

United States Masters Swimming Executive Committee Conference Call

April 3, 2006

FINAL

Action Items:

1. MSA to allocate \$5,000 for BluegrassNet to continue software development for the online entry system for the World Championships.
 2. MSA to ask the Championship Committee to consider refunding an extra \$1 of the performance bond to the hosts of the Short Course National Championships.
 3. MSA to forward the list of goals and processes of the ISHOF Nominating Committee to the Recognition and Awards Committee, which will come back with a proposal as to how to incorporate the ISHOF committee's functions into the Recognition and Awards Committee.
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President Rob Copeland called the meeting to order at 7:37 p.m. EDT. Also present were Julie Heather, Mike Heather, Leo Letendre, Meg Smath and Tracy Grilli. Mark Gill joined the call at 7:44 p.m.

Officer reports

Vice President of National Operations:

Leo reported that the *Long Distance Committee* continues to work on manuals and documentation. Corrections to the One Hour Postal swim have continued to come in. New results will be posted this week on the website.

The *Rules Committee* is dealing with a protest and normal inquiries. Review of the differences between USA Swimming and USMS rules is under way. We have been unable to determine what USA Swimming is doing with respect to their rearrangement of their Rules of Competition.

The *Officials Committee* has issued a newsletter with updates on officiating at Nationals, the changes to the USA Swimming officials certification program and the continued issues with pockets of USA Swimming officials wanting to operate with their own interpretation of the new breaststroke rules.

The *Registration Committee* continues to address issues with the online registration project. A survey of the LMSC treasurers and registrars with respect to various methods of disbursing funds has led to a high participation rate. A preliminary discussion with a merchant account vendor indicates that it may be too costly to operate with subaccounts as the means to disburse the funds to the LMSCs. Committee Chair George Simon emailed the LMSCs and found that very few said delays would cause significant disruption to their LMSC operations.

Midyear reports have been received from most committees as well as the Insurance Coordinator and Convention Coordinator.

Vice President of Local Operations:

Zone Committee activities are continuing. Mary Beth Windrath (*Records and Tabulation*) has submitted her midyear report to Julie. Mary Beth has solicited members of her committee to work on pool measurement rules and Top 10 procedures.

Vice President of Community Services:

Mike has received reports from all committee chairs in the division. He did not ask for reports from liaisons or special assignments, since their tasks are single minded and on-going. *The Planning Committee* has focused its efforts in three areas: developing interpretations of the USMS mission statement and our core objectives and gathering data to determine the level to which the organization is meeting these desired outcomes, examining the work of all committees within the organization to determine the direction of the volunteer efforts and if they are in line with the mission and core objectives, and designing a proposal for a Local Assistance and Development Program that would support the development and growth of Masters swimming in communities nationwide.

The subcommittee working on mission and core objectives will be using the results of the marketing study to determine the level of success USMS has achieved in this area. A subcommittee on work tasks will be using the data from other committees' mid-year reports to develop a matrix of committee work and projects, then will examine how these projects fit into our stated mission and core objectives. The Local Assistance and Development subcommittee is developing an outline for a program that would provide volunteer and fiscal resources to local workout groups, teams, LMSCs and agencies that would benefit from assistance from USMS.

The *Marketing Committee* has been discussing how to use the USMS booth at the FINA World Championships. They are 80 percent finished with an outline for a marketing plan. In addition, they have provided input for the membership survey. The committee continues to attend various trade events that promote USMS to collegiate and various community athletic organizations. They have made only limited progress in achieving the marketing goals established in 2005, despite the chair's best efforts to involve a large percentage of the members.

The Sports Medicine, Health and Safety Committee has continued to focus on the sports medicine conference to be held as part of the FINA World Masters Championships. They hope to work with the Marketing Committee to promote the conference. Richard Quick will be the keynote speaker, and tentative dates are August 6, 7 and 9. Activities with *USMS Swimmer* magazine also continue. A speaker for the sports medicine lecture at convention has been identified and has tentatively agreed to present. A back-up speaker has also been identified.

The *Fitness Committee's* Virtual Swim to Worlds has started, but participation has been very low. The Virtual Swim Series in general has very few participants, and whether to continue it will be discussed at convention. The entry deadline for the Check-Off Challenge has been extended to Feb. 28, as the event was so popular (usual deadline is end of January). The 30 Minute Swim will continue throughout the year.

Vice President of Member Services:

Mark reported that a beta version of the online entry system for the World Championships was released April 3 and is ready for testing. If no significant problems are uncovered, it should be online by April 8. Further software development is needed to allow the National Office staff to input paper entries. **MSA to allocate \$5,000 for BluegrassNet to continue software development.** Nearly 800 people have entered Short Course Nationals in Coral Springs so far. Mark estimates that the final number of entries will be 1,200 to 1,300, making this a smaller than usual championship. USMS members' focus on the upcoming World Championships may be a contributing factor to the relatively low number

of entries. Therefore, **MSA to have the Championship Committee look into refunding an extra \$1 from the performance bond to the meet host.**

Eight applications for funds from the Katrina Task Force were sent out. The task force will have a recommendation for allocation of funds (totaling \$7,559.50) by April 15. The fund is a combination of contributions through the One Hour Postal plus a contribution from the USMS Endowment Fund. Mark said the applications show how very much affected our members were by Katrina, and he was struck by how little they asked for.

The *Communications Committee* has a first draft of its communications plan. They are currently soliciting feedback, and will have a more definitive draft of goals to vote on at convention. The contractor working on the member survey is completing work to get the form up on our website by April 15. The committee discussed having paper surveys to make sure we don't disenfranchise our older members, but paper would be expensive, and is not covered under our contract. We will have to see if older members not having Internet access will bias the survey. Data collection will take place the next month and a half.

The *Editorial Committee* was meeting at the same time as this meeting.

Mark received a list of goals and processes of the chair and members of the *Ad Hoc ISHOF Nominating Committee* and distributed it to the rest of the Executive Committee. **MSA to forward the list of goals and processes of the Ad Hoc ISHOF Nominating Committee to the Recognition and Awards Committee, which will come back with a proposal as to how to incorporate the ISHOF committee's functions into the Recognition and Awards Committee.**

The *History and Archives Committee* continues to have problems with duplicate swimmer ID numbers. Leo noted that we need documentation for our registrars on assigning numbers, particularly in relation to one-event registrations. Part of the problem is that the numbers are stored in multiple databases for different purposes, and changes are not always made to all databases. If a particular LMSC has repeated problems with this, Julie will work with them. Leo will work with Registration Committee Chair George Simon to set up at least two conference calls with registrars to discuss this problem. Julie said there could also be a registrar's round table at convention, as one of the LMSC workshops.

Mark has received a request from researchers at Indiana University to perform a survey at Short Course Nationals regarding the motivation of adult swimmers who compete. They would be willing to let us add any questions we might have to their survey, and would share their results and raw data with us. The Executive Committee had no objection to this arrangement.

National Office Administrator:

Tracy said things have been very hectic at the National Office between entries for Short Course Nationals and the World Championships. In addition, she has been gathering data for our application for a postal permit for *USMS Swimmer*. We had thought we were on the verge of receiving the permit, but the Postal Service now says our request was for the wrong category, even though we applied for the category they told us to apply for. They selected 100 members at random, and wanted to see their registration forms. Now that we're applying for a new category, they want us to prove the money trail. This is a cum-

bersome process, and Tracy has limited time available to work on it, but she is plowing ahead.

Secretary:

Meg had no report.

Legal Counsel:

Patty Miller was unable to attend the meeting.

Past President:

Jim Miller was unable to attend the meeting, but submitted the minutes of the joint meeting of the Impact Task Force and the Sports Medicine, Health and Safety Committee to discuss the sports medicine conference at the World Championships (attached).

Treasurer:

Tom Boak was unable to attend the meeting.

Upcoming Board of Directors conference call

Please send agenda items for this meeting to Meg.

Executive Director search update

Laura Winslow will be meeting with the search committee to discuss candidates; we have received applications from about a dozen so far, and some candidates are very good. The plan is to bring three to five candidates to Coral Springs to meet with the search committee.

Adjournment

The meeting adjourned at 8:51 p.m. EDT.

Next conference call

The next conference call will include the entire Board of Directors and will be held Wednesday, April 19, at 7:30 p.m. EDT.

Meg Smath,
Secretary

Joint Meeting with Sports Medicine Re Sports Medicine Conference at XI FINA World Masters Championships

3/9/06

8:00–9:20 p.m. EST

Submitted by Jim Miller, MD

Action Items

- Sports Medicine Conference will be moved to 8/6, 7 and 9, thereby avoiding the relay day.
- Conference sites are available and secured for 250 on the opening day and 150 capacity on all other days.
- The cost of production of the event is being researched using Pro Audio, a firm that produces the events for the athletic department at Stanford.
- Grant proposals are being placed by Laura Kessler at this time to assist in funding the conference.
- Mike Heather will serve as the intermediary between Sports Medicine and the event organizers.
- Next meeting 4/27/06 at 8:00 p.m. EDT.

Members of the meeting: Jody Welborn, MD, Laura Kessler, Anne Cribbs, Michael Heather, Michael Moore, Jim Miller, MD.

Introduction: The combined meeting was held for the specific purposes of opening the dialogue between all the involved parties who will be planning and producing the conference. The format of the event, along with the progress thus far, was to be shared. The financial support and resources were reviewed along with the budget.

General Meeting Content

The site of the event was reviewed in light of the request for two different size auditoriums. The opening day with the opening address by Richard Quick is expected to draw an audience of 250, while the other days are expected to see 150 in attendance. The AV and speaker support for Stanford is conducted by a private firm, Pro Audio. The specific needs of each auditorium were reviewed, based upon the type of lectures to be held each day. Each day will conclude with a panel discussion. These details dramatically affect the cost of production. All lecture sites are within easy walking distance. Signage for these

sites is already in the budget. These specifics will be presented to Pro Audio for pricing, since this budget item is blank at this time. A CD of the lectures, notes, etc. will be made available to interested parties. The price of this service is yet to be determined, but will be borne by those requesting the service. A release will be prepared that each lecturer will sign off on to allow such a production.

Eleven lecturers have so far been identified with a wide range of topics from all over the U.S. Stanford will also be approached to include other experts from the staff and surrounding medical community.

Supporting this effort is the \$6,000 set aside for funding the conference as well as grant applications under way at this time from several pharmaceutical companies. This budget includes many facets: speakers' honorariums, fliers in each bag given out at registration and event production (AV, handouts/CD, etc) to indicate some of the high points.

FINA protocols will need to be better understood to allow for a smooth production that promotes all of Masters aquatic sports and FINA.

Michael Heather will serve as the contact point person between the event organizers and the Sports Medicine Committee. Michael will solicit input from other sources as he sees fit to solve problems along the way. His years of producing the National Convention are among his credentials that facilitate this position.

The next meeting will be set for April 27, 2006, at 8:00 p.m. EDT.