
Action Item:

1. MSA the minutes of the 4-21-09 Executive Committee meeting.
 2. MSA the executive director's overbudget request, already approved by the Finance Committee, for expenses related to establishing our national headquarters in Sarasota.
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Vice President of Local Operations Julie Heather called the meeting to order at 7:07 p.m. EDT. Also present were Meg Smath, Rob Butcher, Jeff Moxie, Mark Gill, Patty Miller and Jim Miller. Leo Letendre joined the call at 7:21 p.m.

Executive director's report

Rob B discussed the impact the swine flu outbreak could have had on SC Nationals. Although, fortunately, it will not be necessary to cancel the meet, he has come to realize that we need to work on a crisis management plan, as well as a crisis communication plan, for future events. We need to be better prepared for the next crisis and better prepared at foreseeing them. Mark suggested we might need an emergency communication plan for different types of events.

Minutes to 4-21-09 meeting

MSA the minutes of the 4-21-09 Executive Committee meeting.

Election update

Julie reported that no nominations were received by the April 30 deadline for vice president of local operations and vice president of member services. Therefore, the nomination process has been reopened for these two offices. Julie has received indications that there will be candidates for these offices.

Convention update

Rob B reported that Nadine Day and Victor Buehler have been working with U.S. Aquatics Sports staff to prepare for the convention. USAS will be holding a silent auction at convention and has asked USMS to donate one or two items.

Governance Committee update

Patty reported that the committee is on schedule, having worked its way through article 507 (committees and appointments). Once they resume their weekly meetings after Nationals, they will begin discussing the roles of the Executive Committee and Board of Directors. They hope to have proposals to present to the BOD in early June.

Headquarters report

Rob B, Jim Matysek, new Controller Nick Florio and local volunteer Laura Hamel met with vendors in Sarasota about renovating the headquarters building we will be leasing

from the City of Sarasota. Rob B expects approval of our lease to be on the agenda for the city council's May 18 meeting, and that the lease would start on June 1. Rob B is planning to move to Sarasota the week of June 1. He hopes to have renovation complete by the end of June.

Vice presidents' reports

Vice President of Member Services

Mark reported that the *Publications Management Committee* has disbanded and is no longer meeting. He said they do not need meeting space at convention. Meg explained that the committee will still have to hold a meeting at convention because as of now it is still an official standing committee, and according to article 507.2, standing committees must "meet in conjunction with the annual meeting of the House of Delegates."

Mark reported that the *International Committee* has not yet met this year.

The leadership of the *Communications Committee* held a meeting last week to discuss the goals for the year and whether or not this committee was needed in the future. There will be a meeting of the full committee in the coming week.

The *Open Water and Long Distance Committee* has been very active on several fronts. They have been developing a series of swim clinics around the country. The goal of these clinics is to help introduce open water swimming to those not experienced with it yet. They are also in the process of testing online event registration for the 5K/10K Postal Championship. They hope to roll out online event entry for all the postal championships this year.

The *Marketing Committee* has met twice in 2009 and has several grassroots projects under way.

Vice President of Community Services

Mike reported that the *Fitness Education Committee's* fitness logs (FLOGs) are being tested and evaluated by the committee. Articles are being written, programs run and evaluated for member reaction or participation.

The *Coaches Committee* is getting ready to launch SwimFest, scheduling mentor clinics throughout the country and recruiting coaches for on-deck services at Nationals. They are actively assembling ASCA certification criteria. The high performance camps are actively being retooled for future reopening. Club and coach development has shown that both club and coach development has to happen simultaneously. One cannot exist or grow without the other.

The *Sports Medicine and Science Committee* will hold at least one talk at Clovis by a California State University–Fresno professor on Saturday at 1:00 p.m. in a classroom at the high school; other talks are being researched for LC Nationals. The committee would like to present the talks that have been videorecorded on the USMS website, but do not know how to make this happen yet. There is a significant demand for this service. The Health Network has fallen into disuse, as no questions have been forwarded to them for some time. The results are typically printed in the magazine as part of a Healthy Swimmer series article. This system may need to be revised in order to make full use of the network.

Vice President of Local Operations

Julie reported that the *Records and Tabulation Committee* is very pleased with the initial participation from about a dozen pilot participants in the End-to-End Event Management Task Force's meet results database. They have been able to successfully generate Top 10 files for the latest SCM season, and have been capturing "bugs" and tool enhancement requests for the IT group (Jim Matysek). They are not yet ready for full production mode until a few key issues are resolved, but have not received much support in this area due to other competing IT projects.

The *Zone Committee* is working on identifying and contacting underperforming LMSCs to encourage participation in convention. They have discussed the proposed changes with the committee that are being considered by the Governance Committee, and the zone representatives are basically in agreement with the changes. The Election Committee is moving forward with the elections for officers per the Election Operating Guidelines. The two offices that received no nominations have been reopened, and an email sent to all delegates informing them of this.

The *Recognition and Awards Committee* has had two conference calls since convention. One more is planned for July. Some subcommittees are working on projects. The Ransom J. Arthur ballot was distributed, and 34 of 37 eligible voters returned their ballots. That is a very good turnout (historically). The decision is in and the award is being prepared. The call for nominations for all other USMS awards will be in the May/June issue of *SWIMMER* magazine and in the next *Streamlines* and national office blast e-newsletter. Due dates for nominations are July 1 (except for the two Coaches awards, which is June 15).

The *History and Archives Committee* has sent separate emails to all committee members regarding the status of the National Championship Results project and the one remaining missing pool Nationals result. Over the past four months, the list of missing pool Nationals results has been whittled down from 18 to one, including the one result that needed a legible version to be located, submitted and re-posted. The most recent missing pool National Championship results were found by committee Vice Chair Meegan Wilson, committee member Paul Hutinger, Top 10 Coordinator and Records and Tabulation Committee member Mary Beth Windrath and Laurie Marchwinski from the International Swimming Hall of Fame. The remaining missing pool National Championship result is from the 1989 Long Course Meters National Championships meet held on August 17–20 in Grand Forks, N.D. New committee member Patrick Quinn, who swam in the meet, and a bunch of other people are searching for that last elusive set of results. Committee Chair Barbara Dunbar noted that they are looking for the complete, official set of results with ALL PLACES listed for the 1989 Long Course Meters Nationals. She has an incomplete set of results for that meet, which were published in the September/October 1989 *Swim Magazine* with only 10 places listed. Barbara anticipates that the results that have been located, copied, scanned into electronic document form and submitted to the USMS webmaster since March will be posted onto the USMS website before convention. The committee's next big push will be to locate the 30 missing open water National Championship results. Over the past two years, they have been actively searching for the open water results. Unfortunately, they are proving to be extremely difficult to locate. The missing results span the years from 1974–1991. Only one of the

31 missing open water National Championship results on the committee's initial list has been found.

A number of H&A stories have been added to the committee's section of the website and updated since convention. There are 399 stories on the H&A pages with more to be added. Committee members have been requested to continue to solicit, write and contribute stories for posting onto the H&A pages.

The H&A Committee has been helping the Recognition and Awards Committee by posting or adding the paragraphs written about various award winners into their stories found in the H&A stories section. Currently, there is no way for those biographies and descriptive paragraphs to be posted or listed on the Awards page. The biographies are for those recognized by the Dorothy Donnelly Service Award, the Fitness Award, the USMS/Speedo Coach of the Year Award and the Kerry O'Brien Coaches Award. As more of the short biographies from prior years are found by the Recognition and Awards, Coaches, and Fitness Education Committees, they will be added to the H&A Stories section; parts of the speeches that recognized the awardees will also be added.

H&A Committee Member Extraordinaire John Bauman has been searching and locating missing birth dates from our legacy Masters swimmers and transmitting them to the USMS Database Administrator, Esther Lyman, who has also been engaged in the same birth date searches. Esther has been able to assign more permanent IDs to swimmers who were previously registered with USMS, and John has linked those newly assigned IDs and newly found birth dates to the pre-1993 Top 10 lists on which he continues to work. The amount of time and effort involved in transforming the pre-1993 Top 10 lists into an electronic format with proper permanent ID links is unbelievably huge. Eventually, his efforts will result in the posting of pre-1993 Top 10 lists onto the USMS website by the Records and Tabulation Committee. John's efforts to help reconstruct the old registration data continue as well. The search for copies of old LMSC registration lists is ongoing.

The H&A Committee continues to help the Records and Tabulation Committee on various research topics and in other areas, including Top 10 errata, pre-1993 Top 10 lists (as mentioned above), old USMS record listings, etc.

Vice President of National Operations

Leo reported that the *Rules Committee* has been conducting its annual review of the rule book, working on Rules Corner (which appears in *SWIMMER* magazine) and dealing with split forms for Nationals and a policy for dealing with splits at Nationals.

The activities of the *Legislation Committee* were reported in the minutes of the 4/21/09 EC meeting.

The *Registration Committee* has been busy with online registration issues.

The *Finance Committee* recently deliberated the executive director's overbudget request in regard to establishing the national headquarters in Sarasota.

The *Officials Committee* has been meeting with LMSC officials chairs.

The EC plans to make recommendations to the Governance Committee about possible realignment of committees within the divisions. The vice presidents will participate in a conference call with Governance Committee Chair Patty Miller.

Overbudget approval

Rob B reported that the Finance Committee has approved his request for an overbudget expense related to establishing our national headquarters in Sarasota. The next step is for the EC to approve this request, followed by approval from the BOD. **MSA the overbudget request.** Rob B also noted that he has been talking to financial institutions in Sarasota about moving some of our accounts to Sarasota.

Next EC meeting and adjournment

The meeting adjourned at 7:49 p.m. EDT. Our next meeting will be May 19 at 7:00 p.m. EDT.

Meg Smath
Secretary