce)

Ad hoc Rule Book Committee 1990 (Kathy Casey)

Rules, ex officio 2002 to 2005 (Chair Leo Letendre)

Breadbasket Zone Representative 1985 to 1987 (Chair of ZC Edie Gruender)

Dixie Zone Representative 2004 to 2005 (Chair of ZC Lynn Hazlewood)

Served on other committees in the 80's and 90's

Please list any other experience that relates to your qualifications for the position.

Served as USMS president 2005 to 2009

Please list any other information you would like included.

In the past 30+ years, I have served in many positions at the local level in the Midwestern, New Jersey and Georgia LMSC's, and in USA Swimming's Georgia LSC.

Additionally, I have served in almost every capacity in the clubs. I have been president, secretary, treasurer, meet director, starter, timer, ...

Please write a short summary statement that will be posted on the display board with your photograph at the HOD Meeting

USMS has a tremendous group of volunteers and staff who make us the organization we are today. It has been my extreme privilege to be involved in Masters Swimming as a competitor, as a volunteer and as a leader. I have met lifelong friends, helped to advance our mission and grow our organization. It is critical that our elected leaders remained focused on establishing our strategic direction for future success and overseeing our execution in achieving the mission and objectives of USMS. As a voting member of the board of directors I will be committed to provide this leadership.

DATE: 20 May 2016

TO: The Elections Committee
U.S. Masters Swimming

FROM: Maria L. Elias-Williams

RE: Nomination of Rob Copeland

MESSAGE: It is with great pleasure that I nominate Rob Copeland for the position of AT-Large Director for the Dixie Zone.

To: USMS Elections Committee

Re: Letter of Reference for Rob Copeland as a candidate for USMS Director from Dixie Zone

Date: 5/14/16

It is my honor and privilege to provide you with a Letter of Reference in support of Rob Copeland as a candidate for the position of USMS Director from the Dixie Zone.

I have known Rob since joining USMS back in 1995. At the time, his wife Cathy was serving as head coach of the program I joined - Berkeley Aquatic Club Masters in Berkeley Heights, NJ. I witnessed first-hand the truly positive impacts that passionate people, like Rob and Cathy, can have on the growth and success of a small USMS club. Rob was instrumental in recruiting me as a volunteer to serve at the national level in 2005 and he continues to inspire others like me, who admire his leadership, his humor, and his wisdom.

Besides serving as the NJ LMSC Chair, Rob has served USMS in so many ways before and after his time in New Jersey. He presently serves at the national level as a member of the Legislation and Open Water committees, as well as a member of the Board of Directors as a USMS Past President (serving from 2005 to 2009). Rob is also a recipient of the Captain Ransom J. Arthur M.D. award (2011), which is a testament to his leadership, commitment and contributions to US Masters Swimming.

I am pleased to support Rob as a candidate for USMS Director from the Dixie Zone, and I hereby grant permission for this letter to be published to our USMS delegates in the Convention packet.

Sincerely,

A handwritten signature in black ink, appearing to read "Chris McGiffin". The signature is fluid and cursive, with a prominent flourish at the end.

Chris McGiffin
USMS VP Programs

This letter of recommendation is on behalf of Rob Copeland for the position of Dixie Zone At Large Director.

I am honored to write this recommendation for Rob. With the nomination of Dixie Zone re-opened due to no nominations by the deadline, Rob is willing to step up and run. We have an understanding that Rob is currently on the BOD, however he does not have a vote only a voice. I feel that Rob would be able to contribute more by having a vote in matters of the Board.

Rob's willingness to run and his dedication to USMS speaks volumes for Rob. Rob taking the initiative to run shows his commitment to USMS. He is committed to USMS success and it is shown in his record of actively participating in the board calls and meetings.

Rob has been very instrumental open water and the college club swimming. He has mentored many young leaders of USMS.

Rob was USMS President before we had a national office and function both as USMS CEO and President, which was no small feat. He continues to contribute at the club level, LMSC level and national level. He has a clear understanding of the organization.

I fully support Rob Copeland's desire to run for the Dixie Zone At Large Director on the USMS Board of Directors.



Nadine KM Day

050916

Greta van Meeteren - Dixie Zone Candidate for the At-Large Director



The Election Committee has deemed that Greta van Meeteren is a member in good standing of USMS. The candidate has indicated she is planning to attend the HOD Meeting for this election year and, if elected, is planning to attend all HOD Meetings during her tenure in office.

The candidate was nominated by *Meegan Wilson* and received letters of recommendation from *Meegan Wilson* and *Bob Bruce* in accordance with our Election Operating Guidelines.

The candidate provided the following responses on the Candidate Questionnaire/Consent-to-Run Form:

Section Two: Candidate Qualifications

I am a member in good standing of USMS in this election year: Yes No

I am planning to attend the HOD Meeting for this election year: Yes No

I am Planning to attend all HOD Meetings during my tenure in office: Yes No

I have attended more than 1 HOD Meeting in the past five years: Yes No

I am a resident and a member of the Zone from which I seek election (Director Candidates only): Yes No N/A

Please list the USMS National HOD Meetings you have attended, including the dates of attendance:

2007 Anaheim, 2008 Atlanta, 2009 Chicago, 2010 Dallas, 2011 Jacksonville, 2012 Greensboro, 2013 Anaheim, 2014 Jacksonville, 2015 Kansas City

Section Three: Questions

Why are you interested in this position and why do you believe you would be a good candidate?

I am interested in this position, because I believe I would be a good representative for the Dixie Zone. I have experience working for our local LMSC as well as on national committees. I am committed to swimming as part of a healthy lifestyle.

What do you consider to be the major issues facing USMS now and in the future? As a person holding an elected position within USMS, how would you address these issues?

Member retention is certainly on the forefront of the issues USMS faces in my opinion. Several things can be done to address these issues, communication being a very important tool. Members need to hear about all that is happening within USMS to make their membership valuable to them. Among things that are important to swimmers are availability of pool time and coaches, finding swim meets and open water swims. Making sure that that information is

available and up to date is crucial. This is why – besides the electronic newsletter - having readily available and up-to-date websites for each LMSC is a must.

I also strongly believe that swimmers always need a lot of support from our coaches and especially during the transition from fitness swimmer to competitive swimmer. One of the things that can be done is having special events for beginning competitors and/or one day meets geared towards their needs.

Please list USMS committees on which you have served. Include the dates you were on the committees and the names of the committee chairs under whom you served:

2007 - 2014 Fitness Education Committee, Marcia Anziano Chair. I contributed 37 articles to USMS.org about fitness swimmers.

2010 – Today: Long Distance Committee, Heather Hagadorn and Donn Livoni Chairs.

I am the lead for the P.A.R.A. subcommittee (Patches, All Stars, Records and All Americans), this year liaison for the 3,000 / 6,000 yard ePostal National Championship and I collate the women's Long Distance All American results. I work on updating the ePostal manual, which is an ongoing process.

Please list any other experience that relates to your qualifications for the position.

I am the co-founder of our local workout group: the Twin Rivers YMCA Masters in New Bern. This group started in December of 2003 with 6 members and has grown into a team of 26 members. I do all of the administrative work for the group, make sure the members are made aware of swim meets and open water events in the area and I also encourage them to participate swim meets and in the ePostal Championships.

I was the Secretary of the LMSC for NC from 2006 – 2009, Chair of the LMSC for NC from 2009 – 2012. I also started the electronic newsletter for our LMSC in 2010 and produced monthly editions for 4 years. During my tenure as chair I did a major re-write of the USMS bylaws.

Please list any other information you would like included.

Recipient of the Dorothy Donnelly Service Award in 2014. I am a retired English teacher, speak Dutch, English, German and a bit of French. I am computer literate.

Please write a short summary statement that will be posted on the display board with your photograph at the HOD Meeting

Greta van Meeteren, member of the LMSC for NC, running for the delegate-at-large position for the Dixie Zone.

From: Meegan Wilson
May 7, 2016

Letter of Nomination for At-Large Director, Dixie Zone

To: The Elections Committee

Dear Cheryl Gettelfinger,

It is my pleasure to nominate Greta van Meeteren for At-Large Director representing the Dixie Zone. Greta is and has been extremely active in United States Masters Swimming at the local level, the LMSC level, and the national level.

Locally, she co-founded the Twin Rivers YMCA Masters team in New Bern, NC 12 years ago and is actively involved with promoting the team by encouraging teammates, helping with registrations and writing newsletter articles.

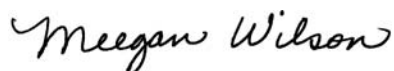
She has served as newsletter editor, secretary and chairman for the North Carolina LMSC, and is currently keeping track of, and reporting on, long distance results. She has written many fitness, open water, and long distance newsletter articles for *Across the Lanes*, the North Carolina LMSC newsletter.

Nationally she has attended USAS Conventions since 2007. She has been a member of the USMS Fitness Committee, authoring 37 GTD (Go The Distance) stories. As a member of the USMS Long Distance Committee she was liaison for the 5K-10K ePostal Championships and has compiled Long Distance All-American results.

For her volunteer commitments, Greta received the U.S. Masters Swimming Dorothy Donnelly Service Award in 2014. She also has Top Ten honors in the pool and All-American and All-Stars honors in Long Distance swimming.

Her administrative skills and knowledge of Masters Swimming from all angles will be a benefit to the U.S. Masters Swimming Board of Directors. I highly recommend Greta van Meeteren for the At-Large Director, Dixie Zone position.

Sincerely,



Meegan Wilson
USMS member

May 16, 2016

Dear Sir or Madam:

This letter supports Greta Van Meeteren's nomination for the USMS Board of Directors as an At Large Delegate from the Dixie Zone. I believe that Greta is an outstanding candidate for such a position.

I have known and worked with Greta on the USMS Long Distance Committee for six years, from 2010 to the present, working together on general committee business and on several subcommittees. In all cases, I have found Greta to possess that rarest of qualities, the ability to keep the big picture in mind while she working on details.

For the last four USMS "rules/legislation" cycles, I have lead the Subcommittee on Rules & Legislation, jointly run by the Long Distance and the Open Water Committees. Greta has always been an important contributor to this crucial project, always weighing the most challenging decisions thoughtfully and carefully while never letting us get away with a comma splice, misplaced modifier, or misspelling. She has reviewed and helped to craft dozens of rules, and we have a clearer and more streamlined part three of our rulebook as a result. She sees the forest and the trees.

Greta has also played a significant role in the Postal Subcommittee of the Long Distance Committee, having played the major role in the reorganization and ongoing upgrading of the Postal Guide to Operations and in the implementing of its policies. She is largely responsible for the continued growth and viability of this popular USMS program. Again, she sees the forest and the trees.

Best of all, Greta always seems to keep a level head and a cheerful disposition even when confronting big challenges and difficult people. She has excellent personal and mediating skills, but shows stiff insistence for things in which she believes strongly.

Please consider Greta Van Meeteren to be an outstanding candidate for this Board of Directors position. If you have other questions or need additional information, please contact me.

Very truly yours,



Bob Bruce
Chair, USMS Open Water Committee

Dan Cox - Great Lakes Zone Candidate for the At-Large Director



The Election Committee has deemed that Dan Cox is a member in good standing of USMS. The candidate has indicated he is planning to attend the HOD Meeting for this election year and, if elected, is planning to attend all HOD Meetings during his tenure in office.

The candidate was nominated by *Meg Smath* and received letters of recommendation from *Nadine Day* and *Ed Tsuzuki* in accordance with our Election Operating Guidelines.

The candidate provided the following responses on the Candidate Questionnaire/Consent-to-Run Form:

Section Two: Candidate Qualifications

I am a member in good standing of USMS in this election year: Yes No

I am planning to attend the HOD Meeting for this election year: Yes No

I am Planning to attend all HOD Meetings during my tenure in office: Yes No

I have attended more than 1 HOD Meeting in the past five years: Yes No

I am a resident and a member of the Zone from which I seek election (Director Candidates only): Yes No N/A

Please list the USMS National HOD Meetings you have attended, including the dates of attendance:

2003 San Diego; 2004 Orlando; 2005 Greensboro; 2006 Dearborn; 2007 Anaheim; 2008 Atlanta; 2009 Chicago; 2010 Dallas; 2011 Jacksonville; 2012 Greensboro; 2014 Jacksonville; 2015 Kansas City

Section Three: Questions

Why are you interested in this position and why do you believe you would be a good candidate?

I'm interested in continuing as At -Large Director to see some of the initiatives I'm involved in move from drawing board into reality. My service started with USMS when I volunteered at the 2002 Long Course National Championship in Cleveland. From 2004 to the present, I have served in a number of positions from the local level to the national level, including President of Ohio Masters swim club, Lake Erie LMSC Chairman, Great Lake Zone Chair and my current position as Great Lakes Director. These positions gave me the opportunity to learn about USMS as well as help to improve/enhance our originations at each level. To help enhance our programs on the local level, I established the coaches and college programs. These programs helped enhance the experience of our members though

continuing education for our coaches to improve their skills. The college program helped support younger swimmers to join USMS; they are the future of our organization. In my position as Great Lakes Director, I have served on the task force to find our new CEO, am currently on the College Club task force, and am Chair of our Futures Task force. These task forces have played or will play a huge roll in the future of our organization as we move to attract younger members.

What do you consider to be the major issues facing USMS now and in the future? As a person holding an elected position within USMS, how would you address these issues?

Membership: Our membership growth is flat with only a small increase. We need to focus on new ways to reach out to both our current membership and potential membership. These issues are being address right now with the Futures Task force and the College Club initiative. The Futures Task force is focusing on how to attract younger members, and the College Club initiative has the potential to be a huge pipeline of members to our ranks. In the Futures Task force (which I Chair), we are exploring why some clubs attract younger members while others do not. We are researching the “why” and then come up with ways to teach other clubs to duplicate their success in this area. The other issue our Futures Task Force is looking at is why people leave us? We will be surveying the people who have left and ask them why; then we will work with the data to find ways to increase our retention rate. Another idea to increase our retention rate would be to implement a lifetime membership (or auto renewal), which would be at no cost to USMS

Please list USMS committees on which you have served. Include the dates you were on the committees and the names of the committee chairs under whom you served:

USMS Board of Directors -2014- to present

CEO Search Task force- 2015-2016 Ed Tsuzuki Chair

Futures Task Force 2016 to present- Daniel Cox Chair

HQ Move Task Force –2015 Ed Tsuzuki Chair

Legislation Committee- 2004 -2015 – Rob Copland, Sean Fitzgerald Chair

Great Lakes Zone Chair 2009-2014

National Board of Review 2013-2015 –Barbara Delanois Chair

LMSC Development Committee –Vice Chair 2014-2015 Paige Buehler Chair

LMSC Development Committee- 2010-2013- Paige Buehler Chair

Election Committee 2012- Michael Moore Chair

Communications Committee 2004-2009 – Hug Moore Chair

Local:

Lake Erie LMSC Chair 2008-2012

President of Ohio Masters Swim club 2004-2008

Webmaster for both Lake Erie LSMC and Ohio Masters

Please list any other experience that relates to your qualifications for the position.

Heights Driving School Inc. 1983- Present. CEO My duties include supervising 45 + employees, developing curriculums for teaching teens, adults, remedial and disabled drivers. Manage all financial obligations of the company.

Please list any other information you would like included.

2011 Dorothy Donnelly Service Award

2010 National Leadership award in Traffic Safety

Bachelor degree in Business/Education from The Ohio State University

Disabilities certification – Louisiana Sate University

Board Certified Driver Rehabilitation Specialist

Please write a short summary statement that will be posted on the display board with your photograph at the HOD Meeting

I'm interested in continuing as At –Large Director to see some of the initiatives I'm involved in move from drawing board into reality. My service started with USMS when I volunteered at the 2002 Long Course National Championship in Cleveland. From 2004 to the present, I have served in a number of positions from the local level to the national level, including President of Ohio Masters swim club, Lake Erie LMSC Chairman, Great Lake Zone Chair and my current position as Great Lakes Director. These positions gave me the opportunity to learn about USMS as well as help to improve/enhance our originations at each level. To help enhance our programs on the local level, I established the coaches and college programs. These programs helped enhance the experience of our members though continuing education for our coaches to improve their skills. The college program helped support younger swimmers to join USMS; they are the future of our organization. In my position as Great Lakes Director, I have served on the task force to find our new CEO, am currently on the College Club task force, and am Chair of our Futures Task force. These task forces have played or will play a huge roll in the future of our organization as we move to attract younger members.

From: Meg Smath

Date: April 1, 2016

Subject Line: Nomination of Dan Cox

To: The Elections Committee

I am pleased to nominate Dan Cox for at-large director from the Great Lakes Zone.

Swimmingly,
Meg Smath, Vice Chair, Kentucky LMSC

This letter of recommendation is on behalf of Daniel Cox for the position of Great Lakes At Large Director.

Thank you Elections Committee and USMS House of Delegates,
Dan Cox asked me to write a recommendation letter on his behalf. I am honored to do so.

I applaud Dan for his willingness to step up and fill a vacant position less than two years ago. Since becoming a board member, Dan has shown a great understanding of making organizational decisions. He is a very engaged board member.

He did an excellent job on the CEO search task force and was able to bring insightful information as a CEO of his own driving company. He has an understanding of the fiduciary duties of the BOD and ensures USMS has adequate resources to be successful. He has provided feedback in strategic thinking and policy decision making.

Dan is co-leading our "Futures" task force and is assisting USMS with the partnership with College Club Swimming. These strategies, programs and services will provide the longevity and future leaders of our organization.

Dan has been a volunteer leader at all levels of USMS-club, LMSC, national committee, zone chair and USMS BOD. He has an understanding and background, which will help him make the right decisions for our members.

Dan has proven work ethic and is dedicated to USMS. He has the drive (passion) and the time to dedicate to USMS.

I fully support Dan Cox for the Great Lakes At-Large Director on the USMS Board of Directors.



Nadine KM Day

042016

From: Ed Tsuzuki, Vice President of Administration
Date: April 25, 2016
Subject: Letter of Recommendation

To: The Elections Committee:

I am pleased to recommend Dan Cox as a candidate for the position of At-Large Director.

Dan, who hails from the Lake Erie LMSC, has served on the U.S. Masters Swimming Board of Directors (BOD) for the past two years in this role. In addition to working with Dan on the BOD, I have had the pleasure of working very closely with Dan on two BOD task forces and have found Dan to be a strong, open-minded contributor and also an excellent listener. Dan understands our mission and adds to the "thought diversity" of our BOD as a long-time small business owner (CEO of the Heights Driving School), where he must manage all aspects of his 45+ employee operation.

In addition to Dan's work at the local level, where he has served as LMSC chair and webmaster, Dan has also been very active at the zone (Great Lakes Zone Chair for 5 years) and national level (many committees and task forces) since 2004. Dan has also been recognized as a 2011 recipient of the Dorothy Donnelly Service Award.

I continue to be very impressed with Dan's contributions as one of our volunteer leaders and recommend Dan to continue to serve USMS in this At-Large Director role.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Ed Tsuzuki', with a stylized flourish at the end.

Ed Tsuzuki

This letter may be used publicly in the nomination process.

Sarah Welch - Northwest Zone Candidate for the At-Large Director



The Election Committee has deemed that Sarah Welch is a member in good standing of USMS. The candidate has indicated she is planning to attend the HOD Meeting for this election year and, if elected, is planning to attend all HOD Meetings during her tenure in office.

The candidate is running for reelection and is not required to provide a letter of nomination or letters of recommendation.

The candidate provided the following responses on the Candidate Questionnaire/Consent-to-Run Form:

Section Two: Candidate Qualifications

I am a member in good standing of USMS in this election year: Yes No

I am planning to attend the HOD Meeting for this election year: Yes No

I am Planning to attend all HOD Meetings during my tenure in office: Yes No

I have attended more than 1 HOD Meeting in the past five years: Yes No

I am a resident and a member of the Zone from which I seek election (Director Candidates only): Yes No N/A

Please list the USMS National HOD Meetings you have attended, including the dates of attendance:

- I attended all USMS/USAS National Conventions from 2003 in San Diego through Kansas City in 2015 as a delegate of the Pacific Northwest (PNA) LMSC. I attended all the HOD meetings convened during the 13 USMS Conventions which I attended.

Section Three: Questions

Why are you interested in this position and why do you believe you would be a good candidate?

Having served on the Board of Directors from 2014 to now, I have served USMS in a range of capacities from a task force evaluating our National Office location, to the selection committee for our new CEO to heading up USMS' first Diversity Task Force. I have contributed fully in all Board meetings, consulting with other BOD members thoroughly and making a contribution to Masters Swimming wherever I can. I have enjoyed the experience more than I'd envisioned when I first ran for the Board.

I will continue my focus on the 'big picture' and will contribute to the strategic direction for USMS as an At Large Director. I will re-double my efforts to improve how we communicate among all levels of the organization (from the club, to LMSC to the Board) and work to strengthen relations throughout the organization. I am convinced that by sharing interests and best practices, we can provide real value to our members. Looking forward to a second term in office I remain committed identifying and mentoring future leaders throughout the organization to make sure we remain a healthy and sustainable organization into the future.

What do you consider to be the major issues facing USMS now and in the future? As a person holding an elected position within USMS, how would you address these issues?

With our new CEO hired, the Board and the entire organization is poised to update our strategic plan. I look forward to this initiative and plan to contribute by bringing strategies for USMS to promote diversity at all levels of the organization—from the pool deck to the national organization.

We have amazing opportunities in front of us. The College Club initiative may lead us to exciting new alliances; the Adult Learn to Swim training is reaching into new relationships; the LMSC Development Committee's work on peer to peer training gives us a forum to share best practices and our relationships with the international swimming bodies promotes masters swimming across the world.

Please list USMS committees on which you have served. Include the dates you were on the committees and the names of the committee chairs under whom you served:

Finance Committee member from 2003 to present:

- Committee Member under Tom Boak, Jeff Moxie, Ralph Davis, Homer Lane and Jeanne Ensign (present)
- Vice Chair of Finance Committee from 2006 to 2012 (under Jeff Moxie, Ralph Davis and Homer Lane)

Comp and Benefits Committee member from 2008 to present:

- Committee Member under Nadine Day and Ed Coates
- Chair of the Comp and Benefits Committee from 2012 to 2013
- Vice Chair of the Comp and Benefits Committee since 2014 under Chair Ed Coates.
- Liaison between Comp and Benefits and Finance Committee (informal role)

Please list any other experience that relates to your qualifications for the position.

I worked as an executive for the City of Seattle for 30 years with a focus on finance, management, human resources administration, program development and program management. After a 7-year consulting stint, I completely retired giving me the time and energy to undertake a USMS BOD role.

I work as an advocate for preserving parks and open space in a rapidly growing city (Seattle). I volunteer as a forest steward for urban forest reclamation and as an advisory council member of our only city indoor tennis facility.

I have served 4 years as President for our Regional Club (Puget Sound Masters) and continue serve as its representative on the LSMC Board (PNA). I have served in a variety of

capacities at the LMSC level since PNA hosted Nationals in 2003. I continue to volunteer with Masters swimming at the club and LMSC levels.

Please list any other information you would like included.

USMS Member since 1992: Pacific Northwest Aquatics (PNA) now known as Puget Sound Masters

- National Top Ten
- World Record Holder: relay
- World Champion: 2008-Perth and 2012 Riccione. USMS Team Member in Kazan, 2015
- National Record Holder: individual and relay
- LMSC and NW Zone Record holder
- Coordinator: swimmer and coach clinics, PNA LMSC for 13 years
- Volunteer Coordinator: Short Course Nationals Federal Way 1997 and 2007
- President: Puget Sound Masters, a 1300+ member regional Club 2013 to 2015
- Board Member PNA LMSC 1997 to present
- Recipient: Dorothy Donnelly Service Award 2008

Please write a short summary statement that will be posted on the display board with your photograph at the HOD Meeting

I look forward to the opportunity to continue to serve on the BOD for a second term of office. In my two years on the Board I have participated fully in the work on the Board, volunteering for several task forces and initiatives. If elected, I commit to working on behalf of members to think strategically and furthering the values of our organization.

I volunteer with USMS to give back to the sport that has given so much to me. I have served in a variety of roles with USMS at the national and local level. I am committed to working to make sure we are developing young talent for the future. And, I look forward to continuing the work of the Diversity Committee to recognize what our inclusive values can mean for masters swimming: in the water, in our programs and at all levels of our organization. Thank you for your support.

Leianne Crittenden - Oceana Zone Candidate for the At-Large Director



The Election Committee has deemed that Leianne Crittenden is a member in good standing of USMS. The candidate has indicated she is planning to attend the HOD Meeting for this election year and, if elected, is planning to attend all HOD Meetings during her tenure in office.

The candidate is running for reelection and is not required to provide a letter of nomination or letters of recommendation.

The candidate provided the following responses on the Candidate Questionnaire/Consent-to-Run Form:

Section Two: Candidate Qualifications

I am a member in good standing of USMS in this election year: XX Yes No

I am planning to attend the HOD Meeting for this election year: XX Yes No

I am Planning to attend all HOD Meetings during my tenure in office: XX Yes No

I have attended more than 1 HOD Meeting in the past five years: XX Yes No

I am a resident and a member of the Zone from which I seek election (Director Candidates only): XX Yes No N/A

Please list the USMS National HOD Meetings you have attended, including the dates of attendance:

2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015

Section Three: Questions

Why are you interested in this position and why do you believe you would be a good candidate?

I have been involved at the LMSC and national level since I started swimming again in 2003. Those experiences let me see how varied the Masters program has been for other swimmers, whether they are in different LMSCs, or participate in different events (pool or open water), or in no events at all (and just swim for fitness). I think I can draw on my experience to make suggestions that will improve the programs we offer, so that every participant will get the best possible experience when they sign up for Masters swimming. In addition, I want to continue the

work that Governance Committee has begun concerning training Board members and reviewing organizational structure.

What do you consider to be the major issues facing USMS now and in the future? As a person holding an elected position within USMS, how would you address these issues?

I think that supporting teams and coaches continues to be a major issue. We need to assure that resources are available to make sure that the National organization can provide resources to make sure there are strong local programs that are financially viable, with excellent coaching. We also need to assure that these programs provide a consistent and appealing program for all levels of participants –from fitness swimmers to pool and open water competitors, so that our entire constituency is well served. We need to make sure that participants are trained in how to effectively run their events and their LMSCs, and provide them the tools to do that, so that our volunteer pool is not burned out by the demands of their positions. We need to assure that the national organization, through the Board, listens to all members' concerns and addresses them, and also looks out for the interests of members that do not actively participate in the governance of USMS.

Please list USMS committees on which you have served. Include the dates you were on the committees and the names of the committee chairs under whom you served:

Rules (Chair, Kathy Casey) Member: 2006, 2007, Vice Chair: 2008, 2009, 2010 (associate member, Vice Chair), co-Vice Chair 2012 and 2013

Governance (Chair, Hugh Moore), vice chair 2013-2014, Currently Chair

LMSC Development (Chairs, Doug Adamavich, Paige Buehler) 2010, 2011, 2013, 2014

Zone Committee (Chair, Julie Heather) 2007, 2008

Championship Committee (Chair, Mark Moore) 2006

Ad Hoc Legal Counselors Committee (Chair, Patty Powis Miller) 2005

Please list any other experience that relates to your qualifications for the position.

-Broad participation in Masters swimming events since 2003:

- National and World Championship meets, as well as open water events
- USMS Individual All American (pool) in 2004, 2005, 2006, 2007
- Selected for and attended USMS/USA High Altitude Training Camp at the United States Olympic Training Center (USOTC) in Colorado Springs, Colorado 2005

-Broad participation at LMSC and USMS level since 2004:

- Since 2004: Pacific Masters Fitness Chair, Vice President and currently Secretary;
- Since 2004: USMS Committee participation, as member and Vice Chair,
- Oceana Zone chair 2008-2009
- Worked to propose changes adopted by HOD and BOD: proposed rules changes for team scoring at Nationals, participated on Rules Committee task force to provide standards for transgender athletes, worked to provide administrative processes for dispute resolution,
- Moderated seminars at conventions since 2008 as part of Zone and LMSC Development programs,

-Recipient Dorothy Donnelly Service Award 2011

- Personal Achievement Award, Pacific Masters 2004
- Rookie of the Year, Walnut Creek Masters 2004

Please list any other information you would like included.

- BA, Stanford University, JD/MBA, UCLA.
Associate General Counsel, Oracle America, Inc.
- Volunteer activities for American Bar Association 1998-2016 as Subcommittee and Committee Chair for Business Law Section, 2014-present as Liaison to Section of International Law

Please write a short summary statement that will be posted on the display board with your photograph at the HOD Meeting

I have worked in the LMSC and National organizations for more than 12 years in many roles, the last two years as a Board member of USMS and an officer of Pacific LMSC. I have competed at all levels, from local events to world championships and have always enjoyed participating. I like the values that swimmers have, and enjoy the community and programs that USMS provides, and want to make them more accessible to all USMS members. I realize that these programs only happen through the efforts of many volunteers, who are supported by the USMS organization. I have enjoyed being a member of the USMS Board, and as Chair of the Governance Committee, I see these activities as a way to continue to make the programs better, for all participants, at all levels of participation. I think my experience both professionally and through volunteer activities has prepared me well for being a Board member, and hope you will re-elect me!

Ed Coates - South Central Zone Candidate for the At-Large Director



The Election Committee has deemed that Ed Coates is a member in good standing of USMS. The candidate has indicated he is planning to attend the HOD Meeting for this election year and, if elected, is planning to attend all HOD Meetings during his tenure in office.

The candidate was nominated by *Katy Dooley* and received letters of recommendation from *Steve Limberg* and *Whitney Hedgepeth* in accordance with our Election Operating Guidelines.

The candidate provided the following responses on the Candidate Questionnaire/Consent-to-Run Form:

Section Two: Candidate Qualifications

I am a member in good standing of USMS in this election year: Yes No

I am planning to attend the HOD Meeting for this election year: Yes No

I am Planning to attend all HOD Meetings during my tenure in office: Yes No

I have attended more than 1 HOD Meeting in the past five years: Yes No

I am a resident and a member of the Zone from which I seek election (Director Candidates only): Yes No N/A

Please list the USMS National HOD Meetings you have attended, including the dates of attendance:

I have attended Annual USAS convention and USMS HOD in 2005, 2007, 2008, 2010, 2012, 2013, 2014, 2015

Section Three: Questions

Why are you interested in this position and why do you believe you would be a good candidate?

I have been active in both local LMSC as Chair and USMS national operations as the Chair of the Compensation and Benefits Committee. I believe these experiences make me well qualified to serve as an at-large director on the Board. My professional work experience with Boards also give me a good frame work for participating in Board activity.

What do you consider to be the major issues facing USMS now and in the future? As a person holding an elected position within USMS, how would you address these issues?

The biggest issue for USMS is to determine what services to provide its diverse membership. We have competitive swimmers, fitness swimmers and triathletes. Our strategic plan needs to make sure all these groups are represented in our service offerings.

Please list USMS committees on which you have served. Include the dates you were on the committees and the names of the committee chairs under whom you served:

I have served on the Compensation and Benefits committee since 2011. Sarah Welch was the committee chair when I joined the Committee. I have served as the Compensation and Benefits Chair since 2013.

I was also appointed the Board Committee on CEO Succession. Jody Smith was the Chair

I was also appointed to the Board Committee on CEO contract renewal. I served as chair.

Neither committee really got started because of the resignation of the CEO.

Please list any other experience that relates to your qualifications for the position.

I have also worked with other volunteer run organizations like the Boy Scouts of America and served on the Board of local professional organizations.

Please list any other information you would like included.

None

Please write a short summary statement that will be posted on the display board with your photograph at the HOD Meeting

My goal as a Board member is to help USMS achieve its strategic goals. I will work the Board members to help improve delivery of services to our membership.

April 4, 2016

USMS Nominating Committee

To Whom This May Concern:

I hereby nominate Ed Coates (South Texas LMSC Chair) for the position of the At-Large Board member from the South Central Zone. At the 2015 USMS Convention, the SC Zone committee unanimously endorsed Ed Coates' candidacy for the At-Large USMS Board position.

I do this as a member of the South Texas LMSC and the South Central Zone

Respectfully submitted by,

Katy Dooley



From: Steve Limberg, Texas Longhorns
Aquatics Masters (TXLA), Professor and Associate Dean for Graduate Studies,
McCombs School of Business, University of Texas at Austin

Date: April 14, 2015

Subject: Recommendation for Ed Coates

To: The Elections Committee

It is my pleasure to enthusiastically recommend Ed Coates as USMS at-large Board member for the South Central Zone. He is a leader in every sense of the word. He has been Chair of the South Texas LMSC for over a decade, for which I chaired the election committee. In these roles he has been an avid representative for the sport at the local, regional and national levels. He is passionate about the organization, swimming, and its participants. The best interests of masters swimming and everyone involved have always guided his well-reasoned voice. His efforts have been tireless and steady, and his ability to work with others is premier.

Beyond Ed's impressive contributions in his official role, he is the heart and sole of Longhorn Aquatics(TXLA). He is a strong voice in encouraging everyone whether young or old, elite or not, and competition or fitness oriented. Ed is a central force in acknowledging achievements, whether official awards, records, fitness goals, or simply casual kudos for a good meet or workout. His organizational skills are impressive and range from TXLA hosting the 2008 USMS nationals in Austin, team year-end ceremonies for our beloved coach, group trips for swimming events, and non-swimming occasions, among others. He is a hub of information including, to name a few, competitions and activities, weekly workout schedules posted on his Facebook page, and TXLA social events for which he is often the instigator and which add so much to the team's cohesiveness and *esprit de corps*. TXLA would not be the strong organization it is without Ed and his contributions to USMS promise to be the same.

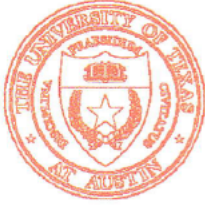
I cannot imagine a better candidate than Ed Coates for the at-large Board member for the South Central Zone. I forward my unqualified recommendation on his behalf.

Please do not hesitate to contact me if I can be of any further assistance.

With sincere regards,

A handwritten signature in black ink that reads "Steve Limberg".

Associate Dean for Graduate Studies,
McCombs School of Business,
University of Texas at Austin, Austin, TX



LONGHORN AQUATICS
THE UNIVERSITY OF TEXAS AT AUSTIN

1900 Robert Dedman Drive Austin TX 78712-0364
(512) 471-7703 – FAX (512) 471-0598

From: Whitney Hedgepeth

Longhorn Aquatics(TXLA)

Head Masters Swim Coach

April 13, 2016

Subject: Recommendation for Ed Coates

To: The Elections Committee

I would like to recommend Ed Coates for the USMS board of Directors as the at-large director for the South Central Zone. Ed has been such a huge asset to Longhorn Aquatics. He is our team leader and go to guy. He is always the first to welcome new members and get team events organized. He worked tirelessly to make sure the 2008 spring Masters Nationals held at the University of Texas went off well. He was the most instrumental individual in the overall success of this meet. Ed's leadership of the South Texas LMSC is outstanding. He is continuously keeping members informed of local meets, membership renewals and any masters upcoming events. Ed swims 6 days per week with the Longhorn Masters group and regularly attends Masters Nationals where he promotes the sport that he loves to so many.

Sincerely,

Whitney Hedgepeth

TXLA Head Masters Coach

Laura Winslow - Southwest Zone Candidate for the At-Large Director



The Election Committee has deemed that Laura Winslow is a member in good standing of USMS. The candidate has indicated she is planning to attend the HOD Meeting for this election year and, if elected, is planning to attend all HOD Meetings during her tenure in office.

The candidate is running for reelection and is not required to provide a letter of nomination or letters of recommendation.

The candidate provided the following responses on the Candidate Questionnaire/Consent-to-Run Form:

Section Two: Candidate Qualifications

I am a member in good standing of USMS in this election year: Yes No

I am planning to attend the HOD Meeting for this election year: Yes No

I am Planning to attend all HOD Meetings during my tenure in office: Yes No

I have attended more than 1 HOD Meeting in the past five years: Yes No

I am a resident and a member of the Zone from which I seek election (Director Candidates only): Yes No N/A

Please list the USMS National HOD Meetings you have attended, including the dates of attendance:

- San Diego, CA – 2003
- Greensboro, NC – 2004
- Orlando, FL - 2005
- Dearborn, MI – 2006
- Anaheim, CA – 2007
- Atlanta, GA – 2008
- Chicago, IL – 2009
- Dallas, TX – 2010
- Jacksonville, FL – 2011
- Greensboro, NC – 2012
- Anaheim, CA – 2013
- Jacksonville, FL – 2014
- Kansas City, MO - 2015

Section Three: Questions

Why are you interested in this position and why do you believe you would be a good candidate?

I am interested in continuing my term as At-Large Board Member from the Southwest Zone as I believe we still have room to improve and grow our organization. I am passionate about the sport of swimming. Since 2003 I have been a USMS volunteer, mostly on the national level. In 2004, I was one of 12 people selected to attend the masters' high altitude camp in Colorado Springs. With everything that this camp offered, this experience increased my desire to give back to the sport and organization that invested in me.

In 2005, I was elected as an at-large BOD member, serving two terms. In this position, I chaired the first Executive Director Task Force and laid the ground work for the Executive Compensation and Benefits Committee.

With my diverse background as a CPA, experience in executive compensation and a swim coach, I offer the organization key knowledge and energy in areas that are important for its growth. I was also an assistant organizer for the 2003, 2011, 2012, 2013, and 2015 nationals.

I have enjoyed my previous service and demonstrated that I can get the job done. In assisting with the running of the 2011, 2012, 2013, and 2015 nationals, I have displayed my organizational skills. With my previous experience on the Board, I know how it operates and what is expected.

What do you consider to be the major issues facing USMS now and in the future? As a person holding an elected position within USMS, how would you address these issues?

Growth and retention, and club and LMSC development are areas I see as critical to the health of our organization. If we do not grow our membership, it is hard to implement new programs and obtain new sponsors. Working with clubs and the LMSCs can help with growth and retention. As a member of the Board, I would help establish policy and continue to refine the strategic plan, helping the organization to deal with these issues.

Please list USMS committees on which you have served. Include the dates you were on the committees and the names of the committee chairs under whom you served:

- International 2003 – 2005; Sandy Rousseau
- Championship 2004 – 2005; Barry Fasbender
- Long Distance/Open Water 2007 – 2009; Marcia Cleveland
- Compensation and Benefits 2007 - 2009
- Coaches 2010 – 2011; Craig Keller
- Finance 2011 – 2016; Homer Lane and Jeanne Ensign
- Audit 2013 – 2016; Elyce Dilworth

Please list any other experience that relates to your qualifications for the position.

- Former Arizona Sanctions Chair
- Former Arizona LMSC Competition Committee Chair
- Chair Executive Director Search Committee; 2005 – 2007
- Chair Employee Compensation Task Force; 2005 - 2007
- Chair Dues Increase Task Force; 2006
- Member of Long Course Nationals Evaluation Committee - 2005
- Member of National Headquarters Task Force

- Member of National Headquarters Task Force - 2015
- Member of Membership Dues Task Force
- Member of National Board of Review 2014 - 2015
- Member of FOG Subcommittee 2013 - 2014
- Chair FOG/MAP Subcommittee 2015 – 2016
- Member of Goals and Objectives Subcommittee - 2016

Please list any other information you would like included.

I am a certified public accountant with over 25 years' experience in the business world, having practiced both accounting and executive compensation. In these roles, I have worked as part of a team as well as being a leader. I was also the controller for a kids swim team for two years, helping to meet budgetary constraints. I coached masters for five years and both boys and girls high school swimming for six, winning three state titles. I have also helped direct five national championships: May 2003, April 2011, April 2012, August 2013, and April 2015.

Please write a short summary statement that will be posted on the display board with your photograph at the HOD Meeting

I look forward to continuing to help lead USMS as the organization continues to grow.

Board of Directors Committee Reports and Agendas

Audit

Committee Members

Elyce Dilworth, Chair; Teddy Decker, Vice Chair
Phil Dodson, Jeanne Ensign, Jill Gellatly, Laura Winslow
Ex-Officio: Ralph Davis, Susan Kuhlman

Introduction

The Audit Committee's primary responsibility is to monitor the reliability and integrity of the financial statements of United States Masters Swimming, Inc. (USMS), monitor compliance with legal and regulatory requirements, monitor and evaluate the effectiveness of the organization's operating systems, and monitor the independence and performance of USMS's external auditors.

With regard to the 2015 audit, USMS received an "unmodified" opinion from Kerkering, Barberio & Co. (K&B). An "unmodified opinion" is one that is free of material financial statement errors.

Discussions and Projects Since Last Convention

1. Reviewed and recommended approval of the 2015 audited financial statements to the BOD. Included annual meeting of members with K&B in Sarasota.
2. Reviewed and recommended approval of the Form 990 tax forms for the year ending December 31, 2015.
3. Executive Summary report provided to BOD for July mid-year meeting. The report included the results of the 2015 audit process and findings.
4. Updated Audit Committee Charter and reviewed Conflict of Interest Policy

Action Items

1. Recommend to Finance Committee changes to FOG, if any.

Audit Committee Meeting Agenda Friday 8:00am – 9:15 am – Auburn

1. Review changes to FOG, if any
2. Discuss status of IT infrastructure review
3. Discuss Treasurer's role and responsibilities

505.3.4 The treasurer shall:

- A Be the custodian of all corporate funds
- B Oversee the receipt of all USMS funds and all deposits to the accounts of USMS.
- C Oversee the disbursement of USMS funds as authorized in accordance with the budget.
- D Invest USMS funds in a prudent manner for the benefit of USMS, in accordance with the investment policies established by the Board of Directors.
- E Oversee the maintenance of accurate and reliable financial records that document the receipt and disbursement of USMS funds.
- F Ensure that internal accounting controls are in place to protect USMS assets.

Board of Directors Committee Reports and Agendas

Compensation and Benefits

Committee Members

Ed Coates, Chair; Sarah Welch, Vice Chair
Hill Carrow, Erika Braun, Jim Miller
Ex-Officio: Patty Miller

Introduction

The Compensation and Benefits committee advises the Board of Directors on compensation and benefits programs for USMS staff.

Discussions and Projects Since Last Convention

Advised Board on compensation issues during hiring process for new CEO
C&B chair presented compensation overview to Board at winter meeting
Review and recommend CEO bonus goals

Action Items

1. Committee recommended approval of 2016 CEO goals by the Board of Directors.
2. All items recommended to the board were approved

Compensation and Benefits Committee Meeting Agenda

1. Open discussion
2. Preliminary review of 2016 goals results
3. Review Board Survey results
4. Discuss what support board may need for annual CEO compensation review
5. Discussion of 2017 bonus goals
6. Review Committee charter

Board of Directors Committee Reports and Agendas

Finance

Committee Members

Jeanne Ensign, Chair; Harry Greenfield, Vice Chair

Jon Blank, Tom Boak, Elyce Dilworth, Phil Dodson, Laszlo Eger, Jack Groselle, Peter Guadagni, Homer Lane, Sarah Welch, Laura Winslow

Ex-Officio: Ralph Davis, Treasurer; Susan Kuhlman, CFO

Introduction

Finance Committee is a permanent Committee of the Board of Directors (“BOD”). Its responsibility is to propose policies pertaining to the financial affairs of USMS for approval by the BOD, to receive and review the reports of the Treasurer and National Office and to review and recommend to the BOD the annual operating and capital budgets prepared by the National Office.

Discussions and Projects Since Last Convention

The committee met during the year by conference call, and will meet to discuss the 2017 budget in the weeks leading up to convention. During the year committee members:

1. Reviewed and discussed monthly financial reports, final 2015 operating results and 2016 quarterly forecasts prepared by the CFO.
2. Reviewed and suggested edits to mandatory and target Financial Standards in the draft LMSC Standards document from the LMSC Development Committee.
3. Amended the Financial Policy, which defines the roles and responsibilities for handling USMS’ financial assets and contains the charter for the Finance Committee, to change the size of Finance Committee to a minimum of 10 members (from 12) to a maximum of 12 (previously unlimited). Housekeeping changes were included. The BOD, at their Summer Meeting, approved the proposed changes to the Financial Policy. The policy will be posted in the minute’s section of the USMS website.
4. Amended FOG and submitted to the BOD for consideration at the Summer Meeting. Summary of policy changes: a) added reimbursement for meals at annual meeting for national level volunteers required to attend: a flat fee of \$115 for BOD members and \$90 for Chairs of Standing, Board and Ad Hoc Committees and Zone Chairs; b) refined travel reimbursement procedures for the CEO and Volunteers; c) authorized the Treasurer, in addition to the CEO, to pre-approve preparation of checks or payments by direct bank debits; d) increased the maximum amount the CEO or staff can be reimbursed for business dealings from \$50 to \$75 per guest per social event; e) added an Operating Reserve Ratio of a minimum of six (6) months (see separate item); and f) added an Opportunity Reserve (see separate item). Housekeeping changes were included. The BOD, at their Summer Meeting, approved the proposed changes. The policy and an executive summary will be posted in the minute’s section of the USMS website.
5. Created a new Reserve Funds Policy regarding the use of USMS’ Operating Reserves. We have historically had more than adequate reserves so the idea was raised that some of our accumulated resources should be separately designated to allow USMS to provide seed funding for new ideas or innovations. The proposed policy has four key components: 1) it designates two types of Reserve Funds: an Operating Reserve and an Opportunity Reserve; 2) it defines the Operating Reserve Ratio computation and sets a threshold level of six months to be monitored on a quarterly basis and steps to be taken if we fall below this threshold for two consecutive quarters; 3) it defines how requests to use the Opportunity Reserve should be submitted and ultimately approved; and 4) it recommends that based on the USMS current financial circumstances that the Opportunity Fund start with a balance of \$600,000. The policy has the potential to allow discussion to be centered on the merits of a project rather than how it will be funded, and for the most part take the balanced budget vs. deficit budget discussion off the table. The BOD, with minor edits, approved the proposed Reserve Funds Policy. The policy and an executive summary will be posted in the minute’s section of the USMS website.

Board of Directors Committee Reports and Agendas

6. Drafted amendments to the Cash Receipts section of the Manual of Accounting Procedures (“MAP”). The National Office staff uses MAP internally and because it is a procedure, not a policy, the document was approved in Committee.

Action Items

1. Approval of minutes of meetings since prior convention
2. Review of over budget requests since prior convention
3. Approval of 2017 budget

Finance Committee Meeting Agenda

Meeting #1 – Wednesday 4:00pm – 5:30pm – Centennial IV

Meeting #2 – Thursday 11:30am – 12:30pm – Fairlie

Meeting #3 – Friday 9:30am – 10:30am - Techwood

1. Welcome and Introductions
2. Approve meeting minutes since prior convention
3. Review over budget requests since prior convention
4. Chief Financial Officer’s report – Susan Kuhlman
5. Treasurer’s report – Ralph Davis
6. Audit Committee report – Elyce Dilworth
7. Budget Q&A (Thursday 11:30-12:30 session)
8. Review all elements of 2017 budget, recommend amendments and present to BOD (by end of Thursday 11:30-12:30 session)
9. Upcoming projects

Board of Directors Committee Reports and Agendas

Governance

Committee Members

Leianne Crittenden, Chair; Jim Wheeler, Vice Chair

Dave Diehl, Sean Fitzgerald, Bruce Hopson, Patty Miller (ex officio), Hugh Moore, Chris Stevenson, Anthony Thompson

Introduction

The Governance Committee is responsible for ongoing review and recommendations to enhance the quality of the USMS governance structure, including the Board, committees, local, and regional divisions of USMS.

Discussions and Projects since Last Convention

Ad Hoc Elections Committee: Review whether to make ad hoc Elections Committee a standing Committee: If so, where does it report?

Governance recommended that the Election Committee be made a permanent committee of the Board of Directors, with Rule Book changes to be recommended to the House of Delegates for approval:

Term Limits for Committee members and chairs: Review whether this should be done and if so, recommend how to accomplish. After review of any Governance recommendations, BOD decided that this does not need to be acted on this year.

Governance did not recommend changes to the current model. Governance recommended that the President and VPs come up with procedures that make the committee selection process more efficient and facilitate turnover. Governance did not recommend any change to the automatic delegate status for the members of the Rules, Legislation, Long Distance and Finance committees, or any change to the required minimum or maximum size of any committee, since their committees benefit from face to face discussions of issues arising at Convention. Governance recommended that the current VP – committee reporting relationships stay posted on the USMS website and be updated as responsibilities are adjusted in order to balance VP workloads.

Size of Committees. Should the sizes of Committees be changed in any fashion?

If any change is needed, Governance recommended that it be done as a policy. Governance wants to provide flexibility for the president to appoint the best committee members, and to have all constituencies represented where possible. Governance did not recommend changing the automatic delegate status of these committees or require minimum or maximum size.

Annual Meeting: Review delegate numbers and composition (LMSC representatives and standing committee members), as well as purpose of HOD, and changing role of Committee meetings at Convention

Governance did not recommend a change to the current processes. Specified items of business must be conducted at Convention. Convention is a means to motivate LMSC volunteers to participate at a national level and want to encourage that by encouraging them to come as delegates and join committees. Governance recognizes that it is important for the automatic delegates to be at Convention since their committees still have important business to conduct that can only be done in person at Convention. So, while Governance does not see a need to limit in any way the number of delegates to the House of Delegates yet, this issue also should continue to be monitored as time goes on.

Board of Directors Committee Reports and Agendas

5. Past President Participation in BOD: Review whether to limit participation of past Presidents, and if so, how to accomplish. Since this issue has been raised several times by HOD, Governance wanted to fully discuss and make a recommendation.

Governance did not think that the presence of past presidents on the BOD is creating a problem at this time. Governance discussed the concerns expressed by those raising previous legislation about undue influence by past presidents, but the Governance Committee was not convinced that this is a problem with the current Board of Directors. As time goes on, all of the past presidents will not choose to continue their participation— some will choose to participate; some will step back when their time is focused on other endeavors; and some will step back with age. As long as this is not causing disruption and USMS continues to benefit from their history, experience and expertise, this is not a problem at this time. Governance acknowledged that it would continue to watch this issue.

Education of BOD. When educational options for the BOD were reviewed, a lengthy seminar was proposed, which may not fit into ongoing training at in-person BOD meetings. We will review further options for training BOD based on topics previously approved by BOD.

Review Roles of Zone Chairs. Review what the Zone Chairs' role is and should be in the future.

Zone Chairs are automatic members of LMSC Development committee and act as resources and mentors for the LMSCs. They also set up the Zone meetings and arrange bids for Zone Meets (where applicable). Consensus of the Governance Committee is that these roles are appropriate and should continue.

Dual Roles. Can two positions on USMS BOD be held by a person at the same time?

Rule 506.1.2 states “The nonvoting members of the Board of Directors shall consist of the executive director, legal counsel, all past presidents not already voting members, a representative of each allied organization (as approved by the Board of Directors), and a representative from USA Swimming.” The statement that voting members include past presidents “not already voting members” seems to contemplate a former President that would run again, and so a dual role on BOD (as Past President and as current at large director) is contemplated. Also, Governance does not think we should discourage continued participation. This issue is self-regulating since the Zones that endorse the candidates would be where the discussion about encouraging new participants would come up.

Governance Committee Meeting Agenda Thursday 2:00pm–3:15pm - Williams

Discussion of: Committee Meetings at HOD – Business as Usual, or Opportunity to Educate?

Board of Directors Committee Reports and Agendas

Swimming Saves Lives Foundation

Committee Members

Brandon Franklin, Chair; Debbie Malafsky, Vice Chair

Nadine Day, Maria Elias-Williams, F.H. "Ted" Haartz, Tom Holmberg, Bill Meier, Patty Miller, Nancy Ridout

Ex-Officio: Holly Neumann

Introduction

The Swimming Saves Lives Foundation supports swim-lesson providers and programs with grants to allow lessons for adults to be offered at reduced- or no-cost. Grant funds come from charitable donations made by USMS members and the general public, as well as from crowdfunding events and peer-to-peer fundraising efforts.

Discussions and Projects Since Last Convention

1. The Swimming Saves Lives Foundation and its grant program have been repositioned as key elements of the USMS Adult Learn to Swim initiative. The initiative has a three-pronged push: SSL grants, instructor certification and April is Adult Learn to Swim Month. This initiative will continue to be the organization's "cause" which USMS will market and publicize to engage our membership, and boost regard, respect, and recognition in the public eye.
2. OHIO Masters spearheaded a fundraising campaign in honor of their six-person Lake Erie Relay team. As of Aug. 11, more than \$8,000 had been raised in their name for SSL.
3. The Foundation funded 44 grant programs in 2016, for a total of \$92,000. The National Office supported the programs with gear and materials (T-shirts, goggles, caps banners, lesson plans, etc.).
4. As of Aug. 11, about half of the partners had completed their programs for the year, with 628 adults having taken part in lessons offered by all programs. By year's end, we expect to have reached nearly 1,000 adults in grant programs around the country.
5. Two-thirds of programs took advantage of the fee waiver for the USMS Adult Learn to Swim instructor certification class included in the grant awards, resulting in an educated work/volunteer force behind the lessons offered. Many programs certified more than one instructor, at personal cost.
6. The new zip-code searchable database for certified instructors is helping to drive the public to programs that have a certified instructor. The database was publicized during April is Adult Learn to Swim Month. Since its launch on April 7, more than 3,600 searches have been performed for certified instructors in more than 2,000 zip codes.
7. Misty Hyman once again served as a spokeswoman for April is Adult Learn to Swim Month, and her radio interviews were heard on more than 400 affiliates.
8. My ALTS Experience San Diego team of Jerry McCormick (student) and Chris Holley (instructor) also were interviewed and featured several times, including in one international publication.
9. SSL partners City of Charleston, Greenville Splash and many others, as well as those who launched ALTS campaigns outside of having a grant (Carbondale, Ill., for example) had wonderful news coverage of their efforts, thereby raising awareness and making their communities safer by teaching people to swim.
10. There were 74 applications for 2017 grants.

Action Items

1. Board of Directors to announce awarding up to \$88,000 for 2016-17 grant programs, which represents 100% of giving in 2015.
2. Foundation to adopt an online giving platform to make fundraising through peer-to-peer efforts easier.
3. One grant award in 2016-17 to be named in honor of the Lake Erie Relay.
4. Staff recommends 2016-17 grant class be capped at 35 programs, assuming worthy applications.

Swimming Saves Lives Foundation Agenda
Friday 1:15pm – 2:15pm -Suite 219

1. Recommendations to be approved and announced by board of trustees.
2. Request NO staff begin grant process by sending grant agreements to programs.
3. Request NO staff notify those who did not receive awards.
4. Request NO staff to continue collecting year-end reports from 2016 partners.
5. New business

Board of Directors Committee Reports and Agendas

Investment

Committee Members:

Phil Dodson Chair; Vice-Chair, Stan Benson
Bill Sherman, Homer Lane, Guy Davis, Jay Definis
Ex-officio: Susan Kuhlman, Ralph Davis.

Introduction:

This Committee is responsible for overseeing USMS's Investment Philosophy of investing the financial assets of USMS and the Swimming Saves Lives Fund (SSL) in excess of needed working capital, consistent with a policy of prudent investment planning and protection of assets according to the established USMS Investment Policy approved by the USMS Board of Directors.

Discussions and Projects Since Last Convention:

1. Assumed responsibility for review and monitoring of the SSL portfolio after the Board approved establishing a \$175,000 SSL investment portfolio. Initial investments were made in Sept 2015 with the fund fully invested by December 2015 and managed under the NT model portfolio for growth and income investment objectives. These are the same investment objectives as the USMS investment portfolio. The only difference in management between the two portfolios is: SSL is passively managed to follow the NT model portfolio whereas the USMS investment fund is managed within the NT model portfolio guidelines with tactical variations selected in consultation between the committee and our NT advisor.
2. Comprehensively reviewed the Northern Trust Performance-Benchmark Report, evaluating each Mutual Fund in the USMS and SSL Portfolios on a quarterly basis as a committee.
3. Continued detailed quarterly discussions with our Northern Trust Portfolio Manager on Fund Performance, any recommended USMS Portfolio changes as well as meaningful economic trends that would have impact on the USMS Portfolio.
4. Continued to prepare quarterly Investment Committee Reports for the Board of Directors.
5. Review Investment Policy and recommendations for changes; 1) to add "exchange traded funds" as an approved investment vehicle, and 2) to add Hi-Yield Bonds as an approved investment class. Discussions on the latter are scheduled to continue at convention with a presentation of additional research.

Action Items:

1. All the aforementioned projects continue to carry forward as regular action items.
2. Approved recommending to the Board of Directors a change in the Investment Policy to add language to include "exchange traded funds" as an approved investment vehicle.

Report on USMS Investments of June 30, 2016:

The Market Value of our USMS Portfolio ending 6/30/2016 was \$2,272,881 up \$572,905 from our original cash investment of \$1,699,976 in 2011, or nearly 34%, and the SSL Portfolio was \$182,536. **For first six months of 2016 our USMS portfolio was up 3.75% and the SSL portfolio up 4.12%. As of the writing of this report, August 5, 2016, the portfolios were up more than an additional 1%.**

Our target asset allocation for the USMS portfolio remains at 60% stock/40% fixed income-cash. As of June 30, 2016 our Equity Securities totaled 60.3%, Fixed Income Securities totaled 34.1%, 4.0% in Cash

Board of Directors Committee Reports and Agendas

and Short Term securities and 1.6% in Real Estate. The Investment Committee, along with our Portfolio Manager, still believes that our current Portfolio asset allocation remains appropriate for USMS.

Looking forward to 2016, our main objectives are to work with our advisor (Northern Trust): 1) maintain sufficient cash balance to transfer to operations 2) be prepared for continued volatility 3) remain vigilant on the global economic and market outlooks and 4) rebalance or shift asset allocations if conditions warrant. The Northern Trust outlook for 2016 is for a 4-6% return and to remain overweigh equities and US equities.

The Investment Committee is pleased to continue to be entrusted to responsibly steward the assets of USMS.

Investment Committee Meeting Agenda

Meeting #1 - Wednesday 2:30pm – 4:00pm – Suite 219

Meeting #2 - Thursday 3:30pm – 4:45pm - Williams

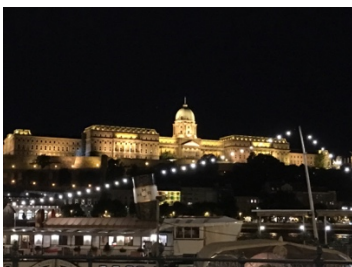
1. Discussion of USMS Portfolio recommendations, if any, proposed by our Northern Trust Portfolio Manager.
2. Discussion of USMS Portfolio returns, and individual fund performance to date.
3. Conference Call with James Gregory, our Northern Trust Portfolio Manager.
4. Review of Investment Committee Meeting schedule for 2016-2017.
5. Review and deliberation of recommended changes to the current USMS Investment Policy. Specific consideration to define and add Hi-Yield Bonds as an approved investment class will be discussed.
6. Other items requiring Investment Committee attention.

Liaison and Special Appointment Reports

FINA Representative

Mel Goldstein

Kazan, Russia was the first city to host the FINA Masters World Championships in conjunction with the FINA Elite World Championships. The Kazan championships were outstanding and the championships in 2017 in Budapest, Hungary will be also be equally outstanding. Budapest is a beautiful city.



Preparations in Budapest for the championships are ahead of schedule. The FINA Masters Technical Committee is working with the Budapest Organizing Committee to make the championships a very memorable experience for swimmers who attend. Budapest has 3 ten lane, 50 meter pools with more than adequate warm up and warm down areas for each pool. This will allow for reasonable days of competition throughout the championships. I would suggest those planning on attending the FINA World Championships in Budapest they enter early and book their hotel accommodations.

The FINA Bureau approved the recommendation of the FINA Masters Technical Committee to develop a marketing plan to promote Masters Swimming throughout the world. This marketing plan includes a video promoting Masters aquatics in all disciplines, and presence of Masters at all major FINA activities like FINA World Aquatics Convention. This is the first step for FINA going beyond competition in that Masters Aquatics is truly “Swimming for Life”.

Liaison and Special Appointment Reports

International Swimming Hall of Fame Liaison

Walt Reid

IMSHOF (International Masters Swimming Hall of Fame)

The 2015 International Masters Swimming Hall of Fame Induction Ceremony was held during the USAS Convention in Kansas City. David Radcliff and Jack Groselle were inducted as “Honor Swimmers”. Nancy Ridout was inducted as “Honor Contributor”.

Of the six 2016 male Honor Swimmer nominees, three are from USMS. They are Thomas Maine, Jurgen Schmidt, and Hugh Wilder. Of the six female Honor Swimmer nominees for 2016, three are from USMS. They are Anne Adams, Joann Leilich, and Danielle Ogier. The USMS nominee for “Honor Contributor” is Tom Boak. The winners will be announced shortly, and the 2016 IMSHOF Induction Ceremony will be held during the 2016 USAS Convention in Atlanta.

ISHOF (International Swimming Hall of Fame)

Based on a point system, each year the top 6 male and the top 6 female swimmers are submitted as nominees for the ISHOF “Honor Masters Swimmer” category. The male nominees from USMS for 2016 were Aldo da Rosa, Burwell Jones, Frank Piemme, Robert Strand, and Jim McConica. The USMS women were Betsy Jordan, Rita Simonton, and Lois Kivi Nochman. The ISHOF final ballot for 2016 listed Burwell Jones and Frank Piemme as nominees for “Honor Masters Swimmer” and Phillip Whitten as nominee for “Honor Contributor”. No Masters were selected for the 2016 induction.

The 2016 International Swimming Hall of Fame Induction Ceremony is scheduled for Oct 28-30 in Santa Clara California.

Liaison and Special Appointment Reports

National Board of Review Chair

Barbara Delanois

Members:

- | | |
|--------------------|-------------|
| 1. Laura Groselle | Dixie |
| 2. Meg Smath | Great Lakes |
| 3. Sandi Rousseau | Northwest |
| 4. Sally Dillon | Northwest |
| 5. Sean Fitzgerald | Dixie |
| 6. Tracy Lord | Great Lakes |
| 7. Mary Pohlmann | Great Lakes |
| 8. Dick Pittman | Great Lakes |
| 9. Glenda Carroll | Pacific |
| 10. Greg Weber | Southwest |
| 11. Molly Grover | Colonies |
| 12. Billy Cordero | Great Lakes |

Introduction: 2015-2016 was year 3 for the Chair of the National Board of Review.

Discussions and Projects Since Last Convention:

NBR received one (1) grievance under “original jurisdiction” authority because the dispute concerned allegations of unsporting conduct involving parties from different LMSCs. The NBR Chair appointed a three (3) member hearing panel selected from the NBR hearing panel pool. The parties waived their right to a hearing and consented to the Hearing Panel’s review, consideration and analysis of the factual statements and argument of all parties based only upon the documents presented. The NBR hearing panel issued a reprimand and imposed a sanction against the Respondents.

Liaison and Special Appointment Reports

National Senior Games Liaison

Bill Tingley

The National Senior Games are held in odd years with the qualifying meets being held in even years at each state's local Senior Games. In 2015 swimming was one of 18 sports contested in the National Senior Games.

To be eligible to enter the National Senior Games, a swimmer must have placed in the top three in a state Senior Games meet. If a swimmer finishes above third place in a state Senior Games competition they may enter that event if they bettered the published time standard for the event.

The National Senior Games has been recognized by the host LMSC for the last eight games. Both national records and top ten swims have been achieved and reported to USMS. Some state Senior Games have applied for and received USMS Recognition.

Following the 2015 National Senior Games some changes have been made to the list of events. Based on swimmer feedback received by the National Senior Games Association (NSGA) national office the 2017 Senior Games will now include the 400 yard individual medley and 200 yard butterfly. The addition of these events will change the order of events from the 2015 and 2013 games.

The next National Senior Games will be held June 2nd through 15th, 2017 in Birmingham, Alabama. Swimming events will take place at Birmingham CrossPlex, which is a new sports facility. Qualifying for this meet has already begun this year at State Senior Games around the country. For more information about the remaining 2016 State games contact the local game coordinators. <http://www.nsga.com/state-information.aspx>.

In July the NSGA announced that the 2019 National Senior Games will be held in Albuquerque, New Mexico. The exact dates for The 2019 National Senior Games will be finalized and announced later this year.

UANA Representative

Mel Goldstein

UANA stands for Union Americana de Natacion. It is the regional organization under FINA that encompasses North America, South America and the Caribbean nations (43 Federations). United States Aquatic Sports represents one of the Zones under the UANA banner. UANA was established in 1948. The logos involved here, just so you're familiar with them, are:



The UANA Masters Technical Committee was very active over this past year. Bids for 2018-2020 were accepted, recommended, and approved by the UANA Executive Committee. The 2018 championships will be in Orlando, Florida (US) and the 2020 championships will be in Medellin, Colombia (COM). Dates for both championships will be announced at a later date.

With no scheduled UANA Pan American Masters Championships in 2016, the UANA Masters Technical Committee continues to standardize the UANA Championship entry information and the on line entry format. The committee is in the process of producing a brand essence video to promote Masters Aquatics in all disciplines in the Americas. A sub-committee has been formed to develop a process and program to hold two clinics in the Americas in 2017, for coaches, swimmers and definitive leaders to promote and educate them on the benefits from Masters aquatics.

Liaison and Special Appointment Reports

USMS Liaison to International Gay and Lesbian Aquatics

Sean Fitzgerald

IGLA is the world's foremost international organization solely devoted to developing and promoting gay and lesbian swimming, water polo, diving, and synchronized swimming.

IGLA's mission is to promote participation in aquatic sports among lesbians and gay men and friends of our community, and to ensure maintenance of the highest standards for aquatic competitions and international standards for all Gay Games and IGLA Championships. The 2016 IGLA Championships were held in Edmonton Alberta, Canada, August 9 – 14. 250 swimmers competed, most coming from the United States.

The Large Team Award was won by West Hollywood Aquatics. The Medium Team Award was won by DC Aquatics Club. The Small Team Award was won by Uganda Kuchus Aquatic Team. The Uganda Kuchus Aquatic Team (UKAT) was founded in 2016 as an effort to increase opportunities for LGBT athletes in Kampala and provide a safe space where anyone can learn how to swim competitively regardless of sexual orientation or gender identity. A complete biography of the Uganda Team can be found at <http://www.igla.org/2016/07/out-and-proud-swimmers-in-uganda/>. Their participation in IGLA 2016 truly inspired all in attendance.

IGLA 2016 also included open water swims of 1K and 4K. The winners of the 4K open water swim were Lucas Fisher of Canada and Nele Vanbuel-Goffin of Belgium. In the 1K swim the winners were Laurence Fry of San Francisco Tsunami and Beth Alexakos of Seattle Orca.

In 2017, IGLA returns to the United States as Miami will host the event. In 2018 the IGLA Championships will be held as part of Gay Games 10 in Paris.

PROPOSED AMENDMENTS TO THE USMS GLOSSARY AND PART 1: 2016

Number	Section	Description	Action
R-1	Glossary	Add the definition for “on the back”.	
R-2	Glossary 101.2.2	Correct breaststroke wording for consistency with FINA. Add glossary definition to clarify interpretation of the FINA wording.	
R-3	Glossary 102.5 102.6 102.10.1	Clarify provisions for formats other than timed finals, such as preliminary heats and finals.	
R-4	Glossary 102.5.4 102.6	Permit independent time trials in USMS sanctioned meets.	
R-5	102.4.1 104.5.1	Clarify availability of continuous warm-up/warm-down lanes at USMS-sanctioned meets.	
R-6	102.4	Relax requirement for continuous warm-up at dual-sanctioned meets with USA Swimming.	
R-7	102.5	Require the order of events to be published in the meet announcement.	
R-8	102.6	Clarify that nonconforming events are included in the daily entry limit.	
R-9	103.6.6	Change wording regarding placement of additional timers for recording manual split times.	
R-10	103.10.6 103.17.3	Add place judges to highlight the need for order of finish data.	
R-11	103.17.3	Delete the timing system differential calculation for a pad malfunction.	
R-12	103.18.1	Change wording on relay leadoff time provision.	
R-13	103.18.1	Clarify acceptance of time trials swum at USA Swimming meets (or other recognized meets) for official purposes.	
R-14	103.18.1 105.2.2	Allow for the use of automatic splits without a written request with approval of Meet Referee (and concurrence of Championship Committee).	
R-15	103.18	Restructure article on timing system requirements for records and Top 10.	
R-16	104.4.5	Update final report contents for USMS championships.	
R-17	104.5.1	Delete requirement for general meeting at USMS championships	
R-18	104.5.2	Change schedule to format.	
R-19	104.5.4	Allow electronic entries for relays at USMS championships.	
R-20	104.5.4B	Delete requirement for all USMS championships information to be published in USMS magazine.	

R-21	104.5.4B	Require some information for USMS championships to be published in USMS magazine.	
R-22	104.5.5A(1)	Clarify provisions for deck seeding at Championships.	
R-23	104.5.5A(1)	Clarify responsibility for seeding decisions of slower swimmers at championships.	
R-24	104.5.5A(11)	Clarify responsibility for seeding time adjustments at USMS championships.	
R-25	104.5.5B(3)	Clarify responsibility for distance freestyle seeding decisions at USMS championships.	
R-26	104.5.8	Eliminate hard copy results to Records and Tabulation for USMS championships.	
R-27	105.1.7	Eliminate bulkhead measurement confirmation for USMS sanctioned and recognized meets.	
R-28	105.1.8	Delete the rule that requires USMS records to be published in the rule book.	
R-29	105.3.5	Add a rule that requires records to be set in fresh water.	
R-30	105.3.8 105.3.9	Eliminate written application for USMS records at USMS Championships and FINA World Championships.	
R-31	106	Delete Article 106 entirely.	
HK-1	102.13.3	Correct “unsportsmanlike” to “unsporting”.	
HK-2	103.8.5A	Modify language on start position for consistency.	
HK-3	103.17.3	Add the missing term “valid” for buttons.	
HK-4	105.3.6A	Delete the word “fully” in reference to automatic timing.	

Proposed Changes to the USMS Rules of Competition

The following proposals have been submitted, in accordance with section 601.2 to the Rules Committee for consideration by the House of Delegates at the 2016 Convention.

R-1 Glossary page xx Rules Committee Add

Action: Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	Pulled
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Glossary

On the back--position of the body when the shoulders are at or past the vertical towards the back.

Rationale: Need the glossary definition to reconcile the wording of “on the back” with the current interpretation.

R-2 Glossary/101.2.2 pages xx&2 Rules Committee Add to Glossary & Modify 101.2.2

Action: Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	Pulled
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Glossary

On the breast--position of the body when the shoulders are at or past the vertical towards the breast.

101.2 Breaststroke

101.2.2 Stroke - After the start and after each turn when the swimmer leaves the wall, ~~the shoulders must be at or past the vertical toward the breast~~ the body shall be kept on the breast. The swimmer is not permitted to roll onto the back at any time except at the turn after the touch of the wall where it is permissible to turn in any manner as long as the body is on the breast when leaving the wall. Throughout the race the stroke cycle must be one arm stroke and one leg kick in that order.

(Rest of the section is unchanged.)

Rationale: The current wording is inconsistent with FINA and USA Swimming rules. FINA uses the term “on the breast” and the glossary definition is required to reconcile the language with the current interpretation. The term “on the breast” is also used in the butterfly stroke rule.

R-3 Glossary/102 pages xv&7-8 Rules Committee Add & Modify 102.5/102.6/102.10.1

Action: Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	Pulled
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Glossary

Preliminary Heats – Competition in which a number of heats are swum to qualify the fastest swimmers for the finals.

102.5 Events

102.5.1 In planning any meet, careful consideration must be given the demands to be made upon swimmers, officials, and spectators, in that order. Meets should be planned to terminate within a reasonable period of time each day. Planning should provide for adequate meal and rest breaks and sheltered rest areas.

102.5.2 Any event conducted must be offered for all age groups and both genders. Any of the following events may be conducted.

102.5.1 **A Short Course (25) Yards**

50-100-200-500-1000-1650 yards freestyle
50-100-200 yards backstroke
50-100-200 yards breaststroke
50-100-200 yards butterfly
100-200-400 yards individual medley
200-400-800 yards freestyle relay
200-400-800 yards mixed freestyle relay
200-400 yards medley relay
200-400 yards mixed medley relay

102.5.2 **B Long Course (50) Meters and Short Course (25) Meters**

50-100-200-400-800-1500 meters freestyle
50-100-200 meters backstroke
50-100-200 meters breaststroke
50-100-200 meters butterfly
100*-200-400 meters individual medley
200-400-800 meters freestyle relay
200-400-800 meters mixed freestyle relay
200-400 meters medley relay
200-400 meters mixed medley relay
*short course meters only

102.5.3 ~~Note: For a~~ Nonconforming events, see may be offered ~~pursuant to~~ in accordance with the provisions of article 202.1.1G(3). For open water and long distance events, see Part 3.

102.5.4 All short course meters events, long course meters events, and national championships shall be conducted on a timed-finals basis. Other short course yards events may be conducted on a timed-finals basis or another basis (e.g., preliminary heats and finals). If events are conducted in a format other than timed finals, the entry information shall state the process for seeding, contesting the event, and determining the final places.

102.6 Event Limit

102.6.1 A swimmer may compete in not more than five individual events per day. ~~(or three individual events if the meet is a trials/finals format) and shall not more than once in each individual event entered (unless the meet is a trials/finals format).~~

102.6.2 A swimmer may not compete more than once in the same individual event.

102.6.3 If, ~~however,~~ due to conditions beyond the control of meet officials, an event or events are postponed to a subsequent day of the meet, such postponed events shall not be included ~~in the five (or three) events per day limitation~~ in the daily entry limit.

102.6.4 For events conducted in formats other than timed finals that require multiple swims (e.g., preliminary heats and finals), swimmers may compete in not more than three individual events per day.

102.6.5 For events conducted in formats other than timed finals that require multiple swims (e.g., preliminary heats and finals), all swims (e.g., preliminary heats) are considered as part of the same individual event, not as multiple individual events.

102.10.1 Seeding Principles for Masters Competition

A All short course meters events, long course meters events, and national championships shall be conducted on a timed-final basis. Other short course yards events may be conducted on a timed-final basis or other basis (e.g., ~~trials/finals~~ preliminary heats and finals). In such cases, the entry information shall state the process for seeding. ~~In a trials/finals format, competitors shall be limited to three individual events per day.~~

Rationale: The provision for conducting meets in formats other than timed finals at SCY meets was inserted into the rules in 1998. However, the provision is only covered in event limits and seeding rules, not in the sections dealing with events. Moreover, the term “trial” is not defined in the rule book and has created confusion with “time trials”. This change clarifies the provisions on conducting meets with alternative formats and the language is updated to current terminology. The entry information needs to state the process for contesting the events (especially in the case of other creative formats) and seeding since we do not cover those provisions in our rule book.

R-4 Glossary/102.5 page 7 Rules Committee Add/Modify 102.5/Add new article

Action: Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	Pulled
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Glossary

Time Trial--a timed heat conducted within a meet, or independent from a meet, where the swimmer races against the clock to establish an official time.

102.5 Events

102.5.1 In planning any meet, careful consideration must be given the demands to be made upon swimmers, officials, and spectators, in that order. Meets should be planned to terminate within a reasonable period of time each day. Planning should provide for adequate meal and rest breaks and sheltered rest areas.

102.5.2 Any event conducted must be offered for all age groups and both genders. Any of the following events may be conducted.

102.5.1 **A Short Course (25) Yards**

50-100-200-500-1000-1650 yards freestyle
50-100-200 yards backstroke
50-100-200 yards breaststroke
50-100-200 yards butterfly
100-200-400 yards individual medley
200-400-800 yards freestyle relay
200-400-800 yards mixed freestyle relay
200-400 yards medley relay
200-400 yards mixed medley relay

102.5.2 **B Long Course (50) Meters and Short Course (25) Meters**

50-100-200-400-800-1500 meters freestyle
50-100-200 meters backstroke
50-100-200 meters breaststroke
50-100-200 meters butterfly
100*-200-400 meters individual medley
200-400-800 meters freestyle relay
200-400-800 meters mixed freestyle relay
200-400 meters medley relay
200-400 meters mixed medley relay
*short course meters only

102.5.3 ~~Note: For a~~ Nonconforming events, ~~see~~ may be offered ~~pursuant to~~ in accordance with the provisions of article 202.1.1G(3). For open water and long distance events, see Part 3.

102.5.4 Independent attempts to establish official times (“time trials”) are permitted only in USMS sanctioned short course yards meets other than national championships. Time trials are not permitted in USMS national championship, short course meters, or long course meters meets. If time trials are offered, the meet announcement must state the events being offered and the format for the time trials.

102.6 Event Limit

102.6.1 A swimmer may compete in not more than five individual events per day. ~~(or three individual events if the meet is a trials/finals format) and shall not more than once in each individual event entered (unless the meet is a trials/finals format).~~

102.6.2 A swimmer may not compete more than once in the same individual event.

102.6.3 If, ~~however,~~ due to conditions beyond the control of meet officials, an event or events are postponed to a subsequent day of the meet, such postponed events shall not be included ~~in the five (or three) events per day limitation in the daily entry limit.~~

102.6.4 If time trials are offered in short course yards meets, any time trial events swum shall be included in the daily entry limit. A swimmer may repeat, as a time trial, an individual event already swum during the meet on the same day or in the same meet.

Rationale: Clarify provisions for conducting time trials at USMS sanctioned short course yards (SCY) meets.

R-5 102.4.1/104.5.1 pages 6 & 30 Rules Committee Modify

Action: Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	Pulled
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102.4 Warm-up/Warm-down

102.4.1 Availability--In pools of five lanes or more, a separate warm-up area must be made available to swimmers during the competition. If there is no other warm-up/warm-down area available in pools of five lanes or more, one lane shall be set aside for warm-up/warm-down during the conduct of the meet. If there is no other warm-up/warm-down area available in pools of four or fewer lanes, swimmers shall be allowed to swim to the other end of the pool at the end of each heat, and a warm-up/warm-down period shall be offered at least once during each half-hour of competition.

104.5.1 Information for Participants

B Warm-up schedule--A separate warm-up area must be made available to swimmers during the competition. A list of times when the competition pool and other facilities will be available for warm-up shall be provided in the official meet information.

Rationale: Clarify the explicit requirement for continuous warm-up areas which must be provided at USMS sanctioned meets. This proposed change clarifies the requirement both for national championship meets (article 104) and all other meets (article 102).

R-6 102.4 page 6 Rules Committee Add new article to 102.4

Action: Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	Pulled
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102.4 Warm-up/Warm-down

102.4.2 Dual-Sanctioned Meets--If the meet is a dual-sanctioned meet with USA Swimming, the requirements of 102.4.1 may be adjusted depending on availability of warm-up space at the venue by agreement between the LMSC and LSC host clubs. If a continuous warm-up/warm-down lane(s) or area is not available in pools of five lanes or more, the entry

information shall clearly state the availability of warm-up for USMS athletes. Once the entry information is published, changes which further restrict the availability of continuous warm-up/warm-down space are not permitted.

(Renumber subsequent sections)

Rationale: Allow for a relaxation of continuous warm-up/warm-down requirements in dual-sanctioned meets conducted with USA Swimming. Imposing a continuous warm-up requirement for USMS athletes in these meets may limit opportunities for USMS athletes to compete.

R-7 102.5 page 7 Rules Committee Modify 102.5 & add a new article

Action: Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	Pulled
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102.5 Events

102.5.1 In planning any meet, careful consideration must be given the demands to be made upon swimmers, officials, and spectators, in that order. Meets should be planned to terminate within a reasonable period of time each day. Planning should provide for adequate meal and rest breaks and sheltered rest areas.

102.5.2 Any event conducted must be offered for all age groups and both genders. Any of the following events may be conducted.

102.5.1 A Short Course (25) Yards

- 50-100-200-500-1000-1650 yards freestyle
- 50-100-200 yards backstroke
- 50-100-200 yards breaststroke
- 50-100-200 yards butterfly
- 100-200-400 yards individual medley
- 200-400-800 yards freestyle relay
- 200-400-800 yards mixed freestyle relay
- 200-400 yards medley relay
- 200-400 yards mixed medley relay

102.5.2 B Long Course (50) Meters and Short Course (25) Meters

- 50-100-200-400-800-1500 meters freestyle
- 50-100-200 meters backstroke
- 50-100-200 meters breaststroke
- 50-100-200 meters butterfly
- 100*-200-400 meters individual medley
- 200-400-800 meters freestyle relay
- 200-400-800 meters mixed freestyle relay
- 200-400 meters medley relay
- 200-400 meters mixed medley relay
- *short course meters only

102.5.3 ~~Note: For nonconforming events, see~~ may be offered pursuant to in accordance with the provisions of article 202.1.1G(3). For open water and long distance events, see Part 3

102.5.4 The order of events must be published in the meet announcement prior to the meet. (See article 102.11 for change of program or postponement.)

Rationale: To make it explicit that the order of events must be published prior to the meet. This requirement is currently only implied in 102.11 with requirements concerning changes in the program.

R-8 102.6 page 7 Rules Committee Modify 102.6 & add new article

Action: Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	Pulled
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102.6 Event Limit

102.6.1 A swimmer may compete in not more than five individual events per day. ~~(or three individual events if the meet is a trials/finals format) and shall not more than once in each individual event entered (unless the meet is a trials/finals format).~~

102.6.2 A swimmer may not compete more than once in the same individual event.

102.6.3 If, ~~however,~~ due to conditions beyond the control of meet officials, an event or events are postponed to a subsequent day of the meet, such postponed events shall not be included in the five ~~(or three)~~ events per day limitation in the daily entry limit.

102.6.4 Any nonconforming events swum shall be included in the daily entry limit.

Rationale: To clarify that nonconforming events are included in the daily event limit. Addition of “numbered” individual event clarifies that swimmers may swim the same stroke and distance in a different numbered event if it is offered more than once in the same meet.

R-9 103.6.6 page 17 Rules Committee Modify

Action: Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	Pulled
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103.6.6

~~When the primary timing is stopwatches, t~~The referee may assign a minimum of two additional timers per lane dedicated to recording initial distances for USMS Top 10 purposes or may assign a minimum of three additional timers per lane to record initial distances for world records. The swimmer may request such additional timers for this purpose.

Rationale: Additional timers could be assigned to record the initial distances for world records or USMS Top 10 times when the primary timing system is automatic or semiautomatic. Officials may be aware that swimmers capable of setting world records or USMS Top 10 times may not touch the pad with enough pressure to register an accurate time, so backup watch timers could be assigned to protect against failures of the primary timing system.

R-10 103.10.6/103.17.3 page 21&23 Rules Committee Add 103.10.6/Modify 103.17.3

Action: Adopted Defeated Adopted/Amended Tabled Withdrawn Pulled

103.10.6 Place Judge--One or two place judges may be positioned on the side of the course near the finish to judge the order of finish of all swimmers. If two place judges are used, they shall independently record the order of finish of all swimmers. A place judge shall record a tie if a place distinction cannot be made. The referee, starter, or another official may also serve as a place judge. Judging results may only be used to corroborate the places determined by the ranking of official times or to determine places in the event of missing or inaccurate primary and secondary times. Judging may not be used to change the results produced by ranking the official times.

103.17.3 Determination of Official Time

~~F Adjustment Official Time for a malfunction on a lane – When a malfunction is confirmed on a lane, the backup official time for that lane shall be calculated using valid times reported by the secondary timing system (or the tertiary system in the event of a failure of the primary and secondary backup systems) in accordance with 103.17.3B and integrated with the accurate primary times and determining the results. adjusted by calculating the average difference between valid primary and valid backup times of the other lanes in that heat or, if necessary, using times from heats immediately preceding and/or following that heat. This shall be done by adding, or subtracting when appropriate, that average difference to the valid backup time of the lane where the malfunction occurred. (See 103.10.6 for the use of place judge rankings in the determination of official time.)~~

Rationale: Provide for the use of place judges, which can provide more information to diagnose timing system malfunctions and make a determination on the use of backup times in the determination of official times. The provision for place judges is in the USA Swimming rule book, so similar language is proposed. Place judges may not override the order of finish determined by ranking the official times.

R-11 103.17.3/103.18.7 pages 24-27 Rules Committee Modify 103.17.3/Delete 103.18.7

Action: Adopted Defeated Adopted/Amended Tabled Withdrawn Pulled

103.17.3 Determination of Official Time

(Sections A-D are Unchanged)

~~E Adjustment for the timing system difference—When the referee determines that there is a malfunction of the primary timing system, the backup time(s) shall be adjusted for the timing system difference prior to integrating them with accurate primary times in establishing the official times and determining the results. The adjustment for timing system difference is determined by calculating the consistent average difference between the valid primary and backup systems used at that meet.~~

F E Adjustment Official Time for a malfunction on a lane – When a malfunction is confirmed on a lane, the backup official time for that lane shall be calculated using valid times reported by the secondary timing system (or the tertiary system in the event of a failure of the primary and secondary backup systems) in accordance with 103.17.3B and integrated with the accurate primary times in determining the results. ~~adjusted by calculating the average difference between valid primary and valid backup times of the other lanes in that heat or, if necessary, using times from heats immediately preceding and/or following that heat. This shall be done by adding, or subtracting when appropriate, that average difference to the valid backup time of the lane where the malfunction occurred.~~

G F Adjustment for malfunction equally affecting an entire heat—When, because of an early or late start, or other equipment or operator malfunction, the time of the automatic or semiautomatic primary timing system is equally incorrect for all lanes in a heat, but the order of finish and thus the absolute difference of time between the swimmers is accurate, the times of the primary system shall be adjusted by calculating the average difference between the primary times and the valid backup times and adding or subtracting when appropriate, that difference to the primary times of every lane in that heat.

(Delete Table 1 in its entirety and renumber Table 2 as Table 1)

Table 1 — Example of Lane Malfunction

Systems used:

Primary — Automatic

Secondary — Semiautomatic, three buttons (intermediate button time shown in bold)

Tertiary — Manual, one watch

Lane	Primary Pad Time	Button A	Button B	Button C	Watch Time	Pad Minus Middle Button	Official Time
1	52.21	52.07	52.12	52.14	52.04	.09	52.21
2	52.18	52.01	51.91	52.06	51.95	.17	52.18
3	51.05	51.01	50.97	51.00	50.95	.05	51.05
4	51.04	50.78	50.88	50.93	50.84	.16	51.04
5	51.96	51.30	51.35	51.38	51.27	*.61	**51.46
6	51.65	51.57	51.56	51.59	51.55	.08	51.65
7	52.27	52.13	52.18	52.13	52.10	.14	52.27
8	51.87	51.58	51.75	51.89	51.65	.12	51.87

*More than .30 second difference, soft touch confirmed.

**Adjustment calculation:

• Add the differences between pad and intermediate button time, excluding the malfunctioning lane (total = .81).

• Divide total by the number of valid lanes to determine the average (.81 ÷ 7 = .11571). The digits after hundredths are dropped (leaving a timing system difference of .11 for the above example).

• Add the timing system difference to the valid backup time for the malfunctioning lane (51.35 +

.11 = 51.46, the official time for lane five)

Table 21—Example of Heat Malfunction

(Rest of Table is unchanged)

~~103.18.7 A backup time adjusted for system timing errors in accordance with the methods described in articles 103.17.3C–G may be used as an official time equal to the level of the timing system to which it has been adjusted~~

Rationale: Eliminate the differential calculation for timing system corrections. FINA rules do not provide for any such correction. USA Swimming eliminated this procedure in the 2016 USA Swimming Rules and Regulations and other national federations have also eliminated this procedure. Timing system adjustment procedures have been studied extensively for several years and the accuracy of the adjustments is in question. The procedure for a heat malfunction is retained since late starts can still occur when using automatic timing equipment.

R-12 103.18.1 page 26 Rules Committee Modify

Action: Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	Pulled
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103.18 Official Time

103.18.1 An official time shall be achieved in a USMS-sanctioned competition or a USMS-recognized event in accordance with all applicable rules (articles 202.1.1G(1) and 202.2.1E). It may be achieved in:

A A timed heat.

B An initial distance within a longer event or relay, provided the swimmer:

- (1) Notifies the meet referee in writing of the intent to record an initial split time prior to the conclusion of the meet,
- (2) Makes the written request prior to the swim for relay leadoff splits and for initial backstroke distances in individual backstroke events,
- (3) Completes the initial distance with a legal finish, and
- (4) Completes the event without being disqualified.

C A relay leadoff leg, provided:

- (1) the second swimmer does not start in the water when automatic timing is used,
- (2) the second swimmer does not invalidate the pad touch by standing on an active touchpad at the exchange if starting from the deck when automatic timing is used, and
- (3) that swimmers complete the event without being disqualified.

~~**D** When automatic timing is used, the swimmer's relay leadoff split shall not count if the second swimmer starts in the water.~~

~~**E** When the primary timing system is stopwatches, the referee may assign two additional timers per lane dedicated to recording initial distances for USMS Top 10 purposes or~~

~~may assign three additional timers per lane to record initial distances for world records. The swimmer may request such additional timers for this purpose.~~

Rationale: Correct awkward wording and facilitate additional changes to this article with the restructuring of official time determination rules. Also clarify requirements for relay leadoff splits for situations that may invalidate the finish time of the incoming swimmer. The provisions in (E) are covered in 103.6.6.

R-13 103.18.1 page 26 Rules Committee Modify 103.18.1

Action: Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	Pulled
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103.18 Official Time

103.18.1 An official time shall be achieved in a USMS-sanctioned competition or a USMS-recognized event in accordance with all applicable rules (articles 202.1.1G[1] and 202.2.1E). It may be achieved in:

A Any timed heat.

(Sections B and C are unchanged)

D A time trial conducted in a USMS-sanctioned meet or USMS-recognized meet under the rules of the sanctioning organization.

(Renumber remaining sections.)

Rationale: Clarify that time trials from recognized meets, such as USA-Swimming sanctioned meets, will be accepted for official purposes.

R-14 103.18/105.2.2 pages 26&39 Rules Committee Add 103.18.2&renumber/Modify 105.2.2

Action: Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	Pulled
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103.18 Official Time

(Add and renumber subsequent sections)

103.18.2 Upon a recommendation from the meet host, the meet referee may approve the automatic recording of individual initial splits and relay leadoff splits without the requirement for a written request subject to the following conditions:

A Initial splits from specific individual events or from all individual events, with the exception of backstroke events, may be approved.

B Relay leadoff splits from specific relay events or from all relay events, with the exception of initial splits within a backstroke leadoff distance, may be approved provided that:

- (1) Officials are assigned to judge the exchanges.
- (2) Officials confirm that the second swimmer does not start in the water, and
- (3) Officials confirm that the second swimmer does not invalidate the pad touch at the exchange by standing on an active pad.

C For national championship meets, the meet referee may approve automatic splits with the concurrence of the USMS Championship Committee.

Other articles that would require changing in order to maintain consistency:

105.2.2 Split times shall be considered for top 10 times if:

A *(Unchanged)*

B In an individual event other than backstroke, the request to have a split time recorded is brought to the attention of the meet referee in writing prior to the conclusion of the meet. A written request is not required for individual events (other than backstroke) in national championship meets or other meets when the meet referee has approved automatic splits.

C In a relay event or in an individual backstroke event, the request to have a split time recorded is brought to the attention of the meet referee in writing prior to the swim. A written request is not required for relay leadoff splits (other than initial splits within a backstroke leadoff distance) in national championship meets or other meets when the meet referee has approved automatic splits.

(Rest is unchanged)

Rationale: Automatic splits are now commonly used at National Championship meets, but the rules still require a written request. In practice, a written request is submitted on behalf of all swimmers in order to comply with the rule, so this proposed change would eliminate that practice. Other meets (such as Zone Championship meets) have also adopted the practice of recording automatic splits, which are now easily implemented with electronic timing systems and meet management software.

R-15 103.18.4/105.3.5 page 26-27&39 Rules Committee Modify

Action: Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	Pulled
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~~**103.18.4** The official time to establish records and Top 10 times can be achieved only in accordance with the following timing methods:~~

Timing Method	Official Time Determination
Automatic Timing	<ul style="list-style-type: none"> • World records, USMS records, and USMS Top 10 times • Initial splits for all purposes • Relay leadoff times for all purposes
Semiautomatic with three buttons or	<ul style="list-style-type: none"> • World records, USMS records, and USMS Top 10 times

manual with three watches	<ul style="list-style-type: none"> • Initial splits and relay leadoff times for world records and USMS Top 10 times
Semiautomatic with two buttons or manual with two watches	<ul style="list-style-type: none"> • USMS Top 10 times • Initial splits and relay leadoff times for USMS Top 10 times

103.18.4 Records and Top 10 times using an Automatic Primary Timing System—Secondary and tertiary times may be used to determine the official time as follows when the automatic primary timing system fails, provided the procedures in 103.17.3B are followed. See 103.17.3D for overhead video backup.

- A** World records, USMS records, and USMS Top 10 times may be established when the times are reported by an automatic primary timing system.
- B** World records, USMS records, and USMS Top 10 times may be established when the automatic primary timing system fails if the times are reported by a semiautomatic secondary timing system using three, two, or one button(s).
- C** World records may be established when both the automatic primary and semiautomatic secondary systems fail (no valid button times) if the times are reported by a manual tertiary system with three valid watch times.
- D** USMS records may be established when both the automatic primary and semiautomatic secondary systems fail (no valid button times) if the times are reported by a manual tertiary system using a minimum of two valid watch times.
- E** USMS Top 10 times may be established when both the automatic primary and semiautomatic secondary systems fail (no valid button times) if the times are reported by a manual tertiary system using a minimum of one valid watch time.
- F** An initial distance or a relay leadoff leg may be used to establish world records, USMS records, or USMS Top 10 times when reported by an automatic primary timing system.
- G** An initial distance or a relay leadoff leg may be used to establish world records when the automatic primary timing system fails and the times are reported by a manual backup timing system with three valid watch times.
- H** USMS records shall not be established for initial distances and relay leadoff legs using a manual backup system when the primary system fails.
- I** An initial distance or relay leadoff leg may be used to establish USMS Top 10 times when the primary timing system fails and the times are reported by a manual backup timing system with a minimum of two valid watch times.

Note: If the secondary system is manual watches (no semiautomatic system), the requirements listed in 103.8.4C-E shall apply to the watch times.

103.18.5 Records and Top 10 times using a Semiautomatic Primary Timing System—
Semiautomatic times are used to determine the official time as follows (or backup times when the semiautomatic primary timing system fails), provided the procedures in 103.17.3B are followed.

- A** World records may be established when the times are reported by a semiautomatic primary timing system with three valid button times.
- B** USMS records may be established when timed by a three-button semiautomatic primary timing system and the times are reported by three, two, or one valid button times.
- C** USMS Top 10 times may be established when timed by a minimum two-button semiautomatic primary timing system and the times are reported by three, two, or one valid button times.
- D** World records may be established when the three-button semiautomatic primary system fails (no valid button times) if the times are reported by a manual backup system with three valid watch times.
- E** USMS records may be established when the three-button semiautomatic primary system fails (no valid button times) if the times are reported by a manual backup system with three or two valid watch times.
- F** USMS Top 10 times may be established when the minimum two-button semiautomatic primary system fails (no valid button times) if the times are reported by a manual backup system with three, two, or one valid watch times.
- G** An initial distance or a relay leadoff leg may be used to establish world records when reported by a manual backup timing system with three valid watch times.
- H** USMS records shall not be established for initial distances and relay leadoff legs using a manual backup system when the primary system fails.
- I** An initial distance or relay leadoff leg may be used to establish USMS Top 10 times when the times are reported by a manual backup timing system with a minimum of two valid watch times.

103.18.6 Records and Top 10 Times using a Manual Primary Timing System—
Manual times are used to determine the official time as follows, provided the procedures in 103.17.3B are followed.

A World records and USMS records may be established when the times are reported by a manual primary timing system with three valid watch times.

B USMS Top 10 times may be established when the times are reported by a manual primary timing system with a minimum of two valid watch times.

C An initial distance or a relay leadoff leg may be used to establish world records when the times are reported by a manual primary system with three valid watch times.

D USMS records shall not be established for initial distances and relay leadoff legs using a manual primary timing system.

E An initial distance or a relay leadoff leg may be used to establish USMS top 10 times when the times are reported by a manual primary system with a minimum of two valid watch times.

(Renumber 103.18.5 to 103.18.7)

103.18.68 Except when the primary system consists of watches, backup timing shall be provided for all competitors. No swimmer shall be required to reswim a race due to equipment failure that results in unrecorded or inaccurate time or place. It is the meet director's responsibility to provide the proper timing systems so that swimmers can expect to achieve official times that will satisfy the requirements of articles 103.18.4-103.18.6.

(Renumber 103.18.8 to 103.18.9)

Table 2 – Summary of timing requirements for world records, USMS records, and USMS Top 10 times.

	<u>Automatic Primary Timing System</u>	<u>Semiautomatic Primary Timing System</u>	<u>Manual Primary Timing System</u>
<u>World Records</u>	<u>Touchpad time</u>		
	<u>Semiautomatic backup time with three, two, or one valid button(s) if the touchpad fails.</u>	<u>Three valid buttons.</u>	
	<u>Manual backup time with three valid watches if the semiautomatic system fails (no valid buttons).</u>	<u>Three valid watches if the semiautomatic system fails (no valid buttons).</u>	<u>Three valid watches.</u>
	<u>Leadoff or intermediate split recorded by a touchpad.</u>		
	<u>Leadoff or intermediate split recorded by three valid watches if the touchpad fails.</u>	<u>Leadoff or intermediate split recorded by three valid watches.</u>	<u>Leadoff or intermediate split recorded by three valid watches.</u>
<u>USMS Records</u>	<u>Touchpad time</u>		
	<u>Semiautomatic backup time with three, two, or one valid button(s) if the touchpad fails.</u>	<u>Three-button system with a time calculated using the procedure in 103.17.3B</u>	

	<u>Manual backup time with two valid watches if the semiautomatic system fails (no valid buttons).</u>	<u>Two valid watches if the semiautomatic system fails (no valid buttons).</u>	<u>Three valid watches</u>
	<u>Leadoff or intermediate split recorded by touchpad.</u>		
<u>USMS Top 10 Times</u>	<u>Touchpad Time</u>		
	<u>Semiautomatic backup time with three, two, or one valid button(s) if the touchpad fails.</u>	<u>Two-button system with a time calculated using the procedure in 103.17.3B</u>	
	<u>Manual backup time with one valid watch if the semiautomatic system fails (no valid buttons).</u>	<u>One watch if the semiautomatic system fails (no buttons)</u>	<u>Two valid watches</u>
	<u>Leadoff or intermediate split recorded by two valid watches if the touchpad fails.</u>	<u>Leadoff or intermediate split recorded by two valid watches.</u>	<u>Leadoff or intermediate split recorded by two valid watches.</u>

105.3.5 The official time for establishing records shall be achieved and determined in accordance with articles 103.11, 103.17, and 103.18. ~~Records shall require automatic timing, semiautomatic timing with three buttons or manual timing with three watches.~~

Rationale: The rules need to specify the procedure for determining official times using automatic, semiautomatic, and manual timing systems in the event that a timing system adjustment for an individual lane malfunction can no longer be used. In addition, the rules need to specify the process for determining the official time if the primary timing system fails, or when secondary timing system fails and there is a tertiary system. Once the official time is determined, the level of timing system requirements for USMS records and top 10 times are defined considering the practical needs for timing systems and volunteers at USMS sanctioned meets. The requirements for world records are provided for the informational benefit of USMS members.

R-16 104.4.5 page 29 Championship Committee Modify

Action: Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	Pulled
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104.4.5 Meet Report

104.4.5 Meet Report – The meet director of each national championship meet shall submit a written report to the chair of the Championship Committee within 60 days of the end of competition. This report shall include a complete financial report, ~~copies of meet information, entry forms,~~ lessons learned, suggestions, and any other information that may be helpful to future meet directors.

Rationale: Update final report contents for National Championships. USMS (national office) generates the entry form and publishes the meet information separately from the host. Sample entry forms and meet information pages are included in the Meet Director’s Guide for reference.

R-17 104.5.1 page 30 Championship Committee Delete

Action: Adopted Defeated Adopted/Amended Tabled Withdrawn Pulled

104.5.1 Information for Participants

~~**A General meeting**—A general meeting of the organizing personnel, interested officials, coaches, and swimmers shall be held the evening prior to the first day of the meet.~~

- ~~(1) The meeting date, time, and location shall be included in the official meet information.~~
- ~~(2) The chair of this meeting shall be the president of USMS or an individual designated by the president.~~
- ~~(3) Business pertinent to the operation of national championship meets and the conduct of the events shall be considered and finalized at this meeting. Changes may be effected in the conduct of the meet to fit the situation.~~
- ~~(4) Since changes can be made in the operation of a national championship meet, it is the obligation of every swimmer (or a representative) to arrive with enough time to complete registration and become apprised of any changes that have been made.~~
- ~~(5) It shall be the meet director's responsibility to post notices of changes in conspicuous places at the pool, registration area, and headquarters area prior to the start of the first day's competition.~~

(Renumber remaining sections.)

Rationale: Remove the general meeting requirement from the rulebook. Topics typically addressed in these meetings are now typically communicated via pre-meet correspondence. A host may still hold the meeting, and committee may continue to recommend having the meeting but it does not need to be controlled by the rule book.

R-18 104.5.2 page 30 Championship Committee Modify

Action: Adopted Defeated Adopted/Amended Tabled Withdrawn Pulled

~~**104.5.2 Schedule Format**— A four-day or five-day schedule for national championship meets shall be used conducted. The Championship Committee shall set the meet schedule order of events for each national championship meet.~~

Rationale: Clarify the language of this rule, swapping out the word “schedule” for the more widely-used “order of events”.

R-19 104.5.4 page 32 Championship Committee Modify

Action: Adopted Defeated Adopted/Amended Tabled Withdrawn Pulled

104.5.4B Entry Form

(1) Approval of entry form--Entry forms (both individual and relay) and meet information shall be prepared following the direction of the Championship Committee, and must be approved by the Championship Committee in advance of printing. ~~No other forms may be used. Electronic input for relays may be accepted.~~

Rationale: Change wording to permit alternative relay forms, particularly for clubs entering many relays who would prefer a spreadsheet or other format acceptable to the host.

R-20 104.5.4B page 32 Championship Committee Modify

Action: Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	Pulled
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104.5.4B Entry Form

(2) Distribution of entry form—~~All meet information shall be published in the official USMS magazine and on the USMS website at no cost to the meet host. National championship meet information shall be published according to the Championship Committee policy.~~ The individual and relay entry forms and any Championship Committee-approved additional information the host desires shall be posted on the USMS website.

Rationale: Change wording to reflect only what should be distributed. All information does not to be published in the USMS magazine.

R-21 104.5.4B page 32 Championship Committee Add

Action: Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	Pulled
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104.5.4B Entry Form

(Insert and renumber subsequent sections)

(4) Meet Information—Meet information shall be published in the official USMS magazine and on the USMS website at no cost to the meet host. National championship meet information shall be published according to the Championship Committee policy.

Rationale: Adding this language in a similar format to 104.5.1B(3), except for the word “All”. This small change to wording still requires some meet information in the magazine; however, the information that is included in the magazine does not need to be everything and need not include the entry form.

R-22 104.5.5A(1) page 33 Championship Committee Modify

Action: Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	Pulled
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104.5.5 Seeding

A General procedures for seeding (also see article 102.10)

(1) At the request of the meet director's option and with the approval of the Championship Committee, any or all events may be deck-seeded. The Championship Committee may mandate deck seeding for any or all events.

Rationale: Make it clear that the meet director may request events to be deck seeded. Add language that permits the Championship Committee to require deck seeding for certain events.

R-23 104.5.5A(10) page 34 Championship Committee Modify

Action: Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	Pulled
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104.5.5 Seeding

A General Procedures for seeding (also see article 102.10)

(Articles (1) through (9) unchanged.)

(10) There will be no splitting of age groups into A.M. and P.M. sessions. However, at the ~~meet~~ director's discretion of the championship committee, swimmers whose entry times will inordinately delay the progress of the meet may be seeded individually in an outside lane with manual timing, thus allowing the continued sequence of the regularly scheduled heats.

Rationale: Change responsibility to Championship Committee, as is current practice.

R-24 104.5.5A(11) page 34 Championship Committee Modify

Action: Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	Pulled
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104.5.5 Seeding

A General Procedures for seeding (also see article 102.10)

(Articles (1) through (10) unchanged.)

(11) If a swimmer enters an event with a time significantly slower or faster than that swimmer's recorded time in the past two years, the ~~meet director~~ Championship Committee may, after a discussion with the swimmer, change the seeded time to a realistic time.

Rationale: Change responsibility to Championship Committee, as is current practice.

R-25 104.5.5B(3) page 34 Championship Committee Modify

Action: Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	Pulled
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104.5.5 Seeding

B Distance events

(Articles (1) and (2) unchanged.)

(3) In the 800/1000 and 1500/1650 freestyle, all men and women swimming slower than a standard established by the Championship Committee ~~will~~ may be seeded together by time only.

Rationale: Change "will" to "may", as this rule is not always enacted.

R-26 104.5.8 page 34 Championship/Records&Tabulation Committees Modify

Action: Adopted Defeated Adopted/Amended Tabled Withdrawn Pulled

104.5.8 Results

B Publication of meet results--Meet results in the appropriate format (see Appendix B, "Preparation of Meet Results") and club scores shall be published within 30 days of the last day of the meet and posted on the USMS website. Electronic files shall be sent to the Championship Committee chair and the USMS Records and Tabulations Committee chair, ~~and a hard copy shall be sent to the USMS Records and Tabulation Committee chair or designee.~~

Rationale: Remove this requirement as R&T no longer requires a hard copy.

R-27 105.1.7 page 38 Records and Tabulation Committee Delete & Renumber

Action: Adopted Defeated Adopted/Amended Tabled Withdrawn Pulled

105.1.7 Pool Measurement

~~C~~ If a moveable bulkhead is used and the initial pool length certification for all lanes is on file, the length of the course must be confirmed by measuring the two outside lanes and a middle lane prior to the start of the meet and at the conclusion of each session.

D C If a moveable bulkhead is used and the initial pool length certification for all lanes is on file, the measurement rules and policies of FINA Masters Swimming shall be the standard for Top 10 eligibility and for USMS records for events sanctioned or recognized by USMS and for events sanctioned by a FINA Masters member federation other than USMS.

~~E~~ If a moveable bulkhead is used and the initial pool length certification for all lanes is on file, the measurement rules and policies of USA Swimming shall be the standard for Top 10 eligibility for events sanctioned or approved by USA S. A bulkhead placement confirmation measurement is required for a USMS record set at events sanctioned or approved by USA S. The measurement rules and policies of USMS shall apply for dual sanctioned events.

The following sections would also need to be amended in order to maintain consistency:

202.1.1 Sanction Requirements - Sanctions shall be issued, withheld, or withdrawn in accordance with the following:

A Applications for sanction shall be made to the LMSC within which the event is to be held. Sanction applications shall be accompanied by the entry form.

(1) *(Unchanged)*

(2) *(Unchanged)*

(3) Meet information shall include ONE of the following statements:

- (a) The length of the competition course ~~without a bulkhead~~ is in compliance and on file with USMS in accordance with articles 105.1.7 and 107.2.1.
- (b) *(Unchanged)*
- (c) The length of the competition course is not on file with USMS. Eligibility of times achieved in this meet will be contingent upon pool length measurement and approval with USMS; ~~if bulkheads are present, their placement must also be confirmed by measurements at the meet (USMS articles 105.1.7 and 107.2.1).~~
- (d) ~~The length of the competition course is in compliance and on file with USMS in accordance with articles 105.1.7 and 107.2.1, but as a bulkhead course, is subject to length confirmation. Eligibility of times for USMS Top 10 and records will be contingent on verification of bulkhead placement~~

Rationale: Eliminate the requirement to confirm the bulkhead placement for records and top 10 submissions at USMS-sanctioned meets. (Article 105.1 also applies to recognized meets other than USA-Swimming sanctioned meets, so this change eliminates the bulkhead placement requirement for recognized meets). Eliminates the requirement to confirm the bulkhead placement for USMS records set at USA-Swimming sanctioned meets, which are also recognized meets per article 202.2.

R-28 105.1.8 page 39 Records and Tabulation Committee Delete

Action: Adopted Defeated Adopted/Amended Tabled Withdrawn Pulled

~~**105.1.8** USMS records shall be published annually in the *USMS Code of Regulations and Rules of Competition*.~~

Rationale: USMS records printed in the Rule Book are a snapshot of a point in time and are invariably out of date soon after the Rule Book is printed. Most current USMS records are easily accessible on-line and meet directors also have numerous options for retrieving current records before conducting a meet. Adoption of this change eliminates Appendix A of the rule book entirely.

R-29 105.3.5 page 39 Records and Tabulation Committee Add new 105.3.5 & Renumber

Action: Adopted Defeated Adopted/Amended Tabled Withdrawn Pulled

105.3.5 - A record can only be made in fresh water.

(Renumber the remaining sections of 105.3.)

Rationale: FINA has a rule “SW 12.10 World Records can be established only in fresh water. No World Records will be recognised in any kind of sea or ocean water.” USMS should

have a similar rule as there are pools without fresh water that have the potential to be used in competition.

R-30 105.3.8/105.3.9 page 40 Records&Tabulation Committee Modify 105.3.8/Delete 105.3.9

Action: Adopted Defeated Adopted/Amended Tabled Withdrawn Pulled

105.3.8 The requirements for USMS record applications are:

A When a record is claimed in meets other than USMS National Championships, an official USMS record application form (Appendix B) shall be ~~filled out~~ completed, signed by the designated officials, and transmitted immediately following performance with all supporting data including, which shall include: official meet results; the timing system printout, and/or copy of the entry card with timers' signatures; and a copy of the heat sheet showing the swimmer's name, heat number, and lane number in which the record was achieved; to the records and tabulation chair for the LMSC in which the event was sanctioned or recognized. Responsibility for this lies with either the LMSC records chair or the official scorer of the meet. The LMSC may assign this responsibility to the LMSC records chair or to the meet director.

B The LMSC records ~~and tabulation~~ chair shall send the supporting data to the chair of the USMS Records and Tabulation Committee or designee within 90 days of the end of the season as stated in article 105.1.2 (see 105.1.2). Note that if the USMS Record is also a FINA Masters Record, the record application must be received within 60 days of the swim and not 90 days after the close of the season.

C Upon verification, the chair of the USMS Records and Tabulation Committee or designee shall promptly publish the new record on the USMS website.

D A record application shall not be accepted unless a copy of a birth certificate or passport accompanies it or is on file with USMS or has been sent to the chair of the USMS Records and Tabulation Committee or designee by the individual or relay applicants.

E A record application is not required for times reported in the official electronic meet database from USMS National Championships. If necessary, the chair of the USMS Records and Tabulations Committee or designee may request additional information (including timing system printouts) to resolve discrepancies in reported times.

F With the exception of FINA World Masters Championships, record applications from times swum in meets held outside of the United States shall be submitted on an official USMS record application form (Appendix B) and are subject to all pertinent requirements. A record application is not required for times reported in the official results from FINA World Masters Championships.

~~**105.3.9** Records set outside the United States shall be submitted on official USMS record application forms (Appendix B) and are subject to all pertinent requirements.~~

Rationale: In practice, record documentation for times swum at USMS National Championships is completed at the meet. FINA Masters World Championships are rarely held with the same timing software used for domestic meets, so it is not possible to receive an electronic file. Previous modifications to 202.2 stipulate that no further documentation is required for recognition of FINA meets held outside the United States and this is a further update to clarify documentation requirements for USMS National records.

R-31 106 page 41 Sports Medicine & Science Committee Delete 106 & Renumber

Action: Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	Pulled
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~~**ARTICLE 106: Health and Safety Regulations for Competition**~~

~~106.1 Medical Examination Each competitor is strongly encouraged to have a complete medical evaluation before beginning Masters swimming training. In addition, it is recommended that each competitor have a physical checkup immediately prior to Masters swimming competition to ensure physical readiness for participation.~~

~~106.2 Medical Equipment Meet directors are encouraged to investigate the use of appropriate emergency medical equipment and personnel for all meets.~~

(Renumber Article 107 as Article 106 and renumber Article 108 as Article 107)

Rationale: Article 106 should be deleted entirely. Section 106.1 is impossible to enforce since “immediately prior to Masters swimming competition” is not defined. Section 106.2 does not belong in the Rule Book; it should be covered in the Meet Director’s Guide or in another policy statement. In addition, recent studies question the effectiveness of general health checks in decreasing total illnesses or deaths due to heart disease or cancer in people with no symptoms and they may not prevent injuries during exercise or competition.

HK-1 102.13.3 page 14 Rules Committee Modify

Action: Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	Pulled
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102.13.3

Any swimmer who acts in an ~~unsportsmanlike~~ unsporting or unsafe manner within the swimming venue may be considered for appropriate action or penalty by the referee.

Rationale: “Unsportsmanlike” was changed to “unsporting” a number of years ago as the correct term in 402.3, 402.4, and 403.1. That change should be uniform throughout the rules.

Other articles that would require changing in order to maintain consistency:

303.9.11 Rules Committee page 71 Modify

303.9 Disqualifications

A disqualification can be made only by the referee, the starter, or a judge within whose jurisdiction the infraction has been committed. Swimmers shall be disqualified if they:

303.9.11 Act in an ~~unsportsmanlike~~ unsporting or unsafe manner within the swimming venue.

HK-2 103.8.5A pages 18-19 Rules Committee Modify

Action: Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	Pulled
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103.8.5A

A At the commencement of each heat, the referee shall signal to the swimmers by a short series of whistles to remove all clothing except for swimwear, followed by a long whistle indicating that they ~~should~~ may take and maintain their positions with at least one foot at the front of the starting platform or the deck and remain there. Swimmers starting in the water must take their positions on the wall with at least one hand in contact with the wall or starting platform and one foot in contact with the wall. In backstroke and medley relay events, at the referee's first long whistle, the swimmers shall immediately enter the water and at the second long whistle shall take their positions on the wall without undue delay (article 101.1.2).

Rationale: The clarifying language was added to 101.1.1 in 2014 and should have been added to 103.8.5A for consistency.

HK-3 103.17.3 pages 23-24 Rules Committee Modify

Action: Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	Pulled
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103.17.3 Determination of Official Time

A Automatic timing— When recorded by properly operating automatic timing equipment, the pad time shall be the official time.

B Semiautomatic or manual timing—Whenever semiautomatic or manual timing is used, only valid times shall be used in calculating the official time. The times shall be determined as follows:

- (1) If two of the three valid button times or two of the three valid watch times agree, the time of the two buttons or two watches in agreement shall be the time for that timing system.
- (2) If three valid button times or three valid watch times disagree, the time of the intermediate button or intermediate watch shall be the time for that timing system.
- (3) If only two valid button times or two valid watch times are available, the average of the two button times or the average of the two watch times shall be the time for that timing system. The digits representing thousandths of a second shall be dropped with no rounding.

(4) If only one valid button or one valid watch time is available, the time of that button or watch shall be the time for that timing system provided it is supported by other information.

Rationale: Clarifies that we intend to mean comparison of valid buttons in the determination of official time. The change conforms to current practice.

HK-4 105.3.6A page 39 Rules Committee Modify

Action: Adopted Defeated Adopted/Amended Tabled Withdrawn Pulled

105.3.6

Split times shall be considered for USMS records if:

A They are recorded by ~~fully~~ automatic timing equipment.

B They meet the requirements of articles 105.2.2B-F.

Such split times shall be included separately in the summary of results prepared by the meet director and submitted to the LMSC Top 10 recorder.

Rationale: This is the only place in the rules where “fully automatic timing” is used. There term “automatic timing” is used in the rest of the rules. “Fully” is not necessary because automatic timing is defined in 103.17.1A.

(If passed, “fully” will need to be deleted in three places in Appendix B.)

Proposed Update to USMS Transgender Policy

In November 2015, the IOC changed their transgender guidelines in order to allow trans athletes to be given the opportunity to compete while ensuring fair competition. Based on the changes in IOC policy, USMS is modifying its policy.

An individual who is already a registered USMS member and begins the transition process to a different gender may re-register in the new gender. The individual is responsible for notifying the membership coordinator at the National Office of the change.

In order for a transgendered individual to compete for official times, the swimmer must have legal documentation in the new gender. Legal documentation of the assigned gender can be validated by the appropriate official authorities (including but not limited to: identification such as driver's license, passport, state identification card). Furthermore, in order for a transgender individual to compete, the following requirements must be met:

1. Those who transition from female to male are eligible to compete in the male category without restriction.
2. Those who transition from male to female prior to puberty and have been on hormone therapy continuously may compete as females without restriction.
3. A competitor who has undergone male to female gender reassignment surgery after puberty will be eligible for official times as a female at competitions in USMS-sanctioned events under the following conditions:

Hormonal therapy appropriate for the assigned gender has been administered continuously and uninterrupted in a verifiable manner for a sufficient length of time, no less than one year, to minimize gender-related advantages in sport competitions. Verification requires documentation showing testosterone serum levels regularly measured during the last twelve months that are <10nmol/L.

If these requirements are not met, the swimmer may compete but her times will not be official.

4. A competitor who has not undergone male to female sex reassignment surgery will be not be eligible for official times as a female. However, she can compete as a female, with her times discreetly disqualified in the results.

USMS will not require proof of eligibility be submitted in advance.

Should a swimmer's eligibility be challenged based on gender reassignment, then a confidential case-by-case evaluation will occur. Documentation proving the swimmer meets the requirements put forth in the USMS Transgender Policy will be submitted to the chair of the USMS Rules committee and handled on a confidential case-by-case basis. The Chair of the USMS Rules committee shall appoint an ad hoc USMS committee comprised of members of the USMS Sports Medicine Committee and the USMS Rules Committee. The decision of this committee can be appealed to the full Rules Committee.

Should a repeat challenge be lodged against a swimmer, then the costs incurred by the swimmer shall be covered by the challenger if the swimmer continues to meet the USMS requirements.

USMS acknowledges that this is an evolving area and will provide guidance in these areas as may be necessary.

USMS Rules Committee, September 2016

LEGISLATION PROPOSALS
2016 Convention – Atlanta, Ga.

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Withdrawn	Pulled
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L-1 **204.1.1–204.1.2** **page 61** **Legislation Committee** **Delete**

~~204.1.1 The language of the entry release may only be modified by naming the sanctioning LMSC, sponsoring USMS clubs, and/or other additional insured(s) following “UNITED STATES MASTERS SWIMMING INC.”~~

~~204.1.2 For open water events, the following statement shall be added to the end of the release: “Finally, I specifically acknowledge that I am aware of all the risks inherent in open water swimming and agree to assume those risks.”~~

Rationale: This should have been deleted when the liability release was revised by the Board of Directors in July 2014. The current release covers all possible entities and cannot be amended in any way. Corrects this oversight.

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Withdrawn	Pulled
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L-2 **202.1.1H** **page 57** **Records and Tabulation Committee** **Delete**

202.1.1 Sanction Requirements—Sanctions shall be issued, withheld, or withdrawn in accordance with the following:

...

~~H Pursuant to article 202.1.1A, after receiving a sanction application the sanctioning LMSC may transfer its sanctioning administration to another LMSC, provided both agree to the transfer in writing. All fees and sanction obligations under article 202.1.1 will be transferred to the accepting LMSC.~~

Rationale: This rule has no technically feasible implementation. The Records and Tabulation tools to support the administrative post-meet processes do not allow one LMSC to update the meet results of a meet sanctioned in another LMSC. Carrying that thought further, now that there is a charge-back to the LMSC for each event held in the LMSC, there is no support for recognizing that the sanction has been transferred along with the fees collected. There is also no indication whether this situation is faced by every LMSC and needs a universal solution. This rule creates an exception to the other rules of 202.1, which seems incongruous with having made the rules of jurisdiction in the first place.

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Withdrawn	Pulled
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L-3 **502.4** **page 90** **Legislation Committee** **Add**

Insert new 502.4 and renumber

502.4 Fiscal Year

Each LMSC shall have a one-year fiscal period for tax and accounting purposes commencing on the first day of January.

Rationale: New LMSC standards mandate that LMSCs have the same fiscal year as USMS does, which is the calendar year (article 508.1). The rule book has not previously stated this requirement, so it must be added so that the rules do not conflict with the LMSC standards.

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Withdrawn	Pulled
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L-4 **502.7** **page 90** **Legislation Committee** **Revise**

502.78 Records and Record Keeping

Each LMSC shall comply with the financial record-keeping and reporting requirements of USMS. The LMSC shall forward to the USMS National Office the minutes of the annual meeting and annual financial reports ~~within four months of the end of the LMSC's fiscal year~~ by April 30.

Rationale: New LMSC standards require that LMSCs' fiscal year coincide with USMS's fiscal year. Current wording implies that an LMSC could have a different fiscal year than the calendar year. This new wording is required for conformance with the LMSC standards as well as L-3. Also reflects renumbering required by L-3.

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Withdrawn	Pulled
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L-5 **507.1.10** **page 100** **Recognition and Awards Committee** **Modify**

507.1.10 Recognition and Awards Committee—The Recognition and Awards Committee shall promote recognition of service to USMS. The committee shall review and approve proposals for all official USMS service awards and ensure that a history of all service awards is maintained. The committee shall be involved in determining method of recognition and recipient selection when appropriate. The committee shall consist of the committee chair, at least four Ransom J. Arthur Award recipients, ~~representatives from the Coaches, Long Distance, Records and Tabulation, and History and Archives Committees,~~ and sufficient other members to execute the committee function. It is recommended that, when possible, the committee include representatives from other committees that present service awards.

Rationale: It has become increasingly difficult to secure representatives from other committees and this need has lessened due to better coordination from current USMS governance. The committee has been operating successfully without representation from all committees presenting service awards.

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Withdrawn	Pulled
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L-6 **506.3.9, 506.7.6** **pages 95, 97** **Board of Directors** **Modify**

506.3.9 To oversee elections of officers and Board members, in accordance with election operating guidelines. ~~Conduct, conduct~~ of elections of officers and Board members ~~shall~~ may be delegated to ~~an ad hoc committee composed of at least three members of the House of Delegates, none of whom have conflicts of interest with such elections~~ a committee of the Board.

506.7.6 Elections Committee—The Elections Committee shall be responsible for conducting elections of officers and Board members, in accordance with election operating guidelines. The members of the Elections Committee shall not have conflicts of interest with such elections. Candidates for election are not eligible to serve on the committee.

Rationale: It makes sense to have a permanent committee, since we have elections regularly. To assure that the committee is impartial, it should report to the Board of Directors and not to one of the elected officers.

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Withdrawn	Pulled
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L-7 **202.1.1A(2)** **page 55** **Rules Committee** **Modify**

202.1.1 Sanction Requirements—Sanctions shall be issued, withheld, or withdrawn in accordance with the following:

A Applications for sanction shall be made to the LMSC within which the event is to be held. Sanction applications shall be accompanied by the entry form.

...

(2) Event entry ~~forms, and programs, and results~~ must bear the statement “Sanctioned by (LMSC name) for USMS Inc. Event entry forms and programs may include the statement “Sanction number ____.”

Rationale: Consistent language with article 203.3.3B (open water event sanctions).

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Withdrawn	Pulled
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L-8 **502.10** **page 90** **LMSC Development Committee** **Modify**

502.10 LMSC Standards

Each LMSC shall ~~meet the required standards~~ comply with LMSC standards policy established approved by the USMS Board of Directors and ~~published in the USMS Policy Manual posted on the USMS website.~~

Rationale: LMSC standards have been revised so that there is no longer a distinction between required and suggested. This revision to article 502.10 allows for future revisions to LMSC standards without creating potential ambiguities between article 502.10 and the actual standards. The standards have not been established by the BOD, but rather through a process involving many USMS committees. Finally, they are not part of the *USMS Policy Manual*, but are easily found on the USMS website using a simple search.

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Withdrawn	Pulled
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L-9 **506, 507** **pages 95–98** **Board of Directors** **Housekeeping**

506.1.2 The nonvoting members of the Board of Directors shall consist of the ~~executive director~~ chief executive officer, legal counsel, all past presidents not already voting members, a representative of each allied organization (as approved by the Board of Directors), and a representative from USA Swimming.

506.3.8 To employ, evaluate, and terminate ~~an executive director~~ a chief executive officer, who shall report to the Board of Directors.

506.7.2 Compensation and Benefits Committee—The Compensation and Benefits Committee shall assist the Board of Directors in setting the compensation and performance goals of the ~~executive director~~ chief executive officer and shall make recommendations to the Board of Directors regarding compensation and benefit plans, policies, and programs for USMS.

506.8.3 The nonvoting members of the Executive Committee shall consist of:

A The legal counsel.

B The ~~executive director~~ chief executive officer.

507.1 Standing Committees

Standing committees shall be as listed in this article. ... The ~~executive director~~ chief executive officer or designee shall be an ex officio member of each standing committee. ...

Rationale: Updating to current terminology.

Proposed Changes to the USMS Open Water and Long Distance Swimming Rules

In accordance with section 601.1.4, the Long Distance Committee has approved and submits the following 67 proposals for consideration by the House of Delegates at the 2016 Convention:

- Proposals concerning reorganization of Part 3 are LD 3, 9, and 44.
- Proposals of major substance are LD 5a, 22, 25, 27, 29, and 32.
- Proposals of some substance are LD 1, 10, 11, 12, 14, 16, 21, 24, 26, 31, 35, 36, 40, 46, 52, 57, and 67.
- Housekeeping proposals (corrections and non-substantive language improvement) are LD 2, 4, 5b, 6, 7, 8, 13, 15, 17, 18, 19, 22, 23, 28, 30, 33, 34, 37, 38, 39, 41, 42, 43, 45, 47, 48, 49, 51, 52, 53, 54, 55, 56, 59, 60, 61, 62, 63, 64, 65, and 66.

LD 1	301.2.1		page 63	Long Distance Committee		
Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	

301.2.1 Open Water Guide to Operations—~~The Open Water Committee shall maintain the A-Open Water Guide to Operations shall be developed and published~~ for the use of USMS open water officials and event hosts. The guide shall contain the manner of implementation, governing policies, and management of the rules applying to open water swims ~~shall be contained in this guide.~~

Rationale #1: This proposal places the responsibility for the OWGTO with the Open Water Committee in alignment with current practice.

Rationale #2: Better rules language (active voice).

LD 2	301.2.2		page 63	Long Distance Committee		
Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	

301.2.2 Postal Guide to Operations—The Long Distance Committee shall develop and maintain a ~~USMS~~ Postal Guide to Operations. The guide shall contain the manner of implementation, governing policies, and management of the rules applying to postal swims ~~shall be contained in this guide.~~

Rationale: Unnecessary word and better rules language (active voice).

LD 3	301.3, 301.3.1, 301.3.2, & new 307.4		page 63	Long Distance Committee		
Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	

301.3 MEMBERSHIP, REPRESENTATION AND SANCTIONS

Membership, representation and sanctions for open water and long distance events shall be governed by all applicable rules under articles 202 and 203. ~~In addition, the following administrative rules apply:~~

~~301.3.1 Swimmers with one event registrations shall not be eligible to compete in open water and postal national championships, nor shall they be eligible for records, All-American status or any other USMS special awards.~~

~~301.3.2 All swimmers in national championship postal events must be currently registered members of USMS or a FINA member national governing body on or before the day of their swim.~~

307.7.4 Eligibility

A Swimmers with one-event registrations shall not be eligible to compete in open water and postal national championships, nor shall they be eligible for records, All-American status or any other USMS special awards.

B All swimmers in national championship postal events must be currently registered members of USMS or a FINA-member national governing body on or before the day of their swim.

Rationale: Reorganization (the content in this proposal has been moved verbatim to new 307.7.4 so that eligibility for national championship events is defined in the national championship section of the rules). Renumber after.

LD 4	301.4		page 63	Long Distance Committee	
Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn

~~**301.4 LIABILITY RELEASE**~~

~~Entry forms shall contain the exact language of the liability release according to article 204.~~

~~*Rationale: Redundant (this requirement is already listed in 204.1). Renumber after.*~~

LD 5a	301.5, 301.5.1, & 301.5.2		pages 63-4	Long Distance Committee	
Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn

301.5 AGE DETERMINING DATE

~~301.5.1 In an open water and postal swims, the eligibility of a swimmer shall be determined by the age of the swimmer as of the last day of the event on December 31 of the year of competition, except for 18-year-olds, who must be 18 on the day that they swim.~~

~~301.5.2 In a postal swim, the eligibility of a swimmer shall be determined by the age of the swimmer as of the day of the swim.~~

Rationale: Age determining dates are always somewhat arbitrary, with some swimmers apparently gaining and others apparently losing. To sidestep that endless debate, this proposal to move the age determining date to December 31 focuses on several other benefits for open water and long distance swims, which include...

- 1. Aligning the USMS rule with the FINA rule;*
- 2. Aligning the USMS rule with the rule for USA-Triathlon, reducing confusion for crossover participants;*
- 3. Eliminating the possibility of double-participation (and double-scoring) from the postal swims; and*
- 4. Simplifying and speeding up the annual compiling of the USMS Long Distance All-Star Team list.*

Note: If LD 5a passes, 307.2.3G will be struck as unnecessary.

LD 5b	301.5.1 & 301.5.2	pages 63-4	Long Distance Committee		
Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn

301.5.1 In an open water swim, the eligibility of a swimmer shall be determined by the age of the swimmer as ~~of~~ on the last day of the event, except for 18-year-olds, who must be 18 on the day that they swim.

301.5.2 In a postal swim, the eligibility of a swimmer shall be determined by the age of the swimmer as ~~of~~ on the day of the swim.

Rationale: Better grammar.

Note: If the HOD approves LD 5a, the second proposal becomes moot.

LD 6	302.1.2	page 64	Long Distance Committee		
Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn

302.1.2 At the discretion of the event director, open water events may include clinics or other swimming activities ~~may be included as part of open water events.~~

Rationale: Better rules language (active voice).

LD 7	302.2.1	page 64	Long Distance Committee		
Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn

302.2.1 The Course

A The event ~~director~~ host shall determine the course and type of start and finish.

B The event host ~~course shall be measured and marked~~ measure and mark the course as accurately as feasible.

C The event host should eliminate or mark ~~H~~ hazards on the course ~~should be eliminated or marked~~ wherever possible.

Rationale: Better rules language (active voice and consistent language).

LD 8	302.2.4B	page 65	Long Distance Committee		
Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn

302.2.4B Turn buoys shall be directional, and passed on the right or left as stated in the pre-swim instructions.

Rationale: Housekeeping. The word "buoy"—without which this article makes no sense—was inadvertently omitted.

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn
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302.2.6 Feeding Stations

~~A~~ Number of feeding stations for swims without individual escorts:

- ~~(1) For swims 5 kilometers or shorter, feeding stations are optional.~~
- ~~(2) For swims longer than 5 kilometers but shorter than 10 kilometers, at least one feeding station is required.~~
- ~~(3) For swims 10 kilometers or longer, there shall be at least one feeding station every 2.5 kilometers.~~

~~BA~~ Feeding stations shall be fixed in position and shall safely accommodate the number of swimmers and feeders.

~~CB~~ Feeding stations shall be located on the inner or outer boundaries of the course.

~~AC~~ Number of feeding stations for swims without individual escorts:

- ~~(1) For swims 5-kilometers or shorter, feeding stations are optional.~~
- ~~(2) For swims longer than 5-kilometers but shorter than 10-kilometers, at least one feeding station is required.~~
- ~~(3) For swims 10-kilometers or longer, there shall be at least one feeding station every 2.5-kilometers.~~

~~D~~ For swims requiring individual escorts, feeding stations are optional.

Rationale: Reorganization of sections into more logical order.

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn
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302.3 STRAIGHTAWAY SWIM COURSES—

A The course shall be a straight, measured distance within plus or minus 6 inches, in stationary open water and defined by a cable with floats or a continuous marking system visible to the swimmer. Floats on the course shall be a maximum of 10 meters apart.

B The course shall be certified by a licensed surveyor, every year if the turning points are not permanent and every five years if they are.

Rationale: To meet the requirement in 302.3A, the requirement for measuring the course should be included here also, much as pool measurement requirements are included in Part 1 of the rulebook.

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn
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~~302.4 SOLO SWIMS—Solo open water swims, consisting of one or a select number of swimmers, may be sanctioned and shall conform to the rules stated under article 303.11.~~

Rationale: Now that USMS does not sanction solo swims, we should drop reference to them in the rules. See also LD 15 and LD 32. Renumber after.

LD 12 **302.5.2 & 302.5.3** page 65 **Long Distance Committee**

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn
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302.5.2 Time/Distance Basis—A specified number of swimmers on each relay shall be considered in the computations for club scoring. The relay whose specified number of swimmers has the lowest cumulative time or the greatest cumulative distance shall be declared the winner. A similar method shall be used to determine second, third and subsequent places. ~~In the event of a tie, the relay with an individual member with the fastest or farthest swim shall be declared the winner or awarded the place.~~

302.5.3 Point Basis—Points are awarded on the basis of overall finishing position, with one point for first place, two points for second place, etc. The points of specified relay members are added, and the lowest cumulative score determines the winning relay; the second lowest score, the second place, etc. ~~In the event that two or more relays score the same number of points, the relay with the individual member with the fastest or farthest swim shall be declared the winner or awarded the place.~~

Rationale: This rule is a hold-over from an old form of team scoring, and should not apply here. A tie is a tie! This proposal would be consistent with all other USMS rules, which contain no provision to break a tied finish.

LD 13 **302.6.1** page 66 **Long Distance Committee**

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn
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302.6.1 Relays shall consist of two or more swimmers from the same USMS-registered club as specified ~~on in the entry form information from the same USMS-registered club~~. The relay members shall rotate in the same order throughout the event. The time or distance each swimmer is required to spend in the water shall be specified ~~on in the entry form information~~. The changeover to the new swimmer shall be made within one minute after the completion of the previous swimmer's leg. In the exchange in open water relays, physical contact must be made between the two swimmers.

Rationale 1: More general language, acknowledging that many events now use only online entries rather than entry forms.

Rationale 2: Better grammar (properly placed modifying phrase, also paralleling 302.5.1)

LD 14 **303 title** page 66 **Long Distance Committee**

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn
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ARTICLE 303:

CONDUCT OF COMPETITIVE AND SOLO OPEN WATER EVENTS

Rationale: Now that USMS does not sanction solo swims, we should drop reference to them from the rules. See also LD 12 and LD 32.

LD 15 **303.1.1B & C** page 66 **Long Distance Committee**

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn
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303.1.1 Scoring divisions shall be subject to the following:

A Scoring divisions shall be the same for men and women.

B ~~For competitive swims, s~~Separate scoring divisions may be contested at the same time, with results tabulated separately.

C If awards are given ~~for competitive swims~~, they shall be of equal value for men and women.

Rationale: Redundant: the word “competitive” is unnecessary in 303.1.1 because this article is in a section headed by “competitive” events (see 303 title).

LD 16 **303.1.1C** page 66 **Long Distance Committee**

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn
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303.1.1 Scoring divisions shall be subject to the following:

A Scoring divisions shall be the same for men and women.

B For competitive swims, separate scoring divisions may be contested at the same time, with results tabulated separately.

C If awards are given for competitive swims, they shall be of equal value for men and women and for all age groups.

Rationale: Align with long distance rules in 305.7.

LD 17 **303.1.1D** page 66 **Long Distance Committee**

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn
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303.1.1 D ~~For the purposes of national championships, awards and recognition, only standard USMS scoring divisions used singly and in combination shall be eligible. Specific applications of scoring divisions are found in the applicable rules under articles 307.7.4 and 307.7.5.~~

Rationale: Duplication of 307.7.4 and 307.7.5. Renumber after.

LD 18 **303.3.1** page 67 **Long Distance Committee**

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn
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303.3.1 In any event for which it has been arranged that an escort craft will accompany each swimmer throughout the event, all swimmers shall be accompanied by such an escort craft. If the escort craft becomes disabled or cannot continue to accompany the swimmer, the swimmer may stay in the water near the disabled escort craft until a replacement arrives, join another escort craft that is accompanying only one other swimmer until another escort craft arrives or exit the water.

Rationale: Housekeeping (the word “craft” was inadvertently omitted from the text, and should be reinstated).

LD 19 **303.3.5** page 68 **Long Distance Committee**

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn
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303.3.5 In any swim in which individual escorts are required and motorized escorts are allowed, ~~receiving assistance by any~~ drafting is prohibited. Swimmers must attempt to remain 3 meters or more from other swimmers, except when rounding buoys, when overtaking other swimmers when space is not readily available, when unescorted at the start and finish of the swim, and when the swimmer's escort craft becomes disabled as per articles 301.3.1 and 303.3.4. Incidental or accidental incursion into the 3-meter zone of another swimmer shall not be the basis for disqualification.

Rationale: Redundant phrase. See also 303.9.6.

LD 20 **303.5.1** page 68 **Long Distance Committee**

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn
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303.5.1 When practical, swimmers shall be seeded by their 1500 meters/1650 yards times. The manner of seeding swimmers without times shall be at the discretion of the event director, as stated in the event ~~entry sheet~~ information.

Rationale: More general language, acknowledging that many events now use only online entries rather than entry forms.

LD 21 **303.6.4** page 69 **Long Distance Committee**

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn
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303.6.4 Backup timing and judging—In open water swims in which electronic chip timing is used, an independently operating backup timing and judging system is required.

Rationale: To ensure that all swimmer performances are registered, backup timing and judging should be required if the chip timing fails.

LD 22 **303.7.2B** page 69 **Long Distance Committee**

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn
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303.7.2 Rules for Category I Swimwear for Open Water Events

B The swimmer shall wear only one swimsuit in one or two pieces. All swimsuits shall be made from textile materials, and not contain clasps or zippers. For both men and women, the swimsuit shall not cover the neck and shall not extend past the shoulder nor below the ankles.

Rationale: This proposal aligns the USMS Category I swimwear rule with the FINA rule. All Category I swimwear would bear the FINA swimwear stamp, helping officials at USMS events sort swimmers into appropriate swimwear categories quickly and accurately.

during the swim.

(4) Briefing and assigning safety staff.

(5) Advising the referee to modify the manner in which the swim is conducted, change the course and/or distance, delay the start, and/or stop a swim in progress if circumstances warrant.

C Referee—The referee is responsible for the fair conduct of the swim. The referee...

(1) Shall have authority over all officials, instruct and assign officials, enforce all applicable rules, decide all questions related to the conduct of the swim, and adjudicate protests.

(2) Shall ensure that all swimmers are briefed about safety procedures, the course, site-specific rules, and other necessary information about the conduct of the swim.

(3) Has the authority to bar, remove, or take other appropriate action with any swimmer who acts in an unsportsmanlike or unsafe manner within the swimming venue.

(4) Has the authority to disqualify any swimmer violating event or USMS rules or safety procedures.

(5) Has the authority to modify the manner in which the swim is conducted, change the course or distance, delay the start, or stop a swim in progress if circumstances warrant.

Rationale: This proposal defines the responsibilities of the major officials within the rules. See also proposed 303.12.1.

LD 26	303.8.2		page 70	Long Distance Committee		
Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	

303.8.2 There shall be additional officials and staff in numbers sufficient to operate the event in accordance with USMS open water rules and administrative regulations ~~and may include scorer, announcer, clerk of course, starter, judges, inspectors, timers, safety and medical personnel.~~

Rationale #1: Adding “and staff” is a more inclusive heading, as all personnel at an event are not technically officials who are overseen by the referee. See also LD 26.

Rationale #2: The last phrase “and may include...” is redundant, and perhaps dangerous as it might be interpreted to imply that safety and medical personnel are optional.

LD 27	303.8.3		page 70	Long Distance Committee		
Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	

~~303.8.3 Independent Safety Monitor~~

~~A An Independent Safety Monitor shall be approved by the LMSC sanctioning officer and shall be independent of the event organizing body.~~

~~B The Independent Safety Monitor shall be present at the event to assure that the approved safety plan is implemented and that adequate safety precautions are in place for existing conditions.~~

~~C The Independent Safety Monitor shall have the authority to revoke the sanction on the day of the swim if adequate safety precautions are not in place, and shall notify all participants of the — revocation before the beginning of the swim if the event organizer proceeds with~~

~~the swim.~~

Rationale: The Independent Safety Monitor rule was intended to enhance the safety of USMS sanctioned open water events. In theory this rule seems reasonable, but in practice in it has been problematic, requiring an extra required official, challenging LMSCs to find & train them, and creating extra expense—sometimes substantial—for travel and lodging. Since the rule was passed in 2014, factors have changed or are in process that makes the ISM unnecessary and will provide a more streamlined path to the same end. Those factors include: 1) increased awareness and responsiveness to safety needs by LMSCs and event hosts through the sanction process; 2) improvement in safety training for Safety Directors, Referees, and other event officials; and 3) proposed upgrades to the OWGTO to provide more clarity and information for running events. Point #1 is clearly evident in the reports from our 2015 & 2016 ISMs. Points #2 and #3 are being developed and will be in place for the 2017 open water season.

LD 28	303.9.6		page 71	Long Distance Committee		
Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	

Swimmers shall be disqualified if they:

303.9.6 ~~Receive assistance by~~ Drafting in swims in which drafting is prohibited.

Rationale: Redundant phrase. See also LD 20.

LD 29	303.10.1 & 303.10.3B		page 71	Long Distance Committee		
Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	

303.10.1 The referee may modify any rule and the event director may modify any ~~rule or~~ race management procedure for a swimmer who has a disability. Any such modification shall affect only the current event and does not set precedent.

303.10.3 Responsibilities

B Referee or eEvent director—The referee or event director shall devise such modifications that allow the swimmer to participate as long as they conform to safety requirements. No modifications shall be granted that will give a swimmer a competitive advantage.

Rationale: Only the referee should have the authority to modify rules for swimmers with disabilities (in line with referee authority in 108.1.1), but event directors should have the authority to modify race management procedures that are not stipulated in the rules.

LD 30	303.10.4		page 71	Long Distance Committee		
Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	

303.10.4 Recommendations for allowable modifications are ~~further~~ described in the Open Water Guide to Operations.

Rationale: Redundant word.

LD 31 **303.11** page 71 **Long Distance Committee**

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn
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~~303.11 SOLO OPEN WATER SWIM~~

~~This swim must be sanctioned by the LMSC in which it originates and conducted in accordance with all pertinent rules and regulations. If more than one swimmer is attempting to swim, only one sanction need be issued. All times achieved in solo open water swims shall be duly certified and made a matter of record by the sanctioning LMSC. The certification shall include:~~

~~**303.11.1** — Each swimmer’s name, age, gender and membership number.~~

~~**303.11.2** — Governing body sanctioning the event.~~

~~**303.11.3** — The course, including the name of the body of water, the starting and finishing points, and the measured distance.~~

~~**303.11.4** — Verification and documentation that all rules were observed and the swimmer(s) either completed or failed to complete the distance.~~

Rationale: Now that USMS does not sanction solo swims, we should drop reference to them from the rules. See also LD 12 and LD 15. Renumber after.

LD 32 **303.12.1** page 72 **Long Distance Committee**

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn
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303.12.1 The event director, safety director, or referee ~~or event director~~ shall have the authority to determine if the start of a race is to be postponed or canceled, or if a. The referee shall have the authority to stop a race in progress is to be stopped. Only the event director shall have the authority to cancel the event.

Rationale: This clarifies the roles of the major staff and head official, and aligns it with proposed LD 26.

LD 33 **303.12.3** page 72 **Long Distance Committee**

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn
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303.12.2 If a race is stopped and swimmers are removed from the water for their safety, the referee shall determine if the race is to be restarted, canceled or considered official. If the referee determines the race to be official, article 303.9.2 may be waived and the referee shall determine the order of finish of the swimmers on the course ~~shall be determined by the referee.~~

Rationale: Better rules language (active voice).

LD 34 **303.13.1** page 72 **Long Distance Committee**

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn
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303.13.1 Any protest arising from a competition (other than National Championships—refer to article 307.7) shall be made to the event director within 30 minutes after the release of results for an open water event. If the protest is not resolved, the protester may appeal in writing

within 10 days of the swim for adjudication to the LMSC ~~officers~~. If the LMSC does not satisfactorily resolve the protest, the protestor may appeal in writing for adjudication to the USMS Long Distance Committee chair.

Rationale: Redundant word.

LD 35	304 title & 304.1		page 72	Long Distance Committee		
Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	

ARTICLE 304:

CONDUCT OF NONCOMPETITIVE OPEN WATER EVENTS SWIMS

304.1 NONCOMPETITIVE ~~EVENTS~~ SWIMS

Noncompetitive ~~events~~ swims are those ~~that contain swims that are not scored for in which time or placement is not~~ are not necessarily recorded. At the discretion of the event director, the ~~an~~ event may also include ~~both competitive and noncompetitive swims~~.

Rationale: Clearer definition, (1) referring specifically to swims rather to events, and (2) removing the ambiguity of the word “scored”, which might seem to imply team scoring and which is not the intent of this rule.

LD 36	304.1.1		page 72	Long Distance Committee		
Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	

304.1.1 Conduct of noncompetitive swims shall be at the discretion of the event director, as long as they conform to article 301, 302.2.2, 303.2 and 303.8.

Rationale: The safety plan requirements of sanction (303.2) require compliance with administration (301), water temperature & quality (302.2.2), and officials (303.8).

LD 37	304.1.2		page 72	Long Distance Committee		
Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	

~~**304.1.2** Competitive swims included in a noncompetitive event shall be conducted according to the rules in article 303.~~

Rationale: Redundant with 302.1.3. Renumber after.

LD 38	305 title		page 72	Long Distance Committee		
Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	

ARTICLE 305:

CONDUCT OF LONG DISTANCE POOL EVENTS

Rationale: Parallel wording with titles of 303, 304, and 306.

LD 39 **305.5** page 73 **Long Distance Committee**

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn
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305.5 SEQUENTIAL RELAYS

Sequential relays shall consist of two or more swimmers as specified ~~on~~ in the entry ~~form~~ information. The relay members shall rotate in the same order throughout the event. The time or distance each swimmer is required to spend in the water shall be specified ~~on~~ in the entry ~~form~~ information. ~~The~~ Relay exchanges is are governed by articles 101.7.3C and 101.7.3H.

Rationale: More general language, acknowledging that many events now use only online entries rather than entry forms).

LD 40 **305.7** page 73 **Long Distance Committee**

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn
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305.7 AWARDS

If awards are given, they shall be of equal value for men and women and for all age groups.

Rationale: Align with open water rules in 303.1.1C.

LD 41 **306.4.4** page 74 **Long Distance Committee**

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn
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306.4.4 In pools that are 50 meters or longer, the referee shall establish procedures to prevent drafting if more than two swimmers are ~~competing per~~ sharing a lane.

Rationale: More accurate rules language.

LD 42 **306.9.1** page 74 **Long Distance Committee**

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn
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306.9 INTEGRITY OF RESULTS IN POSTAL EVENTS

306.9.1 Each entrant ~~in a postal event~~ shall be responsible for the validity of the split times and/or the time/distance submitted.

Rationale: Redundant phrase, already in the heading for 306.9.

LD 43 **306.9.2** pages 74 **Long Distance Committee**

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn
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306.9.2 Event directors ~~may shall have the discretion to~~ request additional verification of completion from any entrant and may request that the Long Distance Committee chair refuse to accept, or disqualify, any entry that appears to contain erroneous information.

Rationale: More succinct rules language.

LD 44 **307.2.3** page 76 **Long Distance Committee**

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn
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307.2.3 Rules Pertaining to Cumulative Relays

A Cumulative relay competitions shall be contested in postal championships and may be contested in other championships. Recognized relays shall be three-person women and men's relays and four-person mixed gender relays with two women and two men. Exceptions for open water national championships may be granted by the Long Distance Committee chair.

B Age groups for relay swims shall be the same as those listed in article 303.1.3B.

~~**C** All team members shall be from the same USMS registered club.~~

~~**DC**~~ All relay members shall also be entered in the individual event. Exceptions for open water events only are at the discretion of the event director and with the approval of the Long Distance Committee Chair.

~~**CD** All team members shall be from the same USMS-registered club.~~

Rationale: Reorganization of sections into more logical order.

LD 45 **307.2.3F** page 76 **Long Distance Committee**

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn
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307.2.3 Rules Pertaining to Cumulative Relays

~~**F** The age of the youngest relay member determines the age group of the relay: 18+, 25+, 35+... 95+.~~

Rationale: Redundant with 303.1.3B and 307.2.3B. Renumber after.

LD 46 **307.2.3G** page 76 **Long Distance Committee**

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn
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G A swimmer who ages up during the duration of an postal event and swims the individual event twice may swim on one same-gender and one mixed-gender relay ~~in each~~ on separate age group relay teams.

Rationale 1: This clarifies that this rule applies only to postal events, as it is impossible for a swimmer to 'age up' in an open water event according to 301.5.1. [BB]

Rationale 2: This clarifies the original intent of the rule not to allow one swimmer to swim twice on the same relay team.

Note: If LD5a passes, 307.2.3G will be struck as unnecessary.

LD 47 **307.3.5** page 76 **Long Distance Committee**

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn
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307.3.5 ——— Postal national championships may be awarded to an organization for consecutive years.

Rationale: Redundant with 307.3.

LD 48 **307.3.4** page 77 **Long Distance Committee**

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn
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NATIONAL CHAMPIONSHIP BID ROTATION			
Year	Area 1: West	Area 2: Central	Area 3: East
2015	2 mile cable Open water ≥6 mile Festival	1 mile Open water > 3/<6 mile	Open water > 1/<3 mile Open Water > 9 mile
2016	Middle Distance Ultra-Marathon Distance	2 mile cable Marathon Distance	Sprint Distance Long Distance Festival
2017	Sprint Distance Long Distance Festival	Middle Distance Ultra-Marathon Distance	2 mile cable Marathon Distance
2018	2 mile cable Marathon Distance	Sprint Distance Long Distance Festival	Middle Distance Ultra-Marathon Distance
2019	Middle Distance Ultra-Marathon Distance	2 mile cable Marathon Distance	Sprint Distance Long Distance Festival

Rationale: Annual update.

LD 49 **307.4** page 77 **Long Distance Committee**

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn
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307.4 CONTRACT

A ~~representative~~ Representatives of the host organization that is the successful bidder of an open water and long distance championship event shall sign a written contract with USMS, which specifies the responsibilities of the event host and of USMS.

Rationale: Aligns rule with current practice.

LD 50 **307.5.1C** page 77 **Long Distance Committee**

Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn
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307.5.1 C A fee per individual entrant in the championship swim event ~~(or a fee per individual entrant in each championship swim in an event with multiple championship swims)~~ and a performance bond shall be determined by the Long Distance Committee and paid to USMS. All or a portion of the performance bond shall be returned to the host organization, based upon compliance with the conditions set forth in the event contract.

Rationale 1: Events with championships swims often have other swims too. This clarifies financial responsibilities for open water championship events that include non-championship swims.

Rationale 2: The original rule was written before USMS held open water events with multiple championship swims. This proposal updates and clarifies financial responsibilities for open water events with multiple championship swims.

LD 51	307.5.2		page 77	Long Distance Committee		
Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	

307.5.2 Complete financial statements shall be forwarded to the Long Distance Committee chair ~~after completion of the event in accordance with~~ on the championship forms provided.
Rationale: Better rules language (unnecessary phrase).

LD 52	307.7.2		page 78	Long Distance Committee		
Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	

307.7.2 Entry Forms— A Long Distance Committee representative and an LMSC representative shall review ~~Entry forms, including paper forms and forms used in the online entry system, shall be reviewed by a Long Distance Committee representative and the LMSC for content and sanctioning before distribution in accordance with the USMS contract.~~
Rationale: Better rules language (active voice and elimination of redundant phrase).

LD 53	307.7.3B	pages 65-6		Long Distance Committee		
Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	

307.7.3 B For open water events, a turn judge shall be located at each change of direction in the course. The turn judge shall:
(1) Be positioned ~~on shore or on the water~~ in clear view of the turn to ensure that all swimmers complete the turn as indicated in the ~~competition~~ event information ~~documents~~ and as directed at the pre-race briefing,
Rationale #1: Better rules language (elimination of unnecessary phrase and consistent rules language).

LD 54	307.7.6B		page 78	Long Distance Committee		
Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	

307.7.6 Swimwear
A Only swimmers wearing category I swimwear as defined in articles 303.7.1 and 303.7.2 may compete in national championship swims.
B At the discretion of the event director, swimmers wearing category II swimwear as defined in articles 303.7.1 and 303.7.3 may participate in ~~events containing~~ national championship

swims, but shall be excluded for the purposes of articles 307.8 through 308.1. In addition, category II competitors shall have a separate start time

Rationale: Redundant words, clarifying intent of the rule as implied in the last sentence of the rule.

LD 55	307.8.2		page 79	Long Distance Committee		
Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	

307.8.2 Relay results shall be tabulated electronically by gender and age group in order of finish. Women’s results shall be shown first, followed by men’s results, then mixed-gender relays last. For each relay, the following information must be reported in the order designated on the results forms in the championship packet for that event:

- A Age group place
- B Team’s full name (USMS club followed by blank, A, B, etc.)
- C Official time/distance for the team
- D Names, ages and official time/distance for each member of the team.
- E Special information (national records, overall place, place among gender, etc.).

Rationale: Aligns rule with current practice, and parallels information in 307.8.1G.

LD 56	307.9.1		page 79	Long Distance Committee		
Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	

307.9.1 Scoring

- A Club scoring for the one-hour swim postal national championships shall be calculated based on total club yardage for individual swims.

Rationale: Better rules language (parallel construction with 307.9.1B).

LD 57	307.9.1B		page 79	Long Distance Committee		
Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	

307.9.1 Scoring

- B Club point scoring for the 3000 and 6000-yard and 5 and 10-km postal national championships shall be calculated ~~based on using a predetermined~~ formula, approved by the Long Distance Committee, ~~to fit based on percentage of time differences~~ from the age group national record times ~~for each gender~~.

Rationale: Better rules language (improved clarity).

LD 58	307.12		page 80	Long Distance Committee		
Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn	

307.12 ALL-STAR TEAM

A USMS All-Star Team shall be selected each calendar year from the official results of the USMS

compliance with articles 307.2.3, 307.7.3B and 307.7.6A of the USMS rule book USMS rules.
Rationale: More inclusive rules language.

LD 64	308.1.6 & 308.1.7	page 81	Long Distance Committee		
Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn

308.1.6 ~~Long distance~~ National records for cable swims may not be established by using a swimmer’s split time in an individual event.

308.1.7 ~~Long distance~~ National records for postal swims may be established by using a swimmer’s split time in an individual event if:

- A** The split is swum as an initial distance within an event,
- B** The swimmer completes the full distance of the event,
- C** The intent to record a split time is brought to the attention, in writing, of the event director at the time of entry in the longer event, and
- D** At least two dedicated handheld watches are used to record the record split.

Rationale: Redundant phrases.

LD 65	Multiple articles #1	pages 64-80	Long Distance Committee		
Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn

Replace “host” for “director” or “organizer” in 302.1.2, 302.1.3, 302.2.1A, 302.5.4, 302.6.3, 303.1, 303.2.1, 303.4.1C, 303.5.1, 303.8.3C, 303.10.3, 304.1.1, 304.1.3, 305.3.1, 306.9.2, 307.7.1, 307.7.3A, 307.7.6B, 307.9, 307.9.3, and 307.11.3

Rationale: Properly speaking, the duties and responsibilities in each of these articles belong to the event host, for whom the event director is usually (but not always) the acting agent. Therefore, this change provides more precise rules language than the previous language.

LD 66	Multiple Articles #2	pages 64-73	Long Distance Committee		
Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn

Replace “composed” for “comprised” in 302.1, 302.1.1, 302.5.1, and 305.4.

Rationale: According to our style book, “comprised” is incorrect usage; “composed” is correct usage.

LD 67	Glossary	page xiii	Long Distance Committee		
Action:	Adopted	Defeated	Adopted/Amended	Tabled	Withdrawn

Event Host: The organization that has been granted a sanction to conduct an open water event.

Rationale: The terms “host”, “director”, and “organizer” have been used loosely throughout Part 3, often in ambiguous ways. This proposal clarifies that a “host” is an organization, not an individual. In other proposals, the LDC has made a concerted effort to clarify responsibilities consistently for the host and for specific individual positions.

TO: House of Delegates
FROM: Dawson Hughes, Susan Kuhlman
DATE: September 14, 2016
SUBJECT: 2017 Business plan in support of the 2017 draft budget

The 2017 proposed budget supports the revised [USMS Strategic Plan](#). This document provides priorities and goals for 2017. Among these goals are: investments in strategic membership growth initiatives; including a college club swimming program and development of a fitness program; and resources for IT website redesign/messaging consulting. The budget includes a transfer from the new Opportunity Reserve to fund these three initiatives. The draft budget bottom line reflects a surplus of \$227 from operations.

Since the 2016 Convention, a USMS Reserve Funds Policy was recommended by the Finance Committee and approved by the Board of Directors. Included in the Reserve Funds Policy is the establishment of an Opportunity Reserve. The 2017 draft budget includes using \$77K from the Opportunity Reserves for investment in the following initiatives:

- Fitness program development in Education Services. \$44K
- College Club new business unit. \$29K
- Website redesign/messaging in the Marketing Services. \$4K. (Note: the total initiative cost is \$25K less \$21K from operations.)

Please refer to your Convention packet to read the full Reserve Funds Policy.

MAJOR, NON-COMPENSATION, ASSUMPTIONS FOR THE 2017 BUDGET YEAR

Insurance costs: Assume a decrease in costs based on actual premium renewal quotes.

Membership revenue: 3% membership increase over the 2016 membership forecast for a total of 65,660 members. Membership fee increase of \$2 to \$41 for 2017. The partial year-end fee will be eliminated and the year plus options will be expanded.

Membership expense: Membership drive phone/text campaign - \$10K, PR program for April Adult-Learn-To-Swim Month was moved to the Swimming Saves Lives Foundation budget-\$10K.

IT: In-house registration system improvements to include better reporting for LMSC registrars and treasurers. More tools will be developed for posting the open water and postal results. Mobile platform support via apps and mobile responsive website redesign. Office IT services/functions will be outsourced - \$24K. New IT infrastructure review - \$20K.

Magazine costs: Slight decrease in cost for 2017. Replace the second mailing of the magazine with a digital version for printing and postage savings.

(Note: This mailing is for members that register between the bi-monthly scheduled SWIMMER mailings.)

- Education revenues: 970 clubs, 425 workout groups at \$41 each, 1,000 recognized coaches and instructors, 800 coach certification participants, 550 ALTS instructor participants. New for 2017- stroke development clinics for 800 swimmers and 230 coaches.
- Education costs: Total costs of \$433K versus \$358K in 2016. New fitness program research and development - \$44K. (Opportunity Reserve transfer). New stroke development clinic created as a companion program for coach certification weekends for 1,030 swimmers and coaches. Revenues from clinics forecasted to entirely offset costs. Continue education outreach initiative by making more than 100 onsite visits to existing clubs, workout groups, and new facilities.
- Adv/sponsorship: 17 sponsors, 11 magazine advertisers, \$39K in new revenues for a total of \$458K and \$46K in value-in-kind products.
- Marketing costs: Website redesign/social media/ marketing messaging consulting/outsourcing- \$25K. (Opportunity Reserve transfer) internet advertising -\$30K. Move College Club to create a new revenue/cost center.
- College Club: Assume new revenue/cost center for 2017. Pro-rated club memberships begin 8/1/17. Expenses include a leadership summit - \$15K, events and marketing -\$10K and USAS convention-\$4K. (Opportunity Reserve transfer).
- Admin-Volunteers: Assume increases in travel and hospitality due to Convention and Board budgets. Convention budget includes national volunteer meal stipends. The bi-annual LMSC Leadership Summit will be held in 2017- \$26K.
- Admin-Staff: No new expenses for 2017.

ASSUMPTION DETAILS AND BUSINESS PLAN SUPPORT FOR 2017

MEMBERSHIP SERVICES

- The budget assumes a 3% increase in overall 2017 membership, based on the 2016 forecast. USMS will end 2016 with approximately 63,730 members. The membership registration fee, as approved by the [House of Delegates](#), will increase by \$2 to \$41. This is the third year of the five-year plan incorporating a \$2 annual fee increase. To date, 2016 membership numbers are exceeding 2015 by 2%.
- The traditional year-end membership will be discontinued, pending results of the August 2016 'Olympic' marketing campaign, to provide an improved value

proposition for registering for the following full calendar year. Registrations that occur after June 30 will be given a choice to either pay the full fee for the current year or take advantage of the reduced fee for the current year and add on the following year.

- The 16-month membership product was introduced September 1, 2014. In 2017 the year plus member option will begin in July. New members will have the choice to pay the full year rate of \$41 or opt for the year plus. The year plus consists of a six to three-month membership (July - December) for the year 2016, plus prepayment of a full-year (12-month) membership for 2017. The 2016 part of the registration fees will include progressive discounts based on the month of the registration: July = \$35; August = \$30; September = \$25 and October = \$20.
- Of the \$218,000 increase in membership revenue, 33% is from member growth and 67% is from fee increases.
- A \$10,000 strategic membership drive phone/text campaign is included in the budget to support the 3% membership increase.
- Significant Membership Services, IT, and Administrative staff time are allocated to programming, accounting, service, communication, maintenance, and safeguarding of the in-house registration system and the membership database.
- Office IT services and commonly required system maintenance will be outsourced to increase the productivity of the IT staff-\$24,000.
- An overall IT Infrastructure review is budgeted for \$20,000.
- The IT focus for 2017 is:
 - Mobile platform support via apps and mobile responsive website redesign.
 - Improved database marketing capabilities with customizable communication options and use of a single e-mail marketing provider.
 - Development of additional tools for posting the open water and postal event results.
 - Improved reporting and invoicing for LMSC registrars and treasurers. All LMSC financial activity and reporting will run through the in-house registration system.
- Convention administration responsibility, publishing and printing of the Rule Book and coordinating issuance of certificates of insurance, are on-going Membership Services activities.
- Membership Services staff also provide volunteer training for LMSC registrars, sanctions chairs, Top 10 recorders, treasurers, etc., to LMSC leadership. Training includes: creation of tutorials; webinars and convention workshops; phone and email support. They are also coordinating the updates for the Places to Swim listings. This is in addition to their primary responsibility of servicing our 63,000+ members.

COMMUNICATIONS AND PUBLICATIONS

- Our Communications and Publications business unit produces six issues of *SWIMMER* magazine, 30 issues of *STREAMLINES*, video content, regular features to usms.org, and social media programs. In addition, event communications surrounding our national events, including 10 pre-event email updates and the meet programs, are managed and produced in-house. The annual cost per member is slightly lower in 2017.

- In order to better respond to our members, the digital version of *SWIMMER* will be promoted and members will be given an option during registration to choose digital or paper magazine delivery. As we offer a digital option to members, we may save approximately \$4.00 per member when compared to a paper version. The second mailing of a paper copy of *SWIMMER* for new members will be eliminated and replaced with the digital version.
- The public relations campaign for the April Adult-Learn-to-Swim Month moved from this department and is now under the Swimming Saves Lives Foundation.

EDUCATION SERVICES

- Per the USMS rulebook, clubs are defined as members. In 2017 the budgeted fees for club and workout groups are equal to the national member registration fee of \$41. The increase in fees better matches the cost of the services that are available for clubs and workout groups. In 2016 the club and workout group fees were \$25.
- An expanded stroke development clinic for both swimmers and coaches is added to the USMS educational offerings for 2017. The budget assumes participation levels will include 800 swimmers and 230 coaches. In most cases, the clinics will be offered on the same weekends as the coach certification classes. This will minimize instructor travel expenses. The stroke development clinics began with two clinics in 2015 and 13 in 2016.
- A new fitness program will be developed in 2017. The budget includes \$44,000 in funds to research and develop the new program. The 2016 survey information from non-member swimmers is one of the resources used for the fitness program development.
- Due to the continued strong demand for the Masters Coach Certification Program, 29 classes are scheduled in 2017. It is anticipated that 800 coaches will attend Levels 1-3. This number is 113 lower than the 2016 forecast. In 2016 the recognized coach and instructor designation required that the related USMS course be successfully completed. This created an increased demand in 2016 that may not occur in 2017.
- The Adult Learn-to-Swim (ALTS) instructor certification program was introduced in 2015. The 2017 plan includes 25 ALTS instructor classes with 550 student instructors. This is an increase over the 510 student instructor forecast for 2016. The classes consist of USMS members, SSLF/ALTS grant recipients and other swim programs and facilities that are interested in teaching adults to swim.
- Education Services will continue its outreach initiative by making more than 100 club visits in 2017 and presenting at five or more conventions with strategic partners.

EVENTS

- In 2016 the open water insurance surcharge and rebate programs were replaced with the sanction fees. Since 2016 is the first year of this new program, the forecast and 2017 budget are based on estimates. The budget includes 54 sanctioned open

water events (excluding the \$100 fee for the six open water national events) and 397 pool events.

- The one event fees are increased from \$15 to \$25 to encourage membership registration. A 10% drop in one event registrations is anticipated for those who select a regular membership instead.
- All USMS sanctioned events are required to pay a sanction fee, but currently there is no similar requirement for recognized events. Beginning in 2017, a \$100 recognized event fee is included in the budget. Based on current activity, the number of recognized events is budgeted for 80 for a total revenue of \$8,000.

MARKETING SERVICES

- The 2017 budget reflects 17 sponsors, 11 magazine advertisers and royalties for a total revenue of \$458,050. In addition, the sponsors will provide \$46,500 of value-in-kind (products) used to support ongoing programs. In 2016 \$35,000 in new sponsor revenues was budgeted. However, four existing partners did not renew their sponsorships resulting in an annual revenue reduction of \$75,000. Marketing Services built new relationships during this same time period and signed five new sponsors for \$77,500. In 2017 the plan is to build on this base and increase sponsor revenue by adding \$30,000 in new relationships and \$12,500 by expanding current sponsor commitments.
- A comprehensive potential membership survey was conducted in early 2016. The survey company was contracted to target swimmers that met the following criteria: over the age of 25, have never been a USMS member and swim at least once a week. The report and results from this survey will be used to help target marketing messages and relevant USMS benefits to encourage new member registrations. In 2017, the budget includes \$25,000 for website and messaging redesign with a focus on membership.
- In 2016, the USMS digital footprint was expanded through use of Google and Facebook. The goal was to successfully drive more traffic to the USMS site, which resulted in additional memberships. USMS was promoted through Google Display Ads to potential members that started a USMS registration, but did not finish the process. This resulted in an additional 420 registrations. Facebook advertising continues to bring in roughly 500 registrations as well. In 2017, a lead generation database will be created consisting of those individuals that visit and read our content, but are not members. The benefits of joining USMS will be marketed to this group through email campaigns and digital ads. The budget for the membership advertising campaign is \$30,000.

COLLEGE CLUB

- For the past several years, USMS has been a supporter of the college club championships and hosted a college club swimming summit in early 2016. This summit included 11 college club presidents and three different college club advisors. (These clubs are entirely separate from the NCAA Swimming structure and College Athletic Departments. Swimmers are not varsity athletes and are part of the intramural or student life departments.) From this summit, the task force gained insight into what the college club swimmers and clubs are looking for to

enhance their swimming experience. The current college club structure is disjointed and program offerings are inconsistent. The goal for USMS is to unify these clubs starting in 2017 and to help the programs grow so that more swimmers continue to swim through college. USMS can begin to engage with these swimmers at the college club level with the goal of transitioning them to Masters Swimming after graduation.

- The revenue budget for 2017 is \$14,600 and consists of pro-rated fees for 80 clubs. The college club membership begins on August 1 to coincide with the beginning of their swim season. This revenue model is based on the number of members per club instead of the individual members. The program is being developed to fit within the recreational college sports structure.
- In order to activate this new program, expenses for 2017 include: college club leadership summit - \$15,000; national event development and marketing - \$10,400; and attendance of three delegates to the USAS Convention - \$3,600.
- 2017 expenses were fine tuned to reduce exposure since only 42% of revenue will be applied to FY2017.
- Furthermore, staff resources will need to be identified to support this program.

SWIMMING SAVES LIVES FOUNDATION

- The Foundation has a cause that many USMS members desire to support.
- Since inception in 2012 through the end of 2015, SSLF donations provided more than \$228,000 in grants for adult-learn-to-swim programs.
- From 2012 to 2015 individual member donations increased by 55%.
- To bring visibility and awareness, as well as create a volunteer give-back opportunity for SSLF, the month of April was designated as Adult Learn-to-Swim Month. A public relations firm was contracted to promote this message for 2014-2016, and the 2017 budget includes \$10,000 for this purpose. Previously, the public relations expense was recorded within the communications budget.
- SSLF bag tags will be distributed to donors that contribute \$15 or more. Previously, all donors were mailed a bag tag. The savings on SSLF logo merchandise will cover the cost of the public relations campaign.

A new budget with projects for April ALTS month and SSLF direct expenses has been created to put better focus on expenses and fundraising from cause marketing related expenses.

RISK MANAGEMENT AND INSURANCE

- Risk management and insurance services will continue through partnership with Entertainment Sports and Insurance eXperts. ESIX charges USMS a flat, non-commissionable annual management fee to provide risk management and insurance brokerage services. Risk management programs include expanded insurance coverage, an online sanction database, a national-level event compliance review and a waiver. Per ESIX, the insurance budget includes a \$22,000 decrease compared to the 2016 budget.
- In 2016 the event insurance surcharge and rebate programs were replaced with the sanction event fees as approved by the House of Delegates. This budget is included under Events revenue.

ADMINISTRATION & VOLUNTEER

- The next LMSC Leadership Summit is scheduled for 2017. This successful face-to-face leadership summit is planned every other year - \$26,000.
- The Convention budget includes a meal stipend for national volunteers as outlined in Financial Operating Guidelines (FOG). The total 2017 Convention budget is \$105,500.

CAPITAL REQUESTS

- Per the FOG, the threshold for capitalizing an equipment purchase is \$5,000. In 2017 \$8,000 in computer purchases are included in the budget as expenses under the minor software/equipment expense account. The following capital is budgeted for 2017: web servers (2) replacement - \$15,000 and other capital - \$10,000.

COMPENSATION

- 2017 compensation is projected to increase 9.8% over the 2016 forecast. The full year effect of positions that were unfilled for part of 2016, the 2017 budget increase is 6.3% over the 2016 forecast.
- Total 2017 compensation costs are estimated at \$1,793,100, which includes a 10% increase in health insurance and 3% salary increase.
- The following is a list of the number of Full Time Equivalents (FTE) by function required to carry out the organization gals and programs outlined above.

Department	2017
Administration	4
Communications/Publications	2.5
Membership/LMSC support	3
Marketing/Sponsor support	2
IT Support	3
Education/Club& Coach/ALTS/SSLF/Fitness	3.5
Total FTEs	18

Metrics from the Compensation and Benefits Committee

Changes in Payroll Budget from 2016 Budget to 2017 Proposed Budget:

One part-time position will be upgraded to a full time position in 2017. In 2016 three budgeted positions were vacant for part of the year. With BOD approval, several positions were restructured and realigned during 2016 to help meet the organizations business needs and strategic goals. The 2017 budget assumes all non-intern positions are filled for the full year.

I. Merit Increases:

Merit increases are awarded by the Chief Executive Officer (CEO) based on individual employee performance. The merit pool in the 2017 proposed budget is 3% of base pay, the same as the 2016 merit pool. The merit pool reflects the Compensation and Benefits Committee recommendation based on market data reviewed the committee.

II. Bonus pool:

The proposed 2017 budget includes a bonus pool of 7% of eligible wages, the same as in the 2016 budget. Bonus awards are determined at the discretion of the CEO and awarded based on accomplishment of on organizational and employee goals. Bonuses do not add to base salary and are not consider as part of future pay actions. Part time and hourly employees are not eligible for bonuses. Administration of the Employee bonus plan is governed under the Staff Bonus plan document approved by the BOD.

III. Health Benefits Costs:

USMS received estimates for 2017 benefits changes from Trinet/SOI, our benefits provider. They have estimated rate changes will add 10% to health care and other benefits costs. As with the salaries mentioned above, we have budgeted benefits for all eligible positions for the full 2017 plan year.

IV. Overall Compensation and Benefits Budget:

The total proposed budget, including cash compensation, benefits and taxes, is \$1,793,071, a 4% increase over the 2016 adjusted budget and a 9% increase from the original 2016 approved budget. (Adjusted budget includes the approved over-budget request to upgrade the part-time Staff Accountant position to full-time and replacing 2 positions due to retirements.)

Bridge to 2017 Budget

2016 Forecast Net Operating Loss			\$ (221,053)
2017 Changes vs. 2016 Forecast			
Revenue Changes			
Membership Fees-(member increase)		146,750	
Membership Fees-(price increase)		71,222	
Opportunity Reserve Transfer		76,810	
Investment Transfer		90,600	
Education Services		74,259	
Advertising and Sponsorship		39,450	
Events		32,170	
College Club		14,583	
Administration		(400)	
Total Change in Revenues			\$ 545,444
Expense Changes			
Membership			
Payroll	159,613		
Communications & publications	(3,185)		
Insurance-liability	(21,782)		
All other	2,304		
Subtotal membership change		136,949	
Education Services		92,993	
College Club		29,040	
Events		14,656	
Marketing		(16,975)	
Administration			
Payroll	46,552		
VP local operations	26,000		
Convention	5,600		
Office	(2,974)		
All other	(7,677)		
Subtotal administration change		67,501	
Total Change in Expenses			\$ 324,164
Change in Net Operating Income/(Loss)			\$ 227

U.S. Masters Swimming, Inc.

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				PRE-CONVENTION		APPROVED		
INCOME STATEMENT				BUDGET	FORECAST	BUDGET	ACTUAL	
			Members	Fee	2017	2016	2016	2015*
<u>REVENUE</u>								
MEMBERSHIP SERVICES:								
4010	Fees - Individuals @ \$41	AL MATYSEK	61,992	\$41	2,541,672	2,361,450	2,455,891	2,235,836
4011	Fees - partial year	AL MATYSEK			-	27,500	26,198	26,700
4012	Fees - year plus	AL MATYSEK	3,665		98,600	33,550	35,436	32,310
4013	Vanity ID	AL MATYSEK		\$50	10,000	10,000	10,000	12,010
	Fees- Affiliates				100	100	-	-
4070	Rule Book Sales	DEERY			1,500	1,500	1,500	1,573
4074	Magazine Subscriptions	GRILLI			2,800	2,800	3,540	3,488
4215	Promotional Sales & 4271 Video Rental	DEERY			4,200	4,000	3,700	5,163
	Membership Services Revenue				2,658,872	2,440,900	2,536,265	2,317,080
EDUCATION SERVICES								
4020	Fees - Clubs	BRENNER	969	\$41	39,729	25,500	25,000	26,150
4025	Fees - Workout Groups	BRENNER	425	\$41	17,425	11,250	11,250	10,100
4030	Coach Certifications	BRENNER	800		154,000	166,425	124,425	103,147
4032	Stroke Development Clinics	BRENNER			54,000	-	-	-
4033	Swim Fit	BRENNER	-		-	-	-	-
4035	Fees - Recognition Coach & Instructor	BRENNER	-	\$30	30,000	30,000	31,500	39,300
4036	Adult Learn to Swim Instruction- 25 classes	BRENNER			165,000	152,970	187,500	70,187
5846	Less SSLF grant program scholarships	BRENNER			(12,000)	(12,000)	-	-
4037	Fees - Club collections	KUHLMAN			13,250	13,000	9,250	11,779
4038	National Coaches Conference							3,435
	Education Services Revenue				461,404	387,145	388,925	264,097
EVENTS:								
4060	Fees - One-Event @ \$25.00	GRILLI	1,910	\$25	47,750	28,500	31,500	28,470
4150	Championship Meet Surcharges	RODDIN			46,000	44,200	44,200	44,935
4151	LD Championship Surcharges	LIVONI			4,800	4,800	4,800	7,757
4152	GTD Revenue	DEERY			-	-	-	-
4155	Championship Patches	RODDIN			900	885	900	900
4157	LD Championship Medals	LIVONI			3,200	3,200	3,200	3,187
4210	Top Ten Subscriptions	GRILLI			500	500	500	527
4250	All American Patches/Cert.	GRILLI			900	900	1,050	880
4251	LD All American	GRILLI			325	325	325	331
4252	Relay All American Awards	GRILLI			900	900	800	929
4275	OW Education Conference	BRUCE			-	-	4,500	-
4300	OW Sanction flat fee @ \$100 each		60	\$100	6,000	5,400	5,400	-
4310	OW Event participant fees net of cap		5,631	\$5	33,785	34,535	34,535	-
4320	Pool Sanction flat fee @ \$50 each		397	\$50	19,850	19,850	19,850	-
4325	Pool Participant Fee Nat'l Championships		3,000	\$5	15,000	14,450	15,000	-
4330	Sanction Fee Rebates				(1,000)	(2,000)	(6,000)	-
	Recognized Event Fee			\$100	8,000	-	-	-
4450	Merchant Account Fee Income	KUHLMAN			13,075	11,370	11,363	13,005
	Events Revenue				199,985	167,815	171,923	100,921
ADVERTISING AND SPONSORSHIP								
4075	SWIMMER Magazine Advertising	DEERY			39,750	39,750	39,250	38,107
4161	Sponsor Royalty Income	DEERY			4,300	8,350	4,500	4,091
4171	Sponsorship	DEERY			414,000	370,500	408,000	361,500
	In-Kind product contributions							
	Advertising and Sponsorship Revenue				458,050	418,600	451,750	403,698
COLLEGE CLUB REVENUE								
	College Club Membership	DEERY			14,583	-	-	-

**U.S. Masters Swimming, Inc.
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				PRE-CONVENTION		APPROVED	
INCOME STATEMENT				BUDGET	FORECAST	BUDGET	ACTUAL
		Members	Fee	2017	2016	2016	2015*
	<i>College Club Revenue</i>			14,583	-	-	-
CONTRIBUTION REVENUE							
4705	Contributions	N/A		-	-	-	1,500
4950	In-Kind (legal)						
4800	Contributions- Releases from Restrictions			11,000	11,200	11,000	11,249
	Contribution Revenue			11,000	11,200	11,000	12,749
ADMINISTRATION:							
4500	Other Income			-	200	-	200
	Opportunity Reserve Transfer			76,810			
4500	Investment Spending Transfer	DAVIS		90,600	-	89,000	-
	Administration Revenue			167,410	200	89,000	200
	Total Revenue			3,971,304	3,425,860	3,648,863	3,098,745
EXPENSE							
MEMBERSHIP SERVICES							
5010	Liability Insurance	KUHLMAN/ESIX		321,890	348,580	346,585	347,867
5010	Liability Insurance Surcharge	discontinued after 2015		-	-	-	(47,000)
5010	Liability Insurance Surcharge Rebate	discontinued after 2015		-	-	-	3,050
5012	Accident Insurance	KUHLMAN/ESIX		21,640	21,340	21,731	20,805
5102	Membership Administration	GRILLI/AL MATYSEK		21,660	13,570	13,670	10,035
5103	Registration Expenses	AL MATYSEK		91,043	88,300	89,790	82,332
5320	Fitness Committee	JUREY		200	200	200	41
5420	Registration Committee	LETENDRE		-	-	-	-
5430	Rule Book Coordinator	GRILLI		-	-	-	-
5470	Zone Activity costs	STEVENSON		3,000	3,000	3,000	1,500
5540	History & Archives Committee	DUNBAR		1,450	120	1,250	-
5550	Recognition & Awards Committee	NOVITSKE		960	960	960	323
5560	LMSC Development	BUEHLER		1,610	110	1,110	117
5685	Web Operations	J MATYSEK		76,150	36,750	26,750	22,202
5701	USMS SWIMMER Magazine Production Costs	HAMEL		349,235	341,570	354,672	324,297
5703	STREAMLINES/Web Content	HAMEL		13,000	14,350	10,000	9,967
5704	Multi-media Production	HAMEL		10,000	19,500	19,500	10,715
5840	ISHOF Contributions	KUHLMAN		21,500	21,500	21,500	21,414
5860	Rule Book Costs	GRILLI		9,200	8,800	8,600	6,524
5900	Membership Services Payroll	HUGHES/KUHLMAN		1,329,230	1,216,169	1,226,014	1,054,613
	Membership Expense			2,271,768	2,134,818	2,145,332	1,868,803
EDUCATION SERVICES							
5280	Coaches Committee	JENNINGS		22,300	16,350	16,350	24,708
5290	Coaches Certification	BRENNER		160,570	133,951	123,428	93,012
5500	Fitness Program	BRENNER		43,770	-	-	-
5600	Adult Learn to Swim	BRENNER		117,955	104,440	116,578	64,039
5610	Education Conference			-	10,000	14,400	-
5770	Coach/Club Development Admin	BRENNER		88,595	75,456	86,944	75,337
	Education Services Expense			433,190	340,197	357,700	257,095
EVENTS:							
5205	Spring Nationals	HUGHES		12,380	9,740	14,610	8,650
5200	Summer Nationals	HUGHES		12,380	11,310	15,810	10,835
5121	All American Patches/Cert.	GRILLI		1,000	2,250	2,250	1,923
5270	Championship Committee	RODDIN		8,918	7,448	8,968	4,104
5285	LC/SC Merchant Account Fees	KUHLMAN		9,269	9,270	9,269	8,430
5370	LD Committee	LIVONI		11,077	10,750	10,750	9,143
5380	Open Water Committee	BRUCE		10,380	380	10,380	4,460

U.S. Masters Swimming, Inc.

2017 Draft Budget 9/14/2016

				PRE-CONVENTION		APPROVED		
INCOME STATEMENT				BUDGET	FORECAST	BUDGET	ACTUAL	
				2017	2016	2016	2015*	
				Members	Fee			
5390	Officials Committee	ALBRIGHT			11,400	11,400	11,400	10,098
5410	Records & Tabulation Committee	SEIDLER			1,225	1,225	1,225	324
5440	Rules Committee	COCKRELL			1,450	1,350	1,350	1,169
5460	Sports Medicine and Science Committee	CARLSON			5,900	5,800	5,800	1,072
5240	Coordinator Contractors	HUGHES/MATYSEK			15,800	15,600	15,600	12,439
	Events Expense				101,180	86,523	107,412	72,647
MARKETING/SPONSORSHIP								
5710	Sponsor costs	DEERY			43,800	40,450	40,950	22,701
5720	USA Swimming Collaboration	DEERY			2,400	16,025	12,250	15,912
5730	Marketing Services	DEERY			104,200	110,900	100,340	64,750
5890	In-Kind Products						-	
	Advertising and Sponsorship Expense				150,400	167,375	153,540	103,363
COLLEGE CLUB SERVICES								
	Summit	DEERY			15,000			-
	Events & Marketing	DEERY			10,400			-
	Convention	DEERY			3,640			-
	College Club Expense				29,040	-	-	-
ADMINISTRATION:								
5013	Directors & Officers Insurance	KUHLMAN/ESIX			7,216	7,110	7,498	7,096
5014	Bonding	KUHLMAN/ESIX			9,923	6,520	6,872	6,465
5015	Flood Insurance	KUHLMAN/ESIX			-	(990)	170	2,045
5016	Media Professional Liability Insurance	KUHLMAN/ESIX			3,723	3,615	3,500	3,139
5050	President	P. MILLER			14,500	11,200	12,500	12,700
5061	VP - Programs	McGIFFIN			-	-	-	-
5062	VP - Community Services	THOMPSON			-	-	-	-
5063	VP - Administration	TSUZUKI			-	-	-	-
5064	VP - Local Operations	STEVENSON			26,100	100	100	26,087
5070	Secretary	COLBURN			-	-	-	-
5080	Treasurer	DAVIS			850	850	1,600	-
5090	Past President	DAY			-	2,200	2,200	-
5095	Legal Counsel	ELIAS-WILLIAMS			1,250	1,250	1,250	670
5099	Board/Executive Committee	P. MILLER			58,900	92,684	61,100	68,010
5130	USMS Headquarters Admin.	KUHLMAN			184,636	187,610	201,552	126,946
5135	USMS Headquarters Payroll	HUGHES/KUHLMAN			463,842	417,290	418,640	353,636
5300	Convention	GRILLI			105,460	99,860	99,860	94,432
5310	Finance Committee	ENSIGN			150	150	150	-
5315	Investment Committee	DODSON			1,000	1,000	1,000	-
5330	Audit Committee	DILWORTH			5,600	5,600	5,550	4,315
5340	Compensation & Benefits	COATES			-	-	-	-
5630	FINA Representative	GOLDSTEIN			-	-	-	-
5640	International Delegate / UANA	MILLER/GOLDSTEIN			7,500	5,000	5,000	5,000
5660	USA Swimming Liaison	TSUZUKI			2,300	2,300	2,300	1,588
5670	ISHOF Liaison	REID			1,900	1,900	1,900	824
5830	Outside Legal Expense	HUGHES/ELIAS-WILLIAMS			15,000	7,500	15,000	11,352
5847	SSL Fund Operating Costs	BRENNER			22,150	22,150	32,650	34,838
5848	April ALTS Month	HUGHES			12,500	-	-	-
5870	Depreciation	KUHLMAN			15,000	18,000	15,000	27,987
6010	Banking Fees	KUHLMAN			4,500	4,500	3,600	4,221
5873	Audit/Accounting Fees	KUHLMAN			21,500	20,600	21,500	20,390
	Administration Expense				985,499	917,999	920,492	811,743
	Total Expense				3,971,077	3,646,913	3,684,476	3,113,651
	NET ORDINARY INCOME				227	(221,053)	(35,613)	(14,906)

**U.S. Masters Swimming, Inc.
2017 Draft Budget 9/14/2016**

				PRE-CONVENTION		APPROVED	
INCOME STATEMENT		Members	Fee	BUDGET 2017	FORECAST 2016	BUDGET 2016	ACTUAL 2015*
OTHER INCOME / EXPENSE:							
OTHER INCOME:							
4900	Interest & Dividends	DODSON		120,000	125,000	120,000	(18,560)
4940	Gain (loss)-Disposal of Fixed Assets	N/A		-	-	-	(27,525)
4945	Gain (loss)-Leasehold Improvements	N/A			-	(25,300)	-
	Other Income			120,000	125,000	94,700	(46,085)
OTHER EXPENSES & TRANSFERS:							
	Transfer from Opportunity Reserve			76,810	-	-	
6300	Transfer from Investment Account			90,600	-	89,000	-
6100	Amortization-Registration system			24,558	24,558	24,558	24,558
6011	Investment Advisory Fees	DODSON		11,600	11,200	6,600	7,990
	Other Expenses & Transfers			203,568	35,758	120,158	32,548
	Total Net Other Income			(83,568)	89,242	(25,458)	(78,634)
	NET INCOME			(83,341)	(131,811)	(61,071)	(93,540)

*2015 Final Actual was for operating funds only. Activity for Swimming Saves Lives Foundation and Legacy Fund were not included.



CHECK-IN AND CERTIFICATION PROCEDURE AT USMS CONVENTION

Each delegate must complete the two-step process outlined below. You must have a “certified ID” to vote as a member of the House of Delegates (HOD) and be eligible to attend HOD meetings!

- 1) **CHECK IN AT THE UNITED STATES AQUATIC SPORTS (USAS) STATION** to pick up your ID - a badge with your name & LMSC on it. You will also receive a convention bag, binder, and miscellaneous souvenirs.

AND

- 2) **CHECK IN AT THE USMS TABLE** to obtain “certification” that you are a USMS delegate. This is the process that verifies a delegate’s eligibility to vote in the House of Delegates (HOD). You will also receive your voting cards and other important convention material and information.

The USMS Certification/Information table will be open as follows:

Wednesday, September 21st, from 8:00am – 6:00pm – **Grand Hall East**

Thursday, September 22nd from 7:00am -7:45am – **Grand Hall East**

Thursday thru Saturday – Back of the HOD room or come find Mary

The USMS Certification/Information table will move to inside the HOD meeting room on Thursday September 22nd (Centennial IV). All subsequent certification by USMS will take place here during HOD meetings, until they recess. (Refer to the meeting schedule in your pre-convention packet and/or binder for time and location). Late arrivals **must** locate Mary Hull (Certification Chair) to receive their certification and voting cards.

Please note: If you did not register for convention in advance, you will need to have USMS Convention Coordinator Tracy Grilli sign a certification release before you can proceed to Mary Hull for the balance of certification material.

New Delegates will receive a special ID identifying them as NEW DELEGATES as well as information regarding the New Delegate Orientation.

Standing Rules of the USMS Annual Meeting of 2016

Rule 1 The Secretary, directly after the opening ceremonies of the first business meeting, shall report the number of delegates and others registered as present with proper credentials, and shall make a supplementary report after the opening of each session that business continues.

Rule 2 A member of USMS, may, upon proper clearance by the Secretary, be transferred to delegate status, at any time during the continuance of business meetings.

Rule 3 All meetings of the House are open to the public. However, the privilege of speaking in the House is limited to 1) House members who are wearing credentials issued by United States Aquatic Sports and a sticker from the USMS convention coordinator, or 2) “Guests of the president” who shall be allowed to speak before the HOD. Guests of the president shall not be allowed to speak to or vote on any motions.

Rule 4 Included in the report from a Committee, all Action Items shall be placed on the floor of the House without a motion or second. The House may consider the action items of a committee as one motion, or individual motions.

Rule 5 No member shall speak in debate more than once on the same question, on the same day, or longer than three minutes, without permission of the convention granted by two thirds vote without debate.

Rule 6 Motions shall be made from the microphones only.

Rule 7 If a motion to call for the question is made and accepted by 2/3 of the House, any member in line at a microphone shall be recognized to speak for their allotted time.

Rule 8 All motions, in the House or Committees, shall be recorded, in writing or electronically, with the name of the maker.

Rule 9 Elections shall be run in accordance with the USMS Election Operating Guidelines.

Rule 10 Rules contained in the current edition of the Robert’s Rules of Order shall govern the House of Delegates and its Committees, in all cases to which they are applicable, and in which they are not inconsistent with the bylaws of U. S. Masters Swimming and these standing rules.



Board of Directors

President Patty Miller		VP Administration Ed Tsuzuki		VP Local Operations Chris Stevenson		VP Community Services Skip Thompson	
VP Programs Chris McGiffin		Secretary Chris Colburn		Treasurer Ralph Davis		Immediate Past President Nadine Day	
At-Large Director Breadbasket Bruce Hopson		At-Large Director Colonies David Diehl		At-Large Director Dixie Sean Fitzgerald		At-Large Director Great Lakes Dan Cox	
At-Large Director Northwest Sarah Welch		At-Large Director Oceana Leianne Crittenden		At-Large Director South Central Jill Gellatly		At-Large Director Southwest Laura Winslow	

Other Board members (non-voting):

Past President Tom Boak		Past President Rob Copeland		Past President Mel Goldstein		Past President Dan Gruender	
Past President Ted Haartz		Past President Mike Laux		Past President Dr. Jim Miller		Past President Jeff Moxie	
Past President Nancy Ridout		Chief Executive Officer Dawson Hughes		Legal Counsel Maria Elias-Williams		USA Swimming Representative Dave Coddington	



U.S. MASTERS SWIMMING

Committee Chairs

Audit Elyce Dilworth 	Championship Jeff Roddin 	Coaches Bob Jennings 	Comp. and Benefits Ed Coates 
Finance Jeanne Ensign 	Fitness Education Mary Jurey 	Governance Lianne Crittenden 	History & Archives Barbara Dunbar 
Investment Phil Dodson 	Legislation Meg Smath 	LMSC Development Paige Buehler 	Long Distance Donn Livoni 
Officials Brian Albright 	Open Water Bob Bruce 	Recognition & Awards Ray Novitske 	Records & Tabulation Jeanne Seidler 
Registration Leo Letendre 	Rules Charlie Cockrell 	Sports Medicine & Science Meg Carlson 	Swimming Saves Lives Brandon Franklin 









Appointments and Liaisons

FINA Masters Technical Vice-Chair and UANA Masters Chair Mel Goldstein 	FINA Sports Medicine Committee and UANA Masters Committee Dr. Jim Miller 	ISHOF Liaison Walt Reid 	National Board of Review Chair Barbara Delanois 
US Aquatic Sports Representative Patty Miller 	US Aquatic Sports Treasurer Tom Boak 	USMS Liaison to IGLA Sean Fitzgerald 	USMS Liaison to USA Swimming Ed Tsuzuki 
National Senior Games Liaison & Parliamentarian William Tingley 	UANA Masters Athlete Representative Nadine Day 	Ad Hoc Elections Chair Cheryl Gettelfinger 	



U.S. MASTERS SWIMMING

Zone Chairs

Breadbasket Marcia Anziano 	Colonies Natalie Taylor 	Dixie Matt Hooper 	Great Lakes CJ Rushman 
Northwest Sally Dillon 	Oceana Michael Moore 	South Central Bruce Rollins 	Southwest Mary Hull 

USMS National Office staff

Chief Executive Officer Dawson Hughes 	Chief Financial Officer Susan Kuhlman 	Communications and Publications Director Laura Hamel 	Membership Director Anna Lea Matysek 
IT Director Jim Matysek 	Education Director Bill Brenner 	Associate Editor Elaine Howley 	Member Services Manager Tracy Grilli 
Web Developer Jeff Perout 	Education Manager Marianne Groenings 	Marketing Director Kyle Deery 	National Swims Administrator Mary Beth Windrath 
Web Developer Jim Kryka 	Education Manager Holly Neumann 	Business Development Manager Jay Eckert 	Administrative Assistant Melanie Jaudon 
Web Developer Nancy Kryka 	Education Coordinator Mel Goldstein 	Staff Accountant Lynn Watson 	Open Water Compliance Coordinator Bill Roach 
Web Developer Sterling Webb 	Publications Coordinator David Miner 		



Robert's Rules of Order – the Basics

The purpose of “Robert's Rules of Order” includes the following:

- Ensure majority rule
- Protect the rights of the minority, the absentees and individual members
- Provide order, fairness and decorum
- Facilitate the transaction of business and expedite meetings

Basic Principles

- All members have equal rights, privileges and obligations
- Full and free discussion of every motion is a basic right
- Only one question at a time may be considered, and only one person may have the floor at any one time
- Members have a right to know what the immediately pending question is and to have it restated before a vote is taken
- No person can speak until recognized by the chair
- Personal remarks are always out of order
- A majority decides a question except when basic rights of members are involved
- A two-thirds vote is required for any motion that deprives a member of rights in any way (e.g., cutting off debate)
- Silence gives consent. Those who do not vote allow the decision to be made by those who do vote
- The chair should always remain impartial

Role of the Presiding Officer

- Remain impartial during debate - the presiding officer must relinquish the chair in order to debate the merits of a motion
- Vote only to create or break a tie (or 2/3 for matters requiring a 2/3 vote) - exception: the presiding officer may vote on any vote by ballot
- Introduce business in proper order
- Recognize speakers
- Determine if a motion is in order
- Keep discussion germane to the pending motion
- Maintain order
- Put motions to a vote and announce results

General Procedure for Handling a Motion

- A member must obtain the floor by being recognized by the chair
- Member makes a main motion
- A motion must be seconded by another member before it can be considered
- If the motion is in order, the chair will restate the motion and open debate (if the motion is debatable)
- The maker of a motion has the right to speak first in debate
- The main motion is debated along with any Subsidiary motions (e.g. “I move to amend the motion by ...”, Privileged motions (e.g. “I move to postpone the motion to ...”) and

Incidental motions (e.g. "I move to divide the question.")

- Debate on Subsidiary, Privileged and Incidental motions (if debatable) takes precedence over debate on the main motion and must be decided before debate on the main motion can continue.
- Debate is closed when:
 - Discussion has ended, or
 - A two-thirds vote closes debate ("Call the question")
- The chair restates the motion, and if necessary clarifies the consequences of affirmative and negative votes
- The chair calls for a vote by asking "All in favor?" Those in favor say "Aye" (or in HOD, hold up the Green "Yes" card). Then asking "All opposed?" Those opposed will say "No" (or in HOD, hold up the Red "No" card).
- The chair announces the result

General Rules of Debate

- No members may speak until recognized by the chair
- All discussion must be relevant to the immediately pending question
- No member can speak more than once to each motion
- No member can speak more than three minutes
- All remarks must be addressed to the chair - no cross debate is permitted
- It is not permissible to speak against one's own motion (but one can vote against one's own motion)
- Debate must address issues not personalities - no one is permitted to make personal attacks or question the motives of other speakers
- The presiding officer must relinquish the chair in order to participate in debate and cannot reassume the chair until the pending main question is disposed of
- When possible, the chair should let the floor alternate between those speaking in support and those speaking in opposition to the motion
- Members may not disrupt the assembly
- Rules of debate can be changed by a two-thirds vote

Robert's Rules Help Get Things Done!

- **Make Motions** - that are in order
- **Obtain the Floor** - properly
- **Speak** - clearly and concisely
- **Obey** - the rules of debate
- And most of all, be courteous! That's **always** in order!

Recommended Books

Robert's Rules of Order, Newly Revised, Tenth Edition, 2000
Robert's Rules of Order, Newly Revised, In Brief, Thomas J. Balch, 2004
Robert's Rules for Dummies, C. Alan Jennings, 2004
A-B-C's of Parliamentary Procedure. Co, Channing L. Bete, 1998

Recommended Web Sites

www.robertsrules.com | www.rulesonline.com | www.parlipro.org | www.robertsrules.org | www.roberts-rules.com