

ACTION ITEMS

1. **It was MSA to recommend to the Legislation Committee that in order to avoid confusion, the newly proposed Publications Committee be renamed as the Editorial Committee.**
2. **It was MSA to approve the proposed sponsorship level of bronze through diamond. This will be a one-year contract.**

President Jim Miller called the meeting to order at 8:33 pm EDT. Present were Scott Rabalais, Sally Dillon, Lynn Hazlewood, Nancy Ridout, Patty Powis, Tracy Grilli, and USMS Presidential candidate, Rob Copeland. Doug Church phoned in mid-way through the meeting due to a work conflict.

1. This is the last scheduled conference call for the EC. The next meeting will take place at convention.
2. DECISIONS MADE SINCE THE LAST MEETING: The minutes of the July 26 conference call were approved and distributed.
3. OFFICER REPORTS:
President: Jim reported that since the last meeting, a series of critical topics have come to the surface. They will affect the tenor of this convention, which is so critical to implementing the governance changes.

Executive Director: A task force was established during the midyear meeting with the blessing of the chairs of the Finance Committee and the Governance Task Force. Its directive was to come up with ideas for funding the position as well as establish suggestions as to the cost to the organization. Some of the calculations would take into account positions that would no longer be necessary. Considering the rapidly rising costs of running our corporation such an individual, dedicated to growth and sponsorship, is a critical piece in this puzzle called governance. This EC has set up the ED position for maximal success and we need to push forward to defining the position and implementing the position in an organized fashion. We will have to see if we come out of this convention with funding for a consultant to assist us in outlining our position, and developing an RFP, or ideally we will have funding for at least one quarter to a half of a year if the next BOD/EC find the right person. The longer we wait the more opportunities are delayed or lost.

Governance: The recommendations are in and are basically in the hands of the Legislation Committee. The biggest areas of resistance seem to be in the areas of recommended movement of some committees into others or the creation of coordinator positions instead of full standing committees. Jim has chosen to govern by way of task forces defined for specific projects that need a multidisciplinary approach. These have had little if any funding; therefore have limited political base to become self-serving. Jim has found them to be very successful.

Editorial Board: One of the most successful task forces has been the Editorial Board. It needs to be perpetuated in some fashion and has been proposed as a new Publications Committee. But this has caused considerable suspicion and confusion within the new governance construction. The Editorial Board's end result has been extraordinary and their work needs to continue unchanged and flexible. After some discussion, it was **MSA to recommend to the Legislation Committee that in order to avoid confusion, the newly proposed Publications Committee be renamed as the Editorial Committee.**

Sponsorships: Regarding the proposed sponsorship changes, Jim met at LC Nationals with Mel Goldstein (Sponsor Liaison) and Tom Boak (Finance chair) with both being favorable. Thus, we are moving forward and need to be proactive in our support of our sponsors. We need to assure their value, and that will require coordination. DMC is on board these efforts. These are business leaders in

and out of aquatics and they will not be patient on the sidelines for a year while we provide services that we promise.

Finally, Jim noted that we are not the traditional EC conducting a non-controversial convention celebrating our last hurrah. We are going to have as much controversy here as we have ever had. Yet we need to remind ourselves that we have brought life back into USMS. These people are energized and excited about what is before them. We need to appreciate all that they have also done for the organization and help them see that this is a better more professional corporation that can grow into the future supporting a much larger membership.

Vice President: Reporting on the Championship Committee (Barry Fasbender, chair) Scott noted that the LC Nationals in Mission Viejo went very well and finished in a timely manner each day. At the Championship meeting held during the meet, the committee discussed increasing the meet surcharge and increasing it more as the entry deadline was approached. A proposal was written and is now ready for Championship Committee comments. This proposal will require a 90% vote for approval at convention this year as it is considered an emergency rule change.

The Coaches Committee (Bob Bruce, chair) reports that preparations are fully in place for the Masters track at the ASCA World Clinic in Fort Lauderdale in two weeks. In addition to a Masters coaching panel, six Masters coaches are giving presentations: Kerry O'Brien, Karlyn Pipes-Nielsen, Charlie Hoolihan, Paul Hutinger, Mel Goldstein and Kris Houchens. Bob Bruce is running a Masters coaching school on Sunday of the clinic. The USMS booth will be in operation for the extent of the clinic.

Secretary: Sally reported that since the last meeting she continues to be immersed in details for convention. The employees and contractors have been informed of the time of their review and they have received forms to evaluate the EC and USMS as well as copies of their job descriptions for review. Numerous changes to the delegate list have taken place in recent weeks. A number of LMSCs have not replied to repeated queries about their delegates. Every year we have LMSCs that do not send delegates so this is not particularly unusual - just a bit frustrating and time consuming.

Members of the Officials Committee (David Diehl, chair) have been discussing the future of the committee since it is on the list of committees being recommended for dissolution. Some of the members are not in agreement with the concept that an Officials Coordinator can handle the necessary business in the future. The Long Distance Committee (Peter Crumbine, chair) has been reviewing the bids for National Championships that will be voted upon at convention. They are also monitoring the 2005 National Championship events taking place this summer.

Treasurer: Doug reported that he is making all the necessary arrangements to establish a new treasurer on our accounts following convention. A meeting has been arranged with the FINA Worlds crew to discuss cash requirements and budget adjustments at convention and there may be some changes there after we hash through the current circumstances. The audit is complete and the audit report should be available for convention.

Liaison activities: The Planning Committee (Betsy Durrant, chair) continues to discuss governance issues as they arise and the committee's brochure on facilities has been printed and is in circulation! Finance Committee members are digging through lots of numbers and sharpening their collective pencils in anticipation of budget work at convention.

Endowment Fund: The committee is getting ready to decide on grants at convention.

Zone Chair: Lynn reported that Webmaster Jim Matysek has been communicating with Michael Moore on the FINA World Championships entry project. Web assistant Marian Briones is creating a database for storing minutes of committees and other USMS entities on the web site.

USMS SWIMMER: The September/October issue is at the printer and should be shipped around September 2. Assignments are out for all features for the November/December issue and the

departments are under development. This issue will also include reports on convention. Assignments for January/February will be made by mid-September. The 2006 Editorial Calendar is nearly complete. We are working on convention displays and bonus magazine distribution for convention. The Long Distance committee has agreed to the creation of a promotional article in the November/December issue in place of the publication of the One Hour Postal entry form. Bill Volckening (USMS Editor) will consult with the Championship Committee on the prospects of modernizing the presentation of pool championships information in the magazine.

Editorial Board: The editorial board met on August 22 and agreed on recommendations to be passed on to the next board.

Past President: Nancy reported that correspondence within her committees is picking up in anticipation of the convention. She has completed an evaluation for the Sponsor Liaison. Planning for the World Championships continues to move forward. The meet booklet is essentially ready for publication with just a few updates left to insert. Our major sponsor agreement is close to being signed and non-swimwear companies have shown interest as well. Brian Boegemann, of Cisco Systems, has volunteered to take on the task of fundraising and has some great ideas. The next focus will be on soliciting and organizing the large group of volunteers that will be needed - in the area of 1,000! The FINA Masters Committee will meet in Palo Alto, November 4-6th.

Legal Counsel: Patty reported on a number of issues:

Executive Director Exploration: The Executive Director Funding Task Force submitted its report to the EC which in turn submitted the report to the Finance Chair. Patty communicated with the Finance Committee to clarify the EC's plan for raising the issue at Convention. Patty prepared a draft communication for requesting HOD approval for the creation of an Executive Director position pursuant to the Professional Management Guidelines. Once revised, it will be sent to the HOD prior to convention in order to bring them up to speed on this critical aspect of Governance.

FINA Masters World Championships: Michael Moore has inquired about the insurance and indemnification agreement that he proposed for the Worlds NGBs a couple of months ago. Patty has a few questions for USMS Insurance Broker Sandi Blumit before further recommendations can be made

Trademark Registration: Leianne Crittenden and Patty met at Long Course Nationals and discussed trademark related work. Leianne will move forward on this.

Grievances: The EC received a request from an LMSC Registrar to sanction a member for alleged acts of fraud. Rob Copeland and Patty have opined that the matter needs to be handled through the National Board of Review. This was discussed later in the conference call (item #11).

4. CONVENTION UPDATE: Tracy reported that the Packet went to the printer on Tuesday and it should be in the mail by the first of next week. Patty reported that due to a promotion at work, and related meetings, she would not be arriving at convention until just before the BOD meeting.
5. EDITORIAL BOARD:
The EC discussed the various options that are available to maintain this entity functioning during the transition of administrations.
6. EXECUTIVE DIRECTOR POSITION: The goal at convention is to create the position so that the new EC and BOD can move forward to define the position, secure funding, set timelines for seeking candidates, and eventually interview and hire someone. A summary of the information from the Executive Director Funding Task Force will be made available to all members of the incoming HOD. The task force members were Hill Carrow, Debbie Cavanaugh, Jerry Clark, Conrad Johnson, Jeff Moxie, and Patty Powis. Patty prepared a document that states the intention of the EC to create the position of Executive Director in the Professional Management Guidelines (PMG). She will make some revisions to the document and circulate it to the EC by email for final approval before distribution to the HOD.

7. FINANCE – THE BUDGET FORCAST: Doug explained that the typical “plug-in” budget is based on the worst-case scenario possible. Historically the approach is to overestimate expenses and underestimate income. This has led to significant reserves. The reality is that the big numbers are pretty much the same year after year (insurance, publication, staff wages). But other expenses generally come in well below what is anticipated and the reserves continue to grow.
8. TRANSITION OF OFFICERS: Jim encouraged the EC to keep lines of communication open with those running for office for our positions. We should have information ready to pass on to our successors after the election takes place at convention.
9. SPONSOR / ADVERTISER PACKAGE: The EC discussed the sponsor / advertiser packet as proposed by Mel Goldstein with collaboration from various people. Lynn expressed a concern that we have no plan of action to go along with this sponsor package. Jim noted that this is a pilot project since it is the first time we are linking sponsorship to our publication. It was **MSA to approve the proposed sponsor / advertiser package with levels of bronze through diamond. This will be a one-year contract.** Jim will work with Mel to drive the project.
10. JEWELRY SPONSOR – USMS DESIGN: Regarding another sponsorship issue, Mel has asked Patty to draw up a contract for a sponsor who wants to use the USMS logo on jewelry. This would be for jewelry items different than the recognition rings being produced by USMS sponsor, Hasty Awards. Doug suggested, and the EC agreed to pass on the offer at this time and allow the new EC to make the decision.
11. DISPUTED AGE OF ATHLETE ISSUE: As mentioned in the Legal Counsel's report, an issue of an athlete who has registered using various birth years has been brought to the EC. It was decided that the National Board of Review (NBR) should handle the situation and the EC will forward the information to the NBR chair on behalf of the reporting LMSC.
12. OLD BUSINESS: Employee/contractor evaluations: Sally reported that all evaluations have been distributed to the EC for their review. Comments should be sent to the liaison that completed each review and the final version is due back to her by September 7.
13. ANNOUNCEMENTS: Doug reported that he has recently been in touch with the head of the YMCA who has expressed interest in working with USMS more in the future. Changes are on the horizon.

It was MSA to adjourn the meeting at 10:40 pm EDT.

Respectfully submitted by:
Sally Dillon
USMS Secretary