

MINUTES OF THE REGISTRATION COMMITTEE
September 30, 1990

The chairman gave a brief report of the results of a questionnaire sent to all LMSC registrars in August (copy of the questionnaire and summary attached to original only).

There was a discussion of the various problems encountered by the National and LMSC Registrars--late submittals, inaccurate submittals, coordination with treasurers--and possible solutions suggested.

Leo Letender gave a summary of the registration portion of the proposed integrated computer program. Persons present made suggestions for additional features which would be useful to registrars.

The committee felt USMS should continue to use the honor system regarding swimmers competing unattached for 60 before affiliating with a new club. In order to process registration cards for upcoming competitions the registrar can issue a new card with the new club shown and an effective date for this registration, *that is issue a pre-dated card.*

There was quite a long discussion regarding a one day registration--mostly for persons competing in open water swims. It was suggested that LMSC's could reduce their fee, however, athletes would be registered with USMS for \$12 for the entire year. It was suggested that events could be approved by USMS and sanctioned by another discipline.

It was moved to rescind the committee's policy of the last two years regarding the sale of the USMS mailing lists (labels). The motion was passed. This means the committee would no longer require giving members the option to decline having their addresses on a commercial mailing list.

Tom Boak gave a summary of the problems which National meet managers have with registrations. Tom's remarks prompted a discussion about requiring swimmer's to submit a copy of their registration card with all meet entries. One registrar commented that when he returns the registration card, he attaches a note suggesting that the swimmer make 10 copies of his card for entering meets during the year. The following suggested legislation change is a result of the discussions regarding meet entries and copies of registration cards.

202.1.1 G2

The-registration-number A copy of the current registration card, travel permit or other acceptable proof of current Masters registration of each swimmer must accompany the entry. blank, and his affiliation must be displayed after his name on the heat sheet or in the program.

202.1.1 G 6

A swimmers valid affiliation must be displayed after his name on the heat sheet or in the program.

The committee unanimously approved L 5--changing the registration year to the calendar year (January 1 to December 31). The details will need to be worked out with the finance committee and other appropriate persons.

The committee was unanimously against L 13--the deletion of numeric codes ~~for~~ LMSC's. For various reasons numeric codes are very useful when using computers.

A policy for assigning sanction numbers will be added to the LMSC handbook. The numbering should be the LMSC number plus the last digit of the year, a dash, three digits assigned consecutively to meets in the LMSC. (i.e. 101-001 for the first meet sanctioned by LMSC number 10 in 1991).

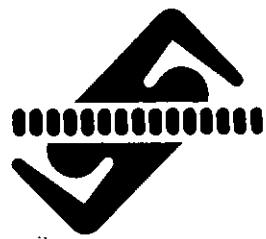
The committee would approve non-athlete life time memberships as recognition for a large financial contribution.

A lengthy discussion regarding the responsibility of the registrars for sanctioning made it clear that many LMSC registrars do not participate in this area and do not wish to have this additional responsibility. To more accurately reflect actual practice the following motion was made and unanimously passed.

202.1.1 C delete the words "Registration Chairman or designee" and replace with "Authorized Representative."

In addition, it was suggested that the Executive Committee appoint an AD Hoc Committee to investigate the relationship of Sanctions, Meet Management, Top Ten and Records, and Registration and where *the* ~~this~~ responsibility should fall within our organization.

sanctions
It was decided that updates to the registration and sanction portions of the LMSC handbook would be mailed with the insurance information.



QUESTIONNAIRE TO LMSC REGISTRARS - August 1990

The purpose of gathering this information is to share it and improve the administration of USMS at the local and national level. Information gathered by the survey will be shared with convention delegates and in a memo to all LMSC registrars following the Convention.

_____ How long have you been registrar for your LMSC?

_____ About how many swimmers do you register?

_____ How many clubs are registered in your LMSC each year?

_____ Do the clubs register promptly at the beginning of the registration year?

_____ Did you receive any instructions from the previous registrar?

How do you perform the duties of registration?

With the LMSC computer program.

By hand (and typewriter).

Other _____

_____ How often do you submit registrations to the National Registrar?

_____ How often do you think it appropriate to submit registrations to the National Registrar?

_____ Do you have a copy of the LMSC handbook?

_____ Are you aware that the function of sanctioning is the responsibility of the registrar?

_____ Is the section on registration and sanctions helpful to you?

Do you have suggested changes? (use reverse for additional space)

_____ Do you receive monetary compensation for performing the duties of LMSC registrar?

How are you paid (amount per swimmer, yearly salary, other)?

Expenses (postage, copies, convention) are in addition to my compensation?

I cover my expenses from my compensation?

_____ Have you ever attended the USMS Convention?

_____ Do you attend on a regular basis?

Please return this questionnaire by *September 10* to:

Joann Leilich, 4913 Kingston Drive, Annandale, VA 22003

SUMMARY -- AUGUST 1990 QUESTIONNAIRE TO LMSC REGISTRARS

Tenure as LMSC Reg. (yrs)	No. of Swimmers	Clubs		How often Submittals		Instru- tion	Duties C=com-puter H=hand O=other	LMSC Handbook		Sanctions		Compensation		Convention	
		No.	Prompt Registr	Present	Suggest			Have Copy	Help-ful	Aware	Sanc Chair	Y/N (\$)	Expenses Paid Yes No	Y/N	Annual
2 wks	210	1	Y	1/mo	1/mo	Y	C	Y	Y	Y		N		Y	N
2 wks	208	3		1/mo	As needed	Y	C	Y	Y	X		1.75/swim		N	
1	150	1	Y	1/mo	1/mo	Y	H	Y	Y	N	✓	N		N	
1.5	325	7	Y	1/mo	1/mo	Y	C	Y	Y	Y		N		N	
2	20-30	1	Y	1/mo	1/mo	N	H	Y	Y	Y		N		N	
2	300	1	Y	1/mo	1/mo	Y	C	Y	X	Y		N		N	
2	650	3	Y	1/mo	1/mo	Y	C	Y	Y	Y		N	✓	Y	Y
2	400	15+	usually	1/mo	1/mo	Y	C	X	Y	Y		N		Y	Y
3	1000	2	Y	1/mo	25-30 registra	Y	C	Y	Y	N		1.50/swim	✓	N	
4	800	7	Y	★		Y	C	X	Y	N	✓	N		Y	Y
4	340	3-4	Y	1/mo	1/mo	Y	OO	Y	Y	Y		N		Y	Y
5	350	1-2	Y	1/mo		Y	C	Y	Y	Y		N		N	
5	50-100	2-6	Y	1/mo	1/mo	Y	H	Y	X	Y		N	✓	Y	Y
5-6	950-1150	25-30	most	1/mo	1/mo	Y	C	X	Y	N	✓	1.30/swim	✓	Y	Y
6	6,000	75-80	some	weekly	1/mo	Y	C	X	Y	X	✓	Y	✓	Y	Y
6	900	13	Y	1/mo	1/mo	Y	C	Y	Y	X	✓	N	✓	Y	Y
7	500	20	most	1/mo	1/mo	Y	C	X	Y	X	✓	N		Y	X
8-9	200	5	N	1/mo	1/mo	N	H	N		X		N		N	N
9	325	10	most	1/mo	1/mo	N	H	Y	Y	X		N		Y	X
10	450	3	N	1/mo	1/mo	NA	C	X	Y	X		N	✓	Y	X
10	300	10-12	most	1/mo	1/mo	NA	C	Y	Y	X		N	✓	Y	Y
10	400-500	1	Y	1/mo		NA	C	Y	X	X		1.30/swim	✓	Y	Y
10	150-175	1	Y	as accumulated		NA	H	N		N		N		N	
12	500	1	X	1/mo - less in summer		N	H	Y	X	X		N		N	
12	400	4-6	N	1/mo	1/mo	N	H, O ⁽¹⁾	X	Y	X	✓	N	✓	Y	
16	150	4	N	1/mo	1/mo		H, O ⁽²⁾	Y	X	X		N		N	
20	100	4-8	Y	1/mo	1/mo	NA	C, H, O ⁽³⁾	Y		X		1.25/swim	✓	Y	Y

* 2/mo. Oct, Nov, Dec 1/mo. rest of year (1) Own computer program (2) Word processing

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		No.	Prompt Registr	Present	Suggest			Have Copy	Help-ful	Aware	Sanc Chair	Y/N (\$)	Expenses Paid Yes No	Y/N	Ann-ual
9mo	90	7-8		1/mo	1/mo	sonic	H, O (2)	Y	?	N		N	✓		N

SUGGESTIONS AND COMMENTS

Need more details on sanction versus approved and insurance coverage in manual.

Updated registration forms, etc. (with new dates of registration year) need to be sent to registrars earlier in the year. New forms are arriving in Sept.-Oct. and we should be mailing packets to clubs in Aug.-Sept.

The beginning of the year is a real problem. We do not like Sept. 1 for new people--we haven't registered the Club or LMSC yet and we don't have new cards, etc. It's very confusing. Sanctions is too much work and we have a sanctions chairman.

Regarding the LMSC computer program: I would like to be able to sort by age/sex on a club basis, not just LMSC. I would like to be able to code the two optional fields and then print out, by one of the codes, by club.

Regarding LMSC Handbook: I don't like the sample registration card. I'd like to see another, larger, sample.

Change LMSC boundaries. Have 50 registrars--one per state. Swimmers residing in state would be required to register in state of residence.

Clubs mostly register on time because we have had a late fee tacked onto club registrations for the past 3 or 4 years. Separate sanctions from registrations in large LMSC's.

For insurance purposes, submitting monthly registrations is cutting it pretty close. If the Registrar receives applications 30 days after starting to swim--which is very optimistic--it could be 2-3 months before a swimmer gets into the system. LMSC has Sanctions chairman who is responsible for granting sanctions for pool meets and an Open Water Chairman who is responsible for granting Open Water Sanctions. The registrar is not involved.

When taking over as registrar our LMSC had a Sanction Chairman. I was not made aware that it was the responsibility of the registrar until some time later, but it was out of my hands. We still have a sanction chairman, and I have no control over the issuing of sanctions.

I am aware that sanctioning is the responsibility of the registrar, but doubt other officers do.

Concerned about the legislative move to change the registration year to the calendar year . . . at present the registration year coincides with the change from long course to short course and the calendar year would begin in the middle of the short course season--bad timing.

Submit registrations when there are sufficient registrations to make it worthwhile going through the whole procedure. The LMSC computer program should let us know if a person has registered during the current year. I need a longer space for addresses and last name.

Tried using the LMSC computer program, but couldn't get use of the PC often enough. We have a person in our LMSC who does the sanctioning. Starting 1990-91 season I will make out my personal check for all registrations including swimmers, clubs and LMSC Annual Registration. Then the treasurer of the LMSC will reimburse me. That way I will get all the registrations submitted on time.

Separate sanctioning from registrar. Place responsibility on the sanction chairman. Top Ten is separate item. Don't change registration year.

UNITED STATES MASTERS SWIMMING CONVENTION

SEPTEMBER 19-24, 1990

PITTSBURGH, PA

COMMITTEE Registration

CHAIRMAN Joann Lebeck RECORDER Enid Uhrich

VOTING MEMBERS PRESENT:

Craig Tribuzi	Enid Uhrich Ex-officio
Edie Gruender	Gene Wonnor, Ex-officio
Ellen Schappel	Deane Reed
MAURIE SCHOTT	Todd Samland
Robert Mitchell	

NON-VOTING MEMBERS. VOICE AT OPTION OF THE CHAIR.

STAN PRAZER	Marylou Schultz
Colin Light	Betty Barry - Michigan
Robert M	Jeanne Tugley KY
Bill Black	Darlynne Ferguson - Lake Erie
Diane Black - ex officio	
Bill Struthers - New Jersey	Walt Reid - PNA
FRED TAN - OHIO	Juni Haron FGC
Ceil Blackwell - N.C.	Leo Letendre Ozark
Linn Hill	Barb Protzman Maryland
Jean Dercks	Catie Cooper - Florida
Sandi Rousseau	Art May DE I.V.M.S.C.
Jan Per-Leo Lake Erie	Peggy Buchanan Colorado
	Russ Lyman Central.

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 before you leave the Convention.

All Committee actions require approval of the House of Delegates. Any such actions must be handed to Mel Goldstein prior to the House of Delegates meetings.

