

Committee Name:	Executive Committee	Session #:	Report #: 1
Committee Chair:	Nadine Day	Vice Chair:	
Minutes recorded by:	Chris Colburn	Date/time of meeting:	5/4/2015 8:30pm EDT

Motions Passed:

1. None.

Number of committee members present: 10

Absent: 0

Committee members present (list all, including chair and vice chair): Nadine Day - President called the meeting to order at 8:30pm EDT. Also present were: Ed Tsuzuki - VP of Administration; Chris McGiffin - VP of Programs; Chris Stevenson - VP of Local Operations; Jody Smith -VP of Community Services; Chris Colburn – Secretary; Phil Dodson – Treasurer; Patty Miller - Legal Counsel; Jeff Moxie - Past President; Rob Butcher – Executive Director.

Not present: none.

Audience Members: none

Minutes

The meeting was called to order at 8:30pm EDT.

1. Nadine commented that she was excited about a successful USMS Spring Nationals in San Antonio, TX. Nadine added that San Antonio expressed an interest in hosting the 2018 Pan Am Masters Championship if it was awarded to the US.
2. Not all EC members got a chance to read the latest meeting minutes, so the minutes of the April 13, 2015 EC conference call will be tabled until the next meeting.
3. The EC entered Executive Session at 8:32pm EDT to discuss a website content issue. The EC exited Executive Session at 8:42pm EDT.
4. Phil reported to the EC that he would not be running for reelection as Treasurer, and asked the EC to consider that the Board needs to give the staff direction on locating a new headquarters in Sarasota to meet current and future staffing needs. Nadine mentioned that a new Headquarters Task Force would be enlisted to assist with this.
5. There was a discussion about the public availability/accessibility of notes from the Peer-to-Peer sessions. Nadine referred to a thread in the LMSC Development Committee's forum, which is not publicly available; however, that thread is not the main outlet of P2P notes. Chris Stevenson pointed out that they are published in the (publicly available) LMSC Administration forum in the appropriate sub-forum. Nadine expressed some concerns about people not knowing where these notes were kept. The next Peer-to-Peer call (next Tuesday, May 12) will cover governance. We need to make sure people know that these resources are available on the LMSC Administration Forum. Nadine expressed some needs surrounding the direction of the upcoming call.
6. Recognition of the Ransom Arthur Award by the National Office: There was a complaint that recognition did not come in a timely fashion: Official notice was published in today's *STREAMLINES*. Rob asked the EC for an expectation for communications, and shared the rationale for the timing of the announcement. Chris Stevenson explained the position of the Recognition and Awards Committee desiring to use Nationals as a venue to announce and report the award.
7. Nadine also discussed moving the awarding of the Level 4 coaches to the day after the Ransom Arthur Award presentation. Since the L4 announcement is planned to recur at Spring Nationals, the respective VPs should agree on an appropriate time during the Nationals to make the announcement. Jody shared the history of the conversation, and noted that Scott Bay is open to ideas from both the EC and the NO on how to best achieve the recognition. Nadine asked Jody to take the lead, and collaborate with Chris Stevenson, Ed, and Rob Butcher on scheduling an announcement for L4 coaches.

- 8.** Ed spoke to a potential conflict in 2018 with the Pan American Masters Championship and 2018 USMS Long Course Nationals, and possibility of combining the two events if awarded to the US. Nadine indicated that the Pan Ams host may hold the Championship at any time during 2018. In addition to San Antonio, Orlando has indicated interest in hosting the Pan Am Masters Championship if awarded to the US.
- 9.** The Convention schedule is almost finalized except for last-minute minor changes. Ed indicated that USMS will have a suite where delegates can meet and socialize, but there are some questions about what the room will be stocked with, since the Marriott indicated that we can't bring our own items.
- 10.** Nadine indicated that her term will be ending; the newly elected President will be appointing committee chairs and committee members; and we need to explore the process for handling committee evaluations, and succession planning for committee leadership.
- 11.** Quarterly reports are due to the BOD by 7/1.
- 12.** New Business (Chris McGiffin): Chris indicated that there is some updating that needs to be done with respect to Long Distance Championships contracts. Chris has forwarded the most recent contract template to Rob B., who will review it, and send to Patty Miller for review.
- 13.** Next call will be on June 1, 2015 at 8pm EDT.

The meeting was adjourned at 9:33pm EDT.

Respectfully Submitted,
Chris Colburn, Secretary