

New Jersey LMSC Virtual Annual Board Meeting Minutes

Time 10:30am Sunday, December 6, 2020

Virtual Annual Meeting

Platform ~~ Zoom

Attendees:

Board Members

Tom Brunson

Sarah Clark

Marie Vellucci

Susan Kirk

Ed Tsuzuki

Sara Johnston

Jen Bauman

Chris McGiffin

Linda Brown-Kuhn

Kim Plewa

Guests:

Deborah Fonteix

ACTION ITEMS

1. **Jen will reach out to Justin Alsobrooks regarding refund of fees for the cancelled MU Hawks Masters Spring Splash Meet**
2. **Mike Recchia will order (4) 2021 Mini Rule books and have them shipped directly to Jen Bauman, the NJ LMSC Sanctions Chair**
3. **Ed will continue to follow up the coaches for providing a favourite workout for the upcoming Fastlane issues and Ed will submit a workout for the Nov/Dec Fastlane issue**

MOTIONS

1. **MSA to approve the March 8, 2020 meeting minutes**
2. **MSA to approve the May 7, 2020 virtual meeting minutes**
3. **MSA to approve the May 22-30, 2020 summary meeting minutes**
4. **MSA to accept the current following slate of incumbents by acclimation**

Action items bolded

Meeting was called to order at 10:33am

- I. Approve previous board meeting reports
 - A. March 8, 2020 in person meeting
 - i. **MSA to approve the March 8, 2020 meeting minutes**
 - B. May 7, 2020 virtual zoom meeting
 - i. **MSA to approve the May 7, 2020 virtual meeting minutes**
 - C. May 22 – 30, 2020 email discussion
 - i. **MSA to to approve the May 22-30, 2020 summary meeting minutes**
- II. Officer Reports
 - A. Newsletter (S. Johnston)
 - i. Remaining issues and deadlines for 2020
 - a) November/December (deadline December 1) is in the works
 - b) Sara is in need of content, so please send anything you may think would be interesting to others to Sara. Even fun photos from the past!
 - ii. The deadline for the Jan/Feb issue is February 1, 2021

B. Treasurer (M. Recchia)
 i. 2020 Budget and actuals

NJ LMSC	Financial	Statement	
Beginning Cash Balance	1/1/2020		\$27,612.27
<u>INCOME</u>		<u>BUDGET</u>	<u>ACTUAL</u>
USMS Individual		\$180.00	\$45.00
LMSC Donations		\$1,200.00	\$217.00
LMSC Individual		\$13,000.00	\$8,203.00
Meet Sanction/Recognition Fees		\$500.00	\$400.00
Interest Income		\$25.00	\$18.65
Club Collections		\$400.00	\$172.00
Annual Dinner Collections		\$1,500.00	\$0.00
Special Events		\$500.00	\$0.00
Merchandise Sales		\$75.00	\$0.00
Meet Performance Deposits		\$800.00	\$500.00
Open Water Sanction Fee		\$100.00	\$50.00
TOTAL INCOME		\$18,280.00	\$9,605.65
<u>EXPENSES</u>			
USMS Individual		\$300.00	\$370.00
Coach&ALTS Certification Grant		\$250.00	\$0.00
Registrar Expenses		\$200.00	\$0.00
Rule Books		\$36.00	\$0.00
Convention Costs		\$4,800.00	\$0.00
Annual Dinner		\$6,300.00	\$505.28
Tributes & Awards		\$750.00	\$723.98
USMS Leadership Summit		\$0.00	\$0.00
Special Events		\$3,000.00	\$1,279.36
Domain Fee		\$10.00	\$10.00
USMS Meet Sanctions		\$750.00	\$50.00
Miscellaneous Expense		\$200.00	\$281.74
Performance Reimbursement (Sanctions)		\$800.00	\$400.00
USMS Open Water Sanction Fee		\$800.00	\$0.00
TOTAL EXPENSES		\$18,196.00	\$3,620.36
Cash Balance	11/15/2020		\$33,597.56
<u>SPECIAL EVENTS</u>		<u>INCOME</u>	<u>EXPENSE</u>
50 x 50			\$495.22
100 x			
100			\$784.14
LMSC Clinic			
Swim University			
Last Chance Swim			
75 x 75			

C. Registrar (T. Brunson/C. McGiffin)

- i. 2020 Member Registration Final Report ~~ see below
 - a) Total 2020 NJ LMSC members ~~ 1191

YEAR	CLUB	#REG	#NEW	#REG PRV YR& CUR YR	ANNUAL RETN%	#CLUBS
2020	ALL	1191	334	857	72%	18
	BERK	287	83	204	71%	
	CIB	8	3	5	63%	
	DRMS	20	7	13	65%	
	GSM	133	13	120	90%	
	GWMS	37	10	27	73%	
	JAM	28	9	19	68%	
	LTMM	8	3	5	63%	
	MAYM	2	2	0	0%	
	NJLHY	6	0	6	100%	
	OCY	2	1	1	50%	
	OWST	27	10	17	63%	
	PAA	14	5	9	64%	
	RBAY	24	9	15	63%	
	RBY	20	9	11	55%	
	RMT	14	14	0	0%	
	SCYM	167	36	131	78%	
	TMB	1	0	1	100%	
	XCL	226	48	178	79%	
	UC07	167	72	95	57%	
2019	ALL	1329	453	876	66%	21
	BERK	274	72	202	74%	
	CIB	10	8	2	20%	
	DRMS	22	7	15	68%	
	EAGM	1	1	0	0%	
	GSM	150	27	123	82%	
	GWMS	47	30	17	36%	
	JAM	25	5	20	80%	
	LHY	9	1	8	89%	
	LTMM	10	6	4	40%	
	MAYM	1	1	0	0%	
	OCY	4	2	2	50%	
	OWST	46	24	22	48%	
	PAA	17	1	16	94%	
	RBAY	21	8	13	62%	
	RBY	15	6	9	60%	
	RMT	0	0	0		
	SCYM	186	48	138	74%	
	SJ	10	8	2	20%	
	TMB	1	1	0	0%	
	XCL	236	61	175	74%	
	UC07	244	136	108	44%	
2018	ALL	1388	435	913	65%	17
2017	ALL	1430	291	925	60%	22
2016	ALL	1566	493	841	65%	21
2015	ALL	1309	334	600	67%	17
2014	ALL	913	214	602	64%	12
2013	ALL	952	250	620	66%	12
2012	ALL	957	305	652	68%	8
2011	ALL	895	283		72%	9
2010	ALL	729	193			8
2009	ALL	739	251			7

- ii. 2021 Membership Registration Report ~~ see below
 - a) Total 2021 NJ LMSC members ~~ 194
 - b) Total members by Club
 - c) Total new members by Club
 - d) 2021 Club registrations ~~ 10

YEAR	CLUB	#REG	#NEW	#REG PRV YR& CUR YR	ANNUAL RETN%	#CLUBS
2021	ALL	194	29	165	85%	10
	BERK	36	4	32	89%	
	CIB	0				
	DRMS	0				
	GSM	26	1	25	96%	
	GWMS	5	0	5	100%	
	JAM	4	0	4	100%	
	LTMM	0				
	MAYM	0				
	LHY	2	0	2	100%	
	OCY	0				
	OWST	0				
	PAA	4	2	2	50%	
	RBAY	6	0	6	100%	
	RBY	0				
	RMT	4	3	1	25%	
	SCYM	52	8	44	85%	
	TMB	0				
	XCL	25	0	25	100%	
	UC07	30	11	19	63%	
2020	ALL	1034	203	831	80%	18
	BERK	231	38	193	84%	
	CIB	8	3	5	63%	
	DRMS	20	6	14	70%	
	GSM	129	12	117	91%	
	GWMS	34	7	27	79%	
	JAM	24	5	19	79%	
	LTMM	8	3	5	63%	
	MAYM	2	2	0	0%	
	NJLHY	6	0	6	100%	
	OCY	2	1	1	50%	
	OWST	25	9	16	64%	
	PAA	10	1	9	90%	
	RBAY	22	8	14	64%	
	RBY	19	8	11	58%	
	RMT	6	6	0	0%	
	SCYM	157	27	130	83%	
	TMB	1	0	1	100%	
	XCL	196	25	171	87%	
	UC07	134	42	92	69%	
2019	ALL	1329	453	876	66%	21
2018	ALL	1388	435	913	65%	17
2017	ALL	1430	291	925	60%	22
2016	ALL	1566	493	841	65%	21
2015	ALL	1309	334	600	67%	17
2014	ALL	913	214	602	64%	12
2013	ALL	952	250	620	66%	12
2012	ALL	957	305	652	68%	8
2011	ALL	895	283		72%	9
2010	ALL	729	193			8
2009	ALL	739	251			7
* %RET'N =LIFETIME RETENTION=(CRNT RE-REG/CRNT YEAR TOTAL)*100						

iii. 2019 Club Registration Report

CLUB NAME	ABBRV	2017	2018	2019	2020	2021
		22	16	19	15	10
Berkeley (NJ) Aquatic Masters	BERK	X	X	X	X	X
Coney Island Brighton Beach Open Water Swimmers	CIB	X		X	X	
Drew Masters Swimming	DRMS	X	X	X	X	
Eagle Aquatics	EAGM			X		
Excellence Aquatics	EAMS	X				
Flipside Aquatics	FLIP	X				
Garden State Masters	GSM	X	X	X	X	X
Green Wave Masters Swimming	GWMS		X	X	X	X
Hoboken Masters	HOBO	X				
Jersey Area Masters	JAM	X	X	X	X	X
Lakeland Hills Family YMCA	LHY	X	X	X	X	X
Life Time Swim New Jersey	LTMM	X	X	X	X	
Madison Area YMCA	MAYM			X	X	
Morristown Masters Swim Team	MMST	X				
New Jersey Race Club Masters	NJRC	X	X			
Newark Master Swim	NMS	X				
Ocean County YMCA	OCY		X	X		
Open Water Swim Team	OWST	X	X	X		
Peddie Aquatic Association	PAA	X	X	X	X	X
Raritan Bay Area YMCA	RBAY	X	X	X	X	X
Red Bank YMCA Monmouth Cnty	RBY	X	X	X	X	
Rutherford Masters Team	RMT				X	X
RWJ Fitness and wellness center New Brunswick	RWJ	X	X			
Somerset County YMCA Masters	SCYM	X	X	X	X	X
SJAC Masters	SJ			X		
South Jersey Tri to Swim Club	SJTC	X				
TMB Racing	TMB	X		X		
Excel Swimming	XCL	X	X	X	X	X
UC07	UC07	X	X	X	X	X

iv. 2019 Member Donation Report (See Below)

Reg_Year Mtg_Date	desc	SSL	IHOF	LMSC
2021	#dnts	24	8	25
12/06/20	max \$	\$120.00	\$20.00	\$80.00
	TOTAL \$	\$770.00	\$82.00	\$437.00
2020	#dnts	71	19	61
10/31/20	max \$	\$240.00	\$100.00	\$105.00
	TOTAL \$	\$2,662.00	\$341.00	\$1,176.00
2020	#dnts	66	19	55
3/8/20	max \$	\$240.00	\$100.00	\$105.00
	TOTAL \$	\$2,562.00	\$341.00	\$1,091.00
2019	#dnts	68	17	51
10/31/2019	max \$	\$100.00	\$25.00	\$100.00
	TOTAL \$	\$1,545.00	\$178.00	\$1,176.00
2018	#dnts	86	34	82
10/31/2018	max \$	\$100.00	\$100.00	\$250.00
	TOTAL \$	\$2,411.00	\$680.00	\$1,817.00
2017	#dnts	108	25	77
10/29/2017	max \$	\$250.00	\$100.00	\$100.00
	TOTAL \$	\$2,400.00	\$460.00	\$1,655.00
2016	#dnts	80	27	77
	max \$	\$100.00	\$50.00	\$1,000.00
	TOTAL \$	\$1,417.00	\$386.00	\$2,575.00
2015	#dnts	78	25	67
	max \$	\$100.00	\$100.00	\$100.00
	TOTAL \$	\$1,372.00	\$382.00	\$1,395.00
2014	#dnts	66	29	82
	max \$	\$100.00	\$50.00	\$100.00
	TOTAL \$	\$986.00	\$418.00	\$1,484.00
2013	#dnts	67	41	59
	max \$	\$100.00	\$50.00	\$100.00
	TOTAL \$	\$898.00	\$522.00	\$1,043.00

v. Affiliated/Certified Coaches, Officials, ALTS Instructors

Mtg date	Coach Affiliation	Official Affiliation	Certified Coach	ALTS Instructor	Coach/ALTS Designation	Total ch/off/alts	Total Affiliates
12/6/2020	31	6	17	11	12	77	45
3/8/2020	111	35	66	21	44	277	168
12/15/2019	54	10	24	8	19	115	69
6/30/2019	105	42	61	23	40	271	160
1/21/2018	99	59	59	21	42	280	164
10/29/2017	94	52	69	16	51	282	164
8/27/2017	92	50	68	16	50	276	160
5/7/2017	93	49	69	16	52	279	159

D. Secretary (S. Kirk)

- i. Meeting minutes were taken for the following meetings and voting for approval of each document will be done at our December 6, 2020 Virtual Annual Meeting
 - a) March 8, 2020 in person meeting
 - b) May 7, 2020 virtual zoom meeting
 - c) May 22-30, 2020 email discussion meeting
 - d) The meeting minutes for the March, 8, 2020, May 7, 2020, and May 22-30, 2020 meetings were all approved during the December 6, 2020 Virtual Annual Meeting
- ii. 7 NJ LMSC member emails have been composed and sent out to the NJ LMSC members since our last board meeting on March 8, 2020
- iii. Registrant emails currently go out to 1177 NJ LMSC members

E. Sanctions & Safety (J. Bauman)

- i. 2020 Sanctioned Events ON HOLD/TBD
 - a) Westfield Spring Fling Masters Meer (Sunday, March 22, 2020)
 - Draft entry form received** 1/21/20
 - Application for sanction approved **pending**
 - Performance deposit (\$100) [sanction fee: \$0] **pending**
 - Sanction number assigned: **pending**
 - Pool measurement certification **NOT** on file with USMS
 - ** A sanction request was submitted to USMS on 1/21/20. However, Jen did not receive an email alert about the request, so she was not made aware of it until 3/1/20
- ii. Completed 2020 Sanctioned Events
 - a) None
- iii. Upcoming 2020 Open Water Events
 - a) None
- iv. Completed 2020 Open Water Events
 - a) None
- v. 2020 Recognized Events CANCELLED
 - a) 2020 MU Hawks Masters Spring Splash Meet (Sunday, March 29, 2020)
 - Draft entry form received 12/17/19
 - Application for recognition approved 1/10/20
 - Recognition fee (\$100) + performance deposit (\$100) dated 12/17/19 [J. Alsobrooks requested a refund]
 - **Jen will reach out to Justin Alsobrooks regarding refund of fees for the cancelled MU Hawks Masters Spring Splash Meet**
 - Recognition number assigned: **#070-R002**
 - Pool measurement certification on file with USMS
 - Meet announcement added to USMS calendar 1/10/20

- vi. 2020 Recognized Events ON HOLD/TBD
 - a) Sussex County Adult Mini Meet (Saturday, April 25, 2020)
 - Draft entry form received 2/11/20
 - Application for recognition approved 3/4/20
 - Recognition fee (\$100) + performance deposit (\$100) **pending**
 - Recognition number assigned: **#070-R003**
 - Pool measurement certification on file with USMS
 - Meet announcement added to USMS calendar 3/4/20
- vii. Completed 2020 Recognized Events
 - a) 2020 OCY Unofficial Masters Team Championships (Sunday, February 9, 2020)
 - Draft entry form received 12/17/19
 - Application for recognition approved 1/10/20
 - Recognition fee (\$100) + performance deposit (\$100) dated 12/10/19 [OCY]
 - Recognition number assigned: **#070-R001**
 - Pool measurement certification on file with USMS
 - Meet announcement added to USMS calendar 1/10/20
 - Performance deposit approved for return 2/20/20
- viii. Other Issues/Matter of Note
 - a) [Sanctioning update from USMS 9/23/20](#)
 - b) Organizers of the 2020 Transplant Games at Berkeley Aquatic Club (July 2020) have decided not to seek USMS sanctioning or recognition
 - c) Observers at recognized meets
 - d) Use of the word "Olympic" (New Jersey Senior Olympics)
 - e) Performance deposit for the EEX Veteran's Day Masters Meet (Nov 9-10, 2019) was approved for return 1/16/20
 - f) Performance deposit for the Somerset County YMCA Masters Pentathlon Swim Festival (Dec 14-15, 2019) was approved for return 1/16/20
 - g) **Mike Recchia will order (4) 2021 Mini Rule books and have them shipped directly to Jen Bauman, the NJ LMSC Sanctions Chair**

F. Top Ten and Records (E. Tsuzuki)

- i. The NJ LMSC records have been updated for the following events:
 - a) 2020 Albatross Open held at the Kennedy Shriver Aquatic Center in North Bethesda, MD on February 29, 2020
 - b) No meets were held in NJ LMSC since the February 9, 2020 Ocean County (SCY) meet
- ii. The NJ LMSC SCY top ten files were submitted on June 20, 2020. Since no LCM meets were held, there was nothing to submit for the LCM season

G. Webmaster (M. Kirk)

- i. Marin has been exploring the new website from an editing perspective and has been able to figure out how to perform some of the updates and edits
 - a) In particular, the May/June, July/Aug, and Sept/Oct 2020 issues of the Fastlane have been added to the new website
 - b) Learning how to format the presentation to match what was already in place was also needed to carry out the updates
- ii. Still awaiting the behind the scenes tutorial with Club Assistant

H. Open Water (S. Clark)

- i. Due to the majority of the open water swims being canceled for 2020 due to the Covid 19 pandemic, the open water calendar has not been updated since 3/2020
- ii. The 2021 calendar will be updated early in the year with scheduled open water swims as they are posted

- I. Events Coordinator (K. Plewa)
- i. The NJ LMSC Awards Banquet at the Basking Ridge Country Club is still on hold with no reschedule date as of yet.
 - ii. Kim connected with the Basking Ridge Country Club on October 27. BRCC confirmed that they will continue to hold on to our banquet deposit and will work with the NJ LMSC to find a new date to host the event.
 - iii. BRCC shared the following rules for rescheduling as of 10/27/20, however as the restrictions change – the rules will adapt accordingly
 - a) Can host up to 100 guests in their indoor ballroom
 - b) Tables can seat up to 8 guests, no more
 - c) Tables must be at least 6 feet apart from each other
 - d) Guests must maintain social distancing and wear face masks when not seated at their tables
 - e) To maintain safety between guests and staff, areas of congestion such as bars and dance floor are prohibited
 - iv. Susan Kirk distributed the cookie banquet favours to NJ LMSC swimmers so that they did not get wasted
 - v. Susan Kirk contacted the banquet attendees who had us holding their checks to notify them that the checks would be voided

- J. Coaches Chair (E. Tsuzuki)
- a) Ed looks forward to being able to plan an open water clinic when the weather and the pandemic situation improves
 - b) **Ed will continue to follow up the coaches for providing a favourite workout for the upcoming Fastlane issues and Ed will submit a workout for the Nov/Dec Fastlane issue**

- K. Fitness (L. Brown-Kuhn)
- i. The second NJ Virtual Shore Swim will begin on January 1 and is slated to run through June 30, 2021 if all goes as planned
 - a) Seventeen swimmers participated in the first swim and hopefully those numbers will increase in 2021
 - ii. No other fitness events are planned so far for 2021
 - iii. Go The Distance – Linda will modify the presentation of the information for the Fastlane to take into account the variety of levels of access to pools for our swimmers

- L. Officials (M. Vellucci)
- i. As of 9/1/20 there are 239 Strokes and Turn, 118 Starters, and 42 Referees USMS certified officials
 - ii. USA Swimming has changed the location of their testing site along with the stroke videos for the USMS official certification process. You Tube has these videos now that are much easier to navigate
 - iii. USMS officiating apparel is now available at swimoutlet.com
 - iv. The Officials Excellence Award was awarded to Herb Schwab from Gulf LMSC. This award was given at the virtual convention

III. Old Business

- A. Continue brainstorming ideas for 35-year CMRP milestone award
- i. Potential 12 recipients earning this milestone in 2020
 - ii. Prior ideas ~ swim parka, ¼ zip fleece
- B. CMRPA data analysis
- i. Chris reached out to Ed to collaborate on their data analysis
 - ii. Susan will continue to do her independent data analysis
 - iii. Early in January the results of each CMRPA data analysis will be compared and synced to determine the 2020 CMRPA Award recipients

C. NJ LMSC website update (E. Tsuzuki)

- i. Ed has been working with Club Assistant since June 2, 2020. This work was necessitated by the sunsetting of the USMS server that hosted the NJ LMSC website.
- ii. The intention of working with Club Assistant was to
 - a) Utilize a standard template for the NJ LMSC website so as not to have to create a site from the ground up, not to have to have any in-house coding expertise
 - b) Take advantage of as much content that was already maintained on www.usms.org (e.g. calendar of events, NJ LMSC club info, results and top ten, officer information, etc.) by having it automatically linked to or fed to our website
 - c) Still have the ability to perform basic updates and publishing of files (images and pdfs) independently
- iii. A NJ LMSC board walkthrough was conducted via Zoom on November 4, 2020
- iv. Most of the work to support a "go live" has been completed with the exception of cleaning up the "Events" page. Once this is completed, Club Assistant will complete the publication of the new website for public consumption.
- v. Additional tutorials have been requested of Club Assistant for our webmaster to perform basic maintenance responsibilities

IV. New Business

A. Nominations for Board Volunteers for 2021

- i. None received to date

B. Elections for Board Volunteers for 2021

- i. **MSA to accept the current following slate of incumbents by acclamation**
- ii. Current slate of incumbents
 - a) Chair ~~ Susan Kirk
 - b) Vice-Chair ~~ Sarah Clark
 - c) Registrar ~~ Tom Brunson and Chris McGiffin
 - d) Treasurer ~~ Mike Recchia
 - e) Top Ten/Records ~~ Ed Tsuzuki
 - f) Newsletter Editor ~~ Sara Johnston
 - g) Secretary ~~ Susan Kirk
 - h) Sanctions & Safety Chair ~~ Jen Bauman

C. Appointment of Ad-hoc positions

- i. Webmaster ~~ Marin Kirk
- ii. Open Water Chair ~~ Sarah Clark
- iii. Coaches Chair ~~ Ed Tsuzuki
- iv. Fitness Chair ~~ Linda Brown-Kuhn
- v. Officials Chair ~~ Marie Vellucci
- vi. Special Projects Task Force ~~ Chris McGiffin, Bill Reichle, Kim Plewa

D. NJ LMSC Events for early 2021

- i. None planned at this point in time

V. Next LMSC Meeting

- A. Date ~ Sunday, March 7, 2021
- B. Time ~ 10:30am
- C. Place ~ Zoom

VI. Adjournment

- A. Meeting adjourned at 11:42am