

President Jim Miller called the meeting to order at 8:00 PM EST. Present were Scott Rabalais, Sally Dillon, Doug Church, Lynn Hazlewood, Nancy Ridout, Patty Powis, and Tracy Grilli

The next conference call will be held on February 17, 2003 at 8PM EST.

1. OFFICER REPORTS:

President: Jim reported that he his wife, Nancy, attended the dedication of the International Masters Swimming Hall of Fame (IMSHOF) on January 11. There were 15 initial inductees who were honored by a banquet of 125 people. All of the inductees were from the US and they are Ransom Arthur, Jayne Bruner, Barbara Dunbar, Patty Robinson Fulton (Diving), Tim Garton, Peg Hogan (Synchro), Graham Johnston, June Krauser, Gus Langner, Kelley Lemmon, Maxine Merlino, Ardeth Mueller, Gail Roper, Ray Taft, and Clara Walker. Next year's inductees were announced. There will be nine and they are: Jane Asher (GBR Swimming), Aldo DA-Rosa (USA Swimming), Mike Garabaldi (USA Water Polo), Paul Hutinger (USA Swimming), Vi Hartman Cady Krahn (USA Diving), Yoshiko Osaki (JPN Swimming), Frank Piemme (USA Swimming), Laura Val (USA Swimming), and Louise Wing (USA Synchro).

Each of the honorees received a medal commemorating the event and each one that attended (or an attending family member) spoke. A film clip showing their accomplishments was prepared by ISHOF. While Jim was there he was invited to sit in on the ISHOF board meeting. The preeminent topic was the moving of the Hall as well as fund raising to support the move and maintain the Hall as it is until the move occurs.

Jim also reported that the Database Task Force is working tirelessly toward a product that represents and serves this organization. The running of a meeting of its size (12 members) and diversity is a project in itself, but the communication has been excellent. He remains convinced that the groundwork that the task force lays down would determine the quality of the product.

Vice President: Upon return from Phoenix, Scott revised the two letters on core objectives and passed the revision on to Jim. The dilemma regarding the presentations by the Coaches and Sports Medicine Committees has been resolved and both will give presentations simultaneously Friday evening. Scott reported that the Fitness Committee has quite a few new events to offer, and the Coaches Committee continues in its year-round preparation for the ASCA Clinic in San Diego. All committee chairs for which Scott serves as liaison were sent their convention committee meeting feedback.

Secretary: Since returning from Phoenix Sally has been working on the meeting minutes. Brent Rutemiller has seen and approved the minutes and criteria resulting from our meeting with him. Reporting on the Officials Committee, David Diehl has sent a draft package for the Masters Officials Certification procedure to the National Committee members for comments and has gotten very positive feedback so far. He is waiting for the new chair of the USA Swimming National Officials Committee (Frank Ching) to notify the USA-S/LSC Officials Chairs of our new process before sending the entire package out to all the USMS Officials Chairs for implementation. Carl House (History and Archives) reports that Meegan Wilson continues to bring in stories & photos, Barbara Dunbar continues to clarify and correct our information and Gail Roper and Ginger Pierson have made contributions to archives. Carl has given all Swimmer IDs he's assigned to Leo Letendre so Leo can match them up with the new Swimmer ID he & others have created for the USMS Database Committee. He also gave Leo a list of all USMS people he knows of who are deceased. Katie Cooper and Lil Haneman have been using software Carl wrote with help from a consultant to create annotation for Swim Magazine images. He considers this the model for how we should work with the consultant for the H&A RFP. Meg Smath (Publications) has been working with Tracy Grilli for future revisions of the LMSC Handbook, and has been conversing with Rob Copeland and others about having the Publications Committee review other USMS documents. She agrees that it would be good for them all to have the same editorial scrutiny. Leo Letendre (Rules) will be putting together a conference call to discuss pool length measurement issues.

Treasurer: Doug reported that in the last two weeks he has focused on 2002 year end reports and mailings. This would include W-2's for our employee's and 1099's for our contractors, monitoring the federal, state and local filings that are handled by Paychex, and reviewing the status of our reserves that are invested for cash requirements. As usual, Cathy Pennington and Doug do their weekly check run; they have had more than usual lately because of year end reimbursements, Olympic Training Camp coaches fees and insurance. Regarding the Merchants Account issue, Doug is meeting with a representative of a national credit card processing company on Friday who is to give him lots of background that will assist in developing an RFP should we decide to move in that direction. It appears that our 2002 year end financial condition will be "better than budget" in that we have received more income than anticipated and spent less money than anticipated in the 2002 budget. We will still be in the red but not as much as anticipated. Doug has been monitoring a discussion as liaison to the Finance Committee on changes to FOG and so far it appears that the suggestions are all intended to make the system work more efficiently with no substantive changes being proposed. He has been monitoring discussions as liaison to the Championship Committee regarding the question of site selection. And, as of this writing, the bills are paid and there is money in the bank!

Zone Chair: Lynn reported on a number of issues as follows:

- a. Zone Committee: Melissa Rinker has resigned as Great Lakes Zone Rep. on the Zone Committee. Lynn is in the process of communicating with the LMSC Chairs in that zone in an effort to select a replacement. Rob Copeland has suggested that the Zone Committee discuss the realignment of the Zone Chair election and she has postponed this discussion until the GL Zone Rep. position is filled.
- b. Long Distance: Many of the 2003 Long Distance National Championship entry forms are ready and will be posted on the LD web site. The evaluation form for the LD championships has been revised and the major change is to evaluate events by subtracting 0, 1, or 2 points for each evaluation point from a starting score of 100. The purpose is to make the evaluation less subjective than the previously used 5-point scale.
- c. Communications: The committee will engage in a dialog this year to define their purpose in USMS and they will begin a discussion with the webmaster on navigation on a redesigned web site. After the navigation system is defined, the aesthetics can be considered.
- d. Database Task Force: During the January 21 meeting of the task force, the Management Plan for the H & A Database Project was approved by the task force. The EC will discuss it during the next conference call.
- e. Web Site Priority System: Web Jim has created a system of priorities for Webmaster projects and all outstanding projects have now been categorized and the new server conversion is complete. There are 2 submission forms which do not work (email alias request & calendar submission) and Jim will reprogram these forms using a different programming language. The only remaining problem is that our web address is blocked because of a SPAM issue and Jim is handling the situation. Jim is communicating with the swiminfo.com webmaster and will soon have the swiminfo.com logo on the web site. It will appear in the left navigation bar above amazon.com and will link to the swiminfo.com online store. During a discussion of the redesign of web site aesthetics, we noted the increasing presence of advertising put on our home page. For the redesign, we will have to create some system that is flexible enough to accommodate the various needs of our sponsors and business partners without making the page look like one large advertisement. Jim expects to have online entries for SC Nationals implemented by Feb. 1.
- f. Photo Gallery: In Brent Rutemiller's letter he said we could only use the Swim photos free of charge as long as Swim is our official publication. This creates problems about whether we want to catalog and/or use these photos at all; given the future problems that may occur. The subject has been put on the DB Task Force agenda to discuss.

Past President: Nancy reported that most of her time for the past couple of months have been spent organizing and finalizing the Olympic Training Center camp. It looks to be an excellent camp with new innovations, great leadership, and highly accomplished athletes. It will be held February 1-5. Regarding Marketing, since Nancy is listed as the USMS representative in the Newsroom, she receives media calls about once a week. She handles them and reports the contacts to Aimee Fitzgerald and Rich Burns. Marketing has been focussing on the public relations arena. Anna Lea Roof (Registration) has sent a thank you to each registrar for his or her cooperation in implementing the new registration program. The SCM season ends 1/26 and Pieter Cath (Records and Tabulations) has sent each LMSC TT recorder a reminder and instructions.

Legal Counsel: Patty reported that after initial legal approval of the Arena sponsor agreement, we made a couple of changes at Nancy's suggestion. The agreement has spurred discussion in the EC about sponsor

value in general but it will not hold up finalizing the Arena agreement. She communicated the EC's comments on Part 4 revisions Rob Copeland and Laura Kessler (Legislation) and thanked them for the great job they had done on the revisions. Rob Copeland had some questions and suggestions on the EC's plan to amend Part 5 with regard to its authority if changes are made to Part 4 that we will discuss in tonight's meeting. The EC's resolution asking for legislation to re-align the Zone Chair election with the election of other officers was submitted to the Legislation Committee. Lynn's explanation of the reasons for the proposed change was also sent to Rob and the committee is discussing the proposal. Rob has proposed some options to accomplish the re-alignment while retaining a way to run officers' elections. Lynn has commented and will discuss the proposals with the Zone Committee when there is a replacement Zone Rep. in place for the Great Lakes Zone. The Safety Education Committee is up and running and Julie Heather has e-mailed the committee with a list of projects. She has also requested a Safety Education space on the USMS web site. If that takes place, Patty thinks it is important to institute some type of legal review of items before they go into that web area since safety communications can raise legal issues. Patty has not gotten back to Colleen Driscoll (Insurance) yet about the timing of her committee's over-budget request for the broker fee for Risk Management Services and as far as she knows, no such over-budget request has been made yet. Finally, Patty noted that she has communicated with people in the last few weeks about two situations in which potential new members have refused to sign the USMS waiver as written. These people have tried to mark through and change the waiver and then turn it in to the LMSC registrar.

2. SPONSORSHIP IDEA: Mel Goldstein joined the conference call at 8:25 PM EST. Mel joined us to talk about an idea of his that would benefit both the sponsors and our members. *It was MSA that we approve Mel's concept of having our logo licensees and sponsors advertise featured items on our web site.* Mel will work with Lynn to get this done with Web Jim. Mel will begin lining up the sponsors and he would like Lynn to get the timeline to him ASAP. He needs to know what the sponsor will need for the web.

3. Rich Burns joined the conference call at 9:05 PM to discuss progress with the public relations program. Jim noted that the EC would like to see a monthly report from Aimee Fitzgerald, our Public Relations contractor, and Rich will see that we do. It was decided that Jim and Rich would have a conference call with Aimee within the next week or so. The EC has set aside time to meet with Aimee at the San Diego convention in case that is desired.

4. LEGISLATION COMMITTEE PRIORITIES: Patty reported that Rob Copeland (Legislation) is disappointed that the EC is not pushing to have governance addressed this year. She has informed Rob that there are some other questions that we feel need to be answered first. Jim noted that the Legislation Committee should use their "off year" to take a good look at governance – they have too much on their plate in a "legislative" year. They can look at USA-S governance, etc. during that time and take time to perform an intense analysis of the governance issue.

5. REFERENCES TO THE EC IN PART 4: Patty reported on further discussions with Rob Copeland about Part 4 revisions. Rob believes that the EC authority listed in Part 4 is with regard to grievances. In the Part 4 revision, that authority will be given to a National Board of Review. Patty agrees with Rob's assessment that the basis of the EC's day-to-day authority rests in the current Part 5. It was the sense of the EC that we are comfortable with the description of authority as it is currently stated in Part 5.

6. WEB SITE - inclusion of Officials Committee and Safety Committee information: Lynn reported that the Officials Committee has been waiting a year to have a section on the web site and the Safety Committee has recently requested the same thing. If they wrote a section for the LMSC Handbook it could be included (if it's appropriate) and then it would be on the web site when the handbook is posted. It was noted that they should be in the handbook already. Patty stated that what the Safety Committee wants to do is not something that would necessarily go into the handbook. Lynn and Patty will discuss this further and report back to the EC.

7. CALENDAR CONVERSION: Lynn brought up the proposed charge for unsanctioned events to be listed on the "on line" USMS calendar. She is concerned that we made the decision without consulting with the committees that are most affected (Long Distance and Communications). It was decided that she would contact the committees and have them consider the proposal and make comments to the EC.

8. REMOVAL OF STREET ADDRESSES: A concern has been expressed about the practice of putting addresses, phone numbers, etc. on the web. Patty has discussed the issue of the availability of photos with the Ad Hoc Legal Counselors Committee and she would also like to discuss the issue of personal information on the web with the Legal Counselors Committee. Lynn will provide her with a list of what is listed and she will go to her committee to determine if we have a privacy issue. No action was taken and Patty will report back to the EC about this issue.

9. OLD BUSINESS - Unresolved items from previous minutes:

- a. Core Objectives document for BOD – Scott has revised the document and will send it to the EC for final approval before Jim distributes it to the BOD.
- b. Posting of PMG, FOG and EG on USMS web site – Lynn noted that this is on Web Jim’s schedule. He will also better organize the site where the minutes are being posted.

10. ITEMS TABLED TO THE NEXT CONFERENCE CALL:

- a. Database Task Force – Management Plan (Lynn)
- b. H&A issues (Lynn)
- c. Employee titles and evaluations (Sally)
- d. Old Business
 - 1) Task Force on finances, budgets, and audits (Doug)
 - 2) National Sponsors Task Force (Doug)
 - 3) Non-approved minutes on web site (Lynn) -

The meeting was adjourned at 11:02 PM EST.

Respectfully submitted by:

Sally Ann Dillon
USMS Secretary