

# SWIMMING SAVES LIVES

2011 USAS Convention XXXII – September 14<sup>th</sup>- 18<sup>th</sup>  
Hyatt Regency Jacksonville Riverfront



**Convention Packet**



# U.S. MASTERS SWIMMING

## GO SHUTTLE

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More information can be found <http://www.usaquaticsports.org>

## SHIPPING PACKAGES?

If you are shipping packages, please send to:

Hyatt Regency Jacksonville Riverfront  
US Masters Swimming, Contact – Tracy Grilli  
US Aquatic Sports, September 14-18, 2011  
225 East Coast Line Dr  
Jacksonville, FL 32202

Package Fees  
Small (5lbs or less) - \$5  
Medium (6-10 lbs) - \$10  
Large (11-50 lbs) - \$30  
Case - \$50  
Pallet - \$100

## CERTIFICATION TABLE HOURS

Wednesday 8am to 5pm – Vendor Area  
Thursday 7-7:45 am – Vendor Area  
Thursday 9:15-9:45 am – Conference Center A  
Thursday afternoon – Saturday – come find Debbie

## LUNCH WITH NEW DELEGATES

Friday, September 16<sup>th</sup>, 12:00 – 1:00 pm  
Details will be available at the Delegate Orientation

## MEET THE CANDIDATES FORUM

Meet the candidates running for  
USMS Executive Committee Positions  
Thursday, September 15<sup>th</sup>, 9:00 – 9:30 am  
Conference Center A

## INSURANCE RECEPTION

Wednesday, September 14<sup>th</sup>, 7:00-9:00 pm  
River Deck

## LMSC SOCIAL – Florida Barbeque

Thursday, September 15<sup>th</sup> 7:30-10pm  
USMS Hospitality Suite  
Theme - "Florida Outdoors and Wildlife"  
Prizes awarded for the 5 best outfits!!!

## International Masters Swimming Hall of Fame Induction

Friday, September 16<sup>th</sup>  
Complimentary tickets to USMS HOD Members  
5:30-6:15 pm – Reception (cash bar)  
River Terrace 3 Deck  
6:15-7:45 pm – Induction Ceremony  
River Terrace 3

## WORKSHOPS

Friday, September 16<sup>th</sup> 1:15-2:15 pm  
#1 **Officiating Masters Swimming**  
#2 **USMS.org Tips and Tricks**  
#3 **Qualities of a Successful Masters Program**

Friday, September 16<sup>th</sup> 2:30-3:30 pm  
#4 **Officiating Masters Swimming**  
#5 **USMS.org Tips and Tricks**  
#6 **Qualities of a Successful Masters Program**

### LMSC Workshop

Saturday, September 17<sup>th</sup> 9:15 – 10:15 am  
**Learn, Manage & Serve... Consistently**

### Insurance Workshop

Thursday, September 15<sup>th</sup> 11:15-12:15 pm  
**Cyber liability and review of USMS Coverages**

### Open Water Safety Workshop

Friday, September 16<sup>th</sup> 10:30 – 11:45 am  
**Creating a OW Safety Plan**

## PRESENTATIONS

### SPORTS MEDICINE

Thursday, September 15<sup>th</sup> 11:15 am -12:15 pm  
Conference Center A

### COACHES

Dryland Presentation  
Thursday, September 15<sup>th</sup>, 6:00-7:00 pm  
Hotel Pool

Details will be available at the certification table

## ORIENTATIONS

### COMMITTEE CHAIRS

Wednesday, September 14<sup>th</sup>, 5:15 – 6:30 pm  
City Terrace 11

### DELEGATE

Thursday, September 15<sup>th</sup>, 8:00 am  
Conference Center A

### NEW BOARD MEMBER

Friday, September 16<sup>th</sup> 11:45am – 1:15 pm  
City Terrace 4

## SWIM WORKOUTS

Thursday, Friday and Saturday mornings - Episcopal High School  
Pick up – 4:45 am | Return – 7:15 am  
Details will be available at the certification table

## ARE YOU BRINGING A LAP TOP?

There will be external power supply in the HOD but we will not know the amount of "convenient" outlets. Please bring an extension cord to make sure you can "plug in".



# U.S. MASTERS SWIMMING

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# U.S. Masters Swimming Convention Schedule

## WEDNESDAY, September 14, 2011

8:00am - 12:00pm	ASCA Level 1	City Terrace 7
8:30am - 2:00pm	Board of Directors	Conference Center A
1:00pm - 5:00pm	ASCA Level 2	City Terrace 7
2:15pm - 3:30pm	Convention Staff	USMS Suite
2:15pm - 3:30pm	Investment Committee #1	Boardroom 2
2:30pm - 3:45pm	Compensation and Benefits Committee (closed)	Boardroom 4
	Governance Committee	Boardroom 3
4:00pm - 5:00pm	Finance Committee #1	City Terrace 8
5:15pm - 6:30pm	Committee Chairs Orientation	City Terrace 11
	Audit Committee #1	Boardroom 2
	End to End Event Management Task Force	Boardroom 1
	BOD Task Force #2	Boardroom 3
7:00pm - 9:00pm	<i>Risk Management Services, Inc.</i> WELCOME RECEPTION	RIVER DECK

## THURSDAY, September 15, 2011

8:00am - 9:00am	<b>House of Delegates #1</b> <i>Delegate Orientation, ED Address, Announcements</i>	Conference Center A
9:00am - 9:30am	Meet the Candidates Forum-Officers	Conference Center A
9:45am - 11:00am	Officials Committee	City Terrace 5
	Club/Coach Services with Coaches C and VC	City Terrace 10
	Recognition & Awards Committee	City Terrace 7
	Legislation Committee #1	City Terrace 6
	Finance Committee #2	City Terrace 8
11:15am - 12:15pm	Sports Medicine Presentation	Conference Center A
	Insurance Workshop	City Terrace 6
	Swimming Saves Lives Workshop w/Rob Lane	City Terrace 8
12:30pm - 1:45pm	Open Water Committee #1	City Terrace 5
	Coaches Committee	City Terrace 9
	History & Archives Committee	City Terrace 12
	Rules Committee #1	City Terrace 8
	Investment Committee #2	Boardroom 2
2:00pm - 3:15pm	Long Distance Committee #1	City Terrace 5
	Fitness Education Committee	City Terrace 12
	LMSC Development Committee #1	City Terrace 7
	Championship Committee #1	City Terrace 6
	Finance Committee Workshop w/Rob Lane	City Terrace 8
3:30pm - 4:15pm	Legislation OPEN Forum	Conference Center A
4:30pm - 5:30pm	<b>House of Delegates #2</b> <i>Officers, Liaison's, BOD Committee &amp; Task Force Reports</i>	Conference Center A
6:00pm - 7:00pm	Dryland/Coaches Presentation (Pool will still be open to hotel guests-be courteous)	Hotel Pool
7:30pm - 10:00pm	LMSC Social – “Florida Outdoors and Wildlife”	Hospitality Suite

**FRIDAY, September 16, 2011**

8:00am - 9:00am	Legislation and Long Distance Open Forum	Conference Center A
9:15am - 10:15am	<b>House of Delegates #3</b> <i>Elections, Committee Reports (Thursday meetings)</i>	Conference Center A Conference Center A
10:30am - 11:45pm	Open Water # 2 Sports Medicine & Science Committee Records & Tabulations Committee Registration Committee Audit Committee #2	City Terrace 5 City Terrace 8 City Terrace 6 Orlando Boardroom 1
11:45am – 12:45pm	Registrar's Roundtable	Orlando
11:45am -1:15pm	New Board Member Orientation	City Terrace 4
12:00pm - 1:00pm	<b>Lunch with New Delegates</b>	
1:15pm - 2:15pm	Workshop #1 – <b>Officiating Masters Swimming</b> Workshop #2 – <b>USMS.org Tips and Tricks</b> Workshop #3 – <b>Qualities of a Successful Masters Program</b> Swimming Saves Lives Foundation #1	City Terrace 4 City Terrace 5 City Terrace 7 City Terrace 8
2:30pm - 3:30pm	Workshop #4 – <b>Officiating Masters Swimming</b> Workshop #5 – <b>USMS.org Tips and Tricks</b> Workshop #6 – <b>Qualities of a Successful Masters Program</b> Rules Committee #2 Legislation Committee #2 Finance Committee #3	City Terrace 4 City Terrace 5 City Terrace 7 City Terrace 10 City Terrace 6 City Terrace 8
3:45pm - 5:30pm	<b>House of Delegates #4</b> <i>Committee Reports (Thursday and Friday morning meetings)</i>	Conference Center A
5:30pm - 7:45pm	<b>International Masters Swimming Hall of Fame Induction Ceremony</b> <b>Complimentary tickets to USMS House of Delegates members</b>	
	5:30pm - 6:15pm	IMSHOF Reception - (Cash Bar) River Terrace 3 Deck
	6:15pm – 7:45pm	IMSHOF Induction Ceremony River Terrace 3

**SATURDAY, September 17, 2011**

8:00am - 9:00am	Finance Committee #4 LMSC Development Committee #2 Championship Committee #2	City Terrace 8 City Terrace 10 City Terrace 6
8:00am - 9:15am	Legislation Committee #3	City Terrace 9
9:00 am – 10:15 am	Swimming Saves Lives Foundation #2	City Terrace 4
9:15am - 10:15am	LMSC Workshop- <i>Learn, Manage &amp; Serve...Consistently</i>	Conference Center A
9:15am - 10:30am	Long Distance Committee #2	City Terrace 10
10:30am - 12:00pm	<b>Zone Meetings</b> Breadbasket Colonies Dixie Great Lakes Northwest South Central Oceana Southwest	City Terrace 4 City Terrace 5 City Terrace 6 City Terrace 7 City Terrace 8 City Terrace 11 City Terrace 9 City Terrace 12

12:00pm - 1:00pm	<b>Lunch</b>	
1:00pm - 1:30pm	Rules Committee #3	City Terrace 10
1:30pm - 6:00pm	<b>House of Delegates #5</b> <i>Committee Reports (Friday &amp; Saturday) Championship Dates LD Rules, Rules, Legislation, Budget</i>	Conference Center A
<b>7:00pm - 10:00 pm</b>	<b>AQUATICS AWARDS BANQUET</b>	<b>GRAND BALLROOM</b>

#### **SUNDAY, September 18, 2011**

8:00am - 9:00am	United States Aquatic Sports Board of Trustees (USAS)	TBA
9:00am - 10:00am	Convention Wrap-up Session	TBA
10:30am - 2:00pm	Board of Directors	TBA

### **Workshop Details**

#### **Officiating Masters Swimming - Charles Cockrell**

Friday 1:15-2:15 pm & 2:30-3:30 pm – City Terrace 4

Unique aspects of officiating masters swimming for LMSC Officials Chairs, Referees, and other officials will be discussed. In addition, the workshop will provide information for LMSC officers, meet directors, and officials that will help with staffing, pre-meet briefings, and training and education of officials to achieve fair and equitable officiating in each LMSC.

#### **USMS.org Tips and Tricks - Jim Matysek**

Friday 1:15-2:15 pm & 2:30-3:30 pm – City Terrace 5

This workshop will show how to access and use the many features on our usms.org website. Topics covered will include connecting with other swimmers via the discussion forums; registering with My USMS; accessing members-only features such as downloading daily coached workouts, authoring your own blog, and maintaining your own fitness log; finding out about upcoming and past events via the calendar of events and event results database; looking up competitive results from national championships, top ten lists and All-American and All-Star lists; reading articles and stories about our members; and many more. If time permits, we may also review key features for LMSC and club websites that your visitors are likely to be looking for.

#### **Qualities of a Successful Masters Program (Program - Diversity - Revenue) - Mel Goldstein**

Friday 1:15-2:15 pm & 2:30-3:30 pm – City Terrace 7

In this workshop they will learn and understand how successful programs have developed, how to market the program and learn three key words.

#### **LMSC Workshop - Learn Manage and Serve...Consistently - Doug Adamavich**

Saturday 9:15-10:15 am – Conference Center A

The subject of this workshop is why adhering to the published Minimum Standards is crucial for LMSC leaders. Our members are valuable and deserve a consistent quality of service from the volunteers who lead US Masters Swimming at the local level. Learn why it is crucial to better serve our customers and ensure the future success of our organization.

#### **Insurance Workshop – Sandi Blumit, USMS Insurance Broker, Risk Management Services**

Thursday 11:15 – 12:15 pm – City Terrace 6

Cyber Liability and general review of USMS coverages/liabilities, etc.

#### **Open Water Safety Workshop – Creating a Safety Plan - Lynn Hazlewood**

Friday 10:30-11:45 am – City Terrace 5

Teaching how to use the USMS Open Water safety document to create your safety plan. Participants will build a safety plan during the workshop.

## Executive Committee

### President – Jeff Moxie

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Last year's convention theme was "Cultivating Opportunities and Resources for Excellence." This is exactly what USMS has been doing throughout this year. Many steps have been taken to strengthen our CORE and provide USMS with a foundation for growth in the future.

Pairing the USMS 2012 Summer Nationals with the Olympic Trials in Omaha is just one example of Cultivating Opportunities. The USMS Board of Directors conferred with the Omaha Sports Commission (the "OSC") about this concept. A coordinated effort by the Championship Committee, the Nebraska LMSC, USMS Staff and the OSC has resulted in taking this opportunity and moving it towards reality. We expect this to be the premier adult swimming event, showcasing the Excellence of U.S. Masters Swimming.

Our *Swimming Saves Lives* ("SSL") initiative is illustrative of Cultivating Resources. As a result of studying our membership and reaching out to potential donors, SSL has received funding commitments in excess of \$111,000; the expectation is that this number will grow exponentially. I am extremely proud to report that we have 100% Board of Directors participation either through personal direct contributions or a contribution made in his or her respective name. Cultivating Resources can also be seen in activities throughout our LMSCs and clubs. Grand Strand Masters Swimming in North Myrtle Beach, SC developed a prototype for one such type of event. Over five consecutive nights, 22 masters swimmers volunteered to teach three one hour lessons per night. They worked with a total of 145 individuals to help them overcome their fear of water and to learn to swim. This type of event also shows the Excellence of our volunteer network and what they are capable of doing to assist in promoting adult aquatics throughout the country. This is but a small sampling of what our volunteers do on a daily basis. As you read through the rest of the reports, you will see the breadth and depth of the activities undertaken by USMS that Cultivated Opportunities and Resources during the past year.

### Vice President of Administration – Michael Heather

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The report of the VP is reflected by the work of the various committees in my division: Legislation, Rules, Registration and Championship. They have all done excellent jobs of keeping USMS from being run as anarchy. I will not take credit for what they have done, but will congratulate them on their accomplishments. The two coordinator positions both have change in the future: Rule book will have contracted help to make sure that printing errors are kept to a minimum from our submission. Convention is saying goodbye to long serving and hard working Victor Buehler. Stop in at the hospitality suite and thank him for his hard work, often performed under considerable stress and time constraint.

VP of Administration is not a difficult job since the committees do most of the work, but it takes a lot of combined knowledge, dedication, and perspective of USMS to perform. It also has the responsibility to help guide the BOD in efforts to chart the course of the future of USMS. The coming two years will be my last term as VP Administration; if anyone thinks they would like to step into a leadership role in the future, please seek me out to ask questions or voice concerns.

### Vice President of Local Operations – Ed Tsuzuki

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I continue to be amazed by the dedication, commitment and combined strength of our volunteers throughout USMS. Combine that with an experienced and competent staff and you have an "A Team" that is poised to support our growing organization. I have also been very pleased to see such great leadership



and interdependent partnering among the committees in the Local Operations Division. I remain grateful for the never ending guidance I have received from several experienced veterans during my first term on the Executive Committee and Board of Directors.

The committees in the Local Operations Division have been very well organized and productive throughout 2011, as you can see in each of their annual reports. The **Records and Tabulation Committee**, chaired by Chris Stevenson, has pushed hard to see the completion of several significant enhancements to the tabulation process for meet results and event rankings, strengthening the validation of swimmers, individual, and relay results. Mary Beth Windrath and Walt Reid perform a very important service to USMS in collecting, verifying and compiling all Top 10 submissions and record applications for all three courses. The **Recognition and Awards Committee**, chaired by Sally Dillon, continues to oversee all of the USMS service awards. They offer special congratulations to this year's Ransom Arthur award winner, Rob Copeland from Georgia, and look forward to announcing the USMS Dorothy Donnelly Service Awards, USMS Club of the Year Awards, and June Krauser Communications Award at convention. The **History and Archives Committee**, chaired by Meegan Wilson, has posted to the USMS website all pool national championships (since 1970), and all the Top Ten tabulations since 1971. The committee continues to work hard at collecting and preserving our history to ensure that the achievements of USMS and Masters swimmers will be maintained for posterity. The **LMSC Development Committee** (in its second year), chaired by Doug Adamavich, has been working on two major efforts. The first is assessing LMSC compliance against the published minimum standards. The other, as a very important next step, is creating a development approach for the LMSCs in order to ensure a consistent, high-quality membership experience. The committee again has coordinated a slate of workshops and presenters for this year's convention in Jacksonville.

As chair of the **End-to-End Event Management (E2EEM) Task Force**, I am very pleased to see great progress in both the "front-end" (calendar/sanctions) as well as the "back-end" (meet results) processing, in no small part due to the addition of a new IT resource (Luke Shaheen) to the National Office staff. USMS and its LMSCs run many "events" (meets and open water), each of which follows a specific event lifecycle. This cycle begins with the event sanction and listing on a calendar and ends with the event results, which can be tabulated. The tabulated results create event rankings, records and other recognition opportunities (e.g., Top 10, All-American, etc.). Ideally, the data from each process step from end-to-end should be used in each successive step to ensure accuracy, timeliness and inclusion. The goal is to provide benefits to 100% of our event-participating membership as well as LMSC sanction chairs, event directors and top ten recorders – not just the elite competitor. By the time we are at convention, an enhanced calendar of events and a new event sanction process will be launched which will allow full "end-to-end" tracking of all USMS events. The key to allowing our membership to take full advantage of the benefits of this process will be to ensure that all USMS events are entered.

I'd also like to thank our 8 **Zone Chairs** (Breadbasket – Marcia Anziano, Colonies – Debbie Morrin-Nordlund, Dixie – Debbie Cavanaugh, Great Lakes – Daniel Cox, Northwest – Wes Edwards, Oceana – Joan Alexander, South Central – Jill Gellatly, Southwest – Mary Hull), for providing leadership, recognition and support at a more "local" level, despite (as you can read in their reports) many of the zones covering such incredibly broad geographic areas.

As you can see, it has been an exciting and productive year for the Operations Division and I'd like to thank all of our many tremendously committed volunteers who do so much to keep the USMS community so vibrant and "fit"!

## Vice President of Programs – David Diehl

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### Introduction

The mission of United States Masters Swimming is to promote fitness and health in adults by offering and supporting Masters swimming programs. The Vice President for Programs has liaison and oversight responsibility of the National Officials Committee, the National Long Distance Committee and the

National Open Water Committee as an ex-officio member of each and shall provide coordination with the Executive Committee, Board of Directors and the USMS National Office.

#### OFFICIALS COMMITTEE:

The Officials Committee is "...responsible for the conduct, training, education and certification programs...." The Committee continued to work on projects to train and educate USMS officials and to strengthen our support for USMS National Championship meets. During the past year, the Officials Committee updated material for the USMS Guide to Operations; updated pre-meet briefing notes for officials; provided guidance on implementing rule changes regarding administrative officials; and discussed meet situations and resolutions. In addition, the Committee developed tests for stroke and turn judges and starters to be used by LMSCs seeking to implement certification programs. The Officials Committee plans to offer two workshops on "Officiating Masters Swimming" at the USMS Convention for LMSC Officials Chairs, Referees, USA-Swimming Officials, and other interested officials.

The Officials Committee also continued to work with meet hosts and the Championship Committee to recruit and select lead officials for USMS National Championship meets. Applications to Officiate were distributed for SCY Nationals in Mesa and LCM Nationals in Auburn, and the Officials Committee coordinated with Meet Referees for both meets to establish requirements, provide information, and assist with recruiting. Meet Referees and Administrative Referees have been assigned for 2012 National Championship meets in Greensboro and Omaha.

The Committee met on a quarterly basis to conduct its business.

#### OPEN WATER COMMITTEE:

The purpose of the Open Water committee is to "...promote the development of and participation in open water swimming..." The Open Water Committee has worked very closely with and in conjunction with the Long Distance Committee and in the past year the Committee has been laying the groundwork for the future growth of open water swimming by working to develop the following:

- Open Water Guide to Operations
- Open Water Sanction Guidelines
- Legislation to separate the open water One-Event Registration
- Establish Open Water Event Results Database
- Develop National Open Water Swimmer Ranking System
- Safety Education Task Force

The Committee met every four to six weeks and established a number of sub-committees to complete their assigned work.

#### LONG DISTANCE COMMITTEE:

The Long Distance Committee oversees "... the rules and administration of open water and long distance events." The Committee has worked very closely with the open water committee in fulfilling the responsibilities of both committees. The Long Distance Committee will submit the Long Distance and Open Water Committee's rule changes for consideration at this year's convention. The Committee, working closely with the Open Water committee, created several new legislation proposals designed to expand open water to include additional events that may never have sanctioned with USMS otherwise.

The Committee solicited bids for the long distance 2012 postal swims and evaluated the performance of the 2011 events. Various sub-committees conducted the on-going work of the Committee working in conjunction with the Open Water Committee through phone meetings every four to six weeks. Participated in and provided input for the Open Water Safety Conference and supported the Open Water committee to develop new educational materials and update existing manuals.

## Vice President of Community Services – Nadine Day

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Thank you for the opportunity to serve as Vice President of Community Service for the past two years. This past year it has been a very productive year with Sports Medicine and Science, Fitness Education, and Coaches Committee. I feel privileged to work with these committees. As volunteers to the organization, they have been providing our members education to be healthier, motivation to swim, and training tools. They have collaborated with the National Office to ensure quality programs and communication to our leadership and members.

Sports Medicine and Science committee has provided educational lectures at the Spring Nationals, Summer Nationals and the USMS Convention. They continue to be a medical resource for our organization. Future possibilities for the committee are educational displays and educational materials that would be interactive for our members.

Fitness Education committee has done an excellent job with establishing an email communication with the LMSC Fitness Chairs. The monthly emails provide information on various fitness events and activities. The Go the Distance Fitness Event was found to be an excellent retention tool. Since Nike became a sponsor of the event, it has grown to one of the largest national event with over 2400 participants.

The coaches committee had new leadership with a new chair, Craig Keller, and new co-vice chairs, Scott Bay and Stu Kahn. Together they have energized the coaches committee and formed various subcommittees to address the needs from national events such as clinics and coaches education, to communication with LMSCs, and online workouts for all members.

I would also like to thank LMSCs that have taken the opportunity to invest in their coaches. The impact of coach's education extends to our members. There by having an exponential effect on promoting United States Masters Swimming.

In addition to being the liaison for these committees, I have participated in other organizational opportunities such as the workout group "chapter" task force, strategic planning task force, policy task force and the Compensation and Benefits committee.

Thank you again for the opportunity for serving as Vice President of Community Service. I look forward to continuing my involvement United States Masters Swimming throughout my lifetime.

## Treasurer – Ralph Davis

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United States Masters Swimming continues to be on very solid financial ground. As of July 31, 2011 we had in excess of \$2.2 million in cash and investments. Our investment returns in 2010 continue to show an overall decline from prior years due to an overall decline in interest rates and the inability to diversify the portfolio due to an extremely restrictive and conservative investment policy. During 2010 rates were below 1%. The new Investment Policy implemented in 2011 will give USMS the opportunity to generate a reasonable return for the organization over the long term. USMS selected Northern Trust as USMS' Investment Advisor.

The 2010 Financial Statements are complete and the certified audited financial report will be available on our website by the end of August. Our audit firm is Kerkerling, Barberios & Co. of Sarasota, Florida. The USMS tax return for 2010 is completed and approved by the Board and was filed with the IRS on August 15<sup>th</sup>.

## Secretary – CJ Rushman

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Most of what I did this year was much the same as previous predecessors did; ordinary secretary stuff. I wrote and distributed minutes for the Executive Committee, Board of Directors during the past year. I wrote, distributed and posted minutes from all EC and BOD and other committee meetings held during the year, including the meetings in San Francisco and Sarasota. As this 2011 convention has approached, I have been compiling the official list of delegates, and preparing other convention-related materials.

## Legal Counsel –Doug Church

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USMS's legal needs since last year's convention have been relatively straightforward, focusing on the business functions that continue to develop as USMS builds infrastructure to serve its members and grow. Routine questions calling for a legal interpretation of our rules and/or other policy matters occur frequently from members and officers of USMS.

We had the usual matters that call for legal input, including agreements with Corporate Partners, requests to interpret existing agreements such as that with our publishing services provider, questions from LMSCs regarding a variety of topics, provision of legal counsel to the Executive Committee and Board of Directors, and random issues that arise from time to time. Assistance has been provided to the National Board of Review and there have been routine consultations with our insurance agent.

We have had the benefit of a number of attorneys with special knowledge who have provided able assistance to me and our staff during the course of the year. My thanks to all of those who have provided competent counsel and guidance over the last 12 months. It has been a pleasure working with Rob Butcher and the professional staff who have always been prompt and thorough in their efforts to assist me when called upon. Finally, thanks, to the executive committee and President Jeff Moxie for their confidence!

## National Office

In addition to this report, the executive director prepares and publishes a national office report preceding the winter and summer Board of Directors meetings. Those reports are available at [usms.org](http://usms.org).

This year marked the 41st anniversary of USMS, and July marked the second anniversary of our USMS headquarters. We have now hosted two summer board meetings in Sarasota.

Our headquarters has provided measurable benefits, including centralization and consolidation of national responsibilities. It has created new opportunities for growth and service, allowed us to build infrastructure and efficiencies in how we operate to better serve our members, clubs, volunteers and partners, and has elevated our USMS brand.

As we look back on the past year, our many accomplishments have made—and will continue to make—a lasting, positive impact on how we serve.

### Financials

- The financial strength of USMS is a tremendous asset. Even with the establishment of a national office, we operate under a balanced budget and zero debt.
- Production and publishing of *SWIMMER* magazine was moved in-house under the direction of Editor-in-Chief Laura Hamel. This change will allow us to meet on-time delivery of the magazine while realizing roughly \$100,000 in annual cost savings.
- The Board of Directors established an Audit Committee. The AC selected Kerkerling Barberio as our accounting firm. We conduct an audit every year to provide financial transparency.
- The BOD established an Investment Committee. The IC developed its charter with board oversight. The IC selected Northern Trust to manage our investments.
- Controller Susan Kuhlman implemented powerful new accounting software that improves our ability to track and report as we develop and expand programs.

### Club and Coach Services

- Our Club and Coach Services team of Mel Goldstein, Susan Ingraham and Lisa Dahl, who all serve as independent contractors, have three primary responsibilities:
  1. Outreach to every USMS club and LMSC and, to the best of their ability, ensure on-time club renewal by October 31.
  2. Communicate with clubs, chapters and LMSCs, letting them know Club and Coach Services can help with maintaining and growing their USMS programs.
  3. Plan and operate coach education clinics like SwimFest.
- For the past two years, CCS has worked in partnership with the USMS Coaches Committee to develop Level 1 and Level 2 Masters coach certification. By year's end, more than 150 coaches will have completed the certification program.
- CCS and the USMS Coaches Committee are currently developing Level 3 Masters coach certification.

### Membership Services

- We will experience an approximately 2.5% increase in membership from 2010 this year.
- Our membership retention rate has increased from 59% in 2009, to 62% in 2010 and 65% in 2011.
- Metropolitan State College of Denver conducted a comprehensive membership satisfaction survey. More than 13,000 responses were received. A summary of the survey is available at [usms.org](http://usms.org).
- Our membership team of Anna Lea Matysek and Tracy Grilli has written numerous LMSC tutorials and provided training and assistance to many of our LMSC volunteers.
- Our sponsorship program, guided by Kyle Deery, continues to see growth as we signed new partners Active.com and Aqua Sphere. Our partners are providing meaningful benefits through

such programs as the Member Loyalty program, Nike Go The Distance, and the Speedo Postal Swims.

### **Information Technology**

- Luke Shaheen joined our staff in 2011 as a full time programmer. Luke graduated from Indiana University in Pennsylvania where he was a member of their college swim team. Luke is providing much-needed programming and customer service support to Jim Matysek. In 2011, our IT team has completed or is in the process of completing the following projects:
  - Development of supporting web services to online entry providers such as Active.com
  - End-to-End Event Management (E2EEM)
    - Greatly enhanced online tools for processing meet results and creating Top 10 submissions from LMSCs
    - Development of an online sanction application for LMSCs to use that will populate our USMS Calendar of Events
    - Integration of postal results and registration history with our online events results database
  - Infrastructure
    - Implementation of an IT project tracker system
    - Implementation of a new software version control system
    - A change in merchant account vendors
  - Development of Fitness Log (FLOGs) Enhancements, which
    - Allow additional FLOG entry submissions
    - Allow FLOGs to be viewed by others
    - Add new FLOG reports and graphs
    - Add virtual swim capability
    - Automate the monthly GTD awards process
  - Registration Support: Track registration history for all members
  - Creation of a public database to showcase Olympians in USMS
- Our 2012 IT priorities include:
  - Continued infrastructure and database improvements to increase efficiency and safeguards
  - Installation of a shopping cart at usms.org where LMSCs, clubs and members can order magazine subscriptions, magazine back issues, marketing materials, banners, caps, rule books, etc.
  - A usms.org site redesign
  - Password protection for various parts of usms.org for members only to enhance membership and serve as a membership recruiting tool
  - End-to-End Event Management enhancements with emphasis on open water integration, advanced features for sanctioning, and new record tracking features.
  - Zone, LMSC and Club Services: Develop multiple widgets for use on zone/LMSC/club websites that pull in USMS data and add more tools for LMSC officers to feed data to the USMS database
  - Development of mobile applications

### **Events**

- Through our partnership with the Championship Committee, the national office has provided enhanced support to our pool national championship meets. In addition to registration, the national office now provides more services to our championship hosts, including graphic design, promotion through e-communication, merchandise sales during registration, photography, development of the meet program and a daily highlight show.

- USMS is responsible for meet operation of our 2012 Summer Nationals in the Olympics Trials venue. Tom Boak serves as our meet director.
- USMS has been awarded the 2013 Pan American Masters Championship and will be partnering with the Sarasota YMCA to host the meet. This will be the first time the USA has hosted this prestigious event.

#### **Marketing and Promotion**

- USMS-branded swim caps, brochures, bag tags and other items have continued to be very popular with USMS clubs and events.
- The USMS YouTube video channel has received more than 100,000 views.
- The USMS Facebook page has more than 13,000 fans.

#### **Swimming Saves Lives Foundation**

- SSL Provided an Endless Pool to the Counsilman Center. The pool allows for controlled studies of Masters swimmers in different conditions, including warm and cold water, and other forms of medical research.
- A feasibility study was conducted to determine fundraising potential.

On behalf of all our staff,

Respectfully submitted,



Rob Butcher  
Executive Director

# USMS Committees

## Championship

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### Committee Members

Jeff Roddin, Chair; Sandi Rousseau, Vice Chair

Tyler Blessing, Tom Boak (appointed), Ken Brisbin, Debbie Cavanaugh, Jim Clemmons (appointed), Kim Crouch, Barry Fasbender, Jack Groselle, Kris Houchens, Mark Moore, Michael Moore, Patty Nardozzi, Ed Saltzman, Robin Segnitz, Jody Smith, Jeff Strahota, Lisa Watson. Ex-Officio: Rob Butcher, Michael Heather, Jim Matysek, Jane Moore, Paul Smith, Chris Stevenson.

### Introduction

Our mission is to serve in an advisory capacity to national championship hosts and make recommendations and decisions that enhance the quality of championship meets for all registered U.S. Masters Swimming members; to actively solicit and receive bid proposals, review bids and select the sites for national championship meets; and support marketing opportunities for U.S. Masters Swimming Corporate Partners.

### Discussions and Projects Since Last Convention

1. Established Local and Regional Club classifications for 2011 USMS clubs
2. Adopted a Conflict of Interest policy for bid discussion and selection
3. Updated sample budget and developed a generic template for bidders
4. Worked with the National Office in establishing a specific 35 day schedule from the day entries close until Nationals starts (when to make key decisions, when to submit info for the program, etc.) and to have the National Office produce the meet programs (the host still gets them printed but USMS delivers a complete PDF to the host)
5. Updated Nationals evaluation form to match new contracts
6. Decided exhibition swims at Nationals should not be permitted at this time
7. Allow Nationals' hosts free advertising in meet programs leading up to theirs

### Action Items

8. Update Meet Director's Guide for 2012 hosts
9. Evaluate seed time updating and event change capabilities for swimmers after they have entered Nationals but prior to the entry deadline
10. Evaluate "relay only" option to enter Nationals after the traditional entry deadline
11. Evaluate using automatic split requests at Nationals as standard practice instead of by request only
12. Develop written NQT policy and FAQ
13. Calculate NQTs for 2012 Nationals
14. Update Liaison Guidelines and facility checklist for site visit
15. Propose emergency Rules proposal(s) to use video backup timing system at Nationals
16. Coordinate 2013 Summer Nationals with potential 2013 Pan Am Masters Nationals in Sarasota
17. Submit nominations(s) for the RAM National Championship Award

## Championship Committee Meeting Agenda

Meeting #1 - Thursday September 15<sup>th</sup> 2:00pm-3:15pm - City Terrace 6

1. Approve Minutes from last meeting
2. Review/discuss 2011 Nationals:
  - A. Mesa (Spring)
  - B. Auburn (Summer)
3. Review/discuss status and planning for 2012 Nationals:



- A. Greensboro (Spring)
  - B. Omaha (Summer)
4. Review/discuss proposed Legislation/Rules changes that affect Championship Committee (Article 104)
5. NQT's
- A. 2012 NQT's
  - B. Written policy/FAQ

## Meeting #2 – Saturday September 17<sup>th</sup> 8:00am-9:00am - City Terrace 6

- 1. 2013 Championship Bids
- 2. Nationals procedures/activities:
  - A. Entry deadline/automatic seed time updating
  - B. Relay only swimmers later entry deadline
  - C. Coaches hospitality
  - D. Automatic Split Requests
  - E. Sports Medicine Lecture
  - F. Ransom Arthur Award presentation at Spring Nationals
- 3. Goals/Tasks for 2012

## Coaches

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### **Committee Members:**

Craig Keller, Chair, Scott Bay, Vice Chair, Stu Kahn, Vice Chair

Rich Axtell, Dennis Baker, Lisa Bennett, Bill Brenner, Michael Collins, Kristin Gary, Heather Howland, Laurie Hug, Cokie Lepinski, Don Mehl, Ahelee Sue Osborn, Jennifer Parks, Dennis Tesch, Nadine Day (VP-ex-officio), Mel Goldstein (Club and Coach Services-ex officio), Susan Ingraham (Club and Coach Services-ex officio), Lisa Dahl (Club and Coach Services-ex officio)

The coaches committee has developed a number of subcommittees and task forces to both identify and carry out the priorities of the Coaches committee. The following briefs are a synopsis of what has been accomplished so far as well as some priorities for the future.

**USMS Coaches REGIONAL CLINICS SUBCOMMITTEE-** Led by **Scott Bay** has worked collaboratively with Club and Coach Services to revise and improve the USMS/ASCA levels 1 and 2 curriculum. In addition to this project, we have worked together to deliver the curriculum at Warrenton Va., Swim Fest 11, and the Pac Master Excel weekend. In addition, The Woodlands, TX, PNA, NY, World ASCA and USMS Convention are scheduled for the rest of 2011. In each presentation, the reviews have been overwhelmingly positive and the program have generated revenue rather than being an expense. The Committee has planned a calendar of regional clinics for the remainder of 2011 and is working on solidifying regional dates and locations that target the largest concentrations of USMS Coaches. To date over 100 coaches have been through the curriculum and been certified. Future plans also include working with Club and Coach Services to develop Level 3 with a significant number of committee member stepping up to contribute content for this as well as some minor revisions of levels 1 and 2. There is a collaborative effort with Open Water committee, Coaches Committee and Club and Coach Services to have an Open Water and Open Water Safety component. Currently, the committee is looking to formalize a method of selecting a cadre of presenters from the Coaching Ranks and a method for evaluating regional bids as there has been a great deal of interest in hosting clinics. Current plans are for 6 regional clinics in 2012.

**ONLINE COACHING SUBCOMMITTEE-** Led by **Stu Kahn**, this committee has selected 4 online coaches to provide workouts via the USMS forum to members. Additionally, Stu and his team have created an employment agreement approved by legal for such services that will be used going forward. Through discussions and feedback it has also been determined that the program needed to be expanded by 2 coaches to address the specific wants/needs of fitness swimmers and Triathlete/open water swimmers. We believe that this will serve a large portion of the USMS population and drive more self coached and multisport athletes to the website and ultimately towards a lasting membership with USMS. All of the coaches selected for this task have been both timely and responsive in this effort.

**INTERNATIONAL COACHING TASK FORCE-** Led by **Heather Howland**, has chosen **Frank Marchinkowski** to be the Head Coach for our efforts in 2012 FINA Worlds Masters Championships in Riccione. After receiving applications from several applicants, the task force chose Coach Marchinkowski despite a very close contest of highly qualified applicants. Assistant Coaches will be chosen at a later date and go through a similar vetting process. Additionally the liaison for this event Kristin Gary has been on the Ground in Riccione already and done a survey of logistical concerns that our swimmers would like to have information about. She is currently preparing her report and will be available prior to convention.

**THE LMSC COACHES CHAIR SUBCOMMITTEE-** Led by **Stu Kahn** and assisted by **Ahelee Sue Osborne** has had a dual function. First of all dissemination of information to Coaches Chairs in their LMSCs and also Identifying and supporting those chairs with information and educational opportunities. Through these efforts we have been able to identify and communicate with all but 6 LMSC Coaches Chairs. The reason for this is that they have either not responded or do not have an identified Coaches Chair.

**USMS NATIONAL EVENT SUBCOMMITTEE ON-DECK COACHING PROGRAM-** Led By **Chris Colburn** (on leave) assisted by **Scott Bay** and **Craig Keller**, had a successful response in Mesa at Spring Nationals and as of this writing will have coverage for Summer Nationals in Auburn. This Program is successful and popular with the membership especially those swimmers who are at Nationals without the benefit of their club coach or are self coached. This provides a valuable resource for a large segment of the USMS population and support for those without a coach attending our premier events. **Colorado Timing System** has donated 2 pace clocks at each nationals; the coaches committee is responsible for the coaches contest.

**COACHES TOOLBOX TASK FORCE-** Led By **Rich Axtell**, currently in the final stages of compiling the Coaches Tool Box. The Tool Box seeks to address some operational items and address several different business models so as to put administrative resources in the Coaches hands.

**PUBLICATIONS SUBCOMMITTEE-** Led by **Chris Colburn** (on leave) and **Ahelee Sue Osbourne**, has worked on scheduling submissions from coaches and recently worked collaboratively with ASCA to review their archives for relevant articles for Masters Swimming that could be included in future publications. This will serve to strengthen our relationship with ASCA and also was an initiative undertaken by Ahelee. As a result of dialogue and discussion with Staff, we hope to have lined up enough content to provide the editors for at least a few months in advance and some options to choose from.

**TRIATHLON AND OPEN WATER SUBCOMMITTEE-** Led formerly by **Michael Collins** (who is still actively involved) and **Laurie Hug**. Taking the lead from Michael in this is **Charlie Tupitza**. His experience in this field and willingness to step up made him a good choice. Moving forward, there has been a survey for coaches of triathletes that has been generated to gauge the needs of those coaches to provide better support for them in the future. The results of this survey are not available at this time but will be a guiding force for direction of this subcommittee. They will work very closely with the open water Committee and seek to work collaboratively with Club and Coach Services as well to develop educational opportunities that advance the priorities of USMS and its members.

**AWARDS SUBCOMMITTEE-** Led by **Craig Keller** (Stu Kahn has been nominated for an award so to prevent a conflict of interest the Chair has assumed his role) The Kerry Obrien award has 12 applicants this year and the subcommittee is working on developing a protocol for determining recipients. COY

nominations have also been received and are being reviewed at this time. The nominees will be announced at convention.

### Coaches Committee Meeting Agenda

Thursday September 15<sup>th</sup> 12:30pm-1:45pm – City Terrace 9

1. Welcome & Introductions
2. USMS Masters Certification
3. International Subcommittee
4. Online Workout Subcommittee
5. Coaches Tool Box
6. Triathlon/Open Water subcommittee
7. Awards Subcommittee
8. LMSC Subcommittee
9. Publications Subcommittee
10. Awards Subcommittee
11. New Business
12. Adjournment

### Fitness Education

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#### **Committee Members**

Marcia Anziano, Chair, Linda Shoenberger, Vice Chair

Brigid Bunch, Richard Burns, Ruth Carter, Mary Jane Caswell, Randy Crutchfield, Suzi Green, Ali Hall, Kristy King, Raena Latina, Jon Olsen, Greta VanMeeteren, Jane Moore (liaison to Sports Medicine), Nadine Day (V.P.)

#### **Introduction**

The committee has focused this year on introducing a new Fitness Activity to draw in more Fitness Swimmers. Details on this will follow. We continue to support Go The Distance, provide monthly articles for the web site, and keep up communication with the LMSCs through our monthly newsletter to the local Fitness Chairs, or LMSC Chairs in the situations where there was not Fitness Chair.

#### **Discussions and projects since the last convention**

Check off Challenge: Maryland Masters is the host for the 2010 Check Off Challenge. Jon Olsen has been appointed the liaison from the committee to the host for the purpose of supporting them during the year. This has gone well, and Jon has done a great job. We will continue to use the guidelines for this event that were established last year for the event in 2011.

Go the Distance: As Go the Distance is now 100% driven by the Fitness Logs (FLOGS) and supported by Nike, most of the support for this event has moved to the National Office. This year (at the time I prepared this report) 2457 swimmers are participating in Go the Distance. However, one of the off springs of this, the FLOGS, have 4882 users. This has turned out to be a great retention tool for our membership. Mary Jane Caswell continues to be the voice of the email issues, communicating with the National Office (Kyle Deery) and the participants in GTD.

Fitness Chair Newsletter: Ali Hall continues as our Fitness Chair Coordinator. In this position, Ali writes periodic emails to all LMSC Fitness Chairs. She focuses on fitness activities that are supported at the LMSC level in an attempt to get more attention to the Fitness swimmer at the local level. She solicits ideas for new programs and shares the ideas submitted by the various LMSC's.

Monthly Web Articles: Linda Shoenberger continues to coordinate the monthly articles for the web site.

New Fitness Activity: This year the committee focused on a new fitness event. Ali Hall, along with her subcommittee spear headed this effort. It started as being an event, but ended up an activity with a dual purpose. The activity is named "Pick One of Six and Send us your PIX". The participants need not sign up, they simply pick one of the six challenges that are presented on the web site, complete the challenge, write up their experience, send some photos, and we will feature them on our web pages. (At the time I am writing this, this is still a proposal). We feel that this serves two purposes, gives swimmers some challenges to work on, varying in degree of difficulty, suited for Fitness Swimmers. In most cases, competition is not involved. And at the same time it allows us to update the Fitness pages, with new and different material featuring fitness swimmers from around the country. By keeping the material fresh on our pages, we feel it will draw more attention to not only the Fitness Section on the USMS web site, but more attention to the USMS web site in general.

## Fitness Education Committee Meeting Agenda

Thursday, September 15<sup>th</sup> 2:00pm-3:15 pm - City Terrace 12

1. Introductions
2. Check Off Challenge – review all bids, choose a sponsor
3. GTD – review the issues that occurred during 2011.
4. GTD – establish responsibilities for 2012.
5. Topics for Monthly Articles for Web – establish responsibilities for 2012
6. New Fitness activity for 2012 – status

## History and Archives

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### **Committee Members**

Meegan Wilson, Chair; Barbara Dunbar, Vice Chair

John Bauman, Marcia Cleveland, Laura Colette, Trisha Commons, Cheryl Gettelfinger, Paul Hutinger, Patty Nardozi, Susan Nolte, Jennie (Catherine) Quill, Patrick Quinn, Gail Roper and Chris Sikich, Executive Liaison: Ed Tsuzuki (VPLO)

### **Introduction**

As stated in USMS Rule Book article **507.1.5** --The History and Archives Committee shall record, collect and preserve 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 History and Archives Committee feel that it is extremely important that all USMS members have access to USMS history.

### **Discussions and Projects Since Last Convention**

1. John Bauman completed digitizing Top Ten data from 1971 through 1992. With the help of Barbara Dunbar (VC), Chris Stevenson (Records and Tabulation Chair) and Jim Matysek (Webmaster/IT Director), these data were posted on the USMS website for member use.
2. Top Ten errata (published corrections of errors in the published Top Tens) as well as missing information such as Swimmer IDs and club affiliations are being located and added to the online Top Tens by John, Barbara, Chris Stevenson, Walt Reed (USMS National Records Administrator and FINA World Record Administrator) and Jim Matysek. Pre 1993 Top Ten Relay listings still need to be digitized.
3. As per Paul Hutinger's 2010 Convention suggestion, Barbara created a document recognizing the first National Masters Champions (1970) and their times. Jim Matysek posted the document to the USMS website.

4. John completed digitizing 1988 and 1989 USMS Registration data, is working on the 1986 and 1987 files, and is reviewing Membership Administrator Esther Lyman's database. Tracy Grilli and Barbara have helped to facilitate this process.
5. John and Barbara continue to verify newly assigned IDs, flag problems, and update the registration database.
6. Barbara and Susan Nolte continue to search for Long Distance and Open Water National Championship results for posting. Susan reviewed the online National Championship meet results and created a list of missing information and legibility problems. More legible and more complete results will be posted when available.
7. Jeff Roddin, Championship Committee Chair, and Mark Gill, National Office, sent National Championship results from 2006 through 2010 including programs and reports to Meegan who archived them at the Henning library.
8. Meegan is inventorying USMS materials archived at the ISHOF Henning Library. Missing USMS documents will be located and added. Seven photo albums were temporarily removed from the library for scanning. Meegan scanned and archived eight photo albums recently donated by Edie and Dan Gruender.
9. Sally Dillon, (USMS Recognition and Awards Chair), Trisha Commons, Cheryl Gettelfinger, Barbara, and Meegan continue to locate or write stories for posting onto the USMS website. H&A would like notification when stories from other sources are added to the H&A story section.
10. Photos can be added to stories. Stories can be more easily located with enhanced alphabetic and other search engines, thanks to Jim Matysek and Luke Shaheen.
11. Olympian Gail Roper (H&A liaison to the USOC), continues to maintain a list of USMS members who are also Olympians with assistance from Ann Lea Matysek. When the list has been verified by Gail, it will be posted on the USMS website and updated by H&A.

#### **Action Items**

1. H&A requires a secure site on the USMS website for H&A storage of historical documents for committee use.
2. H&A needs to be able to directly update information on the History and Archives pages on the USMS website.

### **History & Archives Committee Meeting Agenda**

**Thursday September 15th 12:30pm-1:45pm – City Terrace 12**

1. Call History & Archive Meeting to Order Sept. 15, 2011, Thursday
2. Roll Call - Meegan Wilson (C), Barbara Dunbar (VC), John Bauman, Marcia Cleveland, Laura Colette, Trisha Commons, Cheryl Gettelfinger, , Paul Huting, Patty Nardozi, Susan Nolte, Jennie (Catherine) Quill, Patrick Quinn, Gail Roper, Chris Sikich, and Executive Liaison Ed Tsuzuki (VPLO)
3. Introduce and welcome new delegates.
4. Discussion of Status of Projects from Oct. 2010 – July, 2011 listed in the Annual Report and any additional updates not included in the Annual Report.
  - A) Updating Top Ten.
  - B) Updating Registration files.
  - C) Locating and storing Championship meet results.
  - D) Archiving at the Henning Library.
  - E) Stories – Ability to add photos etc.

- F) Olympian Masters List
- 5. Discuss other web projects, timelines, and priorities.
- 6. Action Items:
  - A) H&A requires a secure site on the USMS website for H&A storage of historical documents for committee use.
  - B) H&A needs to be able to directly update information on the History and Archives pages on the USMS website.
- 7. General direction of H&A for 2012.
- 8. Announcements
- 9. Adjournment

## Legislation

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### Committee Members

Sean Fitzgerald, Chair, Jennifer Parks, Vice Chair

Joan Alexander, Marcia Anziano, Daniel Cox, Barbara Delanois, Marilyn Fink, Peter Guadagni, Mary Hull, Jane Masters, Patty Miller, Debbie Morrin-Nordlund, Steve Peterson, Dick Pitman, Meg Smath, Erin Sullivan, Meegan Wilson, Susan Ehringer (ex-officio), Kathrine Casey (ex-officio), Michael Heather (ex-officio), Chris McGiffin (ex-officio)

**Introduction:** 2011 is a Legislation year. We currently have 28 amendments to discuss. Four of those are just housekeeping. At this point, any further items will be voted upon by the Legislation Committee whether to take them as Legislation year items or as Emergency Legislation in accordance with 601.2.3.

There is only 45 minutes of unopposed meeting time to discuss these changes. The Legislation Committee has determined that the following items are most contentious. We will be discussing these items first during the unopposed meeting. L2 and L3, L5 and L6, L7. We will then discuss any of the other items.

I would like to thank the Legislation Committee members, as well as the members of the Governance Committee for their work in bringing these proposals forward.

### Discussions and projects since the last convention:

1. Worked with the Governance Committee to bring forth Legislation items from the Board of Directors.
2. Worked with the National Office to update the Policies and Procedures and LMSC Handbook.

### Action items:

1. The nature of the Legislation Committee does not lend itself to “Actionable” items outside of the convention. Legislative amendments will be handled at the Convention.

## Legislation Committee Meeting Agenda

Meeting #1 – Thursday September 15<sup>th</sup> 9:45am -11am – City Terrace 6  
 Meeting #2 – Friday September 16<sup>th</sup> 2:30pm-3:30pm – City Terrace 6  
 Meeting #3 – Saturday September 17<sup>th</sup> 8:00am -9:15am – City Terrace 9

1. Roll Call
2. Introductory Comments

3. Review of amendment criteria and voting procedures
4. Consideration and Recommendation of Proposed Legislative Amendments
5. New Business and Projects.

## LMSC Development

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### Committee Members

Doug Adamavich, Chair; Lori Payne, Vice Chair

Barb Protzman, Chris Lundie, Chris McGiffin, Doug Garcia, Ellen Tobler, Hans Van Meeteren, Jeff Strahota, Leianne Crittenden, Lori Payne, Lynn Morrison, Paige Buehler, Rick Noeth, Sally Guthrie, Syd Latina, Ex-Officio: Ed Tsuzuki (VPLO), Anna Lea Matysek

### Introduction

Our committee is in its second year and has been working on two major efforts. The first is assessing LMSC compliance with the published minimum standards. The other is evaluating remediation procedures for those LMSCs that don't comply with the standards. We also coordinated a slate of workshops and presenters for this year's convention in Jacksonville. It has been a busy year for this committee but our efforts have produced a clearer picture of the current status of the LMSCs and initiated discussion on how to help those in need.

Our first effort was to get a fact-based snapshot of where the LMSCs stand regarding compliance with the minimum standards. We conducted multiple surveys on the range of functional areas covered by these standards. Surveys were completed and the data was analyzed and distilled into a report. Recommendations for changes to the minimum standards are being discussed. This document represents a massive effort from our committee that occupied the bulk of our time since Dallas.

As the analysis of the minimum standards surveys was being completed, the subject of remediation came to the forefront. The committee began to look at what should be done when an LMSC was found to be non-compliance on a particular standard. Areas of non-compliance were also ranked to determine which non-compliant standards would require immediate attention and action. The goal here was to assist LMSCs to become compliant with the minimum standards by working with them, the Zone Chairs, the National Office, and other resources. This effort is ongoing but has already produced a report with initial recommendations on remediation matters.

### Discussions and Projects Since Last Convention

1. Assessed the 2010 convention workshops.
2. Coordinated workshops for 2011 convention.
3. Conducted minimum standards surveys.
4. Analyzed results of the surveys.
5. Published findings and recommendations.
6. Ranked the most important areas of compliance.
7. Evaluated remediation procedures for non-compliance.

### Action Items

1. Submit legislative changes to the LMSC minimum standards.
2. Prepare for next year's minimum standards surveys.
3. Finalize remediation procedure updates.
4. Work with LMSCs that need assistance.

## LMSC Development Committee Meeting Agenda

Meeting #1 – Thursday September 15<sup>th</sup> 2:00pm-3:15pm – City Terrace 7

1. Session I – LMSC Minimum Standards
  - Why – The Importance of Consistent Level of Service
  - Assessing Current Standards

- Lessons Learned

## Meeting #2 – Saturday September 17<sup>th</sup> 8:00am-9:00am – City Terrace 10

- Why – Fix the Problem, Don't Affix Blame
- Recommendations
- Lessons Learned

## Long Distance

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### Committee Members

Heather Hagadorn, Chair; Donn Livoni, Vice Chair

Neil Brophy, Bob Bruce, Ali Hall, Bruce Hopson, Susan Kirk, Donn Livoni, Rebekah Olsen, Jennie Quill, Karen Reeder, Dick Sidner, Thomas Spence, Ann Svenson, Greta Van Meeteren, Jill Wright, Robert Zeitner, Ex-Officio: David Diehl, Susan Ehringer, Mark Gill, Lynn Hazlewood

### Introduction

The purpose of the Long Distance committee is detailed in *Article 507.1.8, USMS Rule Book, page 93*. The committee selects open water and long distance national championship hosts, provides advisory services to these hosts, oversees all rules in Part 3 of the rulebook, and maintains the records, All Americans and All Stars. This committee works closely with the Open Water committee, to develop and enhance existing guidelines and manuals, and also to help expand the competitive side of open water swimming and include more fitness and non-competitive events and clinics.

### Discussions and Projects Since Last Convention

1. **Rules:** The committee will propose a few emergency rules for Part 3 to the HOD this year. The rules are non-impactful to the spirit of what exists today, however they do provide clarity to existing rules that may otherwise be ambiguously interpreted. As of the July 10<sup>th</sup> deadline, there were no emergency proposals submitted by other committees, the BOD or any LMSCs. Several housekeeping items were submitted to the rule book editor, to correct the numbering references in Part 3.
2. **Legislation:** The committee, working closely with the Open Water committee, created several new legislation proposals designed to expand open water to include additional events that may never have sanctioned with USMS otherwise. This proposal helps support the growth of open water, while maintaining the same high level of integrity and standards of safety that exist today. Please join us at the *Open Forums* to discuss the proposals submitted by the Long Distance and Open Water committees.
3. **National Championship Events:** The One Hour Postal National Championship continues to be the largest USMS championship event, with nearly 3000 participants. New in 2011, we still require split sheets to be recorded for postals, however only the swimmers who break records have to *submit* them to the hosts for verification. All point-scoring times are verified against other pool events and open water events to help maintain the integrity of results and limit invalid submissions. The committee oversees and supports a total of five postal and six open water national championships. With the increasing use of the online entry system, membership validation and the integrity of event results has become easier to maintain, both for the hosts and the committee. The LDC event liaisons worked proactively with each of the hosts to review and provide recommendations to safety plans, entries, timelines, USMS sponsors and swag, and to work toward better consistency across the events. This year we received 26 qualified bids for the 2013 events; winning/non-winning hosts will be notified prior to the convention, and results will be tracked in the committee minutes for approval by the HOD.
4. **USMS Sponsors:** With help from the National Office, exposure to the USMS sponsors in our events has grown significantly from last year. All six of the open water national championships received goodie bag treats from several sponsors, and Speedo began sponsoring the postal events



- this year. All open water national championships also received brightly colored USMS caps and banners.
5. **Awards:** Several new records were broken in the one mile and two mile cable events early in the summer. All Americans and All Stars continue to be maintained and recognized by the committee.
  6. **Open Water Guide to Operations:** The committee supported the Open Water committee to develop new educational materials and update existing manuals. The updated materials will be placed in the Open Water Guide to Operations (OWGTO), which can be viewed as part of the USMS GTO (<http://www.usms.org/admin/lmschb/>).
  7. **Safety:** The Open Water Safety Task Force was created by the Open water committee and is supported by members of both the OWC and LDC. Please refer to the OW annual report for details.

### **Action Items**

1. Prepare 2013 bid winner summary for announcement at Convention
2. Continue to liaison with the on-going OW and Postal national championships.
3. Track, prepare and submit the 2011 All Americans, All Stars and national records to the website.
4. Order medals, patches and awards as necessary for 2012.
5. Evaluate and update host packets and standardized forms.
6. Prepare contracts for, and assign liaisons to the 2012 OW/LD National Championship events, and the 2013 OHP National Championship.

### Long Distance Committee Meeting Agenda

#### **Meeting #1 – Thursday September 15<sup>th</sup> 2:00pm-3:15pm – City Terrace 5**

1. Call to order
2. Introductions
3. Selection announcement of 2013 national championship hosts
4. Assignment of liaisons for 2012 events
5. Legislation proposals
6. Reports:
  - All-American
  - All-Star
  - Awards
  - Records
7. Recess

#### **Meeting #2 – Saturday September 17<sup>th</sup> 9:15am-10:15am – City Terrace 10**

1. Finish any business held over from the first meeting
2. Discussion of Rules Items for Submission to HOD
3. Event Liaison Workshop
4. New Business: Other items
5. Motion to adjourn
6. Adjournment

### **Officials**

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#### **Committee Members**

Charles Cockrell, Chair; Ed Saltzman, Vice Chair

Pat Baker, Lee Carlson, Sandy Drake, Marilyn Fink, Steve Goldman, Judy Gillies, Charlie Kohnken, Leon Kief, John King, Caroline Lambert, Eric Nordlund, Fred Pigott, Mary Pohlman, Ex-Officio: Kathy Casey, Clark Hammond, Sandi Rousseau

## **Introduction**

The Officials Committee continues to work on projects to train and educate USMS officials and to strengthen our support for USMS National Championship meets. During the past year, the Officials Committee updated material for the USMS Guide to Operations, including a presentation on "Officiating Masters Swimming" for LMSC Chairs, Referees, and other officials; updated pre-meet briefing notes for officials; provided guidance on implementing rule changes regarding administrative officials; and discussed meet situations and resolutions. In addition, we developed tests for stroke and turn judges and starters to be used by LMSCs seeking to implement certification programs. The officials' tests have been reviewed by the Rules Committee for accuracy and rule references and will be added to the USMS Guide to Operations by the USMS Convention. The committee reviewed the guidelines for certification programs and approved Pacific LMSC's officials' certification program, planning to work with Pacific during the implementation phase. The Officials Committee plans to offer two workshops on "Officiating Masters Swimming" at the USMS Convention for LMSC Officials Chairs, Referees, USA-Swimming Officials, and other interested officials.

The Officials Committee continues to work with meet hosts and the Championship Committee to recruit and select lead officials for USMS National Championship meets. Applications to Officiate were distributed for SCY Nationals in Mesa and LCM Nationals in Auburn, and the Officials Committee coordinated with Meet Referees for both meets to establish requirements, provide information, and assist with recruiting. Meet Referees and Administrative Referees have been assigned for 2012 National Championship meets in Greensboro and Omaha.

## **Discussions and Projects Since Last Convention**

1. Update of materials for the USMS Guide to Operations.
2. Update of certification guidelines for USMS officials.
3. Development of officials' tests for stroke and turn judges and starter.

## **Action Items**

1. Assignment of Leadership Team and Liaisons for 2012 Championships.
2. Inclusion of officials' tests to the USMS Guide to Operations.

## **Officials Committee Meeting Agenda**

Thursday September 15<sup>th</sup> 9:45am-11:00am – City Terrace 5

1. Approval of conference call minutes.
2. Approval of 2012 budget request.
3. Issues dealing with National Championship Officials (assignment of leadership team and liaisons; discussion of issues from 2011 meets; additional planning for 2012 meets).
4. Issues dealing with Local Officials (certification and testing; interfaces with LMSC Officials Chairs; updates to the Guide to Operations).
5. New business and open forum for LMSC Officials Chairs.

## **Open Water**

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### **Committee Members**

Lynn Hazlewood, Chair; Glenda Carroll, Vice Chair

Lisa Bennett, Marcia Cleveland, Michael Collins, Malcolm Cooper, Jon Harnett, Laurie Hug, Karen Kaussner, Katherine Longwell, Frank Marcinkowski, Fred Piggott, John Traynor, Rick Walker, Jim Wheeler, Ex-Officio: David Diehl, Mark Gill, Heather Hagadorn

### **Introduction**

The purpose of the Open Water committee is to "...promote the development of and participation in open water swimming..." (*Article 507.1.10, USMS Rule Book, page 93*). USMS has had incremental development of open water during the past two decades, but has not yet taken that leap forward to become

a significant part of the greater open water community. For the past two years, the committee has been laying the foundation for that leap forward and, depending on the outcome of some initiatives this year, is poised to begin working on more direct development in 2012.

### **Discussions and Projects Since Last Convention**

**Open Water Guide to Operations:** The committee, along with members of the Long Distance committee, has begun a project to develop new educational materials and update existing manuals. The updated materials will be placed in the Open Water Guide to Operations (OWGTO), which can be viewed as part of the USMS GTO (<http://www.usms.org/admin/lmschb/>).

**Sanctions:** The committee developed open water sanction guidelines as Part 1 of the OWGTO. These guidelines, along with a new sanction application, implemented the sanction legislation passed at the 2010 annual meeting. The committee has developed a new sanction proposal for 2011. Article 203 has been reorganized and updated to allow for multiple types of sanctions, and to more clearly delineate what is the responsibility of the LMSC and what is the responsibility of the event director. Multiple sanction options will enable USMS to sanction qualified independent events and create sanctioning partnerships with other NGBs.

**One-Event Registration:** The committee has prepared two pieces of legislation for the One-Event Registration. First, a re-write of the OEVT definition that separates open water OEVT from pool OEVT and lays the groundwork for increased use of the OEVT for open water event development. The second legislation proposals is a re-structuring of the OEVT fees to make USMS more competitive in the marketplace. The committee will prepare recommendations to the BOD for administration of the OEVT and fees for presentation at the annual meeting.

**Event Results Database:** The open water sanction legislation passed in 2010 requires event directors to send their event results to USMS for inclusion in an event results database. The committee has been discussing the specifications for the proposed database. A test database was created to demonstrate potential benefits including the capability to handle all USMS standard scoring divisions, automatic calculation of points for a national ranking system, automatic calculation of points for All-Stars, calculation of participation points for fitness swimmers and swimmers who do not place highly, calculation of miles swum in open water events for individual swimmers (teams, zones, etc.), publication of official results and maintenance of the history of our open water events. A template was distributed to sanctions chairs, open water chairs and event directors for optional collection of 2011 data.

**National Open Water Swimmer Ranking System:** The committee is working on defining a national open water swimmer ranking system for USMS members, which is based on points earned in competition in six distance categories and all standard USMS scoring divisions (*Article 303.1, USMS Rule Book, pages 61-62*). The intention is to provide value for competitive swimmers and fitness swimmers, encourage swimmers to participate in more events and races, encourage swimmers to participate in higher level races (National Championships, H2Open events, and regional events and series). More information on the system will be available at the committee's convention meeting.

**Safety:** The Open Water Safety Task Force was created at the committee's April meeting and includes personnel from the open water and long distance committees plus other USMS members. Task force membership includes Lynn Hazlewood, Heather Hagadorn, Bob Bruce, Rob Copeland (*ex-officio*), Dave Diehl (*ex-officio*), Corinne Gorski, Bruce Hopson, Susan Kirk, Frank Marcinowski, Steve Munatones (*ex-officio*), Karen Reeder and Jim Wheeler. The task force began meetings on June 5 and has initially concentrated on compiling Open Water Safety Objectives and other safety support documentation. The Open Water committee is going to have a safety workshop during our second meeting (currently scheduled for Friday at 10:30 AM). During this workshop we will be teaching people how to use our safety document to create their safety plan. The participants will build a safety plan during the meeting.

**Safety Education:** The Safety Task Force will partner with the Coaches Certification program and National Office personnel to run Safety Education clinics as a companion to Level 3 coaches certification clinics. In addition, the Safety task force will develop adjunct safety education as follows: hold a convention workshop on building safety plans during the second OW meeting, develop safety webinars to reach people who cannot attend live clinics, hold conference calls with event officials, and develop an email list of human resources for event support services.

### Action Items

1. **MSA** to send the Sanction Guidelines to the Long Distance committee for approval of distribution and implementation of the guidelines as defined in Article 101 of the OW GTO (Minutes of 2/13/2011).
2. The committee agreed to review the status, fee structure and implementation of the One-Event Registration and prepare legislation and an administrative proposal for the HOD in September (Minutes of 2/13/2011).
3. Agreed to the creation of an inter-committee Safety Task Force (Minutes of 4/17/2011).
4. Agreed on the outlines of changes to the OEVT structure and process (Minutes of 4/17/2011).
5. **MSA** One-Event Registration proposal as amended—Article 201.1.3 rewrite (Minutes of 5/22/2011).
6. **MSA** One-Event Registration fee proposal—Article 201.1.5 amendment (Minutes of 5/22/2011).
7. **MSA** Sanction Legislation proposal—Article 203 rewrite (Minutes of 5/22/2011).
8. In addition to the above action items, the committee **MSA** all meeting minutes posted on usms.org.
9. Additional action items for the July and August meetings will be posted in the minutes when available.

### Open Water Committee Meeting Agenda

#### Meeting #1 – Thursday September 15<sup>th</sup> 12:30pm-1:45pm – City Terrace 5

1. Call to order
2. Introductions
3. Legislation proposals
4. OEVT administrative recommendations
5. Event results database
6. National ranking system
7. Recess

#### Meeting #2 – Friday September 16<sup>th</sup> 10:30am-11:45am – City Terrace 5

1. Safety Plan Workshop - how to use our safety document to create a safety plan. The participants will build a safety plan during the meeting
2. Adjournment

### Recognition & Awards

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#### Committee Members

Sally Dillon, Chair; Hill Carrow, Vice Chair

Andrea Block, Carolyn Boak, Norman Bower, Chris Campbell, Betsy Durrant, Dan Gruender, Edie Gruender, Margie Huting, Hugh Moore, Walt Reid, Nancy Ridout, Gail Roper, Kelly Sharitt, Laura Val, and Robert Zeitner, Executive Liaison: Ed Tsuzuki (VPLO)

#### Introduction

The Recognition & Awards Committee oversees all of the USMS service awards even though other committees select some. We review and approve proposals for official USMS awards and maintain a history of award recipients. The 16-member committee includes numerous representatives from other committees.

#### Discussions and Projects Since Last Convention

1. **The 2011 Capt. Ransom Arthur M.D. Award recipient is Rob Copeland** and he received his award from USMS President Jeff Moxie at his home pool in Peachtree, GA. USMS Vice President Mike Heather made the official announcement at SCY nationals in Mesa, AZ. The other outstanding nominees were John Bauman from Wisconsin LMSC and Kerry O'Brien from Pacific

- LMSC. All past recipients of the award and the entire R&A committee participated in the selection of the recipient.
2. Various subcommittees participated in the selection of the **2011 recipients of the USMS Dorothy Donnelly Service Awards, USMS Club of the Year Awards, and June Krauser Communications Award**, which will be announced during the R&A Committee report to the HOD.
  3. The R&A Committee's discussion forum was used to review the committee's official description that appears in the Rule Book. The committee wishes to restrict our award responsibility to "service" awards to properly reflect what has been our practice all along. We would also like to change the "numerical" membership requirements, as they are unnecessary and difficult to achieve. A proposed legislative change has been submitted as a result of our discussion and it can be found in the Legislation section of the convention packet.
  4. As a follow up to the "Recognition of Volunteers at the Local Level" workshop presented by the committee at last year's convention, a 2-page document summarizing all of the good ideas generated has been produced and is now available on the USMS website. Using the Administration tab, go to Guide to Operations and scroll down to Awards to download this document. We hope LMSCs and clubs will find the information useful.
  5. An on-going project has been to see that Ransom Arthur award recipients have a "story" explaining why they were so honored. With the help of numerous committee volunteers, and others, the project has been completed. Go to <http://www.usms.org/admin/awards/> to view the various USMS awards. Click on any Ransom Arthur award recipient's name and you will go to a page with information about the person and at least one "story" about their contributions to USMS. The History & Archives Committee has provided a good deal of assistance with this project!
  6. The committee held a teleconference meeting and the minutes are posted on the USMS website for all to see.

#### **Action Items**

1. The committee voted via Email to submit a legislative change to its Rule Book description. (See item #3 above and the Legislation section of the convention packet.)

### **Recognition & Awards Committee Meeting Agenda** **Thursday September 15<sup>th</sup> 9:45am-11:00am – City Terrace 7**

1. "Pinning" of the 2011 Capt. Ransom Arthur M.D. Award recipient – Rob Copeland.
2. Chair's report and review of the budget.
3. Review of annual projects – awards that we coordinate.
4. Report on ISHOF and IMSHOF.
5. New Business
  - a. Lack of nominees for awards.
  - b. Re-design and re-order of DDSA and RJA pins.
  - c. Other

## **Records & Tabulation**

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#### **Committee Members**

Chris Stevenson, Chair; Emmet Hines, Vice Chair.

Cav Cavanaugh, Greg Danner, Barbara Dunbar, Laszlo Eger, Cheryl Gettelfinger, Donna Hooe, Son Nguyen, Walt Reid (USMS Records Administrator), Jeanne Siedler, Mary Sweat, and Mary Beth Windrath (National Swims Administrator), Executive Liaison: Ed Tsuzuki (VPLO)

#### **Introduction**

The Records and Tabulation Committee is responsible for the process of recording and verifying Top 10 times, All-American and All-Star rosters, and USMS national records for all three courses. In addition to a

chair and vice-chair, the committee includes the National Swims Administrator, who collects, verifies and compiles Top 10 submissions from the LMSCs, and the USMS Records Administrator, who collects and verifies record applications and maintains the USMS records.

The committee works closely with the USMS Webmaster & IT Director for the online publication of lists, rosters and records, and to simplify and automate the compilation and verification of all swim performances.

### **Discussions and Projects Since Last Convention**

1. For the past year, the Records Administrator and Swims Administrator continued their customary roles of verifying, compiling and verifying USMS Records and Top 10 Swims, respectively. The committee chair published the list of Top 10 swims and All-Americans on the USMS website.
2. Committee business was taken up during four conference calls (Dec 5, Feb 20, Apr 10, June 20) and electronically through email and the restricted Records and Tabulation forum that has been set aside for this purpose.
3. The committee updated the Guide to Operations for 2011. The updates this year were a little more extensive than usual. Changes were in split requests (two watches/buttons now okay), USMS record applications (now there is a 90-day deadline from the end of the season), and the requirement that bulkhead placement be verified before meets.
4. At the Dec 5 meeting, the committee approved a new method of awarding and recording USMS national records. After the submission deadline for a particular season, the Records Administrator will publish the official USMS record progression for each event in the season based on the dates of the swims. Swimmers who held the record at some point in the season will receive a certificate of recognition. This policy change was discussed by the Board of Directors at their Jan 29 meeting. They approved the change and indicated that it did not need approval by the Executive Committee. The information was disseminated by publishing an article in the March edition of the *Streamlines* electronic newsletter that is sent by email to all USMS members. A separate email (March 27) was also sent to the Chairs and Top Ten Recorders of all LMSCs informing them of the policy and its possible ramifications.
5. The committee maintains a prioritized list of IT projects, collaborating with the USMS webmaster/IT coordinator Jim Matysek. These projects were classified by whether or not they related to the E2EEM project (i.e., involving the national meet results database); they were also classified by priority level and ordered within each level. Most of the E2EEM projects that were classified at the highest priority were completed this year.
6. There was a concerted effort this year to increase the number of Top Ten Recorders who use the E2EEM tools to upload meet results and generate top ten reports. In the fall, 29 LMSCs had access to the tools, representing approximately 56% of the USMS membership. As of July 2011, 44 LMSCs have access to the tools, representing approximately 97% of the USMS membership. Although the committee eventually approved it, granting access to everyone at once was deemed impractical due to the need for training on the tools as well as the increased workload of the National Swims Administrator. Just because an LMSC has access to the tools doesn't mean that they are being used. Results are not always uploaded, and the tools are not always used to prepare Top Ten submissions. As of July 2011, 35 LMSCs (representing approximately 65% of USMS membership) are uploading their own meet results. In a very few cases, it is someone other than the Top Ten Recorder who has access to the E2EEM tools.
7. Another priority of the committee this year was the training of TTRs, both in general and on the new web tools. We have worked with Anna Lea Matysek in the national office on this task; Anna Lea has developed a number of excellent tutorial documents, primarily targeting inexperienced TTRs, for uploading meet results and generating top ten reports. The committee also developed a TT report "checklist" for more experienced recorders. These documents are located in a new portion of the USMS website: <http://www.usms.org/admin/lmschb/content/tttutorial>. A link to this page is in the Guide to Operations section of the website. Anna Lea also offers hour-long training sessions to new TTRs by phone and a "gotomeeting" connection, so the TTR can either watch how to use the tools or Anna Lea can watch as the TTR uses the tools for the first time.
8. The Committee submitted an amendment to Article 507.12 in the Rule Book. This is the article that describes the committee responsibilities; the publication of All-Star rosters was added to the



rule. This corresponds to current practice, since it is our committee that determines the criteria and makes the All-Star selections.

#### **Action Items (meeting date)**

1. Approval of minutes from meetings on 9/17/10, 12/5/10, 2/21/11, 4/10/11.
2. Revisions accepted for Split Notification Form to reflect rule changes passed at Convention. (12/5/11)
3. Revisions accepted for the Record Application Form to reflect rule changes passed at Convention. (12/5/11)
4. Revisions accepted for the Guide to Operations for 2011. (2/20/11 and committee forum)
5. USMS Record progressions are to be tracked and published after each season, and certificates awarded only to swimmers who held the record at some point in the season. (12/5/11)
6. Amendment proposed to Article 507.12 defining the committee's purpose. (6/20/11)

### **Records & Tabulation Committee Meeting Agenda** **Friday September 16<sup>th</sup> 10:30am-11:45am – City Terrace 6**

1. Introductions.
2. Approval of minutes from 6/20/11 meeting.
3. When to submit USMS record applications in light of the new "records progression" policy: how to disseminate this information to Meet Directors and Top Ten Recorders.
4. Review IT projects and priorities.
5. International Meets: what is the best way to include them in the MRDB? Piecemeal by LMSCs? One or more "superusers" in charge of them?
6. Pool length measurements: are current tolerances reasonable in theory and practice? What is the current state of the national pool length certification database?
7. Other business.

## **Registration Committee**

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#### **Committee Members**

George Simon, Chair; Leo Letendre, Vice Chair

Susan Ehringer, Emmett Hines, Arni Litt, William Bearden, Nancy Ridout, Robin Tracy, Greg Weber, Susie Young, Ex-Officio: Tracy Grilli, Anna Lea Matysek

#### **Discussions and Projects Since Last Convention**

1. Several LMSCs raised the issue of being able to charge the member a minimal fee (\$1 to \$2) to mail registration cards. The committee rejected this request
2. Many LMSCs are delinquent in mailing cards, donation letters, and replying to notes from the swimmers who make comment on their online registrations. No definite action other than to determine why some are delinquent, and to remind them that the minimum requirements of an LMSC must be met.
3. A subcommittee meets regularly with the registration system vendor – many enhancements have been made to the system to make the registrar's use of the system easier, such as background screens to lessen incorrect registrations, an information window on the main screen that shows the number of cards in the queue and their oldest date, the number of member messages that need to be handled, and the number of notes about a member's record as received in the National Office. These items are available to both the LMSC and National Office. Also the LMSC treasurers have all been notified that they can access the financial data for their LMSCs to lessen the registrar's requirement to keep the treasurer informed of the monthly status of the system (many have chosen to not use the new function).

## Action Items

1. Continue discussions of LMSCs who fail to meet minimum requirements

## Registration Committee Meeting Agenda Friday September 16<sup>th</sup> 10:3am-11:45am – Orlando

1. Continue Discussions of LMSC registrar's who fail to meet minimum requirements and how best to remedy the situation for the members who want their card sent or a reply to the question they asked.
2. As mentioned above, there are currently 6 LMSCs who have a lot of cards that need to be printed remaining in their queue, some from November 1<sup>st</sup>. There are over 881 cards USMS wide that haven't been printed, 217 donations letters, and 58 notes from members that have not been acted upon. Should the National Office take over after a reasonable period and mail cards at a charge to the LMSC for the service. Several LMSCs already contract the National Office to process the cards at a \$2 fee.

## Rules

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### Committee Members

Kathrine Casey, Chair; Leianne Crittenden, Vice Chair; Kris Wingenroth, Secretary

Carolyn Boak, Peggy Buchanan, Kathrine Casey, Sally Ann Dillon, Barry Fasbender, Judy Gilles, Laura Groselle, Matt Hooper, Leon Kief, Cathy Kohn, Leo Letendre, Jessica Seaton, Kelly Sharitt, Frank (Skip) Thompson, William Tingley, Ginny Trimble, Kris Wingenroth, Ex-Officio: Charlie Cockrell, Susan Ehringer, Sean Fitzgerald, Mike Heather, Dan McAllen, Leianne Crittenden, appointed

### Introduction

The Rules Committee has jurisdiction over Part 1: Swimming Rules and the Glossary. Since this is a Legislation year, Rules amendments to Part 1 may be passed by a nine-tenths vote of the House of Delegates only if they are properly submitted, deemed an emergency by the Rules Committee and recommended for approval by the Committee. One proposed rule change has been submitted. Part 1 is based on articles 101, 102, and 105 of the USA Swimming Technical Rules, which, as amended, will govern all Masters swimming competitions. The Rules Committee may also recommend changes to USA-S article 103 (Facility Standards) to the House of Delegates. The committee reviewed USA Swimming's Article 102, as it was reorganized and partially rewritten last year, and will present its recommendations to the House of Delegates for approval or rejection by a majority vote. The Committee will also make recommendations to the delegates on amendments approved by USA Swimming at this year's convention. There are ten USA-S proposed amendments that could impact USMS rules.

### Discussions and Projects Since Last Convention

1. Proofread the 2011 rule book for the correct insertion of:
  - A. adopted USMS amendments
  - B. USA-S approved amendments that were adopted by USMS
  - C. corrections to the rule book that were reported throughout the year
  - D. additions to the index
2. Updated the "Differences" documents for Appendix B in the 2011 rule book (USA-S, NCAA, FINA, and NFHS rules differences) and submitted the USMS/USA-S rules differences to USA Swimming for publication in their rule book.
3. The chair attended the "Our Kids Initiative" (OKI) meeting in Indianapolis in September, shared the differences documents of swimming rules between USMS and other swimming governing bodies, and reviewed the USMS rules included in the OKI comparison of rules for all swimming governing bodies.
4. Answered all questions about rules including the following:



- A. A relay swimmer can start from the water and then remain in the water holding on to the lane line until the relay is over. Be aware that when automatic timing is used, a relay leadoff split will not count for an official USMS time if the second swimmer starts in the water.
  - B. The breaststroke or whip kick may be used exclusively or interchangeably with the dolphin kick while doing the butterfly stroke at any time during the race. Only one breaststroke or whip kick is permitted per arm pull.
  - C. Swimmers can wear traditional racing suits such as lycra/polyester briefs for men and hip-to-shoulder suits for women that may not be on the FINA-approved list if they meet the FINA swimsuit specifications: All swimsuits must be made from textile materials and have no fasteners except for a waist tie. Elastic is allowed in ends of the legs and in straps.
  - D. An official time for butterfly can be achieved in initial butterfly distance(s) of an IM event.
  - E. In breaststroke after the start and after each turn, a single butterfly (dolphin) kick is permitted during or at the completion of the first arm pull. For purposes of that single dolphin kick, any downward or outward lateral movement of the hands or arms is considered to be the initiation of the first arm pull after the start and after each turn. For purposes of the head breaking the surface of the water during the second stroke, the head must break the surface before the hands turn inward at the widest part of the second arm pull.
  - F. Combined events cannot be called "Open" or "Choice" or any other such generic name. They can only be called events that are listed in article 102.5. Events of the same distance 200 yards or longer may be combined, but if the meet is to be seeded with combined events, the meet information must state that and list the event by the distance and the choices of strokes (e.g., free, back, breast, fly, IM) on the meet entry. Each swimmer must enter one of those strokes for that distance in order for the times to count for USMS Top 10 and records. Entering an event called "Open" or "Choice" will not count for USMS Top 10 and records.
  - G. The 5-event-per-day limit is not one of the relevant rules for USMS recognition. All of the relevant rules for recognition (see 202.2.1E) are generally rules that affect the quality of the times.
  - H. If the primary timing system is manual, official split times for USMS Top10 can be recorded by the manual watches (103.13.3). If the primary timing system is automatic, official split times for USMS Top 10 must be recorded by automatic timing.
  - I. Tape on the body or Cho-Pats are not permitted unless approved by the referee.
  - J. A referee must be certified as a referee or, if certified as a starter or stroke and turn judge, must receive training on specific duties of a referee. Uncertified officials may serve as starters or stroke and turn judges if they receive training in the specific duties of the assigned positions and serve under the supervision of a certified official.
5. Published columns in *Streamlines* for coaches that address the most frequently asked questions about rules.
  6. Reviewed articles 102 and 103 for comparison with the reorganization and rewrite of USA Swimming's article 102 to make recommendations to the House of Delegates.
  7. Provided a Rules Liaison to National Championship meets to assist with rules questions and rules interpretations and provided information for automatic split retrieval for official times as well as a written split request for all events for all swimmers except individual backstroke events.
  8. The chair attended the USA Swimming Rules & Regulations Committee meeting in June.
  9. Reviewed the Rules Committee description in 507.1.14 as directed by the USMS Board of Directors and found it to be accurate.
  10. Reviewed updated research and information on transsexual athletic eligibility and considered eligibility for USMS official times and competition based on gender.
  11. Assisted LMSCs and committees with proposed rule changes.
  12. Contributed to USMS strategic planning.

## **Action Items**

1. The committee reconfirmed the following USMS transsexual policy for USMS official times as approved in 2005: Transsexuals may compete in their reassigned gender per IOC rules.

## Rules Committee Meeting Agenda

### Meeting #1 - Thursday, September 15th 12:30pm–1:45pm –City Terrace 8

1. Review and approve minutes.
2. Review the 2012 budget and 2011 expenditures.
3. Consider proposed amendment for emergency status.

### Meeting #2 - Friday September 16<sup>th</sup> 2:30pm–3:30pm – City Terrace 10

1. Consider USA Swimming proposed amendments R-1 through R-9 (R-3 is currently a USMS exception) that will impact USMS rules if approved by USA-S and prepare recommendations for the House of Delegates. Also consider USA-S R-10 (Facility Standards).
2. Review proposed tasks for 2012: Proofread rule book, update Differences documents, develop situations manual or data base of frequently asked rules questions and/or common rules problems, collect a history of proposed rule changes.

### Meeting #3 - Saturday September 17th 1:00pm–1:30pm – City Terrace 10

1. Consider USA Swimming amendments as approved by the USA Swimming House of Delegates and make final recommendations to the House of Delegates.

## Sports Medicine

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### **Committee Members**

Jane Moore, Chair; Jessica Seaton, Vice Chair

Hannah Caldas, Steven Erickson, Bill Ewan, Sally Guthrie, Kristen Heath, Jane Katz, Erin Merritt, Jim Miller, Mary Pohlmann, Diane Rothenberg, Rand Vaillancourt, Ex-Officio: Nadine Day

### **Introduction**

The Sports Medicine and Science Committee shall educate members and the public on topics of sports medicine and science. The committee shall stimulate and encourage research pertaining to Masters swimming. The committee also responds to queries, reviews research proposals, and supports research.

### **Discussions and Projects Since Last Convention**

1. The committee discussed a request for access to member demographic data to compare with death registry information regarding bladder cancer several times with intervening input from the researcher making the request.
2. We continue to arrange speakers on sports medicine and science topics at national championship meets and convention. There is low attendance at most talks at national championship meets.
3. Committee members Steven Erickson and Sally Guthrie have analyzed data from the USMS swimmer survey that they conducted. They submitted their first paper entitled "Health Status of USMS Swimmers Compared to a Representative Sample of the General Population" to the Journal of Physical Activity and Health.
4. The committee is working to develop content for an educational exhibit to display in the sponsor area at national championship meets. We may also arrange to provide health screenings such as the very successful skin cancer screening done at Mesa. We will collect topics for educational display and health screenings for review and work to develop a display.
5. We are also working to develop a recommendation regarding restricting areas where aerosol spray products may be used. Some people suffer adverse effects from breathing products applied as sprays. We will collect and review research related to this topic.

## Action Items

1. The committee approves cooperation with Emory University researcher to compare USMS member demographic information with death registry information related to bladder cancer.

## Sports Medicine Committee Meeting Agenda Friday September 16<sup>th</sup> 10:30am-11:45am – City Terrace 8

1. Welcome & Introductions
2. Research Projects
  - a. USMS Survey results – Steven Erickson and Sally Guthrie
  - b. Bladder cancer evaluation – Emory University
  - c. Other
3. Education
  - a. Lectures – national championships; convention; recorded for web posting
  - b. Display – topics; design
  - c. Health Screenings – type of screening; who could provide; who will arrange
  - d. Articles – review; topics; authors
  - e. Other
4. Aerosol Spray use – review research regarding problems; propose recommendation
5. Legislation/Rules/Open Water Proposals – review any with science/medical aspects
6. Budget Proposal
7. Other Business
8. Next Meeting
9. Adjourn

**SPORTS MEDICINE PRESENTATION**  
**THURSDAY, September 15, 2011**  
**11:15-12:15 pm**  
**Conference Center A**

## Breadbasket Zone

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Marcia Anziano, Chair

### Introduction

I will start my report with my standard sentence of “the Breadbasket Zone continues to deal with the issues of the vast geographic area.” To demonstrate this fact, here are some interesting tidbits about our zone. First of all, the LMSCs within our zone (in no particular order) are Iowa, Nebraska, Minnesota, Missouri Valley, Ozark, Colorado, North Dakota, and South Dakota. They range in size by number of members (as of this writing) from 43 to 2082 with a total of 4176 members in the entire zone. Using the main state(s) included in each LMSC (without breaking out counties but being within practical measures) we cover 7,090,048 square miles with a total population of 26,079,204 people. Of interest, the LMSC with the largest number of participants, Colorado with 2082, has a total population of 5,507,756 (this includes both the states of Colorado and Wyoming). Minnesota has the largest population of 5,314,879 with membership of 893, where as the smallest population is 675,905 in the state of North Dakota where 43 members reside in an area of 68,994 square miles, giving them a density of 9.3 people per square mile. South Dakota is slightly more populated with 10.6 per square mile, while Missouri tops out with the highest density of 85.82 per square mile. Think of this as related to New Jersey with 1171.64 or even California with 235.68 persons per square mile. In all, 28 states have population with densities higher than that of our highest state.

I could go on with more facts but needless to say we are vast in area, varied in population and interests, and are a unique Zone for sure.

We continue to strive to promote activities within the zone. We still have a goal to get all the existing websites linked together so that it is easier for swimmers to find other activities that occur within the zone.

Events being hosted this summer include 2 LCM meets in Missouri Valley, Open Water and Pool events in Colorado, and Several Open water events in both Minnesota and Ozark.

Ozark has introduced a service award for their LMSC. This is the first year of the award to recognize outstanding service to the organization.

Iowa is looking to bid on a National Championship in the near future, so maybe we can bring some attention to the Breadbasket Zone at that time.

Minnesota reports some major accomplishments including doubling size of the group participating in board meetings, hosted their first clinic in years, introducing more social events, and increased membership.

### Breadbasket Zone Meeting Agenda Saturday September 17<sup>th</sup> 10:30am-12:00pm – City Terrace 4

1. Encourage the LMSCs to keep the Places to Swim updated.
2. 2012 Summer Nationals to be held in Omaha in conjunction with Olympic Trials, discuss volunteer opportunities.
3. LMSC Minimum Standards
4. Award Recognition
5. Awarding of the Zone Meet.
6. Ongoing discussion of communication within the zone
7. Zone Chair Election

### Colonies Zone – Debbie Morrin-Nordlund, Chair

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Lisa Bennett, Vice Chair

#### **Introduction**

2010-2011 Colonies Zone Report and 2011 Convention meeting agenda.

#### **Discussions and projects since the last convention:**

1. 2010 SCM Zone Championship held December 10-12, 2010, hosted by the Great bay Masters
2. 2011 SCY Zone Championship held April 15-17, 2011, hosted by George Mason University Patriot Masters
3. Zone meeting held April 17, 2011
4. 2011 LC Zone Championship held June 24-26, 2011, hosted by Middlebury Muffintops
5. Bid solicitation for 2011 SCM and 2012 Zone Championship Meets (all 3 courses); bids due 8/31/11
6. Solicitation for nominations from all LMSCs for Colonies Dot Award (nominations due 8/15/11)

#### **Action items:**

3. Nominations for Colonies Dot Award and committee to review
4. Zone Championship bid collection and distribution for review

### Colonies Zone Meeting Agenda Saturday September 17<sup>th</sup> 10:30am-12:00pm – City Terrace 5

1. Introductions

2. Approval of April 2011 meeting minutes
3. Presentation of 2011 Zone Dot Award
4. Zone Championships (Chris McGiffin, Lisa Bennett)
  - a. 2011 Zone Championship bids
  - b. Zone Championship Guide
  - c. subcommittee
5. Website and e-mail lists (Ray Novitske)
6. New Business
7. Colonies Zone Chair election
8. Adjourn

## Dixie Zone – Debbie Cavanaugh, Chair

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### Introduction

It has been a busy year within the Dixie Zone. Auburn, Alabama hosted the Summer Nationals. Thank you to Sarah Stallkamp and the Southeastern LMSC for putting together a great meet in a fast pool. Next year will prove to be just as busy with Greensboro, NC hosting our Spring Nationals in a brand new facility.

In the pool, the zone meets are growing and attracting more and more swimmers from around the zone. The list of World, National, & Zone records that have been broken is amazing. The 10k Open Water National Championship was held in Ft. Meyers and proved to be a success. Kudos to all our hosts.

As always a big THANK YOU!!! To all our volunteers. Without the commitment from all of you none of this would be possible. Barb, Ed, Andy, Dick and all our meet hosts, year after year you continue to amaze me with all the work you do for our zone!

### Discussions and Projects Since Last Convention

1. Awards for Zone Championship meets-should there be team awards?
2. LMSC Chairs participating in surveys

### Action Items

1. Awarding of the Dixie Zone Championships for SCY, LCM, SCM & Open Water for 2012
2. Election of Dixie Zone Chair

## Dixie Zone Meeting Agenda

Saturday September 17<sup>th</sup> 10:30am-12:00pm – City Terrace 6

1. Introductions
2. Financial Report
3. Election of Zone Chair
4. Newsletter-Barb Protzman
5. Top Ten Times-Andy Dyer
6. Records- Ed Saltzman
7. Top Ten Patches-Ed Saltzman
8. Zone Meets
9. 2012 Calendar of Zone Meets
10. New Business
11. Discussion of “Hot” Convention Topics
12. Adjourn

## Great Lakes Zone – Daniel Cox, Chair

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### Introduction

Action Items from the convention were to renew our Great Lakes Zone domain name for two years and re-appoint a coordinator for the Great Lakes Open Water Series. Also addressed at the convention in Dallas was interest in having more communication from the Great Lakes Chair.

### Discussions and Projects Since Last Convention

1. **Domain Name:** Our GL web master has renewed our domain name for two more years
2. **GLOWS:** Marcia Cleveland has once again agreed to coordinate the GLOWS championship series for 2011. Marcia also asked for prizes for the winners of the 2010 GLOWS Championship series and were awarded
3. **New program, Featured event of the zone:** Each LMSC Chair was asked to choose which event they want featured on the web site and in the newsletter.

### News From the Zone:

I have been working with Ann Lea to send out the first Great Lakes Zone newsletter. All in all I feel it was a big hit! From the comments I got back it looks like we were successful in educating a few people about the GL Zone and its web site. I will continue to send out the newsletter at least every quarter. I included a few comments:

*“Hey, thanks much. I wasn't aware of the open water championships last summer.”*

*“The Great Lakes go all the way to the Alleghenies now? Wow. Thx for the update. Pleasant communication. I appreciate the effort...jb”*

*“Kentucky? Great Lakes? I'll have to look up those regional borders! Cheers”* (I wrote back and told them sshhhh don't let it slip that Lake Cumberland is not a Great Lake to anyone in Kentucky!!!)

Allegheny had a banner year and now has 2 delegates to the convention.

## Great Lakes Zone Meeting Agenda

Saturday September 17th 10:30am-12:00p, - City Terrace 7

1. Roll call and introduction of New Delegates
2. Financial Report and Continue funding of the Great Lakes Zone
3. GLOWS Report/News Letter/ Web site
4. Nominations for Zone Representative & Election of Zone Representative
5. Great Lakes Zone LMSC Reports
6. Other Business
7. Adjourn

## Northwest Zone – Wes Edwards, Chair

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**Committee Members:** Paige Buehler, Lisa Dahl, Wes Edwards (Chair), Donn Livoni, Hugh Moore, Paula Moores, Jeanne Teisher, Dennis Tesch, Joanne Wainwright, Sara Welch.

**Introduction:** During the previous year, the Northwest Zone hosted zone championship events in all four event types for the first time in a long while (SCM, SCY, OW, and LCM). Policies were approved to improve communications, funding assistance for convention delegates and the event rotation schedule. The Zone's newsletter was provided with new life and has been published and available online every other month since December, 2010. Zone conference calls were initiated and conducted on a quarterly basis.

The USMS Northwest Zone Discussion Forum page was used to enhance communications within the Zone. Three LMSCs elected new leadership. The zone currently has 3,732 registered members, with OR and PN each having over 1000 members each.

**Discussions and projects since the last convention:**

1. Zone Championship Meets
  - a. SCM – Utah LMSC hosted a very successful SCM Zone Meet November 12-13 in Bountiful, UT. There were 118 entries.
  - b. SCY – Pacific Northwest LMSC hosted the 2011 SCY Zone Meet April 9-10 in Federal Way, WA as part of their LMSC championship event.
  - c. Open Water – Snake River LMSC hosted the Zone Open Water 1-Mile Championship June 25 at a private lake near Boise, Idaho.
  - d. LCM – Oregon LMSC hosted the Zone LCM Meet at Mt Hood Community College in Gresham, OR July 8-10. There were 112 entries.
2. Northwest Zone Policy: Major Northwest Zone policy changes were enacted at the Zone convention meeting, including a provision for quarterly conference calls, the establishment of a rotational schedule for funding of small LMSC delegates to USMS Convention, and changes to the Zone Championship rotational schedule.
3. USMS Discussion Forum: The Zone Chair arranged to have a Northwest Zone Discussion Forum on the USMS website and posted newsletter links, meeting minutes and agendas, as well as meet information. All interested parties within the Northwest Zone were encouraged to register with the USMS Discussion Forum and share information on the Zone forum.
4. Zone Newsletter: There was general agreement at the Northwest Zone Convention meeting that the Zone Chair should resurrect the Zone newsletter. Distributing it by email to all interested parties every other month, the Zone Chair solicits information from each LMSC about events and accomplishments and includes that information as part of the newsletter. The initial newsletter was sent December 1, 2010 and the most recent was sent June 1, 2011.
5. Zone Conference Calls: New this year, quarterly Zone conference calls took place in December, March and June.
6. LMSC Leadership Changes: The Northwest Zone welcomed Lisa Dahl (PN), Jeanne Teisher (OR), and Joanne Wainwright (AK) as new chairs for their respective LMSCs.
7. The Zone is scheduled to provide funding assistance for three delegates from small LMSCs to attend the 2011 USMS Convention in Jacksonville, FL (one each from Montana, Snake River and Utah).

**Action items:**

1. Discuss formation of a Northwest Zone Open Water series
2. Discuss Zone funding assistance for small LMSC convention delegates
3. Recruit someone to keep and maintain Zone awards
4. Elect a Northwest Zone Chair

**Northwest Zone Meeting Agenda**

**Saturday September 17<sup>th</sup> 10:30am-12:00pm – City Terrace 8**

1. Introductions
2. Old Business
  - a. 2011-12 Zone Championship Meet update
  - b. Update on Zone Newsletter
  - c. Update on Zone Conference Calls
3. New Business.

- a. Financial Report
  - b. Discuss Zone funding assistance for Small LMSC Delegates
  - c. Discuss forming a Northwest Zone Open Water Series
  - d. Discuss Zone meet participation
  - e. Person needed to keep and maintain Zone awards
  - f. PN coaching certification clinic Oct 21-22
4. LMSC Reports
  - a. Alaska
  - b. Inland Northwest
  - c. Montana
  - d. Oregon
  - e. Pacific Northwest
  - f. Snake River
  - g. Utah
5. Election of Northwest Zone Chair
6. USMS Committee Member Reports and Issues
  - a. LMSC Minimum Standards and Surveys
  - b. Awards and Recognition
  - c. History and Archives
  - d. Pool Length Data Base
  - e. Venue Data Base
7. Other Business
8. Adjourn

## Oceana Zone – Joan Alexander, Chair

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### **Introduction**

Oceana has two LMSCs – Hawaii and Pacific.

### **Discussions and Projects Since Last Convention**

#### Hawaii

Our total numbers are up to 558 from approximately 450 last year. Two reasons: "enforcement"/training of many of our teams that ALL members must be registered for the insurance to be good for everyone in the pool; and I think we're reaching a few more triathletes.

This past year (May 1) we had our first BoD meeting in years; updated our Bylaws for the first time since 1984 and brought them into compliance with USMS national, and had our first BoD election in a long time. We've also made our website current and a place to reach out to visitors and where upcoming and past results are posted [www.hawaiimastersswim.org](http://www.hawaiimastersswim.org).

The increase in registrations may also relate to "fitness swimming" and people realizing they can get help in improving swimmers with coached swims (hard to do with pools on all islands FREE all day to the public for lap swim).

Pool Meets are growing. BigIsle and Maui have stayed the same in pool meets (BigIsle held one plus a few small ones that Karlyn Pipes-Neilson puts on), and Maui held its 6th annual Pentathlon (dual sanction with USA-Swimming; Maui Age Group Swim Assoc meet); but on Oahu we added 2 this year, with two more planned for this fall (thanks to the new Univ of Hawaii women's and masters coach Jennifer Jackson). This is a major improvement over past years. And we're going to combine one of the fall meets with a masters "officials" training session (this is also as part of an outreach program trying to build bridges with Hawaiian (age group) Swimming by helping to build a better officials' base on Oahu). Because of the smaller



populations off Oahu ("outer or neighbor islands"), most of the masters swimming happens as masters registered with USA-S participating in those meets (although this limits to smaller numbers of "better" swimmers not afraid to swim with (compete with) kids).

But Hawaii is all about Open Water (in fact, the only committee I'm really able to justify participation in).

We've got Open Water year round. Maui holds 6 dual-sanction OW events yearly (see [www.mauidolphins.org/events.htm](http://www.mauidolphins.org/events.htm)) plus the Maui Channel Swim ([www.mauichannelswim.com](http://www.mauichannelswim.com)) that brings in international swimmers (this year 55 6-person teams and 20 individual racers) and partners with the Aumakua Swim labor day weekend ([www.aumakuaswim.org](http://www.aumakuaswim.org)). Oahu has more and bigger swims (with lots of masters plus triathletes plus age groupers) - but only one (double roughwater) has been USMS sanctioned. Our true focus for development of masters swimming in the LMSC is Oahu: adding small pool meets, but MOSTLY trying to get the Open Water part of USMS AND USA-S. Currently these OW events have safety that exceeds USA-S requirements ... but the Hawaiian Swimming officials aren't available and Hawaiian Swimming has rules that block allowing sanctions on days/weekends that might conflict with Age Group meets. Without the USA-S sanctions, these internationally famous swims (Waikiki Roughwater [www.wrswim.com](http://www.wrswim.com), Duke's swim, and "the North Shore series" [www.hawaiiswim.com](http://www.hawaiiswim.com)) reach out for private insurance, and many of the swimmers on Oahu ask "what's in it for me" to join USMS. Combine OW with building bridges with our age group LSC (esp. in officials), is the key for growth in Hawaii.

Budget-wise, we're right in the middle per the reports of all LMSCs, and comparable with the smaller LMSCs. Our budget now includes supplementing officials travel for some of our new meets to make them happen.

### Pacific

As of July 12, 2011, Pacific has 9,887 swimmers and 124 clubs. Past history shows that we had 9,502 swimmers and 122 clubs on 6/15/10. Our swim schedule lists 1 Postal event, 1 training camp, 4 SCM meets, 2 recognized SCY meets, 6 SCY meets, 4 LCM meets, with two Open Water clinics 101 and 201 for beginning open water swimmers and 201 for more advanced swimmers. Both SCY and LCM championship meets had over 600+ (714 at SCY) swimmers. We are sending a full delegate congregation of 23, plus our automatic delegates. Pacific has recently gone through changing our logo, and has a new open water trailer with photos and the new logo on its sides. Glenda Carroll was at the helm for this project. Another big event was our Excel Weekend chaired by Cokie Lepinski. It featured 22 coaches and many swimmers at this new annual event. Big name sponsors like Finis, TYR, Speedo Swim Outlet, Sports Basement, TruWest, Aquavolo, Chammyz, Tropical Penguin, Q Swimwear, Illusions, Fit 2 Race (wetsuits) and many others. Scheduled for stroke analysis filming are GST Swim Power Test and H2O Video Down Under. Also in the marketing area, Roque Santos of Q Swimwear, has graciously offered to sponsor both divisions of the open water competitions by providing the winners awards. As a gesture of our gratitude we have produced a banner that will be displayed at the swim venues acknowledging Q Swimwear support. Our schedule (both swims and meetings) remains full. Other achievements:

Co-sponsored the Open Water Safety Conference with US Masters at the Burlingame Marriott. There were over 100 open water people from around the world that came to the March meeting.

Pacific Masters established its own Officials certifying body. John King, Caroline Lambert and Michael Moore worked together to establish the criteria. John King and Caroline Lambert with the Officials committee to get the authorization from national

The Pacific Masters Open Water Committee has its annual meeting in Walnut Creek with all of the Open Water meet directors. Jim Wheeler spoke on open water safety and Kevin Lennon reviewed the events of September 2010.

The Pacific Masters Short Course yards championships were in Pleasanton, California. Over 800 swimmers competed at the Dolores Bengstrom Aquatic center.

The Pacific Masters Long Course championships were held in Santa Cruz, California where over 400 swimmers competed at the ocean side resort city. Between events on Saturday, the Pacific Masters chairs for 40 years of Pacific Masters history were honored.

Pacific Masters established two divisions in the Open Water Points competition, one for category one suits and one for category two suits. Roque Santos of Q Swimwear is sponsoring the competition so that the winner of each division will receive a Q Swimwear suit.

**Action Items**

1. None

**Oceana Zone Meeting Agenda**

**Saturday September 17<sup>th</sup> 10:30am-12:00p, - City Terrace 9**

1. Introductions
2. Reports from Coaches, LMSCs, and Legislation discussion.
3. Election of Zone Chair
4. Adjournment

**South Central Zone – Jill Gellatly, Chair**

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**Introduction**

This is a committee that meets annually at convention and conducts any other business deemed necessary by email during the year. It is comprised of the delegates from the following six LMSCs. (Arkansas, Border, North Texas, Oklahoma, South Texas and Gulf)

**Discussions and Projects Since Last Convention**

1. Finalized 2011 calendar

**Action Items**

1. Review and update Zone policies and distribute to membership (delayed to 2012)

**South Central Zone Meeting Agenda**

**Saturday September 17<sup>th</sup> 10:30am-12:00pm – City Terrace 11**

1. Finalize 2011-2012 calendar
2. Award 2012 Zone Championships including discussion of not having a LCM championship due to timing of Omaha
3. Vote on future zone rotations by LMSC for 2014 -2017.
4. Election of Zone Chair for 2012-2013
5. Zone policies update (sub-committee)

**Southwest Zone – Mary Hull, Chair**

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**Introduction**

The Southwest Zone includes Arizona, New Mexico, San Diego-Imperial, and the Southern Pacific LMSCs. All four LMSCs have hosted meets this year. The USMS Short Course Yards Nationals was held in the Arizona LMSC. Arizona also hosted the zone's Short Course Yards Championships. Southern Pacific hosted the zone's Long Course Meters Championships and they will also be hosting the Short Course Meters Championships as well. The zone has also had some open water swims and the Southern Pacific LMSC will be hosting the zone's open water championships this year.

**Discussions and Projects Since Last Convention**

1. Followed up with LMSC chairs on LMSC minimum standards survey

**Action Items**

1. None

Southwest Zone Meeting Agenda  
Saturday September 17<sup>th</sup> 10:30am-12:00pm – City Terrace 12

1. Introductions
2. Election of Zone Chair
3. LMSC reports: Arizona, New Mexico, San Diego Imperial, Southern Pacific
4. Zone meets for 2012
5. Zone open water for 2012
6. Old business
7. New business: logo design for the Southwest Zone

## **Nadine Day – Candidate for President**



The Election Committee has deemed that Nadine Day is a member in good standing of USMS. The candidate has indicated she is planning to attend the HOD Meeting for this election year and is planning to attend all HOD Meetings during her tenure in office.

The candidate was nominated by Jeff Moxie and received letters of recommendation from Jeff Moxie and CJ Rushman, in accordance with our Election Operating Guidelines. These letters are published in the Election section of the USMS web site.

**The candidate provided the following responses on the Candidate Questionnaire/Consent-To-Run Form:**

**Please list the USMS National HOD Meetings you have attended, including the dates of attendance:**

2002-present

### **III. Section Three: Questions**

**Why are you interested in this position and why do you believe you would be a good candidate?**

Leadership, advocacy and administrative roles in my professional occupation have prepared me to be a leader. I have been a healthcare administrator and worked with orthopedic physicians, rehabilitation staff and nursing. I have worked under budgetary constraints and in supervisory positions. I am viewed as a doer because I follow through and focus on the completion of tasks.

As President of USMS, I will be committed fully and responsible to lead USMS and follow the USMS mission “To promote health, wellness, fitness and competition for adults through swimming.”

As part of the United States Masters Swimming House of Delegates, we decided that it would be in the best interest for USMS to hire an executive director to run our organizations daily operations. We felt that USMS had grown and needed someone to lead our organization on a daily basis. By doing this, we gave our organization professional status and prestige. I have worked on collaborative projects with paid staff and volunteers and feel that we can and need to work together.

Being a member of the USMS BOD for the past six years and the executive committee member for the past two years, I have gained knowledge of the leadership process. I will make sure that adequate resources are available to facilitate good, quick decisions. When I felt that I did not have enough information, rationale or justification to make a decision; I requested for reconsideration until supporting documentation could be reviewed and clarification could be given.

As members of the executive committee and BOD, we do our best to function in the best interest of the organization. We are entrusted to establish policies for this organization. I also understand that I will not be able to please everyone. With this knowledge, I will ensure that we will provide follow up to initiatives that we have established. I will be accountable for quality control of our organization’s resources and financial management.

I am interested in running for the office of USMS President because I feel that I can lead this organization through this transitional period of a volunteer organization to a volunteer/staff organization. I believe that I can work with the current board of directors and the executive director. I am familiar with the current initiatives of membership growth, open water and IT services and will make sure other programs and initiatives do not get lost with prioritization. We must continuously assess our performance and initiatives.

I have been an officer at the club level, local level and national level. This experience has provided me with insight of the challenges that our organization faces at various levels. Our volunteers at the grassroots level are the key component to ensure our organizations success and I believe working together will foster our growth. If elected, I will provide the leadership to the volunteers to continue to strive to promote USMS’s mission, vision, and objectives.

**What do you consider to be the major issues facing USMS now and in the future? As a person holding an elected position within USMS, how would you address these issues?**

One major issue that I am keenly aware of is the perception of how our organization is managed. We did hire an executive director to lead USMS, however the HOD and BOD provides the initiatives. While we should not micromanage the executive director, we do hold him accountable for every outcome that occurs on a multitude of levels. He has done an excellent job and has been fiscally responsible. I am committed to ensure the success of the executive director and the organization. A successful executive director will make our organization successful. I will perform my due diligence and communicate our concerns with the executive director on a weekly basis. We need to work together to better serve the

organization. I believe that it is the role of the President to collaborate with the EC to define roles and responsibilities within the organization.

Another issue that I would like to champion as president is membership growth. This is always a concern as this provides our organization the revenue to operate. This past year USMS focused efforts on retaining members. I do believe that if USMS provides quality programs and services, we will retain members and attract new members. I also believe that the leadership at the local level and clubs are the driving force for growth and need to provide a consistent message to our members. USMS also needs to provide the resources necessary to the local leadership and communicate effectively the message that we want our members to receive. In addition, providing and enhancing programs and services to our members will promote growth. An issue that we have addressed but not fully supported is providing exclusive benefits to clubs and members. This will create a value for our membership.

We have begun investing in our coaches. We have initiated a coach's certification, various swim clinics and educational opportunities for both coaches and swimmers. Coach's education will help provide a consistent message and promote our mission, vision and objectives to our members. Coaches interact with swimmers every day. Programs that succeed have coaches that are dedicated in promoting masters swimming. USMS/LMSC have to continue to invest in their coaches. I am committed to ensuring that coaches are recognized for their efforts and provide resources to promote masters swimming.

With the Governance Committee becoming a standing committee of the BOD, we have recognized the importance of monitoring the structure of our organization. They will assist with recommendations on defining roles and responsibilities. I value our longstanding members as they provide important historical value and leadership. How do we keep these members engaged in the new process? I will work with committees, leaders, and members on planning and succession of our organization. While I know I cannot please everyone, I will definitely take everyone's input into consideration. I do believe and have demonstrated my belief that decisions should not be made unilaterally. I also believe that while the governance committee is responsible for the organization as a whole. We have to look at the governance structure at the LMSC level. The LMSC Development committee, zone chairs, membership staff and club and coach services must collaborate, however the same consistent message must be relayed. LMSC's provide the volunteer experience that is necessary for the organization to operate. How do we attract more volunteers? How do we engage current volunteers? Providing opportunities for our members to participate and to volunteer by utilizing the expertise of our membership is critical for our leadership success.

Another issue is Information Technology-IT enhancement and IT services. We have had three task forces that have informed the BOD that our IT staff is not adequate and more staff is necessary to meet the demands of the committee requests and BOD initiatives, while it is not our job to hire the personnel; it is our fiscal responsibility to allow the ED to hire the staff with the approved budget. Our web presence is outdated. We need to modernize our web presence and make some programs member exclusive. Web technology is leading the way of communication.

We recently surveyed our membership and as a result a strategic planning task force was established. This will help USMS gain an understanding of our membership and what they want. We need to figure out how to be more effective. This will help with establishing goals for our organization's future and with long term planning. I will support and promote the initiatives that are recommended by the strategic task force, BOD and HOD.

The national office is hosting the 2012 USMS LCM National Championships at the same venue as the USA Swimming Olympic Trials, which is an amazing opportunity for us. While I have run events before, I will admit that I do not have the experience of hosting a national championship. I will ensure that the national office is accountable. There is an understanding that this event will have a deficit budget. I will create a task force and utilized the experts of the Championship Committee and Finance Committee to have oversight of the event. We are making a financial investment in an event that will have a lifelong impact.

I am committed to ensure communication occurs in two directions. I will keep the leaders of the organization informed. If elected, I will work continuously to promote quality assurance and strive to enhance programs and services for our members. I will lead our volunteers to promote USMS's mission and vision.

**Please list USMS committees on which you have served. Include the dates you were on the committees and the names of the committee chairs under whom you served:**

- o Marketing Committee 2003 to 2008: Chair-Doug Garcia, Tom Boyd, Chris McGriffin
- o Sports Medicine 2003-2007: Chair-Jessica Seaton, Jody Welborn
  - 2005 USMS Convention-Sport Medicine Presentation on "Rehabilitation of Common Swimming Injuries"
- o Safety Education 2004-2006: Chair-Julie Heather, Shannon Sullivan
- o Publications Committee 2005-2007: Chair-Lynn Hazelwood
- o BOD Committee

- ☐ Compensation and Benefits 2007-present: Chair. Committee was responsible for Employees Benefit Policy, Paid Time Off Policy, Severance Package, Executive Bonus, Employee Handbook and Relocation Package of USMS Staff.
- o BOD Task Force
  - ☐ Workout Group Task Force: 2011-Chair present, 2010 Chair-Rob Copeland
  - ☐ Club Development/Mentor: 2006-2009 Chair-Julie Heather, Jeanne Ensign
  - ☐ Executive Director Search: 2008 Chair-Jim Miller
  - ☐ Executive Director Transition Team: 2008 Chair-Jim Miller
  - ☐ National Office Search: 2008 Mike Heather

**Please list any other experience that relates to your qualifications for the position.**

I have been a member of the US Masters Swimming BOD for the past six years with two of those years as a member of the Executive Committee. I have been involved with the policy making of the organization, including the strategic plan in 2007. For the past two years, I have served as Vice President of Community Service, which has oversight of the coaches committee, sports medicine and science committee and fitness education committee and various task forces.

NIRSA (National Intramural Recreational and Sports Association) USMS representative 2006, 2007, 2008;

Dorothy Donnelly Service Award 2007, Great Lakes Zone Director 2005-2009; Illinois LMSC Chair-2005-2009 Illinois Vice Chair 2002-2005, Illinois Sanction Chair 2001-2005.

**Please list any other information you would like included.**

I am a physical therapist and co-own a private practice, which gives me the flexibility to serve this organization. I have been a coach for the past 12 years and have an ASCA Level 3 certification. I have worked in the administrative level of health facilities serving as a clinical administrator, rehabilitation director and director of physical therapy. I have been on a YMCA BOD, and I am currently on the programs and member's service BOD committee at the Danville YMCA.

**Please write a short summary statement that will be posted on the display board with your photograph at the HOD Meeting**

United States Swimming is an outstanding organization dedicated to life long swimming. The leadership at the Club, LMSC, Zone, National and Administration are passionate about this organization. We all want USMS to excel and be successful. We are proud to be members of USMS.

If elected, I would be honored to serve as your USMS President. I will help lead our board of directors and volunteers to follow the initiatives that the HOD will establish for the coming years. I have been active in the leadership of the organization for the past six years. I feel that I can provide stability with the current executive committee members and work with USMS Executive Director. I will maintain open communication and welcome feedback from our members. I will work continuously to promote quality assurance and strive to enhance programs and services for our members. I will lead our volunteers to promote USMS's mission and vision.

## **Michael Moore – Candidate for President**



The Election Committee has deemed that Michael Moore is a member in good standing of USMS. The candidate has indicated he is planning to attend the HOD Meeting for this election year and is planning to attend all HOD Meetings during his tenure in office.

The candidate was nominated by Anthony Thompson and received letters of recommendation from Anthony Thompson and Jerry Clark, in accordance with our Election Operating Guidelines. These letters are published in the Election section of the USMS web site.

**The candidate provided the following responses on the Candidate Questionnaire/Consent-To-Run Form:**

**Please list the USMS National HOD Meetings you have attended, including the dates of attendance:**

1993-2000, 2002-present

### III. Section Three: Questions

#### **Why are you interested in this position and why do you believe you would be a good candidate?**

US Masters Swimming is a great athletic and wellness organization. 20% of our membership competes in local regional, and national pool or open water meets. But there is 80% who come to practice for the benefits of exercise, swimming is always challenging us to do better. I have been blessed to be part of our local LMSC and I have served in different capacities in the national organization. I believe I am a good candidate for president of United States Masters Swimming. I have had extensive experience in the local level, I have been part of many different meet organizing committees, I have worked as deck official in local, regional and national meets. I have been in leadership positions in our local LMSC for the past 20 years. I will bring my skills and what I have learned to the presidency of the USMS.

There are many challenges that face Masters swimming. I have had experience at the local and national level. I have the experience to help expand our organization. We are a non-profit, but in that context we still have to run it in a professional businesslike manner. I have the local experience and the business experience to help guide the leadership of US Masters Swimming.

#### **What do you consider to be the major issues facing USMS now and in the future? As a person holding an elected position within USMS, how would you address these issues?**

There are many challenges that face us, we are still in a transition from an all volunteer organization to an organization where the volunteers are the leaders, and we have staff to carry out the day to day running of Masters Swimming.

The three main challenges that I believe Masters Swimming face are:

One: To provide value for members, clubs and coaches and LMSCs. It is only the rarest of birds that joins US Masters Swimming just to receive our national magazine. We join our local clubs and LMSCs to participate in the swimming and competition that is offered in our local area.

It has always been my view that the LMSC is there to support the clubs and coaches; and national to support the LMSCs, then clubs and coaches.

In Pacific, in support of our clubs, we sent twenty-five coaches to SwimFest 10 in San Diego. We did that as an investment in our coaching. The leadership thought this was a great opportunity for the coaches to network and learn from each other. This year under the leadership of our coaches chair, we are organizing a coaches / swimmers clinic. Again this is for the coaches to network and to learn from each other.

We have to know where there is value. In our USMS "Places to Swim" web page, Jim Matysek did a great job of programming. Organizing the information about clubs and places to swim in a geographical manner on the web is no small feat. The presentation of this information is a way we can add value for a club (Join us and we promote your club on our website). I believe that for the non-USMS member, the only information that should come up is information about US Masters Swimming clubs and work out groups. For the USMS member, in My-USMS he can get all the information about what swimming opportunities there are in a specific locale. We have created value – for the clubs – join USMS and we will point adult swimmers with a very desirable demographic to your swimming pool. For the USMS members, they get all the information about swimming pools in that area. We have created value for the club and value for the members. This is a reason to join USMS.

Most of our members do not go to our open water or pool competitions. In reading Tom Boyd's analysis of a survey he did four years ago, he said that many of our athletes do not want to compete. In our premiere fitness event "Go the Distance," the "leaders" are the ones who have swum the most millage, for some this is just another competition.

We know the non-competitive swimmer is very interested in fitness. A recent CDC report said that adults should have 2.5 hours of moderate aerobic exercise a week. The fitness swimmer might be more engaged where the metric is how many times you have swum and met the health metric. We would encourage our non-competitive members to work on the health metric rather than compete in the distance metric.

Two - Engage the Volunteers – We are still transitioning from an all-volunteer organization to a volunteer led organization with professional staff to help with the day-to-day running of the corporation. When on the governance committee, I looked at other non-profits, there is always going to be stress between the volunteers and the staff. We have a great Executive Director in Rob Butcher, but there are going to be times when staff in their anxiety to get things done, will over step their bounds. It is the job of the president to work with the executive director to keep peace in the family.

In Pacific, we work hard to recognize our volunteers for the work that they have done. Each year we recognize some of our volunteers for the work they have contributed to the success of Pacific Masters. Nationally we have the Dorothy Donnelly award to recognize contributions at the LMSC level. Where we can we should recognize the outstanding contribution of our volunteers.



In the last couple of years we have instituted LMSC minimum standards - our expectation of what services we expect the LMSCs to provide and how to provide them. Our challenge will be to provide a consistent professional service within the context of 52 LMSCs.

The USMS leadership team must provide the direction. Our national committees provide the basic leadership and work of the organization. To me as a volunteer, at convention, I would get excited about the challenges facing USMS and the committee that I had been on or wanted to be on, but it would always seem that committee assignments were never done until the first of year. As your president, one of my duties would be to staff the committees as soon as possible.

Three: Strategic vision to get to expand the organization – we have committed to expand the organization to 100,000 athletes. I do not see Master's Swimming have the infrastructure to support that goal - yet. When totaling the number of clubs and workout groups, we have over 1,500 groups. Only a small percentage of them are economically viable (able to support at least one full time coach). Economically viable clubs provide a stream of income for the aquatic facility (which pleases the aquatic director in this time of scarce resources), and money to support a coach. We need coaches who are interested in growing their program, then work with them to help them succeed.

We know that swimmers who swim with a club re-register at a higher rate than those who swim "unattached." Our goal has to be to try to get the unattached to swim with a club –providing value for the team, the swimmer and the LMSC.

United States Masters Swimming has been a leader in the Masters swimming arena. Two years ago, when reviewing the standing Committees, the House voted to eliminate the International Committee and to have the work done by the national office and the executive committee. As president, I will outreach to the international Masters groups.

Many have spoken about trying to outreach to the Triathlete groups as a way to bring in new members. As chair of Pacific I have been negotiating with Tri-California, the largest triathlete group in California. We will advertise their triathlons and they will promote Masters swimming. We have also set up a Triathlete Coaches Committee as part of our coaches committee. A partnership is one way to put Masters swimming in front of the triathlete community.

**Please list USMS committees on which you have served. Include the dates you were on the committees and the names of the committee chairs under whom you served:**

- Officials 1994- 2000 Sally Dillon, Bill Tingly, David Diehl
- Championship 1996- present – Sandi Rousseau, Barry Fashbender, Mark Moore, Jeff Rodin
- Rules – 1996-1998, 2002-2003 Tom Boak, Leo Letendre
- Communication 2002 - 2008 Hugh Moore
- Computer on-line 1995-2000 Jim Matysek
- International Committee 2004- 2007 Sandi Rousseau
- Board of Directors 2005 – 2010 Rob Copeland , Jeff Moxie
- Work Out Groups 2009 – present; Rob Copeland, Nadine Day
- Governance 2008 – present; Patty Miller, Anthony Thompson

**Please list any other experience that relates to your qualifications for the position.**

Helped organized the first Open Water Swimming Safety Conference in Burlingame, California (2011), which brought together over 100 open water experts from around the world to discuss how to protect the athletes

Helped organize the first LMSC set of workshops at Convention (2004). LMSC are our regional governing unit. By training our LMSC officers, we can make the more efficient and better able to carry the mission of US Masters Swimming. We help them succeed.

Swim Meet Chair and Referee for the 2009 US Senior Games National Championship at Stanford, California; Senior games swimmers are very much interested in wellness and good health.

Meet Referee for the 2003 IGLA Championships, Stanford, California

Chairman, Pacific Masters LMSC, 2002 to present

Webmaster, Pacific Masters LMSC 1995 to present

Officials Chair, Pacific Masters 1994—1995

Meet Operations Chair 1992-1993

Certified Deck Official (Stroke and Turn, Starter, Referee) 1991 to present

Chairman, Organizing Committee XI FINA World Masters Championships, 2006, Stanford California; The committee was awarded the FINA Certificate of Merit for the organizing the World Championships. The US was able to bid and awarded two FINA championships because of the way the meet was run.

**Please list any other information you would like included.**

Board of Directors, Secretary, Mission National Bank (1998-2010) took a national bank that had come under a Cease and Desist Order to become a top 50 Independent Community Bank in the United States.



**Please write a short summary statement that will be posted on the display board with your photograph at the HOD Meeting**

I am running for President of United States Masters Swimming. We have a great athletic and wellness program for adult swimmers. As all of you know, the benefits of swimming include reduced risk of premature death, coronary heart disease, stroke and high blood pressure as well as improved ability to think and get on with the tasks of daily living.

For the past twenty years, I have worked on our LMSC serving in various capacities, the last eight years as Chairman. I don't want to be the president of the best kept exercise secret. I want to get the word out there to non-members to tell them about swimming and how it improves your life. I want to help expand Masters swimming. We need to get swimmers to coaches; to educate our coaches; and to find more places to swim.

We have a great volunteer base, our volunteers are committed to Masters swimming, the executive committee is made up of great people who are passionate about swimming, our Board of Directors is awesome; Rob Butcher is great marketer of Masters swimming with a strong national office behind him.

The Board of Directors has said they want Masters swimming to grow to 100,000 swimmers. We are not ready for that – yet. We can be. We can grow the organization. We can put in the infrastructure. We need to find coaches who want to work with adult athletes. We need to educate and train those coaches. For our LMSC officers and volunteers we need to help and train them where we can. We want continue our professional service and improve where we can.

We can do this, we can grow to 100,000 members, we can improve service to our members. I will work to make this happen.

## **Michael Heather – Candidate for Vice President of Administration**



The Election Committee has deemed that Michael Heather is a member in good standing of USMS. The candidate has indicated he is planning to attend the HOD Meeting for this election year and is planning to attend all HOD Meetings during his tenure in office.

The candidate is running for reelection and is not required to provide a letter of nomination or letters of recommendation.

**The candidate provided the following responses on the Candidate Questionnaire/Consent-To-Run Form:**

**Please list the USMS National HOD Meetings you have attended, including the dates of attendance:**

1986 – present

### **III. Section Three: Questions**

**Why are you interested in this position and why do you believe you would be a good candidate?**

Currently hold position, have intimate knowledge of the corporation and its culture, history and procedures.

**What do you consider to be the major issues facing USMS now and in the future? As a person holding an elected position within USMS, how would you address these issues?**

Access to more pool facilities for growth potential. I have and continue to promote membership in pool operator associations in order to make our name and potential known to them.

**Please list USMS committees on which you have served. Include the dates you were on the committees and the names of the committee chairs under whom you served:**

Rules, 1988-1990, Convention, 1986-2005, Marketing, Planning.

**Please list any other experience that relates to your qualifications for the position.**

Current holder of position, VP of community services, 2005-2009, convention committee chair, 1992-2005

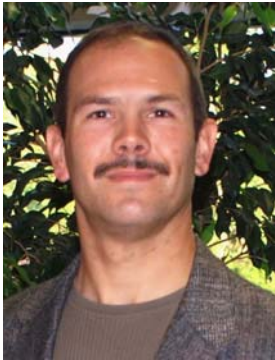
**Please list any other information you would like included.**

None Provided.

**Please write a short summary statement that will be posted on the display board with your photograph at the HOD Meeting**

I stand for honor, honesty, dignity, integrity and humor. One of us isn't as smart as all of us.

## **Al Prescott – Candidate for Vice President of Community Services**



The Election Committee has deemed that Al Prescott is a member in good standing of USMS. The candidate has indicated he is planning to attend the HOD Meeting for this election year and is planning to attend all HOD Meetings during his tenure in office.

The candidate was nominated by Matthew Mulrooney and received letters of recommendation from Matthew Mulrooney and Matt Denehy, in accordance with our Election Operating Guidelines. These letters are published in the Election section of the USMS web site.

### **The candidate provided the following responses on the Candidate Questionnaire/Consent-To-Run Form:**

**Please list the USMS National HOD Meetings you have attended, including the dates of attendance:**

2003-2005, 2007-present

### **III. Section Three: Questions**

**Why are you interested in this position and why do you believe you would be a good candidate?**

I have been involved with USMS at a local level and National level for over a decade now. During that time I have served locally as a Director of Marketing, Director of Communications, and a Board member of the New England Masters Swim Club. I am currently the Chair of the New England LMSC with my term expiring in 2011. I have also served on the USMS Marketing Committee, and the USMS task force of Workout Groups.

In my ten years of involvement, I have focused on building bridges between core masters swimmers, members of USA Swimming, and the USA Triathlon Communities. During my tenure in the local program I have overhauled the NE-LMSC's governance procedures, re-tooled membership communication, and coordinated outreach efforts to our current and new members in New England. Most important to me though, is the number of new people have helped recruit into positions of leadership throughout New England. The result has been a membership that was stagnating in 2003-2005, to a membership that has grown almost two fold since that time.

I would like to take this model of organization building and outreach to the National Level so more of the USMS community, both current and future may benefit.

**What do you consider to be the major issues facing USMS now and in the future? As a person holding an elected position within USMS, how would you address these issues?**

The single largest issue ALL of USMS faces is access to pools and facilities. Every time an economic crisis hits, and many times even when it does not, the first thing a municipality does is to suggest closing an aquatics facility. In New England, we have seen this happen in almost a half a dozen communities. Though I have seen a tremendous response from the "grass roots" level, there is no national response, no national resource, and no national knowledge base where USMS members can get support for these critical issues.

My solution to this problem is to create a national response (or organization), with USMS as a key player and including other organizations affected by pool access (USA Swimming and USA Triathlon). We would create a model whereby if a pool facility is threatened with closure, a non-profit private/public partnership can be created to effectively "take over" the pool facility, remove it from the municipalities' cost structure, and preserve it with the eye to providing swimmers (USMS members in particular) access to the facility. I can think of no great Community Service.

**Please list USMS committees on which you have served. Include the dates you were on the committees and the names of the committee chairs under whom you served:**

USMS Communications Committee 2007 to 2008 –Hugh Moore Chair  
USMS Workout Group Task Force 2010 to Present –Nadine Day Chair

**Please list any other experience that relates to your qualifications for the position.**

Past Director of Communications, New England Masters Swim Club  
Past and Current Board Member, New England Masters Swim Club  
Past Vice Chair, New England LMSC, two terms.  
Current Chair New England LMSC, completing second term.

**Please list any other information you would like included.**

In Addition to the above, I have played a major role along with others in creating a “Hall of Fame” for masters swimmers in New England. Our first induction ceremony is slated for later this year and we have used this to leverage additional donations to the LMSC and expanding our financial base beyond simple dues.

**Please write a short summary statement that will be posted on the display board with your photograph at the HOD Meeting**

My name is Al Prescott, and many of you know me simple as “Big Al” from New England. I am running for Vice President of Community Service. I have been involved with USMS at a local level and National level for over a decade now. The single largest issue ALL of USMS faces is access to pools and facilities. Every time an economic crisis hits, and many times even when it does not, the first thing a municipality does is to suggest closing an aquatics facility. Though I have seen a tremendous response from the “grass roots” level, there is no national response, no national resource, and no national knowledge base where USMS members can get support for these critical issues. My solution to this problem is to create a national response (or organization), with USMS as a key play and including other organizations affected by pool access (USA Swimming and USA Triathlon). We would create a model whereby if a pool facility is threatened with closure, a non-profit private/public partnership can be created to effectively “take over” the pool facility, remove it from the municipalities’ cost structure, and preserve it with the eye to providing swimmers (USMS members in particular) access to the facility. I can think of no great Community Service.

## **Jody Smith – Candidate for Vice President of Community Services**



The Election Committee has deemed that Jody Smith is a member in good standing of USMS. The candidate has indicated she is planning to attend the HOD Meeting for this election year and is planning to attend all HOD Meetings during her tenure in office.

The candidate was nominated by Nadine Day and received letters of recommendation from Jeff Roddin and Michael Moore, in accordance with our Election Operating Guidelines. These letters are published in the Election section of the USMS web site.

**The candidate provided the following responses on the Candidate Questionnaire/Consent-To-Run Form:**

**Please list the USMS National HOD Meetings you have attended, including the dates of attendance:**

2007 – present. Also attended USAS Convention in 2004, 2005 and 2006.

### **III. Section Three: Questions**

**Why are you interested in this position and why do you believe you would be a good candidate?**

My interest in serving USMS as the VP of Community Services stems from my desire to improve the experience of our members, coaches and programs, grow our membership and support our volunteer efforts both locally and nationally. From the day I joined my first Masters program over eleven years ago my passion for Masters Swimming has continued to grow from year to year. As my enthusiasm for the sport has grown, so has my involvement at both the local and national level.

My experiences as a swimmer, event host, facility manager and coach provide me a multifaceted perspective on the issues and opportunities facing USMS and our members. I serve on the Pacific Masters Board and the San Jose Arena Authority (mayor appointed) and report to the Board of Mountain View Masters Swimming so I’m versed in the roles and responsibilities of board members. I have a strong understanding of the current USMS landscape and have worked with numerous volunteers and staff members on USMS projects and events.

**What do you consider to be the major issues facing USMS now and in the future? As a person holding an elected position within USMS, how would you address these issues?**

The challenges I see USMS facing as we update our Strategic Plan and continue to grow from a completely volunteer organization to a combination of staff and volunteers all center around communication and consistency in implementing our plans and programming. This breaks down into three areas:

- Clear communication between the board of directors, USMS committees, staff, LMSC's and volunteers.
- Consistency in the execution of plans and initiatives at the national and local levels.
- Continued redefining and realignment of volunteer and staff responsibilities.

As the Vice President of Community Services and a member of the Board of Directors I will invest the time to ensure I'm aware of and adhere to our mission and goals as determined by the membership and our updated Strategic Plan. As liaison to the Sports Medicine and Science, Fitness and Coaches Committees, I will work with these teams of volunteers to align with our overall objectives and assist in the communication of the committee's plans at a national and LMSC level. And I will address each issue and opportunity with the philosophy, "what is the best and most efficient way to achieve the goal or implement the plan" and not be limited by what has been done historically.

**Please list USMS committees on which you have served. Include the dates you were on the committees and the names of the committee chairs under whom you served:**

Championship Committee, Jan 2008-Current, Chairs Mark Moore (2008-2010) & Jeff Roddin (2010-Current)  
Coaches Committee, Nov 2010 – Current, Chair Craig Keller

**Please list any other experience that relates to your qualifications for the position.**

Other relevant work, event and sports governing body experience:

- Associate Athletic Director – San Jose State University
- Special Events Manager & Avery Aquatic Center Manager – Stanford University
- Meet Director – USA Swimming National Championships, NCAA Water Polo Championships
- Tournament Director – NCAA Men's Basketball, First and Second Rounds
- Associate Director – USA Track & Field National Championships

**Please list any other information you would like included.**

None Provided.

**Please write a short summary statement that will be posted on the display board with your photograph at the HOD Meeting**

As an active member of this community and someone that plans on "Swimming for Life", I submit my nomination to serve USMS as the Vice President of Community Services. Within our organization I've been a participant, an event host, a large aquatic facility manager and most recently a coach. And I will bring the knowledge and understanding gained in these functions to this position. I will also bring my experience as a leader, organizer and administrator to this role. As a volunteer, I have been involved at the club, LMSC and national level and have devoted time to be aware of the dynamics of our organization, our history and our plans for the future. I look forward to the opportunity to work directly with the USMS Fitness, Sports Medicine and Science and Coaches Committees. I'm passionate about USMS, our members and our programs, and I'm committed to serving our community as an active member of the Executive Committee.

## **Laura Winslow – Candidate for Vice President of Community Services**



The Election Committee has deemed that Laura Winslow is a member in good standing of USMS. The candidate has indicated she is planning to attend the HOD Meeting for this election year and is planning to attend all HOD Meetings during her tenure in office.

The candidate was nominated by Nadine Day and received letters of recommendation from Nadine Day and Tom and Carolyn Boak, in accordance with our Election Operating Guidelines. These letters are published in the Election section of the USMS web site.

**The candidate provided the following responses on the Candidate Questionnaire/Consent-To-Run Form:**

**Please list the USMS National HOD Meetings you have attended, including the dates of attendance:**

2003 – present

### **III. Section Three: Questions**

**Why are you interested in this position and why do you believe you would be a good candidate?**

I am passionate about masters swimming and USMS. Since 2003 I have been a USMS volunteer on the local and national level. I have a strong desire to serve USMS, grow the organization, and give back to the sport and organization that has given me so much.

With my unique background as a CPA, masters swim coach, head high school swim and dive coach, and assistant organizer of the 2003 and 2011 spring short course nationals, I offer the organization key knowledge and energy in areas that are important for its growth.

As a previous at-large BOD member I have had the opportunity to participate on numerous committees/task forces, chairing some of them.

I have enjoyed my previous service and demonstrated that I can get the job done. In assisting with the running of the 2011 short course nationals, I demonstrated my organizational skills. Having been on the board, I know how it works and what is expected of its members. If elected, I would be able to start fulfilling my duties from day one.

**What do you consider to be the major issues facing USMS now and in the future? As a person holding an elected position within USMS, how would you address these issues?**

Growth, communication, leadership, club and LMSC development, coaching and member services are areas I see as critical to the health of our organization. Over the last few years, our membership has grown. In order to maintain that growth, we need effective communication among the BOD, Executive Director and staff, the committees, and LMSCs. We need to assist in the development of clubs and LMSCs using models that have worked well for others. We also need coaches who are properly trained to provide guidance, leadership and training for members. Coaches are a contributing factor in retaining existing members.

The VP Community Services is responsible for three committees: the Coaches Committee, which recruits, educates, and supports coaches for USMS members; the Fitness Committee, which provides fun yet challenging ways to help members achieve their goals; and the Sports Medicine and Science Committee, which stimulates and encourages research on masters swimming and educates members and the public on sports medicine and science. All three areas are important for the growth of masters swimming.

As VP Community Services, I will provide the necessary leadership for these areas so they can be successful in providing beneficial services to help USMS grow.

**Please list USMS committees on which you have served. Include the dates you were on the committees and the names of the committee chairs under whom you served:**

International 2003 – 2005; Sandy Rousseau  
Championship 2004 – 2005; Barry Fasbender  
Long Distance/Open Water 2007 – 2009; Marcia Cleveland  
Coaches 2010 – 2011; Craig Keller

**Please list any other experience that relates to your qualifications for the position.**

I am a certified public accountant with over 25 years' experience in the business world, having practiced both accounting and executive compensation. In these roles, I have worked as part of a team as well as being the leader. I was also the previous controller for a kids swim team, helping to meet budgetary constraints. In addition, I have been coaching masters for the last five years and high school swimming for the past four.

**Please list any other information you would like included.**

Former Arizona Sanctions Chair  
Former Arizona LMSC Competition Committee Chair  
Chaired the first Executive Director Search Committee; 2005 – 2007  
Chaired the Employee Compensation Task Force; 2005 - 2007  
Chaired the Dues Increase Task Force; 2006  
Member of Long Course Nationals Evaluation Committee - 2005



Member of National Headquarters Task Force  
Member of Membership Dues Task Force

**Please write a short summary statement that will be posted on the display board with your photograph at the HOD Meeting**

USMS is continuing to undergo numerous changes. I want to assist by continuing to help lead the organization and taking us to the next level.

## **Ed Tsuzuki – Candidate for Vice President of Local Operations**



The Election Committee has deemed that Ed Tsuzuki is a member in good standing of USMS. The candidate has indicated he is planning to attend the HOD Meeting for this election year and is planning to attend all HOD Meetings during his tenure in office.

The candidate is running for reelection and is not required to provide a letter of nomination or letters of recommendation.

**The candidate provided the following responses on the Candidate Questionnaire/Consent-To-Run Form:**

**Please list the USMS National HOD Meetings you have attended, including the dates of attendance:**

1999, 2000, 2002 – present

### **III. Section Three: Questions**

**Why are you interested in this position and why do you believe you would be a good candidate?**

I have been a USMS member for 17 years and have served as an officer at the LMSC level for 14 years and also as a national delegate and active committee member for the last 12 years. I have also served as the Vice President of Local Operations for the last 2 years and bring a tremendous amount of passion and energy to the USMS organization at the LMSC, Zone and National levels.

**What do you consider to be the major issues facing USMS now and in the future? As a person holding an elected position within USMS, how would you address these issues?**

The first major issue facing USMS is membership growth and retention. We must continuously strengthen the value of membership and deliver consistent, positive membership experiences – for all of our member profiles – the pool or open water competitor, the fitness swimmer, the triathlete, and the coach. We can improve the member experience by continuing to improve our LMSC support efforts in meeting our minimum standards as well as providing easy-to-use, standardized tools to support both personalized interactions (e.g. Go The Distance, Fitness Logs) as well as our event based activities (e.g. event sanctioning, results tabulating and recordkeeping). Which leads to another major issue, which is the expansion of our IT staff in order continue to enhance our web-based experiences and process automation. As Vice President of Local Operations, I would oversee many of these committee led activities and as a Board member, I can continue to ensure appropriate prioritization of our critical IT initiatives.

**Please list USMS committees on which you have served. Include the dates you were on the committees and the names of the committee chairs under whom you served:**

Records and Tabulation Committee  
Chair – Pieter Cath (1999-2004)  
Chair – Mary Beth Windrath (2005-2007)  
Chair – Ed Tsuzuki (2008-2009)  
Computer On-Line (1999-2000)

**Please list any other experience that relates to your qualifications for the position.**

In addition to serving on the Executive Committee and Board of Directors for the last two years, I have served as Chair or Vice Chair of the Records and Tabulation Committee for 10 years. I have also led the End-to-End Event Management task force which has been responsible for the development of the on-line meets database and event rankings, as well as the eventual automation of the top ten tabulation process. The task force is now also focusing on the event sanctioning process.

**Please list any other information you would like included.**

I live and breathe swimming. In addition to the “administrative” involvement detailed in this bid, I am an active pool and open water competitor and have been the head coach of the Bernards High School girls and boys swim teams for the past 23 years.

**Please write a short summary statement that will be posted on the display board with your photograph at the HOD Meeting**

I have been a USMS member for 17 years, served as an officer at the LMSC level for 14 years, as a National delegate and active committee member for the last 12 years. I have served as a committee chair for 2 years and as Vice President of the Local Operations division and member of the Board of Directors for the last 2 years. I bring a tremendous amount of passion and energy to the USMS organization at the LMSC, Zone and National levels and am eager to continue serving a second term as VP of the Local Operations Division. I have been able to develop a strong working and supportive relationship with the committees of the division and intend to build a stronger relationship with the Zone Chairs and assist in the development of the LMSCs.

## **David Diehl – Candidate for Candidate for Vice President of Programs**



The Election Committee has deemed that David Diehl is a member in good standing of USMS. The candidate has indicated he is planning to attend the HOD Meeting for this election year and is planning to attend all HOD Meetings during his tenure in office.

The candidate is running for reelection and is not required to provide a letter of nomination or letters of recommendation.

**The candidate provided the following responses on the Candidate Questionnaire/Consent-To-Run Form:**

**Please list the USMS National HOD Meetings you have attended, including the dates of attendance:**

1985-2000, 2002-2004, 2005 – present

### **III. Section Three: Questions**

**Why are you interested in this position and why do you believe you would be a good candidate?**

Interested in continuing to serve USMS in this Vice President position

**What do you consider to be the major issues facing USMS now and in the future? As a person holding an elected position within USMS, how would you address these issues?**

Membership growth and retention and serving the swimming community by promoting adult fitness and health

**Please list USMS committees on which you have served. Include the dates you were on the committees and the names of the committee chairs under whom you served:**

Sports Medicine, Rules (for over 15 tears) and Officials (for over 15 years and past chair)

**Please list any other experience that relates to your qualifications for the position.**

Past Chair of Potomac Valley Masters, retired Executive Director of University of Maryland M Club Foundation

**Please list any other information you would like included.**

Active in Masters Swimming for over 35 years, competed in 19 USMS National Championships (volunteered as an officials in many when not competing), Chair of PV/LMSC for six years, participated in writing PV/LMSC By-Laws in 1980

**Please write a short summary statement that will be posted on the display board with your photograph at the HOD Meeting**

Served on committee that wrote By-Laws for Potomac Valley LMSC and past chair of Potomac Valley LMSC. Masters swimmer for 35 years and served on USMS BOD as well as a number of USMS national committees (Sports Medicine, Rules, Officials – past chair). Management and leadership experience for over 30 years and retired Executive Director (named emeritus) of a large collegiate athletic non-profit foundation.

## **C.J. Rushman – Candidate for Secretary**



The Election Committee has deemed that C.J. Rushman is a member in good standing of USMS. The candidate has indicated he is planning to attend the HOD Meeting for this election year and is planning to attend all HOD Meetings during his tenure in office.

The candidate is running for reelection and is not required to provide a letter of nomination or letters of recommendation.

**The candidate provided the following responses on the Candidate Questionnaire/Consent-To-Run Form:**

**Please list the USMS National HOD Meetings you have attended, including the dates of attendance:**

1998, 2001, 2002, 2004 – present

### **III. Section Three: Questions**

**Why are you interested in this position and why do you believe you would be a good candidate?**

I would like to contribute more to USMS by being elected secretary. My job as a Project Management Director, as well as having served as my LMSC secretary as well as several other organizations, uniquely qualifies me for the position. If elected, I would like to focus on communication as a means to improve USMS and promote intelligent growth—increasing our membership as an outgrowth of us getting the message out that USMS has something to offer everyone.

I have been very involved with USMS for many years through the Championship Committee. I would like to continue to contribute more as a member of the Executive Committee. I also feel I could bring a fresh perspective to the Executive Committee.

**What do you consider to be the major issues facing USMS now and in the future? As a person holding an elected position within USMS, how would you address these issues?**

Probably the most crucial issue is dealing with growing pains as our organization expands. As our membership has increased, even day-to-day operations have become a challenge. To do more than simply maintain the status quo, we must change the way we operate, a process already well under way since we had hire an Executive Director. At the same time, we must not alienate our core membership—growth for growth's sake will wind up disappointing both current and future members. Increasing our membership must be an outgrowth of us getting the message out that USMS has something to offer. In other words, communication is absolutely fundamental. And communication means being willing to listen too. We need to tell the world about ourselves, but we also need to listen to what the active adult population is asking for, and if necessary and feasible, be willing to adapt to meet those needs. And we need to provide more services to our non-competitive members, while maintaining our commitment to those who do compete. If elected, I would gather and evaluate information, and make appropriate recommendations and decisions.



**Please list USMS committees on which you have served. Include the dates you were on the committees and the names of the committee chairs under whom you served:**

- Championship Committee, 2002 – present. Served under Mark Moore. Meet Liaison to USMS Short Course Nationals at University of Texas, Austin TX 2008.
- Communications Committee, 2001–2003.
- Publications Committee (previously Rule Book Committee), 2002–present Served under Meg Smath and Susan Ehringer.

**Please list any other experience that relates to your qualifications for the position.**

- Swim Kentucky Masters Team President – 2009 - present
- Ohio LMSC Chair 2001-2007
- Ohio LMSC Secretary 1999-2007
- Ohio LMSC Vice Chair 2009 – present
- Ohio LMSC Fitness and Safety Officer 2007-2009
- Member of the USMS Championship Committee
- Founder and President of Anderson Barracuda Masters (Cincinnati Ohio) (a subgroup of Southwest Ohio) 1996-2007. Served as meet director for both the winter AB Invitational and the summer Splash and Dash meet.
- YMCA- USA-certified swimming official; serving as referee, and stroke and turn judge. Also worked numerous Masters and high school meets in Cincinnati.

**Please list any other information you would like included.**

- I've already performed in the Secretary position for two years, and would like to see it through. Plus I have had a blast learning from all the members of the Executive Committee and Board of Directors.

**Please write a short summary statement that will be posted on the display board with your photograph at the HOD Meeting**

None Provided.

## **Ralph Davis – Candidate for Treasurer**



The Election Committee has deemed that Ralph Davis is a member in good standing of USMS. The candidate has indicated he is planning to attend the HOD Meeting for this election year and is planning to attend all HOD Meetings during his tenure in office.

The candidate is running for reelection and is not required to provide a letter of nomination or letters of recommendation.

**The candidate provided the following responses on the Candidate Questionnaire/Consent-To-Run Form:**

**Please list the USMS National HOD Meetings you have attended, including the dates of attendance:**

1999 – 2004, 2005 - present

### **III. Section Three: Questions**

**Why are you interested in this position and why do you believe you would be a good candidate?**

I am interested in this position because of my love for Masters swimming and my desire to serve USMS in a capacity that I am professionally qualified.

I am a senior finance executive with over 30 years experience in accounting and financial management. My scope of career experience ranges from working for a large multi national corporation to company start-ups and business consulting. I have managed domestic and international financial operations coupled with developing local and worldwide strategies for their performance. I have served on Boards of Directors of various corporations, both domestic and international, combining diverse cultural and differing traditions to achieve corporate objectives.

I believe that I can continue to provide a fresh and unique perspective to the Treasurer position. My Board experience should complement the responsibilities of the position's requirements. I'm confident I can continue to add value to USMS and look forward to the opportunity to serve as its Treasurer for an additional two years.

I have served on the Finance Committee for 12 years, and two years as the Chairman. I have been USMS Treasurer for the last 18 months, consequently, I am well versed with the financial operations of USMS.

My current career status enables great flexibility to serve USMS. I have a passion to volunteer my time at this stage of my life to give something back for all that I have obtained. I feel fortunate to have received a gift of life when I acquired my transplanted heart in February 2006.

**What do you consider to be the major issues facing USMS now and in the future? As a person holding an elected position within USMS, how would you address these issues?**

1. Organization structure for the guidance of the new USMS. We have embarked on a new era for USMS. We are in the process of transitioning USMS from an all-volunteer organization to a professionally paid organization. We must structure the new organization so that it still capitalizes on the wealth of talent of our volunteers that have been the lifeblood of USMS. We must maintain the spirit of those volunteers as they give up some of their past duties, but still retain their involvement in the organization. In this process we must develop the proper infrastructure for USMS to grow. This major issue will only be addressed if the Board of Directors works collectively on the new organization structure of USMS.

2. Engage new volunteers and develop new leaders for USMS. We must determine how we are going to get new volunteers involved in the organization and develop them to become the future leadership. We need to develop a program specific to local LMSCs that encourages new members to attend the national convention and become more willingly involved in our organization. We may need to assist certain LMSCs with funding, but we need to have a precise USMS program that supports getting new faces to our convention. If we avoid setting a proactive agenda to this issue, I believe it may become increasingly difficult to acquire adequate leadership for the future success of USMS.

3. New investment policy for USMS. My first goal and accomplishment as the Treasurer was to develop a new Investment Policy for USMS. The Investment Policy was approved in 2010 and we formed the Investment Committee. We selected an investment advisor this year and we have started the process of investing our funds.

We need to work with our Investment Advisor to insure that USMS will increase financial stability, and the means to provide financial support towards the program goals of the organization.

**Please list USMS committees on which you have served. Include the dates you were on the committees and the names of the committee chairs under whom you served:**

Overall, I have served on the Finance Committee since 2000. My Committee chairs have been Doug Church, Tom Boak, and Jeff Moxie. I was Vice-Chair under Tom Boak. I was the Chairman of the Finance Committee 2007 to 2009. I am member of Investment Committee and Audit Committee.

**Please list any other experience that relates to your qualifications for the position.**

I have enjoyed two careers; my first as finance executive of Federal-Mogul (23 years) with direct responsibility for all financial activities of a diverse manufacturing businesses in the United States and 12 foreign countries generating \$600 million in sales. I possess extensive experience in managing global financial staffs, analyzing and monitoring individual unit performance, developing local and worldwide strategies, organizing joint venture/licensing agreements, managing foreign exchange exposure, directing treasury function at international locations and counseling the Group President as well as the location General Managers. I recruited and trained highly successful Directors of Finance for eight foreign subsidiaries.

My second and current career involves administering and operating a management and financial consulting company of which I have co-ownership.

**Please list any other information you would like included.**

Age 64, excellent health, new heart, married 45 years, three daughters and five grandchildren.

Hobbies: competitive swimming, golf, and financial advising.

Treasurer, Michigan LMSC, 1997 to 2007

Vice-Chair, Michigan LMSC, 2007 to 2009

Chair, Michigan LMSC, 2009 to 2011  
Treasurer, USMS 2009 to Present.

**Please write a short summary statement that will be posted on the display board with your photograph at the HOD Meeting**

I am a senior finance executive with over 30 years experience in accounting and financial management. My scope of career experience ranges from working for a large multinational corporation to start-ups and business consulting. I have managed both domestic and international financial operations. I have served on Boards of Directors of various corporations, both domestic and international, bringing diverse cultural and differing traditions together to achieve corporate goals.

I believe that I can continue to bring a fresh and unique perspective to USMS as the Treasurer. My Board experience should complement the responsibilities of the position's requirements. I firmly believe I can continue to add value to USMS.

# Committees of the USMS Board of Directors

## Audit

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### Committee Members

Jill Gellatly Chair, Paul Griffin, Vice Chair

Elyce Dilworth, Phil Dodson, Jeanne Ensign, Ex-Officio: Ralph Davis, Susan Kuhlman

### Introduction

2010 was the second year of our committee. It was the first year that USMS engaged external auditors to perform a full-scope audit of the 2010 financial statements. We received an “unqualified” or clean opinion from Kerkerling, Barberio & Company CPAs (KB). In 2009, the auditors performed a “review” of our financial statements which is substantially less in scope.

### Discussions and Projects Since Last Convention

1. Review and issuance of the 2010 audited financial statements. Included annual meeting of members with KB auditors in Sarasota
2. Review of the 990 Tax Form for the year ending December 31, 2010
3. Executive Summary report provided to BOD for July mid-year meeting. The report included the results of the 2010 audit process and findings.

### Action Items

1. Communicate with Finance Committee regarding proposed project to complete MAP procedures (Manual of Accounting Procedures) for organization including proposed changes to the Segregation of Duties section
2. Follow-up with Susan Kuhlman, Controller regarding progress of implementation of a Disaster Recovery Plan (audit recommendation by KB)
3. Follow-up with Susan Kuhlman, Controller regarding new contract checklist to ensure procedures mandated by FOG are completed when USMS enters into new contracts. Committee to review checklist when completed.

### Audit Committee Meeting Agenda

Meeting #1 - Wednesday September 14th 5:15pm-6:30pm – Boardroom #2

Meeting #2 – Friday September 6<sup>th</sup> 10:30am-11:45am – Boardroom #1

1. Discuss MAP and coordination with Finance Committee
2. Review Charter for any proposed changes
3. Discuss rotation of members in accordance with charter
4. 2011 audit timing and any concerns
5. Open discussion

## Compensation and Benefits

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### Committee Members

Nadine Day, Chair

Dr. Jim Miller, Hill Carrow, Sarah Welch, and Raena Latina, Ex-officio: Ed Coates

The Compensation and Benefits Committee makes recommendations to the BOD on overseeing the corporation's and the executive director's overall compensation.

The committee is responsible for overall compensation plans, policies and programs of USMS. We also have overall responsibility for evaluating and recommending compensation, including bonus structure and goals, for the executive director.

There were no changes in the corporation's paid time off policy or benefits policy.

The annual evaluation was completed by the EC and President Jeff Moxie performed the annual review. The BOD approved the 2011 ED Bonus Goals.

## Finance

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### **Committee Members**

Homer Lane, Chair, Sarah Welch, Vice Chair

Tom Boak, David Burgio, Joanie Campbell, Rob Copeland, Elyce Dilworth, Phil Dodson, Betsy Durrant, Jeanne Ensign, Jill Gellatly, Paul Griffin, Kildine Harms, Conrad Johnson, Lucy Johnson, Ex-officio: Ralph Davis, Susan Kuhlman

The Committee was quite busy in the past 12 months mainly responding to Over Budget requests and supporting the launch of the Investment Committee. The Phase I Foundation Feasibility Study Over Budget request was dealt with late in 2010. Three members of the Finance Committee were heavily involved November through January getting the Investment Committee started. This included a competitive RFP approach and the selection of our investment advisor, Northern Trust. In January we dealt with Open Water Clinics budgetary issues. Finally in May our team provided inputs to the Strategic Plan survey. I was also kept informed regarding the shift in operations from Douglas Murphy to Anthem Media, which proved to be a major money saver, and the negotiation of the 2012 Summer Nationals contract.

### Finance Committee Meeting Agenda

Meeting #1 – Wednesday September 14<sup>th</sup> 4:00pm-5:00pm – City Terrace 8

Meeting #2 – Thursday September 15<sup>th</sup> 9:45am-11:00am – City Terrace 8

Meeting #3 – Friday September 16<sup>th</sup> 2:30pm-3:30pm – City Terrace 8

Meeting #4 – Saturday September 17<sup>th</sup> 8:00am-9:00am – City Terrace 8

1. Review and Approval of the 2012 Operating Budget
2. Possible recommendations for amended;
  - a. Club Fee structure, and
  - b. Splash fees for Championship events
3. Preparation and presentation of FOG Amendments including;
  - a. Convention Expenses – section IV B
  - b. Over Budget Request Form – new
  - c. Budgeting Schedule – section II E
  - d. Travel Restrictions regarding Key Employees – new for section XII
  - e. Amended Mileage Reimbursement rate
  - f. Reimbursement for Volunteer's meals for non-Convention functions, and
  - g. Other potential changes presented at the Convention
4. Report from the Audit Committee – Jill Gellatly
  - a. Audit results
  - b. Manual of Accounting Principals (MAP)
5. Report from the Investment Committee – Dave Burgio

6. Discussion of the possible role of the Finance Committee in addressing LMSC financial management issues
7. Other Topic of Interest

## Governance Committee

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### **Committee Members**

Anthony Thompson, Chair

Patty Miller, Michael Moore, Hugh Moore, David Diehl, and Sean Fitzgerald

### **Introduction**

The charter for the Governance Committee list the following area for the committee to focus:

- Any task assigned by USMS Board of Directors (BOD)
- Review Conflicts of Interest issues
- Periodic review of BOD performance
- Review of Governance structure and recommendation for changes
- Lead continuing education for the BOD

The members of the Governance Committee have worked to fulfill the committee charter as will be documented below.

### **Discussions and Projects Since Last Convention**

1. Reviewed committee charter and drafted legislation (article 506.7.3) to turn the ad hoc Governance Committee to a standing Committee of the BOD.
2. The BOD asked Governance to review potential conflict of interest of BOD members holding leadership roles in LMSCs and Zones.
3. Governance interacted with the task force on “LMSC Board of Review” to clarify what Governance should be reviewing in regards to LMSC Model Bylaws to support a request from the LMSC Development Committee.
4. A review of USMS Part 5 was undertaken and several suggested legislative items were sent to the BOD for approval and submission to the Legislation Committee.
5. Individual members of the BOD provided additional suggestion to improve USMS Part 5 for Governance to review. A few items were sent back to the BOD for approval and submission to Legislation Committee.
6. An individual member submitted some drafted legislative proposal (mostly on Part 4) and asked Governance to review them. If any have merit, they will be sent to the BOD for review and onto Legislation if approved by BOD.
7. When information about the seated USMS President not running for re-election became available (by the publication of BOD 2-March-11 meeting minutes), Governance Committee suggested that a communication be sent to HOD members to inform them and asked the BOD to consider extending the nomination period for an additional 30 days to try to promote a full slate of candidates.
8. Review the requirement to have bylaws on-file with State governments as part of our non-profit status, and checked the Guide to Operations and LMSC Minimum Standards to be sure they clearly identified the need for LMSC to comply.
9. A discuss of the need for leadership development took place at a meeting in April and in following meeting a more formalize proposal to create a committee or task force to create a program for leadership development/planning with a focus to improves succession of leadership at all level of the organization.
10. The need to have more detailed description of the duties of the various VP position was discussed.

11. As part of the committee charter, Governance will conduct a review of the performance of the BOD and make a report to the BOD in executive session at one of the meeting at USAS/USMS Convention.
12. Consulted with current and former chair of the National Board of Review as part of the process to review a few articles in USMS Part 4.
13. Recommend to the BOD at the mid-summer meeting in Sarasota in July to have additional BOD training, potentially from BoardSource at the next face-to-face meeting.
14. Review a BOD orientation proposal to bring new BOD members to the national office for a one day orientation in Sarasota to meet the staff and tour the office.
15. At the request of LMSC Development Committee, Governance began a review of LMSC Model Bylaws (except for the Gievenace Procedures that are being reviewed by the “LMSC Board of Review” Task Force as the review dispute resolution at the local level). Governance plans to have the review completed by USMS/USAS Convention.

#### **Action Items**

1. The Committee charter sent to BOD for review and approval (which was approved by BOD in January 2011).
2. Legislation (Article 506.7.3) for Governance to become a standing committee was sent to BOD (which BOD approved and sent to Legislation Committee).
3. Other legislation proposals sent to BOD (all approved by BOD and sent to Legislation Committee).
4. Conflict of interest Topics discussed:
  - a. Discussed the potential conflict of interest of BOD members holding leadership roles in LMSC and Zones
  - b. Recommend that LMSCs be made aware of potential conflict of interest issues
5. Began to develop a plan of Leadership Development Committee or Task Force
6. Governance Committee recommended to the BOD that a communication be sent to HOD members to inform them and asked the BOD to consider extending the nomination period for an additional 30 days to try to promote a full slate of candidates.
7. Began to develop a plan of Leadership Development Committee or Task Force
8. Began a review BOD Performance
9. Began a review of LMSC Model Bylaws

### **Governance Committee Meeting Agenda**

**Wednesday September 14<sup>th</sup> 2:30pm-3:45pm – Boardroom #3**

1. Review and approve minutes from any August meeting
2. Discussion of any Old Business in the 2011 Governance Committee Report.
3. Finalize any of the open items:
  - a. Review of BOD Performance
  - b. Review of LMSC Model bylaws
  - c. Proposal for a Leadership Development Committee (or Task Force)
4. Any New Business Assigned by BOD.
5. Other New Business
6. Planning for 2011-2012 and Schedule Additional Meeting(s)
7. Conflict of Interest Policies - BOD, Zone, LMSC and Club implications

## **Investment**

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#### **Committee Members**

Dave Burgio, Chair, Elyce Dilworth, Vice-Chair

Stan Benson, Ralph Davis, Homer Lane, Bill Sherman, Ex-Officio: Susan Kuhlman

**Committee Purpose:** This Committee is responsible for overseeing USMS's Investment Philosophy of investing the financial assets of USMS, in excess of needed working capital, consistent with a policy of prudent investment planning and protection of assets according to the established USMS Investment Policy approved by the USMS Board of Directors.

**Summary Activities since the 2010 convention:**

- 1) The Committee completed filling its maximum allowable number of members;
- 2) The Committee finalized a comprehensive 4-page Request for Proposal for an Investment Advisor, consistent with the USMS Investment Policy, which was mailed to eleven potential Advisors with eight bids returned;
- 3) Numerous Committee telephone conference calls along with other interactive communications including reference checks were conducted, screening to a 'final three' candidate list for a face-to-face interview in Sarasota, Florida on January 8, 2011 with the Investment Committee;
- 4) A written Committee recommendation, along with an activity completion list, was submitted to the USMS Board of Directors in January, 2011 to approve Northern Trust as the USMS Investment Advisor;
- 5) The Committee has since been monitoring the transfer of USMS assets to Northern Trust which has been substantially completed as of May 31, 2011;
- 6) A first quarterly conference call was held with Northern Trust on June 16, 2011 to begin monitoring USMS portfolio performance utilizing appropriate benchmarks and other evaluative tools.

**Meetings planned for 2011 Convention:**

There are two meetings planned for the 2011 Convention. The second the Committee will have a face-to-face meeting with Northern Trust on USMS Portfolio performance.

**Investment Committee Meeting Agenda**

Meeting #1 – Wednesday September 14<sup>th</sup> 2:15pm-3:30pm – Boardroom #2

Meeting #2 – Thursday September 15<sup>th</sup> 12:30pm-1:45pm – Boardroom #2

- 1) Welcome and Call to Order
- 2) Introduction of Guests
- 3) Discussion of USMS Portfolio returns to date
- 4) Deliberation of any written USMS Portfolio recommendations from Northern Trust
- 5) Review of scheduled date/times for upcoming Committee conference calls with Northern Trust for 2011-2012
- 6) Review of anticipated return for USMS portfolio for 2011-12
- 7) Other items requiring Investment Committee attention

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**USMS “Swimming Saves Lives” Foundation**

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**Committee Members**

Doug Church, Chair

Ted Haartz, June Krauser, Jim Miller, Rob Copeland, Jody Wellborn, Mel Goldstein, Tom Boak, Patty Miller, Dan Gruender, Leo Letendre, Meg Smath, Mike Laux, Ex-Officio: Rob Butcher

**Opening paragraph:**

Swimming Saves Lives Foundation 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 the successor to the USMS Endowment Fund. It is governed by the SSL Leadership Council with oversight by the Board of Directors of USMS. The Leadership Council



in combination with the Board of Governors of the USMS Endowment Fund, receives and approves grant requests and otherwise governs the activities of SSL pending a reorganization of the program.

**Discussions and projects since the last convention:**

1. The Executive Committee of USMS approved the establishment of a Task Force to consider an update to the Mission of the Endowment Fund which has led to the creation of SSL. Chris LaBianco, Nancy Ridout, Rob Butcher and Doug Church are serving on the Task Force and expect to have a report for convention. The Task Force has made two interim reports to the BOD which has provided the oversight for the development of SSL. The formal initiation of SSL and the announcement of the Leadership Council will occur at this meeting.

**Action items:**

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

**Swimming Saves Lives Agenda**

**Meeting #1 – Friday September 16<sup>th</sup> 1:15pm-2:15pm – City Terrace #8**

**Meeting #2 – Saturday 9:00am – 10:15am – City Terrace #4**

1. Call to order.
2. Introduction of Leadership Council.
3. Review of financial report for 2010 and current 2011.
4. Report on Grants approved since last meeting.
5. Consideration of Grant request(s).
6. Task Force report.
7. Other old business.
8. New business.
9. Adjourn.

**USMS Task Forces**

**End-to-End Event Management (E2EEM)**

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**Task Force Members**

Ed Tsuzuki, Chair

Lisa Baumann, Metro; Lynn Hazelwood, Open Water Committee, Richard Hess, Colorado; Emmett Hines, Gulf; Anna Lea Matysek, National Office; Steve Peterson, Pacific Northwest; Jeanne Seidler, Wisconsin; Chris Stevenson, Records and Tabulation Committee; Mary Beth Windrath, Minnesota

**Introduction**

Consistent with our project charter, there are currently 2 major components to the E2EEM initiative. The first part that has been underway for over a year now is the on-line meet results data base and associated Top Ten processing tools. The second part will address the front end of event management and is focused on the calendar of events and sanctions process.

Excellent progress has been made in both areas.

**Event Results / Rankings / Top Ten Tabulation Tools**

- Several high priority items have been completed allowing the Top Ten Recorders (TTRs) to add or edit swims (both individual and relays) within a meet, add split request swims, and detect and correct a wide range of relay errors in the uploaded files. These enhancements were released on June 23, 2011.

- There are still some high priority items to address, including the capture of member registration dates and including this date within the swimmer audit process as well as improving the navigation within the event results tools. Those efforts are ongoing with an expected due date of August 19, 2011.
- One of the key requests of the task force was to complete the development of the highest priority items before beginning work on the sanctions process. This has been done and very much appreciated by the Records and Tabulation Committee.
- Additionally, Anna Lea Matysek has developed a number of excellent tutorial documents, primarily targeting inexperienced TTRs, for uploading meet results and generating top ten reports. She also offers live training sessions to new TTRs. This is being done with a phone and a “GoToMeeting” connection, so the TTR can either watch how to use the tools or Anna Lea can watch as the TTR uses the tools for the first time.
- The committee also developed a Top Ten report “checklist” for more experienced recorders. These documents are located in a new portion of the USMS website:  
<http://www.usms.org/admin/lmschb/content/tttutorial>. A link to this page is in the Guide to Operations section of the website.

#### **Calendar of Events / Sanctions:**

- On April 8, 2011, Ed met with Jim and Anna Lea Matysek at the National Office to take the recommendation from the task force, which was an “end-state” vision, and identify the functionality which could leverage the existing on-line calendar of events tool and begin to establish a standard approach to event sanctioning that would include both pool and open water event requirements.
- Luke Shaheen (new National Office IT staff member) is spearheading this effort and has completed a first cut at the online sanction/calendar request forms as well as the back-end processing of requests and updated calendar search and display functions. The first phase will include links to the USMS venues data base as well as the ability to upload documents, such as a safety plan. It will also provide on-line review and approval of sanctions requests by the LMSC sanctions chairs as well as an enhanced calendar of events.
- The task force is currently testing the “beta” release of the request form and providing feedback to Luke
- The goal is to have the first phase of the new sanctions process and an updated calendar of events released by the end of September 2011. Additional features are expected in subsequent phases.

Once the sanction tool has been developed and fully tested, it will be important to require all events to be “registered” through this tool. A request has been submitted to include this requirement in the LMSC Minimum Standards (under “Events, Sanctions and Recognitions”).

### **End to End Event Management Task Force Agenda** **Wednesday September 14<sup>th</sup> 5:15pm-6:30pm – Boardroom #1**

1. Open invite for people to check out the new on-line Sanctions process

#### **LMSC Board of Review**

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##### **Task Force Members**

Rob Copeland, Chair

Laura Groselle, Maria Elias-Williams, Patty Miller, Doug Garcia, Anna Lea Matysek (staff liaison)

## **Introduction**

The mission of the LMSC Board of Review Task Force is to “Determine ways to effectively prevent and resolve disputes that occur in LMSCs.”

Our current structure of grievance and appeal was enacted in 2004. Since then we have had very few instances of grievances and appeals being processed. One consequence of such few disputes is that LMSCs have not developed effective rules, policies and procedures to handle these infrequent issues. The LMSC Board of Review Task Force was formed to:

1. Review and document the current state of affairs;
2. Explore alternative dispute resolution solutions and address associated risks;
3. Develop proposed language for inclusion in the USMS Code, LMSC Model Bylaws and other corporate materials;
4. Develop a framework for LMSC Board of Review policies, procedures, guidelines and training; and
5. Develop a strategy for national and local implementation.

## **Discussions and Projects Since Last Convention**

1. The task force has discussed the various grievances and disputes that have been brought to the attention of the National Board of Review and national office in an attempt to categorize these grievances and disputes. The task force has developed an LMSC survey to further explore and categorize disputes.
2. The task force has reviewed the bylaws of each LMSC to understand how each, by rule, addresses disputes. Currently there is a vast array of solutions in bylaws with varying degrees of efficacy.
3. The task force is evaluating various methods of dispute prevention and resolution.

## **Action Items**

1. As of this report, we have no action items for the House of Delegates to approve.

# **Strategic Planning**

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## **Task Force Members**

Patty Miller, Chair

Phil Dodson, Jill Gellatly, Anthony Thompson, Nadine Day (EC Liaison), Ex-Officio: Rob Butcher

## **Introduction**

The current USMS Strategic Plan was written by then-Executive Director Todd Smith and USMS volunteer Tom Boyd in 2007. It was the culmination of an analysis that included information from a marketing survey that Boyd had directed when he was Chair of the Marketing Committee and an analysis of strengths, weaknesses, opportunities and threats (SWOT) that the Board of Directors conducted during one of its meetings. Given the passage of time and the change that has occurred within and outside of USMS since 2007, it is time to update the strategic plan for guidance as USMS moves forward.

## **Discussions and Projects Since Last Convention**

1. Researched the strategic planning process and determined the format to be used for the strategic plan.
2. Assessed the 2007 USMS Strategic Plan and current status.
3. Communicated to HOD delegates about the strategic planning process via a message from Jeff Moxie.
4. Administered a SWOT analysis to USMS committee chairs and LMSC chairs, asking them to include the views of their committee members and boards, respectively.
5. Analyzed the results of a recent USMS member survey (conducted for purposes other than strategic planning).

6. Prepared proposed vision statement and values for USMS, which were presented to and discussed with the Board of Directors at the Board's July meeting.
7. Conducted a strategic planning session for the Board at the July meeting.
8. Currently working on strategies resulting from the task force's work to date. A proposed strategic plan will be submitted to the Board before Convention.
9. For additional information on the work of the Strategic Planning Task Force, see the task force minutes, which are posted at <http://www.usms.org/admin/minutes/>.

### **Action Items**

1. As of this report, we have no action items for the House of Delegates to approve.

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## **Workout Group "Chapter"**

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### **Task Force Members**

Nadine Day, Chair

Rob Copeland, Michael Moore, Jerry Clark, Al Prescott, Cheryl Gettlefinger, and Tracy Grilli

First, we addressed a definition of workout groups, which USMS will now recognize the group as "Chapters". The name change was to clarify the group of swimmers. Chapter is defined as formal group of people versus swimmers just working out together. Foremost, THIS NOT A DEBATE ON CLUBS VERSUS CHAPTERS. Please read the rationale before passing judgement.

MSA: Glossary definition only

Chapter: A subordinate organization (subgroup) of club that is a member of USMS registered through an LMSC. Individual members of a chapter are also members of the parent club.

MSA: Annual chapter fee to be \$20.00.

Rationale for definition and recognition

For a number of years USMS has unofficially recognized workout groups, by defining workout groups in code we officially recognize them and can more effectively develop administrative procedures to provide programs and services to the workout groups and our members. The first sentence of the definition describes how USMS will recognize the entity (the workout group now called Chapters). The second sentence clarifies that individual members do not need to register twice. They can not register to be a member a chapter of one club while also being a member of a different club; meaning one club representation only.

The task force determined that there is value in officially recognizing chapters. By officially recognizing them and having them register with USMS, we could then provide improved benefits and services to the members of chapters

The task force determined we wanted to recognize chapters, but that we did not want to grant "member" status to them (as we do for clubs, per USMS 201.2). The task force prepared a lengthy proposed amendment to Part 2 to codify the status of chapters. In the end, we decided that we could accomplish our mission with the single definition in code and operational procedures defined in the USMS Guide to Operations.

Therefore we came up with a simple definition that defines a hierarchical structure of workout groups "chapters" under clubs, which describes how USMS will view "chapters" And it defines the relation of individual members to both clubs and chapters We determined that both of these elements were important enough to define in code, rather than leave it up to administrative procedures to define.

We discussed including language that would provide structure to the meaning of a chapters of a club but we determined that this would cross the line of USMS involvement in club business, which is beyond the scope of our mission.

We discussed the impact of chapters on sanctioned events. And we determined that our definition has to do with the USMS organizational view, which does not effect how an event director wishes to recognize groups internally within the confines of their event.

Rationale for fee:

Determine what fees, if any, should established for the registration of a chapters.

The only comparison that our task force had was club fees. The current club fee is \$30.00.

We determined that chapters would have the same benefits as clubs except compete at national events.

What are the benefits

Rulebook (\$10.00)

Co-Banner (\$55.00)

Welcome Kits (approx \$6-7)

Certificate

Communication

What types of communication:

- 1) Ability to communicate via club assistant to the club representatives. Regarding renewal messages, any type of correspondence that the national office wants to disseminate
- 2) USMS will also have a database and will be able to access contact information easily of chapter coaches and chapter representatives

It is important to note. This task force was not responsible to recommend changes in any other fees or implementation

These recommendation were passed by the BOD, and now require approval by the HOD to be implemented.

## **USMS Liaisons & Special Appointments**

### **FINA Representative – Nancy Ridout**

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The focus this year has been on the 2012 World Championships in Riccione, Italy, June 3 through June 17<sup>th</sup>. The FINA Masters Committee met in Riccione May 21-22 to evaluate the progress of the Local Organizing Committee in preparing for this event.

The first week will feature Water Polo and Diving. The second week will feature Swimming and Synchronized Swimming.

The FINA Bureau approved the following dates and schedule for Swimming: Sunday, June 10<sup>th</sup> through Saturday, June 16<sup>th</sup>, with the OW being held on Sunday the 17<sup>th</sup>. Training days for Swimming will be Friday and Saturday, June 8<sup>th</sup> & 9<sup>th</sup>.

Fri/Sat, 6/8-9 - Training days

Sun 6/10 - 800 free

Mon 6/11 - 200 bk, 100 fr, 100 br

Tues 6/12 - 400 IM, 200 fr, 50 fl

Wed 6/13 - 50 fr, 200 IM, 100 fl, 50 br

Thurs 6/14 - Relay Day, all 200m relays  
Fri 6/15 - 200 br, 100 bk, 200 fl  
Sat 6/16 - 50 bk, 400 fr  
Sun 6/17 - OW 3K

Water Polo, Diving, Synchro, and Swimming will all be held at the same facility. This facility, which was used in 2008, has been upgraded to include a new outdoor 25m pool and new dressing facilities for the outdoor 50m pool. The Local Organizing Committee is excited to be hosting the FINA Masters world Championships and there is great enthusiasm for it in the community. Complete information can be found at [www.fina.org](http://www.fina.org).

On a sad note, the FINA Bureau Liaison to the Masters Committee, Bill Matson, suffered an attack of diverticulitis at the World Championships in Shanghai, and died there within the week. Bill was a strong advocate for Masters swimming and his leadership and support will be greatly missed by the Masters and the FINA community.

As always, it's been a great pleasure to serve USMS in this capacity and I'm grateful for the opportunity to represent our sport.

### Liaison to IGLA – Bruce Hopson

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International Gay and Lesbian Aquatics (IGLA) is international organization comprised of Masters swimming, open water swimming, diving, water polo and synchronized swimming. Each year, it holds an international championship meet for all of its disciplines. This year's event was held July 6-10, 2011, at University of Hawaii in Honolulu. USMS member team West Hollywood Aquatics agreed to play host as there is not IGLA team in Hawaii. Teams that compete in IGLA are either USMS sanctioned teams such as West Hollywood Aquatics and DC Aquatic Club, or they can be members of a USMS sanctioned team. Swimmers can also compete under an assumed name for the purposes of the IGLA meet but their times are recorded under whatever USMS sanctioned team for which they normally compete.

Future IGLA events are the 2012 IGLA Championships held May 29-June 3, 2012, in Reykjavik, Iceland, the 2013 IGLA Championships OutGames held August 14-18 in Federal Way, WA, and the 2014 Gay Games August 9-16, 2014, in Cleveland, Ohio.

### Liaison to ISHOF – Walt Reid

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The 2010 International Masters Swimming Hall Of Fame Induction Ceremony (IMSHOF) was held during the 2010 USAS Convention in Dallas. Rich Burns and Lois Kivi Nochman from USMS were inducted as Honor Swimmers into IMSHOF. The Masters Nominees for 2011 Honor Swimmer from USMS are Carolyn Boak, Rich Abrahams, Jeff Farrell, Tim Birnie, Edward Cazalet and Paul Krup. For Honor Contributor is Mel Goldstein. The voting is done by a committee and the results have just been announced. The 2011 IMSHOF honor swimmer from USMS are Rich Abrahams and Jeff Farrell. The Induction Ceremony will again take place at the 2011 USAS Convention in Jacksonville.

The 2011 International Swimming Hall Of Fame (ISHOF) Induction Ceremony was held at the International Swimming Hall Of Fame in Ft. Lauderdale May 6-7, 2011. No Masters were inducted. The nominees for the ISHOF class of 2012 have been submitted to the committee for voting. The nominees for the 2012 Honor Masters Swimmer from USMS are Aldo da Rosa, Burwell Jones, Betsy Jordan, Jim McConica, Frank Piemme and Karlyn Pipes-Neilsen.

I attended the 2011 ISHOF Induction Ceremony as the USMS liaison. This gave me the opportunity to spend a lot of time at the ISHOF Museum. I was very impressed with the current displays at ISHOF. It is

much better than when I was there 5 years ago. I was able to talk to Bob Duenkel (Executive Director) about my position with USMS and some of the things I would like to accomplish. He asked and I accepted the position of Selection Committee Chairman for IMSHOF.

The following Masters Items are on display in the ISHOF Museum:

The Ransom J. Arthur Trophy with the names of each recipient.

Display cases with awards, pictures and other items for:

Barbara Dunbar (USA)	Jane Asher (GBR)
Gus Langner (USA)	Yoshiko Osaki (JPN)
Ray Taft (USA)	Richard Reinstadtler (GER)
Frank Piemme (USA)	

Large display boards for each ISHOF and IMSHOF Honoree.

Throughout the year I have been working with the ISHOF Web Master to improve the Masters information. This will be an on going activity.

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## National Board of Review – Laura Groselle

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The NBR handled two issues so far this year. Several other issues are brewing. A friendly reminder - the NBR encourages all LMSCs to review its grievance policies and procedures. A model LMSC grievance procedure can be found in the Guide to Operations at [www.usms.org](http://www.usms.org).

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## Rule Book Coordinator – Susan Ehringer

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I would like to thank the National Office, Walt Reid; Tracy Grilli; Anna Lea Matysek; Kathy Casey and the Rules Committee; and Heather Hagadorn and the Long Distance Committee; and Sean Fitzgerald and the Legislation Committee who did a great job in helping to edit and publish the 2011 Rule Book.

### **Discussions and projects since the last convention:**

- Coordinated with Legislation, Rules, Open Water & Long Distance Committees and National Office to create 2011 Rule Book and Mini Rule Book
- Worked with National Office and Spot Light Graphics to Publish 2011 Rule Book and Mini Rule Book
- Worked with Legislation, Rules, Open Water & Long Distance Committees and National Office to edit and correct errors in 2011 Rule Book after printing

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## Liaison to USA Swimming – Ted Haartz

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Board meetings of USA Swimming, since September 2010 were held on November 24 in New York City, January 29, 2011 in Colorado Springs and May 7 in Fort Lauderdale, all of which I attended.

At the November meeting the USA Swimming Foundation was reorganized with a new board of directors, made up of the active past-presidents of USA Swimming, Bill Maxson, chair and Debbie Hesse, a former CEO at USA Diving as the foundation's new CEO.

Another major change was the exit of the National Team Managing Director Mark Schubert. Immediate past president Jim Wood agreed to serve as interim managing director until a new hire was made. Jumping ahead, Frank Busch, the head coach of the University of Arizona in Tucson was hired as the National Team Managing Director and assumed the position on June 1.



At the January, 2011 meeting, Bruce Stratton, President of USA Swimming proposed that the chair of the USMS Open Water Committee be named to serve ex-officio on the newly formed USA Swimming Open Water Development Committee. Lynn Hazelwood is that person.

At the May, 2011 meeting it was suggested to President Bruce Stratton that USA Swimming did not avail itself of its opportunity to have an ex-officio representation to the USMS board. It has been an off again-on again thing with USA Swimming over the years. As a result, Bruce has asked Jeff Gudman who is currently the USA Swimming Program Development Vice President to take this position. Jeff, in the past, has served on the Swimming Board as the Treasurer and National Administration Vice President. Please welcome Jeff to any of our meetings he may attend.

Lastly, in June, USMS was invited to appoint a representative to a USA Swimming “Going Green” initiative to which Swimming has already named Lindsay Mintenko (staff), Tyler Storie (athlete & board member) Jay Thomas (board member) and a NCAA representative.

The next meeting of the USA Swimming board will be held at the US Aquatics Convention in Jacksonville, FL on September 13, 2011 at 2:00 p.m.

## UANA Masters Technical Committee

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### **Committee Members**

Mel Goldstein, Chair

Jim Miller, MD – voting member (other voting members are from other member federations and aquatic disciplines within UANA)

### **Introduction**

UANA stands for Union Americana de Natacion. It represents the Union of all of the Caribbean, Central, North and South American swimming federations. It is the Continental Federation under which USAS belongs in the scheme of things. All of the Continental Federations unite under FINA (Federation Internationale De Natation), which oversees all of the 5 aquatic disciplines in the world and is a member federation under the IOC. By the way, some may be counting up and getting only 4 aquatic disciplines – water polo, synchronized swimming, diving and swimming; however, open water is the 5<sup>th</sup> discipline.

USMS puts before USAS nominees to serve on the UANA Masters Technical Committee. Those names are considered by USAS and voted upon. If positively voted the names are then recommended to UANA. It takes a vote by UANA to approve the nominations and be appointed to serve on the Masters Technical Committee.

Mel Goldstein is the current Chair of the UANA Masters Technical Committee and Jim Miller is a voting member also.

### **Discussions and Projects Since Last Convention**

The UANA Masters Technical Committee oversees all of the 5 aquatic disciplines at the masters level. He makes on-site inspections of all Pan American Championship sites, coordinates the newsletter (editor John Perez from Puerto Rico), and conducts the business of masters sports via Internet and face to face meetings every two years at the Masters Pan American Championships.

This year the Championships are in November with the meeting at 7 PM on Nov. 7. In that meeting the current championship will be discussed and representatives from the committee assigned to assist/observe at all 5 disciplines. In most cases the UANA members will also judge or compete in the Championships.

Also, at the meeting, an ongoing development of the guidelines for future events will be discussed and projects outlined. One hot topic is going to be how many disciplines have to be present at a Championship for a bid to be considered.

Bids go out at least one Championship ahead, allowing for the upcoming Championship to market at the current one i.e. two years in advance. This year’s 4th UANA Masters Pan American Championships will



be conducted in Rio de Janeiro, Brazil on November 8-15. The 2013 Championship bid was awarded to Sarasota, Fla by a meeting of UANA that was conducted at the 14<sup>th</sup> FINA World Championships in Shanghai, China. The Sarasota Pan American Championships will feature swimming, open water swimming and synchronized swimming.

The UANA budget item is worthy of a brief discussion. Most of Mel and Jim's expenses are picked up by either UANA or the Pan American host. However, there are occasional meetings or expenses that are not covered which are included under the finance line item.

#### **Action Items**

1. A round of congratulations to the Sarasota Y Sharks for hosting the 5<sup>th</sup> Masters Pan American Championships
2. Approval of the UANA Budget – under Finance

#### **Agenda**

No meeting is conducted at Convention but both Mel and Jim are open to any inquiries regarding UANA and their positions.

## Proposed Legislation Changes

**L 1      Mission Statement      Board of Directors      page ix      Modify**

To promote health, wellness, fitness and competition health in for adults through swimming. ~~by offering and supporting Masters swimming programs.~~

**Rationale:** Updating the USMS Mission Statement

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**L 2      Glossary      Board of Directors      page xi      Add**

**Chapter**—a subordinate organization (subgroup) of a club that is a member of USMS registered through an LMSC. Individual members of a chapter are also members of the parent club.

**Rationale:** The workout group task force changed the term to “chapter” so that the registration process for clubs and chapters can become more streamlined. USMS has policy recognizing them in the registration process.

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**L 3      Glossary      ILMsa      page xi      Add**

**Club Team**--a subordinate organization (subgroup) of a club that is a member of USMS registered through an LMSC for the purpose of competition between subgroups only within the LMSC's boundaries. Individual members of a team are also individual members of the parent club.

**Rationale:** Definition is required for proposed Rule Book change governing membership and representation of Club Teams in Article 201.

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**L 4      201.1.3      Long Distance & Open Water Committees      Page 51      Modify**  
**201.1.3      One-Event Registration**

**A    Open Water One-Event Registration**—USMS may offer a single-event registration that allows an athlete to participate in a USMS-sanctioned open water event. Membership cards shall not be issued for one-event registration. One-event registrants must be considered unattached and agree to be governed by applicable USMS open water swimming rules and administrative regulations, except that their swims shall not be eligible for USMS national open water awards and recognition. One-event registrants shall be identified as such in the meet results.

**B    Pool One-Event Registration**—An LMSC may offer a single-event registration that allows an athlete to participate in one event sanctioned by that LMSC. Membership cards shall not be issued for one-event registration. One-event registrants must be considered unattached and agree to be governed by the rules and regulations of USMS, except that their times shall not be considered for Top 10 tabulation and national or world records, All-American status or any other USMS special awards. One-event registrants shall be identified as such in the meet results.

**Rationale:** The goal of this proposal is to provide open water events and swimmers unrestricted use of the One-Event Registration. This change creates a tool that will assist open water event directors in increasing the number of participants in open water events. Benefits can include event development, clinic development, a valuable tool to introduce USMS to the wider open water world, and competitive equality in the marketplace.

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**L 5      201.1.3      Michigan      Page 51      Modify**  
**201.1.3      One-Event Registration**

**B. Pool - One-Event Registration** - USMS will no longer offer pool single-event registrations that allow an athlete who is not currently registered as a USMS member to participate in one pool event sanctioned by any LMSC.

**Rationale:** Very few LMSCs currently offer any one-event registration for pool events. A one event registration for pool events requires extra work for the event host, the registrar, and the top ten recorder and has not historically resulted in increases in the annual membership resulting from those individuals who have competed using the one-event registration. Times swum by those swimming with a one-event pool registration are not counted in either the USMS or FINA top times database. Disallowing one-event pool registration also would be in keeping with current USA swimming, which allows for single-meet open water membership but not for single-meet pool membership.

From USA rules:

## ARTICLE 302

### ATHLETE REGISTRATION

**302.1 REGISTRATION** — All swimmers practicing with a member club or competing in events sanctioned by USA Swimming must be registered as athlete members of USA Swimming. Athlete members must meet the rules of eligibility contained in Article 303. No swimmer alleged to be ineligible shall be denied the right to register and compete without being afforded the opportunity to refute the allegations relating to his/her possible ineligibility, pursuant to Part Four.

**302.2 MEMBERSHIP** — Athlete membership will consist of an annual membership, an outreach membership, a seasonal membership, or a single-meet open water membership.

**.1 Annual membership** — Membership is for a calendar year. Non-members applying for membership on or after September 1 will be issued a membership card valid through December 31 of the following year.

**.2 Outreach membership** — Annual membership with specially-reduced fees. Each LSC House of Delegates shall determine how athletes qualify for outreach membership.

**.3 Individual seasonal membership** — At the option of the LSC, membership may be offered for one or two periods of not more than 150 days per period within a registration year. Seasonal membership may also be offered for an unspecified but continuous period of not more than 150 days commencing on the date of registration. Seasonal membership is not valid for competition at or above the Zone Championship level.

**.4 Single-Meet Open Water Membership** – At the option of the LSC, membership may be offered for the specific date(s) of an open water competition(s). The athlete must compete unattached. Single-meet membership is not valid for competition at or above the Zone Championship meet.

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**L 6      201.1.5      Legislation Committee      page 51      Modify**

**201.1.5 Membership Fee**—The annual membership fee and one-event registration fee are is composed of the following elements:

- A A national fee established by the Board of Directors or the House of Delegates.
- B A local fee established by the LMSC.

**Rationale:** Article 201.1 defines both annual membership and one-event registration; however it only defines fees for annual membership. This amendment includes one-event registration into the definition of individuals. As it stands today without the inclusion, 508.2 (Fees) should dictate that “Fees shall be established by the House of Delegates.” However, we currently allow LMSC’s to establish a local fee for One-Event registrations.

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<b>L 6A</b>	<b>201.1.5</b>	Long Distance & Open Water Committees	Page 51	Modify
<b>201.1.5</b>	<b>Membership Fees</b> — <del>The annual membership fee is composed of the following elements:</del>			
	<b>A</b> <u>The annual membership fee is composed of the following elements:</u>			
	<b>A(1)</b> <u>A national fee established by the Board of Directors or the House of Delegates.</u>			
	<b>B(2)</b> <u>A local fee established by the LMSC.</u>			
	<b>B</b> <u>The one-event registration fee is composed of a single fee established by the Board of Directors or the House of Delegates.</u>			

***Rationale:** The fees for the OEVT have not been defined in the rules. This proposal will allow USMS to set a competitive OEVT that will be attractive to swimmers.*

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<b>L 7</b>	<b>201.2.1</b>	Legislation Committee	page 52	Modify
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**201.2.1 Annual Membership**—Annual membership for clubs is from the date of registration through December 31 of that year; however, a club applying for membership on or after November 1 will receive membership valid through December 31 of the following year. ~~An LMSC shall not place any restrictions on the formation of clubs.~~

***Rationale:** Defining what an LMSC shall do, should be included where we define the roles and responsibilities of the LMSC, not the membership of the club. Note, current language was added in 2008 in response to concerns over LMSC's fairness in registering clubs. The proposed language extends this to individuals as well. This is in conjunction with L5*

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<b>L 8</b>	<b>201.3</b>	ILMSA	page 52	Add
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### **201.3**

#### **201.3 MEMBERSHIP OF CLUB TEAMS**

A club teams is an organization or subgroup of a Club which in turn is currently registered with USMS through an LMSC and actively participates in Masters swimming events as a separate subgroup only within its LMSC.

**201.3.1 Annual Membership**—Annual membership for a club team is from the date of registration through December 31 of that year; however, a club team applying for membership on or after November 1 will receive membership valid through December 31 of the following year. An LMSC shall not place any restrictions on the formation of club teams.

**201.3.2 Club Team Membership Forms**—Membership forms for club teams may be obtained from the registrar of the LMSC. Renewal forms will be accepted October 1 for the next registration year. The completed form shall be submitted with the applicable fee to the registrar of the LMSC.

**201.3.3 Membership Fee**—There shall be no mandatory USMS annual membership fee. If the club team chooses to receive the same membership benefits as a club, then it shall pay the same national fee established by the Board of Directors or the House of Delegates for clubs. USMS shall not deny any club team registration and the ability to compete as a separate entity within its LMSC based on whether it pays a USMS fee.

***Rationale:** It is desirable for USMS to be able to communicate with the various sub groups of clubs in the same manner it communicates with clubs. If USMS chooses to require registration of the sub groups as the preferred means to establish communication, then these sub groups should not be required to pay a fee for the purpose of USMS to communicate to them. Further, it is desirable that USMS offer the same benefits of club membership*

to these sub groups. These sub groups should have the option of evaluating whether they want these benefits, then choose whether to pay for these benefits at the same fee clubs pay.

This proposal maintains the existing status quo within USMS with respect to the structure of sub groups within clubs. It also establishes an equal balance between clubs and these sub groups with respect to fees and benefits. Neither clubs nor their sub groups shall have a fee nor benefit advantage over the other with this legislation.

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**L 9     202**                      Long Distance & Open Water Committees                      page 53                      Modify

**ARTICLE 202**  
**POOL SANCTION/RECOGNITION**

**Rationale:** This amendment is for clarity, recognizing and emphasizing that there is a distinction between pool and open water sanctions. It is also in parallel construction with the heading of 203.

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**L 10     203**                      Long Distance & Open Water Committees                      Page 56

**Replace Article 203 contents with the following:**

**ARTICLE 203:**  
**OPEN WATER SANCTION**

**203.1 SANCTIONS**

Swims achieved by USMS members at sanctioned events are considered for USMS open water national awards and recognition, provided a designated USMS observer is present and verifies in writing that the conduct of the competition conforms to the applicable USMS swimming rules and administrative regulations.

**203.1.1     Sanction Options**—USMS shall offer sanction options as defined below.

**A     Standard USMS Sanction**—Open water events restricted to USMS members, one-event registrants and Masters swimming members of a FINA member federation. All swimmers entered shall be considered part of the same event and shall swim under applicable USMS open water swimming rules and administrative regulations.

**B     Events Including Both USMS and USA Swimming Members**—USMS sanctioned open water event held in conjunction with a USA Swimming sanctioned open water event. USMS members shall swim under applicable USMS open water swimming rules and administrative regulations and USA Swimming members shall swim under applicable USA Swimming rules and administrative regulations. USMS athletes and USA Swimming athletes may swim at the same time on the same course. Athletes holding both USMS and USA Swimming memberships must declare their affiliation, in writing, prior to the start of the event.

**Rationale:** Article 203.1.1A and 203.1.1B define sanctions for the types of events USMS is already sanctioning.

**C     Other Sanctions**—The Board of Directors, **may approve** other sanction options that allow the sanctioning of events that include USMS and non-USMS members. The Board of Directors shall consider other sanction options that have been submitted to and recommended by the Long Distance Committee, with input from the Open Water Committee.

**Rationale:** Article 203.1.1C creates the flexibility that will allow USMS to pursue other sanction opportunities to bring existing events into the USMS sanctioned event fold.

**203.2 SWIMMER VERIFICATION**

**203.2.1**     All swimmers entered in USMS sanctioned events as USMS members or Masters swimming members of a FINA member federation shall provide proof of current membership, acceptable to the LMSC. All other swimmers entered shall provide proof of one-event open water registration.

**203.2.2** All swimmers entered in USMS sanctioned events as members of non-FINA governing bodies shall have membership verification acceptable to their governing body.

**203.2.3** At the discretion of the event director and exclusive of national championship events, a swimmer may enter indicating “number pending,” as long as acceptable proof of membership is presented prior to the swimmer’s participation in the event.

*Rationale: Article 203.2 defines regulations for verification of swimmer membership.*

### **203.3 SANCTION REQUIREMENTS**

**203.3.1** **Jurisdiction**—The LMSC in which the event originates shall have jurisdiction in issuing the sanction. If any events are to be swum in more than one LMSC, the other LMSC(s) may also issue a sanction for the event. The sanction fee shall be established by the LMSC with jurisdiction.

**203.3.2** The following requirements shall be followed by the sanctioning LMSC and sanction applicant.

**A** LMSCs shall use the prescribed sanction application form without additional requirements.

**B** Applications for sanction shall be made to the LMSC with jurisdiction.

**C** Sanctions shall be signed by the LMSC’s authorized representative, and a record thereof shall be retained for two years.

**D** The LMSC’s authorized representative shall report the sanction to USMS.

**E** Sanctions issued to one organization cannot be transferred to another.

**F** No sanction of any event shall be granted with the word “Olympic” or any derivative thereof used in any manner in connection with said event unless consent is obtained from the USOC.

**G** When sanctioning a FINA Masters World Championship open water event, an LMSC may grant exceptions to specific USMS open water swimming rules and administrative regulations in order to be in compliance with FINA rules.

**H** Sanctioned events may include nonconforming swims so long as they are conducted in a safe manner.

### **203.3.3 Entry Forms and Programs**

**A** The entry forms shall contain the language of the liability release as stated in article 204. The language may only be modified by naming the sanctioning LMSC(s), sponsoring USMS club(s) and/or additional insured(s) following “UNITED STATES MASTERS SWIMMING INC.” All swimmers, before participating, shall have signed the liability release.

**B** Entry forms and programs must bear the statement “Sanctioned by (LMSC name) for USMS Inc. Sanction number: \_\_\_\_\_.”

**C** In the event of a dual sanction, entry forms and programs must identify the other sanctioning body.

**D** For competitive open water events that calculate individual scoring for place and/or club scoring, a swimmer’s valid club affiliation and age must be displayed after the name in the program, if a program is published.

**203.3.4** **Results** – Event directors shall submit official digital results of the event to the LMSC's authorized representative.

*Rationale: Article 203.3 defines the requirements for sanction that apply to LMSCs and events.*

### **203.4 WITHDRAWAL OR DENIAL OF SANCTIONS**

**203.4.1** Sanction may be denied to any individual or organization that has failed to conduct previously sanctioned events in accordance with applicable USMS open water swimming rules and administrative regulations, or as stated on the entry form.

**203.4.2** Sanction may be denied to any individual or organization that has failed to demonstrate the ability or willingness to conduct the sanctioned events in accordance with applicable USMS open water swimming rules and administrative regulations.

**203.4.3** Sanction may be withdrawn from any individual or organization failing to conduct the sanctioned events in accordance with agreed upon USMS open water swimming rules and administrative regulations and other stated requirements on the entry form.

*Rationale:* Article 203.4 defines the circumstances under which sanctions may be withdrawn or denied.

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**L11**      **203.1.1B**      Long Distance & Open Water Committees      **Page 56**

**203.1.1B** ...the LMSC in which the ~~meet~~ event will originate shall have jurisdiction in issuing the sanction. This does not prohibit the other LMSC from also issuing a sanction for the ~~meet~~ event.

*Rationale:* Housekeeping **NOTE:** This proposal will not be necessary if L10 passes.

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**L12**      **203.1.1B(1)**      Long Distance & Open Water Committees      **Page 56**

**203.1.1B(1)** The entry forms shall contain the language of the liability release as stated in articles ~~205.1~~ 204.1 and 204.1.2.

*Rationale:* Housekeeping **NOTE:** This proposal will not be necessary if L10 passes.

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**L13**      **203.1.1F(8)**      Long Distance & Open Water Committees      **Page 56**

**F(8)** Event directors shall submit official electronic results of the event to the LMSCs authorized representative USMS for inclusion in an open water event results database.

*Rationale:* This updates restore legislation changes that were inadvertently left out of the changes made in 2010.

**NOTE:** This proposal will not be necessary if L10 passes.

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**L 14**              204.1              Pacific              page 57              Modify

#### **204.1 Release**

All individual membership application forms and sanctioned entry forms shall include a liability release. The liability release shall be signed by the person registering or entering. The language of the membership release shall be:

“I, the undersigned participant, intending to be legally bound, hereby certify that I am physically fit and have not been otherwise informed by a physician. I acknowledge that I am aware of all the risks inherent in Masters swimming (training and competition), including possible permanent disability or death, and agree to assume all of those risks. **As a condition of my participation in the Masters swimming program or any activities incident thereto, I hereby waive any and all rights to claims for loss or damages, including all claims for loss or damages caused by the negligence, active or passive, of the following: United States Masters Swimming Inc., the local masters swimming committees, the clubs, host facilities, meet sponsors, meet committees or any individuals officiating at the meets or supervising such activities.** In addition, I agree to abide by and be governed by the rules of USMS.”

*Rationale:* We recommend that the typeface used in the liability release be revised so that the portion that is capitalized is printed in bold type. There is no change to the text; the only change is that we change all capitals to boldface. It has been shown in tests that all capitals are more difficult to read than upper and lower case. By changing to upper and lower case we make it easier to read and we boldface to indicate its importance.

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**L 15**              403.8.1              Southern Pacific              page 80              Add

#### **403.8.1 Notification**

All parties to grievances or appeals shall be notified in writing, within 30 days of receipt of filing.

**Rationale:** There is no current requirement for the NBR to notify anyone in a timely manner. The NBR has not acted in a timely manner in some cases; it should do so in every case.

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**L 16    502.1**                      Legislation Committee      page 84                      Modify

**502.1 LMSC Membership**

Each LMSC shall consist of individual members and club members registered through that LMSC. An LMSC shall not place any restrictions on the eligibility of individual or club members or on the formation of clubs.

**Rationale:** Defining what an LMSC shall do, should be included where we define the roles and responsibilities of the LMSC, not the membership of the club. Note, current language was added in 2008 in response to concerns over LMSC's fairness in registering clubs. The proposed language extends this to individuals as well. This is in conjunction with L4

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**L 17    504.1.8**                      Board of Directors              page 86                      Delete

~~**504.1.8** The president shall be empowered to appoint employees and contractors who are otherwise active in Masters swimming as members of the House of Delegates as needed for the benefit of the corporation.~~

**Rationale:** At the mid - year meeting of the BOD in 2010, a policy was approved to ask the USMS President to not appoint USMS employees as voting members of the HOD. Governance discussed the issues with employees/contractors appointed to USMS HOD. Consensus was that contractors should be able to be voting members of HOD, but should be there representing an LMSC (and recuse themselves on items of budget, and issues surrounding Club/Coach Development or other topics that involve their contract work with USMS). The committee voted to delete 504.1.8 with justification to cite policy by the BOD Policy

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**L 18    504.2.5**                      Legislation Committee      page 86                      Modify

**504.2.5** To prescribe and amend the code for the ~~government~~ governance of USMS.

**Rationale:** In present day parlance, "governance" is more applicable to the managing, administration, supervision and control of USMS than is "government".

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**L 19    504.2.6**                      Board of Directors              page 86                      Delete

~~**504.2.6** To impose and enforce penalties for any violation of the code of USMS.~~

**Rationale:** The National Board of Review has this permanently delegated power (403.5.1) and so discussions of imposing/enforcement should not be a discussion at each HOD.

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**L 20    504.3.3**                      Board of Directors              page 87                      Modify

**504.3.3** A written notice of all annual and special meetings of the House of Delegates, stating the time, place and preliminary agenda, shall be given to each member of the House of Delegates by mailing or electronic mail ~~the same~~ to each member's last known address at least three weeks prior to the meeting date.

**Rationale:** The current wording is dated, in that it calls for material to be only sent by mail, so updated the wording to allow electronic mail.



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**L 21    506.1.2**                      Board of Directors                      page 89                      Modify

**506.1.2** The nonvoting members of the Board of Directors shall consist of the executive director, legal counsel, all past presidents not already voting members, a representative of each allied organization (as approved by the Board of Directors), and a representative from USA Swimming.

**Rationale:** Article 501.1.4 states that each allied member to one nonvoting seat on the Board of Directors. This is being added to clean up the discrepancy between sections.

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**L 22    506.7.3**                      Board of Directors                      page 90                      Add

**506.7.3 Governance Committee** — The Governance Committee shall be responsible for ongoing review and recommendations to enhance the quality and future viability of the Board and the USMS governance structure, including committees and local and regional divisions of USMS. The committee shall be composed of Board and non-Board members with relevant involvement or expertise in governance and organizational development. The president shall appoint all committee members and a chair of the committee.

**Rationale:** To add the Governance Committee as a permanent committee of the Board.

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**L 23    507.1.10**                      Board of Directors                      page 93                      Modify

**507.1.10 Open Water Committee**—The Open Water Committee shall promote the development of and participation in open water swimming. The committee shall develop educational resources for open water participants and event directors. The committee shall increase awareness about open water swimming and ~~work with the executive director to identify opportunities to promote USMS through open water swimming.~~ The committee shall consist of the committee chair and sufficient members to execute the committee function. The Long Distance Committee chair shall be an ex officio member of the committee.

**Rationale:** Executive Director may be consulted, but is inappropriate to be listed in official description. Second deleted section is housekeeping: redundant.

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**L 24    507.1.11**                      Recognition and Awards Committee                      page 93                      Modify

**507.1.11 Recognition and Awards Committee**—The Recognition and Awards Committee shall promote recognition of service to USMS. The committee shall review and approve proposals for all official USMS service awards and maintain ensure that a history of all service awards recipients is maintained. The committee shall be involved in determining method of recognition and recipient selection when appropriate. The committee shall consist of the committee chair, ~~and 16 or more members with~~ at least four ~~eight~~ Ransom J. Arthur award recipients, representatives from the ~~and additional members to include one member from each of the following committees: Coaches Committee, Long Distance Committee, Records and Tabulation Committee and the History and Archives Committees,~~ and sufficient other members to execute the committee function.

**Rationale:** The R&A committee has been involved in the approval and selection of service awards as opposed to competitive awards since its inception and the committee description should reflect that. The committee is best served with a hard-working group of members and the magic number of 16 is limiting and often hard to achieve. Finally, all previous recipients of the Ransom Arthur award have a vote in the selection of their award each year but those who are still active members in USMS are very busy with other projects and are often not available for this committee so it has been difficult to fulfill the requirement to have 8 RJA members.

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**L 25    507.1.12**                      Records and Tabulation Committee                      page 93                      Modify

**507.1.10 Records and Tabulation Committee** -- The Records and Tabulation Committee shall establish and maintain a standardized process of recording and verifying times and shall publish the Top 10 times, All-American and All-Star rosters, and USMS national records annually for each course. The committee shall consist of the committee chair and sufficient members to execute the committee function.

**Rationale:** Matches description to current practice.

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**Housekeeping:**

**HK 1**                      403.4.3                      Legislation Committee    page 79                      Modify

**403.4.3** Matters of jurisdiction to the National Board of Review shall be initiated by a written grievance served upon the National Office accompanied by the filing fee. The written grievance shall set forth all parties against which the grievance is filed (respondents) and shall state the grounds for the grievance, citing factual and legal issues in as much detail as possible. Instructions on how to file a grievance may be obtained from the National Office administrator.

**Rationale:** We no longer have a National Office Administrator and we do have a permanent National Office. The reason for not specifying who at the National Office performs these functions is that the actual contact person should be a matter of procedure and not code.

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**HK 2**                      403.10                      Southern Pacific                      page 81                      Modify

**403.10 Documentation**

The National Office administrator shall maintain a permanent file of all physical evidence and written decisions pertaining to any matter that was reviewed by the National Board of Review or the Board of Directors pursuant to Part 4. That file shall be retained for at least 10 years after the date of any final decision or withdrawal of any matter brought under Part 4.

**Rationale:** We no longer have a National Office Administrator and we do have a permanent National Office. The reason for not specifying who at the National Office performs these functions is that the actual contact person should be a matter of procedure and not code.

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**HK 3**                      501.1.3                      Legislation Committee    page 83                      Modify

**501.1.3 Affiliate**—Organizations that have an interest in Masters swimming. Organizations shall apply to the National Office administrator for affiliate membership. Membership shall be granted or denied by the Board of Directors and shall be coincident with the individual membership year. Dues for affiliate members shall be established by the Board and entitle each affiliate member to one nonvoting delegate to the House of Delegates. Additional nonvoting delegates may be granted by a majority vote of the Board.

**Rationale:** We no longer have a National Office Administrator and we do have a permanent National Office. The reason for not specifying who at the National Office performs these functions is that the actual contact person should be a matter of procedure and not code.

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**HK 4**                      501.1.4                      Legislation Committee    page 83                      Modify

**501.1.4 Allied**—Organizations that have an interest in Masters swimming and also have a national swimming program, national competition that provides for athlete development, due process, a rule book and an officials training program. Organizations shall apply to the National Office administrator for allied membership.

Membership shall be granted or denied by the Board of Directors and shall be coincident with the individual membership year. Dues for allied members shall be established by the Board and entitle each allied member to one nonvoting seat on the Board of Directors and one nonvoting delegate to the House of Delegates. Additional nonvoting delegates may be granted by a majority vote of the Board.

***Rationale:*** We no longer have a National Office Administrator and we do have a permanent National Office. The reason for not specifying who at the National Office performs these functions is that the actual contact person should be a matter of procedure and not code.

## Proposed Changes to the USMS Rulebook Part 3: Open Water and Long Distance Swimming Rules

The following proposals are submitted, in accordance with section 601.2, by the Long Distance Committee for consideration by the House of Delegates at the 2011 Convention.

The Long Distance Committee considers all four proposals to be emergency rule legislation.

<b>LD 1</b>	<b>301.2.3</b>	page 59	<b>Long Distance Committee</b>	Amend			
<b>Action:</b>	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Withdrawn	Pulled

**301.2.3** “All participants in national championship postal events...must be currently registered members of USMS or a FINA member national governing body on or before the day of their swim....”

*Rationale: This provision already exists, buried at the end of a sentence in 202.1.1F(5). However, the LDC believes that it also needs to be included in the Long Distance rules for clarity and emphasis.*

<b>LD 2</b>	<b>301.5.1</b>	page 60	<b>Long Distance Committee</b>	Amend			
<b>Action:</b>	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Withdrawn	Pulled

**301.5.1** "The eligibility of a participant in an open water swim shall be determined by the age as of ~~the day of~~ the last day of the event....”

**301.5.2** "The eligibility of a participant in a postal swim shall be determined by the age as of the day of the swim, except for 18-year-olds, who must be 18 on the day that they swim."

*Rationale: When the current rule 301.5 was modified in 2010, the change inadvertently modified the age determining date for the postal swims. The current proposal separates the age determining criteria for open water and postal swims, and reestablishes the age determining date for the postal swims as originally legislated and intended.*

<b>LD 3</b>	<b>303.6.2A &amp; D</b>	pages 64-5	<b>Long Distance Committee</b>	Amend			
<b>Action:</b>	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Withdrawn	Pulled

**303.6.2A** Swimwear shall include only a swimsuit, cap or caps (which may include those made of neoprene) and goggles. Swim caps shall be defined as head gear conforming to a traditional swim cap design and shall not extend to protect the neck and shoulders. Nose clips, ear plugs, wristwatches and grease are also allowed. ~~Arm bands shall not be regarded as part of the swimsuit and are not allowed.~~

**303.6.2D** Swimmers are not permitted to wear or use any device or substance to help their speed, buoyancy or endurance during a swim (such as wetsuits, webbed gloves, fins, snorkels, buoyant arm bands, etc.). Any kind of tape or flat arm band on the body is not permitted unless approved by the referee. Any devices used to maintain body heat are not permitted, except for those listed in article 303.6.2A.

*Rationale: This rule distinguishes between buoyant arm bands, which are popular in the triathlon community yet clearly illegal by USMS standards, and non-buoyant flat arm bands, which are usually used for medical reasons.*

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<b>LD 4</b>	<b>306.8.2</b>	page 69	<b>Long Distance Committee</b>	Amend			
<b>Action:</b>	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Withdrawn	Pulled

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**306.8.2** “Event directors shall have the discretion to request additional verification of completion from any entrant and may refuse to accept, or disqualify, any entry that appears to contain erroneous information.”

*Rationale: When postal event directors receive entries with missing or questionable information, they have options listed in the current rule. However, information that questions the validity of a claimed performance occasionally comes to light after the entries have been accepted and processed. This proposal permits event directors the necessary power of disqualification.*

## Proposed Changes to the USMS Rules of Competition

The following proposals have been submitted, in accordance with article 601.2 to the Rules Committee for consideration by the House of Delegates at the 2011 Convention.

Since this is not a “Rules” year, proposed amendments to *Part 1: Swimming Rules*, with the exception of USA Swimming amendments that affect USMS rules, are considered as described in article 601.4.6 and may be passed by a nine-tenths vote of the House of Delegates if the proposed amendments are deemed an emergency by and recommended for approval by the Rules Committee. R 1a, R 1b, R 1c, and R 2 are subject to these criteria.

In conformance with article 601.4.7A, USA Swimming amendments that affect USMS rules (USMS articles 101, 102, 103, and 108) shall automatically be adopted unless the House of Delegates votes to reject those amendments. Votes to reject shall not be considered emergency amendments. Amendments to USA Swimming article 103, “Facility Standards” (USMS article 107), may be recommended by the Rules Committee for adoption by the House of Delegates. Votes to accept shall not be considered emergency amendments. R 3 through R 11 and RO 1 through RO 5 (“RO” = Reorganization; the reorganization of articles 102 and 103 based on USA Swimming’s 2010 reorganization of the corresponding articles) are in these categories.

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### PROPOSED RULE CHANGES R 1a – R 2 9/10 VOTE

R1 and R2 may be passed by a nine-tenths vote of the House of Delegates if the proposed amendments are deemed an emergency by and recommended for approval by the Rules Committee.

R 1a	103.12.2B(1)	Championship Committee			page 23	Modify	
<b>Action:</b>	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Withdrawn	Pulled

**103.12.2 Timing System Designation**—Timing systems shall be designated in the order in which results are used as follows:

- A Primary system**—The primary system shall determine the official time of each swimmer unless a comparison of the primary with secondary and/or tertiary system times indicates a malfunction of the primary system. A primary system shall always be in place and shall consist of one of the following, listed in their preferred order of use:
  - (1) Automatic timing.
  - (2) Semiautomatic, with three or two buttons per lane, each operated by a separate timer.
  - (3) Manual, with three or two watches per lane, each operated by a separate timer.
- B Secondary system**—If manually operated watches are not the primary system, a secondary system of precedence equal to or lower than the primary system shall be used. The secondary system may be one of the following listed in their preferred order of use:

- (1) Stationary overhead video Backup-timing cameras recording ~~a minimum of~~ 100 images per second. The cameras must be fully integrated with the primary timing system.
- (2) Semiautomatic with one, two or three buttons, each operated by a separate timer.
- (3) Manual with three, two or one watches per lane, each operated by a separate timer.

**Rationale:** See R 1c.

<b>R 1b</b>	<b>103.12.2C</b>	Championship Committee			page 23	Modify	
<b>Action:</b>	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Withdrawn	Pulled

- C Tertiary system**—Unless the primary system consists of stopwatches or the secondary system is a fully integrated video system or includes at least one stopwatch per lane, a tertiary system of at least one stopwatch per lane shall be provided.

**Rationale:** See R 1c.

<b>R 1c</b>	<b>104.5.10C</b>	Championship Committee			page 37	Modify	
<b>Action:</b>	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Withdrawn	Pulled

#### **104.5.10 Personnel** (also see article 103)

- A Meet director**—The meet director shall follow the swimming rules of USMS Inc. and the policies and procedures established by the Championship Committee with regard to the planning and execution of the requirements for a national championship meet.
- B Officials**—The meet host shall appoint a meet referee and an administrative referee subject to qualification standards established by the USMS Officials Committee. A head starter shall also be assigned.

The following positions shall be assigned for each session:

- one deck referee for each course,
- one starter for each course,
- one chief judge for each course

A sufficient number of stroke and turn judges shall be assigned in order to provide fair and equitable jurisdictions per article 103.10.4.

In addition to the officials listed above, additional officials may be assigned in order to provide adequate relief for all officials during each session.

All officials shall be certified by USA Swimming, USMS, YMCA or any other USMS-approved certifying body in the capacity to which they are assigned. An official may serve in only one officiating position during any event, except that during freestyle events 400 meters and longer, the referee and starter may double as stroke and turn judges.

- C Other personnel**—The minimum other personnel at each session of a USMS national championship meet shall include the following:

two timers per lane for each course, each using a backup button  
and at least one timer using a stopwatch,  
one recall rope operator for each course if a recall rope is used,  
one safety marshal for each end of each pool in use for warm-ups.

A sufficient number of administrative officials (including timing equipment operators) shall be assigned to ensure that rules and procedures regarding seeding, official time determination, results, and certification of records are followed. Where overhead video cameras are used, the referee may make further modifications as appropriate.

**Rationale:** The above rules changes would make USMS rules consistent with USA Swimming rules regarding the use of video timing equipment and allow USMS to utilize the video timing system that will be available for the 2012 Nationals in Omaha without a tertiary system. If these changes are not adopted, the Championship Committee would need to ask for a suspension of the rules to utilize the video timing system without a tertiary system. Making this change now also accommodates any future opportunities for utilization of this type of system without a tertiary system.

<b>R 2</b>	<b>103.12.4</b>	Rules Committee			pages 23-24		Modify
<b>Action:</b>	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Withdrawn	Pulled

#### **103.12.4 Determination of Official Time**

**A Automatic timing**—When recorded by properly operating automatic timing equipment, the pad time shall be the official time.

**B Semiautomatic or manual timing**—Whenever semiautomatic or manual timing is used, only valid times shall be used in calculating the official time. The times shall be determined as follows:

- (1) If two of the three button or watch times agree, that shall be the time for that timing system.
- (2) If ~~all~~ three valid buttons or watches disagree, the time of the intermediate button or watch shall be the time for that timing system.
- (3) If only two valid button or watch times are available, the time shall be the average of those two buttons or the average of the two watch times. The digits representing thousandths of a second shall be dropped with no rounding.
- (4) If only one button or watch time is available, the time of that button or watch shall be the time for that timing system provided it is supported by other information.

**C Primary timing system malfunction**—A primary timing system malfunction may have occurred if:

- (1) The difference between the time obtained by the primary system and the backup system(s) is more than .30 second; or
- (2) ~~A late or missed touch~~ It is reported the swimmer missed the pad or had a soft touch by ~~an official observing the finish.~~



**D Adjustment for the timing system difference**—When the referee determines that there is a malfunction of the primary timing system, the backup time(s) shall be adjusted for the timing system difference prior to integrating them with accurate primary times in establishing the official times and determining the ~~order of finish results~~. The adjustment for timing system difference may be incorporated into the automatic or semiautomatic system by design or may be determined by calculating the consistent average difference between the valid primary and backup systems used at that meet.

**Rationale:** Consistent with language adopted by USA Swimming in 2010. This language was inadvertently included with USA Swimming’s new 3-watch requirement for a manual primary system which was rejected by USMS at the 2010 convention.

**Another article that would require changing in order to maintain consistency:**

**103.12.4E, Table 1** page 24  
(Change is in the first line below Table 1.)

Modify

**103.12.4 Determination of Official Time**

**E Adjustment for malfunction on a lane**—When a malfunction is confirmed on a lane, the backup times for that lane shall be adjusted by calculating the average difference between valid primary and valid backup times of the other lanes in that heat or, if necessary, using times from heats immediately preceding and/or following that heat. This shall be done by adding, or subtracting when appropriate, that average difference to the valid backup time of the lane where the malfunction occurred.

<b>Table 1—Example (Lane Malfunction):</b> Systems used: Primary—Automatic Secondary—Semiautomatic, three buttons (intermediate button time shown in bold) Tertiary—Manual, one watch							
Lane	Primary Pad Time	Button A	Button B	Button C	Watch Time	Pad Minus Middle Button	Official Time
1	52.21	52.07	<b>52.12</b>	52.14	52.04	.09	52.21
2	52.18	<b>52.01</b>	51.91	52.06	51.95	.17	52.18
3	51.05	51.01	50.97	<b>51.00</b>	50.95	.05	51.05
4	51.04	50.78	<b>50.88</b>	50.93	50.84	.16	51.04
5	51.96	51.30	<b>51.35</b>	51.38	51.27	*.61	**51.46
6	51.65	<b>51.57</b>	51.56	51.59	51.55	.08	51.65
7	52.27	<b>52.13</b>	52.18	<b>52.13</b>	52.10	.14	52.27
8	51.87	51.58	<b>51.75</b>	51.89	51.65	.12	51.87

\*More than .30 second difference, late soft touch confirmed.

\*\*Adjustment calculation:

- Add the differences between pad and intermediate button time, excluding the malfunctioning lane (total = .81).
- Divide total by the number of valid lanes to determine the average (.81 ÷ 7 = .11571). The digits after hundredths are dropped (leaving a timing system difference of .11 for the above example).
- Add the timing system difference to the valid backup time for the malfunctioning lane (51.35 + .11 = 51.46, the official time for lane five).

## PROPOSED RULE CHANGES R 3 – R 11

### MAJORITY VOTE

The following proposed amendments, R 3 through R 11, are USA Swimming's 2010 amendments that affect USMS rules. The 2010 House of Delegates charged the Rules Committee with reviewing those USA Swimming adopted changes during the past year and making recommendations to the 2011 House of Delegates. Votes to reject (or accept) shall not be considered emergency amendments and therefore, require a majority vote.

<b>R 3</b>	<b>102.10.6A</b>	Rules Committee			page 11	Modify	
<b>Action:</b>	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Withdrawn	Pulled

#### 102.10.6 Counters

A A swimmer in ~~any individual~~ the 500/1000/1650 yard or 800/1500 meter or 400 short course meter freestyle event of ~~16 lengths or more, except the individual medley~~, may appoint one counter to call lengths or indicate lengths by visual sign.

**Rationale:** Consistent with language adopted by USA Swimming in 2010 with an exception allowing counters for the short course meter 400 freestyle.

<b>R 4</b>	<b>102.17</b>	Rules Committee			page 16	Delete & Modify	
<b>Action:</b>	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Withdrawn	Pulled

#### ~~102.17 TOBACCO PRODUCTS~~

~~Smoking and use of other tobacco products is prohibited on the pool deck, in locker rooms, in spectator seating and standing areas, and in all areas used by swimmers during the meet and during the warm-up periods in connection with the meet.~~

**Another article that would require changing in order to maintain consistency:**

**107.10** page 44 Modify

#### ~~107.10 NO SMOKING SIGNS~~ TOBACCO PRODUCTS

~~No sSmoking and use of other tobacco products is prohibited in all areas of the venue indoors or outdoors shall be permitted in any area designated for swimmers, including spectator seating, standing and eating areas, and “No Smoking” signs shall be so posted. [M]~~

**Rationale:** Consistent with language adopted by USA Swimming in 2010 including relocating the rule to article 107, “Facilities Standards”.

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<b>R 5</b>	<b>103.6.6</b>	Rules Committee				page 17	Modify
<b>Action:</b>	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Withdrawn	Pulled

**103.6.6** ~~When automatic or semiautomatic officiating equipment is used and an apparent malfunction occurs, it~~ The referee shall be the referee’s responsibility to make an immediate investigation when an apparent malfunction of the automatic or semi-automatic timing equipment has occurred to determine whether the swimmer finished in accordance with the rules and/or if there was an actual equipment malfunction.

**Rationale:** Maintain parallel sentence structure with the rest of article 103.6 (i.e., begin each point with “The referee...”), and consistent with language adopted by USA Swimming in 2010.

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<b>R 6</b>	<b>103.10.1</b>	Rules Committee			page 20	Modify	
<b>Action:</b>	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Withdrawn	Pulled

**103.10.1** **Chief**—An overall “chief judge” may assign and supervise the activities of all stroke, turn and takeoff judges and may report their decisions, ~~or, If desired, any judging category may have a designated “chief.” Any “chief” may act as liaison for the judges and may serve simultaneously in one of the judging positions, and shall assign those judges within the category.~~

**Rationale:** Divide first sentence into two sentences; consistent with language adopted by USA Swimming in 2010.

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<b>R 7</b>	<b>103.10.2</b>	Rules Committee				page 20	Modify
<b>Action:</b>	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Withdrawn	Pulled

**103.10.2** **Stroke Judges**—Shall operate on both sides of the pool, preferably walking ~~abreast of~~ slightly behind the swimmers during all strokes except freestyle, during which events they may leave poolside, at the referee’s discretion; shall ensure that the rules relating to the style of swimming designated for the event are being observed; and shall report any violations to the referee on signed slips detailing the event, the heat number, the lane number, and the infraction observed.

**Rationale:** Consistent with language adopted by USA Swimming in 2010 and consistent with recommended practice.

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<b>R 8</b>	<b>103.10.3</b>	Rules Committee	page 20	Modify
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<b>Action:</b>	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Withdrawn	Pulled
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**103.10.3 Turn Judges**—Shall operate on both ends of the pool; shall ensure that after the start and when turning or finishing, the swimmer complies with the ~~turning and finishing~~ rules applicable to the stroke used; and shall report any violations to the referee on signed slips detailing the event, the heat number, the lane number and the infraction observed.

**Rationale:** Consistent with language adopted by USA Swimming in 2010.

<b>R 9</b>	<b>103.10.5</b>	Rules Committee				page 21	Modify
<b>Action:</b>	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Withdrawn	Pulled

### **103.10.5 Relay Takeoff Judges**

- A** Relay takeoff judges shall be assigned by the referee and shall stand so that they can clearly see both ~~the touch of the incoming swimmer(s) and~~ the feet of the departing swimmer(s) as they leave the starting platform and the touch of the incoming swimmer(s), and shall judge whether the swimmer is in contact with the platform when the incoming swimmer touches the end of the pool.

**Rationale:** Consistent with language adopted by USA Swimming in 2010.

<b>R 10</b>	<b>103.12.4E &amp; F, Titles of Tables 1 &amp; 2</b>	Rules Committee	pages 24-25	Modify			
<b>Action:</b>	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Withdrawn	Pulled

(Change is only in the title of each table.)

### **103.12.4 Determination of Official Time**

- E Adjustment for malfunction on a lane**—When a malfunction is confirmed on a lane, the backup times for that lane shall be adjusted by calculating the average difference between valid primary and valid backup times of the other lanes in that heat or, if necessary, using times from heats immediately preceding and/or following that heat. This shall be done by adding, or subtracting when appropriate, that average difference to the valid backup time of the lane where the malfunction occurred.

<b>Table 1—Example of (Lane Malfunction):</b>							
Systems used:							
Primary—Automatic							
Secondary—Semiautomatic, three buttons (intermediate button time shown in bold)							
Tertiary—Manual, one watch							
Lane	Primary Pad Time	Button A	Button B	Button C	Watch Time	Pad Minus Middle Button	Official Time

1	52.21	52.07	<b>52.12</b>	52.14	52.04	.09	52.21
2	52.18	<b>52.01</b>	51.91	52.06	51.95	.17	52.18
3	51.05	51.01	50.97	<b>51.00</b>	50.95	.05	51.05
4	51.04	50.78	<b>50.88</b>	50.93	50.84	.16	51.04
5	51.96	51.30	<b>51.35</b>	51.38	51.27	*,61	**51.46
6	51.65	<b>51.57</b>	51.56	51.59	51.55	.08	51.65
7	52.27	<b>52.13</b>	52.18	<b>52.13</b>	52.10	.14	52.27
8	51.87	51.58	<b>51.75</b>	51.89	51.65	.12	51.87

\*More than .30 second difference, late touch confirmed.

\*\*Adjustment calculation:

- Add the differences between pad and intermediate button time, excluding the malfunctioning lane (total = .81).
- Divide total by the number of valid lanes to determine the average (.81 ÷ 7 = .11571). The digits after hundredths are dropped (leaving a timing system difference of .11 for the above example).
- Add the timing system difference to the valid backup time for the malfunctioning lane (51.35 + .11 = 51.46, the official time for lane five).

**F Adjustment for malfunction equally affecting an entire heat**—When, because of an early or late start, or other equipment or operator malfunction, the time of the automatic or semiautomatic primary timing system is equally incorrect for all lanes in a heat, but the order of finish and thus the absolute difference of time between the swimmers is accurate, the times of the primary system shall be adjusted by calculating the average difference between the primary times and the valid backup times and adding, or subtracting when appropriate, that difference to the primary times of every lane in that heat.

**Table 2—Example of (Heat Malfunction)**

Systems used:

Primary—Automatic (late manual start confirmed)

Secondary—Semiautomatic, three buttons (button times not valid)

Tertiary—Manual, one watch (valid)

Lane	Primary Pad Time	Watch Time	Watch Time Less Pad Time	Heat Adjustment	Official Time
1	52.12	55.14	3.02	+3.06	55.18
2	51.56	54.61	3.05	+3.06	54.62
3	51.09	54.18	3.09	+3.06	54.15

4	50.12	53.18	3.06	+3.06	53.18
5	49.78	52.90	3.12	+3.06	52.84
6	49.06	52.06	3.00	+3.06	52.12
7	52.21	55.30	3.09	+3.06	55.27
8	52.92	55.99	3.07	+3.06	55.98

Adjustment calculation:

- Add the differences between the pad and watch times (total = 24.50).
- Divide the total by the number of lanes to determine an average ( $24.50 \div 8 = 3.0625$ ).
- Drop the digits after the hundredths place (leaving a heat adjustment of 3.06).
- Add the adjustment factor for the late start of the primary system to each pad time to obtain the official time for that lane (e.g., lane one,  $52.12 + 3.06 = 55.18$ ).

**Rationale:** Consistent with language adopted by USA Swimming in 2010.

<b>R 11</b>	<b>103.17</b>	Rules Committee			page 27	Modify	
<b>Action:</b>	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Withdrawn	Pulled

### 103.17 RECORDER OF RECORDS

Shall obtain from the ~~official recorder~~ administrative referee all times made in each event, shall have proper application forms and shall duly process all record claims as set forth in article 105.

**Rationale:** Consistent with language adopted by USA Swimming in 2010 and with USMS 103.7.

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## PROPOSED RULE CHANGES RO 1 – RO 5 REORGANIZATION OF ARTICLES 102 & 103 MAJORITY VOTE

The following proposed amendments, RO 1 through RO 5, are based on USA Swimming's 2010 reorganization of the corresponding articles. The 2010 House of Delegates charged the Rules Committee with reviewing those USA Swimming adopted changes during the past year and making

recommendations to the 2011 House of Delegates. Votes to reject or accept shall not be considered emergency amendments and therefore, require a majority vote.

**Rationale for RO1 – RO5:** Consistent with USA Swimming’s 2010 reorganization of the corresponding articles.

<b>RO 1 102.11 &amp; .12</b>	Rules Committee				page 12	Modify	
<b>Action:</b>	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Withdrawn	Pulled

**102.11 Awards** Move to 103.20.

**102.12 SCORING** Move to 103.19.

<b>RO 2 103.4</b>	Rules Committee				page 17	Modify	
<b>Action:</b>	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Withdrawn	Pulled

**103.4 MEET DIRECTOR** Move to 103.1.

<b>RO 3 103.14, .15, .16, .17, &amp; .18</b>	Rules Committee				pages 26-27	Modify	
<b>Action:</b>	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Withdrawn	Pulled

**103.14 CLERK OF COURSE** Move to 103.12

**103.15 MARSHALS** Move to 103.13

**103.16 ANNOUNCER** Move to 103.14

**103.17 RECORDER OF RECORDS** Move to 103.15

**103.18 PRESS STEWARD** Move to 103.16

<b>RO 4 103.12.3</b>	Rules Committee				page 23	Modify	
<b>Action:</b>	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Withdrawn	Pulled

**103.12.3 Timing Resolution (Timing Accuracy)** Move to old 103.13.3 (renumbering the section will make the actual new reference number 103.18.3).

<b>RO 5 103.12.4F</b>	Rules Committee				page 25	Relocate	
<b>Action:</b>	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Withdrawn	Pulled

**103.12.4F Adjustment for malfunction equally affecting an entire heat** Move paragraph “F” from its current position after Table 1 to a new position before Table 1.

**Additional Rationale:** List all instructions for determining official times, A – F, followed by the examples in Tables 1 and 2. Consistent with USA Swimming’s 2010 relocation of the tables after the articles describing timing malfunctions without placing the tables in an appendix.

## COMPLETE TEXT OF REORGANIZATION OF ARTICLES 102 AND 103

### RO 1 (RELOCATED 102.11 TO 103.20 AND 102.12 TO 103.19)

#### ~~102.11 AWARDS~~

~~When two or more swimmers tie for any place, duplicate awards shall be given to each swimmer. In such cases, no awards shall be given for the place or places immediately following the tied positions. If two tie for first place, no award for second place; if three tie for first place, no awards for second and third; and so on.~~

#### ~~102.12 SCORING~~

~~The following is recommended for all Masters swimming competition.~~

##### ~~102.12.1 Dual Meets~~

~~Individual events: 5-3-1-0~~

~~Relay events: 7-0~~

##### ~~102.12.2 Triangular Meets~~

~~Individual events: 6-4-3-2-1-0~~

~~Relay events: 8-4-0~~

##### ~~102.12.3 Other Meets~~

~~Individual events:~~

~~four lane pools: 5-3-2-1~~

~~five lane pools: 6-4-3-2-1~~

~~six lane pools: 7-5-4-3-2-1~~

~~seven lane pools: 8-6-5-4-3-2-1~~

~~eight lane pools: 9-7-6-5-4-3-2-1~~

~~nine lane pools: 10-8-7-6-5-4-3-2-1~~

~~ten lane pools: 11-9-8-7-6-5-4-3-2-1~~

~~Individual point values shall be doubled for relays.~~

~~**102.12.4 Ties** Where two or more swimmers tie for any place in any event, the points credited to such place or places, if any, next in order shall be equally divided among the swimmers; i.e., if two tie for first place, the points to be credited to first and second place shall be added and divided by two. Each tying swimmer will receive half of the total points for first and second places. If three tie for first place, the points credited to first, second and third places shall be added and divided by three, and so on for four or more tying for first place. The same is true for those tying for second place, third place and whatever places there may be.~~

~~**102.12.5 Disqualifications** When a relay team or individual swimmer is disqualified, the subsequent places will move up accordingly and points will be awarded to conform to the new places.~~

### RO 2 (NEW 103.1 RELOCATED FROM 103.4)

#### 103.41 MEET DIRECTOR

The meet director shall be the chair of the meet committee and is responsible for the overall operation of the meet.

(RENUMBER THE REST)

#### 103.42 REQUIRED PERSONNEL

The minimum personnel at USMS sanctioned Masters swimming meets or recognized events shall include the following for each course:



#### **103.12.1 Officials**

- A One referee**—The referee may also serve as a stroke and turn judge, but shall not serve as starter.
- B One starter**—The starter may also serve as a stroke and turn judge.
- C Two stroke and turn judges**—At least two people shall perform these duties during competition.

**103.12.2 Timers**—Two timers per lane if automatic timing is not being used. One timer per lane if automatic timing is used.

#### **103.23 QUALIFICATION OF OFFICIALS**

**103.23.1** Referees shall be certified in this capacity by USA Swimming, USMS, YMCA or any other USMS-approved certifying body (Appendix B). Starters or stroke and turn judges certified by one of these bodies may serve as referees if they receive training on specific duties of the referee.

**103.23.2** Starters and stroke and turn judges shall be certified in said capacities by USA Swimming, USMS, YMCA or any other USMS-approved certifying body (Appendix B). However, uncertified officials may perform the duties of such positions if they receive training in the specified duties of their positions and are under the direct supervision of a certified official.

#### **103.34 REPORTING OF OFFICIALS AND MEET PERSONNEL**

All officials and meet personnel accepting an invitation to work at a swim meet should arrive promptly and report immediately to the meet director or meet referee.

### **RO 2 (RELOCATED 103.4 TO 103.1)**

#### **~~103.4 MEET DIRECTOR~~**

~~The meet director shall be the chair of the meet committee and is responsible for the overall operation of the meet.~~

#### **103.5 MEET COMMITTEE**

The meet committee is appointed by the meet sponsor. The committee consists of a minimum of the meet director, referee or starter, and a participating athlete, as appointed by the meet director prior to the start of the meet. Responsibilities include, but are not limited to: ordering awards; obtaining a sanction; preparing the facility; arranging for personnel, equipment and supplies necessary for meet operation; processing entries; printing programs; arranging appropriate publicity and media coverage; preparing and distributing a summary of results within 14 days after the meet; and filing an LMSC report.

(THIS SECTION SKIPS FROM 103.5 TO 103.11)

#### **103.11 TIMERS**

**103.11.1 Chief Timer**—The chief timer shall:

- A** Assure the assignment of lane timers to lanes and the designation of one timer on each lane to be the head lane timer.
- B** On the starting signal, start a watch(es) on every race. The time of this watch shall be used if a lane timer's watch fails.
- C** Be responsible for delivering all stopwatch times, including those of disqualified swimmers, to the timing judge.

**103.11.2 Head Lane Timer**—The head lane timer shall:

- A** Determine whether the swimmer or relay team is present and in the correct lane, heat and event, and that relay swimmers are swimming in the order listed.
- B** Determine and record stopwatch times or the absence of a swimmer or the relay team seeded in that lane.
- C** Assign one timer to take relay splits and initial distance times if requested by the chief timer.
- D** Determine and report if the swimmer has delayed in touching or has missed the touchpad at the finish, or there is reason to believe the semiautomatic or manual times may be inaccurate.

**103.11.3 Lane Timers**—Officials assigned as lane timers may simultaneously operate two dissimilar devices (one watch and one button) but not two similar devices (two watches or two buttons). It is not within a lane timer's jurisdiction to judge if the swimmer's touch conforms to the applicable finish rules or if a relay takeoff infraction has occurred unless assigned concurrent responsibility as a lane timer and turn judge or relay takeoff judge. Each timer shall:

- A** Be in position at the start to have an unobstructed view and shall start the watch at the instant of observing the visual starting signal. If the visual starting signal is not observed, the watch shall be started upon hearing the sound of the starting signal.
- B** Stand directly over the assigned lane at the finish to observe a touch above, at or below the surface of the water and stop the watch and/or push the semiautomatic system button when any part of the swimmer's body touches the wall.

- C Report the watch time to the head lane timer or the designated recorder; report if a late or missed pad touch is observed; and, if requested, present the watch for inspection. Lane timers shall not clear their watches until the command “Clear watches” is given or the referee signals that the next heat is ready to start.

**103.11.4 Timing Equipment Operator**—The timing equipment operator shall be responsible for the automatic or semiautomatic timing equipment, including the electronic starting system and scoreboard (if used). The timing equipment operator shall also advise the referee of any system problems that might affect the accuracy of times or whenever the touchpad is observed to have failed to record the finish when the swimmer completed the race. The timing equipment should be placed so that the operator is able to observe the finish of each race.

### **RO 3 (NEW 103.12, .13, .14, .15, & .16 RELOCATED FROM 103.14, .15, .16, 17, & .18)**

#### **103.14-12 CLERK OF COURSE**

The clerk of course shall be provided with a list of the names of all swimmers in all events, including relay swimmers in the order in which they will swim.

#### **103.15-13 MARSHALS**

Shall wear identifying attire and enforce warm-up procedures and maintain order in the swimming venue. The marshal shall have full authority to warn or order to cease and desist, and, with the concurrence of the referee, to remove or have removed from the swimming venue anyone behaving in an unsafe manner or using profane or abusive language, or those whose actions are disrupting the orderly conduct of the meet.

#### **103.16-14 ANNOUNCER**

The announcer shall make any announcements requested by the referee, the clerk of course or the meet management. Announcements may include:

- event,
- number of heats,
- lane, name and club affiliation of competitors,
- results.

#### **103.17-15 RECORDER OF RECORDS**

Shall obtain from the official recorder all times made in each event, shall have proper application forms and shall duly process all record claims as set forth in article 105.

#### **103.18-16 PRESS STEWARD**

The press steward shall obtain from the clerk of course and the recorders the names of all swimmers in each event and the results of each finish with times or record performances, and shall keep the press and TV personnel thoroughly informed on all details of the competition during the meet.

#### **103.12-17 TIMING EQUIPMENT**

**103.12-17.1 Timing System Definitions**—Every race in a swimming competition shall be timed with one or more of the following systems, listed in their preferred order of use.

- A Automatic**—A timing system whose start is activated by a starting device and stopped at the finish by the swimmer touching the touchpad.
- B Semiautomatic**—A timing system whose start is activated by a starting device and stopped by buttons pushed by timers at the finish touch of the swimmer.
- C Manual**—A timing system operated by individual lane timers, each of whom operates a stopwatch that is both started and stopped by the timer as described in article 103.11.3. Only digital-readout-type hand-held battery-powered watches designed for timing purposes shall be used.

**103.12-17.2 Timing System Designation**—Timing systems shall be designated in the order in which results are used as follows:

- A Primary system**—The primary system shall determine the official time of each swimmer unless a comparison of the primary with secondary and/or tertiary system times indicates a malfunction of the primary system. A primary system shall always be in place and shall consist of one of the following, listed in their preferred order of use:
  - (1) Automatic timing.
  - (2) Semiautomatic, with three or two buttons per lane, each operated by a separate timer.

- (3) Manual, with three or two watches per lane, each operated by a separate timer.
- B Secondary system**—If manually operated watches are not the primary system, a secondary system of precedence equal to or lower than the primary system shall be used. The secondary system may be one of the following, listed in their preferred order of use:
  - (1) Backup timing cameras recording a minimum of 100 images per second. The cameras must be fully integrated with the timing system.
  - (2) Semiautomatic with three, two or one buttons, each operated by a separate timer.
  - (3) Manual with three, two or one watches per lane, each operated by a separate timer.
- C Tertiary system**—Unless the primary system consists of stopwatches or the secondary system includes at least one stopwatch per lane, a tertiary system of at least one stopwatch per lane shall be provided.

## RO 4 (RELOCATED 103.12.3 TO 103.13.3)

~~103.12.3 Timing Resolution (Timing Accuracy)—All timing systems, including stopwatches, shall have a resolution of .01 second. Times from all systems shall be recorded to hundredths of a second. The digits representing thousandths shall be dropped with no rounding.~~

## (RENUMBER THE REST)

### 103.12.4 ~~103.12.4~~ Determination of Official Time

- A Automatic timing**—When recorded by properly operating automatic timing equipment, the pad time shall be the official time.
- B Semiautomatic or manual timing**—Whenever semiautomatic or manual timing is used, the official time shall be determined as follows:
  - (1) If two of the three button or watch times agree, that shall be the time for that timing system.
  - (2) If all three buttons or watches disagree, the time of the intermediate button or watch shall be the time for that timing system.
  - (3) If only two button or watch times are available, the time shall be the average of those two button or watch times. The digits representing thousandths of a second shall be dropped with no rounding.
  - (4) If only one button or watch time is available, the time of that button or watch shall be the time for that timing system.
- C Primary timing system malfunction**—A primary timing system malfunction may have occurred if:
  - (1) The difference between the time obtained by the primary system and the backup system(s) is more than .30 second.
  - (2) A late or missed touch is reported by an official observing the finish.
- D Adjustment for the timing system difference**—When the referee determines that there is a malfunction of the primary timing system, the backup time(s) shall be adjusted for the timing system difference prior to integrating them with accurate primary times in establishing the official times and determining the order of finish. The adjustment for timing system difference may be incorporated into the automatic or semiautomatic system by design or may be determined by calculating the consistent average difference between the primary and backup systems used at that meet.
- E Adjustment for malfunction on a lane**—When a malfunction is confirmed on a lane, the backup times for that lane shall be adjusted by calculating the average difference between valid primary and valid backup times of the other lanes in that heat or, if necessary, using times from heats immediately preceding and/or following that heat. This shall be done by adding, or subtracting when appropriate, that average difference to the valid backup time of the lane where the malfunction occurred.

## RO 5 (RELOCATED “F” FROM AFTER TABLE 1 TO BEFORE TABLE 1)

- F Adjustment for malfunction equally affecting an entire heat**—When, because of an early or late start, or other equipment or operator malfunction, the time of the automatic or semiautomatic primary timing system is equally incorrect for all lanes in a heat, but the order of finish and thus the absolute difference of time between the swimmers is accurate, the times of the primary system shall be adjusted by calculating the average difference between the primary times and the valid backup times and adding, or subtracting when appropriate, that difference to the primary times of every lane in that heat.

**Table 1—Example (Lane Malfunction):**

Systems used:

Primary—Automatic

Secondary—Semiautomatic, three buttons (intermediate button time shown in bold)

Tertiary—Manual, one watch

Lane	Primary Pad Time	Button A	Button B	Button C	Watch Time	Pad Minus Middle Button	Official Time
1	52.21	52.07	<b>52.12</b>	52.14	52.04	.09	52.21
2	52.18	<b>52.01</b>	51.91	52.06	51.95	.17	52.18
3	51.05	51.01	50.97	<b>51.00</b>	50.95	.05	51.05
4	51.04	50.78	<b>50.88</b>	50.93	50.84	.16	51.04
5	51.96	51.30	<b>51.35</b>	51.38	51.27	*.61	**51.46
6	51.65	<b>51.57</b>	51.56	51.59	51.55	.08	51.65
7	52.27	<b>52.13</b>	52.18	<b>52.13</b>	52.10	.14	52.27
8	51.87	51.58	<b>51.75</b>	51.89	51.65	.12	51.87

\*More than .30 second difference, late touch confirmed.

\*\*Adjustment calculation:

- Add the differences between pad and intermediate button time, excluding the malfunctioning lane (total = .81).
- Divide total by the number of valid lanes to determine the average ( $.81 \div 7 = .11571$ ). The digits after hundredths are dropped (leaving a timing system difference of .11 for the above example).
- Add the timing system difference to the valid backup time for the malfunctioning lane ( $51.35 + .11 = 51.46$ , the official time for lane five).

**RO 5 (RELOCATED “F” TO BEFORE TABLE 1)**

~~**F—Adjustment for malfunction equally affecting an entire heat**—When, because of an early or late start, or other equipment or operator malfunction, the time of the automatic or semiautomatic primary timing system is equally incorrect for all lanes in a heat, but the order of finish and thus the absolute difference of time between the swimmers is accurate, the times of the primary system shall be adjusted by calculating the average difference between the primary times and the valid backup times and adding, or subtracting when appropriate, that difference to the primary times of every lane in that heat.~~

**Table 2—Example (Heat Malfunction)**

Systems used:

Primary—Automatic (late manual start confirmed)

Secondary—Semiautomatic, three buttons (button times not valid)

Tertiary—Manual, one watch (valid)

Lane	Primary Pad Time	Watch Time	Watch Time Less Pad Time	Heat Adjustment	Official Time

1	52.12	55.14	3.02	+3.06	55.18
2	51.56	54.61	3.05	+3.06	54.62
3	51.09	54.18	3.09	+3.06	54.15
4	50.12	53.18	3.06	+3.06	53.18
5	49.78	52.90	3.12	+3.06	52.84
6	49.06	52.06	3.00	+3.06	52.12
7	52.21	55.30	3.09	+3.06	55.27
8	52.92	55.99	3.07	+3.06	55.98

Adjustment calculation:

- Add the differences between the pad and watch times (total = 24.50).
- Divide the total by the number of lanes to determine an average ( $24.50 \div 8 = 3.0625$ ).
- Drop the digits after the hundredths place (leaving a heat adjustment of 3.06).
- Add the adjustment factor for the late start of the primary system to each pad time to obtain the official time for that lane (e.g., lane one,  $52.12 + 3.06 = 55.18$ ).

### **103.1318 OFFICIAL TIME**

**103.1318.1** An official time shall be achieved in a USMS-sanctioned competition or a USMS-recognized event in accordance with all applicable rules (articles 202.1.1F[1] and 202.2.1E). It may be achieved in:

**A** A timed heat.

**B** An initial distance within a longer event or relay, provided the swimmer:

- (1) Notifies the meet referee in writing of the intent to record an initial split time prior to the conclusion of the meet,
- (2) Makes the written request prior to the swim for relay leadoff splits and for initial backstroke distances in individual backstroke events,
- (3) Completes the initial distance with a legal finish and

(4) Completes the event without being disqualified.

C A relay leadoff leg provided the swimmers complete the event without being disqualified.

D When automatic timing is used the swimmer's relay leadoff split shall not count if the second swimmer starts in the water.

**103.13.18.2 Official Time**—An official time for an event or stroke can be achieved only in that event or stroke, or in an initial distance of such event or stroke (e.g., backstroke time must be achieved in a backstroke event or a butterfly time can be achieved in an individual medley event). Regardless of the stroke(s) used, times achieved in freestyle events can be recorded only as freestyle times.

**RO 4 (NEW 103.18.3 [original numbering would have been a new 103.13.3] RELOCATED FROM 103.12.3)**

**103.12.18.3 Timing Resolution (Timing Accuracy)**—All timing systems, including stopwatches, shall have a resolution of .01 second. Times from all systems shall be recorded to hundredths of a second. The digits representing thousandths shall be dropped with no rounding.

(RENUMBER THE REST)

**103.13.18.34** The official time to establish records and Top 10 times can be achieved only in accordance with the following timing methods:

Timing method	Official time level
Automatic timing	<ul style="list-style-type: none"><li>• World records, USMS national records and USMS Top 10 times</li><li>• Initial splits for all purposes</li><li>• Relay leadoff times for all purposes</li></ul>
Semi-automatic with three buttons or three watches	<ul style="list-style-type: none"><li>• World records, USMS national records and USMS Top 10 times</li><li>• Initial splits and relay leadoff times for world records and USMS Top 10 times</li></ul>
Semi-automatic with two buttons or two watches	<ul style="list-style-type: none"><li>• USMS Top 10 times</li><li>• Initial splits and relay leadoff times for USMS Top 10 times</li></ul>

**103.13.18.45** Only those results from events conducted in pools officially certified for length in conformance with article 107.2.1 shall be acceptable for record applications or Top 10 submissions.

**103.13.18.56** Except when the primary system consists of watches, backup timing shall be provided for all competitors. No swimmer shall be required to reswim a race due to equipment failure that results in unrecorded or inaccurate time or place. It is the meet director's responsibility to provide the proper timing systems so that swimmers can expect to achieve official times that will satisfy the requirements of article 103.13.34.

**103.13.18.67** A backup time adjusted for system timing errors in accordance with the methods described in articles 103.12.43C–F may be used as an official time equal to the level of the timing system to which it has been adjusted.

**103.13.18.78** Secondary and tertiary times shall be recorded but shall not be used except to corroborate or correct missing or inaccurate primary/secondary results.

(SKIP FROM SECTION 103.13.7 TO 103.14)

## **RO 3 (RELOCATED 103.14, .15, .16, 17, AND .18 TO 103.11.5, .6, .7, .8, AND .9)**

### **~~103.14 CLERK OF COURSE~~**

~~The clerk of course shall be provided with a list of the names of all swimmers in all events, including relay swimmers in the order in which they will swim.~~

### **~~103.15 MARSHALS~~**

~~Shall wear identifying attire and enforce warm-up procedures and maintain order in the swimming venue. The marshal shall have full authority to warn or order to cease and desist, and, with the concurrence of the referee, to remove or have removed from the swimming venue anyone behaving in an unsafe manner or using profane or abusive language, or those whose actions are disrupting the orderly conduct of the meet.~~

### **~~103.16 ANNOUNCER~~**

~~The announcer shall make any announcements requested by the referee, the clerk of course or the meet management. Announcements may include:~~

- ~~event;~~
- ~~number of heats;~~
- ~~lane, name and club affiliation of competitors;~~
- ~~results.~~

### **~~103.17 RECORDER OF RECORDS~~**

~~Shall obtain from the official recorder all times made in each event, shall have proper application forms and shall duly process all record claims as set forth in article 105.~~

### **~~103.18 PRESS STEWARD~~**

~~The press steward shall obtain from the clerk of course and the recorders the names of all swimmers in each event and the results of each finish with times or record performances, and shall keep the press and TV personnel thoroughly informed on all details of the competition during the meet.~~

## **RO 1 (NEW 103.19 RELOCATED FROM 102.12 AND NEW 103.20 RELOCATED FROM 102.11)**

### **~~102.12~~103.19 SCORING**

The following is recommended for all Masters swimming competition.

#### **~~102.12~~103.19.1 Dual Meets**

Individual events: 5-3-1-0

Relay events: 7-0

#### **~~102.12~~103.19.2 Triangular Meets**

Individual events: 6-4-3-2-1-0

Relay events: 8-4-0

#### **~~102.12~~103.19.3 Other Meets**

Individual events:

four-lane pools: 5-3-2-1

five-lane pools: 6-4-3-2-1

six-lane pools: 7-5-4-3-2-1

seven-lane pools: 8-6-5-4-3-2-1

eight-lane pools: 9-7-6-5-4-3-2-1

nine-lane pools: 10-8-7-6-5-4-3-2-1

ten-lane pools: 11-9-8-7-6-5-4-3-2-1

Individual point values shall be doubled for relays.

~~102.12~~**103.19.4** **Ties**—Where two or more swimmers tie for any place in any event, the points credited to such place or places, if any, next in order shall be equally divided among the swimmers; i.e., if two tie for first place, the points to be credited to first and second place shall be added and divided by two. Each tying swimmer will receive half of the total points for first and second places. If three tie for first place, the points credited to first, second and third places shall be added and divided by three, and so on for four or more tying for first place. The same is true for those tying for second place, third place and whatever places there may be.

~~102.12~~**103.19.5** **Disqualifications**—When a relay team or individual swimmer is disqualified, the subsequent places will move up accordingly and points will be awarded to conform to the new places.

~~102.11~~**103.20** **AWARDS**

When two or more swimmers tie for any place, duplicate awards shall be given to each swimmer. In such cases, no awards shall be given for the place or places immediately following the tied positions. If two tie for first place, no award for second place; if three tie for first place, no awards for second and third; and so on.



United States Masters Swimming								
2012 Budget Draft								
					PRE-CONVENTION		APPROVED	FINAL *
INCOME STATEMENT					SUBMITTED	FORECAST	BUDGET	ACTUAL
		Members	Fee		2012 BUDGET	2011	2011	2010
	REVENUE							
<b>MEMBERSHIP SERVICES:</b>								
4010	Fees - Individuals @ \$31	AL MATYSEK	54,079	\$ 31.00	\$ 1,676,449	\$ 1,530,040	1,602,283	1,414,908
4010	Fees - Individuals @ \$26	AL MATYSEK	2,776	\$ 26.00	72,176	66,624	69,563	55,924
4050	Transfers	AL MATYSEK	400	\$ 1.50	625	625	525	590
4070	Rule Book Sales	DEERY			3,300	3,300	3,300	3,482
4074	Magazine Subscriptions	GRILLI			3,355	3,197	4,008	4,516
4215	Promotional Sales & 4271 Video Rental	DEERY			2,500	2,500	3,120	3,309
	In-Kind Contributions							2,240
	<b>Membership Services Revenue</b>				<b>1,758,405</b>	<b>1,606,286</b>	<b>1,682,799</b>	<b>1,484,969</b>
							-	-
<b>COACH AND CLUB SERVICES:</b>								
4020	Fees - Clubs @ \$30	BUTCHER	750	\$ 30.00	22,500	22,140	20,700	20,700
	Coach Certifications	BUTCHER			13,140	11,930		
	<b>Coach and Club Services Revenue</b>				<b>35,640</b>	<b>34,070</b>	<b>20,700</b>	<b>20,700</b>
<b>EVENTS:</b>								
4080	2012 Summer Nationals	BUTCHER/BOAK			157,600	-	-	96,905
4090	H2Open Water Tour				-	-	4,500	-
4060	Fees - One-Event @ \$12.00	BUTCHER	1,600	\$ 12.00	19,200	19,200	19,200	30,014
4150	Championship Meet Surcharges	RODDIN			24,200	42,400	42,400	13,327
4151	LD Championship Surcharges	RODDIN			8,000	7,700	7,700	5,213
4152	GTD Revenue	DEERY			150	700	1,000	713
4155	Championship Patches	RODDIN			900	918	900	-
4156	LD Championship Patches	HAGADORN			800	800	800	468
4157	LD Championship Medals	HAGADORN			3,500	3,300	3,300	5,442
4159	Nat'l Meet Data Entry	KUHLMAN			150	26	270	26
4210	Top Ten Subscriptions	GRILLI			300	310	250	525
4250	All American Patches/Cert.	GRILLI			700	595	650	695
4251	LD All American	GRILLI			250	250	250	195
4252	Relay All American Awards	GRILLI			450	350	400	470
4431	High Performance Clinic-TSC EVENT	CARROW			-	-	24,500	-
4432	Swim Fest Revenue	N/A			-	11,700	17,800	8,800
4434	One Mile Challenge	BUTCHER			4,230			-
4435	Open Water Safety Conference	BUTCHER			-	20,840	-	-
4450	Merchant Account Fee Income	KUHLMAN			6,048	11,520	11,520	8,483
4490	In-Kind Contribution Merchandise	KUHLMAN						14,259
	<b>Events Revenue</b>				<b>226,478</b>	<b>120,609</b>	<b>135,440</b>	<b>185,535</b>
							-	-
<b>ADVERTISING AND SPONSORSHIP</b>								
4075	SWIMMER Magazine Advertising	DEERY			32,706	301,000	21,519	73,352
4161	Sponsor Royalty Income	DEERY			11,000	38,931	17,090	25,992
4171	Marketing - Sponsorship	DEERY			348,000	18,900	291,476	203,736
	<b>Advertising and Sponsorship Revenue</b>				<b>391,706</b>	<b>358,831</b>	<b>330,085</b>	<b>303,080</b>
							-	-
<b>CONTRIBUTION REVENUE</b>								
							-	-

United States Masters Swimming							
2012 Budget Draft							
				PRE-CONVENTION		APPROVED	FINAL *
INCOME STATEMENT				SUBMITTED	FORECAST	BUDGET	ACTUAL
		Members	Fee	2012 BUDGET	2011	2011	2010
4705	Contributions	N/A		1,000	500	2,500	35,673
4800	Contributions- Releases from Restrictions	KUHLMAN		20,000	30,000	30,000	-
4950	In-Kind Contributions-Services	KUHLMAN					16,610
	<b>Contribution Revenue</b>			<b>21,000</b>	<b>30,500</b>	<b>32,500</b>	<b>52,283</b>
						-	-
<b>ADMINISTRATION:</b>							
4500	Other Income	N/A		300	300	300	301
4710	Contributions - Legacy Fund	N/A		-	-	-	-
	<b>Administration Revenue</b>			<b>300</b>	<b>300</b>	<b>300</b>	<b>301</b>
	<b>Total Revenue</b>			<b>2,433,529</b>	<b>2,150,596</b>	<b>2,201,824</b>	<b>2,046,868</b>
						-	-
	<b>EXPENSE</b>					-	-
						-	-
<b>MEMBERSHIP SERVICES</b>							
5010	Liability Insurance	KUHLMAN		88,000	81,945	77,400	86,910
5010	Insurance Broker's Fee	KUHLMAN		20,000	20,000	20,000	20,000
5012	Accident Insurance @ \$.40	KUHLMAN	58,455	\$ 0.44	28,059	22,854	28,083
5102	Membership Administration	GRILLI		6,895	8,160	6,535	9,594
5103	Registration Expenses	AL MATYSEK		125,627	119,700	106,802	115,299
5320	Fitness Committee	ANZIANO		4,200	3,400	4,000	2,413
5420	Registration Committee	SIMON		100	100	100	2,500
5430	Rule Book Coordinator	EHRINGER		20	20	20	-
5470	Zone Activity costs	TSUZUKI		3,000	3,000	3,000	3,000
5540	History & Archives Committee	WILSON		1,415	1,495	1,645	314
5550	Recognition & Awards Committee	DILLON		560	520	560	938
5560	LMSC Development	ADAMAVICH		340	340	340	-
5685	Web Operations	J MATYSEK		12,705	5,860	5,985	7,189
5701	USMS SWIMMER Magazine Production C	HAMEL		329,583	359,673	441,909	420,685
5703	STREAMLINES	HAMEL		29,220	23,520	21,300	14,515
5704	Social Media	HAMEL		-		-	-
5840	ISHOF Contributions (\$.35 for 2011)	FORMULA	56,855	\$ 0.35	19,900	19,438	20,353
5860	Rule Book Costs	EHRINGER		9,350	9,423	12,000	10,286
	Membership Rewards Program				5,000		
5900	Membership Services Payroll	BUTCHER/KUHLMAN		627,291	487,046	588,242	496,382
	<b>Membership Expense</b>			<b>1,306,264</b>	<b>1,171,494</b>	<b>1,338,274</b>	<b>1,230,816</b>
						-	-
<b>COACH AND CLUB SERVICES</b>							
						-	-
5280	Coaches Committee	KELLER		16,200	6,600	6,600	11,902
5290	Coaches Certification	BUTCHER/GOLDSTEIN		10,567	8,129		
5770	Coach/Club Development Admin	BUTCHER		53,044	44,300	51,230	41,868
5775	Coach/Club Development Payroll	BUTCHER		44,100	50,000	61,600	48,251
	<b>Coach and Club Services Expense</b>			<b>123,911</b>	<b>109,029</b>	<b>119,430</b>	<b>102,021</b>
<b>EVENTS:</b>							
5205	Spring Nationals	BUTCHER		26,370	21,534	22,525	9,562

United States Masters Swimming							
2012 Budget Draft							
				PRE-CONVENTION		APPROVED	FINAL *
INCOME STATEMENT				SUBMITTED	FORECAST	BUDGET	ACTUAL
		Members	Fee	2012 BUDGET	2011	2011	2010
5200	Summer Nationals	BUTCHER/BOAK		240,537	20,795	22,175	85,574
5210	H2Open Series			-	11,250	20,000	4,655
5250	One Mile Challenge	BUTCHER		1,260		-	-
5121	All American Patches/Cert.	GRILLI		1,700	1,700	1,500	1,496
5270	Championship Committee	RODDIN		5,800	5,300	5,800	3,364
5283	High Performance Clinic-TSC EVENT	CARROW		-	-	22,500	-
5285	LC/SC Merchant Account Fees	KUHLMAN		11,119	9,000	5,909	8,251
5370	LD Committee	HAGADORN		10,065	8,300	5,265	6,582
5380	Open Water Committee	HAZLEWOOD		3,300	11,000	11,000	-
5390	Officials Committee	COCKRELL		3,800	4,600	3,800	3,396
5410	Records & Tabulation Committee	STEVENSON		1,425	1,425	2,775	1,083
5440	Rules Committee	CASEY		1,155	1,221	975	-
5460	Sports Medicine and Science Committee	MOORE, J.		2,125	1,500	2,900	-
5780	Swim Fest Expenses			-	14,864	20,068	24,233
5785	Open Water Safety Conference			-	18,631	-	-
5875	Events Payroll	BUTCHER/KUHLMAN		20,000	24,500	20,000	-
5890	In-Kind Expense Merchandise	DEERY					16,499
	<b>Events Expense</b>			<b>328,656</b>	<b>155,620</b>	<b>167,192</b>	<b>164,695</b>
						-	-
<b>MARKETING/SPONSORSHIP</b>							
5702	Publication Advertising Commission	DEERY			5,210	5,380	17,126
5710	Sponsor costs	DEERY		21,032	18,002	11,000	18,855
5730	Marketing Services	DEERY		62,600	72,550	54,000	68,458
	<b>Advertising and Sponsorship Expense</b>			<b>83,632</b>	<b>95,762</b>	<b>70,380</b>	<b>104,439</b>
<b>ADMINISTRATION:</b>							
5013	Directors & Officers Insurance	BLUMIT		4,950	3,350	3,100	3,030
5014	Bonding	BLUMIT		7,111	6,160	6,200	6,142
5015	Flood Insurance	BLUMIT		1,400	701	-	-
5016	Media Professional Liability Insurance	BLUMIT		3,000	2,500	4,400	4,195
5050	President	MOXIE		10,000	8,000	10,000	5,429
5061	VP - Programs	DIEHL		-		-	120
5062	VP - Community Services	DAY		60	60	60	-
5063	VP - Administration	HEATHER, M.		-	-	-	-
5064	VP - Local Operations	TSUZUKI		100	100	100	-
5070	Secretary	RUSHMAN		100	100	100	-
5080	Treasurer	DAVIS		100	100	100	162
5090	Past President	COPELAND		-	-	-	180
5095	Legal Counsel	CHURCH		-	-	-	-
	In-Kind Legal Services	KUHLMAN					16,610
5099	Board/Executive Committee	MOXIE		40,580	38,565	38,580	38,350
5130	USMS Headquarters Admin.	KUHLMAN		92,232	87,400	84,800	73,927
5135	USMS Headquarters Payroll	BUTCHER/KUHLMAN		318,341	276,793	249,610	246,139
5300	Convention	BUEHLER/GRILLI		83,420	81,540	80,000	74,495
5310	Finance Committee	LANE		150	150	-	-
5315	Investment Committee	BURGIO		2,000	4,000	4,000	-

United States Masters Swimming							
2012 Budget Draft							
				PRE-CONVENTION		APPROVED	FINAL *
INCOME STATEMENT				SUBMITTED	FORECAST	BUDGET	ACTUAL
		Members	Fee	2012 BUDGET	2011	2011	2010
5330	Audit Committee	GELLATLY		4,000	4,000	4,000	3,235
5630	FINA Representative	RIDOUT		900	700	900	10
5640	International Delegate / UANA	MILLER, J.		3,450	3,450	3,450	920
5660	USA Swimming Liaison	HAARTZ		1,800	1,800	1,500	1,759
5830	Outside Legal Expense	BUTCHER		2,500	1,000	2,500	630
5846	Legacy Fund Grants	CHURCH		-		-	-
5847	SSL Fund Operating Costs	BUTCHER		7,775	3,000	4,500	2,216
5870	Depreciation	KUHLMAN		24,000	21,500	22,000	18,810
5873	Audit/Accounting Fees	KUHLMAN		18,600	17,700	17,120	10,695
5880	Misc/Contingency	N/A		-		-	-
	<b>Administration Expense</b>			<b>626,569</b>	<b>562,669</b>	<b>537,020</b>	<b>507,054</b>
						-	
	<b>Total Expense</b>			<b>2,466,694</b>	<b>2,094,574</b>	<b>2,232,296</b>	<b>2,109,025</b>
	<b>Net Ordinary Income</b>			<b>(33,165)</b>	<b>56,022</b>	<b>(30,472)</b>	<b>(62,157)</b>
	<b>OTHER INCOME / EXPENSE:</b>					-	-
4900	Interest & Dividends	DAVIS/BURGIO		60,000	30,000	56,100	10,730
	Contributions	KUHLMAN			5,774		
4901	Legacy Fund Interest	N/A		-	-	-	
4940	Gain (loss)-Disposal of Fixed Assets	N/A		-		-	-
6200	Foundation Feasibility Study	CHURCH		90,000	100,225		24,894
6010	Banking Fees	KUHLMAN		1,200	1,500	-	460
6011	Investment Advisory Fees	DAVIS/BURGIO		1,000	-	20,000	-
6050	Unrelated Business Income Tax Exp.	KUHLMAN		3,000	3,000	3,000	2,030
6060	Florida Corporate Income Tax	KUHLMAN		1,000	1,000	1,000	1,000
	<b>Total Net Other Income</b>			<b>(36,200)</b>	<b>(69,951)</b>	<b>32,100</b>	<b>7,240</b>
	<b>NET INCOME</b>			<b>\$ (69,365)</b>	<b>\$ (13,929)</b>	<b>\$ 1,628</b>	<b>\$ (54,917)</b>
*The 2010 Final Actual was for operating funds only. Activity from the Swimming Saves Lives Foundation and the Legacy Fund were not included.							
	<b>CAPITAL</b>						
	Sarasota Office-Building Renovation			35,000			
	Signage-Marketing & Sponsorship			15,000			
	Website Redesign			5,000			
	Computer replacement - 3 workstations			5,250	6,747	5,000	8,775
	Printers			750		1,000	650
	HQ Office Furniture					2,500	668
	Phone System- Kangas					1,000	
	Shared highway marquee sign at Headquarters				750	2,500	
	Backstroke Flags						3,014
	Duet Banner						7,612
	Video/Tivo Equipment						2,086
	Blackbaud Accounting Software				2,415		5,920
	Digital Camera with Accessories -SWIMMER				842		
	<b>Total Capital Expenditures</b>			<b>\$ 61,000</b>	<b>\$ 10,754</b>	<b>\$ 12,000</b>	<b>\$ 28,725</b>



## **CHECK-IN AND CERTIFICATION PROCEDURE AT USMS CONVENTION**

**Each delegate must complete the two-step process outlined below.** You must have a “certified ID” to vote as a member of the House of Delegates (HOD) and be eligible to attend HOD meetings!

- 1) **CHECK IN AT THE UNITED STATES AQUATIC SPORTS (USAS) STATION** to pick up your ID - a badge with your name & LMSC on it. You will also receive a convention bag, binder, and miscellaneous souvenirs.

**AND**

- 2) **CHECK IN AT THE USMS TABLE** to obtain “certification” that you are a USMS delegate. This is the process that verifies a delegate’s eligibility to vote in the House of Delegates (HOD). You will also receive your voting cards and other important convention material and information.

**The USMS Certification/Information table will be open as follows:**

Wednesday, September 15th, from 8:00 am – 5:00pm – vendor area

Thursday, September 16<sup>th</sup>, from 7:00 am – 7:45 am – vendor area

**The USMS Certification/Information table will move to outside the HOD meeting room on Thursday, September 16th (Reunion Ballroom F).** All subsequent certification by USMS will take place here during HOD meetings, until they recess. (Refer to the meeting schedule in your pre-convention packet and/or binder for time and location). Late arrivals **must** locate Debbie Cavanaugh (Certification Chair) to receive their certification and voting cards.

**Please note: If you did not register for convention in advance,** you will need to have USMS Secretary CJ Rushman sign a certification release before you can proceed to Debbie Cavanaugh for the balance of certification material.

New Delegates will receive a special ID identifying them as NEW DELEGATES as well as information regarding the New Delegate Orientation.



## **Standing Rules of the USMS Annual Meeting of 2011**

Rule 1 The Secretary, directly after the opening ceremonies of the first business meeting, shall report the number of delegates and others registered as present with proper credentials, and shall make a supplementary report after the opening of each session that business continues.

Rule 2 A member of USMS, may, upon proper clearance by the Secretary, be transferred to delegate status, at any time during the continuance of business meetings.

Rule 3 For admission to the floor of the House, to facilitate identification and seating, a member shall be required to wear the badge issued by United States Aquatic Sports and a sticker from the Convention Coordinator.

Rule 4 In the report from a Committee, all Action Items shall be placed on the floor of the House without a motion or second. The House may consider the action items of a committee as one motion, or individual motions.

Rule 5 No member shall speak in debate more than once on the same question, on the same day, or longer than three minutes, without permission of the convention granted by two thirds vote without debate.

Rule 6 Motions shall be made from the microphones only.

Rule 7 If a motion to call for the question is made and accepted by 2/3 of the House, any member in line at a microphone shall be recognized to speak for their allotted time.

Rule 8 All motions, in the House or Committees, shall be recorded, in writing or electronically, with the name of the maker.

Rule 9 Elections shall be run by the written policies of the Election Committee.

Rule 10 Rules contained in the current edition of the Robert's Rules of Order shall govern the House of Delegates and its Committees, in all cases to which they are applicable, and in which they are not inconsistent with the bylaws of U. S. Masters Swimming and these standing rules



## Robert's Rules of Order – the Basics

The purpose of "Robert's Rules of Order" includes the following:

- Ensure majority rule
- Protect the rights of the minority, the absentees and individual members
- Provide order, fairness and decorum
- Facilitate the transaction of business and expedite meetings

### Basic Principles

- All members have equal rights, privileges and obligations
- Full and free discussion of every motion is a basic right
- Only one question at a time may be considered, and only one person may have the floor at any one time
- Members have a right to know what the immediately pending question is and to have it restated before a vote is taken
- No person can speak until recognized by the chair
- Personal remarks are always out of order
- A majority decides a question except when basic rights of members are involved
- A two-thirds vote is required for any motion that deprives a member of rights in any way (e.g., cutting off debate)
- Silence gives consent. Those who do not vote allow the decision to be made by those who do vote
- The chair should always remain impartial

### Role of the Presiding Officer

- Remain impartial during debate - the presiding officer must relinquish the chair in order to debate the merits of a motion
- Vote only to create or break a tie (or 2/3 for matters requiring a 2/3 vote) - exception: the presiding officer may vote on any vote by ballot
- Introduce business in proper order
- Recognize speakers
- Determine if a motion is in order
- Keep discussion germane to the pending motion
- Maintain order
- Put motions to a vote and announce results

### General Procedure for Handling a Motion

- A member must obtain the floor by being recognized by the chair
- Member makes a main motion
- A motion must be seconded by another member before it can be considered
- If the motion is in order, the chair will restate the motion and open debate (if the motion is debatable)
- The maker of a motion has the right to speak first in debate
- The main motion is debated along with any Subsidiary motions (e.g. "I move to amend the motion by ...", Privileged motions (e.g. "I move to postpone the motion to ...") and Incidental motions (e.g. "I move to divide the question.")

- Debate on Subsidiary, Privileged and Incidental motions (if debatable) takes precedence over debate on the main motion and must be decided before debate on the main motion can continue.
- Debate is closed when:
  - Discussion has ended, or
  - A two-thirds vote closes debate ("Call the question")
- The chair restates the motion, and if necessary clarifies the consequences of affirmative and negative votes
- The chair calls for a vote by asking "All in favor?" Those in favor say "Aye" (or in HOD, hold up the Green "Yes" card). Then asking "All opposed?" Those opposed will say "No" (or in HOD, hold up the Red "No" card). And finally asking "All abstained?" Those abstaining will say "Aye" (or in HOD, hold up the Yellow "Abstain" card)
- The chair announces the result

### **General Rules of Debate**

- No members may speak until recognized by the chair
- All discussion must be relevant to the immediately pending question
- No member can speak more than once to each motion
- No member can speak more than three minutes
- All remarks must be addressed to the chair - no cross debate is permitted
- It is not permissible to speak against one's own motion (but one can vote against one's own motion)
- Debate must address issues not personalities - no one is permitted to make personal attacks or question the motives of other speakers
- The presiding officer must relinquish the chair in order to participate in debate and cannot reassume the chair until the pending main question is disposed of
- When possible, the chair should let the floor alternate between those speaking in support and those speaking in opposition to the motion
- Members may not disrupt the assembly
- Rules of debate can be changed by a two-thirds vote

### **Robert's Rules Help Get Things Done!**

- **Make Motions** - that are in order
- **Obtain the Floor** - properly
- **Speak** - clearly and concisely
- **Obey** - the rules of debate
- And most of all, be courteous! That's **always** in order!

### **Recommended Books**


















*Robert's Rules of Order, Newly Revised, Tenth Edition, 2000*  
*Robert's Rules of Order, Newly Revised, In Brief, Thomas J. Balch, 2004*  
*Robert's Rules for Dummies, C. Alan Jennings, 2004*  
*A-B-C's of Parliamentary Procedure. Co, Channing L. Bete, 1998*









### **Recommended Web Sites**













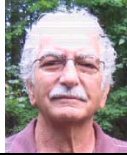


[www.robertsrules.com](http://www.robertsrules.com) | [www.rulesonline.com](http://www.rulesonline.com) | [www.parlipro.org](http://www.parlipro.org) | [www.robertsrules.org](http://www.robertsrules.org) | [www.roberts-rules.com](http://www.roberts-rules.com)












Board of Directors					
<b>President</b> Jeff Moxie		<b>VP Administration</b> Michael Heather		<b>VP Local Operations</b> Ed Tsuzuki	
<b>VP Community Services</b> Nadine Day		<b>VP Programs</b> David Diehl		<b>Secretary</b> CJ Rushman	
<b>Treasurer</b> Ralph Davis		<b>Legal Counsel</b> Doug Church		<b>Immediate Past President</b> Rob Copeland	
<b>At-Large Director Breadbasket</b> Anthony Thompson		<b>At-Large Director Colonies</b> Chris McGiffin		<b>At-Large Director Dixie</b> Maria Elias-Williams	
<b>At-Large Director Great Lakes</b> Phil Dodson		<b>At-Large Director Northwest</b> Hugh Moore		<b>At-Large Director Oceana</b> Jim Clemmons	
<b>At-Large Director South Central</b> Don Mehl		<b>At-Large Director Southwest</b> Phil Whitten			
<b>Other Board members (non-voting):</b>					
Past President – Tom Boak			Past President – Mel Goldstein		
Past President – Dan Gruender			Past President – Ted Haartz		
Past President – June Krauser			Past President – Mike Laux		
Past President – Jim Miller			Past President – Nancy Ridout		
Executive Director – Rob Butcher			USA Swimming Representative – Jeff Gudman		

Zone Chairs					
<b>Breadbasket</b> Marcia Anziano		<b>Colonies</b> Debbie Morrin-Nordlund		<b>Dixie</b> Debbie Cavanaugh	
<b>Great Lakes</b> Dan Cox		<b>Northwest</b> Wes Edwards		<b>Oceana</b> Joan Alexander	
<b>South Central</b> Jill Gellatly		<b>Southwest</b> Mary Hull			

<b>USMS Committee Chairs</b>			
<b>Championship</b> Jeff Roddin		<b>Coaches</b> Craig Keller	
<b>Finance</b> Homer Lane		<b>History &amp; Archives</b> Meegan Wilson	
<b>Fitness Education</b> Marcia Anziano		<b>Legislation</b> Sean Fitzgerald	
<b>LMSC Development</b> Doug Adamavich		<b>Long Distance</b> Heather Hagadorn	
<b>Officials</b> Charlie Cockrell		<b>Open Water</b> Lynn Hazlewood	
<b>Recognition &amp; Awards</b> Sally Dillon		<b>Records &amp; Tabulation</b> Chris Stevenson	
<b>Registration</b> George Simon		<b>Rules</b> Kathy Casey	
<b>Sports Medicine &amp; Science</b> Jane Moore		<b>Other committee chairs:</b>	
<b>USMS Endowment Fund</b> – Doug Church		<b>Audit</b> – Jill Gellatly	
<b>Compensation and Benefits</b> – Nadine Day		<b>Governance</b> – Anthony Thompson	
<b>Investment</b> – David Burgio			

<b>USMS National Office staff</b>			
<b>Executive Director</b> Rob Butcher		<b>Controller</b> Susan Kuhlman	
<b>Editor-in-Chief</b> Laura Hamel		<b>Membership Coordinator</b> Tracy Grilli	
<b>Membership Coordinator</b> Anna Lea Matysek		<b>Webmaster / IT Director</b> Jim Matysek	
<b>Club and Coach Services</b> Mel Goldstein		<b>Account Executive</b> Kyle Deery	
<b>Web Developer</b> Luke Shaheen		<b>Other staff members:</b>	
<b>Club and Coach Coordinator</b> – Lisa Dahl		<b>Club and Coach Coordinator</b> – Susan Ingraham	
<b>Project Manager</b> – Ben Christoffel			

**Convention Coordinator** – Victor Buehler

**Rule Book Editor** – Susan Ehringer