**U.S. Masters Swimming**

<table>
<thead>
<tr>
<th>Committee Name:</th>
<th>LMSC Development</th>
<th>Session #:</th>
<th>7</th>
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<tbody>
<tr>
<td>Committee Chair:</td>
<td>Maddie Sibilia</td>
<td>Vice Chair:</td>
<td>Maddie Sibilia</td>
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<td>Minutes recorded by:</td>
<td>Maddie Sibilia</td>
<td>Date/time of meeting:</td>
<td>August 17, 2021 @ 8:00pm ET</td>
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**Motions Passed:**

1. 

**Number of committee members present:** 18  **Absent:** 1  **Number of others present:** 19

**Committee members present (list all, including chair and vice chair):**
- Stacy Abrams, Linda Chapman, Nicole Christensen, Rob Copeland, Susan Ehringer, Sally Guthrie, Karen Harris, Mary Hull, Nancy Kirkpatrick-Reno, Crystie McGrail, Hugh Moore, Tom Moore, Aaron Norton, Katherine Olson, Maddie Sibilia, Robin Tracy
- ExO: Ed Coates, Jessica Reilly

**Committee members absent:**
- Kris McPeak

**Guests present:**

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**Minutes**

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

1. Volunteer Roles - Aaron/Nancy
   a. ALTS & D&I descriptions still need to be shared with respective originating committees for revisions/updates to the standard format.
   b. **Actions:**
      i. Maddie - send formatted descriptions back to ALTS/D&I committees to fill in gaps

2. Webinars/Peer-to-Peer
   a. Schedule update - Tom/Linda
      i. There will be a Membership peer-to-peer on 9/30 in advance of member registration starting for 2022.
   b. New schedule/planning cadence - Tom
      i. Plan for all webinars will be shared with EC on a regular basis moving forward so that we can plan several months in advance and ensure sufficient time for publicizing info/vertising.
      ii. LMSC update meetings will start monthly in the last few months of 2021.
   c. Ongoing discussion: What’s the best way to publicize information about upcoming webinars/peer-to-peer calls?
      i. Take-home message for everyone: check webinars page often for updates!

3. Education/Development
   a. Onboarding experiences - Karen/Aaron
i. Take-away: There needs to be a common language in the onboarding process so that volunteers in the same roles across the country see more consistency

b. **Actions:**
   i. All - ongoing discussions required to zero in on developing a consistent onboarding process/experience for volunteers

4. Mentorship
   a. Reviewed survey results from mentorship experience
      i. Overall, it was a positive experience for everyone - need more discussion about how to implement in other areas of USMS
   b. **Actions:**
      i. All - ongoing discussions required

5. Volunteer Summit
   a. Taskforce update - Stacy
      i. Draft plan is being reviewed by BOD
      ii. The hope is to resume in 2022 with an in-person volunteer development event

6. New Business
   a. 2022 projects
      i. Volunteer Roles - Club Development Chair; adding important onboarding links to role descriptions
      ii. Education/Development - volunteer onboarding process
      iii. Volunteer Summit - content development & other tasks as needed
      iv. Mentorship - mentorship recommendations for national committees/zones/LMSC boards, etc; mentorship involvement in peer-to-peer webinars; mentorship opportunities around annual meeting/volunteer summit
      v. LMSC Standards - hyperlinking sections like the USMS Rule Book / Volunteer Central to make finding procedures and more easier
      vi. Webinars - developing a cadence for scheduling webinars, publishing and publicizing webinar schedule

Next meeting: October 19, 2021 @ 8pm ET

The meeting was adjourned at: 8:52pm ET