

Committee Name:	Executive Committee		
Committee Chair:	Peter Guadagni		
Minutes recorded by:	Carrie Stolar	Date/time of meeting:	06/06/2022 8:00pm ET

Actions Taken:

1. Approved: April 4, 2022 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): Peter Guadagni – President; Chris Colburn – VP of Administration; Ed Coates – VP of Local Operations; Robin Smith – VP of Programs; Chris Campbell – VP of Community Services; Carrie Stolar – Secretary; Teddy Decker – Treasurer; Maria Elias – Legal Counsel; Patty Miller – Immediate Past President; Dawson Hughes – CEO.		
Not Present: None.		
Guests: None.		

Minutes

The meeting was called to order at 8:03 pm ET.

1. Agenda review and conflict of interest (Peter): No changes to the agenda or conflicts of interest.
2. Approve April 4, 2022 meeting minutes (Carrie): **MSA to approve the April 4, 2022 meeting minutes.** Discussion: None.
The motion passed unanimously
3. CEO Update (Dawson):
 - a. Gary Keehner, our new controller, started June 1 and is transitioning with Susan.
 - b. Three days of staff strategic planning sessions started today.
 - c. An event coordinator was hired and will be starting in mid-June.
 - d. The Championship Committee reviewed some proposed adjustments to our Nationals contracts which will benefit both the hosts and the National Office by smoothing operations and providing financial help with covering the officials' costs.
 - e. The National Coaches Conference is planned for Oct 6 – 8 in Las Vegas. The pool portion of the conference will take place at UNLV. More information will be coming soon.
 - f. Email spoofing has been targeting LMSCs' treasurers and chairs. Please help spread awareness of this and look closely at email addresses to make sure that emails are legitimate.
 - i. Teddy will post on the Treasurer Community about the spoofing.
 - g. Try Masters Swimming is coming in July.
 - h. Membership is 20% ahead of last year. We are still on track for 56,000 – 57,000 members for the year.
4. Annual Meeting Details:
 - a. Legislation proposals from the Legislation Committee and the Board (Chris): Legislation will be introduced concerning who has the power to specify the manner/method of the annual meeting.
 - b. Schedule update (Dawson): The BOD meeting will take place Friday AM/lunch. The annual meeting will take place from Friday PM through Sunday morning. The schedule is similar to Relay 2022. The goal would be to have the meeting completed by noon on Sunday.
 - c. Attendance estimates: For the BOD meetings around the annual meeting, attendance can be virtual. We don't have in-person attendance estimates yet for the annual meeting. Some LMSCs budgeted to only send people in-person to Relay rather than the annual meeting and others budgeted for a lower number of delegates to travel (some will be attending virtually).
 - d. In-person and virtual participant meeting logistics (Dawson): Jessica is working on AV needs with the hotel. Most likely voting will be online, whether the delegate is in-person or virtual, so everyone will need to have a device with them. For comments, most likely, those in-person will go to a microphone and those online will raise their hand. Training and walkthroughs will be held ahead of time. The meeting will probably be an open meeting versus a webinar. We will have to manage audio quality (mute participants as necessary to minimize background noise). We may conduct a test of polling (voting) at a meeting with both in-person and virtual components.
 - e. Confirm pre-meeting legislative Zoom forums (Chris Colburn, Robin): Zoom calls were successful in the past to get issues raised and discussed prior to the annual meeting. The Long Distance, Rules, and Legislation /Committees are planning on holding pre-annual meeting forums. For all other committees, meetings that are held during the month

of August will be considered to be held in conjunction with the annual meeting. Short committee meetings in September could be held to approve the minutes from the August meetings.

- f. Suggestions for at-large delegate appointments (All): At-large delegates won't be funded to attend in-person. Historically the travel expenses for the at-large delegates have not been funded.
5. Committee Restructuring:
 - a. Legislation that has been confirmed to have been submitted: disband the Membership and Sports Medicine and Science Committees.
 - b. Ad hoc Committees:
 - i. Membership and Sports Medicine and Science Committees: Once officially disbanded, these committees should have short term ad hoc committees set up to catalog what needs to continue to be delivered (products/services).
6. Potential topics for the Summer BOD meeting (All): Topics are listed on the agenda for this meeting. The Summer BOD meeting will take place virtually on Saturday, July 9 and will last 4-5 hours.
7. The next EC call will be Monday, August 1, 2022 at 8:00 pm ET. The next BOD call will be Monday, June 20, 2022 at 8:30 pm ET.

The meeting was adjourned at 9:26 pm ET.

Respectfully Submitted,
Carrie Stolar, Secretary