

President Rob Copeland called the meeting to order at 7:36 p.m. EDT. Also present were Meg Smath, Mike Heather, Julie Heather, Leo Letendre, Mark Gill, Jim Miller, Patty Miller and Tracy Grilli. Tom Boak joined the call at 8:15 p.m.

Officer reports

Secretary:

Meg reported that the *Editorial Committee* had met by conference call April 9 and continued discussing a revision of the committee's definition. Meg has also been working on the Strategic Planning Task Force, and has worked with Convention Coordinator Victor Buehler to finalize the convention schedule. She will be sending delegate entitlements to the LMSCs soon.

VP National Operations:

Leo reported that the *Long Distance Committee* continues to work through the never-ending list of championships to monitor; prepare results and All-American lists; and review national records. Good progress has been made at standardizing meet entries.

The *Finance Committee* has begun reviewing FOG in light of the fact that the policy manual is being produced.

The *Rules Committee's* major issue is continued questions about dual sanctioning. Leo's queries to USA Swimming have gone unanswered. Rob will contact USA Swimming and ask for their help to resolve this issue.

Another *Officials Committee* newsletter has come out. Negotiations with USA Swimming with respect to use of national meets for officials certification continue to be refined. They are currently discussing the means of accepting USMS swims for USA Swimming qualifying times.

The *Registration Committee* is currently vetting functional requirements in the online registration requirements document.

The *Legislation Committee* is waiting for the onslaught of legislative proposals. Rob asked if Legislation has been working on the proposals the Executive Committee has requested, and Leo assured him they will be acted upon.

VP Local Operations:

Julie reported that the *Zone Committee* has been working on gathering information on the health of LMSCs. Jim noted that over the years he has seen a common pattern of events that turns healthy LMSCs into unhealthy ones (for example, rotation of offices between the same few people, which means there is no new blood; also one person serving multiple roles). Mike asked if Planning Chair Jim Wheeler was being kept up to date, because Planning will be looking at the role of LMSCs in the future, and Julie said he was.

The Club Development Task Force is going well. They are halfway through devising strategies and tactics, and making assignments; some have already begun their tasks. They should have a document available soon.

VP Community Services:

Mike reported that the *Coaches Committee* is almost set to self-post on the website (without involving Jim Matysek). Chair Mo Chambers and Fitness Chair Terry Laughlin have had a few conversations, and Mo will include the “Go the Distance” fitness event in the next mailing to coaches. The next mailing will also include requests for deck coaches to work at the SC Nationals in May and a pep talk for the upcoming ASCA clinics in August. Mentor clinics are going better than last year (only one in 2006), with several held already; the selection process is being revamped. The ASCA panel is set and a Saturday panel discussion is also planned. Coach of the Year applications are due June 15. This is the LAST year that paper applications will be accepted.

Mo concluded her report to Mike with a complaint that there were only 24 hours per day and only seven days per week.

Terry Laughlin has reviewed one article for posting to the *Fitness* portion of the website and has sent a summary of fitness initiatives to Mo for inclusion in the coaches mailing. Due to travel, business and other pressures, Terry has respectfully asked to be replaced as chair of the committee, but would like to remain on the committee as a member.

Tom Boyd reports that one person from the *Marketing Committee* is looking at printed materials for consistency, but most things will be getting an overhaul soon, so most are obsolete. The planner is revamped and will be ready for distribution at meets in December of next year(?). Club in a Box is being worked on. The marketing plan is mostly on hold until the executive director is in place and a strategic plan is issued. Tom is preparing an email to send to all of the subcommittees to inform them how they fit into the puzzle ultimately. A committee-wide conference call is coming soon.

Jody Welborn reports for the *Sports Medicine, Health and Safety Committee* that there will be a sports medicine lecture series at SC nationals. Speakers are already lined up; time and place are not yet firm. A resource network is being created for the Healthy Swimmer Q&A that appears in *USMS Swimmer*. Coaches will be encouraged to contact the Sports Medicine Committee and to use the network as well. The website project is not yet functional; the subcommittee is not defined. The CD/media project (results from the Worlds sports medicine series) is stalled due to lack of knowledge on how to proceed. Jody is open to suggestions. Jody also complimented USMS in her response.

Mike has also been active on the Strategic Planning Task Force, contacting hotels in Chicago for rates and availability, as well as (still) trying to rent a suite for the EC at the convention hotel. An important note: ALL rooms and suites in the hotel will be one rate for the convention (i.e., \$127 per night). Mike will be contacting the hotel again to reserve the EC suite, and will contact Victor Buehler to reserve the Governor’s Suite for hospitality. The national reservation system does not confirm this uniform price, but he has been in contact with the hotel convention services coordinator and Ellaine Cox (USAS convention chair) to fix it.

VP Member Services:

Mark reported that tomorrow (April 12) is the last day for online entries into the Short Course National *Championship* held in Federal Way, Wash. As of today, we have over 1100 entries. With the usual flurry of last-minute entries, the meet size will probably be between 1300 and 1400 swimmers. In 1997, the meet had 1438 swimmers register.

The *History and Archives Committee* continues to uncover swimmers whose permanent ID's are now assigned to other swimmers. This is causing stories to disappear and others to be credited with swims they did not achieve. Jim Matysek and Esther Lyman are working with the committee to try and uncover when these ID changes occurred and create a process so we can fix them.

There has been no new activity for the *Communications Committee* since our last EC meeting.

The *Recognition and Awards Committee* has several award deadlines approaching, and they are working toward getting the nominations in on time. Work is also ongoing with the redesign of the committee.

We have several long-overdue web projects under way currently. Jim Matysek is also spending more time working on assisting with the requirements for the online registration system. A number of requests have been made by committees for new work or revisions of information currently on the website. Our current understaffing situation makes it difficult to address all these requests. To this end, Mark and the Web Operations Group have been working on hiring temporary staff.

National Office Administrator:

Tracy reported that the National Office has continued working without interruption in spite of Tracy currently being between homes. She has been busy with entries for the national championships. Long Distance All-American notifications have been mailed, and pool All-American notifications will go out next week.

Legal Counsel:

Patty reported that much time was spent last month on the negotiations and contract for USMS's new Executive Director. The ED has agreed to the terms of the contract and we are awaiting the resolution of a few issues unrelated to the contract before it is signed. Many thanks to USMS members and attorneys Jill Chasson, who provided employment law advice, and Harry Greenfield, who reviewed the agreement under Ohio law. They and their law firms donated their time and expertise to USMS, for which we are most appreciative.

All legal-related materials requested by the outside auditor, Clifton Gunderson, have been submitted.

Past President:

Jim has been keeping busy working on various task forces. The latest deals with the magazine contract renewal; other members of this new task force include Lynn Hazlewood, Mel Goldstein, Patty Miller, Ralph Davis and Meg Smath.

Treasurer:

Tom reported that the bills are paid and we have money in the bank.

He sent a request to Michael Moore, Anne Cribbs and Barbara Thomas on April 5 requesting the financial report dated March 31, 2007. As of today, his email has not been answered by any one of them. The current estimate of the bad debt from the World Championships is \$177,324.43.

President:

Rob noted that the Top Times database had been shut down, but is now operational again. Mark said the Web Operations Group has looked at software development for this project so it can be done in-house. However, the project is not currently feasible due to time constraints of other initiatives.

Rob will begin looking for a replacement Fitness chair. The EC liaisons will be evaluating all the committee chairs as their two-year terms come to an end.

Rob also reminded all officers running for reelection to turn in their nomination packets by the end of the month.

Executive Director update

The transition team has begun meeting, and is compiling a list of roles and responsibilities.

Strategic Planning Task Force

The task force has held regular meetings and is making good progress. The weekend of June 22–24 was selected for the planning retreat, and it will be held in Chicago. Participants should arrive by the evening of June 22, and we will begin meeting the next morning. The retreat will conclude by mid-afternoon on June 24. Mike has compiled a matrix of information for all the considered hotels, made a decision and will begin preparing a budget to submit for an overbudget request.

Online registration

Leo reported that feedback from various sources has been received. The requirements document in general has been received favorably. They are waiting on additional feedback from representative registrars and the IT director, among others. Financial experts have been very active in finalizing the functional description of financial flow. They are considering a separate bank account to handle registration-related monies, and are investigating EFT for paying LMSCs. Jim complimented Leo on an excellent document.

Long Course Nationals

Tom reported that preparations are going well.

Adjournment and next meeting

Meeting adjourned at 10:02 p.m. Our next meeting will be May 22 at 7:30 p.m. EDT.

Meg Smath,
Secretary