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**Action Items:**

None.

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President Jeff Moxie called the meeting to order at 8:00 pm EDT. Members present: Michael Heather-VP of Administration, Rob Copeland-Immediate Past President, Ralph Davis-Treasurer, David Diehl-VP of Programs and Nadine Day-VP of Community Service.

Discussion of committee chairs took place.

Michael Heather to send the EC members the directions for setting up conference calls for committees.

Ralph reported that the Audit Committee (Phil Dodson, Homer Lane, Jill Gellatly, and Paul Griffin) is working on the review and will notify Jeff when it is completed. The BOD received October financials from Rob Butcher. Rob Copeland asked if the BOD will receive quarterly reports. Ralph stated that with Margaret Bayless assisting in the vacancy of the controller, the reports will be forthcoming. We will also be getting explanation of variance, YTD and forecast of year end.

Discussion of the VP committee oversight-

Michael Heather-VP of Administration: Championship, Legislation, Registration and Rules

Ed Tsuzuki-VP of Local Operations: History and Archives, LMSC Development, Recognition and Awards, Records and Tabulation

Dave Diehl-VP of Programs: Long Distance, Officials and Open Water

Nadine Day-VP of Community Service: Coaches, Fitness Education and Sports Medicine and Science

Nadine asked about the Endowment Fund. Doug Church is working on establishing the Board of Governors. Jeff and Rob C concurred that requests can be made throughout the year. Michael Heather reported those requests were mainly presented at convention.

Discussion: next EC meeting the week of December 7.

Meeting adjourned at 8:43 p.m. EDT.

C.J. Rushman,  
Secretary