

U.S. Masters Swimming Executive Committee Conference Call minutes
April 5th, 2011

FINAL

Action Items:

1. None
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Michael Heather-VP of Administration called the meeting to order at 8:30 PM EDT. Also present were, Nadine Day-VP of Community Service, Ed Tsuzuki - VP of Local Operations, David Diehl-VP of Programs, Ralph Davis-Treasurer, and C.J. Rushman - Secretary, Rob Copeland-Immediate Past President, Doug Church-Legal and Executive Director - Rob Butcher.

Absent: President Jeff Moxie.

EC Agenda topics:

1) President's report (Jeff): No report.

2) Executive Director Report (Rob B): Membership Coordinator Anna Lea Matysek has been working with LMSC's on financial tax reporting, registration services, and Top 10. She has continued to survey LMSC websites adding more than 50 events that have been sanctioned by LMSCs to the USMS calendar of events. LMSCs not adding sanctioned events to the USMS calendar of events are problematic because USMS is sanctioning and providing insurance to the events but we are not aware of them. Being on the calendar additionally provides a tracking mechanism for event results to be put into the national events results database. Rob wanted to thank Ed Tsuzuki who is Chair of the End to End Event Management Task Force for coming to the National Office this week to meet with our IT and Membership team to finalize the specs for an online sanctioning database. Rob wanted to reassure that the National Office will not be sanctioning events; the purpose is to create a central database where information on all USMS sanctioned events can reside. A more comprehensive national office report will be given tomorrow night during the BOD conference call.

3) Strategic planning (Nadine) The task force has been formed and the members are Jeff Moxie, Anthony Thompson, Phil Dodson, Jill Gellatly, Patty Miller, and Rob Butcher. Nadine asked for clarification since this was board task force is it mandated that the chair have to be a board member. Rob C said that the chair does not have to be a board member.

4) Old business

- A. Nadine asked when the Open Water Safety conference information will be posted the USMS website. Rob B said the videos are being edited and finalized. Rob B will follow up on an expected date.
- B. Nadine wanted to know if the national event surcharges covers the national office expense for nationals. Rob B. shared that the National Office provides seven staff members that support our Pool National Championships; (1) Tracy Grilli handles mailed in registration as well as assists with online registrations, and event merchandise, (2) Jim Matysek built the online registration system and at nationals daily posts the HyTek results, (3) Kyle Deery sells

and services sponsors, (4) Laura Hamel produces the event program, writes the three informational e-newsletters for participants, writes for *SWIMMER*, gathers stories for *STREAMLINES* our e-newsletters, and coordinators photography, (5) Ben Christoffel video tapes and produces our daily YouTube shows, and posts Facebook updates, and (6) Rob Butcher serves as our ED. Mark Gill plays a big role in the pre-event planning as our liaison to the Championships Committee but does not have onsite responsibilities for the Mesa event. The Championships Committee increased in 2011 the royalty to USMS from \$10 to \$15. Nadine asked about the Postal Championships. The current surcharge for Long Distance Postal championships is \$3.00. Ralph will follow up with Homer to have the Finance Committee review the staff investment into our events.

- C. During the EC call, Rob B received the preliminary report on the member survey from Metro State College in Denver. He will review and forward to the Strategic Task Force
- D. Nadine asked about the status of Foundation logo. Nadine noticed that the preliminary logo is still being used. The BOD passed a motion that they agreed on the concept of the logo but recommended that “foundation” be added to the logo. Rob B shared our graphic designer has developed some concepts but nothing we are ready to yet sign off on.
- E. Nadine asked about the meeting with USA Triathlon. Rob B asked if he could hold the update till tomorrow’s BOD call
- F. Discussion Forum rules (Mike, Rob C) – No update.
- G. Ed asked about the Election process. Rob C said those people that intend to run need to fill out the nomination packet, which is available online and due by April 30th.

11) New business –

- H. Dave Diehl – spoke about succession planning of officers. Dave said there is concern that people will not fill positions and wanted to make sure that people are aware. Rob C said that there are procedures in the Elections Operating Guidelines that will address this.
- I. East Coast College Club Championships – Rob C gave an updated on the opportunity for USMS to become more involved with College Club swimming. Kyle Deery had collateral material that was provided to swimmers at the meet. This is a growth opportunity for USMS.
- J. Dave Diehl officiated at the College Club Swimming Championships held at the University of Maryland, which hosted 10 universities in the area
Rob Copeland will get the task force of Mark Gill, Chris McGiffin active on addressing a potential opportunity for USMS with colleges.

The Executive Committee went into Executive Session at 9:05 pm to discuss the matter of a LMSC’s financial review status. The Executive Committee came out of executive session at 9:25 pm.

Next meeting of the Executive Committee meeting will be held on April 19th, 2011 at 8:30 PM EDT.

The meeting adjourned at 9:26 PM EDT.

C.J. Rushman,
Secretary