

The meeting was called to order by President Jim Miller at 7:45 PM EST. Present were Scott Rabalais, Sally Dillon, Doug Church, Lynn Hazlewood, Nancy Ridout, Patty Powis, and Tracy Grilli

1. The next conference call will be Monday, Nov 18 at 8:00 PM EST
2. History and Archives RFP: The EC discussed the topic of the minimal RFP and passed the following:

a) **MSA\*** to direct Carl to delete the following sentence from the H&A RFP:

"It is expected that portions of the software will be used on the USMS server and that other portions of the software will be used in standalone computers that are not servers. Some software might operate on both."

And replace it with the following:

"The software will be used on standalone computers that are not servers. It is expected that this software will not reside on the USMS server now or in the future."

- b) **MSA** to direct Lynn to obtain specific questions from Jim Matysek that need answers.  
c) **MSA** to direct Carl to answer the proposed questions and to update the RFP accordingly.  
d) **MSA\*** to direct Carl to delete the following sentence from the H&A RFP:

"Price, not to exceed \$18,000 including expenses, including those of the Liaison", and replace it with the following: "Price: The total project cost will not exceed \$18,000, including the contractor's expenses. These expenses may include meeting with designated USMS representatives at the contractor's expense."

\*Note: these items are direct language that needs to be inserted into the current RFP.

3. Database Committee recommendation to suspend alternate bidding requirements for the H&A RFP: After a review of the tapes and notes of the HOD meetings at convention, it was determined that the Database Committee proposal for an alternate bidding process for the H&A RFP had not been approved by the HOD pursuant to the PMG which includes publishing the RFP in the USMS official publication and in the National Office newsletter.

It was **MSA** to go to the Board of Directors (BOD), as per legal counsel, to obtain approval of the waiving of the PMG with regards to the History and Archives RFP.

4. Foreign membership to USMS: Mike Collins suggested to the EC that we offer Foreign memberships.

After some discussion of the pros and cons of his proposal, it was **MSA** that, in consideration of the foreign affiliate membership, we not recommend its approval at this time.

5. USMS Merchant Account: Doug has inquired about single-source merchant accounts; there would be charges involved and specialized coding. He stated that we are not ready now .

After further discussion, it was **MSA** that we continue investigating the feasibility of a USMS merchant account through a subcommittee headed by Doug, that would include Jim Matysek, Tracy Grilli, Cathy Pennington, and Lynn Hazlewood.

The goal would be to have a master account with sub-accounts that LMSCs and clubs could use as well at their own expense.

6. Webmaster report distribution:

It was **MSA** that the BOD be notified that the monthly summary of the webmaster's activity is available from the National Office upon request.

Lynn and Patty will review any issues dealing with privacy before Tracy makes the information available.

7. Policy for Rule Book information on ISHOF inductees: As per Meg Smath's request (Publications Committee Chair), the EC discussed the listing of Masters who have been inducted into the ISHOF

It was **MSA** that we would remove "as masters swimmers" from the title of the section (p164).

9. Moving the web server: Jim Matysek provided a proposal for changing web servers that would allow better services and reduced costs.

It was **MSA** that based upon the information provided by Jim Matysek, the EC recommends that the Finance Committee, Treasurer and Controller proceed to meet the acquisition request within the budget as a cost saving measure.

Lynn asked for a clarification of the timing and Doug stated that if we can extend the existing contract through the end of this year, we would sign a contract to start the new system in January of 2003.

10. Legislation Committee's direction for the coming year: The EC discussed recent correspondence from Rob Copeland (Legislation Committee Chair) regarding the projects his committee is prepared to work on. Patty will ask Rob to work with his committee and prepare a draft revision of Part IV for us to discuss at the January retreat. By the retreat we also need a proposal, generated by the entire Legislation Committee about the role of the BOD and USMS governance. The recommendations of the Legislation Committee will be discussed at the mid year meeting and we will review the materials from USA-Swimming; the objectives being to create a task force and give direction regarding the BOD and Governance. . Rob expressed an interest in the following other projects as well: LMSC handbook, model LMSC bylaws, working with the Zone Committee to define their role and LMSC mergers.

The meeting adjourned at 10:17 PM EST

Respectfully submitted by:  
Sally Ann Dillon  
USMS Secretary