

Committee Name:	Executive Committee	
Committee Chair:	Patty Miller	
Minutes recorded by:	Greg Danner	Date/time of meeting: 11/12/2018 8:30pm ET

Actions Taken:

1. Approved: The committee chairs on the matrix, as issued, for the Standing Committees of the HOD.

Number of committee members present: 10	Absent: 0	Others present: 0
Committee members present (list all, including chair and vice chair): Patty Miller – President; Peter Guadagni – VP of Administration; Chris Colburn – VP of Local Operations; Donn Livoni – VP of Programs; Frank (Skip) Thompson – VP of Community Services; Greg Danner – Secretary; Ralph Davis – Treasurer; Maria Elias-Williams – Legal Counsel; Dawson Hughes – CEO; Nadine Day – Immediate Past President.		
Not Present: None.		
Guests: None.		

Minutes

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

1. Agenda review and conflict of interest (Patty): No conflicts reported.
2. EC delegation for Appendix B of the Rule Book (Peter): The Rules Committee submitted legislation earlier this year with the intent of gaining jurisdiction over Appendix B, with the provision that the EC would need to concur with any changes. The legislation failed, in part due to other committees having jurisdiction over various sections and wanting to retain that control. The Rules Committee assertion is that almost all of it is under the control of Rules, even if indirectly. However, dual sanctioning issues (originally negotiated between USA-S and USMS) may not be appropriately delegated to Rules as well as any committees with jurisdiction over various sections. The goal of the Rules Committee is to respond to requests for interpretations quickly without having to go through the EC every time. Patty is not aware of any instances, in the past year, where Rules was asked to interpret something and prevented from doing so. Peter asked Rules for specific information on any instances in the past but has not received any such detail. As a result, there is a lack of overwhelming support on the EC for significant change to the control of Appendix B. Chris suggested that some of the forms are operational in nature and should only be in the GTO as opposed to the rule book. Patty noted that there are references to those forms in the rule book, so legislation changes would be required. In any case, a standing delegation to Rules should address their concerns. Peter will craft some delegation text for email discussion, with formal delegations to be made at a subsequent EC meeting. On another note, the observer's report for recognized meets did not previously exist in Appendix B but is referenced in the rule book and is planned to be included in 2019. Jeanne Seidler (Records & Tabulation Chair) created the report earlier in the year and Chris thought it was approved in principle at a BOD meeting. This may have been reviewed with the Rules Committee prior to being brought to the BOD.
3. CEO's report (Dawson):
 - a. Membership: at end of October there were 50 more clubs this year than the same time last year. 1,175 clubs/workout groups and 7,400 members registered as of today's conference call, excluding year plus members from last year. 11 days in is very early to compare to prior years, but 2015 is being used as a benchmark. There have been two technology challenges: international credit card transactions have some issues, but the national office has communicated with the members and have been working toward a resolution. Also, some unregistered workout groups were listed and then for a 24-hour period there were no workout groups listed, but that has since been corrected. Questions on membership:
 - i. Skip asked if registration was reopened in October. Dawson indicated that there was a method for registering members who were trying to enter meets and needed membership. There were approximately 100 additional members who registered for the prior year. Also, Dawson noted that members can now download a digital membership card in their MyUSMS portal.
 - ii. Patty asked how our membership registrations compares to prior years. Dawson stated that we're ahead of 2015 and 2016 as of today.
 - b. Two big topics planned for the year: Open Water and standardizing the national fee. Discussions are underway for both. No developments to share with the EC yet.
 - c. SmartyPants Fall Fitness Challenge begins at the end of the week. The National Office has some tweaks planned for next year but didn't want to make any substantial changes during the first year of series. There are some small changes planned for this event.
 - d. EC forums message board: There is now an Executive Committee forum available.

- e. Questions: Skip asked if the EC/BOD should be receiving emails indicating a message has been posted to the forums. Dawson said that people should be receiving those emails and to contact the National Office if they haven't been getting them. Dawson mentioned that he posted recently and recommended everyone look. Nadine said that hard copies of third party articles can be purchased and distributed if EC members are interested.
4. Committee Selection (Patty):
- a. Status update: Patty received survey results two days ago. Since committee turnover has been moved to the beginning of the year, there is more time for the evaluations to be completed.
 - b. Committee chairs:
 - i. Regarding the selection/concurrence by the EC for Standing Committees of the HOD, Patty noted it is not her intention to make major changes to the committee chairs, thereby giving the next President more flexibility with committee selection. Point of clarification: the EC is only approving the chairs that are listed in the matrix (provided by Patty), not the chairs and vice chairs. Patty is generally in favor of VC spots being used for development but noted that there are exceptions. Patty then walked through each of the committees and named the chairs, as well as potential/likely vice chairs. Many are the same as last year. Some of the VPs will go back to committee chairs to discuss the VC options. **MSA to accept the chairs on the matrix as issued.**
 - ii. The committee member evaluations have not been sent from the National Office to the EC liaisons yet. Patty asked the EC liaisons how they relayed the evaluations last year. Peter delivered the evaluations as is, because they were all positive. He enjoys the ability to decide the method of delivery. Donn said he paraphrased the evaluations over the phone with his chairs. Ralph noted that he personalized his delivery of the evaluations. Patty encouraged the EC liaisons to filter the evaluations as needed, using their own discretion.
5. New Business:
- a. Skip: Asked if conference calls will continue to be held on the second and fourth week of each month. Patty indicated that this will be discussed at the next Board meeting.
 - b. Nadine: Asked if the convention evaluations can be shared with the Convention Task Force. Patty responded affirmatively.
 - c. Patty noted some positive feedback from an LMSC Chair regarding the ease of the online membership renewal process.
 - d. Chris mentioned a club had an issue with the registration process and the National Office resolved it promptly, to the satisfaction of all parties.
 - e. Patty asked Dawson if there are any clubs/programs in California requiring assistance due to the wildfires. Dawson was not aware of any so far but will investigate further.
 - f. Dawson noted that Tampa has been selected as the location for the Winter BOD Meeting. An email is forthcoming with additional detail.
6. The next EC call will be 8:30pm ET on Monday, December 10, 2018. The BOD call will be 8:30pm ET on Monday, November 26, 2018.

The meeting was adjourned at 9:38pm ET.

Respectfully Submitted,
Greg Danner, Secretary