

National Office Streamlines

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Winter 2007



Greetings from the National Office...

The Executive Committee and Board of Directors had their mid-year meeting in St Louis, January 11-14. Hard working yet fun filled hours discussing: 2007 Convention, SWIMMER Magazine, world championships, strategic initiatives for technology services, online event entry, LMSC issues, standardization of USMS/LMSC registration fee, club development task force, policy manual task force, online registration, executive director search, FINA, charitable solicitation policy, USMS strategic plan, evaluation of our organizational structure, committee effectiveness. complete minutes of these meetings can be found on the USMS website.



Swimming—did you swim the One Hour Swim? Did your club/workout group do anything special to motivate you to swim further? My workout group—Granite State Penguins—encourages everyone to participate. The event is spread out over numerous days during our morning time slot, with 6-8 swimmers swimming at once. An event referee (aka – Vanna) patrols the deck with yardage and time cue cards so swimmers know where they're at. The "Steady Penguin" award was introduced in 1999 and is given to the swimmer with the smallest average standard deviation between splits. New this year is the team "relay" competition in which we were split up into three teams, with members of each team selected so that the total yardage from past year(s) performances is the same across the teams. It is a battle. Results are e-mailed out each day and there is some trash talking. The winning team gets a "Life is Good" swimmer t-shirt. It has been very motivating and actually made the event fun.

Rule Books & LMSC Handbooks have been shipped (both are posted on the USMS website). Planners are at the printer and will be sent out soon. The Directory is having its finishing touches applied and will be sent to the printer soon. For those of you who ordered large quantities of Rule Books and Planners for your LMSC or Club, invoices will be sent soon.

This is another packed newsletter, please be sure to read every word and pass on to your membership!

—Tracy Grilli

THINGS TO DO...

Listed are all deadlines from the USMS Working Calendar. Please read this and use as a reminder. This 2007 Working Calendar is posted in its entirety on the USMS website at: www.usms.org/admin/lmschb/workingcalendar.pdf

FEBRUARY 2007

- 1 Convention Coordinator (Victor Buehler – Convention at usms dot org) sends 2007 requirements to USAS
- Fourth quarter financial reports prepared by USMS Controller (Margaret Bayless – Controller at usms dot org)
- 8 Zone Reps submit list of events for USMS Swimmer calendar for May/June issue to VP Local Operations (Julie Heather – VP-LocalOperations at usms dot org)
- 13 Editorial copy/information due to USMS Editor for May/June issue of USMS Swimmer (Bill Volckening – Editor at usms dot org)
- On Deck department calendar entries due to USMS Calendar of Events Editor for May/June issue of USMS Swimmer (Lynn Hazlewood – Editorial at usms dot org)
- 15 Preliminary SCM Top 10 mailed to LMSC Top 10 Chairs and Records and Tabulation Committee members for proofreading
- LMSC registrars send registration reports to National Office (electronic files sent to Esther at Registration at usms dot org, hard copies and checks sent to Tracy at the National Office)
- Call for Ransom Arthur nominations sent to LMSCs and USMS Swimmer from USMS Recognition and Awards Chair (Kelly Crandell – Awards at usms dot org)
- Long Distance and Pool All-American listing due from Records and Tabulations Chair (Mary Beth Windrath – TopTen at usms dot org) and Long Distance Chair (Marcia Cleveland – Long-Distance at usms dot org) to USMS Editor (Bill Volckening – editor at usms dot org) for May/June issue of USMS Swimmer
- Deadline for swimmers to be registered in order to receive May/June issue of USMS Swimmer
- 20 Approximate mailing date for March/April issue of USMS Swimmer
- 23 Article ideas for July/August issue of USMS Swimmer due to USMS Editor (Bill Volckening – Editor at usms dot org)
- 25 Responses due from SCM Top 10 proofreading to Records and Tabulation Committee Chair (Mary Beth Windrath – TopTen at usms dot org)



USMS National Office
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Other deadlines this month

- Pre-meet site visit by Championship Committee liaison to SC Nationals host (Weyerhauser-King County Aquatic Center, Federal Way, Wash.)

MARCH 2007

- 1 SCM Top 10 list sent to printer
- 15 LMSC registrars send registration reports to National Office (electronic files sent to Esther at Registration at usms dot org, hard copies and checks sent to Tracy at the National Office)
- Summary of liaison reports due from Executive Committee members to President (Rob Copeland – President at usms dot org)
- Call for USMS Service Award nominations to LMSCs from USMS Recognition and Award Chair (Kelly Crandell – Awards at usms dot org)
- 29 Deadline to submit copy to DMC for a newsletter to be inserted in USMS Swimmer for the May/June issue

Other deadlines this month

- Information for 2007 Masters Coaches Conference distributed
- Notify sponsors of SC Nationals due dates for booths, banners and ads

APRIL 2007

- 1 Midyear reports (committee chairs, appointments) due to EC liaison
- 8 Zone Reps submit list of events for USMS Swimmer calendar for July/August issue to VP Local Operations (Julie Heather – VPLocalOperations at usms dot org)
- 12 Editorial copy/information due to USMS Editor for July/August issue of USMS Swimmer (Bill Volckening – Editor at usms dot org)
- On Deck department calendar entries due to USMS Calendar of Events Editor for July/August issue of USMS Swimmer (Lynn Hazlewood – Editorial at usms dot org)
- Entry deadline for 2007 SC Nationals
- 15 LMSC registrars send registration reports to National Office (electronic files sent to Esther at Registration at usms dot org, hard copies and checks sent to Tracy at the National Office)
- EC liaisons send midyear reports to National Office Administrator (Tracy Grilli – USMS at usms dot org) for publication in the spring issue of Streamlines ...
- Ransom Arthur ballots due from Recognition and Awards Committee members to Chair (Kelly Crandell – Awards at usms dot org) for tabulation
- USMS Secretary (Meg Smath – Secretary at usms dot org) notifies LMSCs of delegate entitlements for 2007 convention
- First call for requests for Delegate-at-Large appointments – due in writing to President (Rob Copeland – President at usms dot org) and Secretary (Meg Smath – secretary at usms dot org)
- 18 Mailing date for May/June issue of USMS Swimmer
- 19 Postmark entry deadline for 2007 SC Nationals
- 25 Deadline for submission of information to be included in the spring issue of Streamlines

- 29 Deadline to submit copy to DMC for a newsletter to be inserted in USMS Swimmer for the July/August issue
- 30 LMSC minutes of 2006 annual meetings and copy of 2006 financial statements due to National Office from all LMSCs
- Spring issue of Streamlines ... sent via email or snail mail
- Article ideas for September/October issue of USMS Swimmer due to USMS Editor (Bill Volckening – Editor at usms dot org)
- Deadline for nominations for EC positions

Other deadlines this month

- All-American roster prepared and congratulations sent from President
- Coaches Chair (Mo Chambers – Coaches at usms dot org) checks progress with LSMC Coaches Reps

MAY 2007

- 1 2006 Delegates and LMSC chairs receive 2007 convention registration packet via email or snail mail from the National Office
- Cost-center heads receive budget forms (for 2008 budget) from Finance Chair (Jeff Moxie – Finance at usms dot org)
- 1 Election Committee reviews applications, slates officer candidates, notifies candidates and publishes candidate information
- 15 LMSC registrars send registration reports to National Office (electronic files sent to Esther at Registration at usms dot org, hard copies and checks sent to Tracy at the National Office)
- Controller's filing deadline with IRS for Form 990
- Convention Coordinator (Victor Buehler – Convention at usms dot org) sends out final notice to committee chairs regarding equipment requirements for convention
- First quarter financial reports prepared
- USMS Secretary (Meg Smath – Secretary at usms dot org) sends reminders to LMSCs for names of delegates to 2007 convention, Anaheim, Calif.
- Deadline for swimmers to be registered in order to receive July/August issue of USMS Swimmer
- 15–31 Election Committee accepts nominations for any positions without candidates
- 17–20 USMS Short Course National Championships, Weyerhauser King County Aquatic Center, Federal Way, Wash.
- 19 Ransom Arthur award winner announced at SC Nationals.
- 20 National Office sends reminder to LMSCs of July 10th deadline for submission of proposed code amendments
- 30 Deadline to submit copy to DMC for a newsletter to be inserted in USMS Swimmer for the July/August issue
- 31 Continuous publication of candidate information to the HOD through email newsletters and website positions through September

NEWS BRIEFS

Insurance Certificates Online

Proof of insurance for USMS Clubs.

A location your club is swimming at might ask you to be added as additional insured to your policy. You can now process this request yourself directly over the Internet 24 hours a day, 7 days a week. Please call Carmen Van Boening at 1-800-777-4930 # 10 with any questions. Make sure that you are online when calling, so Carmen can guide you through the program

Go to www.certificatesnow.com

1. Enter your User ID - 2 digit LMSC number, a dash (-), your 3 digit club number (Example - xx-xxx)
2. Enter your Password – MASTERS (in capital letters)
3. Click on “Deliver Certificates” in the middle of the screen
4. Select the “2007 Masters Certificate” and hit continue
5. Either:
 - a. Select a Recipient and hit “Continue”
 - b. Change a Recipient by clicking on the blue name. The field will open and you can edit the information. Make sure to save the information, select the Holder and hit “Continue”
 - c. Add a new Recipient. Click on “New Recipient”, a window opens. Enter Name, Address, City, State, ZIP, Country of the location that asked you for this Certificate.

Choose a delivery method. You have the option to e-mail, fax, US-Mail, or save only. Depending on the method you choose you need to enter the information in the appropriate field. (Example - if you choose e-mail you will need to enter the e-mail address).

Click “Save”, Select the Recipient and hit “Continue” *Please do not add your own swim club name or any individual person as recipient. It has to be the facility or company that asked you for this Certificate and you always need the facilities address, no matter which delivery method you choose.*

6. Review Information and hit continue.
7. Review Delivery Method and hit continue.
8. This is the last screen. For a copy of the Certificates for your files check the box and a copy of the certificate will be e-mailed to you. A copy will be sent to the main e-mail address that is registered with United States Masters Swimming.
9. Hit Deliver Now and you will be brought back to the beginning and this means that your certificate was sent out. The system may take up to 48 hours to deliver the certificate.

USMS Planners Now Available!

The 2007 USMS Planners are now available at the USMS National Office. The Planner is an invaluable resource for keeping track of your swimming activities and progress, as well as a calendar for recording workouts and schedules. Valuable coupons from our sponsors, found in the back of this Planner will save you money on your swimming necessities.

The Planner is free, you just have to send a self addressed stamped (\$.63) envelope (5 x 7) and upon receipt, a Planner will be sent right out to you.

Are you a coach? Are you hosting a meet? Order in quantity and give them out to all your members/participants. Contact the National Office for postage fees.

2009 Long Distance National Bid Forms

Bid forms for the 2009 USMS Long Distance Championships (attached with this newsletter) have been e-mailed and must be returned to Marcia Cleveland (longdistance@usms.org) no later than Friday, August 3, 2007. Forms are also available by emailing Marcia or by going to the Long Distance web site (www.usms.org/longdist/). Site/host selection for the 2009 events will occur at the 2007 USMS Convention in Anaheim, but committee review and discussion will take place prior to convention. The Long Distance Committee encourages all interested organizations to bid, particularly those that have not previously hosted a national championship.

Out-of-area bids for open water events will not be considered if there are qualified, in-area bids, but this is often not the case. The last page of the bid form contains the area system for 2009. Postal events are not subject to area restrictions, and you may use one form to bid for more than one postal event.

USMS CLUB IN A BOX

USMS has made Club / LMSC development and membership a priority, and have allocated funds to promote a program called “USMS Club In The Box”. This program will assist LMSCs and Clubs in the development of their adult aquatic fitness programs. The program will bring a USMS expert into your community for an extended period of time to provide workshops on building and growing your program, and most importantly it will be funded by USMS.

To apply for this program you must first complete a questionnaire developed to access your needs. Please contact the USMS National Office to request a questionnaire or if you have questions regarding this program call or email Mel Goldstein 317-253-8289, goldsteinmel@sbcglobal.net

NEWS BRIEFS

USMS Endowment Fund Grant Applications

A Reminder from your USMS Endowment Fund: Applications for grant consideration can never be submitted too early!! You can download an application from the USMS website and send it along for consideration by the USMS Endowment Fund Board of Governors at any time. AND, don't forget to keep the Endowment Fund in mind as a means of honoring and/or memorializing one of your swimmers!! The Endowment Fund can make more grants as it receives more money from your check off or your charitable contributions. There are many ways to express your charitable intent with a deductible donation to the Endowment Fund. Contact Doug Church, Chair of the Endowment Fund for more information! dchurch at cchalaw dot com

LMSC Officials Chairs - Where are you?

Charlie Cockrell, Chair of the USMS Officials Committee has been attempting to contact LMSC Officials Chairs to get some feedback and make sure we have a good distribution. The following LMSCs have Officials Chairs listed on the USMS LMSC Officer list, but Charlie has not received a response: Florida Gold Coast, Gulf, Indiana, Kentucky, Lake Erie, New Mexico, Minnesota, Ozark, and Utah. I could not find an Officials Chair listed for the following LMSCs: Allegheny Mountain, Arkansas, Florida, Hawaii, Inland Northwest, Iowa, Maryland, Montana, New Jersey, North Dakota, Ohio, Snake River, South Carolina, South Dakota, South Texas, and Wyoming. If your Officials Chair is not listed, please contact Charlie at officials@usms.org. For LMSCs who do not have an officials chair, Chairs are encouraged to contact Charlie to find out more about the job description.

Applications to officiate for Federal Way have been distributed. Please contact Charlie at officials@usms.org if you are interested in officiating. Also, the latest USMS Officials Newsletter was distributed in January to LMSC Officials Chairs and Chairs and was also posted to the USMS Discussion Forums. If anyone would like to be added to future distribution, please send Charlie an e-mail.

USMS Logos

Looking for a USMS Logo to use in your publication or Web site? A number of formats are available online from Doug Garcia on his personal Web site. Just visit www.DougGarciaDesign.com/USMS/Logos and you'll find USMS logo artwork for both PC and Mac platforms for high resolution printing. From these files you can also manufacture your own gif and jpg files for use for on club and LMSC Web sites. There are also instructions on specific file formats. Need help or have questions about using the USMS logo, please drop Doug a note at douggarcia@usms.org.

History & Archives Committee Request

The USMS History and Archives (H&A) Committee and the USMS National Registrar are requesting help from all current and former masters swimmers, LMSCs, LMSC Registrars, and keepers of LMSC documents. In order for us to reconstruct, verify, and finalize the pre-1986 registration database, we need to locate any LMSC registration files (paper copies or electronic files) for 1972-1980 when we were AAU Masters, for 1981 when we were USMS but our registration was handled by AAU, and for 1982 to 1985. There were roughly 12,000 total registrations in 1982 and that number grew to 27,000 by 1987.

Please note that all registration data will be kept confidential with restricted access. If you have any information or can supply the requested documents, send an email to H&A Chair Barbara Dunbar, Archives at usms dot org and remember to convert at and dot to the @ and . characters before emailing.

For the period from 1972-1985, we continue to seek LMSC lists of clubs, club lists from Nationals or regional brochures and results, or any other source of national club lists such as the USMS Handbook. In addition, we are looking for the second part or the update to "The Master List for 1974 compiled by The Masters Team, ACC Gym, Cooperstown, NY" which was a National Masters mailing list summarized in three (3) sections, the AAU zones for the country.

Support USMS by Applying For The USMS Affinity Card

USMS membership can now apply for a USMS Credit Card through our USMS Corporate Partner Bank of America. Using this credit card will help support many USMS programs and give you the member the option of cash back, travel or merchandise when using your USMS Credit Card.

Go to the USMS website click on the MBNA Credit card and you will be linked to the Bank of America USMS Credit Card application (Bank of America has taken over MBNA). Complete the application and you can start to earn cash back, travel or merchandise and support USMS. For those USMS members who already have a MBNA credit card and have been supporting USMS can now convert their current credit card to the Bank of America World Points program by calling Bank of America Customer Service 1-800-932-2775. Bank of America will issue a new card and you may continue to use the old card until the new one arrives.

Long Distance Postal Series

What the Heck is the Postal Series and How do I Participate In It?
By Marcia Cleveland, USMS Long Distance Committee Chair

Sometime during October 2002, there I was in a pool in Connecticut, slogging it through several pace 100's, preparing myself for the 6000 yard postal event, the final leg of my swimming all five postal events that year. When you're doing 100's ad nauseum, your mind starts to wander and being no different from the norm, mine started thinking, "I wonder what is the total fastest combined Postal Series ever done?" After another flip turn knocked some sense into me, I started to think, "Heck, forget about the fastest, how 'bout just doing them at all??? That's a HUGE accomplishment in itself. Let's give everyone who does all five Postals some sort of gold star."

I was the Vice Chair of the USMS Long Distance Committee at the time and the Chair, Peter Crumbine, was on vacation for the next few days. By the time Peter returned to real life, our committee not only had consensus on establishing this Postal Series but we had all but finalized the Postal Series Logo!

So what are the five events you need to participate in if you're destined for this proverbial 'gold star'? Actually, you receive a patch that says, "Postal Series", a nice letter from the USMS LD Chair, and your name on "The List" that appears in USMS Swimmer. Believe me, almost all 43,000 USMS members read THAT LIST.

1. In January you need to do the One Hour Swim
- 2 & 3. Sometime between May 15 and September 15 th, you need to do both the 5000 meter swim and the 10,000 meter swim, each in a 50M pool.
- 4 & 5. Between September 15th and November 15th, you need to do both the 3000 yard swim and the 6000 yard swim, each in a 25 yard pool.

Since it's official inception in 2003, only 20-40 USMS members annually participate in this series, including our own Skip Montanaro and John Martin in 2005, plus yours truly, in 2004 & 2005, and plans for 2007. Skip, John, Nadine Day, and I even combined to establish a new USMS national record in the 4 x 10K Mixed Relay, each of us earning All-American status, to boot!

If you want the entries for each of these events, please visit the Long Distance page of the USMS website at www.usms.org/long-dist. Most importantly, you'll need to get crackin' on the One Hour Postal swim since it MUST be swum by January 31 st. If you are interested, we can get a group together to assist one another in the timing, since for each of these events, you must have a timer who gets your split every 50 yards in the One Hour, 3000, and 6000, and every 100 meters in the 5K & 10K.

I'd love to have your company in this Postal Series this year. It's a big undertaking but the sense of accomplishment lasts forever! Ask Skip about it sometime.

Contact Updates...

Following are updates received by the National Office after the printing/distribution of the 2007 Rule Book, 2007 LMSC Handbook and 2007 USMS Directory (soon to be mailed).

- Caroline Day, Maryland Webmaster – New address – 14 E Churchill St, Baltimore, MD 21230, phone – 410-625-1049, e-mail [daycaroline at aim dot com](mailto:daycaroline@aim.com)
- Michael Collins, USMS Coaches Committee – New e-mail - [mcollins at multisportsoc dot com](mailto:mcollins@multisportsoc.com)
- Marilyn Early, Michigan Long Distance Chair – New e-mail - [johnmarilyn at localnet dot com](mailto:johnmarilyn@localnet.com)
- Sean Fitzgerald, USMS Legislation Chair – New e-mail - [seanfit at gmail dot com](mailto:seanfit@gmail.com)
- Mark Gill, USMS VP of Member Services – New address – 2922 Riedling Dr, Louisville, KY 40206
- Joe Gosha, North Carolina Chair – New address – 140 Lake Concord Rd D 12, Concord, NC 28025
- Bruce Hopson, Ozark Long Distance & Top Ten – New address – 721 N 17th St Apt 102, Saint Louis, MO 63103-1737
- Laura Koch, USMS Rules Committee – New address – 403 Mountain Laurel, Cedar Park, TX 78613, e-mail - [lkoch1 at austin dot rr dot com](mailto:lkoch1@austin.rr.com)
- Marcia Marcantonio, South Central Zone Rep – New e-mail – [aquahaus at airmail dot net](mailto:aquahaus@airmail.net)
- Darlene Staley, Oregon Registrar – New address – 17720 NW Autumn Ridge Dr, Beaverton, OR 97006
- Jody Welborn, USMS Sports Medicine, Health & Safety Chair – correct phone number – 503-397-5889

Ransom Arthur Award Nominations

The Ransom Arthur Award is USMS's most prestigious award. It is presented annually to the person who is deemed by the committee to have done the most to further the objectives of Masters swimming programs. Any member of USMS may nominate a worthy person for this award. Nominations must be endorsed by an LMSC.

All completed nomination forms must be in the hands of the Recognition and Awards Committee Chairman, Kelly Crandell, by March 15, 2007.

More information and the nomination application are attached with this newsletter.

RULES CORNER

by Kathy Casey, USMS Rules Chair

The 2007 USMS Rule Book is now available for you reading pleasure. Order yours from the USMS National Office, P.O. Box 185, Londonderry, NH 03053-0185 (\$9 per book). Mini rule books are also available (\$3 each). The rule book is also available for viewing, downloading, or purchase at www.usms.org.

All rule numbers below reference the 2007 USMS Rule Book.

Question: "If I swim the 50 free and just miss the record, can I ask to reswim it later in the meet in another attempt to break the record?"

Answer: No. Except for postponement (102.13.3, pages 12-13) there are no provisions for reswimming a race. A swimmer would have an opportunity to swim the 50 free again by swimming the leadoff leg of a relay. Record attempts can also be made during initial distances of longer events (105.3.7, page 38) as can official times for Top 10 (105.2.2, page 38) and official times for all purposes (103.13.1, .2, and .3, pages 24-25).

Required Officials at a Meet: The minimum number of officials required at a meet is: one referee, one starter, two stroke and turn judges, and two timers per lane if automatic timing is not being used (one timer per lane if automatic timing is used). (103.1, page 15)

One official may serve two positions as follows: The referee may also serve as a stroke and turn judge but not as a starter. The starter may also serve as a stroke and turn judge but not as a referee (103.1.1, page 15).

The referee at each meet shall be certified: as a referee, a starter, or a stroke and turn judge. If, among the officiating crew on deck, there is only one official who is certified, that official must be the referee (103.2, page 15). Note that national championship meet requirements are more stringent and require more officials who are certified (104.5.10, page 36).

Pool Measurement: Your times will not count for Top 10 Records, or any official purpose unless the pool has been measured and it's long enough (103.13.4, page 25 and 105.1.5, .6, and .7, page 37). If a pool with a moveable bulkhead already has a pool length certification for all lanes on file with USMS or USA Swimming, then measurement of the two outside lanes and a middle lane must be confirmed at the end of each session of the meet (105.1.7C, page 37).

For any questions about rules contact Kathy Casey, USMS Rules Chair, rules at usms dot org

New LMSC Officers...

A full list of LMSC Officers can be found at www.usms.org/lmsc/lmscofficers.php.

Adirondack

Chairman – David Barra, dvdbarra at yahoo dot com

Arizona

Chairman – Doug Adamavich, dpa_az at cox dot net

Colorado

Sanctions – Kevin Nash, kbash at nashbusinesspartners dot com

Webmaster – Kim Crouch, kimigo at comcast dot net

Maryland

Chairman – Mike Jacobson, mikej at comcast dot net

Editor – Cheryl Kinney, dcherylkinney at hotmail dot com

Sanctions – Jill Springer, springerjc at comcast dot net

Treasurer – Nick Burley, goworkout at verizon dot net

Metropolitan

Secretary – Andrea Velasquez, andrea dot velasquez at cityofnyonkers dot com

Vice Chair – Lisa Bauman, aquafitinc at aol dot com

New Jersey

Treasurer – Scott Lillis, scott dot lillis at jpmorgan dot com

South Carolina

Chairman – Pete Palmer, morton423 at msn dot com

South Texas

Treasurer – Mike Harris, mike at harris-partners dot com

Virginia

Chairman – Terry Sue Gault, tsgvmst at aol dot com