

## **Draft Minutes of the Annual Meeting of Wisconsin Masters Swim Committee (WMSC) October 13, 2018**

**Board Members Present:** Jeanne Seidler, Mike Murray, Elyce Dilworth, Melodee Nugent, Trina Schaetz, Mary Schneider, Jennifer May, Carl Millholland, Mary Jo Driscoll (via phone), Jerry Lourigan

**Swim Members Present:** Larry Mueller, Peter Allen, Steve Justinger

The meeting was called to order by Mary Schneider and she asked for introductions.

### **Mary made the following announcements regarding her work as the Chair completed during the year:**

1. Updated all LMSC fees
  - Includes registration, club, work out group and transfer fees
2. Worked on updating current by-laws
  - Jeanne, Mike and Mary formed a sub-group to complete this work and they are posted on website for review
3. Monthly emails were sent to members to keep them updated on current news and swim meets
4. Conducted vote of Board of Directors on 2018-2019 meet schedule
  - Will remain the same as in past years, except the Baraboo meet will be moved to November
5. Members attended the USMS Convention September 26-30, 2018 in Jacksonville, FL
  - Mary will do a special newsletter with convention updates

The minutes of the September 23, 2017 annual meeting were presented. It is noted that there were 592 members for 2017, and Andrew Babcock volunteered to update new state records. He has the software on his computer, so none will be purchased, even though there was an allocation in the 2018 budget. Mike Murray moved to approve the minutes and Carl seconded the motion. The minutes were approved.

### **Board and Committee Reports**

**Registrar** – Trina Schaetz

Registration Statistics:

2018-594 members (6 by paper included here)

2017-591 members

#### **17 workout groups**

Chippewa Valley YMCA Masters

Circus City Masters

Elmbrook Masters

Geneva Y Masters Swim Team  
Green Knight Masters Swimming  
Harbor Masters Swim Team  
Madison Area Masters  
McFarland Masters  
Milwaukee Recreation Aquatics Masters  
Oshkosh YMCA  
Ozaukee Aquatics  
Shorewood Swim Club  
South West Aquatic Masters  
Training Solutions Wavemasters  
Tri FASTER  
Walter Schroeder Aquatic Center  
Whitefish Bay Masters

**2 clubs:**

Lakeshore Learn to Swim  
Wisconsin Masters Aquatic Club

**Secretary** – Jennifer May

The Secretary took minutes on 7May18 for the Registration Fee Meeting.

**Treasurer** – Mike Murray

1. Fulfilled the responsibilities of the WMSC treasurer (see attached spreadsheets)
2. Assisted in the modifications to the WMSC By-Laws

**Vice Chair** – Jeanne Seidler

Worked to update by-laws.

**Auditor** – Elyce Dilworth

I reviewed the monthly reporting packages, reviewed the 2017 financial statements prior to filing with the National Office, and filed the 2017 Form 990 with the IRS.

**Coaches Chair** – Fred Russell

Dear Wisconsin Masters,

Many of you know from summer of 2017 to present that I have been treated for cancer somewhat limiting what I could do or projects I could engage.

However, I did attend nearly all the scheduled Wisconsin Meets while not competing.

What I did "tackle" was the preparation for Spring Nationals that included promoting the event to members and coaches, helping with pre-event planning and releases and actually coaching all sessions of the three day competition. I also worked with/directed our four member team of coaches Introducing National Coaching to two coaches.

I also emailed to about (100) swimmers and coaches, three weekly workouts designed for our sprinters, middle distance and distance swimmers focusing on and tapering for Nationals (approx. 100 workouts).

Finally, I attended certification courses last spring in Boston which included a course designed to teach stroke mechanics to swimmers and coaches. (Hope to utilize with our coaches soon).

**Editor** – Carl Millholland

I compiled and published the bi-monthly newsletter.

**Fitness Chair** – Melodee Nugent

I hosted the Wisconsin Water Warriors Event (2017 – 37 participants), wrote articles for the Wisconsin Newsletter on open water events and attended the 2018 USMS Convention in Jacksonville.

I'm also a Committee Member for the USMS Sports Medicine & Science Committee.

**Long Distance/Open Water Report** - Mary Jo Driscoll

This year there were two USMS Sanctioned Open Water Events in Wisconsin. The Madison Open Water Swim with 279 swimmers and the Inaugural Cream City Classic in Milwaukee with 72 swimmers. Several other non USMS sanctioned events took place in the state with Wisconsin LMSC members participating. We anticipate both races continuing in the future

USMS Sponsored 6 national Championship Open water races in 2018 and 3 E-Postal Events.

The 2019 Open Water National Championship Events are as follows:

- June 1 -Middle Distance - Lake Berryessa California
- June 15 - 2 Mile Cable Swim - Eagle Creek Park, Indiana
- July 14 Ultra Marathon - Portland, Oregon
- August 15-16 Sprint and Long Championships - Lake Willoughby, Vermont
- September 22 Marathon Open Water Championships - Knoxville TN

USMS will again sponsor three E-Postal Events in 2019.

- Jan 1 - Feb 28 - 1 Hour E-postal
- May 15 - Sept 15 5k/10k E-postal
- Sept 15 - Nov 15 - 3000/6000E -postal

Of note - at the USMS Annual meeting a change was approved to the long-distance rules. A summary of the rule follows: *At the discretion of the event host, except for national championship swims, swimmers may be required to wear a personal buoy for identification and safety. If required, personal buoys will be considered Category I swimwear. If personal buoys are permitted but not required, they will be considered Category II Swimwear for purposes of placement and scoring. Requirements for buoys as well as rules for the use of these devices will*

*be included in the event information.* Note: this is for NON-NATIONAL CHAMPIONSHIP SWIMS ONLY and is at the discretion of the event host. (This will be in Part 3 of USMS Rule book - Sections 303.7.2E & 303.7.3D). Minor changes were made to other rules, but this was the most significant.

**Officials** – Susan Wagner

- I have recruited officials and scheduled Officials for the Masters Meets in Wisconsin.
- As part of this position, as well as being an Official, I read the manual and share rule changes and updates with other officials who work the Wisconsin Masters Swim Meets.
- I promote Masters Swimming as I network in the swimming world as an Official.

**Safety** – Jerry Lourigan

- Swimmers entered the pool at meets in a more appropriate manner during warmups.
- It was noted that the USMS national meet even had swimmers not observing the pool entry rules.
- It was noted that signs at the USMS national meet were good.
- Active monitoring of the deck at USMS nationals was the most effective in getting swimmers to comply with the rules.

**Sanctions** – Jeanne Seidler

The Sanction Chair is the primary LMSC contact that interfaces with event directors to ensure that the events have all the required information to conduct an event before the sanction is issued. Once the sanction is issued, the event is published on the USMS calendar and cannot change. Open water sanctions are processed through the USMS Sanction system, but the final sanction is issued from an Open Water specialist at USMS and not the LMSC Sanction Chair.

The Sanction Chair communicates with Meet Directors as to the content of the meet information as it relates to USMS Rules and Regulations. The Sanction Chair will also advise Meet Directors, offering suggestions as to the conduct of the meet outside the scope of USMS Rules and Regulations. The Sanction Chair becomes the reference point for USMS Insurance Certificates if the Meet Director is unaware of the Certificates. Should there be a need for filing a “Report of Occurrence” of a meet incident, the Sanction Chair will retain all incident reports. The Sanction Chair also follows up with the Top 10 Recorder to ensure that results of all sanctioned events are reported upward. Optionally, the Sanction Chair should be aware of the past performance of meet hosts and call attention to any prior deficiencies. A performance bond is an option used in some LMSCs and may be required and further sanctions may be denied to an organization failing to live up to its obligation to conduct such events in accordance with applicable USMS swimming rules and administrative regulations and as stated on the meet information sheet.

The Sanction Chair is familiar with the USMS Rules and Regulations, is familiar with the USMS Online Sanction System and with the USMS Event Insurance processes. The Sanction Chair

renders assistance to Meet Directors on short notice as they formulate the meets, meet program, meet announcements and the online request for sanction.

### **Top 10 Recorder (TTR)–** Jeanne Seidler

The Top Ten Recorder tracks and reports competitive results for the LMSC membership, obtaining all pool event results from the Meet Directors within two weeks of the event. The Top Ten Recorder submits regular result reports to the National Swims Administrator and communicates notable results to LMSC Newsletter and Web Master sharing with the local membership. This TTR also works closely with the sanctioned and recognized Meet Directors confirm appropriate details related to USMS competitive rules and regulations.

The TTR uploads meet results to the USMS Event Results and Rankings database throughout the year for the LMSC's Sanctioned meets. Individual and relay results are compiled and reported for Top 10 consideration for each course (SCY, LCM, SCM) from all recognized and sanctioned events held within the LMSC by the deadlines, in the proper format, as described in the USMS Guide to Operations (GTO). Record Applications for USMS and World Records are coordinated with Meet Directors to insure timely submissions. The TTR tracks LMSC pool measurement forms and submits new measurements and bulkhead placement confirmation measurements to USMS. The TTR also submits any Requested Split forms prepared at meets and forwarded on from Meet Directors to include in the Top 10 course submission. Collaboration must be done with the LMSC Sanction Chair to ensure that all events are submitted to the USMS calendar of events and all event records and tabulations requirements are met.

### **Web Master –** Mindy Seidler

The Wisconsin LMSC website: <https://www.swim-wimasters.org> has been in existence for over 15 years. Club Assistant provides website hosting services, at a monthly cost to the LMSC. These services include: domain name re-registration, website layout/structure, content management, website analytics, Monday-Friday business hours support, and a simple user interface by which to manage our content. The website is updated monthly and ad-hoc. The site is the main content repository for all current and past LMSC related business (if it is in electronic form). General updates and use of the site have been the same during 2018 as in any prior year of its existence.

The Wisconsin LMSC Facebook page: <https://www.facebook.com/Wisconsin-Masters-Swim-Committee-186883398012961> has been in existence for around 5 years. The Page is moderated by the Webmaster. The page security is tight, to prevent spam and unrelated posts. The page is updated as needed and is currently used as a push notification mechanism for those who "Like" the page. Anyone can "Like" the page, as is commonplace with most other LMSC Facebook pages. General updates and use of the site have been the same during 2018 as in any prior year of its existence.

The Wisconsin LMSC Webmaster makes updates to the LMSC Website and LMSC Facebook page. The Wisconsin LMSC does not have any other social media presence.

**Review of tabled motions** - none

**Election for WMSC Officers:**

Chair: Mary Schneider  
Vice-Chair: Jeanne Seidler  
Treasurer: Mike Murray  
Secretary: Jennifer May  
Registrar: Peter Allen  
Auditor: Elyce Dilworth

**Appointed Committee Chairs:**

Coaches: Fred Russell  
Web Master: Mindy Seidler  
Newsletter: Carl Millholland  
Health and Safety: Jerry Lourigan  
Long Distance and Open Water: Mary Jo Driscoll  
Sanctions: Jeanne Seidler  
Records and Top 10 Tabulator: Jeanne Seidler  
Fitness: Melodee Nugent  
Officials: Susan Wagner

Jeanne moved, and Jerry seconded the motion to approve the slate of officers by acclamation. The motion was approved. The appointed chairs were presented as a point of information, and have all agreed to continue in their positions.

It is noted that the date of transition will be October 20, 2018. Jeanne moved, and Carl seconded the motion to approve the date of transition.

**New motions**

**1. Proposed new by-laws**

Mike moved, and Steve seconded the motion to approve the new by-laws. Peter asked for significant changes and the following items were reviewed:

- Section 103.1 Purpose
- Section 103.4 WMSC, Inc.
  - WMSC Executive Committee
  - Redefine elected and appointed positions
  - Annual meeting announced 90 days in advance and motions need to be 60 days in advance to review
- Section 103.7 Indemnification
  - Section added per USMS

Additional discussion took place regarding voting. The by-laws state that all members present at the Annual Meeting will have one vote. Jeanne wants the board to consider that if a “special

interest group” were to attend a meeting they could vote and move a motion that is not supported by USMS. Jeanne suggests that each workout group have a voting member and also recommends that the time to propose a motion be changed from 60 to 30 days prior to the annual meeting. Elyce disagreed about changing the timing from 60 to 30 days and reminded the meeting that members can’t present a motion that violates laws. Peter added that in his experience with non-profits, generally the public can voice issues and opinions, however it is the board who votes. He agrees that another option is to implement 1 or 2 voting members per club, per Jeanne’s recommendation. This would eliminate having over-representation from a single club.

The discussion about voting representatives was informational only, and did not result in a motion.

Mary then called for a vote, and the motion to approve the by-laws as presented and published was approved.

## **2. Support for WI Senior Olympics:**

The WI Senior Olympics meet is asking for help from WMSC. This is a USMS recognized meet and is considered a developmental meet for our state. It was very disorganized this year as they do not have the expertise in general meet management, running Meet Manager or Colorado Timing. It was agreed that this meet should be supported by WMSC. Details regarding how to support the meet will be taken up by the Executive Committee of WMSC.

## **3. Motion for State awards**

Jeanne submitted the following motion for this meeting:

Motion to appropriate WMSC Funds to buy medals to award at the SCY and LCM State Championship swim meets.

WHEREAS, the Mission Statement of United States Masters Swimming is “To promote health, wellness, fitness and competition for adults through swimming.”

WHEREAS, the permitted use of excess funds of a non-profit is to spend to further the mission of the non-profit.

WHEREAS, the proposed motion to fund awards for a competition has been vetted through contact with the present USMS Finance Committee Chair and the immediate past Chair of the USMS Finance Committee and determined to be consistent with the mission of the organization.

WHEREAS, at the last three SCY State Champs meets, the number of medals awarded has been as follows: 2018-505 medals, 2017-431 medals, and 2016-441 medals at a cost of approximately \$1.87 per medal which computes to \$940 in 2018, \$805 in 2017, and \$824 in 2016.

WHEREAS, at the last three LCM State Champs meets, the number of medals awarded has been as follows: 2018-103 medals, 2017-159 medals, and 2016-152 medals at a cost of approximately \$1.87 per medal which computes to \$192 in 2018, \$297 in 2017, and \$284 in 2016.

WHEREAS, the SCY State Champs meets, held since 2010, have awarded medals and maintained a format, philosophy and atmosphere of a national meet for the benefit of the numerous members that do not attend a USMS Nationals, being about 80% of the attendees in a normal year.

WHEREAS, the LCM State Champs meets, held since 2012, previously to 2012 being run by the Badger State Games organization in Madison and Appleton, have awarded medals and again continued the format, philosophy and atmosphere of a national 1-day meet.

WHEREAS, it is desirable to maintain the high quality of the SCY and LCM State Champs meets by awards that are quality awards and awarded to 8 places as in a USMS Nationals.

WHEREAS, it is an inequitable expense for the host organization (also a non-profit) to continue to fund the awards at the high expense when it is within the scope of the mission of the LMSC to fund awards to further the mission of the non-profit.

WHEREAS, the LMSC has assets which have grown from \$17,000 in 2011 to \$33,000 in 2017, there are significant funds that should be spent to further the mission of the non-profit.

NOW THEREFORE, IT IS HEREBY MOVED AND RESOLVED:

1. A budget item of \$1000 should be established for purchase of medals to be awarded at the SCY State Champs meet.
2. A budget item of \$350 should be established for purchase of medals to be awarded at the LMSC State Champs meet.

Supporting note about vetting the proposal: The vetting of this motion as to whether or not expending LMSC funds for swim meet awards has been done through consultation with the USMS Finance Committee Chair (USMS Member Jeanne Ensign, Pacific Northwest LMSC) and the immediate past USMS Finance Committee Chair (USMS Member Phil Dodson, Illinois LMSC). Ms. Ensign states that as long as the funds are spent to benefit the entire LMSC members, LMSC-wide, it is an acceptable expenditure. Mr. Dodson states that LMSCs subsidizing events within their boundaries is consistent with their mission.

Carl moved for WMSC to pay for awards at the State SCY and LCM meets, and Larry seconded the motion.

Mike requested gross revenues for the two state meets. Jeanne did not have the information available but states she will prepare a spreadsheet which includes pool rental. Jeanne states revenues are very low, especially for the LCM meet. Additional discussion took place regarding

the timing of the LCM meet, however it is noted that due to USA swim meets, the only available date for Schroeder is June 15. Another pool is always welcome to host the meet. It was agreed upon that having medals at the two state meets is important as these are the championship meets for many swimmers. Medals which are not picked up are always “recycled” for the next State Championship meet, so there isn’t any waste. Trina noted that in USA swimming in Wisconsin, the state pays for the state meet awards, not the hosting team.

Motion passed to appropriate WMSC Funds to buy medals to award at the SCY and LCM State Championship swim meets (Mike abstained).

#### **4. Clinics for teaching adults to swim**

Jerry states he is not yet ready to bring this to the board. He is considering stroke clinics, not necessarily adult learn to swim clinics. It is noted that Sun Prairie did have some learn to swim clinics in the past and may be a resource. In addition, Mary Jo is a certified adult instructor and would like to discuss clinics with Jerry.

#### **5. Financials and Budget**

Mike reviewed the financial spreadsheets (see attached). It is noted that at the end of this period, the balance is \$33,426. In addition, total income is \$12,551.81 and total expenses is \$9967.50. Elyce moved to accept the financials and Jeanne seconded.

Discussion of the 2019 budget took place regarding a \$9 or \$11 WMSC registration fees for 2019. Elyce states that it is good practice for the club to keep about two times expenses in the balance. Since we have more than that, lowering the registration fee to \$9 would be the best way to return money to members. Jeanne moved to accept the budget with the \$9 fee and Larry seconded. A vote was taken and approved the budget with the \$9 fee.

USMS has raised the One-Event Registration to \$20. Discussion took place regarding if we want to keep the WMSC portion of the fee at \$6. It is noted that the labor for one event fees is eliminated with new USMS systems. It was determined that we will leave the fee at \$6.

#### **6. Schedule 2019 Annual meeting**

The annual meeting should be after the USMS convention. Next year, the convention will be September 11-15. Motion moved by Carl and seconded by Melodee to have the annual meeting on September 28, 2019 at 9am.

#### **Summary of actions taken at this annual meeting**

- New by-laws were passed.
- Officers were approved. Transition date will be October 20, 2018.
- Financial Statements and 2019 Budget were approved.
- WMSC will support the 2019 WI Senior Olympics meet.
- WMSC Funds will be used to buy medals to award at the SCY and LCM State Championship swim meets.

- WMSC registration fee for 2019 will be \$9.
- WMSC One Event fee remains at \$6.
- Annual meeting will be held on September 28, 2019 at 9am.

**Feedback and questions**

There were no additional questions or feedback.

Jeanne called for a motion to adjourn the meeting and Elyce seconded the motion. Motion was approved, and Mary adjourned the meeting.

Respectfully submitted,  
Jennifer May  
Secretary, WMSC