U.S. Masters Swimming

Committee Name: LMSC Development  
Committee Chair: Maddie Sibilia  
Minutes recorded by: Maddie Sibilia

Session #: 6  
Vice Chair:  
Date/time of meeting: July 20, 2021 @ 8:00pm ET

Motions Passed:

1.

Number of committee members present: 13  
Absent: 5  
Number of others present: 0

Committee members present (list all, including chair and vice chair):
- Stacy Abrams, Linda Chapman, Rob Copeland, Sally Guthrie, Karen Harris, Mary Hull, Crystie McGrail, Hugh Moore, Aaron Norton, Katherine Olson, Maddie Sibilia, Robin Tracy
- ExO: Ed Coates

Committee members absent:
- Nicole Christensen, Susan Ehringer, Nancy Kirkpatrick-Reno, Kris McPeak, Tom Moore

Minutes

The meeting was called to order at 8:03pm ET.

1. Volunteer Roles
   a. ALTS & D&I have been put in the current National Office format used for all other role descriptions
      i. Both have a couple gaps that need to be filled in for completeness sake.
   b. Role for future consideration: Club Development Chair - responsible for helping new clubs get organized/set up in LMSCs
      i. NO is working on providing resources in that area to LMSCs - opportunity for collaboration
      ii. This will be added to LMSC Development 2022 project list
   c. **Actions:**
      i. Aaron - Send ALTS description to Carrie Stolar & D&I to Sarah Welch to fill in gaps, then will bring back to committee for final review prior to publishing

2. Webinars/Peer-to-Peer
   a. Schedule update - Linda
      i. July
         1. July 29 - Diversity & Inclusion Interactive Breakout Session 1
      ii. August
         1. Aug. 10 - LMSC Grievance Process / National Board of Review
         2. Aug. 19 - Coaching Differently-Abled Swimmers: Water is the Great Unifier
         3. Aug. 24 - Diversity & Inclusion Breakout Session 2
         4. Aug. 26 - ALTS II: Choose your own Adventure (part 2)
   b. Ongoing discussion: What’s the best way to publicize information about upcoming webinars/peer-to-peer calls?
      i. Sending notice in multiple ways is ideal - Streamlines, website, LMSC Dev-only email announcement, etc.
   c. **Actions:**
3. Education/Development
   a. Ideas from subcommittee Zoom discussion: Add important links/resources from Volunteer Central to each of the role descriptions
      i. Makes the role descriptions a “one stop shop” as a starting point
      ii. Would be beneficial to identify new volunteers (within last year or two) and discuss with them what works/hasn’t worked or is missing in coming up to speed on their role
   b. Onboarding discussion
      i. Consider different pathways: new volunteer onboarding, continuing education for volunteers, etc.
      ii. Can we get notification of when new volunteers step into roles at LMSC level from NO to be able to push resources/information to them?
         1. Include an opt-in for mentorship with another person in another LMSC for the same role

c. Actions:
   i. Karen/Aaron - Meet over Zoom/phone to talk about Aaron’s experience starting as a sanctions chair - How could the onboarding experience be better for people stepping into new roles? What consolidated resource can we develop to aid in new volunteer onboarding?

4. Mentorship
   a. Reviewed subcommittee Zoom discussion
   b. Discussed integrating mentorship opportunities into Volunteer Summit
      i. Distribute a mentorship survey/info collection with pre-summit materials to volunteers who have signed up to attend
      ii. Make pairings within the same zone (not necessarily same LMSC) based on position (sanctions with sanctions, etc) & provide pairing information to volunteers prior to start of summit

c. Actions:
   i. All - Fill out the short mentorship survey before our next committee meeting in August!

5. Volunteer Summit
   a. Taskforce update - Stacy
      i. Draft being sent to BOD this week - once high-level plan is finalized, content planning will be delegated to various committees, including ours

6. New Business
   a. Potential legislation for New Mexico & West Texas merge - Ed
      i. Legislation will have to be drafted for next year, but clubs within West Texas will be registering with New Mexico for next year so that the upcoming year can be a transition year
   b. Annual Meeting Plan
      i. Sign up here for our committee meeting!

Next meeting: Annual Meeting - August 17, 2021 @ 8pm ET

The meeting was adjourned at: 8:56pm ET