

**Records and Tabulation**

(Committee Name)

**Agenda item # 13**

**SESSION # N/A**

**Report to be given on: Fri \_\_\_ Sat X (check one)**

(Fill in Session # if you have more than 1 meeting)

Committee Chair: **Pieter Cath**

Recorder: **Laura Kessler**

**Action Items**

- 1. Designate a year (1972) to begin keeping organizational records. Approved.**
- 2. For Pieter to submit a budget amount for 2002 to develop top-ten software. Approved.**

**Attendance**

Number of committee members present: **6** Number of committee members absent **8**

Total number of delegates attending the meeting: **20**

Minutes

1. Welcome and Introductions.

=====

Pieter Cath called the meeting to order at 4:35 PM. Pieter had the committee members introduce themselves. Agendas were distributed. Pieter announced that FINA Bureau voted on November 9, 2001 to allow the breaststroke kick in the butterfly stroke granting the FINA Masters Committee recommendation to exclude that portion of SW 8.3.

Pieter thanked Walt Reid, Carl House, Ginger Pierson and John Bauman for their work supporting the committee.

2. Databases

=====

Several people have compiled historic databases.

- A. Ginger Pearson has compiled a database of all individual records that were ever set by USMS swimmers. She has developed a plan with Walt Reid regarding keeping this database updated with new information.

There are present plans to publish this database on the USMS website with Jim Matysek developing query capability.

Ginger recently received a document compiled by Ransom Arthur containing all records set between 1970 and 1972. Ginger had a problem with some records in the early 1970s. Nancy Ridout said that records from before 1972 should be part of the Archives but not part of the organization's records. Nancy Ridout made the motion **designate a year (1972) to begin keeping organizational records**. Adrienne Pipes second. Approved.

- B. John Bauman has compiled a similar database for relay records. He suggests that we make this data available to the USMS Archives Committee for possible future posting on the web.

- C. Mary Beth Windrath has compiled a database containing the results from our National meets.

3. Archives Committee

=====

The Archives Committee has proposed legislation regarding the safekeeping of USMS data, not only electronic but also paper documents and microfiche. The proposal suggests that it is the responsibility of the Record & Tabulation Committee to generate e.g. top-ten data and make corrections as required. The Archives Committee will preserve the data but does not plan to make independent corrections.

This committee has made top-ten data available to the Archives Committee and has kept it up-to-date. The data is posted on the website. During the past few years the committee has also made the preliminary top-ten available for posting on the web that has significantly improved the proofreading process. Pieter stated that this division of labor makes sense and recommended that all USMS archival data be made available to the Archives Committee.

Carl distributed the USMS History and Archives Committee description to clarify the function of that committee.

#### 4. Software for Top-Ten Recorders.

=====

Many top-ten recorders use the software that was written by Walt Reid to enter meet data manually. This is a DOS-based program. The newer MS operating systems are expected to have only limited support for DOS programs and it is time that we consider developing new software for top-ten records that will run under Windows. Pieter asked for a volunteer to convert the software.

Nancy Ridout suggested that this software could be used on a larger scale and that resources should be coordinated so that it is universally applicable. Pacific is developing specifications to do this project. Pieter asked to have the specifications and project cost estimates made available to the committee. Nancy to ask Barry Fassbender to share proposal details to Pieter. Pieter to then submit as a 2002 budget item. Arienne Pipes – motion **for Pieter to submit a budget amount for 2002 to develop top-ten software**. Margie Hutinger. Second. Approved.

#### 5. Record Applications

=====

All record applications require that a printout from the timing system be submitted. This allows us to compare the pad time to the backup times to make sure that the pad was not touched accidentally or that the official time was not edited. Recently, with advances in meet software, the timing system itself does not have a printer but its data is directly sent to the meet-management computer. We have received several record applications without the timing-system printout.

Pieter suggested that we issue instructions to meet managers that they obtain a complete printout from the timing system after the meet for safekeeping, possibly using the printer that is used for the meet-management computer.

#### 6. Records on the USMS Web Site

=====

Any swimmer who breaks the record as published in the Rule Book (records as of Nov 1) receives a TYR certificate. The committee has received complaints that the USMS web site does not have a list of current record holders. Pieter and Jim Matysek are discussing putting both record lists on the web site and developing the capability for remote updating.

#### 7. Other Business

=====

Pieter distributed the committee description.

Nancy Ridout, USMS President, thanked Pieter for all he has contributed to USMS.

Pieter distributed a list of top-ten recorders and committee members for verification.

#### 8. Adjournment at 5:25 PM