

U.S. Masters Swimming

Committee Name: LMSC Development	Session #: 6
Committee Chair: Maddie Sibia	Vice Chair:
Minutes recorded by: Maddie Sibia	Date/time of meeting: July 20, 2021 @ 8:00pm ET

Motions Passed:

1.

Number of committee members present: 13 Absent: 5 Number of others present: 0

Committee members present (list all, including chair and vice chair):

- Stacy Abrams, Linda Chapman, Rob Copeland, Sally Guthrie, Karen Harris, Mary Hull, Crystie McGrail, Hugh Moore, Aaron Norton, Katherine Olson, Maddie Sibia, Robin Tracy
- ExO: Ed Coates

Committee members absent:

- Nicole Christensen, Susan Ehringer, Nancy Kirkpatrick-Reno, Kris McPeak, Tom Moore

Minutes

The meeting was called to order at 8:03pm ET.

1. Volunteer Roles

- a. ALTS & D&I have been put in the current National Office format used for all other role descriptions
 - i. Both have a couple gaps that need to be filled in for completeness sake.
- b. Role for future consideration: Club Development Chair - responsible for helping new clubs get organized/set up in LMSCs
 - i. NO is working on providing resources in that area to LMSCs - opportunity for collaboration
 - ii. This will be added to LMSC Development 2022 project list

c. Actions:

- i. Aaron - Send ALTS description to Carrie Stolar & D&I to Sarah Welch to fill in gaps, then will bring back to committee for final review prior to publishing

2. Webinars/Peer-to-Peer

a. Schedule update - Linda

i. July

1. July 29 - Diversity & Inclusion Interactive Breakout Session 1

ii. August

1. Aug. 10 - LMSC Grievance Process / National Board of Review
2. Aug. 19 - Coaching Differently-Abled Swimmers: Water is the Great Unifier
3. Aug. 24 - Diversity & Inclusion Breakout Session 2
4. Aug. 26 - ALTS II: Choose your own Adventure (part 2)

b. Ongoing discussion: What's the best way to publicize information about upcoming webinars/peer-to-peer calls?

- i. Sending notice in multiple ways is ideal - Streamlines, website, LMSC Dev-only email announcement, etc.

c. Actions:

- i. All - Sign up for upcoming webinars & encourage volunteers in your LMSC to do the same!
- 3. Education/Development
 - a. Ideas from subcommittee Zoom discussion: Add important links/resources from Volunteer Central to each of the role descriptions
 - i. Makes the role descriptions a "one stop shop" as a starting point
 - ii. Would be beneficial to identify new volunteers (within last year or two) and discuss with them what works/hasn't worked or is missing in coming up to speed on their role
 - b. Onboarding discussion
 - i. Consider different pathways: new volunteer onboarding, continuing education for volunteers, etc.
 - ii. Can we get notification of when new volunteers step into roles at LMSC level from NO to be able to push resources/information to them?
 - 1. Include an opt-in for mentorship with another person in another LMSC for the same role
 - c. Actions:**
 - i. Karen/Aaron - Meet over Zoom/phone to talk about Aaron's experience starting as a sanctions chair - How could the onboarding experience be better for people stepping into new roles? What consolidated resource can we develop to aid in new volunteer onboarding?
- 4. Mentorship
 - a. Reviewed subcommittee Zoom discussion
 - b. Discussed integrating mentorship opportunities into Volunteer Summit
 - i. Distribute a mentorship survey/info collection with pre-summit materials to volunteers who have signed up to attend
 - ii. Make pairings within the same zone (not necessarily same LMSC) based on position (sanctions with sanctions, etc) & provide pairing information to volunteers prior to start of summit
 - c. Actions:**
 - i. All - Fill out the [short mentorship survey](#) before our next committee meeting in August!
- 5. Volunteer Summit
 - a. Taskforce update - Stacy
 - i. Draft being sent to BOD this week - once high-level plan is finalized, content planning will be delegated to various committees, including ours
- 6. New Business
 - a. Potential legislation for New Mexico & West Texas merge - Ed
 - i. Legislation will have to be drafted for next year, but clubs within West Texas will be registering with New Mexico for next year so that the upcoming year can be a transition year
 - b. Annual Meeting Plan
 - i. [Sign up here](#) for our committee meeting!

Next meeting: Annual Meeting - August 17, 2021 @ 8pm ET

The meeting was adjourned at: 8:56pm ET
