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| Committee Name: | Executive Committee | Date/time of meeting: | 9/13/2021 8:00pm ET |
| Committee Chair: | Peter Guadagni | | |
| Minutes recorded by: | Greg Danner | | |

Actions Taken:

1. Approved: August 2, 2021 Executive Committee Meeting minutes.

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| Number of committee members present: 10 | Absent: 0 | Others present: 0 |
| Committee members present (list all, including chair and vice chair): Peter Guadagni – President; Chris Colburn – VP of Administration; Ed Coates – VP of Local Operations; Donn Livoni – VP of Programs; Chris Campbell – VP of Community Services; Greg Danner – Secretary; Teddy Decker – Treasurer; Patty Miller – Immediate Past President; Maria Elias-Williams – Legal Counsel, Dawson Hughes – CEO. | | |
| Not Present: None. | | |
| Guests: None. | | |

Minutes

The meeting was called to order at 8:01pm ET.

1. Agenda review and conflict of interest (Peter): No changes to the agenda and no conflicts noted.
2. Approve August 2, 2021 meeting minutes (Greg): **MSA to approve the August 2, 2021 meeting minutes.** Discussion: None. **The motion passed unanimously.**
3. Spring Volunteer Meeting – Relay 2022 (Peter/Dawson):
 - a. Date: March 6
 - b. Theme: Club Development
 - c. Planning Team: Jessica Reilly, Maddie Sabilia, Stacy Abrams, and others to be named.
 - d. Preliminary time schedule
 - e. Scale of attendance:
 - i. BOD & past presidents (25)
 - ii. LMSC Dev & Coaches Committee (30)
 - iii. LMSCs roughly to have same as annual meeting allotment (~190)
 - iv. Presidential appointments
 - v. Engagement to only attend if intention to use experience
 - f. Questions:
 - i. Location: Highly likely that it will be Denver, CO.
 - ii. Attendance: Same allotment as annual meeting in part due to unified fee being approved on basis of accommodation expenses being covered by USMS, rather than the LMSC. If there is no annual meeting, then this event would be the comparable coverage.
4. Committee restructuring (Peter/All): Plan to explain committee restructuring to committees. Various questions were posed to the group for this discussion, including timing of communication, timing of committee member rotations, what parties are to be involved in the communication, potential formalization of the policies, and more. Patty recommended having a uniform way to discuss what is to occur, with clear talking points. After the discussion, Peter indicated that he will work on a presentation to bring clarity to the changes.
5. CEO Update (Dawson):
 - a. Membership: We passed 48,000 members. Ahead of forecast and we might reach 50,000.
 - b. Communication: Dawson encouraged the EC to let him know if we think there is too much communication going out. Streamlines will be issued on Wednesday.
 - c. Relay 2022: About a \$50,000 hotel commitment. There is COVID based language in the contract that would partially cover us in the event of poor circumstances related to the pandemic.
 - d. Sanctions: Updated sanction information will be issued on Friday. The USMS vaccination position will be explained along with suggestions for what clubs can do if they want to require vaccines for their events.
 - e. LCM Nationals: 700+ registered for LCM Nationals at Spire. Masks will be required based on CDC guidelines, except when in the water.
 - f. Questions: None.

6. Strategic Plan review (Peter/All): Peter was looking for input on when to announce and kickoff the start of the process. Carrie Stolar (BOD) and Britta O'Leary (BOD) are on the working group, along with Guy Davis, Jeff Moxie, and Linda Bostic. Peter clarified that the group itself will not be creating the content of the strategic plan, rather creating the process whereby the strategic plan gets updated. This will include soliciting key stakeholders, such as staff and BOD, for the content that will make up the strategic plan.
7. The next EC call will be Monday, October 4, 2021 at 8:00pm ET. The next BOD call will be Monday, September 20, 2021 at 8:00pm ET.

The meeting was adjourned at 9:18pm ET.

Respectfully Submitted,
Greg Danner, Secretary