

Committee Name:	Recognition & Awards	Session #:	Report #:
Committee Chair:	Ray Novitske	Vice Chair:	Megan Lassen
Minutes recorded by:	Ray Novitske	Date/time of meeting:	Dec 11, 2017 8:00 pm EDT

Motions Passed:

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Number of committee members present: 11	Absent: 4	Number of other delegates present: 0
Committee members present (list all, including chair and vice chair): Ray Novitske (Chair), Megan Lassen (Vice Chair), Marcia Benjamin, Carolyn Boak, Nadine Day, Barry Fasbender, Rich Burns, Cathy Hallman-Kenner, Linda Bostic, Ginger Pierson, Laura Val, Chris Colburn VP, Jessica Porter – ex officio, Onshalee Promchitmart – ex officio		

Minutes

The meeting was called to order at 8:00 pm EST

1. Roll call was taken and a quorum established. No one accepted the task of taking minutes.
2. Ray reviewed the communications policies that will be similar as last year.
 - a. We have a Recognition and Awards committee discussion forum on the USMS web site that requires log-in to be visible
 - b. We have an email list: recognition-committee@usms.org. Email sent to it is sent to everyone on the committee.
 - c. We have two additional one-hour conference calls during the year – around March and around August.
2. Comments and evaluations on 2017 goals were for the most part reviewed during the convention meeting, and minutes are on the USMS web site. In addition to our service awards, we coordinate service awards from other committees. During the past few years we also accepted tasks to promote service awards.
 - a. Increasing nominations was successful last year as we received a record number for all but the Dorothy Donnelly Service Award. This task included promoting the presentations to recipients at the convention, sending reminders to LMSCs and placing notices in the SWIMMER magazine and Spring Nationals meet program.
 - b. Some award web pages for recipients of the DDSA and all recipients of the Ransom J Arthur Award are developed and posted, but the remaining recipients need write-ups.
 - c. Without additional traffic and sales, the volunteer recognition store is in danger of being ended.
 - d. Our honor contributor nomination to IMSHOF, Walt Reid, was not inducted, and will be resubmitted this year.
 - e. The committee presented a workshop at the convention that seemed to be well-received.
3. Annual awards
 - a. Ransom J. Arthur Award - Nadine reported that we will need to reorder some supplies for the award. We generally purchase awards for several years at a time. This year a voting system that uses a ranking system with points to avoid runoff voting a second time will be used, as per our revised Operating Guidelines approved last year. Sally and Nadine will again work together to administer the award.
 - b. June Krauser Communications Award - Ray will hold the subcommittee chair for Nancy if she would like to continue in that role. The evaluation subcommittee will include Barry, Marcia, and Megan. Megan will lead the continuing discussion from last year on updating the judging criteria to include evolving communication methods beyond newsletters and email. Ray will review requirements for makeup of the evaluation subcommittee to be sure we comply.
 - c. Club of the Year Award – Laura will chair the subcommittee this year. Carolyn, Megan, Linda, and Ginger will be on the evaluation subcommittee. Ray will review the evaluation committee makeup as our Operating Guidelines require representation from other USMS committees.
 - d. Dorothy Donnelly Service Award – this is selected by the Chair, the Vice Chair, and the USMS President.
4. Agreeing on committee goals for the year.
 - a. It was agreed that devoting time to increasing nominations for 2018 national service awards would not be a high priority given the recent success. Normal methods for notification of upcoming deadlines will be used this year.
 - b. After discussion, it was decided to continue to promote service awards and recognition on the local level. Several suggestions were made, and it was noted that we are referring to service awards as well as service recognition. Nadine, Ginger, Cathy, and Megan agreed to work on this task.

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- c. Web site award recipient bios will require continuing work this year to complete. We would also like other committees with service awards to fill in their recipient pages, too. Rich, Marcia, Cathy will work on these and Sally will be final editor.
- d. Our IMSHOF honor contributor nomination will be submitted again this year. In addition, Ray would like the committee to identify other possible honor contributors to monitor in the coming years for possible future nominations.
- e. Ray reported that IMSHOF contacted the National Office regarding some proposals for changing IMSHOF induction requirements, which in turn asked us to respond. It is noted that our committee recognizes volunteer service, not athletic accomplishment, although several IMSHOF inductees serve on our committee. One proposal involved giving more weight to world records due to the fact that so few are broken these days. Another involved inducting coaches, and another involved initiating an annual inspirational award. The subcommittee of Rich, Laura, Ginger, and Carolyn will set up a conference call with IMSHOF to discuss the first proposal. Ray will contact the coaches committee for input on the second, and will assemble possible inspirational award criteria that some LMSCs may use in order to send to IMSHOF as examples.

The meeting was adjourned at 9:09 pm EDT
