

LMSC Development Committee – Kick Off Meeting
 Monthly Meeting - [February 2/17/2026 MINUTES](#)

Motions	n/a
Action Items	<ul style="list-style-type: none"> Leads will be scheduling monthly meetings with project teams Review the various drafts and proposals linked in the minutes Thur 4/9 & Fri 4/10 Volunteer Social Hour – Webinar Registration – Zoom Thur 4/16 Volunteer Roles Webinar 8pm Eastern: Governance Core (Chair, Vice-Chair, Secretary, Treasurer) Webinar Registration - Zoom <ul style="list-style-type: none"> Survey: LMSC Volunteer Role Review – Governance Core
Present	Leadership: Tom Moore, Luci Davies, Doug Sayles, Ann Marshfield, Ian King, Linda Chapman Members: Camille Tan, Linda Bailey, Alex McAnally, Jill Wright, Teddy Palmer, Bonnie Adams, Nicole Christensen, Arlette Godges, Barbara Sloan Ex-Officio: Crystie McGrail, Bethany Burchill Zone Chairs: Jill Wright, Britta O’Leary Guests: Chris McGiffin
Absent	Leadership: n/a Members: Nick Gearhart, Lu Salazar, Thomas Murphy, Ex-Officio: Jessica Reilly, Aaron Schneider Zone Chairs: Sue Nutty, Jeremy Gross, Caitlin Gagnon, Karen Harris, Jacky Merianos, Diana Dolan LaMar
	Next Meeting Tuesday 3/17

- Welcome / Meet & Greet Question – Tom

We opened the meeting with an informal discussion to allow every attendee to speak

- Today’s Topic: *Pets*
- Topic(s) from Previous Meeting
- Where did you grow up / interesting places you’ve lived and swum / where do you live and swim now*
- What is your favorite ice cream flavor and/or favorite frozen treat*

- BOD Update – Crystie

Crystie had no new updates from the BOD to report

The BOD is adopting guidelines to clarify the process for managing Bylaws (Part 5), Rules, Policies, and Guidelines. Our committee is responsible for a Policy (LMSC Standards) and for Guidelines (LMSC Role Definitions) that will be governed by this updated process.

- USMS Guidelines for Rules, Policies and Guidelines - [board guidelines rules policies procedures.pdf](#)
- USMS Guidelines for Rules, Policies and Guidelines Chart - [rules policies guidelines chart.pdf](#)

- Committee Assignments – Tom

Based on the survey responses from committee members (as well as the original national committee applications), the leadership team placed each member on project teams based on their interest and skills and identified a committee member to track each Community Forum.

- Subcommittee / Project Teams
 - [2026 Goals & Priorities](#)
- Community Forums
 - [2026 Community Forum](#) Assignments
- Overview
 - [Roster](#) (names & assignments)
 - [Roster](#) (emails & phone #'s)

- Committee Expectations - Tom

This is a very active committee; you will be expected to do work (with your project teams, posting on Community Forums, and/or working on LMSC Outreach) in-between monthly committee meetings. We can't all be on the Relay planning committee, but we can all contribute ideas to the Relay team, and we will all be involved at Relay on-site, helping with coordination and note-taking. Tom shared the story of volunteering for the Tournament of Roses Foundation in Pasadena and that they have a very structured process; each volunteer switches committees every 2 years and spends one year learning the new role then one year teaching their replacement. We are not that strict at USMS, but we should all be focused on helping to bring new volunteers up to speed so that they can take over in future years, and we should be helping LMSC leaders to be recruiting and training new volunteers. Leads will be scheduling meetings with the project teams and each team will be looking to identify co-leads who can lead these projects in future years.

Subcommittee / Project Reports

- Relay 2026 Planning – Ian & Doug
 - September 25-27 Relay 2026 “Event Development”, Denver CO
 - September 25-27 National Coaches Clinic, Denver CO

This year, we will be incorporating “hands-on” in-depth topics in addition to the typical 75-minute presentation with Q&A. These sessions may be half-day or full-day, depending on the topic.

- [Example Session Grid Concept](#)

- Volunteer Communication – Ann

Our first Volunteer Social Hour is next week (already!!). Please sign up to attend. Bethany is working on making sure all committee members have access to the LMSC Development Committee Forum as well as the Role-based Forums.

- Thur 2/26 & Fri 2/27 Volunteer Social Hour – [Webinar Registration – Zoom](#)
- Thur 6/25 & Fri 6/26 Peer to Peer Social Hour Webinar (tentative)
- Thur 10/29 & Fri 10/30 Peer to Peer Social Hour Webinar (tentative)
- Tue 12/8 Year End Peer to Peer Social Hour with LMSC Development Committee

- LMSC Standards – Linda

Linda posted several links to documents related to Standards.

- LMSC Standards Fixing Missed Standards: [Status of Standards to Fix by Zone and LMSC \(PDF\)](#)
 - Totals: 235 Standards missed in 2025, 84 fixed, 30 in process, 12 no response from LMSC, 86 not started, 23 waived.
- LMSC Standards Questions and Sources: [2027 LMSC Standards Questions and Sources – working copy \(DOC\)](#) Working copy for updating the surveys for Chairs, Treasurers, and Sanction Chairs.
- LMSC Standards Questions and Sources: [LMSC Standards – Edits for 2026 \(DOC\)](#) Working copy for updates to the LMSC Standards (approved first by LMSC DC, then by USMS Board).
- LMSC Standards Results: [2025 Stds by Zone \(spreadsheet\)](#). This has ALL the detail. Tabs by Zone. Also a total spreadsheet with all LMSCs. Please don't edit this, just view.
- LMSC Standards Results: [2025 LMSC Standards Survey Open Ended Question Responses \(PDF\)](#). This is 24 pages long. Organized by Chair questions, Treasurer questions, and then Sanction Chair questions. We will need to edit the open-ended questions for 2027.

I also posted a rough [working calendar \(PDF\)](#) on the same level as the Sub-Folders.

Other files to note in the LMSC Standards sub-folder: (these aren't new)

- LMSC Standards Fixing Missed Standards:
 - [2025 LMSC Standards Fix Guidelines \(PDF\)](#) – how to fix each Standard
 - [2025 LMSC Stds Fix Log](#) – this is used by Zone Chairs to track the fixing process
- [LMSC Standards Roadmap \(PDF\)](#) – LMSC Standards presented by type by timeline. [This is also posted on the USMS website.](#)

- Volunteer Role Definition – Luci

Luci put together a plan to review the LMSC Roles in several “chunks” throughout the year. The first group will be the “Governance Core” (Chair, Vice-Chair, Secretary, Treasurer, and Membership Coordinator) and we will hold a webinar on March 26 to review those Roles and solicit feedback. Please Sign Up.

-  [LMSC Volunteer Role Webinar Series Overview](#)
- Thur 3/26 Volunteer Roles Webinar 8pm Eastern: Governance Core (Chair, Vice-Chair, Secretary, Treasurer, and Membership Coordinator) [Webinar Registration - Zoom](#)

- Zone Chair Support - Britta

We are going to get the 8 zone chairs together to standardize activity (as well as review the Zone Chair Role Definition). This is a new idea that has not been done in recent years.

- Outreach Project – Tom

We are expecting that each Zone Chair will be responsible for their own LMSC, each project lead will be responsible for 2 LMSCs (their own plus one other) and each committee member will be responsible for 3 LMSCs (their own plus two others in the same time zone). This should make the numbers work out to cover all 51 LMSCs. More info to come; we want to make sure we coordinate this effort before starting in order to ensure that we are supportive to the LMSC leaders (and avoid pestering them).