

Committee Name:	Executive Committee		
Committee Chair:	Patty Miller		
Minutes recorded by:	Greg Danner	Date/time of meeting:	4/2/2018 8:30pm ET

Actions Taken:

1. Approved: Ratification of email vote approving the March 12, 2018 Executive Committee Meeting minutes.

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; Nadine Day – Immediate Past President; Maria Elias-Williams – Legal Counsel; Dawson Hughes – CEO.		
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. Ratification of email vote to approve March 12 minutes (Greg). **MSA to approve the minutes: the motion passed unanimously.**
3. CEO's report (Dawson):
 - a. USMS 3.0 launch – The launch did not occur when initially planned. Some tasks from Phase II (related to the old PHP site) have been added to Phase I. A new attempt at the launch will occur tomorrow morning, where some downtime can be expected.
 - b. Membership update: we're still about 6.5% behind in membership as of the same time last year. There is new membership marketing planned for early May.
 - c. Spring Nationals registration closes in a week. 1,800+ swimmers are expected. The Championship Committee is accepting bids for Spring Nationals 2020. There is one interested party so far, but no formal bids. We are requesting hosts be mindful of the USMS 50th anniversary when planning the events surrounding the meet.
 - d. CCS Nationals are this weekend. Contracts for future Nationals and Regionals are being finalized.
 - e. Questions/comments: Patty: Meet bidders should have full authority to bid on behalf of a facility. Dawson: The new contracts stipulate that USMS has transparency into the agreements that the host enters with third parties (hotels, facilities, etc.).
4. Convention Schedule – discussion of circulated schedule (Patty):
 - a. Patty has received feedback from the VPs and asked the VPs if they were expecting any additional feedback from their committees. No additional feedback is expected from committees. In terms of similarity to previous years, limited changes are expected for this year's convention.
 - b. Elections Committee: Some changes may be suggested.
 - c. Some schedule changes will be made based on feedback received, such as switching committee or workshop times.
 - d. BOD members discussed the Saturday schedule, specifically the formal roundtable lunch and HOD sessions. We have the flexibility to run a longer HOD session in the morning (with Rules, Long Distance, and Legislation) thereby opening up the Saturday afternoon schedule.
5. Roundtable:
 - a. Patty – No updates.
 - b. Peter – A swimmer reached out to the meet director for Spring Nationals with some concerns regarding participation. Several Board members have communicated with relevant parties that the swimmer is welcome to participate.
 - c. Donn – No updates.
 - d. Skip – No updates.
 - e. Chris – LMSC Standards survey results are in. There has been improvement and process remediation is being worked on. There is a P2P call next Wednesday on Records & Tab led by Jeanne Seidler.

- f. Ralph – The Finance Committee has volunteered to write the legislation changes necessary to move the budget process to later in the year. Investments and SSL are down for the first quarter, but it is expected to stabilize over the course of the year.
- g. Nadine – No updates.
- h. Maria – Supportive of moving Legislation and/or Rules to the Saturday morning HOD session to shorten the convention, but pointed out that attendees might leave afterwards and miss the meetings/workshops that follow.

6. New Business: None.

7. The next EC call will be 8:30pm ET on Monday, May 7, 2018. The next Board call has been rescheduled for 8:30pm ET on Monday, April 23, 2018.

The meeting was adjourned at 9:12pm ET.

Respectfully Submitted,
Greg Danner, Secretary