

**USMS CONVENTION – Orlando, FL 2004**

Committee Name: **Board of Directors**

Cmte. report #: 5

Minutes recorded by: Sally Ann Dillon

Wednesday, September 14, 7:00 pm

<b>ACTION ITEMS</b> <b>PROPOSED EXPENDITURES</b>
none

<i>ACTION ITEMS</i>
none

Number of committee members present: 36      Absent: 4      Number of other delegates at this meeting: 39

Committee members present: Jim Miller, Scott Rabalais, Sally Dillon, Doug Church, Lynn Hazlewood, Nancy Ridout, Marcia Anziano, Debbie Morrin-Norlund, Rob Copeland, Mike Lemke, Doug Garcia, Joan Alexander, Marcia Marcantonio, Lucy Johnson, Barry Fasbender, Bob Bruce, Hugh Moore, Michael Heather, Tom Boak, Pam Himstreet, Barbara Dunbar, Colleen Driscoll, Sandi Rousseau, Peter Crumbine, Charlie Cockrell, Betsy Durrant, Meg Smath, Mary Beth Windrath, Anna Lea Roof, Leo Letendre, Shannon Sullivan, Jessica Seaton, Mel Goldstein, Ted Haartz, June Krauser, and Patty Miller.

President Jim Miller called the meeting of the Board of Directors (BOD) to order at 7:10 pm. Jim welcomed everyone and remarked that he has appreciated working with everyone on the BOD over the past 4 years. He presented each BOD member and the USMS Liaisons with a nice gift bag as a token of his thanks. Jim stated that he values the commitment to the standards, ideals, and mission statement that the BOD has brought to the organization. Jim reviewed by use of a slide show the many accomplishments of the EC, BOD and USMS in the past four years.

Secretary Sally Dillon called the roll.

Jim asked the members of the EC to speak to the group.

Scott thanked Jim for his leadership and his fellow Executive Committee members for their dedication. He noted that he saw the smiles in the audience and that he is encouraged that everyone appears to be happy to be here.

Doug noted that one of his goals coming onto the EC was to see that professional management came to masters swimming. He remembered one of the first Finance Cmte meetings he attended where he volunteered to take minutes. He appreciated then the purism of volunteerism. But he also thinks about how great it will be to have someone who wakes up every day with the soul purpose of seeing that Masters Swimming is their goal.

Nancy noted that she's been a part of the leadership for USMS for 20 years. It's been an honor and something she will cherish always cherish. She has witnessed the evolution of masters as it has progressed from having little autonomy to where we are today. She thanked all who are present for their leadership, council, and all they do for masters swimming.

Sally said "ditto" to all the wonderful things said by the others. She thanked the committee chairs for their cooperation over the years in getting their minutes done efficiently and reviewed the procedures for this year.

Lynn spoke about the many hats she has worn in her years of work with the EC and about how enjoyable her work has been with the national magazine and web.

Patty spoke about the change to the EC and BOD and how this is the last time we will be this way. She suggested, as we go forward, that we support the new BOD and EC as they work with the new changes.

Tracy said "she isn't going anywhere and we have her number!".

2. Convention Overview: Jim did a brief overview of the issues that will be coming before the BOD during convention: a) Governance - issues will be taken up at unopposed meetings. b) Election process - involves a one-time event when all candidates are elected at the same time. c) Executive Director – a motion will be made at the Thursday HOD meeting and the issue will be tabled to time finite.

3. Convention details: Mike Heather reminded everyone that they should make 235 copies of their minutes. Sally reminded everyone that there are reimbursement forms in their committee chair folders.
4. International Events: Jim noted that the major international event on the horizon is our own FINA World Championships that will take place at Stanford University, Palo Alto, CA in 2006. he also noted the 1<sup>st</sup> ASUA championship that was held this past summer in Santo Domingo.
5. USMS National Sponsor Program: Jim noted that the EC has been working on a national sponsor program that attaches the sponsors and advertising. This will be passed on to the next EC with our recommendation.
7. Audit report: Controller Margaret Bayless reported on the good financial news for USMS. Membership revenue have risen from \$610,000 in 2001 to \$858,000 in 2004 – a 41% increase. Total revenue, which includes event surcharges, sponsorship revenue, product sales in addition to membership, club and LMSC dues grew at a 36% rate. Total expenses increased from \$790,000 (2001) to \$929,000 in 2004 – an 18% increase. The lower increase in expenses compared to the higher increase in revenue has resulted in the reserves growing to \$1,108,000 at the end of 2004. Cash and equivalents have remained relatively constant at December 31 of each of the last 4 years, in the \$800,000 range. Margaret also reported specifically on the 2004 financial results. Auditors Clifton Gunderson conducted a full audit and the report was distributed to each BOD member. There were two changes recommended for USMS accounting: a) capitalization of web development costs will be expensed over three years instead of just one and, b) reporting of receivables at year end related to 2005 membership receipts of the LMSCs not yet submitted to USMS. Margaret addressed the 2005 actual results through August 31. Total revenue for 8 months is \$977,000, representing 95% of budgeted revenue for the year. Total expenses are \$618,000, representing 61% of budgeted expenses. We have a net increase in reserves for the year to date of \$359,000 but this amount will gradually decrease as a result of greater expenses and less revenue coming in as the year winds down. It appears that the reserve balance will increase this year by an amount conservatively estimated around \$100,000. Margaret concluded that the financial results indicate that USMS has the membership and other revenue base to fully support its current expense infrastructure.
8. Over-budget items – none
9. Old business - none
10. New business – none

After a few announcements Jim Miller recessed the meeting at 8:07 pm.