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| Committee Name: | Finance Committee | | |
| Committee Chair: | Jeanne Ensign (on leave; Guy Davis chairing) | Vice Chair: | Guy Davis |
| Minutes recorded by: | Elyce Dilworth | Meeting date: | April 14, 2020 |

Motions Passed:

1. **MSA that the Finance Committee supports the 2020 revised forecast prepared by the National Office.**

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| Number of Committee Members Present: 13 | Absent: 0 | Number of Others Present: 1 |
| Committee Members Present: Guy Davis (Vice Chair), Jeanne Ensign (Chair – on leave), Tom Boak, Ashley Braniecki, Ralph Davis, Elyce Dilworth, Phil Dodson, Jill Gellatly, Homer Lane, Laura Winslow, Teddy Decker (Treasurer, Ex-Officio), Susan Kuhlman (CFO, Ex-Officio), Dawson Hughes (CEO, Ex-Officio) | | |
| Committee Members Absent: None | | |
| Others Present: Peter Guadagni (President) | | |

Minutes

The conference call meeting was called to order at 8:00 pm ET.

Guy Davis (acting Chair) welcomed committee members and outlined the agenda for the meeting.

Background: The meeting was called to discuss the proposed revised financial plan and financial forecast for 2020 prepared by the National Office in response to the rapidly developing COVID-19 crisis which has had a significant impact on masters swimming activities throughout the US. The call followed a discussion by the Executive Committee on the assumptions underlying the new plan and forecast. Following additional input from the Finance Committee, the new forecast will be presented to the Board of Directors shortly. In response to the crisis, the National Office and Executive leadership have quickly developed and are implementing plans to provide member services during the crisis to support swimmers' efforts to stay healthy out of the water, clubs' and coaches' efforts to stay engaged with their swimmers, and for a rapid return to normal activities and services when possible.

Peter addressed the Committee noting there is risk in any course of action the organization takes. He also requested the Committee focus on the largest items. Peter then asked Dawson to review the materials distributed to the Committee prior to the call.

Dawson reviewed the objectives and assumptions used in the analysis. He noted the overall objective is to get USMS clubs, coaches, and events prepared to resume normal operations when it becomes possible.

Dawson outlined all the actions being taken to support the revised plan. Dawson also noted that USMS has moved quickly to access the support being made available to small businesses under the CARES Act and that a Paycheck Protection Program loan has already been approved. An Economic Injury Disaster Loan application is still in progress.

Dawson responded to the Committee's questions regarding the various assumptions, including assumptions about membership levels and revenue streams for 2020 and 2021. Ralph Davis discussed the updated estimate for investment income. The Committee also discussed how events (pool, open water and postal) may change in the future.

Dawson reviewed the revised forecast for 2020 and discussed the summary of expense reductions. He indicated the expense savings in programs was generally offset by lost revenue. He also noted the Swimming Saves Lives Board of Trustees had agreed all SSL/ALTS programming should be paused in 2020. The Committee discussed insurance policies and the potential for a reduction in premiums as a result of the limited pool activities and numerous cancelled events.

Dawson reviewed payroll assumptions for the balance of 2020 and 2021. He then discussed the forecast for 2021 and various assumptions, as well as the cash flow analysis through the end of 2020. The Committee made several

suggestions as to the presentation of the cash flow analysis. There was also a discussion regarding the source of funds, including CARES Act loan programs and short-term and long-term investments.

At the conclusion of the meeting, each Committee member shared their thoughts and suggestions regarding the plan and forecast.

MSA that the Finance Committee supports the 2020 revised forecast prepared by the National Office.

The meeting was adjourned at 9:57 pm ET.
