

USMS CONVENTION – Greensboro, NC - 2005

Committee Name: **Registration**

Committee report #: **6**

Minutes recorded by: George Simon

Date/time of this meeting: Sept 15, 2005 3:00pm

ACTION ITEMS - PROPOSED EXPENDITURES

1. MSA to create a task force, "Online Registration Task Force," for an on-line USMS registration system. The task force will determine the requirements and create the specification for the software.

ACTION ITEMS - OTHER

2. MSA to recommend to the house for a change to waive the USMS 60-day transfer rule (the waiting period) to allow transfers both from and back into a specific club that was located in the FEMA-declared disaster area impacted by Hurricane Katrina. This is expected to affect approximately 143 swimmers.
3. Request that the Top Ten, Registration, and History and Archives committee meetings not be held during the same time at the 2006 convention, since many of these committees share common interests.

Committee Chair: Anna Lea Roof Vice Chair(s): George Simon

Number of committee members present: 9 Absent: 4 Number of other delegates at this meeting: 32

Committee members present: Julie Heather, Nancy Ridout, Arni Litt, Jeff Roddin, Paul Wrangell, Tracy Grilli, Esther Lyman (by phone hookup).

MINUTES

The meeting was called to order at: 3:00pm Thursday, September 15, 2005

1. Extensive discussion was held regarding the much needed implementation of an On-Line USMS Registration system. A preliminary general outline was distributed to all in attendance by Jim Matysek, with the stipulation that the outline was not to be distributed to anyone outside of the organization to avoid any unfair advantage of software vendors should the software creation be sent out for external bids. The need for an agreed-upon specification due to the requirements of many different registrars (53) resulted in the creation of a task force to investigate the requirements and create a specification. It was stated that our membership really wanted an On-Line method for registering for USMS, as it provides a convenience to our swimmers. Concern was mentioned regarding the costs to our LMSCs of a 5% transaction fee, and the costs to our National Organization for the creation of the software and potential National Office impact for verification of registrations.
2. Issues were brought up about the time registrars spend, many not compensated, and also the timeliness of some registrars processing registrations, and that the On-Line process would help alleviate the tardiness problem.
3. Many people mentioned that other organizations could handle On-Line registrations and handle multiple fees depending on locale, and provide local organizations feedback on membership, and that our organization should learn from them.
4. It was requested that Legal be consulted for the creation of the On-Line registration specification due to correct handling of the waiver statement and our level of risk.
5. It was requested to implement the On-Line Registration system during a slow period of the registration year (rather than the beginning of a registration year, or just before a Nationals entry deadline).
6. It was requested that we consider an 18-month registration period in order to increase our membership. This would allow those wanting to register in the summer to be retained for longer periods, and to not have reduced fee memberships. Someone else suggested a 365-day registration period, beginning on the swimmer's initial registration date.

The meeting was adjourned at: 4:40pm.

TASKS FOR THE UPCOMING YEAR

1. On-Line Registration design and implementation