

# USMS COMMITTEE CHAIRMEN REPORTS

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## TEAMING TOGETHER.... To take care of business

### BLOCK #2 MEETINGS

Finance, Ad Hoc Legal Counselors, Legislation, Planning  
Thursday September 12<sup>th</sup>, 5:00-6:45 pm  
Meeting Room - NOVA

#### FINANCE

Meeting Room – ORBIT

Chair - Tom Boak

Committee Members: Clarine Anderson, Joanie Campbell, Trisha Commons, Catherine Cooper, Randy Crutchfield, Ralph Davis, Conrad Johnson, Tom Lyndon, June Mather, Suzanne Rague, Anna Lea Roof, Paul Windrath, Kris Wingenroth. Ex Officio - Jeanne Ensign, Catherine Pennington. Executive Committee Liaison - Doug Church.

#### ANNUAL REPORT

This year had been one of exchanging information. Initially, the Finance Committee worked on defining its mission and developing a set of goals for the year to follow. It was determined that the role of the Committee would remain as it is described in the Rule Book. As a Committee, we dealt with two over-budget requests. Currently, in addition to compiling the 2003 budget, the Committee is looking as its role in the budget process with assistance from the Executive Committee. Hopefully, by the end of this years' Convention, a better understanding of the budget process and the intention of our organization's fiscal approach will be better defined.

#### 1. AGENDA

2. Welcome, call to order
3. Approval, Minutes of the Finance Committee, 2001 Convention
4. Treasurer's Report – Doug Church
5. Controller's Report – Cathy Pennington
6. Internal Audit Report – Jeanne Ensign
7. Report on 2001 Over-budget Requests
8. Old Business
9. 2003 Budget
10. Other New Business
11. Adjourn

**Saturday, September 14<sup>h</sup> – 8:30-10:30 am**  
**Meeting Room – CONSTELLATION 7**

#### AGENDA

Continuation of above agenda that is posted for Thursday, September 12<sup>th</sup> 5:00-6:45 pm meeting.

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## AD HOC LEGAL COUNSELORS

### Meeting Room - METEOR

Chair – Jack Geoghegan

Committee Members: Jude Bourque, Jeanne Crouse, Irene David, Dan Gruender, Brett Hamlin, Rick Harris, Bruce Hopson, Michael Laux, Michael Lemke, Patty Powis, Jon Steiner

### Annual Report

We are blessed with volunteers having skill sets and interests throughout Masters Swimming and the lawyers are no exception. This year using e-mail was a great help in utilizing those skills for our committee needs. Going forward, having identified areas of practice, I would expect even greater participation in the roles of liaison with the Committees of USMS in the future.

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## LEGISLATION

### Meeting Room – CONSTELLATION 10-11

Chair - Rob Copeland

Vice Chair – Laura Kessler

Committee Members: Jack Buchanan, Jerry Clark, Kelly Cooper, Sean Fitzgerald, Paul Fortoul, Lil Haneman, Mary Hull, Laura Kessler, Marcia Marcantonio, Jennifer Parks, Steve Peterson, Suzanne Rague, Richard Smith, Jon Steiner, Rob Whitters. Ex Officio -Leo Letendre, Meg Smath, Elin Zander. Executive Committee Liaison - Jack Geoghegan.

### ANNUAL REPORT

While this is an off year (emergency amendments only) for Legislative, it has been a very active year for Legislation Committee work. The committee currently has two major initiatives underway, as well as many special requests and legislative interpretation of our code. A small number of legislative amendments have been proposed and are included later in this packet. Please take the time before convention to review them carefully and discuss them with other members of your LMSC. The Legislation Committee is looking forward to discussion that will focus on the merits of each proposal and its impact on USMS.

While the primary focus of the Legislation Committee is to review and recommend proposed amendments for the “dry rules” of USMS, we are also responsible for ensuring that our members understand our code, so they are conducting business in compliance with USMS regulations and bylaws. In addition to these responsibilities, the committee has formed subcommittees to look into issues of members/organizational rights and governance.

1. Our first initiative is the review of USMS Code - Part 4 “Athletes’ Rights, Hearings, and Appeals”. The subcommittee on Rights has reviewed the current code, previously proposed legislation and the USA-Swimming code as it deals with Hearings and Appeals. They are working to demystify and streamline the process, while focusing on the Rights of the Masters Swimming and our members. The current plan calls for a completion of the review and recommendation phase, in time to produce a position paper for presentation and discussion at the 2002 Convention, followed by Legislative amendments for the 2003 Convention.
2. Our second initiative began as a review of the size and role of our Board of Directors. Since it’s inception, this initiative has broadened in scope to look at the bigger picture of governance within USMS. The subcommittee on Governance is looking at executive, management, and oversight roles and authorities in code and in practice. From this review we hope to define an organizational structure that will be positioned to

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meet the ever expanding needs of our members. USA-Swimming is also in the midst of reviewing and revamping their governance model and we are fortunate to be able to learn from their experiences. The current plan calls for a completion of the review and recommendation phase, in time to produce a position paper for presentation and discussion at the 2002 Convention, followed by Legislative amendments for the 2003 Convention. In addition, we plan on working with the Executive Committee, Board of Directors, and other interested individuals to define non-code responsibilities and procedures, which can be phased in advance of the 2003 Convention.

## ACTION ITEMS

The nature of the Legislation Committee does not lend itself to "Actionable" items outside of the convention. While progress has been made on our committee initiatives, actions on these will be taken at the 2002 and 2003 annual conventions.

## AGENDA

1. Roll call and assignments.
2. Introductory comments
3. Proposed legislative amendments
  - a) Review of amendment criteria and voting procedures
  - b) Consideration and recommendation of proposed amendments
4. Sub-committee reports
  - a) USMS Board of Directors and corporate governance
  - b) Part 4 – Athletes rights, hearings and appeals
  - c) Liaison to Finance committee
  - d) LMSC handbook
  - e) Legislation committee policies and procedures manual
5. New business and projects
  - a) LMSC bylaw review - model bylaws
  - b) Other

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## PLANNING

### Meeting Room - NOVA

Chair – Betsy Durrant  
Vice Chair – Jody Welborn

Committee members: Joan Alexander, Vicki Buccino, Michael Collins, David English, Gordon Gillin, Michael Heather, Sarah Hromada, Lucy Johnson, David Miller, Nancy Miller, Debbie Morrin, Dore Schwab, Jody Welborn, Jim Wheeler, Steve Young. Executive Committee Liaison - Lynn Hazlewood.

## ANNUAL REPORT

Our focus this year has been to determine ways that USMS can assist and strengthen LMSCs.

1. To determine the needs of the LMSCs, a survey was sent to all LMSC Chairs and Registrars. Thirty-four out of fifty-three LMSCs responded.
2. Responses were compiled and discussed (via email) by the committee. Four areas were determined to be of most concerns to LMSCs: Communication, Recruiting/Retension, Coached Workouts, and Leadership.
3. Our progress so far:
  - a. Communication. Working with the Communications Committee on newsletters. A forum has been established on the website for editors to share articles. Newsletter Editors are being surveyed (in July)

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for information about how they do the job, what might help. We will share the information we get from editors and publish a list of suggestions.

- b. Retention/Recruitment. We have been in contact with the Marketing Committee and with the public relations consultant. This committee is working on publicity. Planning will stay in contact with Marketing and make suggestions or assist as needed. New England LMSC (and possibly others) conducted a very successful campaign to increase membership and workout opportunities. Planning needs to follow up on this.
- c. Coached Workout. We have been in contact with the Coaches Committee. Planning, in coordination with Coaches, would like to have a presentation at the 2003 Convention from coaches of successful Masters programs. Mel Goldstein did such a presentation at the ASCA Convention this year. Nothing has been decided at this point, but we are beginning the discussion. Also, Planning will ask President Jim Miller to make contact with the national YMCA. There is great potential for pool time and coached workouts within the Y. Our discussion at convention should also include how to contact and work with local Recreation Centers.
- d. Leadership. It appears from our survey that LMSCs with good leadership flourish and LMSCs with weak leadership stagnate. This will be the main topic of our meeting in September. Some suggestions so far are: a mentoring program within an LMSC to prepare new leaders taking office; a mentoring program from one LMSC to another; discussion groups at convention for LMSC officers to share questions and solutions; ask growing LMSCs for information on how they recruit (NE, mentioned above, is an example); help for smaller LMSCs to enable them to send a delegate to the convention.

## ACTION ITEMS

1. No votes were taken in regard to projects. To date, we have had only general suggestions.
2. As the new chair, it took me some time to get gather information and begin discussions. We are at the point now where certain programs mentioned above should be delegated to interested committee members.

## AGENDA

1. Roll.
  2. Comments from committee members.
  3. Discussion of leadership issues and recommendations for action. Discussion of budget item to assist smaller LMSCs in funding a delegate.
  4. Report on survey of Newsletter Editors and discussion of creating a list of suggestions.
  5. Coordination of Planning projects with Marketing (publicity, recruitment, retention). Selection of a committee member to keep in contact with Marketing.
  6. Coordination of Planning projects with Coaches Committee (increasing workout opportunities). Selection of a committee member to keep in contact with Coaches.
  7. Wrap-Up. List items to be continued after the Convention.
  8. Adjournment.
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