

<b>Committee Name:</b>	Board of Directors	<b>Session #:</b>	<b>Report #:</b>
<b>Committee Chair:</b>	Nadine Day	<b>Vice Chair:</b>	n/a
<b>Minutes recorded by:</b>	C.J. Rushman	<b>Date/time of meeting:</b>	11/26/12 at 8:30 pm

**Motions Passed:**

1. MSA – Table the discussion regarding the Open Water Logo until the next Board of Directors meeting.

<b>Number of committee members present:</b> 19	<b>Absent:</b> 9	<b>Number of other delegates present:</b> 0
<p><b>Committee members present (list all, including chair and vice chair):</b> Nadine Day - President called the meeting to order at 8:31 p.m. EDT. Also present were: Ed Tsuzuki- VP of Local Operations, Michael Heather -VP of Administration, Jody Smith-VP of Community Services, C.J. Rushman -Secretary, Ralph Davis- Treasurer, Patty Miller- Legal Counsel, At-Large Directors; Chris McGiffin (Colonies), Phil Dodson (Great Lakes), Maria Elias Williams (Dixie), Bruce Hopson (Breadbasket Zone), Hugh Moore (Northwest), Jim Clemmons (Oceana), Jill Gellatly (South Central), Jeff Gudman – USA Swimming Liaison to USMS, Executive Director - Rob Butcher; Past-Presidents Rob Copeland, Jim Miller, and Ted Haartz.</p> <p>Not present: Dave Diehl-VP of Programs, Jeff Moxie -Immediate Past President, At-Large Director; Phil Whitten (Southwest Zone), Nancy Ridout, Tom Boak, Dan Gruender, Mike Laux and June Krauser – Past Presidents. Mel Goldstein is recused from BOD due to contractor position with USMS.</p>		

**Minutes**

The meeting was called to order at 8:33 PM EDT.

1. Nadine Day announced that Doug Church has replaced Jeff Moxie, per Jeff's request as Chair of Swimming Saves Live Foundation. Doug gave an update about the newly created Board of Trustees (BOT) for the SSL. Doug said the vision of the Legacy fund will generate assets to support SSL operations and activities. The SSL BOT shall annually allocate an amount not to exceed 10% of its annual receipts, including any contribution from the USMS Endowment Fund, to provide for some reimbursement of costs of the USMS staff in supporting the activities of SSL. They would like to create a grant cycle (March to August) prior the convention to have recommendations made and reviewed by the Board of Directors. Grants can be made outside the grant cycle for special circumstances. Mike Heather expressed his concern that the president can unilaterally remove people from the BOT that were approved by the BOD. Doug said that the BOD would approve the new members, but the President has the authority to remove them. Mike asked about funding projects. Doug said that some projects, like supporting Summer Nationals in Omaha was a worthwhile endeavor. So each initial "project" would need to be reviewed. Jody asked Doug about the guidelines that will be in place for project approvals. Jim Miller gave some insight to the BOT creation and having a person thinking about raising donations. Bruce asked about the independence of the SSL. Ralph gave the background of the discussions with our auditors and how we are structured as a 501(c)3 and it won't affect our status. Jody asked if we have documented process for obtaining donors. Doug said yes there is a process. Jody asked will some of the projects be donor driven or chosen by the BOT. Doug gave an conceptual overview of what the final process would look like. Ed asked about how the BOT will prioritize programs and how programs with "preferred" status would be treated. Doug said right now this is very new and the idea is to have the BOT and the working document to be very flexible to meet many needs. Ed asked about the intent of the advisory group of regional SSL volunteers and how they would be selected by the BOT. As documented they would be relied upon to encourage grant submissions, champion and liaison LMSC support, propose programmatic opportunities and assist with contributions, so would they be targeted as specific subject matter experts for reviewing certain grants? And what qualifications should they have and for how long a term would they be appointed? Doug said that this structure is still yet to be created. Phil D made a few comments about the majority approval process and will send comments about the 10% cap. Rob C made the comment that the BOD should not micro-manage the BOT when approving grant requests. Mike asked if the limit on the majority could be lowered to a 66 2/3rds from the 75% majority. Doug said that would not create any issues. Jim M mentioned to the BOD that we want to keep the two Boards at arms length. Doug addressed Jody's concern and explained that SSL is a work in progress; the BOT will be working on the mission that will get people excited about. The USMS Mission is broad to have Swimming Saves Lives. This could mean adult learn to swim but also funding for research. Patty M said that we need to have ways to assure that the actions of the BOT are consistent with the mission of USMS.
2. President's Report
  - 2a.) Nadine asked the BOD is there were any questions on the EC minutes and on her CCCAN report. No questions were raised. CCCAN report has been posted to the USMS site ~ <https://www.usms.org/admin/minutes/-2012-10-26-1.pdf>
  - 2b.) The Board of Directors goes into Executive Session at 9:31 pm EDT to discuss BOD Appeals Panel. The Board of Directors comes out of Executive Session at 9:33 pm EDT.
  - 2c.) USMS 2.0 Task Force – Hill Carrow-chair, Sandi Rousseau, Chris Stevenson, Kim Lloyd, and Nancy Ridout; to focus on USMS committee structure. Questions were raised regarding if this should be governance's role. Nadine explained that this task force was recommended by the BOD last January. The task force will be meeting next week and will report to the Governance Committee.

2d.) International Goodwill Task Force –this was part of Nadine’s CCCAN’s report to the BOD, the task force will examine USMS roles internationally; the mission is to promote and support masters swimming beyond the United States

2e.) Nadine has appointed Rob Copeland as USMS Liaison to USA Swimming Open Water committee.

### 3. Officer's Report

3a.) VP Administration-Mike Heather - All committees have been utilizing the forums.

3b.) VP Local Ops-Ed Tzuzuki A summary of the Local Operations Committees’ status since the 2012 convention:

#### **History and Archives committee**

- All committee members now have user names for the H&A private discussion forum.
- Thirteen stories have either been added or updated by H&A since convention.
- The list of Long Distance and Open Water Championship results has been updated and posted in the November "Streamlines for Members" and "Streamlines for Volunteers" asking for help from our membership.
- Work continues on digitizing registration files for 1986 and 1987.
- Work continues on adding Olympians to our list of USMS registered or previously registered Olympians
- Work continues on cleaning up permanent ID issues, locating and incorporating Top Ten Errata data, looking for better copies than what is posted of pool championship results, verifying names, DOBs, old Top Ten Times and Records, and researching Top Ten/All American problems due to erroneously reported birth dates.
- New projects planned for 2013:
  - Oral Histories - refine definition, draft guidelines and update current Oral Histories.
  - Verify and update links that reference articles in SWIMMER magazine which appear on the swimmer's pages to make sure they are viewable after one year since publication.
  - Discuss the continued inclusion of USMS historical data located in the Rule Book, Appendix F.
  - Discuss ideas for USMS historical stories.
  - Digitize Swim-Master and other early Masters publications.

#### **Records and Tabulation committee**

- Access to the R&T private discussion forum has been updated to reflect the new committee membership.
- Next committee meeting to be scheduled for mid-December 2012.
- Operational and administrative support provided for Top 10 and Records. Continue to anticipate problems with further development/adoption of E2EEM.
- One of the main problems LMSCs have in meeting their “standards” is timely uploading of meet results so the committee will look at ways to address this, perhaps in consultation with Anna Lea Matysek and with the LMSC Development Committee.

#### **Recognition and Awards committee**

- Access to the R&A private discussion forum has been updated to reflect the new committee membership.
- Next committee meeting to be scheduled for early December 2012.
- The committee will be establishing next year’s goals and objectives, with a focus on assisting LMSCs to consider recognition of their volunteer base (which was begun last year).
- The committee is considering surveying the LMSCs again since it’s been a few years since it was last done.

#### **LMSC Development committee**

- Access to the LMSC Dev Committee private discussion forum has been updated to reflect the new committee membership.
- The LMSC Development Committee has met twice since convention to solidify their goals for 2013 and the subcommittee structure needed to meet them.
- The convention workshop evaluations were collated and distributed to the presenters on November 1st. Workshop videos, presentation materials and related/resulting materials were sent to the national office on October 31st to be posted on the <http://www.usms.org/admin/conv/2012/> page.
- The method the committee decided to use to evaluate the LMSCs’ performance against LMSC Standards for 2013 will be to ask LMSCs what has changed from the 2012 survey and to get updated data from the National Office and Top Ten National Swims Coordinator. This will provide a more informal approach requiring less effort and attention while still keeping tabs on progress made.
- The committee plans to define and begin implementation of a project to find out what LMSCs are modeling Best Practices in a variety of areas. The goal is to make the information and description of what makes it a Best Practice available in a “Knowledge Repository” ideally on the usms.org website. This would exist in parallel and align with the existing Guide to Operations.

3c.) VP Programs-Dave Diehl (provided following report ahead of call) The Long Distance and Open Water Committees are reviewing the draft proposed logos for LD and OW swimming and the chairs have been receiving a lot of comments. For the most part the members are in agreement that the logo looks good with a number of minor changes suggested such as fonts, font size, placement of information, etc., which will be summarized by them and submitted to the ED. The next meeting of the ad hoc committee will be established for early December based on the member’s availability. Discussion followed on the following items; Open Water Logo, 3,000-6,000 yds. LD Postal Championships deadline extension due to

extenuating circumstances of Hurricane Sandy and Open Water Initiatives. Jim Miller asked why a need for a separate logo, when the USMS logo is very fluid. Rob C said the committee wants something similar to the Go the Distance logo, to create an identity. Jill asked did we give permission for this to be created. Mike moves that the National Office ceases working on creation of a new logo for Open Water events. Rob C seconds. Nadine and Rob B gave the background of why the creation of the new open water logo discussion began. Patty recommends a friendly amendment. Bruce commented that the VP of that committee is not on the call. Hugh moved to table the discussion until the next BOD meeting so information can be discussed. CJ Seconded. **MSA – Table the discussion regarding the Open Water Logo until the next Board of Directors meeting.**

3d.) VP Community Service-Jody Smith – Committees have posted meeting minutes to website.

3e.) Treasurer/ Controller's Report -Ralph Davis – Encouraged the remaining Board members to register and any members that questions about the Controller's report please call him directly.

3f.) Secretary-CJ Rushman - none

3g.) Legal Counsel-Patty Miller – The Board of Directors goes into Executive Session at 9:58 pm EDT to discuss litigation. The Board of Directors comes out of Executive Session at 10:02 pm EDT. Patty gave an update about misuse of our logo and that situation has been rectified.

3h.) Other report's-USA Swimming-Ted Haartz, Patty Miller or Jeff Gudman-USA Swimming had their BOD meeting in NYC and the Golden Goggles awards last weekend, USAS-Tom Boak – Nadine reported that USAS submitted the Masters rule's recommendations to FINA.

4. Rob Butcher delivered the Executive Directors report to the Board, regarding PAN AM championship registration up and running by end of November. Club and Coaches Certification has taught 417 coaches so far in 2012. Total USMS registration for 2012 was 58,651.
5. Chris McGiffin gave an update on the Volunteer Roles Task Force. The draft templates descriptions have been posted to the website.
6. Chris McGiffin and CJ Rushman will provide an update on the Information Technology projects for the next call.
7. Hugh Moore had no report from Governance Committee.
8. Patty will have an update on the Ineligible Person Task Force at the Board meeting.
9. Nadine reported that the Southeastern LMSC will not be splitting out from their existing LMSC and focus on strengthening the LMSC and now have volunteer leadership from Tennessee.
10. College Club Championships – National Office will supply marketing materials to be distributed at the meet.
11. The ED bonus goals were due to Jim Miller by November 19<sup>th</sup>. Jim will resend to the BOD.
12. Open Water OVET Fee-Georgia LMSC requested to waive the USMS surcharge for one event registrations for an open water event. Nadine wants to send it to the open water committee to decide if this event versus other events should receive the funding and what type of funding. Nadine informed Lynn after the EC call and the Open Water committee has a subcommittee is looking at funding.
13. Nadine asked the Board of Directors to think about the Action plan for 2013.
14. Nadine wanted to make the Board aware that a grant request by International Marathon Swimming Hall of Fame. Rob B said that he spoke to Steve Munatones and recommend he make a grant request through the SSL Foundation.

The next Board of Directors call will be held on December 17<sup>th</sup> at 8:30 pm EDT.

The meeting was adjourned at 10:25 PM EDT.

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