
Action Items:

1. MSA to direct the controller and Finance Committee to classify the outstanding balance of the loan made to the XI FINA Masters World Championships local organizing committee as bad debt and to take all necessary steps to write off this loss.
2. MSA to alter the terms of the note to forgive any interest that may accrue.

President Rob Copeland called the meeting to order at 7:36 p.m. EST. Also present were Meg Smath, Julie Heather, Mark Gill, Jim Miller, Leo Letendre, Mike Heather and Tracy Grilli. Tom Boak arrived at 8:00 p.m. and Patty Miller at 8:05 p.m.

Officer reports

VP Local Operations:

Julie reported that the Club Development Task Force has had two conference calls. They have developed objectives and are working on goals, after which they will move on to strategies.

Several LMSCs are having issues with leadership. Julie and the Zone Committee will be addressing leadership at convention, but one-on-one counseling will be needed for several instances. Jim asked what we can do to help LMSC leaders understand what their responsibilities are. Specifically, we need to help them learn that their role is to represent and lead their LMSCs and not to focus on personal agendas. We will need to look at the relationship between USMS and the LMSCs. Mark suggested we put together guidelines, containing job descriptions and a list of responsibilities, in the LMSC Handbook. Mike felt we should send these guidelines directly to LMSC chairs instead of asking chairs to wade through the entire LMSC handbook. Tracy said the guidelines should be broken down for each LMSC officer. Jim suggested that the president send a welcome letter to new chairs, stating the top six things frequently required of chairs. Mark agreed that we should ask the chairs to focus on certain priorities. Julie will have the Zone Committee work on the job description, and Rob will work on a welcome letter. Julie noted that many LMSC problems occur because there are not enough people in the LMSC to do the work.

VP Community Services:

Mike attended the site review for the 2007 USAS convention and sent a report on this visit to the Board of Directors. Hospitality has been lined up. Mike will arrange for a suite for the president, to be used for EC meetings during convention. He will also arrange a conference call for all the chairs in his division during the next couple of weeks.

VP Member Services:

Mark reported that the Communications Committee is working on a proposal for handling email blasts to the membership. They are evaluating several options, and will

make a recommendation that the EC can review before convention, and then the recommendation can go in the preconvention packet. They will need to test the technology, and the Wisconsin LMSC has volunteered for a test run. Questions still to be resolved include who would administer the emails, and would this position be paid or volunteer.

The Online Registration task force will be meeting next week.

VP National Operations:

Leo reported that the Long Distance Committee has completed its All Stars tabulation, and it is ready to be posted on the website. The Officials Committee has sent out another newsletter. The Rules Committee was asked to determine whether we can recognize a meet in which the individual event limit is seven per day, which is in conflict with our limit of five individual events per day. Our rules for recognizing an event state that an observer must be present to verify that all relevant rules are followed. The question is, is the event-limit rule relevant? Tom noted that the limit was instituted for the safety of our athletes and recommended that we stick with our rules. This situation indicates that we should define what the relevant rules for recognition are. The Rules Committee also was recently notified about an emergency rule change by USA Swimming regarding water depth for teaching racing starts. We do not have an equivalent separate rule for teaching. Patty felt that this would be more appropriate as a safety guideline than a rule.

Leo elaborated that the Online Registration Task Force met with USMS Webmaster/IT Director Jim Matysek, trying to finalize the requirements document. Jim asked if there was a timeline for the project, and Mark will work on that for our next meeting. Leo and Mark hope to be able to start looking for vendors within the next couple of weeks. Tom asked if we are still on target for beta testing by June or July, as proposed at the midyear meeting in January. Mark felt this goal was not unrealistic. He explained that so much time is being spent on the requirements so that we will not have to manipulate the data much in order to bring it into the registration software. Rob noted that there is a company in Colorado that does online registration for some other NGBs, and Mark will contact them.

Secretary:

Meg reported that the Editorial Committee is working on a revision of its definition. On the subject of committee definitions, Patty noted that all our committee definitions are awkward, and should be reworded to first define the role of the committee. Meg is still trying to arrange a conference call to discuss advertising rates in relation to our corporate sponsors.

According to our Working Calendar, midyear reports will be due to EC liaisons on April 1. Because this deadline is too close to the deadline for final reports, a better strategy would be to ask the committee chairs at the beginning of the year to outline their goals and objectives instead. The EC liaisons would then discuss the goals and objectives with the Board of Directors at the midyear meeting. Meg will notify the committee chairs and special assignments that we will be discontinuing midyear reports, and encourage them to continue to report their ongoing activities to their liaisons.

Treasurer:

Tom has spoken to USMS Controller Margaret Bayless and our auditor, Marie Caputo, about the accounting procedure for our loan to the local organizing committee for the World Championships. **MSA to direct the controller and Finance Committee to classify the outstanding balance of the loan made to the XI FINA Masters World Championships local organizing committee as bad debt and to take all necessary steps to write off this loss.** We will continue to pursue collection of the outstanding balance. **MSA to alter the terms of the note to forgive any interest that may accrue.**

Past President:

Jim will be attending the FINA meeting in Australia and asked that Rob email him any input he has for the meeting.

Legal Counsel:

Patty reported that Margaret Bayless's contract has been renewed and that there are no outstanding sponsor contracts.

President:

Rob announced that USA Swimming has appointed an assistant executive director. He also noted that most of the information required for our audit has been sent to Marie Caputo.

In recent days the "Frazz" comic strip has had a Masters swimming theme. The cartoonist, Jef Mallett, is a Masters swimmer, registered with the Michigan LMSC. Tracy Grilli has been in contact with the syndicator of the comic strip about obtaining rights to reproduce the relevant strips on our website and in *Streamlines*. Tracy will keep us informed about what she finds.

Rob also reported that for 2006, USMS made a donation to the International Swimming Hall of Fame of \$10,865.50.

Executive Director update

The Search Committee conducted interviews two weeks ago, and will be recommending one candidate to the Board of Directors at a special meeting on Thursday, March 8. Rob will send the BOD an outline of the candidate's qualifications sometime Thursday, which they can use to follow along with the presentation during the meeting.

Adjournment and next meetings

The next meeting of the BOD will be March 22. Jim requested that the agenda be distributed early. The next meeting of the EC will be April 11 at 7:30 p.m. Meeting adjourned at 9:54 p.m.

Meg Smath, Secretary