

USMS Convention—Jacksonville, Florida 2011

Committee Name:	Board of Directors	Session #:	1	Report #:	1
Committee Chair:	Jeff Moxie	Vice Chair:			
Minutes recorded by:	C.J. Rushman	Date/time of meeting:	Wednesday September 14		

Actions Requiring Approval by the HOD:

1. BOD has approved the President's authority to submit the names of Mel Goldstein, Past-President, USMS and Dr. Jim Miller, Past-President, USMS, through United States Aquatic Sports, Inc. to the UANA Executive Committee for action at the UANA Congress in October 2011 for positions on the UANA Masters Technical Committee.
2. The Board formally adopts the Strategic Plan as the formal Strategic Plan for USMS.

Motions Passed:

1. **MSA - BOD has approved the President's authority to submit the names of Mel Goldstein, Past-President, USMS and Dr. Jim Miller, Past-President, USMS, through United States Aquatic Sports, Inc. to the UANA Executive Committee for action at the UANA Congress in October 2011 for positions on the UANA Masters Technical Committee.**
2. **MSA to remove the Core Values from the Policy Manual.**
3. **MSA the Board reaffirms their approval of the estimated Seventy Three thousand deficit to host 2012 Summer Nationals in Omaha.**
4. **MSA the Board formally adopts the Strategic Plan as the formal Strategic Plan for USMS.**
5. **MSA to have the Vision Statement in the Organization Principles of the Rule Book.**

Number of committee members present: 22

Absent: 4

Number of other delegates present: 16

Committee members present (list all, including chair and vice chair): Jeff Moxie- President called the meeting to order at 8:30 a.m. CDT. Also present were: Michael Heather -VP of Administration, Nadine Day-VP of Community Services, Dave Diehl-VP of Programs, C.J. Rushman -Secretary, Ralph Davis- Treasurer, Rob Copeland -Immediate Past President, Ed Tsuzuki- VP of Local Operations, Doug Church- Legal Counsel, At-Large Directors;, Chris McGiffin (Colonies), Phil Dodson (Great Lakes), Anthony Thompson (Breadbasket Zone), Maria Williams (Dixie), Hugh Moore (Northwest), Jim Clemmons (Oceana), Don Mehl (South Central), Phil Whitten (Southwest Zone), Executive Director - Rob Butcher; Past-Presidents Jim Miller, Nancy Ridout, Mel Goldstein, and Ted Haartz.

Not present: Tom Boak, Dan Gruender, Mike Laux and June Krauser – Past Presidents.

Audience Members; Susan Kuhlman – Corporate Controller, Tracy Grilli – National Coordinator, Chris Labianco, Kyle Deery, Luke Sheehan, Anna Lea Matysek, Jim Matysek, Jane Moore, Jerry Clark, Lynn Hazelwood, Sara Welch, Michael Moore, Ben Christoffel, Betsy Durant, Jeanne Ensign and Jeff Goodman – USA Swimming Liaison to USMS.

Minutes

The meeting was called to order at 8:30 a.m. EDT.

1. Jeff Moxie welcomed everyone to convention and thanked everyone for coming and thanks us for our efforts over the past year.
2. Rob Butcher gave a thank you to Tracy Grilli for all her help with convention set up. Rob highlighted the club welcome and marketing kit that everyone received at check in. Rob shared 23 coaches participated in the Masters coach certification offered at the ASCA clinic last weekend. There are 27 coaches signed up for Masters coach certification here at Convention.

3. Doug Church spoke to the brochure for the Swimming Save Lives Foundation. This is will help focus the message on what the next phases of the projects.
4. Betsy gave an overview about the Policy Manual, and what changes may need to be included as items are passed by the Board. Anthony said we should include only items that are policy, and have Strategic Task Force items as citations links in the documents. Mike H asked if the Core Values are listed any where else. **MSA to remove the Core Values from the Policy Manual.** Rob C said Core Values should reside with the Strategic Plan. Betsy asked where the organization chart would reside. Nadine said it would be in the Rule Book. Ed asked who updates the Handbook for Committee Chairs. Nadine said this is a Board item. Nancy had a question on the Special Assignment and Liaison section, specifically the FINA Technical committee, which is a vote that is approved by FINA. Jim M said the same thing applies to the UANA position. Rob C said that this could be eliminated because this is a special assignment. Betsy will review this section and present the changes back to the Board on Sunday. Betsy asked if the style guide should be listed in the Manual with the Editorial policy. Nadine asked it should because it is approved policy of the Board. Betsy asked is where the Championship policy currently located is. This document needs to be found and updated. Betsy asked who would develop the designation of the Community Partner. This was an action of the Board, but nothing was defined. Anthony said since that was not a policy, and only policies should be included in the Policy manual. Jim M asked how does this effect the National office or Foundation, but this needs to be defined. Mike H said by keeping this as a place holder is a reminder that the Board can define if necessary. Under the Heading K, LMSC Policy, this will be renamed Guide to Operations. Betsy will make the updates and bring back to the Board on Sunday.
5. Jeff Moxie introduced Jeff Goodman, who is the liaison from USA Swimming.
6. Rob B provided the 2012 member and club retention plan. Chris M asked if could market to one event registrations. Anna Lea said that we could. Nancy asked about paper invoices and if those could be mailed. Anna Lea said it would expensive for these to come directly from the National office, but could be implemented at the local LMSC level.
7. Sandi Blumit came and spoke about Insurance coverage for U.S. Masters Swimming. The main point of insurance is to protect the organization and help cover the members. The insurance that members with registering with U.S. Masters Swimming have is in additional to what medical coverage that the member carries for themselves. Insurance coverage does included elements for staff, leased employees and property liabilities. Phil W asked about the responsibility due to the Maui Channel incident due to USMS being co-sponsor. Sandi said it is premature at this time because all the facts are not in. Ralph asked about dual signature on checks. Sandi said this it is only recommend, not required. Chris asked if we should adjust the minimum standards to have coverage for checks over five thousand dollars. Phil D said as a Board we should have those standards in place. Rob C asked who defines the LMSC officers for insurance purposes. Sandi said each LMSC defines their officers and members. Chris M asked about a 30 day trial period when a prospective swimmer is trying out, are they covered. Sandi said no they are not, but they should complete the application and provide a check so this way everyone is covered.
8. Ralph Davis gave an overview of the Budget. No material changes at this time from the Finance committee. A Board meeting will take place after the House of Delegates on Thursday to discuss any items from the Finance committee. Phil D would like to have further in depth discussion on the Budget. Hugh said we should have a discussion after the Strategic Discussion. Nadine asked Ralph for clarification on a few budget items. Ralph said we do have a revised budget fro Omaha provided by Tom Boak. The difference is ten thousand dollars. Phil D made a point to the Board that we should have a dollar amount that we are comfortable telling our membership when providing the Omaha. Ralph said that when the presentation was made, the deficit was included in the budget. **Ralph D makes a motion that the Board reaffirms their approval of the estimated Seventy Three thousand deficit to host 2012 Summer Nationals in Omaha.** Second. Phil D said there are items in the budget that can be changed to reduce the deficit. Jim M said at this point in time we should not change this because it did go through the proper channels. Nancy reminded the Board that special opportunities arise and 2012 is that type of event and we need to take this opportunity. Jeanne Ensign said the budget for Omaha is for 2012, and never was approved by Finance, but the Board does need to give approval. Hugh said the Finance Committee should not have to micromanage the budget. Mike said this a USMS sponsored and run event, the Board should be

questioning our expenses and planning for the after the event how we absorb the deficit. Dave D asked how we are going to help promote the event. Phil W asked for clarification on the number that is being quoted. Ralph said the new deficit is now Sixty Three Thousand, three hundred fifty seven dollars. Jim C said maybe no number should be given because the number could move. Hugh agrees that we should not have a hard number because it may move. Ralph accepts amendment to the motion. Jeff wanted everyone to be aware of the \$2 membership dues increase for 2012. Rob C brought up the items that were pulled from the last Board call. Ralph said that any of the items that were pulled were responded by Susan Kuhlman. Phil D asked about the amount of dollars that were allocated toward Open Water events. Rob B said the budget that the Open Water committee was more than enough with what they had and will be used to create education materials to help events host.

9. Jeff asked each of the Board members to share their local and National activities in support of USMS and Swimming Saves Lives.
10. Patty Miller came and presented to the Board the USMS Strategic Plan. The Board discussed the comparison and evolution of USMS Strategy. **Rob C makes a motion that the Board formally adopts the Strategic Plan as the formal Strategic Plan for USMS.** Ed Seconded. **Hugh makes a motion to have the Vision Statement in the Organization Principles of the Rule Book.** Nadine seconded.
11. Ed asked the Board for input about updating the LMSC Minimum Standards document.
12. Ted mentioned the process improvement regarding the National Board of Review. Rob C said the task force is still reviewing and updating documents to streamline the process.
13. Anthony said we as a Board need to make a priority of ensuring LMSCs having minimum standards in place so when disputes arise they can be handled at the local level.
14. Jeff thanked everyone for the last two years as President.

The meeting was adjourned at 1:48 p.m. EDT.
