Finance Committee Minutes

Friday, September 24, 1993

- I. Minutes from last year's convention MSC to approve.
- II. Treasurer's report

Cash balance approximately \$433,000, with \$81,600 in Dreyfuss, \$157,100 in Fidelity, \$44,000 in checking account, and \$150,000 in 3-month to 1 year CD's. MSC to approve the report.

- III. Controller's report
 - MSC to approve the report for 12-31-92 and 8-31-93.
- IV. Internal Auditor's report

Suzanne gave a verbal report of her discussion with Frieda Faivus. Frieda sees no apparent problems with the 1991 financial statements. A formal report is expected to be available in early October.

- V. Old business:
 - A. Reviewed subcommittee's work on overhaul of the Financial Operating Guidelines ("FOG"), which reordered the document along functional lines (e.g., all international travel expense paragraphs grouped together). MSC to accept the revision in its entirety. The Finance Committee commended the subcommittee of Dave Zander, Kris Wingenroth, and Dave Gray for all of the fine work done with this project.
 - B. MSC to approve increasing the 1993 budget of the Secretary from \$665 to \$1200 to accommodate expected needs.
- VI. New business:
 - A. MSC to approve the budget (see Exhibit "A").
 - B. MSC to increase the 1993 budget by \$5543 to allow for the subsidy for the first 15 LMSC's who acquire the new HyTek meet and Top 10 software package.
 - C. MSC to adjourn at 1:30 a.m.

ACTION ITEMS:

Approve the budget as recommended by the Finance Committee.

Approve the overbudget requests to the 1993 budget.

Approve the overhaul of, and the additions to, FOG.

Instruct the National Office to sell the 1994 USMS Code of Regulations and Rules of Competition at a price of no less than \$7.00, to assist USMS in meeting its revenue projections for 1994.

Require the Marketing Committee to have received firm commitments from potential sponsors prior to incurring any expenses for the 1994 USMS Planner and/or the proposed research project.

Persons requesting a budget allocation in excess of \$1,000 are instructed to provide copies of the minimum three bids and of the written specifications prior to requesting the allocation.

Request that the Executive Committee review office procedures and expense controls at the National Office on a annual basis.

UNITED STATES MASTERS SWIMMING CONVENTION COMMITTEE ATTENDANCE September 22- 26 1993

COMMITTEE Finance CHAIRMAN Lucy Tohnson

NAME	LMSC	VOTING
1		VOLING
Ros Alvamourt	Oregon	N
DAUE GRAY	KACITIC	Jee
Richard Smith	Pacific	Yes
John maguere	Florida	Yes
(Suzund Ray	Ouga	70
Kris Wingenroth	Gulf	yes
Paul Windrath	MINN	hes
Dave Zanber	INLAND EMPIRE	YES
NICK FAZZANO	NIEW ENGLAND	Yizs.
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Please attach a copy of the Minutes of your meeting to this form and return it as soon as possible to Mel Goldstein, USMS Secretary, It must be handed in <u>BEFORE</u> you leave the convention.

All committee actions require approval of the House of Delegates. Any such actions MUST be handed to USMS Secretary, Mel Goldstein, <u>PRIOR</u> to the House of Delegates meeting

UNITED STATES MASTERS SWIMMING CONVENTION COMMITTEE ATTENDANCE September 22- 26 1993

DMMITTEE Juane CHAIRMAN

		1
NAME	LMSC	VOTING
Mile Hoarly	Contral	NO
JEANNE ENSIGN	MONTANA	No
FRANK NEWDUIST	RUA	NO
Edie Gruender	Arizona	No
Han Gruender	11	No
Betay Deen at	Va	no
- Alan Levinson	PMS	No
DON MEHL	BORDER	No
Dot Donnelly	Jath Office	NO
mhe kamp	dreumanas	No.
1:30 DAVID LAMOTT	SANDIEGO	NO
Deg Burhannan	Colorado	No
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