

# Streamlines... from the National Office

## Greetings from the National Office...

Are you ready for 2001???

I know, I know, you're saying "we still have 2 months to go in 2000". Yes, we do, but our 2000 registration year ends October 31<sup>st</sup> and 2001 begins on November 1<sup>st</sup>. 2000 Memberships are still dribbling in. As of this writing our membership is well over 38,000 and we have 495 registered clubs. Year-end numbers should be finalized in early December and will be presented by LMSC in the General Information section of the LMSC Handbook.

Speaking of LMSC Handbook... For those of you who are new to the administration of USMS, the LMSC Handbook is a packet of information that will assist you with your respective duties. Chapters included are: General Information, Registration, Insurance, Sanctions, Top Ten/Records and Tabulation, Treasurer, Marketing, Convention, Bylaws. Full Handbooks will be sent to members of the USMS Board of Directors and LMSC Chairmen & Registrars. Those of you in the office of LMSC Sanctions, Top Ten and Treasurer will receive the respective section along with the General Information pages. We are in the process of updating this and hope to get it in the mail to you by the end of December.

2001 Rule Books will be sent out the last week in December. These will be sent to members of the USMS Board of Directors & Special Assignments, members of the Legislation, Long Distance, Rules & Rule Book Committees, LMSC Registrar and Officials Chair. If your LMSC wishes to order some for your LMSC, send your order and payment to the National Office ASAP so they will be sent out in the first order shipped (Full Rule Book - \$8, Mini Rule Book - \$3).

Registrars – Hopefully you all received your registration packet (sent out Monday October 23<sup>rd</sup>). Registration cards will be sent in the next week or so. Don't forget to register your LMSC by November 30<sup>th</sup> (\$20) and please include any officer changes or changes in contact information. Those registrations that come in after November 30<sup>th</sup> will have to pay a \$20 late fee (total of \$40). Also, please get the word out to your Clubs that they must be registered for 2001 before you can register any new 2001 members to their club. If you have any questions, feel free to contact me.

I'm sure many of you are still recovering from convention in Kissimmee. Another GREAT week full of a lot of energy, positive work and some pretty good fun (right Bore, Tush, Liar, Whitten & Peppe???) June Krauser has been kind enough (again) to send me her condensed report and I am including it in this issue for those of you who were not able to attend.

Well, I guess that's about it. Lots of work to do and it's always a pleasure.

Tracy

## THINGS TO DO...

*This newsletter goes to the Board of Directors as well as the LMSC Chairmen, Editors and Registrars. Listed are all deadlines from the USMS Working Calendar. Please read this and use as a reminder. This 2000 Working Calendar is posted in its entirety on the USMS website at: [www.usms.org](http://www.usms.org)*

### NOVEMBER – 2000

- 1<sup>st</sup>
  - 2001 Registration year begins
  - LMSC Registrars send reports to National Office
- 2<sup>nd</sup>
  - President sends Rule Book Appendix E Committees and Chairmen to Rule Book Editor and to National Office
  - Executive Secretary sends Rule Book Appendix E membership address list to Rule Book Editor
  - Final copies of Rules/Long Distance/Legislation changes to Rule Book Editor from Chairmen
- 9<sup>th</sup>
  - Records and Tabulation Chair sends National Records to Rule Book Editor
- 15<sup>th</sup>
  - Print Planner & Sponsor inserts for SWIM Magazine
  - Fitness Tips mailed to LMSC Editors and Fitness Committee
- 16<sup>th</sup>
  - Final proofreading of Rule Book due to Rule Book Editor
- 23<sup>rd</sup>
  - All camera ready copy and artwork due to Rule Book printer
- 30<sup>th</sup>
  - Deadline for LMSC Registrations to be submitted to the National Office

#### **Other deadlines this month ~**

- Minutes of House Of Delegates mailed to all who attended convention

### DECEMBER ~ 2000

- 1<sup>st</sup>
  - LMSC Registrars send reports to National Office
  - Marketing Sponsor packet and Planner layout due to SWIM Magazine
- 8<sup>th</sup>
  - Zone Reps submit events for SWIM calendar to Zone Chair – Lynn Hazlewood
- 15<sup>th</sup>
  - Mailing labels for 2001 Rule Books due to printer (Board of Directors, LMSC Registrars, LMSC Officials Chairs, members of Rules, Legislation, Long Distance and Rule Book Committees, registered Clubs, Sponsors and individual orders)

## Streamlines... from the National Office

### DECEMBER ~ 2000 continued

15<sup>th</sup>

- Convention Committee Chair sends out preliminary room set-up requirement information for 2001 convention to all Committee Chairs
- Editorial material due to USMS SWIM Magazine Editor for March/April issue

27<sup>th</sup>

- Mailing of LMSC Handbooks and USMS Directory
- First mailing of 2001 Rule Books

31<sup>st</sup>

- End of Short Course Meter season
- End of 2000 Fiscal and Registration years

#### Other deadlines this month ~

- Finance Committee Chair sends copies of FOG, the USMS Budget, Expense Reimbursement Forms and general instruction for the coming year to all cost center heads
- USMS Secretary mails Working Calendar and Committee Chairman Handbook
- LCM Top Ten Issue send out

### JANUARY ~ 2001

1<sup>st</sup>

- HAPPY NEW YEAR!!!
- LMSC Registrars send reports to National Office
- Signed contracts for Long Distance National Championship events due to Long Distance Committee Chair

15<sup>th</sup>

- Room set-up requirements for 2001 Convention due from Committee Chairs to Convention Committee Chair

26<sup>th</sup>

- LMSC SCM Top Ten Reports due to Top Ten Chair

30<sup>th</sup>

- Open Water Clinic application distributed to clubs and LMSCs

31<sup>st</sup>

- Final requests for reimbursement for 2000 expenses due to the Controller from all cost center heads
- Deadline for entering the Check-Off-Challenge fitness event. Swims take place all year, but entry due now. See Nov/Dec issue of SWIM for entry form.

#### Other deadlines this month ~

- Bid packets sent to interested bidders for USMS 2003 SCY & LCM National Championships and Long Distance Championships
- Solicitation of information for 2001 Long Distance Calendar
- Winter Coaches Committee Quarterly (CCQ) mailed

### CONTACT UPDATES...

- Hill Carrow – hcarrow@capitolnet.com
- Rob and Cathy Copeland, 100 Grouse Point, Fayetteville, GA 30215, H – 678-817-1602
- Stu Cromarty – scromart@eve.assumption.edu
- Clay Evans – clay@swim.net
- Dan Gray – dangray45@hotmail.com
- Bob Kohmescher – rkohmescher@att.net
- Linda McCowan – 418-4 Merrimac Trail, Williamsburg, VA 23185
- Betsy Owens – betsyowens@hotmail.com
- Ed Saltzman - Edward.Saltzman@bellsouth.com
- Cathy Shonkweiler – cswimming@aol.com
- Pat Timmins – swimnurse@yahoo.com
- Rob Whitters – PO Box 5418, Oceanside, CA 92052-5418 (until April 15, 2001)

### NEW LMSC OFFICERS...

- Delaware Valley – Treasurer – Pamela Beeman, 208 Rutgers Ave, Swarthmore, PA 19081, H – 610-544-8533, W – 302-831-2381, pamelabeeman@udel.edu
- Delaware Valley – Webmaster – Charlot Figgatt, 1235 Palomino Dr, West Chester, PA 19308, H – 610-696-7227, charlotf@usms.org
- Florida - Chairman – Tom Bliss, 5605 S Tropical Trail, Merritt Island, FL 32952, H – 407-453-3409, tgb7@juno.com
- Hawaii – Coaches – Janet Renner
- Hawaii - Treasurer – Jerry Stowe, 10 Wailea Ekolu Pl #1707, Kihei, HI 96753, H 808-891-2022, bjstowe@juno.com
- Hawaii – Vice President Big Island – Mark Noetzel, PO Box 1346, Kamuela, HI 96743, H – 808-881-4053, mnoetzel@hpa.edu
- Hawaii – Vice President Oahu – Diane Stowell, 2424 Halelea Pl, Honolulu, HI 96822, H – 808-955-3534, ddlv2srf@lava.net
- Hawaii – Webmaster – DJ Fabozzi, 550 Lipoa Pkwy, Kihei, HI 96753, H – 808-891-2823, fabozzi@mhpcc.edu, djfabozzi@yahoo.com
- Iowa – Treasurer – Jack Fritts, 405 Cobblestone Dr NW, Cedar Rapids, IA 52405, jackfritts@aol.com
- Lake Erie – Registrar – Doug Brogan, 398 Elmwood Rd, Bay Village, OH 44140, H – 440-835-0142, FitTogether@aol.com
- Lake Erie – Treasurer – Jean Koeberle, 34636 Blue Heron Dr, Solon, OH 44139, H – 440-248-5882, JeanandRoger@mciworld.com
- Snake River – Chairman – Richard Cooke, 5573 W Beachfront Ln, Bosie, ID 83703, H – 208- 853-9999 W – 208- 336-0606, Fax – 208-343-4739, richcooke@aol.com
- Snake River – Coaches – Steven Porter, 8550 W Atwater Dr, Boise, ID 83714, H - 208-377-1377 sjporter@mciworld.com

### NEW LMSC OFFICERS continued

- Snake River - Editor & Registrar – Jill Wright, 1626

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Williams St, Boise ID, 83706-3576, H – 208-838-5287 swimjmw@aol.com

- Snake River – Treasurer – Jeff Erwin, 1810 N 19<sup>th</sup> St, Boise, ID 83702, H - 208-389-9847 rudderboy@aol.com
- Southeastern - Top Ten – Rick Harris
- Southern – Chairman & Editor – Julie Gurzi, 104 Cresthill Dr, Youngsville, LA 70592, H - 337-856-9260, mpgswim@sprynet.com, sochair@usms.org
- Utah - Chairman – Dennis Tesch, 912 S 2200 E, Salt Lake City, UT 84108, H – 801-583-9025, Fax – 801-994-5335, dtesch@uswest.net
- Virginia – Registrar – Dee DeLong, 6103 Eagles Nest Cir, Manassas, VA 20112, H – 703-368-0309, ddelong@ix.netcom.com

### XXI USAS CONVENTION

#### Swimming...A Life's Passion

Compilation By June Krauser

**USMS CONVENTION** – The USMS Convention was held in Kissimmee, FL October 11-15, 2000. Our convention is held in conjunction with United States Aquatic Sports. A new Zone Committee Chairman was elected and it was Lynn Hazlewood. The Insurance Reception on Thursday night was excellent and was held outside around a pool. The Banquet on Saturday night was very LONG (7 pm – 11:55 pm). However, we did have the best Masters Skit ever! Following is a brief summary of the 21 Standing Committee meetings and the 5 Ad Hoc Committee meetings.

**CHAMPIONSHIP** – There were 3 bids submitted for SCY Nationals and the House of Delegates voted for the U of Hawaii on May 15-19, 2002. Only one bid for LCM Nationals and that was awarded to Cleveland State U for August 15-19, 2002. Four designs were submitted for a new National Patch and Bill Volckening's design was chosen. The USMS National Meet Survey results are in and it was found that the ideal length of each meet session should be 7-8 hours. Since many nationals exceed that length, the committee is focusing on ways to reduce that time factor, such as total deck seeding (which will be done at Santa Clara this year) and tighter NQTs. The survey was sent to a random sample of 1200 USMS "Top 10" swimmers with 780 responding.

**COACHES** – There are 800 coaches registered in the National Database. The committee would like the LMSC reps to assume a more active role in the LMSC. The next OTC is Feb 10-15, 2001 and applications are still being taken for swimmers and coaches. Mentor Coach and Swimmer Clinics are available with \$500 seed money from USMS. There are Open Water Clinics available. NIKE has decided to forego clinics. Education and information includes *Ask the Coach* (for SWIM), *Coaches Committee Quarterly*, *Video Library* and *Book Library*. Programs include *Munich Coaching*

*Program, Snooper Loan Program and On-Deck Coaching.*

**COMPUTER ON LINE** – Try to select a new web-hosting provider by 11/15/00 and move the USMS web site in time for SC Nationals on line availability. A draft privacy policy was been accepted by the Legal Counselors and will be integrated into the USMS web site shortly. The House of Delegates voted to accept the Webmaster as a contract position. For 2001, we will switch over to the PDF version of the Rule Book and modify the links to the rulebook sections to use these files. Once the USMS web site has been re-hosted to a new web server, we will update the LMSC officers listing which is severely outdated in many areas. Web hosting services will be offered to LMSC's and Zones.

**CONVENTION** - Members were assigned to committee meetings to be sure the set-up was okay. Members helped to staff the hospitality suite. Members spent many hours collating minutes and stuffing the accordion files before the House of Delegates meetings.

**FINANCE** – The Treasurer reported Cash and Cash Equivalents: \$121,000 net income for 1999. Assets total \$933,550 as of 9/30/00. General reserve is \$150,000 (3 months expenses) and insurance reserve is \$120,000. Registration is largest source of income. The 2001 budget was approved with a \$42,193 deficit. Budget corrections and requests were considered.

**FITNESS** – Fitness events include *Swim Around Revilla* (total of 135 miles sponsored by Ketchikan Masters, Alaska), *The Y2K Training Triathlon* (run by Rick Harris and his YMCA Masters Swim Team, Alabama), *Check off Challenge* (New England Masters). The *Strokes for Stroke* needs help. The committee will offer suggestions.

**INSURANCE** – Our excellent Loss History (we have had very few claims) continues to be the main reason that our rates and coverage's are as good as they are. The Secondary Personal Accident Insurance is paid by USMS member registrations. The Directors and Officers Liability covers the Executive Board down to LMSC level. A Travel Assistance Program (for meets more than 100 miles from home) was presented by Peak Insurance. Covers all 40,000 USMS members while at a sanctioned/recognized meet 100 miles away from home (add to Secondary Accidental policy coverage). Question: Can a Masters Club 'hold' a meet outside of the United States and have coverage? Answer: If it is a sanctioned/recognized meet, then the USMS member is covered. But the real issue is who will sanction the meet? USMS can't sanction a meet outside the U.S. Must be sanctioned by the FINA Federation in the country where the meet is being held.

### XXI USAS CONVENTION continued

**INTERNATIONAL** – Two large International meets were

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held during the last year – Pan Pacs in October in Perth, Australia and the VIII FINA World Masters Swimming Championships held in Munich, Germany in July-Aug. The IX FINA World Masters Swimming Championships 2002, will be held on March 21 – April 3 in Christchurch, NZ. Their web site is: [www.eventnz.co.nz](http://www.eventnz.co.nz)

The USMS International Contacts is accessible at USMS.org, web site under Administration. The closing dates for submitting FINA World Records are May 1<sup>st</sup> and November 1<sup>st</sup> each year.

**LEGISLATION** – The Computer On Line committee was re-named the Communications Committee and will encompass the USMS Web Master and Magazine Editor positions.

**LONG DISTANCE** – Survey's sent to LMSCs in July – many were not returned. An article about safety in open water swimming will be in SWIM magazine. A prerequisite for hosting the One Hour Postal Swim would be a successful running of a previous postal national championship. A discussion for a wet suit category in National Championships will take place in the coming year. The committee encourages medals through 6<sup>th</sup> place in National Championships and Open Water events (beginning 2003). There is a shortage of cable swimmers.

### 2002 LD NATIONAL CHAMPIONSHIPS

- One-Hour Postal – Florida Maverick Masters
- 5/10 KM Postal – Sawtooth Masters
- 3000/6000 yd Postal – Dynamo Masters
- One-Mile OW – Emerald Aquatics – Dorena Reservoir, Cottage Grove, OR August 18
- Two-Mile Cable Swim – Virginia Masters – Chris Greene Lake, Charlottesville, VA July 13
- 1-3 Mile Open Water – O\*H\*I\*O Masters – Lake Erie, Cleveland, OH July 27
- 3-6 Mile Open Water – LaJolla Cove SC – Pacific Ocean, LaJolla, CA August 4
- 6+ Mile Open Water – Clemson A1 Team – Hartwell Lake Clemson, SC June 8

Coaches committee has \$500 available for 4 LD clinics in 2001. There is an Open Water Clinic Manual.

**MARKETING/PUBLICATIONS** – The USMS Display is completed and will be exhibited at 35 sites. A usage request policy is currently being developed. The potential for a media “kit” was discussed. A new poster will be produced.

**OFFICIALS** – Obtained permission of Collegiate Swimming Officials Association (CSOA) Executive Director to use that organization's certifying process as a USMS approved certifying body. Finalized USMS Officials Committee Liaison guidelines for National Championships. Sent a proposal to USA Swimming that would allow certification of Masters officials by working a combination of USA/USMS meets. Need to work out

some details before it can be implemented. USMS Officials Training Program (Certification Manual, 1992) will be updated to make it current.

**PLANNING** – Recommends that USMS subscribe to various publications to be used to create a database of information pertaining to recently constructed pools. The information being made available to any party exploring the possibility of new commercial pool construction. It was suggested that the committee establish a special event during 2001 with proceeds to benefit the Endowment Fund. Two altitude-training camps are scheduled for 2001: February and November. The organizers of the Senior Games are very willing to cooperate with USMS to improve the quality and efficiency of these events.

**RECOGNITION AND AWARDS** – It was determined that USMS Official awards are awards initiated and presented by the National body (USMS). The Service Award was renamed the Dorothy Donnelly USMS Service Award. We have two categories of awards – *National USMS Award* (Ransom J. Arthur Award – *Official Recognition* (Dorothy Donnelly Service Award, Coach of the Year Award, and USMS Newsletter of the Year Award). Current winners of the Official Recognition Awards will be printed in the Rule Book. All proposals for Official Recognition shall come through the committee for purposes of coordination.

**RECORDS AND TABULATION** – We now have a database of the total number of records for ISHOF nominations. Reporting results of relays in the Top Ten compilation has been changed to the order that we use for individual events. (Sex, age group, event, time). Check on Top Ten subscriptions being handled by the National office. Proposed a new home page for the Top Ten (Swim Gold) website to improve navigation within the Top Ten site. Revise All-Star determination procedure. Survey LMSCs to identify different methods and software used by Top Ten recorders.

**REGISTRATION** – Registration actually operates out of two different offices. Esther receives the electronic copies and Tracy receives the hard copy forms and checks. It is critical to provide a copy in the email a summary of the number registered and the contributions. Problems are caused by the use of comma “,” and the use of the number sign “#” within the address and names. An issue was raised about the registration date that is entered into the program; this date should reflect the date that the swimmer is actually registered. The official date is the date that an official LMSC representative receives the form.

**RULE BOOK** – There were eight submissions for the cover design with Bill Volckening's design being selected. Gateway was again awarded the bid for printing the book. There will be 1200 copies of the full rulebook and 400 copies of the mini rulebook. The

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committee voted to dedicate the 2001 rulebook to Gene Donner and the staff at Gateway Printing.

**RULES** – This being a Rules year, there were many amendments. Also, there were a lot of housekeeping items reviewed. The most important new rules follow:

- For all courses the backstroke start is the same – toes must be placed under the water.
- Referee to be notified in writing of the intent to record an initial split BEFORE the conclusion of the meet.
- Referee to be notified in writing PRIOR to the start of a backstroke or relay leadoff split attempt.
- Meet director of a National Championship meet has the option to deck seed any or all events.
- SC National Championships may be SCY or SCM.
- NQT will be figured differently to make them more consistent year by year.

**SAFETY EDUCATION** – The *USMS Safety Handbook for Swimmers* is being revised and if completed in time will be sent to each club with the 2001 Rule Book. It was suggested that articles for Safety Education be written for SWIM magazine. It was suggested to try and get a sponsor to print and laminate safety signs. An article of water quality issues during open water swims will be published in SWIM.

**SPORTS MEDICINE** – A member of the committee should be present at the OTC camp to gather more data. Articles for SWIM have been written and are waiting for publication. Two projects are being considered for research: *Parkinson's disease* and *Osteoporosis and Swimming*.

**ZONE** – The current nominating system was discussed. The process for 2001 will be:

1. Call for nominations printed in Jan/Feb SWIM and the National Office Newsletter.
2. Nominations due to Zone Com Chair by Feb 28.
3. Questionnaires sent to each nominee. Resumes and Questionnaires due to Zone Com Chair by Mar 31.
4. Evaluation forms sent to Committee Chairs that each nominee has served on and returned by end of April. Personal letters of reference will be the responsibility of the nominee and due back by end of April.
5. Zone committee will evaluate material and prepare a slate of candidates by June 15<sup>th</sup>.
6. Each candidate will submit a picture by Jul 10.
7. The Zone Chair will submit all of the above to the National Office for inclusion in the convention packet by August 1<sup>st</sup>.
8. The Zone Chair will submit all of the above to the National Office for inclusion in the convention packet by August 1<sup>st</sup>.

Nominations from the floor must be accepted. "Meet the Candidates Forum" night was recommended. The committee will proceed with the pilot project on pool utilization for 2 or 3 LMSCs.

**AD HOC HISTORY AND ARCHIVES** – Many were interested in this meeting. Discussed was the status of our archives. The goal is to establish the USMS Historical Archives in the Henning Library at the International Swimming Hall of Fame in Fort Lauderdale. Databases now exist covering most of the desired subjects. Storing paper archives is now a top priority. The committee needs USMS and LMSC resource people.

**AD HOC ISHOF NOMINATING** – Some changes in the selection process for all NGBs should be expected. A presentation was made displaying the national records project. Because the selection for next year was from a different NGB, the previously submitted candidates of Laura Val, Drury Gallagher and Paul Hutinger will remain for 2002.

**AD HOC LEGAL COUNSELORS** – Addressed two issues with respect to privacy. First, drafted a privacy policy for USMS reflecting current privacy policies. Second, outlined additional privacy issues to consider. Questioned whether the E-Sign bill can be applied to USMS meet registration, membership renewal, and initial membership registration.

**AD HOC PROFESSIONAL MANAGEMENT** – The Professional Management Guidelines were accepted. The committee recommended that USMS Webmaster receive the sum of \$10,000 and that the USMS SWIM Magazine Editor receive the sum of \$5,000. The Ad Hoc Professional Management Committee has fulfilled its mission and was disbanded.

**AD HOC USMS ENDOWMENT FUND BOARD OF GOVERNORS** – The current status of the Endowment Fund was reported with a balance of \$34,147.98 as of 9/30/2000. A number of suggestions were made to improve the opportunities for increased funding.

Sandi Blumit, our Insurance Broker, formally with Peak, is now with Risk Management Services, Inc. Her mailing address and phone are the same but her e-mail is now:

**sblumit@theriskpeople.com**