

LMSC STANDARDS

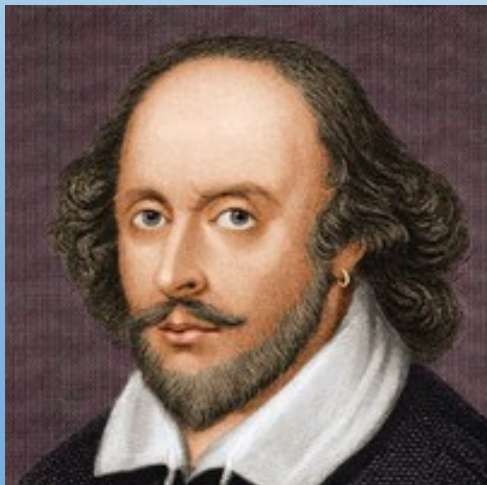
TO BE OR NOT TO BE...

THAT IS NOT THE QUESTION!



LMSC STANDARDS

WHETHER 'TIS NOBLER IN THE MIND TO SUFFER
THINKING THAT "TARGET" STANDARDS
ARE NOT REQUIRED
IS JUST A FOOLS FOLLY!



LMSC STANDARDS

MANDATORY STANDARDS

PENETRATING LOOK AT THE OBVIOUS!

DEADLINES MUST BE MET, ACTIONS TAKEN.

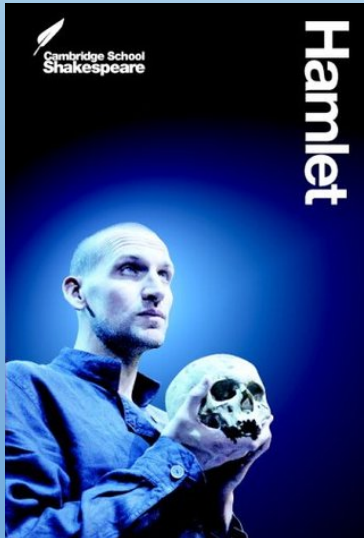
TARGET STANDARDS

NOT OPTIONAL. BUT NOT FATAL.

LMSC STANDARDS

ALL LMSCS ARE EXPECTED TO STRIVE TO BE
COMPLIANT WITH ALL “TARGET” STANDARDS.

...SHORTFALLS MUST BE QUICKLY RESOLVED!



LMSC STANDARDS

PREAMBLE TO 2016 LMSC STANDARDS:

IT IS IN THE BEST INTERESTS OF USMS THAT OUR LOCAL MASTERS SWIMMING COMMITTEES DELIVER CONSISTENT HIGH-QUALITY SERVICES AT A STANDARD LEVEL ACROSS THE COUNTRY.

THE OBJECTIVE: CONSISTENCY DELIVERED

CONSISTENTLY!

The background is a light blue gradient with several realistic water droplets of various sizes scattered across it. The droplets have highlights and shadows, giving them a three-dimensional appearance.

LMSC STANDARDS

PURPOSE OF THIS SESSION

THINK ABOUT THE HOWS TO MEET

ALL OF THE STANDARDS

AND MAYBE HAVE SOME FUN?

The background is a light blue gradient with several realistic water droplets of various sizes scattered across it. The droplets have highlights and shadows, giving them a three-dimensional appearance.

LMSC STANDARDS

WELCOME TO THE FIRST EVER EDITION OF

**HOW WELL DO YOU KNOW
YOUR STANDARDS?**



LMSC STANDARDS

WE HAVE PROVIDED EACH OF YOU WITH A
CHECKLIST TO HELP YOU PLAY ALONG.

**IT IS DESIGNED TO ALSO BE A REFERENCE FOR
YOU TO TAKE BACK TO YOUR LMSC.**

THOUGHT/QUESTION #1

WHAT IS THE DIFFERENCE BETWEEN LMSC BYLAWS AND POLICIES?

A BYLAW IS...OUTLINES THE **STRUCTURE** OF A BOARD OF DIRECTORS, AS WELL AS **GOVERNING PROCEDURES**. IDENTIFIES BOARD MEMBERS AND DEMARCATES THEIR RESPONSIBILITIES.

POLICY IS...LMSC'S **ACTIVITIES AND PROCESSES** TO REACH THOSE STANDARDS.

THOUGHT/QUESTION #1A

WHAT IS THE DIFFERENCE BETWEEN LMSC MANDATORY VS TARGET STANDARDS?

MANDATORY STANDARDS

MUST BE MET! REMEDIAL ACTION WILL BE REQUIRED.

TARGET STANDARDS

NOT OPTIONAL. BUT REQUIRED TO BE DELIVERED!

THOUGHT/QUESTION #3

2.1.1 STATES THAT:

“EACH LMSC SHALL BE GOVERNED BY BYLAWS CONSISTENT WITH USMS OBJECTIVES AND GOALS (ARTICLE 502.2: BYLAWS) AND APPLICABLE STATE LAWS.”

HOW DO YOU KNOW IF YOUR BYLAWS ARE FOLLOWING YOUR STATE LAWS?

JUST ASKING!

ANSWER: HIRE OR IDENTIFY A CORPORATE LAWYER TO REVIEW YOUR BYLAWS.

THOUGHT/QUESTION #4

HOW CURRENT ARE YOUR BYLAWS?

HOW OFTEN SHOULD THEY BE REVIEWED?

WHO SHOULD BE RESPONSIBLE FOR REVIEWING THEM?

ANSWER: AT LEAST EVERY TWO YEARS...NO LONGER THAN FIVE YEARS.

POLICIES MORE OFTEN.

SECRETARY SHOULD BE RESPONSIBLE FOR THEIR MAINTENANCE.

THOUGHT/QUESTION #5

WHERE DO YOU KEEP YOUR LMSC ARCHIVES?

WHAT SHOULD THEY INCLUDE?

ANSWER: ON THE LMSC WEBSITE...AND +1

SHOULD INCLUDE THE MEETING MINUTES,

BYLAWS & POLICIES, LIST OF OFFICERS.

THOUGHT/QUESTION #6

AT A MINIMUM, HOW MANY LEADERSHIP POSITIONS NEED TO BE STAFFED?



ANSWER: THERE ARE 7 MANDATORY (CHAIR, VC, SEC, TRES, REG, TOP 10, AND SANCTIONS)

THERE ARE 2 TARGET (OFF & COACHES)

THOUGHT/QUESTION #7

WHAT IS THE ONLY REQUIRED LMSC STAFF POSITION THAT THE VICE CHAIR CANNOT HOLD?

ANSWER: THE CHAIR.

THOUGHT/QUESTION #8

WHAT IS THE NECESSARY MINIMUM NUMBER OF FOLKS NEEDED TO STAFF THOSE POSITIONS?

ANSWER: THE ANSWER IS TWO!

NO REPEATS ON REGISTRAR/TREASURER AND CHAIR AND VICE CHAIR

THOUGHT/QUESTION #9 & 9A

WHO IS THE PERSON IN YOUR LMSC RESPONSIBLE FOR USMS AND WORLD RECORDS?

BONUS QUESTIONS: HOW LONG AFTER THE SWIM MUST THEY BE REPORTED? WHO AT USMS DO THEY GET SENT TO?

ANSWERS: MEET DIRECTOR THROUGH THE TOP 10 RECORDER.

BONUS: USMS RECORDS AND TABULATIONS COMMITTEE CHAIR

USMS (90 DAYS) WORLD RECORDS (60 DAYS)

MARY BETH WINDRATH, BEAVERTON, ORE.

THOUGHT/QUESTION #10

WHAT IS THE MAXIMUM AND MINIMUM NUMBER OF DELEGATES AND LMSC CAN SEND TO CONVENTION? HOW IS THAT DETERMINED?

ANSWER: MINIMUM-1, MAXIMUM-UNLIMITED

THE LIMITING FACTOR IS VOTING RIGHTS

THOUGHT/QUESTION #11

**WHAT IS THE DIFFERENCE BETWEEN
FINANCIAL STANDARDS 2.3.5 AND 3.3.1?**

THOUGHT/QUESTION #11

WHAT IS THE DIFFERENCE BETWEEN FINANCIAL STANDARDS 2.3.5 (BANK ACCOUNTS RECONCILED ANNUALLY) AND 3.3.1 (FINANCIAL RECORDS REVIEWED ANNUALLY), BOTH BY SOMEONE OTHER THAN A PERSON AUTHORIZED TO SIGN CHECKS?

THOUGHT/QUESTION #11

WHAT IS THE DIFFERENCE BETWEEN FINANCIAL STANDARDS 2.3.5 AND 3.3.1?

ANSWER: THE FIRST DETERMINES RECONCILIATION OF THE CHECK BOOK AND THE SECOND IS FINANCIAL REPORTING INTEGRITY.

THOUGHT/QUESTION #12

HOW ARE YOU MAKING SURE THOSE FINANCIAL STANDARDS ARE BEING MET ANNUALLY?

ANSWER: DOCUMENT THEM IN MEETING MINUTES AND WITH A SIGNED DOCUMENT FROM BOTH PARTIES AND THE CHAIR?

THOUGHT/QUESTION #13

ALL SANCTIONED EVENTS MUST BE RUN IN ACCORDANCE WITH USMS RULES AND REGULATIONS. CAN YOU NAME FIVE?

ANSWER: POTOMAC VALLEY KNOWS HOW!

FORM(S) LOCATED ON THEIR WEBSITE

WWW.PVMASTERS.ORG

THOUGHT/QUESTION #14

**HOW LONG SHOULD SANCTION APPROVAL
RECORDS BE KEPT?**

ANSWER: TWO YEARS. PAGE 60, POINT C

THOUGHT/QUESTION #15

DOES YOUR LMSC HAVE A PROCESS IN PLACE TO VERIFY ALL OFFICERS AND BOARD VOLUNTEERS ARE USMS MEMBERS, OR IS THAT ANNA LEA'S JOB?

ANSWER: YOU WILL BE CALLED BY ANNA LEA, BUT SHOULDN'T WE HAVE A PROCESS IN PLACE?

THOUGHT/QUESTION #16

**CAN SANCTIONED EVENTS INCLUDE
NONCONFORMING SWIMMING EVENTS?**

ANSWER: YES...IF DONE IN A SAFE MANNER.

**AND ONLY IF YOU DO NOT EXCEED THE EVENT
LIMIT OF 6 EVENTS PER DAY.**

THOUGHT/QUESTION #17

CAN SANCTIONED EVENTS BE HELD IN ANY OTHER LENGTH OF POOL OTHER THAN 25 YARDS, 25 AND 50 METERS?

ANSWER: IS YES, IN A 20 OR 33.3 YARD POOL, BUT THEY WILL NOT BE ELIGIBLE FOR TOP 10 OR NATIONAL RECORDS.

THOUGHT/QUESTION #18

WHAT IS THE SEASON FOR SHORT COURSE METERS? WHEN DO TIMES FROM A MEET NEED TO BE SUBMITTED FOR TOP 10 AND RECORDS?

ANSWER: JANUARY 1ST – DECEMBER 31ST

SUBMITTED BY JANUARY 26TH

THOUGHT/QUESTION #19

**CAN A RELAY LEAD OFF SPLIT COUNT FOR TOP 10
IF THE SECOND SWIMMER STARTS IN THE WATER?**

ANSWER: NOT WHEN AUTOMATIC TIMING IS USED

RULE 105.2.2.E

THOUGHT/QUESTION #20

DO BUDGETED EXPENSES REQUIRE LMSC BOD APPROVAL, IF OVER \$5,000.

ANSWER: TRICK QUESTION – NO BUDGETED EXPENSES REQUIRE BOD APPROVAL IF THE BUDGET HAS ALREADY BEEN APPROVED AT A BOARD OR ANNUAL MEETING.

THOUGHT/QUESTION #21

WHAT WERE SURVEY PROBLEM AREAS - TOP 5 MISSES?

- 1) LMSC ANNUAL BANK ACCOUNT RECONCILIATION**
- 2) EXPENDITURES \$5K BOD APPROVAL**
- 3) RULES REGARDING MEET/OW RULES & OFFICIALS**
- 4) USMS REG. FOR LMSC OFFICERS & VOLUNTEERS**
- 5) UPDATED LMSC BYLAWS & POLICIES**

BOTTOM LINE THOUGHTS

BAD NEWS: 87 VIOLATIONS WERE IDENTIFIED
BY THE NATIONAL OFFICE AND LMSC OFFICERS.

GOOD NEWS: THERE WILL BE A FOLLOW –UP
SURVEY AROUND JULY 4TH TIMING.

ALSO: LMSC DEV. COM. WILL WORK TO IMPROVE
THE CLARITY OF THE SURVEY QUESTIONS.

TIME TO REFLECT



OKAY! THE PARTY IS ABOUT OVER....

**WHAT MIGHT BE THE THREE THINGS YOUR
LMSC MIGHT PURSUE WITH AN ACTION PLAN?**

**PLEASE TAKE SEVERAL MINUTES TO WRITE
DOWN A FEW IDEAS/DETAILS TO TAKE HOME.**

NEXT STEPS

MAKE WHAT YOU LEARNED - COME ALIVE!

LMSC STANDARDS ARE NOT “GOTCHA’S”

BUDGETS ARE GREAT TOOLS!

KEEP AN EYE ON THE FUTURE!



WRAP-UP TIME

THANK YOU FOR ALL YOU

LEADERS DO!

SUSAN ERHINGER – KENTUCKY

CHAIR

