

Committee Name:	Board of Directors	Session #:	1	Report #:	1
Committee Chair:	Nadine Day	Vice Chair:			
Minutes recorded by:	Chris Colburn	Date/time of meeting:	12/15/2014 8:30pm EST		

Motions Passed:

1. MSA to approve the Executive Director's 2015 Bonus Goals.
2. MSA to appoint Dan Cox to fill the unexpired term of the At-Large Director for the Great Lakes Zone.

Number of committee members present:	Absent:	Number of other delegates present: 1
<p>Committee members present (list all, including chair and vice chair): Nadine Day - President called the meeting to order at 8:32pm EST. Also present were: Chris Stevenson - VP of Local Operations; Chris McGiffin - VP of Programs; Jody Smith -VP of Community Services; Chris Colburn – Secretary; Phil Dodson – Treasurer; Patty Miller - Legal Counsel; At-Large Directors: Bruce Hopson (Breadbasket); Dave Diehl (Colonies); Sean Fitzgerald (Dixie); Sarah Welch (Northwest); Leianne Crittenden (Oceana); Jill Gellatly (South Central) and Laura Winslow (Southwest); Rob Butcher – Executive Director; Dave Coddington (USA Swimming Liaison to USMS); Past Presidents: Jeff Moxie, Rob Copeland, Jim Miller, Nancy Ridout and Ted Haartz.</p> <p>Not present: Ed Tsuzuki - VP of Administration; Past Presidents: Mike Laux, Dan Gruender, and Tom Boak; Mel Goldstein is recused from the Board due to his contractor position with USMS.</p> <p>Guests: Ed Coates, Chair, Compensation and Benefits Committee.</p>		

Minutes

The meeting was called to order at 8:32pm EST.

1. 2015 Executive Director Bonus Goals (Ed Coates): Ed spoke to the categories to be used to calculate the Executive Director's Bonus Goals for 2015. The categories will be the same as in 2014. The Compensation and Benefits Committee met last week to review, and is recommending the presented 2015 Bonus Goals. The numbers included were reviewed and verified by Phil Dodson. The Executive Director's 2014 bonus will be presented and approved at the 2015 Winter Board Meeting. Discussion centered on how the criteria were determined to account for the objectives. One important consideration involved the accumulation of a surplus, and how that is not necessarily an issue for a non-profit. MS to approve the Executive Director's 2015 Bonus Goals. Phil requested that a motion to approve the goals be tabled to consider the goals presented for the next Board Meeting. Debate proceeded on why the goals approval should or should not be tabled. Phil's motion failed for lack of a second. **MSA to approve the Executive Director's 2015 Bonus Goals.** Nadine thanked Ed for his and the committee's time.
2. Due to additional discussion regarding the 11/17/2014 BOD minutes, a recommendation to approve the 11/17/2014 BOD conference call minutes was retracted.
3. President's Update (Nadine):
 - a. The Board entered Executive Session at 8:57pm to address a Board issue. The Board exited Executive Session at 8:59pm. The Board has accepted the resignation of C.J. Rushman from all USMS positions. **MSA to appoint Dan Cox to fill the unexpired term of the At-Large Director for the Great Lakes Zone.**
4. Officer Updates:
 - a. Ed, Chris McGiffin, and Jody had nothing to add to their reports (attached in the Appendix below).
 - b. Chris Stevenson had a discussion with his committee chairs with the roles of the Staff Liaisons in committee business. Rob Butcher and Nadine provided some clarification.
5. Executive Director Update (Rob Butcher):
 - a. There were no additions to the report sent to the Board (also attached below).
 - b. Chris McGiffin asked a personnel question regarding the Adult Learn-to-Swim position, and Rob Butcher mentioned that the position is currently on hold. Nancy asked a question regarding resources. Rob directed Nancy to usms.org/learntoswim/ for resources currently available.
6. LMSC Leadership Summit Update (Jill):
 - a. The Task Force is evaluating survey results. RSVPs are due January 2. More details on the timeline will be forthcoming in January.
7. Open Water Task Force Update (Jim): No report.
8. Financial Update on Insurance Cost Sharing (Phil): No report.

9. USMS Sanction Event Branding Task Force (Rob Copeland): Rob indicated that the working title is SCARE (Sanctions, Competition, and Recognized Events). The members of the task force are Jeanne Seidler, Michael Moore, Ed Saltzmann, Heather Stevenson, and Sean Fitzgerald; ex-officio: Chris McGiffin. Staff liaison per Rob Butcher is Anna Lea Matysek. The group is still putting together its scope and goals. Chris McGiffin had some questions about document management and its scope for the task force.
10. Winter BOD Meeting (Nadine): Please send Claudia travel information as soon as possible.
11. New Business:
 - a. Phil requested that we have 100% Board participation in contributing to the Swimming Saves Lives Fund.
 - b. Rob Copeland reminded the Board members to renew their registrations with USMS for 2015.
12. Next meeting will be January 19, 2015 at 8:30pm EST.

The meeting was adjourned at 9:22pm EST.

Respectfully Submitted,
Chris Colburn, Secretary

APPENDIX
Vice President Programs Report to the BOD
December 11, 2014

Long Distance Committee

◆ Meetings held: 11/23, planning to meet every 6 weeks.

◆ Highlights:

1. 2015 Committee Goals
 - a. 1 Vice Chair, Ali Hall is leading a sub group to identify possible 2015 goals
- 1.2 Committee will utilize the Discussion Forum for communications. Demo planned for next meeting.
2. Wrap-up of 2014 goals
 - ◆ To increase the number of qualified bids received for review for all of the Postal and Open Water National Championships. [Complete]
 - ◆ To restructure the NC bid forms distribution and collection process to streamline the collection and compilation process for the LDC. [Complete]
 - ◆ Begin development of a multiple-day LD festival. [Complete]
 - ◆ Increase participation in OW and Postal National Championship by 10% [Complete]
3. Ongoing Subgroup activities:
 - 3.1 Documents Sub-Committee - James, lead; Rob (OWGTO), Bob (ePostal manual), Rendy to help where needed.
 - Reviewed the Guidelines that are attached to the OWNC & ePostal Timelines and made some adjustments to reflect changes brought about by policy changes (due dates for performance bond, final entry, OWNC safety plans, etc.). Changes need to be incorporated into the ePostal & OW GTOs & Liaisons Guides.
 - 3.2 NC Oversight - Donn lead; James, Ali & Bob (ePostals)
 - Contracts have gone out and timelines shared with liaisons. Postal contracts & performance bonds were due 11/15. OW contracts due Dec. 1.
 - Championship Packets: For OHeP & other ePostals to be sent ~12/1 to liaisons; for OWNCs by January 15.

2015 LD National Championships:

- Del Valle Open Water Festival (Livermore, CA) 10K (6.2 miles) 6/13
- Liaison: Bruce Hopson backup: Phyllis Quinn & Rendy Opdycke
- Del Valle Open Water Festival (Livermore, CA) 1 mile 6/14
- Liaison: Bob Bruce backup: Phyllis Quinn & Rendy Opdycke
- Morse Reservoir Open Water Swim (Noblesville, IN) 15K (9.3 miles) 6/20
- Liaison: Ali Hall backup: Rob Copeland
- Central Oregon Masters (Foster Lake, OR) 2-mile cable 6/27
- Liaison: Jill Wright backup: Donn Livoni & Mike Fanelli
- Green Leaf Racing (Lake George, NY) 2.5K (2.55 mile) 8/29
- Liaison: Colleen Driscoll backup: Denise Brown
- Big Shoulders Open Water Swim (Chicago, IL) 5K (3.1 miles) 9/12
- Liaison: Bruce Hopson backup: Robert Zeitner

- OHeP: Chicago Smelts

Liaison: James Biles backup: Denise Brown & Jill Wright

- 5,000M/10,000M ePostal: Central Oregon Masters

Liaison: Greta van Meeteren backup: Michael Fanelli

- 3,000/6,000 ePostal: Davis Aquatic Masters

Liaison: James Biles backup: Jill Wright

3.3 Rules/Legislation - Bob lead; Donn, Lynn, Bruce, Rob

- Prepared and submitted the final rulebook text for part 3 of the 2015 rulebook to the National Office.
- Prepared and submitted a short summary of the major rules changes for publication in a future issue of “Streamlines”. Selected these four changes as the major ones:

a) Water temperature & quality (new 302.2.2)

b) Drafting when motorized escorts are used (303.3.5-6)

c) Swimwear (303.7)

d) Independent Safety Monitors (303.8)

- Started a working list of legislation considerations for 2015. Since several groups—ourselves, the Open Water Committee, and an Open Water Task Force commissioned by the USMS Board of Directors—are working on the many sides of open water business, we could have an interesting year.
- Started a working list of rule considerations for 2016.

3.4 Patches, All-Americans, Records, All-Stars (PARA) - Greta, Lead: (Patches & Awards - Robert & James; All-Americans (AA) - Men - Rob & Greta/Denise; (AA) Women - Greta & Rob/Denise; (AA) Relays - Phyllis & Jill/Denise; Records - Jill & Bruce/Michael, All-Stars - Rob & Rendy/Michael); Postal Series - Robert & James/Bruce)

- Most of the 2014 work is done as far as the LDAs and the LDAA relays are concerned. Still awaiting the results of the 3,000 and 6,000 ePostal championships of course. Rob C. has started the work on the LD All Stars.

3.5 Safety - Bill Roach, lead; Bob, Rob, Donn

3.6 Communications - Ali, lead; Rendy

- Will be meeting virtually with Laura and Elaine in December (TBD) to begin our work. Thank you, Rendy, for embracing the communications work.

3.7 Club Assistant - Colleen & Phyllis

3.8 2017 NC Selection - Ali lead; Robert, Denise, Colleen, & Phyllis

♦ Next Meeting: 1/4/2015

Officials Committee

♦ Meetings held: none scheduled yet

♦ Highlights: No Report

♦ Next Meeting: TBD

Open Water Committee

♦ Meetings held: first meeting is 12/14

♦ Highlights:

1. 2015 Committee Goals.

- The projects discussed in the meeting were designed to meet the following Open Water Committee goals. There were no changes proposed to the goals.
- 3. Promote the development of and participation in USMS open water swimming.
- 4. Provide open water education for USMS managers, LMSC administrators, event hosts and swimmers.
- 5. Enhance the safety of USMS sanctioned events.
- 6. Develop and maintain publications that support achievement of the committee goals.

2. OW Management Subcommittee

- a. Water Temperature Collars Plan - Bob Bruce
- b. Independent Safety Monitor Plan - Bob Bruce & Jim Wheeler
- c. Officials Training with USA Swimming - Bill Roach

3. OWGTO - Rob Copeland

4. OWC Subcommittees (TBD)

◆ Next Meeting: 1/11/2015

Chairs/Vice Chairs Meetings

- ◆ Purpose: Periodic checkpoint to review/discuss any hot topics, committee goal progress, volunteer mentoring, and recognition.
- ◆ Meetings held: 11/6
- ◆ Highlights:

1. 2015 Goals

- a. Committees are drafting their goals for 2015.
- b. Forums - Used by Officials and OW to post/discuss goals. LD used email as primary tool last year, but is going to use the forum this year.

2. Mentoring new committee members

- a. Officials: 3 new people. Pair with active
- b. LD: 2 new people. Liaison training.
- c. OW: 6 new people. Subcommittee matching.

3. Hot topics

- a. Open Water Task Force (Sustainable business model, Bob Bruce and Jim Wheeler are now voting members from LD and OW)
 - b. OWTF will be convening at 6pm Eastern on 11/13.
 - c. OW Officials workshop (Sandy Drake) - April workshop in Ft. Meyers. Ed to send out electronic documents from his attendance at last year's clinic for everyone's reference.
 - d. New temperature collar rules (LD6)
 - e. New Independent Safety Monitor (LD40)
- Bob B., Jim W., Bill R. (OW Compliance Coordinator) working on the two items above.
 - Initial plan is to have an Independent Safety monitor at the OW NCs and the three (3) largest sanctioned events. Group is going to draft qualifications and LMSC implementation plan (i.e., education). This is not a Safety Director role.
 - f. OW Officials training via USA Swimming workshops.
 - April 2015. Online USA Swimming certification is offered. \$5000 in OW budget to defray cost of attendees. Lynn and team will be determining who will be invited to go.
 - g. OW National Championships (avoiding future date conflicts, NO presence)
 - Donn and Jeff to plan on keeping communication wide open during bid reviews. Donn will coordinate things with Jeff when the time approaches.
 - NO presence - Communications Liaisons from LD will work directly with Laura H. to discuss the details.
 - Communication Liaisons: Ali H./Rendy O. are assigned from LD, Laura is ex-Officio on Officials, OW assignment is open at this time (Lynn to confirm).
 - h. OW Sanction readiness (Insurance Surcharge Rebate panel)
 - new 2015 panel will be chaired by Susan Kirk. There was a suggestion that announcements about the rebate program should be shared directly with the Zone Chairs for them to communicate via zone channels (i.e., newsletter, web site, etc.).
 - Lynn mentioned that she expects the Rules implementation procedures related to thermal plans and Independent Safety Monitors will be needed/posted before Sanctions are issued.
 - i. Liaisons for NO publicity (Swimmer, Streamlines)
 - j. Officials documents online?
 - Per Ed, ten documents posted. Some more to be posted early in 2015.
 - A USMS Event Branding task force being formed, and objectives may include reorganizing GTO documents. Ed S. will participate on the task force, but the full task force membership has not been announced.
 - k. USMS Officials Certification for category 1 meet officials (input/feedback from committee, BOD review)
 - Per Ed S., this is currently in a review phase. When committee has a final draft it will be shared with the BOD for a review before any formal launch.
 - l. IT Projects
 - USMS Project List was distributed to Committee Chairs on 12/3. **Request for committees to prioritize their respective project items by 1/9/15.**

◆ Next Meeting: January 2015 Date/Time are TBD

Local Operations Quarterly Report

December, 2014

History and Archives

The History and Archives Committee records, collects, and preserves documents, stories, photos, exhibits, oral histories, and other memorabilia in an appropriate repository and in durable formats to ensure that the achievements of USMS and Masters swimmers will be maintained for posterity. The archived information shall be made available. The committee consists of the committee chair and sufficient members to execute the committee function.

Three conference calls are scheduled to discuss committee progress, problems and concerns. The first one will take place in January 2015. All committee members have selected one or more projects for the coming year. Below are the current projects in progress:

1. Verification of registrations from 1987 and earlier: John Bauman, Barbara Dunbar, and Anna Lea Matysek.
2. Identification of Top 10 Swimmers who are missing permanent IDs: Barbara Dunbar, Kim Lloyd, Marie Vellucci, Skip Thompson, and Meegan Wilson.
3. Addition to the USMS website of Top 10 Relay listings for years prior to 1998: The H&A Committee is collaborating with the Records and Tabulation Committee, Walt Reid, and Mary Beth Windrath on this project. Those digitizing Top 10 Relay results are: Jennifer Carlson (1987 SCY) and Ginger Pierson (1988 SCY). Those adding missing IDs to Top 10 Relay results are: Barbara Dunbar (1992 SCY), Kim Lloyd (1991 SCY), Steve White (1990 SCY), Meegan Wilson (1989 SCY), and Ken Winterberger (1993 SCY).
4. Adding, Updating, and Correcting Swimmer Stories: Jane Saint-Amour, Joan Campbell, Margie Hutinger, Cheryl Gettelfinger (finished 2014 Dorothy Donnelly Service Award stories), and Meegan Wilson.
5. Location of official 1974-1991 Open Water and Long Distance National Championship Results and submission of those results for posting onto the USMS web site: Barbara Dunbar and Meegan Wilson.
6. Update of the Olympian Masters List: Gail Roper and Anna Lea Matysek.
7. Addition of missing dates for old pool National Records (in collaboration with the Records and Tabulation Committee): John Bauman and Margie Hutinger.
8. Locate and scan Early USMS Documents: Barbara Dunbar and Meegan Wilson.

Meegan Wilson, chair
Barbara Dunbar, vice chair
John Bauman
Joan Campbell
Jennifer Carlson
Margie Hutinger
Kimberly Lloyd
Jayne Saint-Amour
Gail Roper
Skip Thompson
Marie Vellucci
Steve White
Ken Winterberger

Ex-officio:

Anna Lea Matysek, staff
Cheryl Gettelfinger, R&A
Chris Stevenson, VP

LMSC Development

The LMSC Development Committee works to strengthen LMSC governance and operations by providing educational opportunities and mentoring for LMSC boards and officers. The committee provides support for LMSCs. The committee reviews and identifies LMSCs that are not meeting LMSC standards as defined by the Board of Directors and assists them in achieving compliance. The committee consults with other committees, coordinators, and special appointments as necessary for this purpose. The committee may initiate and shall receive, consider, and report proposed amendments to Appendix D: Zone and LMSC Boundaries. The committee consists of the committee chair and sufficient members to execute the committee function.

- The committee met on Nov 19 to finalize subcommittee participants and leaders, review 2014 goals and review our ongoing projects.
- Since convention, two Registrar Peer-to-Peer (P2P) teleconferences were held. Twenty-one registrars attended with five attending both sessions. We have scheduled a Treasurer P2P and Meet Directors P2P for January. The committee also arranged for Bill Brenner and Bill Meier to present two sessions of a webinar on the Adult Learn to Swim certification program and the impact it can have within an LMSC.
- Paige Buehler and Dan Cox are serving on the LMSC Leadership Summit Task Force to determine workshops to be held at the March summit.
- The committee is in the process of setting 2015 goals.

Paige Buehler, chair

Dan Cox, vice chair

Linda Chapman

Jerry Clark

Randy Crutchfield

Vicki Hill

Tim Lecrone

Hugh Moore

Erin Sullivan

Zone chairs:

Tyler Blessing (South Central)

Matt Hooper (Dixie)

Mary Hull (Southwest)

Michael Moore (Oceana)

Lori Payne (Breadbasket)

Jeff Strahota (Colonies)

Tim Waud (Northwest)

Ex-officio:

Anna Lea Matysek, staff

Chris Stevenson, VP

Recognition and Awards

The Recognition and Awards Committee promotes recognition of service to USMS. The committee reviews and approves proposals for all official USMS service awards and ensure that a history of all service awards is maintained. The committee is involved in determining method of recognition and recipient selection when appropriate. The committee consists of the committee chair, at least four Ransom J. Arthur award recipients, representatives from the Coaches, Long Distance, Records and Tabulation, and History and Archives Committees, and sufficient other members to execute the committee function.

1. The committee held its first conference call on Nov 30 and assigned chairs and some judging committee members for our annual awards:
 - Ransom J Arthur Award
 - Club of the Year Award
 - June Krauser Communications Award
 - Dorothy Donnelly Service Award
2. The committee set goals and settled on projects for the year that include:

Ray Novitske, chair

Sally Dillon (RJA), vice chair

Richard Burns

Betsy Durrant (RJA)

Maria Elias-Williams

Cheryl Gettelfinger (R&T, H&A)

Heather Howland (Coaches)

Megan Lassen

Erin Matthews (Coaches)

Hugh Moore (RJA)

Mark Moore

Kerry O'Brien

Lori Payne

Nancy Ridout (RJA)

Laura Val

Robert Zeitner (LD)

Ex-officio:

Tracy Grilli, staff

Chris Stevenson, VP

- Continuation of the effort to increase nominations for our service awards, especially the June Krauser Communications and Club of the Year awards. A chair and subcommittees were assigned for this effort going into 2015, utilizing most of the same members as last year. National publications has volunteered to help and review the 'press releases' of the award recipients for next year.
- Continuation of the promotion of awards at the LMSC local level. With the survey completed in 2014, a subcommittee will now begin to develop suggested award criteria to help LMSCs develop service awards, and work to develop some materials LMSCs can use as awards.
- Revising some of the nomination criteria requested to help make nominations as well as selections more streamlined and easy to compare against each other. This will be done by the selection committees and interested members.
- Explore bios of possible nominees to the IMSHOF to make a selection, and begin the process of assembling a nomination package. A subcommittee has been formed to do this task.

Records and Tabulation

The Records and Tabulation Committee establishes and maintains standardized processes of recording and verifying times, and publishes the Top 10 times, All-American and All-Star rosters, and USMS national records annually for each course. The committee consists of the committee chair and sufficient members to execute the committee function.

Committee plans for 2014-2015:

1. Continue with oversight of USMS Top 10 tabulations
2. Walt Reid to continue as National Records Administrator
 - Walt recently completed historical records progression for both relays and individual records. Will ask for feedback and inspection of the data as some of the very old data is less complete.
3. Focus on tasks remaining in End to End Event Management (E2EEM).
 - Pool measurement database (Mike Abegg)
 - Record check function in Top 10 tools
4. Review and prioritize projects list recently shared from the Projects Committee.
5. Collaborate with LMSC Development on reviewing LMSC Standards for Top 10 Recording.
6. Evaluate potential Legislation proposals for next convention.
 - Possible less verbose 202.1.1.A3
 - Other as determined by the committee

Jeanne Seidler, chair
Greg Danner, vice chair
 Mike Abegg
 David Bergquist
 MJ Caswell
 Cheryl Gettelfinger
 Walt Reid, Nat'l Records Admin
 Mary Sweat
 Luke Shaheen
 Kim THorton
 Hans van Meeteren
Ex-officio
 Jim Matysek, staff
 Mary Beth Windrath, Nat'l Swims Admin
 Chris Stevenson, VP

7. Work on satisfying specific requests from the Top 10 Community
 - Mentoring new Top 10 Recorders
 - Request for visibility to Sanction information, particularly contact info.
 - Document in GTO: hints and tips for Top 10 processing recognized meets.
 - Possible Youtube video illustrating how to measure pool with laser, however this might be a little unrealistic to accomplish unless we find someone with equipment and software and a laser measuring setup.
8. Continue behind-the-scenes work with queries from the swimming community on various RT questions/answers and issues.



VP Administration Report to the BOD

December 14, 2014

Following are updates from the Championship, Legislation, Registration and Rules committees.

- **Championship (Jeff Roddin, Chair)**

- **Goals** (for 2014-2015)

- Investigate allowing coaches to enter relays online prior to Nationals
- Form a subcommittee to find and analyze historical data on current policies being implemented to shorten the length of the meet (e.g. when to deck seed vs preseed, when to seed by age group vs time, etc.)
- Service animal policy – create policy with guidelines to give to the meet hosts and pursue whether we should have a 'hold harmless agreement' with the animal owners
- Publish committee policies document(s) to USMS website
- Review sixth event policy and explore alternatives; evaluate No-Show data and check-in deadlines (ongoing)
- Investigate the ability to allow swimmers to change events and/or seed times up until the entry deadline
- Improve Safety Marshal performance
- Investigate fronting hosts seed money (e.g. \$10k) in September prior to their year of hosting (in the form of a loan, not a grant)

- **Completed items** (from convention through 12/5/2014)

- Asked Legal Counsel (Patty) to review a memo to San Antonio which would make them eligible for state funding
- Asked National Office Staff to review Meet Director's Guide
- Asked Sports Medicine and Science Committee to review Meet Director's Guide and sample meet contract
- Updated Bid Introduction Letter, Bidding FAQ and Bidding Resources page to prepare for bid solicitations next year (added minimum warm-up lane requirements)
- Bid Application itself is currently being reviewed by the committee
- Added past Final Reports (going back to 2012 Spring) to bid packet
- 2015 Meet Director's Guide uploaded to Bid Packet
- Added 2016 Nationals to USMS Calendar of Events
- Proof read 2015 Rulebook
- 2015 Spring Nationals Meet Information sent to National Office



- Sent Altitude tables for 2015 rulebook to Kathy Casey
- Published 2014 Summer Nationals Final Evaluation (Maryland)
- Shipped Maryland Final Report and Meet Program to 2015 & 2016 hosts
- Shipped 2014 Final Reports and Meet Programs (Santa Clara and Maryland) to ISHOF
- 2015 Spring Nationals (San Antonio) contract signed by all parties
- Shipped Meet Director's Guide to 2015 hosts (shipped one binder to each host and provided link to online version to both hosts to share with their respective teams)
- **Legislation (Meg Smath, Chair)**
 - The main activity for the Legislation Committee has been giving its opinion on whether a new LMSC bylaw revision conformed to USMS rules. During the year the committee will go through the Legislation parts of the rule book and determine what might need updating or housekeeping revisions, and will also discuss any proposals that come to the committee for the 2015 convention
- **Registration (Leo Letendre, Chair)**
 - The main activity for the Registration Committee has been to deal with the day-to-day issues that have come up with registration policy and membership. For example, there were several people who swam at FINA Worlds for the wrong team.
 - The committee has held two workshops with the LMSC Development Committee targeted toward registrars. The first addressed registration software issues while the second was more directed towards best practices.
- **Rules (Kathy Casey, Chair)**
- **Goals (for 2014-2015)**
 - Four subcommittee projects:
 - Review the use of metric/yards conversions in article 107, "Facilities Standards"
 - Review the USMS use of the terms "stopwatches" and "manual timing" in the rule book versus the USA-S term "manual watches" and the FINA terms "non-electronic timing", "manual timing", and "digital watches".
 - Review the USMS Transsexual Policy for any needed updates.
 - Review article 108 in cooperation with experts in disabilities, including USA Swimming.
 - Review Parts 2 – 6 of the USMS Rule Book for needed updates to rules that impact Rules Committee work.
 - Post current interpretations.
 - Develop situations manual or data base of frequently asked rules questions and/or common rules problems in cooperation with the Officials Committee (table of contents has been created for previously published rules articles).



- Create and maintain historical database of USMS exceptions to USA-S rules (work has begun with the cross-reference tables), rules rationales, and interpretations.
- Review and update other Rules Committee policies and procedures
- **Completed items** (from convention through 12/5/2014)
 - Prepared and submitted the final report of HOD action on proposed rule changes (attached)
 - Prepared and submitted to the Rule Book Coordinator the results of the HOD action on proposed rule changes in rule book order, combining adopted rule changes and USA-S adopted changes that impact a single rule, showing all the changes to each rule, and showing the text of each as it will read in the rule book (not attached – complicated and big).
 - Wrote the “Major Changes” document for Part 1 and the Glossary for 2015 (attached, does not include open water/long distance)
 - Reviewed and updated the four “Rules Differences” documents in Appendix B and submitted them to the Rule Book Coordinator
 - Updated the “Dual Sanction” information for Appendix B and submitted it to the Rule Book Coordinator
 - Submitted the updated USA-S/USMS Rules Differences for section “M” of the United States Swimming Rule Book (which will also now include the Dual Sanction information)
 - Proofread Part 1, the Glossary, Appendix B, and other sections as requested and submitted corrections to the Rule Book Coordinator
 - Reviewed the FINA and USA-S rule change to the breaststroke dolphin-kick rule, adopted it in accordance with 601.4.7B and 601.4.8, prepared an emergency announcement for publication for all USMS members as it was effective immediately (attached), and submitted that change to the Rule Book Coordinator
 - Wrote monthly rules articles for Streamlines
 - Answered rules questions

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Jerry Clark

Randy Crutchfield

Vicki Hill

Tim Lecrone

Hugh Moore

Erin Sullivan

Zone chairs:

Tyler Blessing (South Central)

Matt Hooper (Dixie)

Mary Hull (Southwest)

Michael Moore (Oceana)

Lori Payne (Breadbasket)

Jeff Strahota (Colonies)

Tim Waud (Northwest)

Ex-officio:

Anna Lea Matysek, staff

Chris Stevenson, VP

Recognition and Awards

The Recognition and Awards Committee promotes recognition of service to USMS. The committee reviews and approves proposals for all official USMS service awards and ensure that a history of all service awards is maintained. The committee is involved in determining method of recognition and recipient selection when appropriate. The committee consists of the committee chair, at least four Ransom J. Arthur award recipients, representatives from the Coaches, Long Distance, Records and Tabulation, and History and Archives Committees, and sufficient other members to execute the committee function.

1. The committee held its first conference call on Nov 30 and assigned chairs and some judging committee members for our annual awards:
 - Ransom J Arthur Award
 - Club of the Year Award
 - June Krauser Communications Award
 - Dorothy Donnelly Service Award
2. The committee set goals and settled on projects for the year that include:

Ray Novitske, chair

Sally Dillon (RJA), vice chair

Richard Burns

Betsy Durrant (RJA)

Maria Elias-Williams

Cheryl Gettelfinger (R&T, H&A)

Heather Howland (Coaches)

Megan Lassen

Erin Matthews (Coaches)

Hugh Moore (RJA)

Mark Moore

Kerry O'Brien

Lori Payne

Nancy Ridout (RJA)

Laura Val

Robert Zeitner (LD)

Ex-officio:

Tracy Grilli, staff

Chris Stevenson, VP

- Continuation of the effort to increase nominations for our service awards, especially the June Krauser Communications and Club of the Year awards. A chair and subcommittees were assigned for this effort going into 2015, utilizing most of the same members as last year. National publications has volunteered to help and review the 'press releases' of the award recipients for next year.
- Continuation of the promotion of awards at the LMSC local level. With the survey completed in 2014, a subcommittee will now begin to develop suggested award criteria to help LMSCs develop service awards, and work to develop some materials LMSCs can use as awards.
- Revising some of the nomination criteria requested to help make nominations as well as selections more streamlined and easy to compare against each other. This will be done by the selection committees and interested members.
- Explore bios of possible nominees to the IMSHOF to make a selection, and begin the process of assembling a nomination package. A subcommittee has been formed to do this task.

Records and Tabulation

The Records and Tabulation Committee establishes and maintains standardized processes of recording and verifying times, and publishes the Top 10 times, All-American and All-Star rosters, and USMS national records annually for each course. The committee consists of the committee chair and sufficient members to execute the committee function.

Committee plans for 2014-2015:

1. Continue with oversight of USMS Top 10 tabulations
2. Walt Reid to continue as National Records Administrator
 - Walt recently completed historical records progression for both relays and individual records. Will ask for feedback and inspection of the data as some of the very old data is less complete.
3. Focus on tasks remaining in End to End Event Management (E2EEM).
 - Pool measurement database (Mike Abegg)
 - Record check function in Top 10 tools
4. Review and prioritize projects list recently shared from the Projects Committee.
5. Collaborate with LMSC Development on reviewing LMSC Standards for Top 10 Recording.
6. Evaluate potential Legislation proposals for next convention.
 - Possible less verbose 202.1.1.A3
 - Other as determined by the committee

Jeanne Seidler, chair
Greg Danner, vice chair
 Mike Abegg
 David Bergquist
 MJ Caswell
 Cheryl Gettelfinger
 Walt Reid, Nat'l Records Admin
 Mary Sweat
 Luke Shaheen
 Kim THorton
 Hans van Meeteren
Ex-officio
 Jim Matysek, staff
 Mary Beth Windrath, Nat'l Swims Admin
 Chris Stevenson, VP

7. Work on satisfying specific requests from the Top 10 Community
 - Mentoring new Top 10 Recorders
 - Request for visibility to Sanction information, particularly contact info.
 - Document in GTO: hints and tips for Top 10 processing recognized meets.
 - Possible Youtube video illustrating how to measure pool with laser, however this might be a little unrealistic to accomplish unless we find someone with equipment and software and a laser measuring setup.
8. Continue behind-the-scenes work with queries from the swimming community on various RT questions/answers and issues.

Community Services Report to USMS Board of Directors

December 14, 2014

Coaches Committee

Scott Bay Chair

Meeting once per month. Have met 11/12/14 & 12/10/14.

1. Goals for 2015

National Master's Coaching Clinic – Looking for a June date possibly in Nashville. There is currently a shell of the curriculum. The topics have come from the coaching certification classes. The money for the clinic is in our 2015 budget.

Coaching Certification – There is a subcommittee currently working on Level 5 certification. The committee is composed of Stu Kahn, Jim Miller, Kerry O'Brien, Cokie Lepinski, Emmett Hines, and Stu Kahn. The Level 4 application is being updated from a procedural perspective not content.

International Games – Currently there are two major international Masters competitions in 2015. They are Worlds in Russia and Pan Am Games in Columbia. We are budgeted for one meet. The Committee will decide to either split the funds or support only one meet.

2. Subcommittee Assignments - A current list of Subcommittees and Task Forces along with their current leads was sent out to all subcommittee and task force members. The Coaches Committee Subcommittees (and chair of the subcommittee) are: International Coaches (Heather Howland), Nationals (Erin Matthews), Web Workouts (Erin Matthews), LMSC Communications (Ken Brisbin), USMS Certification (Scott Bay), Awards (Heather Howland), High Performance (Cokie Lepinski), Open Water (Laurie Hug and Jim Miller), and Publications (Cokie Lepinski).

3. Subcommittee and Task Force Updates

[Awards](#) – No Report

[Certification](#) –Certifications classes will be held in more professional environments in 2015 and the National Office will take charge of determining the settings. The schedule is published on the USMS website. If an LMSC wants to host a certification class, the National office will offer an option to conduct a stroke clinic. The hosting LMSC will be asked to sponsor lunch and scholarships.

[Championship](#) – No Report

[Fitness](#) – No Report

[High Performance](#) –Sue Ingraham will be lead coach for 2015 and will be adding three more coaches to the staff. The camp will be in Greensboro, North Carolina again in August.

[International Coaching](#) – See Goals for 2015

[LMSC Communications](#) – No Report

[On Deck Coaching](#) – Scott Bay gave a pat on the back to Erin Mathews for the outstanding job she has done with setting everything up and coordinating this through SignUpGenius.

[Triathlon / Open Water](#) – No Report

[Sports Medicine and Science](#) – No Report

[Publications](#) – Every coach on this committee will be asked to submit an article in this 2014-2015 year.

[Web Workouts](#) – There are seven different categories (5 workouts a week) which try to cover all demographics of USMS swimmers. Coached are paid a stipend and can write workouts in one category for two years.

Additional Item (ASCA Clinic): There will be a dedicated Masters Track at ASCA and the committee is planning to have those slots filled by the end of December.

Next Meeting: 1/14/15

Sports Medicine & Science Committee

Cathy Fedako Chair

Meeting once every two months. First meeting 11/23/14.

1.2015 Committee Goals

1.1 Continue prior Sports Medicine & Science Committee yearly projects of an informational booth at Pool Nationals, a presentation at Convention and to offer a liaison to USMS for review of medical oriented publications. Beginning in 2015 we have formalized the subcommittees. New goal in 2015 of beginning a sports medicine blog and considering endorsing/participating in research opportunities.

2. Review of 2014 Goals.

◆Convention presentation – Sports nutrition lecture with Alicia Kendig and Dr. Jim Miller. [Complete]

◆Skin Cancer Screening Clinic and informational booth at Long Course and Short Course Nationals. [Complete]

◆Continue to act as a liaison for USMS members to review upcoming publications. [Complete]

3.New for 2015 - Creation of Formal Subcommittees:

3.1 Nationals Informational Booth – Chair – Sally Berry. Topics being considered include screening for asthma, osteoporosis, posture or general health.

3.2 Convention Presentation – Chair - Katherine Longwell – Considering hypo/hyperthermia, medical screening to prevent sudden death -- topics to emphasize the positive effects of swimming

3.3 Sports Medicine Blog – Chair - Jessica Seaton – Beginning a non-interactive Sports Medicine Committee directed Blog to dispense sports medicine related articles or studies.

3.4 Public Service Announcement Video (PSA) – Chair – Jane Katz – Create a 30 second video about a topic to be decided for use on Streamlines or USMS website.

3.5 Remain open to research opportunities.

◆**Next Meeting:** 1/25/2015

Fitness Education Committee
Mary Jurey Chair
Meeting schedule TBD.

USMS Fitness Education Committee Goals for 2015: TBD

First committee meeting will be used to define the evolution of the Fitness Education Committee for 2015:

- *review definition/mission statement
- *identify partnerships with other committees and national office
- *determine communication channels and options
- *ensure committee goals tie to strategic plan

Based on this definition, next steps:

- *set goals
- *create subcommittees
- *identify possible social media initiatives
- *Review Go The Distance & Check-off Challenge

Note: New Fitness Education Committee Chair has been working with VP, Vice Chairs and Past Chairs to discuss the past work of the committee and possible ideas to bring to the committee for 2015.

First Meeting Date: January 2015