

USMS CONVENTION – DALLAS, TEXAS - 2002

Committee Name: Convention Committee

Session #: 1

Agenda item # 1

ACTION ITEMS

1. Include directions on the registration/certification procedure in the 2003 USMS convention packet.

Committee Chair: Michael Heather

Vice Chair(s): Tracy Grilli

Number of committee members present: 5 Absent: 10 Total delegates attending this meeting: 12

Committee Members present: Michael Heather, Debbie Cavanaugh, Meg Smath, William Tingley, and Mary Hull.

MINUTES

Time Meeting Called to Order: 4:20 p.m.

1. **Hospitality Suite:** Some supplies have been bought, enough to last a day. Another shopping run will have to be made. Bill will go with his son, who lives in Dallas, and do the shopping. Hours hospitality will be open: Wednesday, 1:00 p.m.-midnight; Thursday, 11 a.m.-midnight; Friday, 1 p.m.-4:30 p.m., 7:00 p.m.-midnight; Saturday, 9 p.m.-midnight. Because very few local people are available to staff the suite, committee members will have to do it. Mike suggested members pick a slot. Bill suggested we move certification to Hospitality Friday afternoon, and thus kill two birds with one stone. Debbie said she thought she could get someone to work hospitality early Thursday, and Meg said she thought she could go later.
2. **Certification Table:** Joanne Tingley sent word that as of 4:15 p.m., 128 out of 223 delegates have been certified. Also, Debbie Cavanaugh will take over certification beginning with the Orlando convention in 2004. Meg noted that a new delegate had told her he had no way of knowing he needed to register first with USAS, then go to the USMS table for certification. MSA to include instructions in the pre-convention packet for next and succeeding years' conventions.
3. **Reports:** Committee members and interested volunteers should meet in Nova at 7:30 Thursday morning for the first round of collating and stuffing. We'll need a stack of floppy disks for electronic distribution. We should also coordinate with Sally Dillon and Jim Matysek. Bill suggested we put one day's worth of committee reports on one floppy. We will make five or ten disks, which delegates can borrow to copy the reports onto their hard drives, then return for others to use.
4. **Meeting Room Setup and A/V:** Mike asked that committee members note how many people are in the room at each meeting they attend so that we can know whether the setup is adequate or inadequate. The setup for the House of Delegates was also discussed.
5. **Ransom Arthur Award:** Requirements for the presentation were discussed.
6. **Possible Biannual USAS Conventions:** Bill noted that there is a USA Swimming proposal (which is not likely to pass) that they meet only every other year. If this does pass, we will have to be prepared to hold our own convention separate from USAS every other year.
7. **Preparations for San Diego:** Adrienne Pipes asked if the hospitality suite would be the same as it was three years ago. Mike said he expected that to be the case. Bill suggested the San Diego people should get a property map as soon as they could, and get a copy to Mike, to facilitate planning. Bill also suggested they try to find a local sponsor to supply lanyards for USMS delegates (to hang nametags around our necks). Don Baker said that after the 1999 convention, several delegates noted they wished they had more free time during the convention. Don asked if people might prefer suggestions of local restaurants, and directions on how to use the trolley, instead of a formal social. Response at the meeting was positive. Bill suggested that if they do this, they have menus in advance to help delegates decide which restaurant to go to.

Time Meeting Was Adjourned: 5:16 p.m.

TASKS FOR THE UPCOMING YEAR

1. Make preparations for San Diego convention.