

Committee Name:	Board of Directors	Session #:	Report #:
Committee Chair:	Nadine Day	Vice Chair:	n/a
Minutes recorded by:	C.J. Rushman	Date/time of meeting:	12/17/12 at 8:30 pm

Motions Passed:

1. **MSA – to un- table the open Water logo discussion.**
2. **MSA – To use the USMS logo with the wording open water underneath for Open Water events.**
3. **MSA –to proceed with our 2013 liability insurance with AXIS at an annual premium of \$335,000 and approve the variance from the approved budget as an over budget item; provided the Finance Committee also approves the item.**
4. **MSA – to give authority to the Executive Director up to Feb 10, 2013 to withdraw an open water sanction that is deemed non-compliant as set forth by the 2013 rules and administration regulations.**

Number of committee members present: 17

Absent: 11

Number of other delegates present: 0

Committee members present (list all, including chair and vice chair): Nadine Day - President called the meeting to order at 8:31 p.m. EDT. Also present were: Ed Tsuzuki- VP of Local Operations, Dave Diehl-VP of Programs, Michael Heather -VP of Administration, Jody Smith-VP of Community Services, C.J. Rushman -Secretary, Ralph Davis- Treasurer, At-Large Directors; Chris McGiffin (Colonies), Phil Dodson (Great Lakes), Bruce Hopson (Breadbasket Zone), Hugh Moore (Northwest), Jim Clemmons (Oceana), Jill Gellatly (South Central), Executive Director - Rob Butcher; Past-Presidents Nancy Ridout, Rob Copeland, and Ted Haartz.

Not present: Jeff Gudman – USA Swimming Liaison to USMS, Jeff Moxie -Immediate Past President, Patty Miller- Legal Counsel, At-Large Director; Maria Elias Williams (Dixie), Phil Whitten (Southwest Zone), Jim Miller, Tom Boak, Dan Gruender, Mike Laux and June Krauser – Past Presidents. Mel Goldstein is recused from BOD due to contractor position with USMS.

Minutes

The meeting was called to order at 8:31 PM EDT.

Nadine asked for a moment of silence for the victims of the recent event in Connecticut.

1. **President's report:** Nadine asked all officers to present a monthly report. Nadine requests board members read all committee minutes. Nadine reminded board members the communication chain of command for inquiries should be direction to the President, ED or Legal Counsel. Nadine thanked staff for the website redesign. Staff continues to update content.
2. **Officers' reports;** Mike Heather – VP of Administration filed the following report to the Board.

Championship committee completed items as follows:

- Meet Director's Guide: publish single PDF (completed 10/4/12)
- Post Final Meet Reports for committee to see (sent via email on 10/3/12)
- Confirm 2014 Summer (UMD) dates: confirmed to be Aug 13-17, 2004
- Omaha and Greensboro Final Meet Reports sent to Santa Clara (sent on 9/29/12)
- Appointed 2014 liaisons (10/1/12)
- Sent Omaha and Greensboro meet reports to ISHOF (shipped on 10/11/12)
- Give formal notice to LD committee about 2015 Nationals in case they can solicit a 2015 National Championship Open Water event in conjunction with pool Nationals (had email dialog with Donn in October 2012)
- Update committee roster for 2013 (10/18/12)
- Sent Discussion Forum user access and champ list serve updates to Jim Matysek (10/19/12)
- Sent liaison intro letter to Santa Clara (Sandi sent on 10/10/12) and UMD (I sent on 10/24/12)
- Sent Omaha and Greensboro meet reports to UMD (sent on 10/26/12)
- Sent Working Group calendar updates to Tracy (10/27/12)
- Update bidding resource page and add note to this page that we won't be soliciting bids for 2016 meets (done on 10/31/12)
- Send intro "kick-off" email to committee once Forums and list serve have been updated; ask for Gmail address and send Roster (done on 11/2/12)
- Order 2013 Rulebooks to all who don't already get one (ordered through Tracy on 11/20/12)

- Proof read article 104 and Appendix C & F of 2013 Rulebook
- Rulebook Order of Events clarified: m or w 400/500 free note; MV and UMD 5 day issue (done on 12/5/12)
- Meet information completed for Indy nationals and awaiting final draft of info and /Swimmer /article.
- Currently working on Mission Viejo meet information
- Working on a service animal policy for nationals

Registration committee report:

- The major accomplishment since convention is to define the process for changing the name of a club. The procedures and timing were defined. Basically if a club wants to change its name, it will happen on November 1 when they renew. Since the name of the club has changed, the individual members will also see the change in their club designation. All reported competitive reports (TT, AA, etc) for the year will reflect the new name of the club. When individuals renew, they automatically see the new club name, etc.
- We had about 5 requests for this to happen this fall. Why we really didn't see much of this before, I don't know. We went through the process of making the changes in the database and all worked well. Of course, things aren't a clear cut as they seem. As soon as we did that, one of Nancy's clubs claimed that the person seeking the change was not authorized to do it and that they wanted it reversed. So the last time I talked to Nancy, we were still trying to sort that out."
- I also asked him to inquire about the routine or challenge that the registrars make to members who change their birth dates. That subject will be brought up after the New Year.

Ed Tsuzuki – VP of Local Operations reported that the Records and Tabulation Committee is discussing the implications of disqualifying times from a swimmer who has falsified their birthdate as it relates to past events. This could impact records, top ten tabulations, relays, meet scoring, etc. The committee will prepare a recommendation for how to handle these different situations. Rob C asked if the discussion will include people that have issues with publishing their date of birth for vanity reasons. Ed said that the current discussion is focused only on competing swimmers and the implications on official results.

Dave Diehl – VP of Programs reported that Open Water is working on creating a new certification for open water officials.

3. Controller's report-Ralph spoke to the information that was sent by Susan Kuhlman. Mike H asked about the one event registration revenue numbers. Ralph announced that Susan Kuhlman has been promoted to Chief Financial Officer effective on January 1st, 2013.
4. Open Water Logo status- **MSA – to un-table the open Water logo discussion.** The original motion has been withdrawn. The ED told the OW and LD Committees that USMS did not want a separate stand alone logo for OW and LD but suggested that the basic USMS logo add the OW and/or LD designations to the standard USMS logo. The OW committee had agreed to that in lieu of a totally unique and separate logo. **MSA – To use the USMS logo with the wording open water underneath for Open Water events.**
5. ED Report-Rob Butcher - our budget approved 2013 liability insurance line item is \$124,000. This insurance budget guidance was provided during the summer budget planning by our broker. In early November, our insurer sent us a renewal of our liability insurance with a premium of \$750,000. The reason for the increase is we've had three large claims against the policy in the past four years. The President, Treasurer and Legal Counsel were advised and consulted. Staff and our insurance broker aggressively sought other options that would protect USMS while providing a more reasonable premium. A new proposal was received with an annual premium of \$335,000. The policy includes \$1,000,000 of general liability and \$9,000,000 of excess liability. The policy includes up to 75 open water event sanctions with each additional open water sanction costing USMS \$1,800 per sanction the policy will likely also include specific requirements for coverage of open water events. USMS will be auditing sanction applications to ensure compliance. **MSA –to proceed with our 2013 liability insurance with AXIS at an annual premium of \$335,000 and approve the variance from the approved budget as an over budget item; provided the Finance Committee also approves the item.** The Treasurer will schedule a meeting with the Finance Committee for an over budget request. The President created an Open Water task force chaired by Phil Dodson that will include a representative from Finance, Open Water and Long Distance.
6. Governance Committee Report - The committee has nearly completed proposed language for making the Investment Committee and Audit Committee Permanent Committees of the Board of Directors. The proposals will be submitted to the BOD prior to the February BOD meeting. Hugh discussed USMS 2.0 Task Force with Nadine. We agreed that a member of the Governance Committee will be added to the task force. We also agreed that the Policy Committee will report to the Governance Committee. The committee discussed plans for future board assessments and agreed that this year's focus should be on board improvements. The committee will review areas that were identified as needing improvement and changes that have been made or need to be made. Patty is drafting a proposal for Communications/Social Media Policy. The committee

plans to submit it to the BOD for approval at the February meeting. The minutes from December 2nd meeting should be posted soon.

7. Chris McGiffin and CJ Rushman gave an update on the Information Technology projects. New website updated and complete. Record history is being updated. Infrastructure to be completed by 12/31. On-line Swimmer magazine will be up and running by January 1st.
8. NBR Policy and Procedure Approval-Mike H asked to review the documents that are in existence. Hugh said the Appeals review panel is currently reviewing the document. Hugh will make this available to the Board.
9. Patty will have an update on the Ineligible Person Task Force at the Board meeting.
10. Executive Directors review will be deferred to our next call when Dr. Jim Miller can be on the call to discuss the results.
11. Rob C mentioned that elections are coming up and the Board members need to find successors for their positions.
12. Mike had a few questions about the new website, specifically where to find information for clubs.
13. As part of the insurance and sanctioned events discussion it was brought up that USMS rules are specific about who is authorized to issue event sanctions, but not about who can withdraw sanctions (USMS 203.4.3). Therefore, **MSA – to give authority to the Executive Director up to Feb 10, 2013 to withdraw an open water sanction that is deemed non-compliant as set forth by the 2013 rules and administration regulations.**

The next Board of Directors call will be held on Monday January 21st at 8:30 pm EDT.

The meeting was adjourned at 10:17 PM EDT.
