

**Arkansas Masters Swim Club  
Annual Meeting Minutes  
July 18, 2009**

Present: Arthur Gordon Kidd, David Gillanders, April Rusch, Lori Terlouw, Lynn Palmer, Carolyn Haefner, Cathy Dawkins, Ian Bullock, Bud Jackson, Colin McLain, Kriss McLain, Rick Murphy, Ed McCa, Bonnie Murphy, Mary Llew Anders, Roger Henry, Howard Rutenberg

**Call to Order**

The meeting was called to order at 2:00 pm.

**Officers Reports**

Registrar-Roger Henry

Arkansas Masters now has 126 members, largely due to Jeff Spencer's efforts in recruiting new members in NW Arkansas. This represents the largest membership the Club has had in over ten years.

The Club Assistant registration program has been very successful in streamlining the annual registration process so that payment is sent directly to USMS and cards are obtained on-line.

Treasurer-Cathy Dawkins

Cathy reported that Arkansas Masters has a total balance of \$10,770 as of June 30, 2009.

The fiscal year for Arkansas Masters has traditionally been July 1 to June 30. USMS has requested that the fiscal year for all clubs be the calendar year. Cathy stated that compliance with that requirement will not be problematic and from this time forward our fiscal year will be based on the calendar year.

Cathy pointed out that for the year there was negative cash flow of \$423. She stated that this is not a problem because we need to spend the club's money rather than accumulating a large balance that carries over from year to year. The main expenditure this past year was for attendance at the USMS Convention (\$779).

Cathy moved that the Club transfer \$1,100 from checking to a CD. The motion was seconded and unanimously passed.

Cathy reported that an e-Postcard was submitted to the IRS for our 2008 tax return. This is the process that is followed for small SMSCs with annual gross receipts of \$25,000 or less.

Sanctions-Lynn Palmer

Lynn reported that she had obtained sanctions for the following events for 2009:

Beaver Lake Open Water Swim	.5, 1, 2 mi	August 29	Anita Parisi
Fifth Annual Hall of Fame Meet	SCY	April 25	Mike Booth
Ft. Smith Invitational	LCM	July 18	Ian Bullock
NW Arkansas Invitational	LCM	June 13	Lori Terlouw
Arkansas Senior Olympics	SCM	Sept. 19	Gail Ezelle

**Old Business**

None

**New Business**

Election of Officers

The terms for three officer positions were expiring. Those positions included Chairman (Howard Rutenberg), Sanctions (Lynn Palmer) and Safety (Mary Llew Anders).

Howard Rutenberg had expressed an interest in stepping down as Chairman. Jeff Spencer was interested in the position. Jeff was nominated for the Chairman position. No other persons expressed interest in the nomination and Jeff was unanimously elected as the new Chair of Arkansas Masters.

Lynn Palmer expressed her willingness to continue as the Sanctions Chair. Since there were no other nominees, Lynn was unanimously elected for another term as Sanctions Chair.

Mary Llew Anders stated that she did not feel there was a need to continue to maintain a Safety Officer position. The membership unanimously agreed to delete the Safety Officer position from the roster of officer positions.

Howard reported that USMS will be requiring that each club have a Coaches Chair and an Officials Chair in addition to the other required positions. There was no interest expressed by anyone in occupying those positions. There will be follow-up regarding filling those positions at a later date.

In summary, the officer roster for Arkansas Masters for 2009-2010 is as follows:

Chairman-Jeff Spencer, Lowell  
Registrar-Roger Henry, Fayetteville  
Treasurer-Cathy Dawkins, Ft. Smith  
Sanctions-Lynn Palmer, Eureka Springs  
Webmaster-David Gillanders, Jonesboro  
Records-Marvin Schwartz, Little Rock  
Top Ten-Doug Martin, Little Rock  
Communications-Howard Rutenberg, Hot Springs  
(Secretary, Newsletter)

Coaches Chair-vacant  
Officials Chair-vacant

The officer positions for 2009-2010 will be reported to USMS.

#### Annual Convention

Howard reported that the annual USMS convention will be held in Chicago, Illinois from September 17-20. No one expressed interest in attending. Howard will contact Jeff Spencer to determine if Jeff has an interest in attending this year's convention.

A motion was made for Arkansas to support 75% of the reasonable expenses for whoever attends the Convention this year. The motion was seconded and passed unanimously.

#### Bylaws

Howard reported that the Board of Directors of USMS is addressing minimum standards for LMSCs. It is intended that certain minimum standards will assist LMSCs in providing a consistent, minimum level of service to swimmers across the country. Many of the standards apply to LMSC bylaws in the areas of goals and objectives, declaration of nonprofit status, purpose, management structure, election process, procedure for filling vacant offices between elections, meeting requirements, grievance procedures and procedures to amend bylaws.

As such, Howard examined our existing bylaws to determine if there were any deficiencies with respect to the USMS proposed new standards. Our existing bylaws had been written when the Club was founded in 1975. Howard also examined the Articles of Incorporation that had been filed with the Secretary of State when the Club was created. He then worked on developing an updated set of bylaws that would be in compliance with the new USMS standards and USMS expectations and also would offer a solid support structure for services to Arkansas Masters members.

Attached are the bylaws that were presented for review and include revisions that were recommended by members during discussion at this annual meeting. These bylaws are consistent with the current proposed minimum USMS standards, consistent with our Articles of Incorporation and appear to serve the needs of our members. A motion was made, seconded and unanimously approved to implement these new bylaws.

#### Calendar

Howard asked that meet directors turn in the dates for meets in the coming twelve months to Jeff so he can refer them to USMS for its calendar.

#### **Adjournment**

There being no further business, the meeting was adjourned at 3:00 pm.

Respectfully submitted,

Howard Rutenberg

**Arkansas Masters Swim Club  
Statement of Revenues and Expenses  
For the Year Ended December 31, 2008**

**Revenues**

Member registration Fees	\$2,450
Interest	<u>3</u>
<b>Total Revenues</b>	<u>\$2,453</u>

**Expenses**

USMS Registration fees	\$1,825
Convention	\$779
Newsletter	156
Registrar supplies	96
Miscellaneous	<u>20</u>
<b>Total Expenses</b>	<u>\$2,876</u>

**Revenues over Expenses** -\$423

**Summary of Bank Balances:**

Checking a/c balance, Bank of Ozarks, 12/31/07	\$2,356
Add: Revenues over expenses	-\$423
Transfer to certificate of deposit	<u>-\$1,100</u>
<b>Checking a/c balance, Bank of Ozarks, 12/31/08</b>	<u>\$833</u>

Certificate of deposit, Arvest Bank, 12/31/07	\$7,431
Transfer from checking	1100
Interest accrued through 12/31/08	<u>          </u>
<b>Certificate of deposit, Arvest Bank, 12/31/08</b>	<u>\$8,531</u>

Total cash and CDs, 12/31/07	\$9,787
Revenues over expenses, 12/31/08	-423
Interest accrued on CD	<u>          </u>
<b>Total cash and CDs, 12/31/08</b>	<u>\$9,364</u>

<b>Checking a/c balance, Bank of Ozarks, 6/30/09</b>	\$1,784
<b>Certificate of deposit, Arvest Bank, 6/30/09</b>	<u>8,986</u>
<b>Total cash and CDs, 6/30/09</b>	<u>\$10,770</u>