

USMS COMMITTEE ANNUAL REPORTS & AGENDAS

CHAMPIONSHIP COMMITTEE

Mark Moore, Chair
Jeff Roddin, Vice Chair

Committee Members: Carolyn Boak, Debbie Cavanaugh, Jerry Clark, Leanne Crittenden, Kim Crouch, Paul Divan, Barry Fasbender, Mel Goldstein, Errol Graham, Heather Hagadorn, Robert Mitchell, Michael Moore, Steve Newman, Barbara Protzman, Sandi Rousseau, CJ Rushman, Paul Smith, Diane Stowell, Lisa Watson, Jane Moore, Assoc. Member, Mark Gill, Ex-officio, Jim Matysek, Ex-officio

Opening paragraph:

This committee continues to serve in an advisory capacity to our national championship meet hosts. The committee will help make the necessary recommendations and decisions that will enhance the quality of our championship meets. We are active in soliciting and receiving bid proposals, reviewing bids and make recommendations to the House of Delegates regarding sites for national championship meets.

Discussions and projects since the last convention:

2006 SCY Nationals at Coral Springs, Florida: This meet was very well organized. 1276 swimmers attended with 75.71% entering on-line. Mark Gill was the meet liaison. The committee approved the following items for this meet: 1) entry extension 2) using a 2 course not 3 for the distance events and 3) allowing INDY Sports Center to conduct a swimmer's survey.

2007 SCY Nationals in Federal Way, Washington: Sandi Rousseau is the meet liaison for Federal Way.

2007 LCM Nationals in Woodlands, Texas: Mark Moore is the meet liaison for Woodlands.

2008 National Championship Pool Venues: Jeff Roddin sent out letters to major aquatic facilities encouraging them to bid for either of our Championship meets. He also sent out letters to the LMSCs requesting that they encourage potential hosts to bid.

2008 Bids: Bid packets were sent to Bakersfield, CA (short course), San Antonio, Texas (short course), Mission Viejo, CA (short course), Ohio State, Ohio (short course), Santa Clarita, CA (short course), Austin, Texas (short course), Mt. Hood, Oregon (long course), Maui, Hawaii (long course).

SCM championship: A subcommittee was formed regarding testing a Virtual SCM championship as early as 2006. Topics included having 6 events, limiting sites to 3 pool venues, and merging the data base. Mel Goldstein agreed to act as meet director and receive all the meet data results.

Meet Schedule Rotation and Order of Events: Debbie Cavanaugh is chair of this sub-committee to present several choices to the committee for the 3 year rotation - order of events for national Championships.

Action items:

1. Committee to approve the LCM 2008 Qualifying Times to present to the HOD.
2. Recommend to the HOD the next 3 year rotation – the order of events for national championships.
3. **Policy and Procedures:** Championship Committee has adopted the following additions/changes:
 - a. Change the pre-meet site visit to 1-3 months prior to meet.
 - b. Meet Manager Database transfer needs to be handled by one designated individual.
 - c. Warm-up and equipment policy as stated in the meet program.

CHAMPIONSHIP COMMITTEE MEETING AGENDA

Thursday, September 14th, 10:30-12:00 – Springwells

Saturday, September 16th, 8:00-9:00 am - Desoto B

1. Discuss all rules proposals submitted that affect National Championships.
2. Review awards, logo and plans for the 2007 National Championships.
3. Approve the NQT's for 2007 Long Course Nationals.
4. Review National Meet Information in Swimmer Publication.
5. Discussion of new projects and ways of doing things for future National Championships.

Friday, September 15th, 5:00-6:00 pm – Regency ABCD

1. Bidders will be given 5 minutes to present their proposals for hosting a National Championship.
2. After each presentation, Championship members will address concerns and ask questions regarding each of the presented bids. The questioning will then be open to the HOD for additional questions.
3. The Championship Committee will vote to recommend a host of each nationals by secret ballot.
4. The House of Delegates will vote the next day by secret ballot. All bidders will be listed on the ballot.

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COACHES COMMITTEE

Bob Bruce, Chair
Mo Chambers, Vice Chair

Committee Members: Lisa Bennett, Mike Burgess, Chuck Burr, Lee Carlson, Jim Clemons, Bill Cleveland, Mike Collins, Steven Fair, Doug Garcia, Cindy Hawkinson, Emmett Hines, Jacki Hirsty, Kris Houchins, Wayne McCauley, Don Mehl, Eric Neilson, Ed Nessel, Dick Pitman, Janet Renner, Eric Shanks, Skip Thompson, Scott Williams, & Robert Zeitner, Executive Committee Liaison: Mark Gill

Annual Report

This Committee does most of its work in small subcommittees or project teams. We are reorganizing many of these subcommittees and project teams—particularly for our major projects—and moving forward in most areas. With only a single meeting scheduled this year at Convention, we plan to focus on discussing and moving forward in a few key program areas rather than taking a shotgun review of our entire chart of work.

Ongoing projects:

- Clinics (Doug Garcia) – Doug continues to oversee both pool and open water mentor clinics. We have had few applications for twelve possible annual clinics. We need to advertise this excellent and once-popular program in some new ways, possibly working directly with the Zone Chairs and the Long Distance Committee to do so.
- Olympic Training Center Camp (Nancy Ridout, Liaison to the Olympic Training Center) – This camp was cancelled this year. We would like to be involved in the discussion of the future of this or similar camps, in conjunction with the broader project of a national plan for clinic and camps (see below).
- National Coaches Conference (Mel Goldstein & Bob Bruce) – Working jointly with the American Swimming Coaches Association, we had a great conference in 2005, featuring...
 - The USMS information booth—Mel Goldstein.
 - Fifteen grants to cover registration fees to help masters coaches attend this event.
 - A panel discussion of masters issues—Mel Goldstein, Kris Houchins, Scott Rabalais, & Bob Bruce, moderator.
- Six strong presentations on the specific Masters Track—Mel Goldstein, Charlie Houlihan, Kris Houchins, Paul Hutinger, Kerry O'Brien, & Karlyn Pipes-Neilson.
- The Masters School, an ASCA certification school, held for the first time at the ASCA Clinic since 1999—Bob Bruce
- Social and networking events for Masters coaches on Friday and Saturday evenings.
- Three presenters for the Masters Track and one presenter for the Masters School at the 2006 National Coaches Conference have been selected, USMS booth space has been reserved, and 15 scholarship grants have been arranged & publicized for masters coaches. Our relationship with ASCA seems to be working well.
- Coaches Presentations at Convention (Bob Bruce) – We are selecting the coaches who will present at this year's Convention. The Convention schedule has limited us to two presentations this year rather than the customary three.
- International (Bob Bruce) – At the 2006 FINA World Masters Championships at Stanford, we will provide on-deck coaching for USMS swimmers (as we have done at previous USMS National Championship Meets) and encourage socializing and networking among coaches. We anticipate a great World Championships!
- On-Line Workout Posting (Bob Bruce) – Mo Chambers and Robert Strauss completed their posting years in December (four and one years respectively), while the coaching team of Kris Houchins & Mel Goldstein continues for 2006. Two new on-line posting coaches—Lia Oberstar, & Sue Welker—were also selected and are posting practices on the USMS website during 2006. This remains a popular and well-used program. We will be preparing shortly to select the coaches for posting in 2007.
- On-Deck Coaching (Eric Shanks) – Eric has recently assumed leadership for this program. Eric assisted me in organizing successful and popular practices at the 2005 USAS Convention. Although we did a poor job of providing on-deck coaching at the USMS National Championship Meet in Coral Springs (due largely to poor attendance at the meet from members of the Committee), we will host on-deck coaching at the World Championships in August and practices with coaching at the USAS/USMS Convention in September.
- Coach-of-the-Year (Skip Thompson) – Skip continues to oversee the selection and award process, most of which will occur after the July 1 application deadline. We may also consider broadening this project team's scope by adding ISHOF coach selection and the former-MACA Lifetime Achievement Award selection to the discussion.
- USMS Swimmer (Jacki Hirsty) – Jacki is leading the effort to broaden the group of active contributors and to develop content for this publication.
- Video Library (Emmett Hines) – Emmett continues to operate the video library, which will now purchase only titles in DVD format. Emmett has circulated a questionnaire among the Committee requesting input regarding future title selections for purchase.

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- Book Library (Ed Nessel) – Ed continues to operate the book rental.
- Snooper Rental (Lee Carlson) – Lee continues to supervise snooper rental and refurbishing of the equipment. Requests for Snooper rentals have been stronger this year than they have been in several years. Lee has recently asked to step down from this position, so we are looking for another volunteer to lead this program.

Major Projects:

- Coaches Manual (Robert Zeitner & Wayne McCauley) – We are in the assembly stage of making this manual available primarily as an on-line resource to masters coaches. As we complete this project, I would like to use the materials to rework of the ASCA Masters Certification materials and process in succeeding years.
- Clinics and Camps – We are assembling a project team to develop a comprehensive national plan for clinic and camps.
- Triathlon (Cindy Hawkinson, Liaison to USA-Triathlon) – We continue to discuss avenues for cooperation between USMS and USA-Triathlon. I shared discussion notes earlier this year with Shannon Votruba of the USA-T staff about their "Program in a Box" project with an eye towards a similar program for new USMS local programs.
- LMSC Coaches Reps – We are assembling a project team to revive this dormant project in the coming year.

In general, I believe that we are doing a good job of maintaining our twelve ongoing programs, but are moving slowly on our four newer projects. Our coaches are busy coaching, and will need a better prodding from me for a more productive 2006-7.

COACHES COMMITTEE MEETING AGENDA

Coaches Presentation

Wednesday, September 13th, 2:00-4:00 pm - Stanley

1. Welcome and introductions
2. Two Presentations (40-50 minutes each)

Thursday, September 14th, 2:30-4:00 pm – Pierce Arrow

1. Welcome, introductions, and meeting plan
2. Discussion of allied committee and issues
 - a. Rules
 - b. Officials
 - c. Long Distance
 - d. Other
3. Review of ongoing projects as necessary
4. Review & brainstorming of major projects
 - a. Coaches Manual
 - b. Clinics and Camps
 - c. *USMS Swimmer* & coaches involvement
 - d. Triathlon
 - e. LMSC Coaches Reps
 - f. Other
5. Discussion of 2006-7 Committee Budget
6. Other business
7. Adjourn

COMMUNICATIONS COMMITTEE

Hugh Moore, Chair
Ray Novitske, Vice Chair

Committee members: Rich Barkan, Connie Barrett, Chris Beardsley, Joanne Berven, Tom Boyd, Daniel Cox, Kelly Crandell, Mel Dyck, Susan Ehringer, Lynn Hazlewood, Anne LaBorwit, Raena Latina, Tom Lyndon, Jane Masters, Margot Pettijohn, Carl Saxton, Joshua Usdavin, Bekah Wright, Tracy Grilli, Jim Matysek, Bill Volckening, Executive Committee Liaison, Mark Gill

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The committee has held three conference calls to discuss projects. This has proven to be a cost-effective means of communicating. I recommend that all committees hold periodic conference calls. The following sub-committees are active.

Communications Plan. Tom Lyndon is leading a team that is developing a plan for improving communications within USMS. Other team members include Connie Barrett, Ray Novitske, and Margot Pettijohn. Mark Gill and I also contributed. The plan is expected to be a working document with periodic revisions. The plan includes specific recommendations to various committees and will be discussed at length during the committee's meeting. Copies of the current draft of the report will be available during the meeting. The most significant planks of the plan involve email communications, including potential emails to members, as well as target groups such as coaches, club and workout group leaders, newsletter editors and webmasters. The preliminary draft includes the following recommendations:

- The Communications Committee should facilitate the startup of email to members. Eventually one person should be the news content editor and one person should coordinate maintenance of the distribution list. A similar approach should be considered for target group emails.
- The Editorial Committee should periodically analyze quality and type of content in USMS Swimmer insofar as it meets member needs in a cost effective way.
- Web Administrators should consider a range of new services for the website.
- The Places to Swim list needs a new approach. Each club should be responsible for collecting the current information for all the pools it uses plus other pools in its area that provide lap swimming, even if no workout programs. This needs to be expanded to cover clubs with multiple workout groups.
- The Calendar of Events should be tied to a sanction data base. Each LMSC Sanctions Chairman should provide information to the data base when an event is sanctioned.
- The Marketing Committee, Coaches Committee, Fitness Committee, Long distance Committee, and other committees should review various booklets and manuals currently available at the national office and on the web. Many of these manuals are outdated
- The Marketing and Finance Committees should review the cost effectiveness of the annual planner.

Web Audit. Ray led a team that audited the USMS website to document web content, update frequency and responsibility for the various pages on the site. The goal of the project is to ensure the accuracy and timeliness of maintenance of web content and recommend future development. Other team members included Dan Cox, Rich Barkan, and Chris Beardsley. The audit required scores of hours of work by the team. The results have been submitted to Lynn Hazlewood. The Editorial Committee will now take the lead on creation and implementation of a production schedule and management plan.

Calendar of Events Coordinator. I will be working with LMSCs to develop a process to ensure that all sanctioned events are submitted to the calendar of events. I am also acting as the coordinator to make sure that all non-sanctioned events listed on the calendar are approved by the appropriate LMSC.

Meets Results Data Base. The Current Top Times project at USMS (found under the 'Competition' tab on the USMS home page: <http://www.usms.org/comp/toptimes.php>) is an attempt to record all swims performed by registered USMS swimmers in recognized and sanctioned meets in the US and abroad. It has been a viable project since 1998. Mel Dyck has been leading this project for the past few years. Under Mel's guidance the number of meets submitted has grown significantly. Mel and his team tracked down results from over 200 meets in 2005. Mel has passed the torch to Jeanne Seidler. We will be working with the Recognition and Awards Committee to attempt to merge efforts.

Newsletter of the Year. The Newsletter of the Year Award will be presented at convention. Kelly Crandell led the selection committee that also included Paul Freeman and Carl Saxton.

Communications Award. The June Krauser USMS Communications Award will also be presented at convention. The selection committee included Kelly Crandell, Doug Garcia, Raena Latina, Bill Volckening, and I.

Virtual Dual Meets. Ray and I are working on a proposal that will enable workout groups to compete against each other during their normal practice sessions without traveling.

Web Administrators. Mark Gill, Lynn Hazlewood, Jim Matysek, and I meet weekly via conference call to discuss web activities and priorities.

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COMMUNICATIONS COMMITTEE MEETING AGENDA Thursday, September 14th, 4:15 – 5:45 - Stanley Steamer

1. Introductions (5 minutes)
2. Communications Plan (40 minutes)
3. Virtual Dual Mets (15 minutes)
4. Top Times Data Base (10 minutes)
5. Tasks for upcoming year (20 minutes)

EDITORIAL COMMITTEE Lynn Hazlewood, Chair Maria Anderson, Vice Chair

Committee Members: Tom Boyd, Nadine Day, Jeanne Ensign, Heather Hagadorn, Raena Latina, Jim Matysek, Bill Volckening, Executive Committee Liaison, Mark Gill

Opening paragraph:

The Editorial Committee is a new committee this year. This group grew out of the Editorial Board that was formed in January 2005 to manage the production of our new magazine *USMS SWIMMER*. The formal definition of our function is as follows: "The committee shall manage all USMS publishing activities and shall set publishing policy. The committee shall support the operations staff handling the separate elements of USMS publications. The committee shall work with representatives from the publishers of the USMS national publication on magazine-related activities (*Article 507.2.4, USMS Rule Book*)."

The major tasks for the Committee this year were to a) develop and administer publishing policies for USMS publications; b) manage the editorial, production and business activities for our national publication, *USMS SWIMMER*; c) develop and execute a member survey on magazine attitudes and consumption behavior; and d) develop and see to the implementation of a plan that ensures the accuracy and timeliness of web content.

Discussions and projects since the last convention:

1. USMS Publishing Policy Manual: Lynn Hazlewood put together the Publishing Policy manual based on decisions made by the Editorial Board in the previous year. This process was greatly facilitated by the work on policies done by Barbara Thomas, former Finance representative to the Editorial Board. The initial version of the manual largely covers the magazine policies. When complete, the manual will also include policies for web content management and production of other USMS publications. The manual was approved at the committee's December 12, 2005 meeting and forwarded to the BOD where it was approved with one amendment during the BOD mid-year meeting. Since that time, actions taken by the committee have been translated into potential new or updated policies. Following convention, the committee will review these proposed policy changes for inclusion in the manual.
2. National Publication Production Management: The National Publication, *USMS SWIMMER*, is the only publication that the Committee directly manages. This function is a continuation of the Editorial Board's primary task. Members of the committee involved in magazine production are Bill Volckening, Raena Latina, Lynn Hazlewood and Jim Matysek. This includes the publication of the magazine as well as development of the magazine web site and archives at usmsswimmer.com.
3. National Publication Annual Planning: Annual planning for the 2007 publication year took place on June 28 at the offices of Douglas Murphy Communications in Richmond, VA. Representing USMS were Rob Copeland, President; Mark Gill, VP Member Services; Lynn Hazlewood, Editorial Chair and Bill Volckening, USMS Editor. The theme for 2007 will be "Making Masters Fun and Inviting." As of the due date of this report, the committee was still absorbing all the information out of annual planning and will complete the discussion during the August 28 meeting.
4. National Publication Business Management: Maria Anderson heads up the *SWIMMER* business subcommittee. Other members of the subcommittee are Jeanne Ensign and Nadine Day. This subcommittee evaluates any business or financial issues that come up with regard to the magazine production. Issues looked at this year include: development of the magazine budget, evaluation of production timelines, evaluation of publication of newsletters in the magazine, and recommendations on financial reporting practices. Some of these discussions are ongoing and the results of other recommendations can be viewed under Action Items.
5. Member Survey: The committee took the lead on the development of a major member survey project for USMS. The project was designed to help us accomplish several important goals. The first is to help us better understand our members so that we can better serve them. This is particularly important when it comes to the information we provide to our members in our publication, *USMS SWIMMER*, through the brochures we publish, and on our web site. The second goal is to help us better understand why different people join masters swimming so that we can help teams do

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a better job recruiting new members. The third goal, and perhaps the most ambitious, is to learn about the consumption habits of our members so that we can secure sponsorships and magazine advertisers that will help keep costs to members low because they will generate much needed revenue for USMS. Tom Boyd, a professional sports marketer and survey researcher, is lead investigator for the project. The first two surveys (*SWIMMER* survey and consumption habits survey) were done during May of this year. Survey results can be viewed on usms.org under the Administration tab.

6. Web Content Management: The Committee has initiated a web content management project. The project, when complete, will provide the following benefits for USMS web publishing activities: a) An optimized system for the acquisition of accurate information in proper form and on a timely basis for development and update of web content; b) A plan for management of the work force handling the development and update of web content; and c) A USMS Webmaster who is relieved of the tedium of managing volunteer personnel, allowing him to spend more time on development projects. The first phase of the project, a complete audit of web content was completed at the end of March. The audit done by a subcommittee of Communications, ably led by Ray Novitske. Following completion of the audit, Lynn Hazlewood put together a schedule of web updates. Heather Hagadorn was brought onto the committee to manage the updating of content on the web site. Committee chairs who own content on the web site will be hearing from her throughout the fall as this project moves forward.
7. Idea and Resource Development for *SWIMMER*: This is the first of three new projects that are in their formative stage this summer. During annual planning, it was agreed that we needed to work on the development of ideas and sources for magazine content. Bill Volckening and Nadine Day will be working to improve communications with committees, LMSCs and other magazine contributors.
8. Web Managing Editor: The Editorial Committee and Web Operations staff had discussions in July on creating the position of Managing Editor for the web site. This person would be responsible for the development of web editorial content. A summary of concepts was prepared for the Executive Committee's July 11 meeting. The EC stated that this concept will be directed to the new Executive Director. In the meantime, editorial, communications and web staff will work on development of a job description and justification for this position.
9. *USMS SWIMMER* Long-Term Development: It was agreed during annual planning that the editorial committee would work on creation of long range plans for magazine development. Plans should consider establishing goals for a larger magazine to fulfill the members' desire for more content, more training information and more fitness information; include a plan for improvement in quantity and quality of content published; establish the financial and human resources needed; and identify the benefits to be gained if the plan is implemented as well as opportunities lost if not implemented

Action items:

1. In a discussion between Editorial Committee members, SPM H&S Committee, DMC managing editor and USMS Legal Counsel, it was agreed that a sports medicine waiver would be permanently printed with the Healthy Swimmer department and attached to all true medical features and articles (*reported at November 14, 2005 meeting*).
2. Following discussions between Sports Publications and Mark Gill, it was agreed to leave the links to swiminfo.com on the USMS web site(*reported at November 14, 2005 meeting*).
3. Agreed to create editorial calendars and production schedules for magazine departments and web content, so contributors will have a guide and reminder for their offerings (*November 14, 2005 meeting*).
4. Agreed to move forward with the development of a membership survey (*November 14, 2005 meeting*).
5. Agreed to move forward with the development of an audit of web content in cooperation with the Communications Committee (*November 14, 2005 meeting*).
6. Appointment of Nadine Day to take minutes during meetings (*November 14, 2005 meeting*).
7. Agreed to set up better communications with USMS leaders for customer service purposes and collection of information for *SWIMMER* departments (*November 14, 2005 meeting*).
8. Approval of initial version of Publishing Policy Manual (*December 12, 2005 meeting*).
9. Approval of price increase for non-member foreign subscribers to \$48 (*reported in February 6, 2006 meeting*).
10. Assignment of Maria Anderson to manage the business and financial aspects of *USMS SWIMMER* (*reported in February 6, 2006 meeting*).
11. Agreed to shift the production schedule for the Mar/Apr issue five days to allow registration to stay open until January 31 (*reported in February 6, 2006 meeting*).
12. Agreed that, because of financial considerations, only departments and features will be extracted from the full magazine to post in the archives. Individual articles will be extracted only on an as-needed basis (*reported in February 6, 2006 meeting*).
13. Appointed a Business Subcommittee to assist Maria (*February 6, 2006 meeting*).
14. Agreed to contact all USMS leaders as early as possible to solicit ideas for annual planning (*February 6, 2006 meeting*).

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15. Agreement to divide the member survey into three parts: 1) SWIMMER, 2) Marketing & Consumption and 3) Web and do the first two surveys simultaneously. The Web survey will be put off until the subject can be more closely examined (*March 3, 2006 meeting*).
16. Set date for SWIMMER annual planning to June 28, 2006 (*reported at March 3, 2006 meeting*).
17. After discussion with web staff and DMC, agreed that PDFs posted on our web site shall be password protected and limited to low resolution (150 dpi) printing (*March 3, 2006 meeting*).
18. In compliance with requests from the USPS, we agreed to put \$8 per member cost in the SWIMMER masthead and remove the \$3.95 price from the cover (*March 3, 2006 meeting*).
19. Agreed to have the Business Subcommittee study magazine production timelines, the ramifications of publishing LMSC newsletters in the magazine, financial issues related to services SWIMMER provides for other cost centers, and financial reporting on SWIMMER finances and make recommendations following annual planning (*March 3, 2006 meeting*).
20. Jeanne Ensign appointed as new finance committee representative (*reported in May 1, 2006 meeting*).
21. Heather Hagadorn appointed to the committee to manage the web content project (*reported in May 1, 2006 meeting*).
22. Based on a report from the business subcommittee chair, the committee agreed that "...the accurate recording of income and expenses must extend to a rigorous system of tracking these amounts and recording them in the proper cost/revenue centers. It is vital that we be able to not only analyze the activities during a given fiscal year, but also be able to map out trends across time. Categories of income and expenses need to be compared longitudinally so that in the years to come we will be able to look back and accurately assess our performance and target areas that need attention. This will be a valuable tool when the publication contract comes up for renewal, for example. Without consistent formatting and recording of these amounts, we will forever be looking back at numbers that aren't comparable and will not have a precise measure of our performance." (*SWIMMER policy document prepared by Maria Anderson for the May 1, 2006 meeting*).
23. Agreed to the wording of a Swimmer Services policy which defines a way for corporate sponsors to provide services to the magazine in exchange for benefits to be determined. Maria and Lynn to finish the wording and then send to the BOD for approval. (*May 1, 2006 meeting*).
24. Obtained permission from the executive committee to print and ship 1500 copies of SWIMMER for distribution to non-members at the world championships. (*reported at June 12, 2006 meeting*).
25. Agreed to Heather's plans to contact committees to inform them of the web content management project and prioritize which committees needs will be addressed first. (*June 12, 2006 meeting*).
26. Agreed that coverage of the world championships will be a pictorial essay with captions. (*July 10, 2006 meeting*).
27. Approval of a plan for Jeanne Ensign to work with the finance committee to fund a prepaid postage account for mailing the magazine. (*July 10, 2006 meeting*).
28. Approval of a recommendation to the executive committee against pursuing advertising on the web site at this time.
29. Agreed to suggest to the executive committee the need to have an organization-wide business plan to use as a guideline for making business decisions.
30. Approval of a revised Swimmer Services policy to replace the one rejected by the BOD.
31. Agreed to pursue the concept of a web editor with the executive committee.

EDITORIAL COMMITTEE MEETING AGENDA

Saturday, September 16th, 8:00-10:15 am – Regency G & H

1. Introductions
2. Approval of Minutes for August 28, 2006 meeting
3. Actions taken between meetings
4. SWIMMER editorial report
5. SWIMMER business report
6. SWIMMER web site report
7. Survey project
8. Web Content Management project
9. Web Managing Editor position
10. SWIMMER long term development plan
11. Projects for the next year
12. Open session

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FINANCE COMMITTEE

Jeff Moxie, Chair
Sarah Welch, Vice Chair

Committee Members: Joanie Campbell, Doug Church, Ralph Davis, Ross Davis, Elyce Dilworth, Phil Dodson, Betsy Durant, Jeanne Ensign, Dan Gruender, Conrad Johnson, Lucy Johnson, Fred Nellis, Karla Reese, Anna Lea Roof, Barbara Thomas, Kris Wingenroth, Ex-Officio: Margaret Bayless, Tom Boak, Colleen Driscoll

The Finance Committee monitors the financial results of USMS on a monthly basis. In addition, it has considered seven over-budget requests since Convention. The first two were from Mel Goldstein related to adjustments for USMS' sponsor activity. Mark Gill also requested funds to begin a USMS Survey Research Project, which was not contemplated when the 2006 budget was approved. The next request was for the cost of luggage tags, which was excluded from the budget, used for purposes of marketing both the FINA Worlds and USMS. A request was also made by the Endowment Fund to provide funds for victims of Katrina. The final request was for the VP – National Operations to allow for the continuation of periodic conference calls. All of the over-budget requests were approved by the Finance Committee and totaled (for all seven) \$20,311.

The Finance Committee continues to work on several projects. The task force on compensation is working at levels of salaries/consulting fees for employees and contractors. We are also in the process completing a major rewrite of FOG to streamline our financial operation and reflect the governance changes at USMS. Members of the Committee are also actively involved in reviewing USMS' investment policy, the membership dues task force, as well as in the implementation of online registration.

FINANCE COMMITTEE MEETING AGENDA

Thursday, September 14th, 11:30-12:30 pm – Stearns Knight

Friday, September 15th, 10:30-12:30 pm – Pierce

Saturday, September 16th, 8:00-10:00 am – Bugatti Royale

1. Welcome and call to order
2. Approval of Minutes of the Finance Committee – 2005 Convention
3. Treasurer's Report – Tom Boak
4. Controller's Report – Margaret Bayless
5. Audit Report – Margaret Bayless
6. Review of FOG
7. Old Business
8. Membership Dues Task Force Report – Jeff Moxie/Laura Winslow
9. 2007 Budget
10. Other New Business
11. Adjourn

FITNESS COMMITTEE

Jani Sutherland, Chair
Marcia Anziano, Vice Chair

Committee Members: Scott Boyer, Lee Carlson, Laura Collette, Mary Field, Pam Himstreet, Margie Huttinger, Janet Latham, Raena Latina, Jane Moore, Susan Moucha, Donna Schubkegel, Ann Svenson, Mary Sweat, Ken Koppenhaver, Jody Welborn.

Opening paragraph:

The Fitness Committee is responsible for the Article of the Month, the Check Off Challenge, the 30 Minute Challenge and the Virtual Swim Series.

Discussions and projects since the last convention:

1. Committee members were solicited to submit either a fitness article or a virtual swim. Seven members responded with either a swim or an article of the month.
2. The Virtual Swim to Worlds is still going on with 7 zones participating.

Action items

1. Discuss whether or not to continue the Virtual Swim Series which has very low participation.

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2. Select a host team for the Check Off Challenge.
3. Select a host team for the 30 Minute Challenge.
4. Solicit articles for website.
5. Select new chair.

FITNESS COMMITTEE MEETING AGENDA Thursday, September 14th, 4:15-5:45 pm – Bugatti Royale

1. Check Off Challenge – host for 2007.
2. 30 Minute Swim – host for 2007.
3. Articles of the Month.
4. Continuation of Virtual Swim Series.
5. How to encourage participation in fitness events.
6. Report from Bill Volckening on magazine and website.

HISTORY & ARCHIVES COMMITTEE Barbara Dunbar, Chair Meegan Wilson, Vice Chair

Committee Members: John Bauman, Marcia Cleveland, John Daily, Sally Dillon, Cheryl Gettelfinger, Carl House, Cris Meier-Windes, Danielle Ogier, Gail Roper, Dennis Wilson, Executive Committee Liaison, Mark Gill

Opening paragraph:

The History & Archives Committee continues to work on its long term projects including stories, oral histories, visual images, and conversion of documents to electronically archived files. Archive research work includes the USMS history project and locating data and answers to inquiries from other USMS committees and members. Committee members are extremely concerned about problems we have noted regarding reassigned permanent IDs (used to identify swimmers) and bad linkages to Top Ten IDs (TTIDs), the incomplete on-line database which does not contain reassigned IDs or some of the legacy swimmer IDs, and the lack of progress on web projects involving H&A which remain uncompleted.

Discussions and projects since the last convention:

1. In addition to continuing to add new stories and oral histories, the committee began a new project in October 2005 to proof and update the 320+ existing stories and 115+ oral histories. The first goal was to locate problems with permanent swimmer identification numbers (IDs) which affect the History and Archives data and links. The second goal included locating and correcting no-longer-valid or erroneous links, links to incorrectly identified swimmers, and links to the wrong swimmer (similar or same name, but not the right swimmer). The third goal was to begin updating all of the existing stories and noting deceased swimmers.
2. The first round of proofing was completed in early January 2006 and was followed by corrections and initial updates from January through March, 2006. Various problems were noted including swimmers with duplicate USMS ID numbers in the USMS on-line database and swimmers whose original IDs have been changed or reassigned or are missing or incorrect in the USMS on-line database. On the USMS web site, swimmers are linked to top ten, stories, awards, All American lists, swimmer information pages, etc., via their permanent ID. Changes, omissions, errors, and duplications in IDs cause big problems. Discrepancies due to ID problems were also identified on the top ten lists and swimmer information pages. Errors with links between the permanent IDs and the Top Ten IDs are believed to be the result of reassignment of permanent IDs without corresponding reassignment of Top Ten ID links.
3. The permanent IDs of twelve (12) story subjects have been reassigned to other swimmers. The name of the actual story subject no longer appears on the story list and has been replaced by the name of the swimmer who received the reassigned ID. For example, a search for the story about Aileen Riggan Soule on the story list is futile because it now appears under the name of Loida Delgado. H&A does not have the ability to fix this problem or to update the on-line database. Additional problems with reassigned IDs were identified within other stories, and the links to those swimmers are no longer valid and cannot be fixed at present since the reassigned IDs are not in the on-line database.
4. From January onward, the typos, content clarifications, invalid or incorrect links, and misidentified swimmers found during the initial phase of the project have been or are being corrected. However, virtually all of photo links that were originally part of the H&A stories are invalid or missing because the H&A photo gallery has not been incorporated into the H&A pages. This web project has been on the “web project to-do” list since Dec. 31, 2002, and remains uncompleted.
5. Updating of stories and oral histories is ongoing and will become a routine that H&A will periodically perform.
6. Since December 2005, John Bauman has been meticulously converting photocopies of the original USMS Registration Files for registration years 1986 -1993 into electronic files.

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7. Committee members are currently identifying which of the *USMS SWIMMER* stories, articles, and short information pieces should be incorporated into the H&A Stories section via a link as promised to H&A at the 2005 Convention. H&A has budgeted funds to convert a certain number of *USMS SWIMMER* stories, articles, and short information into pdf files for the webmaster to post on the USMS web site pieces pending approval from the Editorial Committee.
8. H&A awaits completion of several Web Projects which have been "in the pipeline" since 12/31/02 and are overdue for completion and which will enable the committee to add and update images and other historical and archived data and documents. Committee members have expressed concern about the slow progress, quality control, and prioritization issues. H&A awaits an improvement of navigational aids on the stories pages and improvement of the on-line database.

HISTORY AND ARCHIVES COMMITTEE MEETING AGENDA

Thursday, September 14th, 10:30-12:00 pm - Thomas

1. Call History & Archive Meeting to Order Sept. 14, 2006, Thursday 10:30 A.M. – 12:00 P.M.
2. Roll Call - Barbara Dunbar, Meegan Wilson, John Bauman, Marcia Cleveland, John Daily, Sally Dillon, Cheryl Gettelfinger, Carl House, Cris Meier-Windes, Danielle Ogier, Gail Roper, Dennis Wilson, Mark Gill (Exec. Liaison, VP Member Services)
3. Introduction and welcome of new delegates
4. Approval of Minutes from Sept. 15, 2005 meeting
5. Old Business: Overview of task and projects September 2005 – September 2006
6. Discussion regarding reassigned permanent IDs, incorrectly linked Top Ten IDs, and solutions
7. Proofing and updating of existing stories and oral histories and problems
8. Addition of new stories and oral histories
9. Inability to add some new stories
10. Conversion of paper registration files to electronic files
11. Pre-1993 Top Ten file conversion
12. Existing, uncompleted H&A Web Projects – timeline, priority
13. New Business: Overview
14. Archiving *USMS SWIMMER* stories, profiles, pieces – conversion, costs, timeline, access, etc.
15. Follow up on database or web projects related or of concern to H&A
16. Other new business
17. Action Items
18. Announcements
19. Adjournment

INTERNATIONAL COMMITTEE

Mary Pohlmann, Chair
Anthony Thompson, Vice Chair

Committee Members: Peggy Buchanan, Dale Finch, Sean Fitzgerald, Wayne McCauley, Nancy Miller, Michael Moore, Myriam Pero, Sandi Rousseau, Shannon Sullivan, Barbara Thomas, Karol Welling, Phillip Whitten, Mark Wussler, Nancy Ridout, FINA Liaison, Jim Miller MD, ASUA Liaison

Opening paragraph:

The International Committee is charged with identifying opportunities for and providing support to USMS in bidding to host international events and facilitating and supporting local organizing committees when USMS hosts an international event. The committee shall promote international communications and USMS members' participation in international meets, open water events and postal swims. The committee shall also serve as a resource for the USMS membership concerning differences between USMS and international competitions.

Discussions and projects since the last convention:

Various members of the International Committee have been involved in the following discussions and projects:

1. Comparison of FINA Masters and USMS rules in preparation for the 2006 FINA Masters World Championship.
2. Discussions concerning LATyCAR (Swimming Federations of Latin America and the Caribbean) and WAMO (World Aquatic Masters Organization) and possible FINA sanctions against these organizations.
3. Updating of our international contacts listing. We have requested that the USMS web listing of international contacts be updated to be consistent with the more up-to-date information that we have accumulated.
4. Development of a listing of visa requirements for persons interested in entering FINA Masters Worlds.

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5. Conversion of LCM qualifying times for FINA World Masters Championships to approximate SCY times, providing an unofficial guideline for individuals who don't have long course times. Mark Gill has incorporated this into the Hytek Meet Manager program for use at SCY meets so that results indicate which times would qualify for FINA Masters Worlds. Mark has made this available to any meet director who wished to use it.
6. Promotion of the FINA Masters Worlds Championships at LMSC meets throughout the US and the All Americas meet in Sao Paulo.
7. Contacted CONSANAT (South American Federations) Masters Committee Officials and Masters Officials from other countries to notify of Michael Moore's visit during South American Championship in Santiago.
8. All Spanish questions generated regarding FINA Masters Worlds have been answered.
9. At CONSANAT Meeting in Medellin, copies of the Q&A in Spanish were distributed to Federation Presidents.
10. Beta-tested the online registration for FINA World Masters Championships.
11. Assisted with processing requests for letters of invitation to the FINA World Masters Championships.
12. Attended the FINA inspection meetings in San Mateo 15-17 June with the Organizing Committee. This inspection included tours of the Stanford facility, area pools, as well as the location of the Open Water event in Alameda Bay.
13. Initiation of a new project: "USMS Guide to International Swimming, Where/When/Who" to include all sorts of travel information. The expertise of our committee will be called upon in the development of this booklet.

Action items:

Offer our assistance to the Impact Task Force in their efforts to maximize the impact of the XI FINA World Masters upon all Masters aquatic sports in the United States, including contributions we might be able to make in the proposed DVD to be videographed at the FINA World Masters Championships.

INTERNATIONAL COMMITTEE MEETING AGENDA **Friday, September 15th, 10:30-11:30 am - Stearns Knight**

1. Introduction of Committee Members
2. Review of FINA World Masters Championships with emphasis on the contributions of IC
3. FINA Representative report
4. ASUA Representative report
5. Future of the International Committee
6. Core Objectives for the International Committee
7. New Project "USMS Guide to International Swimming, Where/When/Who"
8. Open Discussion

LEGISLATION COMMITTEE

Sean Fitzgerald, Chair
Jennifer Parks, Vice Chair

Committee Members: Joan Alexander, Marcia Anziano, Daniel Cox, Barbara Delanois, Susan Ehringer, Marilyn Fink, Arni Litt (unable to attend convention), Marcia Macantonio, Jane Masters, Chris McGriffen, Debbie Morrin-Nordlund, Steve Peterson, Jon Steiner, Erin Sullivan, Meegan Wilson. Ex-officio, Kathy Casey

Opening paragraph:

2006 is an "off-year" for Legislation Amendments. Any 2006 legislation emergency amendment proposals considered by the House of Delegates can be found in another section of this handbook and on the USMS website. We anticipate a few emergency amendments to be proposed by standing committees at the Convention.

The primary focus of the Legislation committee is to review and recommend proposed amendments for the "dry rules" of USMS. We are also responsible for ensuring that our members understand our code. Understanding the legislation ensures that the business conducted is compliant with USMS regulations and bylaws.

Discussions and projects since the last convention:

1. Sanction Procedures: Our first project is to look at the Sanction procedures in light of the emergence of online entries. While many events have accepted online entries in the past, the sanction policies have not been updated. Such topics as electronic signatures and acceptance of the liability release need to be considered.
2. Grievance Procedures: It has been brought to our attention that grievances handled by individual LMSC's and not appealed to the National Board of Review could allow a member that is penalized, suspended, or expelled from an

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LMSC to join a neighboring LMSC with no recourse. We will be discussing a method to maintain a National database of LMSC judgments and a procedure to add names to the database.

Action items:

The nature of the Legislation Committee does not lend itself to "Actionable" items outside of the convention. Emergency amendments will be handled at the 2006 Convention while other items will wait for the 2007 Convention.

LEGISLATION COMMITTEE MEETING AGENDA

Thursday, September 14th, 10:30-11:30 am – Stearns Knight
Saturday, September 16th, 8:00-9:00 am – Pierce Arrow

1. Roll Call and Assignments
2. Introductory Comments
3. Proposed Legislative Amendments
 - a. Review of amendment criteria and voting procedures
 - b. Consideration and recommendation of proposed amendments
4. Sub-committee reports
 - a. Review of Sanction Procedures to include online entries
 - b. Review of Grievance Procedures
5. New business and projects

LONG DISTANCE COMMITTEE

Marcia Cleveland, Chair
Marcia Benjamin, Vice Chair

Committee Members: Bob Bruce, Laura Colette, Peter Crumbine, Heather Hagadorn, Pam Himstreet, Bruce Hopson, Laura Koch, Randy Nutt, Danielle Ogier, Janet Renner, Steve Schofield, Dick Sidner, Ann Svenson, Jill Wright, Robert Zeitner, Associate Members: Judy Michel, Jennie Quill, Tom Spence, Paul Wrangell, Ex-officio: Susan Ehringer, Leo Letendre

Opening paragraph:

The Long Distance Committee is an active committee year-round and continues to conduct most of its business electronically. Members are both asked and sought out to participate often. Frequent conference calls with the VP of National Operations, Leo Letendre, and other committee chairs are helpful in keeping us abreast of what other committees are doing.

Discussions and projects since the last convention:

1. All championship events for 2005 have been finalized including All-Americans (Laura Kessler and Peter Crumbine), All-Stars (Marcia Benjamin and Pam Himstreet), Records (Jill Wright) and Awards (Robert Zeitner).
2. In addition, Postal Participation patches were sent to the 19 women and 12 men who finished all 5 postal championships. Thanks goes to Tracy Grilli for help in getting out the All-American, All-Star and postal participation awards
3. Each LDC member was assigned to one or more subcommittee to examine the USMS Rules for which LD was able to submit changes at 2006 Convention. This process enabled discussion between committee members, allowed each member to be involved with the process, and assist with the formatting.
4. The Long Distance Committee finalized seven 2006 LD National Championship Entry Forms, covering nine events. First-time committee members Heather Hagadorn and Laura Koch immediately got up to speed on the editing process necessary and they were instrumental in seeing this process through to completion.
5. *USMS Swimmer* covered all 10 USMS LD Championship Events. This was great exposure for the LD Committee! The March/April issue featured a major section on OW swimming written by committee member, Bob Bruce, plus two smaller sections of LD coverage in this same issue.
6. At the end of May, the 2007 Event Directors for USMS Championships were emailed the USMS contract, timeline for all events, championship guidelines, and championship forms.
7. The OW Manual has been updated and approved, after 2 years of work. Several LDC members made excellent contributions. This Manual is available on the USMS website.
8. Randy Nutt and Ann Svenson worked tirelessly to update and expand the LD Safety Manual. Careful consideration was made concerning the issue of one standard swimming liability which would also include an open water "warning", explaining to competitors the foreseen and unforeseen potential hazards of an open water event. They contacted each of the USMS OW event directors for the past several years plus several triathlon directors,

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attempting to bring together all the contributed safety ideas into a single source. They always encourage others with any thoughts or insights to offer suggestions and information.

9. In the Breaking New Ground department, the LDC worked with Patty Miller to develop the first on-line OW entry (for the OW 10K event) which included the correct USMS liability.

10. Due to factors outside the control of both the LDC and the event host, O*H*I*O Masters, the 2006 OHP was not able to have an on-line entry. Despite this setback, Leo Letendre gave O*H*I*O Masters a program he developed over 10 years ago and the job was done within the parameters of the "official" deadline under the able leadership Tom Spence and Laura Kessler.

11. The 2008 Bid Packets were emailed at the end of January 2006 to all interested parties.

12. The Long Distance Committee did not nominate an LD ISHOF candidate this year. However, a sub-committee headed by Danielle Ogier and Marcia Cleveland are putting together criteria for nominees and a short list of potential candidates with their accomplishments noted.

13. It has been brought to the attention of the LD Chair that there is a great, protected spot in Maine for anyone interested in serious OW training. Rockland Harbor, Maine. A USMS-sanctioned race was held there on August 26th.

14. Committee members have periodically been asked to consider various equipment aids in OW events and other opinionated opportunities, leading to a flurry of online discussions (watches, snorkels.)

15. Beginning in 2007, the LD National Championship Evaluation Form will include a metric to measure an event host's compliance to a National Championship Bid and the USMS Contract.

16. Participation in LD National Championship Events over the past 4 years:

| YEAR | OHP | 5/10 K | 3/6000 | 2 Mile | 1-3 Mile | 3-6 Mile | 6+ Mile | TOTAL |
|------|------|--------|--------|--------|-------------|-------------|------------|------------|
| | | Postal | Postal | Cable | OW | OW | OW | |
| 2003 | 2236 | 190 | 388 | 89 | 66 | 134 | 119 | 41 3263 |
| 2004 | 2276 | 207 | 349 | 86 | 105 | 94 | 67 | 97 3294 |
| 2005 | 2102 | 227 | 337 | 100 | 142 | 116 | 305 | 65 3394 |
| 2006 | 1981 | | | | 76 | | | |

Action Items and Tasks for the months leading up to Convention:

1. Bids for the 2007 will be compiled before Convention and discussed via email between committee members.
2. USMS Long Distance Rule changes and amendments will be prepared to present to the HOD.
3. Results for LD Championship Events will be accepted when they are in the form stated in the Championship Contract. (This enables the compilation of All-Star results and All-American results much easier.)
4. Because of the time consuming procedure of proofing the National Championship Entry Forms, the development of a standardized entry form is one of our front running projects.
5. For the upcoming 2006 3000/6000 Yard Postal Championship, the LDC will be implementing a new club scoring system which allows ALL participants to contribute to the point total of their club. Bob Bruce is overseeing this project

LONG DISTANCE COMMITTEE MEETING AGENDA **Thursday, Sept 14th, 2:30-4:00pm – Stanley Steamer**

1. Attendance
2. Introduction of members including ex-officio
3. Circulation of Committee Roster
4. Remarks by the Chair
5. Review and selection of 2008 championship bids
6. Begin Discussion of Rules for submission to HOD

Saturday, September 16th, 8:00-10:00 am – Regency E & F

1. Attendance
2. Reports:
 - a. Robert Zeitner: Awards and bids
 - b. Paul Wrangell: Historian
 - c. Jennie Quill/Tom Spence: All Americans
 - d. Jill Wright: Records
 - e. Pam Himstreet: All Stars

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- f. Bruce Hopson: 2006 World Games
- g. Danielle Ogier/Randy Nutt: ISHOF Nomination
- h. Randy Nutt/Ann Svenson: Safety Manual and Liability Issues
- 3. Old business:
 - a. Continue Discussion of Rules for submission to HOD
- 4. New business:
 - a. Assignment of evaluators for 2007 events
 - b. Develop USMS 25K Event
 - c. Sanctioning OW Clinics
 - d. Creating an OW Bulletin Board
 - e. USMS Certificates for LD Record Setters (either with or without a certificate)
 - f. Travel Expenses for USMS Evaluators (\$100 per event)
 - g. Gifts or No gifts to All-Stars (option to buy vs. past demonstration of being ungrateful)

MARKETING COMMITTEE

Connie Barrett, Chair
Tom Boyd, Vice Chair

Committee Members: Andrew Bate, Mike Burgess, Rich Burns, Joanie Campbell, Bill Cleveland, Randy Crutchfield, Nadine Day, Susan Ehringer, Doug Garcia, Mel Goldstein, Tom Hindle, Tom Lyndon, Lind Mc Cowan, Chris McGiffin, Ray Novitske, Dave Oplinger, Myriam Pero, John Smith

The Marketing committee's mission is to support membership growth and Guide USMS public image and support USMS Core Objectives of building, educating and servicing.

Convention Agenda:

To be carried out during the Marketing Committee meeting sessions: Discussion with the organization leadership about redefining and restructuring the role of the committee and personnel needed to accomplish the goals.

Appendix:

2005 Action Plan Progress Update:

2005 Marketing Goals:

1. Increase awareness of USMS to potential member and influence audiences.
2. Increase USMS membership by 5 percent annually.
3. Improve internal communications and provide services to USMS members.
4. Communicate the message of swimming for life consistently to all USMS audiences both internal and external.
5. Create revenue producing opportunities and attract financial support.

Marketing Goal 1 Increase Awareness of USMS to potential members, influence and inform member audiences.

Action Item 1.1

Define all potential members audiences.

Responsible: Marketing Committee

Deadline: September 1, 2005

2006 Year-End Update: No progress since Mid Year Report

Action Item: 1.2

Create awareness of USMS among aquatic directors at all colleges and universities with available pool facilities.

Responsible: Nadine Day, Marketing and Communications Committees

Deadline: September 1, 2006

2006 Year-End Update: On-going attendance to organization events utilizing USMS Booth Display and various giveaways. Committee Members active: Nadine Day. Mel Goldstein and periodic involvement of several others.

Action Item: 1.3

Educate swim coaches at USA Swimming Clubs on the financial benefits of including a masters swimming program as part of their existing program.

Responsible: Marketing and Coaches Committees, USA Liaison

Deadline: September 1, 2006

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2006 Year-End Update: No progress since Mid Year Report.

Action Item 1.4

Educate and create awareness of masters swimming to facility directors that do not have masters programs.
Responsible:

Deadline: September 1, 2006

2006 Year-End Update: No progress since Mid Year Report.

Action Item 1.5

Educate the leadership and/or members of other swimming organizations about the benefits of USMS, including: USA Triathlon, YMCA, American Red Cross, National Senior Games, International Gay and Lesbian Aquatics, National Recreation and Parks Association Aquatic Branch, USA Water Polo, USA Swimming, USA Synchronized Swimming, USA Diving Responsible: Organization Liaisons, USMS Executive Committee

Deadline: September 1, 2006

2006 Year-End Update: No progress since Mid Year Report.

Action Item 1.5

Develop a graphic identity system and branding elements and tagline for a consistent approach to all USMS communications. (see item 3.2)

Responsible: Doug Garcia

2006 Year-End Update: On going effort, on as needed basis. Doug Garcia has been designated as the art direction lead for USMS logo and various image promoting materials.

Marketing Goal 2 Increase USMS membership by 5 percent annually

Action Item 2.1

Provide a variety of tools for USMS Clubs and LMSCs to grow their membership. Such tools would include assistance with starting new clubs, development of recruiting plans, and producing marketing and recruiting materials.

Responsible: Ray Novitske coordinating this effort Assisted by Randy Crutchfield.

Deadline: September 1, 2006

2006 Year-End Update: Reviewing existing club mentoring information and new club package. Ray is making steady progress on this effort. It is in a stage of gathering existing information from various committees relevant to this effort

Action Item 2.2

Educate coaches, clubs and teams on the need to grow their programs. Provide the tools needed to help groups manage their programs and workouts to increase capacity. Help teams without coaching to develop on deck coaches.

Responsible: ?

Deadline: September 1, 2006

2006 Year-End Update: No progress since Mid Year Report.

Action Item 2.3

Provide programs of value and interest to help retain general membership at the local level.

Responsible:

Deadline: September 1, 2006

2006 Year-End Update: No progress since Mid Year Report.

Action Item 2.4

Target the 18-24 age group swimmers, particularly USA Swimming participants that switching to USMS after turning 18 is the next progression in swimming.

Responsible: Volunteer Needed

Deadline: September 1, 2006

2006 Year-End Update: No progress since Mid Year Report.

Action Item 2.5

Publicize and reward LMSCs that increase their membership by the greatest percentage on an annual basis.

Responsible: Myriam Pero

Deadline: May 15

2006 Year-End Update: No progress since Mid Year Report.

Action Item 2.8

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Develop a list of benefits and messages to be used reasonably consistently in all USMS Marketing materials across all mediums.

Responsible:

Deadline: September 1, 2005

2006 Year-End Update: No progress since Mid Year Report.

Action Item 2.9

Establish a membership drive month(s) for both recruiting and renewing membership.

Responsible:

Deadline: September 1, 2005

2006 Year-End Update: No progress since Mid Year Report.

Action Item 2.10

Utilize our USMS display at major aquatic conference events.

Responsible: Mel Goldstein

Deadline: On going

2006 Year-End Update: Efforts on going, by Mel Goldstein, Nadine Day and periodic involvement of several other committee members.

Marketing Goal 3 Improve internal communications and provide valuable services to USMS members.

Action Item 3.1

Provide consistent and reliable information about swimming technique and fitness issues through USMS owned and controlled media such as the USMS Web site, and USMS Swimmer magazine.

Responsible:

Deadline: On going

2006 Year-End Update: Connie and Ray participating on the communications committee's communication plan development.

Action Item 3.2

Develop a graphic identity system and educate LMSCs, clubs and teams on the benefit of consistent use of the USMS logo.

Responsible:

Deadline: on hold

Action Item 3.3

Provide organizational training and support to LMSC's and Clubs through the use of the LMSC Handbook, USMS Rule book, and the USMS Web site.

Responsible:

Deadline: September 1, 2006

2006 Year-End Update: No progress since Mid Year Report.

Action Item 3.4

Develop a consistent editorial and graphic style—across a variety of mediums—for communicating to internal and external audiences. The style should be marketing focused, rather than a internal rule book type focus.

Responsible: ?

Deadline: ?

2006 Year-End Update: No progress since Mid Year Report.

Marketing Goal 4 Communicate the message of swimming for life consistently to all USMS audiences both internal and external.

Action Item 4.1

Educate members on the value of maintaining a healthy lifestyle through swimming.

Responsible:

Deadline: on going

2006 Year-End Update: No progress since Mid Year Report.

Action Item 4.2

Develop and implement and promote a fitness event every month. Recognize fitness swimmers on the USMS Web site and in USMS Swimmer magazine.

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Responsible: ?

Deadline: September 1, 2006

2006 Year-End Update: No progress since Mid Year Report.

Action 4.3

Promote the Coached written workouts on the USMS Web site, and make it available for members only—another benefit of membership.

Responsible:

Deadline: January 1, 2007

2006 Year-End Update: No progress since Mid Year Report.

Marketing Goal 5 Create revenue producing opportunities and attract financial support

Action Item 5.1

Work with the USMS Sponsor Liaison to develop additional sponsorship opportunities.

Responsible:

Deadline: on going

2006 Year-End Update: No progress since Mid Year Report.

Action Item 5.2

Work with LMSC newsletter editors to promote USMS Sponsors within LMSC newsletters.

Responsible:

Deadline: September 1, 2005

2006 Year-End Update: No progress since Mid Year Report.

Action Item 5.3

Develop a series of three annual USMS Clinics to be held at locations throughout the country. Clinics to be run by the coaches committee and will pull coaches from all over the country. Videotaping of all participants to be provided. Participants will be and allowed to utilize one event registration.

Responsible:

Deadline: First clinic to be held in 2006

2006 Year-End Update: No progress since Mid Year Report.

MARKETING COMMITTEE MEETING AGENDA **Friday, September 15th, 10:30-12:30 – Arrow**

OFFICIALS COMMITTEE

Edward Saltzman, Chair

David Diehl, Vice Chair

Committee Members: Charlie Cockrell, Judy Gillies, Marie-Pierre Graf, Ted Haartz, Jan Kavadas, Mike Lemke, Pat Lunsford, Eric Nordlund, Steve Schofield, Pete Schwenker, Joan Smith, Dennis Wilson

Discussions and projects since the last convention:

1. Mailed welcome letter to all members of the 2006 National Officials Committee
2. Completed discussions with the USA Officials Committee regarding impact of new certification process as it related to the USMS National Championships. USA chose not to continue using the USMS National Championships as National Championship Certification opportunities at this time.
3. Sent out call to all Official Committee members and all LMSC Officials Chairs for assistance working the USMS SCY Nationals at Coral Springs.
4. Answered questions from USMS members regarding officiating, as received
5. In conjunction with the Chair of the Rules Committee and other USMS Officials, dealt with issues involving officiating calls from meets held around the country.
6. Sent out the first issue of the 2006 USMS Officials Committee Newsletter to all members of the committee and USMS LMSC Officials Chairs.

Action items:

1. Review USMS Officials Committee Liaison reports from SC Nationals – Coral Springs
2. Continue to monitor and answer questions regarding the USMS Officials Certification program.
3. Continue USMS Officials Newsletter with input from committee members.

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OFFICIALS COMMITTEE MEETING AGENDA Friday, September 15th, 11:30-12:30 pm – Stearns Knight

1. Committee member introductions.
2. Review of proposed budget for Officials Committee.
3. Discussion of proposed legislation affecting Officials Committee.
4. Discuss USA/USMS Officials Committee relationship and how to strengthen.
5. Discuss re-opening the issue of designating USMS National Championships as National Championship Certification meets for USA – assign someone to champion this.
6. Review role of USMS Officials Committee Liaison to the SCY and LCM National meets and formalize reporting process – discuss integrating into the Championship committee reporting process.
7. Review USMS Officials Certification program and discuss any needed changes or refresh to the process.
8. Discuss how to get committee members to take a more active role in the committee activities and newsletter between conventions.
9. Assign Officials Committee liaisons for 2007 SC and LC National Championships
10. Review any proposed Rule changes, if available, and make committee recommendations, as appropriate.
11. Review USMS Officials Committee Newsletter as a viable channel for communications; discuss content for future issues.
12. New Business
13. Adjournment

PLANNING COMMITTEE Jim Wheeler, Chair Lucy Johnson, Vice Chair

Committee Members: Joan Alexander, Vicki Buccino, Gordon Gillin, Kelly Harkins, Linda McCowan, Nancy Miller, Debbie Morrin-Nordlund, Mark Murphy, Carl Saxton, Joy Stover, Erin Sullivan

Opening paragraph: The Planning Committee has focused its efforts in two areas; developing interpretations of the USMS mission statement and our core objectives, and designing a proposal for a “Local Assistance and Development Program” that would support the development and growth of masters swimming in communities nationwide.

Discussions and projects since the last convention:

1. The “Mission and Core Objectives” sub committee is defining/interpreting these items, they will be gathering data and consider the results of the marketing study to determine the level of success USMS has achieved in meeting its mission and objectives.
2. The “Local Assistance and Development” sub committee is in the final stages of the development of an outline for a program that would provide volunteer and fiscal resources to local work out groups, teams, LMSC’s and agencies that would benefit from assistance from USMS.

Action items:

There are no action items at this time.

Tasks for the months leading up to convention:

1. The “Mission and Core Objectives” sub committee will be refining their interpretations and bringing forward potential recommended changes to the mission statement and core objectives.
2. The “Local Assistance and Development” sub committee will refine their draft program and discuss it at their committee meeting.

Planning Committee Interpretations

Core Objectives:

- A. Service the Membership
Provide assistance to the swimmers.
- B. Educate the Membership
Teach the members about swimming.
- C. Build the Membership
Increase the number of swimmers.

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Mission Statement of United States Masters Swimming

To promote fitness and health in adults by offering and supporting Masters swimming programs.

To encourage physical conditioning and wellness to adults by providing and endorsing masters Swimming programs.

Goals and Objectives

- A. To encourage and promote improved physical fitness and health in adults.
To facilitate and endorse increased conditioning and physical being in adults.
- B. To offer the opportunity to participate in a lifelong fitness and/or competitive swimming program.
To provide members the ability during adulthood to take part in conditioning swimming programs and also provide the opportunity to race.
- C. To encourage organizations and communities to establish and sponsor Masters swimming programs.
To provide assistance and facilitate organizations and communities by helping start and support Masters swimming programs.
- D. To enhance fellowship and camaraderie among Masters swimmers.
To increase the bonds that form between masters Swimmers.
- E. To stimulate research in the sociology, psychology and physiology of Masters swimming.
To encourage study regarding the social, mental and bodily aspects of that swimming provides adults.

United States Masters Swimming

PLANNING AND DEVELOPMENT ASSISTANCE PROGRAM OUTLINE:

Purpose is to assist individual members, workout groups, masters swim clubs and agencies that provide aquatic facilities and programs with the planning, development and facilitation of organized Masters Swimming programs.

Assistance scenarios:

Individuals or a group want to organize at a facility

Club has potential for growth or better organization

Strategic planning within communities for new facility development

Assistance should be demand based and must consider the following in order to make a "feasibility determination"

1. Is there a "demand base" to support a club?
2. Are there facility constraints that will hinder or not allow club development?
3. Is there the potential for coaching and administration of the club members?
4. Is there agency, community and political support for the program?

These questions would serve as a basis for determining if assistance and developmental planning could work, and if it would benefit USMS to allocate resources to the club or organization.

PLANNING AND DEVELOPMENT ASSISTANCE PROGRAM ELEMENTS:

(existing needs; popular demand; future potential)

1. Education:

- USMS Organization
- Typical Club Organization Options
- Site considerations
- Coaching and Administration

2. Planning:

- Critical factor analysis
- Demand?
- Constraints/Space
- Organizational Support – Coach and administration
- Agency Support and Political Environment
- Community based approach
 - Resources
 - Process
 - Models

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3. Club Development
Organization
Administration
Coaching
Overhead costs/facility/staff
LMSC and events
Mentoring Models

4. Dynamics of Success:
Multi-use facilities
Renovation of existing facilities
Design and development trends, multi use, models

PLANNING COMMITTEE MEETING AGENDA **Thursday, September 14th, 2:30-4:00 pm – Bugatti Royale**

1. Call to order
2. Introduction of Committee Members and Guests
3. Discuss Interpretations of Mission, Core Objectives and Goals and develop recommendations.
4. Discuss “Local Development and Assistance Program” outline and develop recommendations.
5. Old Business
6. New Business
 - a. Review Marketing Committee survey and discuss
 - b. Other
7. Adjournment.

RECOGNITION AND AWARDS COMMITTEE **Kelly Crandell, Chair Hill Carrow, Vice Chair**

Committee Members: Andrew Bate, Cindy Baxter, Carolyn Boak, Tom Boak, Jack Buchannan, Hill Carrow, Kathy Casey, Trisha Commons, Kelly Crandell, Gail Dummer, Betsy Durrant, Steven Fair, Jack Geoghegan, Mel Goldstein, Errol Graham, Dan Gruender, Edie Gruender, Ted Haartz, Paul Huttinger, June Krauser, Mike Laux, Leo Letendre, Jim Miller, MD, Hugh Moore, Jane (MD) Moore, Suzanne Rague, Walt Reid, Nancy Ridout, Sandi Rousseau, Joan Smith, Richard Smith, Bill Tingley, Mary Lee Watson, Executive Committee Liaison, Mark Gill

2006 Annual Report

The Committee's purpose has been to review and approve proposals for all official USMS awards and to maintain a history of award winners. The Committee also solicits nominations, selects the winners, and presents the Ransom J. Arthur Award and the Dorothy Donnelly USMS Service Awards. The committee shall maintain a history of award recipients. There are two categories of awards: National USMS Award (Ransom J. Arthur Award) and Official Recognition (Dorothy Donnelly USMS Service Award, Coach of the Year, Newsletter of the Year, Fitness Award, Club of the Year, Communications Award, and the Raleigh Area Masters National Championship Award).

Discussion and Projects

1. The committee updated the Awards web site, and will continue to update the awards site.
2. Mark Gill and Kelly Crandell decided to postpone the deadline for Club of the Year nominations to July 30. This was in response to the late announcement of the award.
3. The committee conducted the nomination process for the Ransom J. Arthur Award and selected the winner. This year's outstanding nominees were:

Sally Dillon
Barry Fasbender
Edward Nessel

4. The committee requested that the Ransom J. Arthur Award and the Dorothy Donnelly USMS Service Award information be published in *USMS SWIMMER* and *Streamlines*.
5. Hill Carrow chaired a subcommittee to work on the selection criteria for the IMSHOF Contributor Award.

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6. A subcommittee consisting of Rob Copeland, Hill Carrow, and Kelly Crandell will review nominations for the Dorothy Donnelly USMS Service Award and present the awards to the winners at convention.
7. Update the list of award recipient(s) for the David Yorzyk Memorial Award (2005).
8. Update the list of USMS athletes inducted ISHOF for 2001, 2002, 2004 and 2005.

Action Items

1. Sally Dillon was selected as the 2006 Ransom J. Arthur Award winner and was presented the award at home by her husband, Glen Dillon, and via phone by Kelly Crandell and Kathy Casey during a meeting of the 2007 USMS Long Course Nationals Organizing Committee.
2. Nominations have been solicited for the Dorothy Donnelly USMS Service Award. The winners will be announced at convention.
3. Nominations have been solicited for the Club of the Year Award. The winner will be announced at convention.

RECOGNITION AND AWARDS COMMITTEE MEETING AGENDA

Thursday, September 14th, 2:30-4:00 pm – Regency A

1. Introductions
2. Ransom Arthur pin presentation
3. Budget review
4. Club of the Year review of nominations and selection procedure.
5. ISHOF Contributor Category
6. Update list of award winners for ISHOF Masters Inductees and recipients of the David Yorzyk Memorial Award
7. Web page: Profiles are still needed for Hal Onusseit, Harry Rawstrom, Ed Reid, Sr., Reg Richardson, Enid Urich, and Ross Wales.
8. Committee policies project (current status?)
9. Old Business
10. New business

RECORDS AND TABULATION COMMITTEE

Mary Beth Windrath, Chair
Ed Tsuzuki, Vice Chair

Committee Members: John Bauman, Vicki Buccino, Trisha Commons, Barbara Dunbar, Laszlo Eger, Mary Field, Milton French, Cheryl Gettelfinger, Bruce Hopson, Carl House, Margie Huttinger, Ginger Pierson, Walt Reid, Nancy Ridout, Edward Saltzman, Joan Smith, Mary Sweat, Dennis Tesch, Karen Tucker, Executive Committee Liaison: Julie Heather

The Records and Tabulation Committee continues the work of tabulating and publishing Top Ten swims and tracking the USMS National records. This information is due to the efforts of all of our LMSC Top Ten people and meet directors.

Discussions and projects since the last convention:

1. Top-Ten Tabulations for 2005 Long Course Meters, 2005 Short Course Meters and 2005/2006 Short Course Yards were compiled, sent to the printer and distributed, and uploaded to the web. The World Record listings were supplied by Walt Reid.
2. The 2005 All-American tabulation was prepared along with the All Stars and sent to the National Office and the Swimmer Magazine for publication.
3. NQT tabulations were sent to the Championship Committee.
4. The 2005 Relay All-Americans were tabulated and sent to all committee members, Top Ten Recorders and to all Clubs listed on the tabulation.
5. Walt Reid continues to handle all record applications and supplies the record information included in the Top Ten publications and the Rule Book. Ed Tsuzuki continues to handle the uploading of data to the website and making necessary corrections. Ginger Pierson continues to handle Relay All American requests for patches and certificates.
6. The Records and Tabulations section of the LMSC Handbook was updated and revised.
7. A Frequently Asked Questions list was created for display on the website for the Top Ten homepage.
8. A subcommittee was formed to discuss any issues with the pool measurement rules. Chair is Karen with members Vicki, Mary F, Milton, Bruce, Ginger, Walt, Ed S, and Ed T.
9. A subcommittee was formed to look at improving efficiencies in top ten procedures. Chair is Dennis with members John, Trisha, Barbara, Laszlo, Cheryl, Carl, Margie, Nancy, Joan, and Mary S.

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RECORDS AND TABULATION COMMITTEE MEETING AGENDA Thursday, September 14th, 4:15-5:45 pm – Stearns Knight

1. Introductions
2. Pool Measurement Subcommittee Report
3. Procedures Subcommittee Report
4. Handling of swims from foreign meets
5. Other New Business (if time)
 - a. Top Ten from Current Times

REGISTRATION COMMITTEE George Simon, Chair Arni Litt, Vice Chair

Committee Members : Marilyn Fink, Jean Fox, Barbara Larsen, Nancy Ridout, Jeff Roddin, Anna Lea Roof, Donna Schubkegel, Paul Wrangell, and Ex-Officio members: Tracy Grilli, Julie Heather, Leo Letendre, Esther Lyman

Opening paragraph:

The Registration Committee has the task of designing, specifying, having a vendor implement, testing, educating our 53 registrars, and implementing of a web based registration system that will allow renewals, new registrations, and accept credit card payments for the registration for our membership. This is no small task, since there are 53 different LMSCs, many of which have different annual fees, club or work out group structures, and donation recipients. An Initial Phase of the On-Line Registration process has been specified, however, funding for software development is not currently in place. The funds collected via On-Line registration will flow into a single USMS merchant account, and then be distributed to the LMSCs on a periodic basis. USMS will pick up the merchant account fees so that the LMSCs will not have to bear the costs associated with credit card payments. LMSC registrars will still be able to process registrations using the current paper and check methods for those members not wanting to utilize the On-Line system. The registrar's software will appropriately handle the funding for the registrar's transmittal to the National Office.

Discussions and projects since the last convention:

1. The chair assigned committee members to the On-Line Registration Task Force, members: Leo Letendre, Arni Litt, Nancy Ridout, Jeff Roddin, Tracy Grilli, Julie Heather, and participating was Mark Gill – The mission was to define the initial phase of the On-Line Registration System, create a specification, and have the specification analyzed by various software vendors for quotes to implement web based software. Significant software modifications would be needed in the current USMS registration software used by our 53 registrars. Work is progressing.
2. Teleconferences with all LMSC registrars where 44 of 53 were able to participate in the teleconferences. Current Registrar issues as well as initial On-Line registration processes were discussed in 90 minute conferences.
3. Current registration forms from each LMSC were either placed on the USMS Local Programs Area of the website or linked from the USMS website to the local LMSC's website.

Action items:

1. Request funding for web based software implementation of Phase I of On-Line registration.
2. Test On-Line system with a subset of registrar participation when it is implemented.
3. Continue with Registrar Issues teleconferences for our 53 registrars as a way to keep everyone informed.

REGISTRATION COMMITTEE MEETING AGENDA Thursday, September 14th, 10:30-12:00 pm – Pierce Arrow

1. Committee meeting will discuss issues and current status of On-Line Registration Implementation
2. Workshop will be held to discuss issues in more detail, should the On-Line Registration software beta software be available, demonstrations of the software will be held for registrars as well as others interested for their feedback regarding the membership renewal or new swimmer interface.

RULES COMMITTEE Kathy Casey, Chair Charlie Cockrell, Vice Chair

Committee Secretary: Kris Wingenroth

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Committee Members: Peggy Buchanan, Leianne Crittenden, David Diehl, Sally Dillon, Judy Gilles, Laura Kessler, Laura Koch, June Krauser, Dennis McManus, Sandi Rousseau, Jessica Seaton, Anthony Thompson, Bill Tingley, Scott Williams, Kris Wingenroth; Susan Ehringer (Ex-officio), Sean Fitzgerald (Ex-officio), Leo Letendre (Ex-officio), Ed Saltzman (Ex-officio), Bruce Stratton (Ex-officio)

Opening paragraph:

This is a rules year, so proposed changes to the Glossary and Part 1 are being considered by the committee for recommendation to the House of Delegates at Convention. Proposed changes recommended by the committee require a majority vote to pass. Proposed changes not recommended by the committee require a two-thirds vote to pass. There will be three meetings at Convention, one each on Thursday, Friday, and Saturday. Friday's meeting is unopposed by any other meetings, so all delegates can express concerns and support for the proposed rule changes.

Discussions and projects since the last convention:

1. After completing a survey indicating members' expertise and interests, committee members were assigned sections of Articles 101, 102, 103, and 108 to conduct a word-for-word comparison with the corresponding sections of the USA-S rule book upon which those USMS rules are based.
2. Committee members were also assigned the remaining sections of Part 1, the Glossary, and portions of Appendix B for review of any problems that need to be addressed for the 2007 Rule Book.
3. Many rules questions have been answered by the chair covering the following topics:
 - a. New breaststroke rule; An arm stroke must occur before a breaststroke kick; A downward dolphin kick may be taken after the swimmer takes one arm stroke completely back to the legs and not before.
 - b. Change of meet program; There is no provision for adding events after the meet has started.
 - c. Senior Games rules; Follow USMS rules with certain minor exceptions.
 - d. Number of certified officials required; The minimum requirement, except for nationals, is one certified official (has to be the referee who can be certified as a referee, starter, or a stroke and turn judge).
 - e. Safety and marshals; 102.4 addresses warm-up/warm-down, 107.8 addresses electrical safety, 104.5.10C addresses safety marshals at nationals, and page 15, paragraph 4, states that safety should be addressed by the swimmer, coach, and the public entity or pool where the events are held.
 - f. Results and relays; Relay members must swim in order listed on card, and the correct preparation of results is described in Appendix B, page 145.
 - g. Swimmers with disabilities; Disposition on a case-by-case basis with medical documentation.
 - h. Pool length; Sources of rules for other swimming bodies were provided.
 - i. Drug testing; There is currently no drug testing at FINA World Swimming Championships.
4. As a result of multiple queries on single topics, the committee chair published a "Rules Corner" column in *Streamlines* addressing frequently asked questions.
5. Two protests regarding disabilities were handled by the chair in consultation with a group of experts.
6. A subcommittee has been established between USA-S and USMS to finalize the dual sanction agreement between the two organizations.

RULES COMMITTEE MEETING AGENDA

Thursday, September 14th, 4:15 – 5:45 pm, Regency A

1. Consideration of proposed rule changes for recommendation to the House of Delegates.
2. Report on the dual sanction agreement between USA-S and USMS.
3. Discussion of the pool length measurement process.
4. Report on proposed changes to the FINA Masters Swimming Technical Rules.
5. Situations manual or data base of frequently asked rules questions and/or common rules problems.
6. Swimmers with disabilities.

Friday, September 15th, 9:15-10:15 am, Regency A & B

1. Consideration of proposed rule changes for recommendation to the House of Delegates including input from delegates.

Saturday, September 16th, 9:15-10:15 am- Desoto B

1. Further consideration of proposed rule changes for recommendation to the House of Delegates.
2. Tasks for 2007.

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SPORTS MEDICINE, HEALTH AND SAFETY COMMITTEE

Jody Welborn, Chair

Jessica Seaton, Vice Chair

Members: Ralph Bovard, Nadine Day, Jean Fox, Jane Katz, Laura Kessler, Kristy King, Jim Miller, M.D., Jane Moore, Susan Moucha, Ed Nessel, Jennifer Parks, Myriam Pero, Mary Pohlmann, Karla Reese, Eric Shanks, Carrie Slover, Leslie Smith, Joel Stager, Shannon Sullivan, Jani Sutherland, Lisa Watson, Phil Whitten, Mark Wussler. Ex-officio: Michael Heather.

1. FINA World Masters Sports Medicine conference. The major focus of the committee in the past year has been on organizing and presenting the conference- Aquatic Performance: Physiology, Training and Preventing Injury in Athletes of All Ages- during the recent World Championships. The conference was successful, with approximately 300 people obtaining tickets and attending the conference over 3 days. The speakers were uniformly excellent and the feedback was positive. Several people said that while the swimming was great the most important thing they did in Palo Alto was attend this conference. Laura Kessler did an excellent job of organizing the conference and thanks are sent to all the SMS volunteers who helped us with this project.
2. USMS SWIMMER magazine. Nadine Day is the Sports Medicine, Health and Safety committee's representative on the editorial committee. Jody Welborn continues to work with Bill Volckening on content for the magazine and proofing health information for accuracy. Jody also met with Bill before SWIMMER magazines annual planning retreat and reviewed ideas for magazine content including safety topics along with health and nutrition topics. The Sports Medicine committee continues to be involved in answering reader questions regarding health concerns.
3. Research. Joel Stager continues his research on biological markers of aging in Masters swimmers and was able to put together a team on very short notice to collect data at the World Championships. While the funding for the project at Worlds was not from USMS, the data obtained will be important for USMS and Masters swimming and Joel's work remains a focus of the committee along with promoting and development of future research projects.

SPORTS MEDICINE, HEALTH AND SAFETY COMMITTEE AGENDA

Friday, September 15th, 11:30-12:30 pm – Regency E&F

1. Introduction of the committee and brief remarks.
2. Discussion/debriefing on the Sports Medicine conference.
3. Updates and discussion-USMS SWIMMER/editorial committee.
4. Updates/discussion-USMS website.
5. Discussion of ongoing research and potential projects.
6. Goals for 2006-2007.

ZONE COMMITTEE

Julie Heather, Chair

Committee Members: Debbie Cavanaugh, Tom Boyd, Mike Lemke, Marcia Marcantonio, Jane Moore, Debbie Morrin-Nordlund, Janet Renner, Anthony Thompson

Opening paragraph:

The Zone Committee has worked on providing tools and support to LMSCs during the past year. This has been done by providing model bylaws and grievance procedures for LMSCs and providing convention grants.

Discussions and projects since the last convention:

1. Model bylaws and grievance procedures for LMSCs have been published and made available to LMSCs, thanks to Mike Lemke and the committee.
2. The election operating guidelines were discussed and proposed changes developed.
3. The Zone Committee performed the SWOT (strengths, weaknesses, opportunities, and tactics) exercise and forwarded the results to marketing.
4. The committee decided to target LMSCs that did not normally send anyone to convention for the available convention grants. Additional LMSCs would then be considered for available funds. The following LMSCs were selected for \$500 convention grants: New Mexico, Montana, Midwestern, Wyoming, Oklahoma, Border. We will be assessing the impact of this funding in the year following convention to determine whether to continue with the grants.
5. Tom Boyd (Southwest Zone) was appointed by the Executive Committee to replace Kenton Jones upon his resignation.

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- 6. We are looking at the LMSCs that have experienced a decline in registrations to try to determine why they are losing swimmers and what can be done.

Action items:

- 1. The following changes to the Election Operating Guidelines will be submitted to the House of Delegates for approval:
 - a. Remove references to bi-annual elections, since elections for Officer will be held in odd-numbered years, and elections for Directors in even-numbered years.
 - b. Allow for a two week period (May 15 to 31) after nominations close to accept additional nominations for any positions without candidates.
 - c. Remove the requirement that the candidate submit a resume in addition to the candidate questionnaire. In place of the resume will be an additional area on the questionnaire for the candidate to include any other information they would like included.

ZONE COMMITTEE MEETING AGENDA Wednesday, September 13th, 6:00-7:00 pm – Model T

- 1. Call to order, take roll, introductions
- 2. Approval of minutes of July 9th conference call
- 3. Convention grants report
- 4. Election Operating Guidelines proposed changes
- 5. Zone and LMSC boundaries
- 6. Discussion of legislation proposals that impact the zone committee
- 7. Decide on work plan for coming year
- 8. New Business
- 9. Schedule next conference call
- 10. Adjournment

BREADBASKET ZONE Anthony Thompson, Zone Rep

Committee Members: Heather Hagadorn, Norman Bower, Erin Sullivan, Tina Niell, Jane Owens, Hap Gentry, Jon Mesmer, Michael Ryan, Cindy Hawkins, Marcia Anziano, Linda McCowan, Carrie Stover, Pete Schwenker, John Hughes, Joy Stover, Anna Lea Roof, Bruce Hopson, Peggy Buchannan, and Jack Buchanan.

Discussions and projects since the last convention:

- 1. Omaha Masters hosted the Breadbasket SCY Zone Championship on 29-30-April-2006.
- 2. Several LMSC updated bylaws
- 3. The LMSC promoted and encouraged participation in the FINA World Masters Championship at Stanford for August 2006.

BREADBASKET ZONE MEETING AGENDA Saturday, September 16th, 10:30-11:45 am – Bugatti Royale

- 1. Introductions
- 2. Report from Breadbasket At-Large BOD
- 3. Report from Breadbasket Zone Rep
- 4. Promoting USMS
- 5. Recruiting and retaining USMS membership
- 6. Programs to improve services to our membership
- 7. Rotation and awarding of Zone SCY Championship
- 8. Interest in a Zone LCM Championship
- 9. Zone Top Ten and Records
- 10. Zone Funds
- 11. Combining LMSC and realigning Zone(s)
- 12. Grants available for Clinics and Convention

COLONIES ZONE Debbie Morrin-Nordlund, Zone Rep

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Post-2005 Convention

1. 2005 SCM zone championship meet hosted by Great Bay Masters and 2006 SCY by George Mason University Patriot Masters.
2. Mid-year meeting held at 2006 SCY Zone Championships in April

Action Items

1. Solicitation of nominations for 2006 Dot Donnelly Award (deadline 8/15/06)
2. Solicitation of Colonies Zone Championship Meet bids (2006 SCM deadline 7/1/06; all 2007 courses deadline 8/15/06)
3. Determination of Zone SCM championship host

COLONIES ZONE MEETING AGENDA

Saturday, September 16th, 10:30-11:45 am – Stearns Knight

1. Introductions
2. Approval of April 2006 meeting minutes Presentation of 2006 Colonies Zone Dot Donnelly Award
3. Colonies Zone 2007 Championships bids
4. New business

DIXIE ZONE

Debbie Cavanaugh, Zone Rep

Stu Marvin, Vice Zone Rep

For the second year in a row, the Dixie Zone has hosted 2 National Championship events. In May, Coral Springs played host to their 1st USMS SCY National Championship. They did a marvelous job. In men, women & combined scores, the zone placed 5 teams in the Top Ten. Gold Coast Masters led the way winning the Men & Combined & 2nd in the Woman's division. Rounding out the top ten scores include FLAQ, NCMS, FACT, & FMM. Six National records were also broken by our zone swimmers. Congratulations John Blank(3), Cav Cavanaugh(2), Florence Carr, Adam Jerger & Doug Malcolm(1). In June, Clemson Aquatic Team held the 1-3 miles Open Water Championship at Hartwell Lake, Clemson South Carolina. Congratulations to all Zone swimmers.

Since the convention I have mailed four newsletters. The October - December, January- March, April- June, & July- August issues. Each issue has been getting larger each time with some great contributions of articles from the Zone LMSC's.

I have also been working with the LMSC chair's to ensure that each LMSC has ByLaws and a grievance policy and to make sure that each LMSC is represented at convention.

We have a very hard working zone & without all of our commitment from our clubs, coaches, LMSC's, & volunteers none of this would be possible. Thank You!!! A special thank you to Ed Saltzman our record keeper & Dick Brewer our web master. You two do a remarkable job!!!!

DIXIE ZONE MEETING AGENDA

Saturday September 16th, 10:30-11:45 am - Pierce Arrow

1. Introductions
2. Zone Specific Tasks
 - a. Financial Reports
 - b. Newsletters
 - c. Top Ten Times
 - d. Records
 - e. Zone meets
 - f. Top Ten Patches
3. Zone Activities for 2006-2007
 - Championship Meet Bids
 - 2007 Calendar of Zone meets
 - Other Activities

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4. Discussion of "HOT" Convention Topics
5. New Business
6. Adjourn

GREAT LAKES ZONE

Mike Lemke, Zone Rep

The Great Lakes Zone is clipping along quite well with two members from our Zone (Meg Smath, Mark Gill) being elected to national office. LMSC reports submitted are as follows:

ILLINOIS LMSC had a very successful Short Course Season. They had over 500 swimmers participate in their State Meet. Mary Polhmann received the ILMSA Service Award. Corinee Grotenhuis from the Elgin Blue Waves received the ILMSA Coaches award. ILMSA has started a few new programs-scholarships for students under 24 years old, membership fee waivers for officials and swimmers over 75 years old. In September, they will be offering a coaches safety course for registered ILMSA coaches.

LAKE ERIE LMSC has elected a new Chair, Laura Kessler. They hosted TWO national championships already in 2006 - the One Hour Postal Championship and the 1-Mile Long Distance National Championship. Lake Erie LMSC continues to host regular local swim meets about every six weeks, including during the long course and short course seasons.

WISCONSIN LMSC reports:

Wisconsin has a new Coach's rep in Joel Rollings. Joel is an Assist. Coach at UW-Milwaukee, has served as an Age-Group coach with Germantown Swim Club; is the Senior Rep for Wisconsin Swimming.

Our Short-Course State Meet in Kenosha at Carthage College hosted 107 swimmers in April.

Our Badger State Games is a "Recognized" meet and serves as our Long-Course State Meet too. For this event we had 143 registered swimmers.

Currently we have 424 registered swimmers in Wisconsin.

We are holding our 4th Annual Madison Open Water Swim, moving it this year to the Wisconsin Ironman course and using the Ironman distances of 1.2 and 2.4 miles. We're very optimistic about its success! I would like to second the nomination of Cheryl Gettelfinger for temp Chair of Zone. While Wisconsin has not had a need for a grievance panel I would be interested in hearing other LMSC's experience and ideas.

INDIANA LMSC reports that they have updated and approved new by-laws (the old by-laws were typed on a typewriter they were that old) and is currently working to add a policies and procedures manual that is referenced in our by-laws. They also recently updated Places to Swim for Indiana. Indy SwimFit hosted 120 swimmers at the Firecracker Long Course Invitational and there were two national records and one world record. GRIN has set the date of Oct 21 and 22 for the Fall Classic (SCM).

GREAT LAKES ZONE MEETING AGENDA

Saturday, September 16th, 10:30-11:45 am – Stanley Steamer

- Roll call and approval of minutes
- Approve temporary chair of meeting
- LMSC Reports
- Old business
- Open to floor
- Meet schedule and discussion of scheduling issues
- Interim Zone meetings
- Great Lakes Zone Grant possibilities and Great Lakes Zone budget

NORTHWEST ZONE

Jane Moore, Zone Rep

The 2005 Northwest Zone Short Course Meters Championship was hosted in November at David Douglas High School, Portland OR. The 2006 Northwest Zone Short Course Yard Championship was held at the Boise Aquatic Center on April 28 – 30, hosted by Sawtooth Masters and the Boise YMCA Swim Team. The Northwest Zone 2006 Open Water Championship will be July 22 at Lake Padden, Bellingham, WA.

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The Federal Way Kings (PNA) are hosting the 2006 Check-Off Challenge Postal Fitness Event. The theme is Veni, Vidi, Swimi: I came, I saw, I swam it all.

Pacific Northwest Association of Masters Swimmers will host 2007 USMS Short Course National Championships at the Weyerhaeuser King County Aquatic Center (WKCAC) in Federal Way, WA May 17 – 20. To warm-up for the big event, the meet organizing committee will also put on the 2006 Northwest Zone Short Course Meters Championship November 18 – 19 and the 2007 Pacific Northwest Association Championship Meet April 14 – 15. All meets will be at WKCAC.

The Inland Northwest LMSC will host the 2007 USMS 1-3 Mile Open Water Championship on August 4 at the Long Bridge Swim in Lake Pend Oreille, Sandpoint, ID.

Sawtooth Masters of the Snake River LMSC will put on the 2007 USMS 3000/6000 Yard Postal Championships.

During the past year several swim clinics were held in the Northwest Zone. Montana Masters held a mentor clinic with Aaron Piersol. Oregon Masters had a clinic with Tom Jager. PNA held two clinics featuring Bob Bruce. All were well attended.

The Northwest Zone Chatter (newsletter) has been distributed electronically semi-monthly. It contains a calendar of events in the zone and information on activities in each of the LMSCs in the Northwest Zone. Updates to the web page are planned for the near future.

NORTHWEST ZONE MEETING AGENDA **Saturday, September 16th, 10:30-44:45 am – Rolls Royce**

1. Introductions
2. Approval of minutes from November 2005 meeting
3. Financial Report – Sarah Welch, NW Zone Treasurer
4. Zone Rep report
5. Old Business
 - a. Zone Event Reports
 - i. 2005 SCM Champs – Portland
 - ii. 2006 SCY Champs – Boise
 - iii. 2006 Open Water - Bellingham
 - b. Upcoming Events
 - i. 2006 SCM Champs – Federal Way – November 18-19
 - ii. 2007 USMS1-3 Mile Open Water National Championship – August 4; Sandpoint, D
 - iii. 2007 USMS 300/6000 Yard Postal Championship – Sawtooth Masters
 - c. Other
6. New Business
 - a. 2007 Northwest Zone SCY Championships
 - b. Convention issues
 - c. Other
7. LMSC Reports

OCEANA ZONE **Janet Renner, Zone Rep**

Opening paragraph:

Registered masters swimmers thru PMS is up, and they are all very diligently working on the hosting of World's next month.

Hawaii's registered masters swimmers are down by approximately 80 swimmers from last year. We believe we have identified one of the causes and are working on resolving the issue. We have our largest contingent of Hawaii Masters swimmers competing together outside of Hawaii ever - 20 swimmers from Hawaii will be attending World's. Our LMSC has printed t-shirts for the group, the first time since we hosted USMS SC Nationals in 2002. We have numerous open water swims running throughout the state thru early fall. We have a new masters club on Kauai, Swim Kauai Aquatics, and their head coach Ro Davis is our new V.P. for our LMSC.

OCEANA ZONE MEETING AGENDA **Saturday, September 16th, 10:30-11:45 am - Cord**

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1. Call to order, take roll, introductions
2. Pacific summary (current registrants, Worlds)
3. Hawaii summary (current registrants, World's participation, Events in Hawaii, New V.P. for Kauai)
4. Old Business
5. New Business
6. Adjournment

SOUTH CENTRAL ZONE Marcia Marcantonio, Zone Rep

Ongoing tasks:

1. Event submission to the USMS calendar of events
2. Revision of criteria for zone championship meets
3. Updating zone records
4. Editing of zone manual
5. Meeting on the monthly conference calls
6. Conducting quarterly delegate meetings via email
7. Soliciting bids for zone championships
8. Maintaining pool length certificates file
9. Informing the zone about mentor clinics, convention grants

SOUTH CENTRAL ZONE MEETING AGENDA Saturday, September 16th, 10:30-44:45 am – Desoto B

1. Competition calendar
2. Zone meet reports, clinic reports
3. Review zone meet bids
4. Discussion of bid for Nationals
5. Approval of zone calendar
6. LMSC reports
7. Old and new business

SOUTHWEST ZONE Tom Boyd, Zone Rep

The Southwest zone has had mixed growth, with membership up over 10% in the SPMA, down 6% in San Diego Imperial, up slightly in New Mexico and no report from Arizona. We held a SCY zone championship in San Diego, and will be holding LCM in Mission Viejo in July and SCM in Arizona in December. The decline in membership in SD-I is believed to be due to the high numbers last year from the close proximity of LC Nationals. San Diego has also suffered a large number of city pool closures that have made it more difficult for clubs to find pool time. New Mexico is showing new life with a core of interested officers and will have its first delegate to convention in a long time. We hope that we can find ways to support New Mexico in its efforts to achieve critical mass. SPMA continues high membership and strong operations. Meets are up and ocean event are down. The SPMA has also upgraded its video library to DVD in the past year.

Discussions and projects since the last convention:

1. Identify and recruit delegate to national convention from New Mexico - done
2. Conduct zone championships in all courses – on schedule

SOUTH CENTRAL ZONE MEETING AGENDA Saturday, September 16th, 10:30-11:45 am – Desoto A

1. Minutes from South West Zone meeting Sept. 2005
2. Reports
 - Chair
 - Treasurer
3. New Business
4. Web site updates
5. Event schedules

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6. Budget requests
7. Old Business
8. Adjourn

**UNITED STATES MASTERS SWIMMING
ENDOWMENT FUND BOARD OF GOVERNORS**
Doug Church, Chair

Committee Members: Mark Gill, Ted Hartz, June Krauser, Jim Miller, Rob Copeland, Jody Wellborn, Mel Goldstein, Tom Boak, Julie Heather, Michael Heather, Patty Miller, Dan Gruender, Leo Letendre, Meg Smath, Mike Laux

Opening paragraph:

The United States Masters Swimming Endowment Fund was established to provide a philanthropic means of supporting projects that benefit Masters swimmers and to receive gifts and contributions as memorials or honoraria recognizing achievements by Masters swimmers. It is governed by the Board of Governors which receives and approves grant requests and otherwise governs the activities of the Endowment Fund.

Discussions and projects since the last convention:

1. The HOD authorized the expenditure of \$5,000 from the Endowment Fund in support of Katrina relief for Masters swimmers affected by the Hurricane. In addition, Ohio Masters raised money specified for Katrina relief and others made restricted gift donations to the Endowment Fund for Katrina relief. \$8,059.50 was distributed through the USMS Katrina Relief Task Force.
2. The BOG of the Endowment Fund has received an informal request for funding for 2006 and anticipates receiving at least one formal request before convention.

Action items:

1. At convention, all formal requests for funding will be considered and voted on.

AD HOC ENDOWMENT FUND BOARD OF GOVERNORS MEETING AGENDA
Wednesday, September 13th, 6:00-7:00 pm – Thomas

1. Call to order.
2. Review of financial report for 2005 and current 2006.
3. Consideration of Grant requests.
4. Other old business.
5. New business.
6. Adjourn.

AD HOC ISHOF NOMINATING COMMITTEE
Ginger Pierson, Chair
Carolyn Boak, Vice Chair

Committee Members: Peggy Buchanan, Marcia Cleveland, Barbara Dunbar, Mel Goldstein, Dan Gruender, F H Ted Haartz, Graham Johnston, June Krauser, Stu Marvin, Executive Committee Liaison, Mark Gill

Opening paragraph:

It is an ongoing process that this committee is dedicated to bringing, to THE ISHOF, the best candidate that USMS has to offer.

Discussions and projects since the last convention:

1. Rewriting of the Athlete Candidate Selection Policy to include IMSHOF
2. Rewriting of the Coaches Selection Policy
3. Update ISHOF database
4. Select 2008 nominee

Action items:

1. Approved Selection Policy to include Candidate Selection to IMSHOF
2. Approved the Coaches Selection Policy
3. Database updated
4. Selected 2008 USMS candidate
5. Prepare dossier for 2008 candidate

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AD HOC ISHOF NOMINATING COMMITTEE MEETING AGENDA
Friday, September 15th 10:30-11:30 AM – Regency E&F

1. Call to order
2. Roll call, introductions, and welcome
3. 2005 Minutes
4. Financial Report
5. Briefly discuss legislation issues for 2007
 - a.) Committee vs Ad Hoc
 - b.) "Clearing House" (nominees from committees for USMS)
6. Announcements
 - a.) 2007 ISHOF Inductees: not known at this time
 - b.) 2007 US IMSHOF Inductees: Jean Dursten (S), Karlyn Pipes Nielsen (S), Suzanne Heim Bowen (LD), Woodrow Bowersock (S), Sandy Galletly (S) (US & GB), Ronald Johnson (S), Tom Hairbedian (D)
 - c.) Other – our 2008 USMS ISHOF nominee automatic nominee for IMSHOF
7. Miscellaneous agenda items (If time permits)
8. Action items
 - a.) Policy: How do we select an IMSHOF, only, candidate?
 - Pool – automatically selected via the point system
 - Receive nominations from LD, Coaches, Pioneer/Contributor (Recognition & Awards Committee)
 - Other
 - b.) 2008 USMS ISHOF candidate selected (dossier almost complete)
 - c.) ISHOF database complete as of 5/06
9. Adjournment