

Minutes of the Annual Meeting of Wisconsin Masters Swim Committee, October 1, 2016

Board Members present: Jeanne Seidler, James Biles, Mike Murray, Dick Pitman, Melodee Nugent, John Bauman, Jerry Lourigan, Dave Clark, and Mary Schneider

Swim members present: Trina Schaetz, Bob Corris, Fred Russell, Clark Knuth, Rick Pease, and Dave Parkins

The meeting was called to order by the WMSC Chair, Jeanne Seidler.

Introductions commenced, since not everyone knew each other. Jeanne announced that Suzi Green was retiring from her position as secretary, and thanked her for her years of service. Jeanne also thanked John Bauman for all his years of service, in many different positions during his tenure. John is retiring from his current position as Registrar.

There was a motion from John Bauman to approve the minutes of the Jan. 10, 2016 interim meeting. The motion was seconded by James Biles. There was no discussion, and the minutes were approved.

Treasurer's Report

The first order of business was the Treasurer's report. Mike presented year-to-date financials for 2016, along with the budgeted amount for 2016. As a comparison, Mike prepared a spreadsheet with both year-to-date for 2015, along with the full year of 2015. Mike stated in 2015, there was a net loss of approximately \$7,800.

Bob Corris asked what the one event fee was. Mike stated it is a fee due to USMS for non-members who wish to participate in a sanctioned open water swim, such as the Madison Open Water Swim, or a sponsored clinic. The one event registration can be used multiple times in one year. In 2016, since the MOWS meet was cancelled due to weather, the entire \$21 fee (\$15 USMS, \$6 WMSC), was refunded to swimmers registered for the event.

Dave Parkins asked a question about the trending of loss of income, and whether it was a conscious decision. The answer was yes, since the balance of reserves can be drawn down. The purpose of the reserves is to promote masters swimming in Wisconsin, run coach clinics and adult learn to swim programs.

Convention expenses were higher in 2015, since the WMSC paid for 5 people, but only paid for 4 in 2016. Some of the members are committee chairs and have their expenses paid by USMS.

Looking forward to anticipated expenses in 2017, it is anticipated that no adult learn to swim clinics will be held in Wisconsin or nearby. There will be coaches clinics held, though, for which the WMSC pays the registration cost, but not the travel expenses.

WMSC is considered to be a 501(c)(3) organization under USMS, and is to implement policies from USMS, such as ALTS (adult learn to swim programs), and coaching certification clinics.

Dave Parkins also asked about the receivables, and when the funds were expected. Mike explained they have already been received, and were merely checks in transit at the time the financial report was prepared.

Chair, Top 10, Webmaster Report

Jeanne reported that several members of WMSC were award recipients at the USMS convention. James Biles was awarded the Dorothy Donnelly award for contributions to not only WMSC as the Long Distance Chair, but also for his coordination of Wisconsin entries for ePostal swims, ePostal relays, and contributions to the newsletter. Fred Russell was awarded the Kerry O'Brien coaching award for his years of service as the Coaches Chair for WMSC for a number of years, and also for his organization and coaching of the WMAC team attending short course nationals for the last 12 years. Dave Clark commented there were 8 Kerry O'Brien award recipients from all over the country, which were selected from 15 nominations. Kerry O'Brien selected 4 winners, and the coaches committee selected 4 winners.

For top 10 listings, Jeanne indicated she uploads meet files for each meet, which is needed for the USMS Top 10 lists. This is for SCY, SCM, and LCM.

As webmaster, Club Assistant is used for meet entries, and has been working well. Mail Chimp has been used recently to deliver emailed announcements. There is also a Facebook page for Wisconsin Masters Swimming.

Fitness Report

Melodee will again be running the Water Warriors contest, which will run from Nov 1, 2016, through Dec 31, 2016. In 2015 there were 37 participants. There is a budget of \$600 for awards. Winners will be announced in January.

Sanctions Report

Jeanne announced there were 6 SCY meets, 1 LCM meet, 1 SCM meet, 1 fitness event, and 1 recognized meet sanctioned in 2016. The proposed meet schedule was presented. There will be a meet in February in Madison, but the date and the venue have not been confirmed yet. Jerry Lourigan stated he will run the Baraboo meet again. The \$100 sanction fee was forwarded to USMS, even though the event was cancelled.

Jeanne thanked Dave Clark for running the Senior Olympic meet at Shorewood. There were 42 USMS registered swimmers, and 43 non-USMS swimmers participating in the meet.

Coaches Report

Dave Clark reported that the coaches' committee at the USMS convention is currently working on refining the requirements for a level 4 coach. One of the requirements is to submit a portfolio, and to have a life-guard certification. There are plans to add a level 5 certification also. In the next year or 2, there will not be any nearby certification clinics for coaches. There was an ALTS (learn to swim) class in Milwaukee that had 14 participants, 6 from WI, and 8 from elsewhere. ALTS does not plan to hold another clinic in the area for another 2 years.

Dave stated he is currently working with 3 workout groups to see if he can get them to join USMS. One of the groups swimming with the MPS recreation program has 80 swimmers.

Trina Schaetz asked if it were possible to use Mail Chimp to send pertinent information to groups of people, such as coaches. Jeanne said yes, it can be done, just be defining who is in the group. Dave stated he already has an email list for coaches, and does send information their way.

Newsletter Report

Mary Schneider reported that the newsletter has been going out on time during the last year. She also stated there has not been as much contribution with articles from people as in the previous year.

Officials Report

Sue Wagner was not in attendance, but will continue as the Officials Chair. Certification to be a USMS official is the same as for USA Swimming, with the exception of not having to shadow another official. If an official is not USA Swimming certified, that official can be a stroke and turn judge, and a starter, but cannot be a referee.

Long Distance and Open Water Report

WMSC swimmer Meagan LaPoint won her first National Championship in the 2015 6000 yards ePostal. Congratulations to her for this achievement. James stated this was a very bad year for open water swimming, with several events being cancelled either due to water temperature or unsafe weather conditions. USMS will be implementing new rules for open water swimming effective 1/1/2017. For events 5K or below, a water temperature over 88+ degrees will result in the event being cancelled. For events over 5K, the water temperature must be below 85+ degrees. Another rule change will be the age group determination, which will now mirror the long course meter rules, where the age is determined as of 12/31 of any given year. The same rule will also apply to ePostals and long distance events. The 1 hour ePostal event will be held in January and February. Other ePostal National Championships in 2017 include the 5K and 10K ePostals in the summer and the 3000 yd and 6000yd ePostals in fall. Open Water National Championships include the Marathon Distance swim (7 miles) around Lido Key (Sarasota) on April 22, the Ultra-Marathon Distance (9.2 miles) and Middle Distance (2.4 miles) swims on June 3rd and 4th in Chattanooga, TN, as well as three events on the west coast: the 2 Mile Cable in Oregon (Foster Lake, 6/24), the Long Distance (10k) in Oregon (Elk Lake, 7/30) and the 1 mile Sprint Distance in Washington (Angle Lake, 9/23). Not related to Long distance swimming but affecting the competitive swimmers in WMSC, no bid was awarded for a 2018 USMS LCM national meet due to Pan Ams being held in Orlando, FL in late July - early August, 2018.

Registrar Report

There are 576 Wisconsin Masters swimmers registered with USMS. USMS started a program for those swimmers who register in Sept through Oct in 2016, which offers a discounted fee to register for 2016 and 2017. In 2017, the discounted fee will be available for swimmers registering in Aug through Dec, of 2017, to cover 2017 and 2018. There were 10 Wisconsin swimmers who took advantage of this in September.

Safety Report

Jerry Lourigan pointed out that there have been swimmers diving into the water during warmups, instead of the feet first entry. There was discussion as to what could be done about this. It was agreed that meet directors should place a laminated card stating Feet First Entry, No Diving on the each block at the end of the lane. It was moved and seconded that WMSC will pay up to \$50 for the signs. USMS should also be coming out with a safety video at the time of registration. Jerry will include a reminder about safety in the newsletter.

Secretary Report

No report.

Records Report

John stated he receives the meet results and updates the state records as needed.

Meet Directors Report

No report.

Convention Delegates Report

Dave summed up what was stressed at the convention, stating that each person is an ambassador for the sport of swimming.

Jeanne stated that USMS is creating new strategies, since there is now a new Executive Director. She also stated that there are currently 63,000 registered swimmers in USMS. There are also college club initiatives, new marketing strategies, brand initiatives.

Old Business

1. On-line entries have been going well using Club Assistant. It's possible for clubs to work with Club Assistant to directly receive their portion of the fees.
2. There is a project to collect swimmer stories, especially legacy swimmers for USMS history, along with a WMSC Hall of Fame proposal.
3. Jeanne also thanked board members for attending our local meets.
4. Nominations were made for the Dorothy Donnelly and Kerry O'Brien awards, which will be awarded at the USMS Convention.
5. There is a request for meet directors to send an article to the newsletter editor within 5 days of the meet.
6. Mail-Chimp is a free email service being used to send notices and a link to members. Jeanne is looking into obtaining utilization statistics.

New Business

Fred Russell gave a report on Greensboro's SCY national meet. It was a well-run meet with about 1800 swimmers. WMAC, as a regional team had about 34 swimmers, and finished 3rd. There were 6 newbies, several swimmers who live out-of-state who swim for WMAC, and 11 Elmbrook swimmers. The number of Elmbrook swimmers is not the majority of those going to the national meet, contrary to some opinions. We had 6 national championships, Lori Alioto, Andrew Babcock, Bob Corris, Nancy Kranpitz, Sarah Perez, and Trina Schaetz. Dean Fochios also set a number of new state freestyle records. Fred also recognized John Bauman and Dave Clark for their help at national meets, and stated he could not handle watching swimmers if John and Dave had not helped with organizing. The day for a coach for WMAC is on deck for 10 hour a day for 4 days straight. In 2017, about 40-45 swimmers are anticipated to swim in Riverside, CA. One other job has been to set up relays, and having to substitute swimmers and reorganize relays when swimmers do not show up.

The annual meeting for 2017 will be held on Sept 23, which follows the USMS convention. The deadline for declaring as a delegate will be June 1, 2017.

Registration for 2017 will give 2 options. New swimmers can either register in Aug for the remainder of 2016 and all of 2017, or wait until Nov 1 to register for 2017. Snail mail can also be used to register. The LMSC fee portion of registration is \$13.

The 2016-2017 short course meet schedule was presented. The Whitefish Bay meet will be held Sunday, Mar 5. Sr. Olympics will be Sunday, Sept 10, to broaden the choice of officials from which to choose. The Badger State games will be a recognized meet held in Wausau in the summer. Illinois will again hold its state meet in Pleasant Prairie. Dave Clark motioned to accept the meet schedule. James Biles seconded it, and it was approved by the body.

James Biles motioned, and Dave Clark seconded to add coach clinics and officials certification to the policy for reimbursement. The LMSC will now reimburse fees for ALTS, coach clinics, coach certification, and officials' certification. The motion was accepted by the body.

Mike Murray motioned, "If there is no prior authorization to attend a clinic, then reimbursement will be reduced to no more than 50% of the fees charged for said clinic." James Biles seconded the motion, and the body accepted the motion.

Mike Murray motioned and James Biles seconded that "candidates for reimbursement must be members of the Wisconsin LMSC."

James Biles motioned and Dave Clark seconded to table the proposal to reimburse clinic director's fees. The body voted to table the proposal.

Dave Clark motioned and James Biles seconded to move to the topic of elections. The body approved the motion.

John Bauman moved and Bob Corris seconded the motion to nominate Trina Schaetz as the Registrar.

Dave Clark moved and James Biles seconded to accept by acclamation all nominations for board positions, with the exception of the Registrar. Motion passed. The following members were elected to the Board:

1. Chair: James Biles
2. Vice Chair: Jeanne Seidler
3. Past Chair: Dick Pitman
4. Secretary: Mary Schneider
5. Treasurer: Mike Murray
6. Officials: Susan Wagner
7. Coaches: Dave Clark
8. Newsletter: Mary Schneider
9. Top Ten: Jeanne Seidler
10. Records: Jeanne Seidler
11. Sanctions: Jeanne Seidler
12. Web and Facebook: Mindy Seidler
13. Open Water and Long Distance: James Biles
14. Fitness: Melodee Nugent
15. Safety: Jerry Lourigan
16. Auditor: Elyce Dilworth

There was a ballot vote for Registrar after both candidates (Jeanne Seidler and Trina Schaetz) presented why they should be elected the Registrar. The ballots were counted, and Trina Schaetz was declared the winner. James Biles moved and Dave Clark seconded to destroy the ballots. Motion passed.

Bob Corris presented a proposal to create an ad hoc committee chair position for USMS national meets. Reimbursement could be consistent with USMS rule 102.3d. James Biles stated the intent of that rule was for a committee to get bids for championship meets and to act as a liaison with meet hosts. Bob stated there is more involvement by a coach for WMAC than just coaching and organizing relays. There was some discussion as to why we need to reimburse a coach position for nationals.

James Biles suggested a committee be formed to change the by-laws to create a national meet coordinator as a board position. Dave Clark stated this could be a similar position to Water Warriors. Trina Schaetz reiterated this was not intended to have one club take over the team going to nationals. James moved, and Dave Clark seconded “to amend the by-laws to create a permanent board position of a national team coordinator.” The body accepted the proposal. Bob Corris amended the proposal to state, “to represent the interests of WMSC and its members with respect to and attendance at USMS national championship pool events.” Dave Parkins stated the foundation of Masters swimming in Wisconsin is to have a group at nationals. There was further discussion, and rule 507.1.1 was brought up. Jeanne stated this rule doesn’t apply to the proposal presented. James motioned to call the question, and Dave seconded it. The body approved the amendment. Jeanne stated she would like to see precise duties associated with the proposed position. James moved to table the motion until precise definition and responsibilities and legal process is followed according to the by-laws, until the continuation of the annual meeting in December. Bob amended and Dave seconded an amendment stating, “the description shall be consistent with other standing committees as in WMSC by-laws 103.4g. The motion was accepted. James, Bob, and Dave will be members of the committee to bring the proposal to the December annual meeting continuation meeting.

Dave Clark moved to develop a club development committee, and James Biles seconded the motion. The motion was accepted, but the definitions will be tabled until the December meeting.

Motions about USMS Sanction Fees (renamed from surcharge)

Dave Clark motioned, and James Biles seconded to:

- a) USMS-Sanctioned pool meets are still \$50/meet. Motion to collect \$1/swimmer registered at each pool meet up to \$100 total.

- b) Open Water Sanction Fee changed to \$100 for the event and \$5 per swimmer up to a maximum of \$1000 for the event. Motion to collect entire fee from any OW swims sanctioned by the LMSC, even if USMS adjusts the fee again later in the year.

The motion was accepted.

Dave Clark moved, James Biles seconded that “The LMSC will pay \$50 of the sanctioning fee for the Senior Olympics meet, a recognized meet, and Senior Olympics will pay \$50.” The motion was accepted.

An email will be sent to local meet hosts, information them they are able to set their own meet fees. It was suggested they raise the fees from \$4 to \$5 per event.

There was a reminder that anyone not signing up with a Work Out Group will be assigned to WMAC. However, if the swimmer wishes to change clubs, there is a 60 day waiting period after the date of the last competition.

At the December meeting, James will propose a once a year newsletter to be printed and mailed to all members. It will include the list of officers and the meet schedule.

The rest of the meeting agenda was tabled to the December meeting.

Dave moved, and James seconded the motion to adjourn the meeting. The motion was accepted.

Respectfully submitted,
Mary Schneider, Secretary

Minutes of the Continuation of the Annual Meeting of Wisconsin Masters Swim Committee, January 15, 2017

Board Memembers Present: Jeanne Seidler, James Biles, Mike Murray, Dave Clark, John Bauman, Trina Schaetz, Jerry Lourigan, Elyse Dilworth, Mary Schneider

Swim Memembers Present: Julie Van Cleave, Andrew Babcock, Fred Russell, Rick Pease, Bob Corris, John Sinitz

Chair

Jeanne Seidler began the meeting by recognizing the 2 Wisconsin swimmers who recently passed away, Joanne Moder, and Robert Kane.

Jeanne also stated James Biles will be attending an LMSC workshop Mar 10-12 in Houston, TX, which is designed as quick learning seminar about the requirements and responsibilities of each LMSC. This is designed primarily for new LMSC Chairs.

Jeanne also stated that any corrections to the minutes should be sent to the LMSC Secretary, Mary Schneider.

Jeanne also recognized James Biles as Swimmer magazine's Volunteer Profile in the January-February, 2017 issue.

Treasurer

The financial statements as prepared by the Treasurer were handed out to all members. They included a year to year comparison of 2015 to 2016 of both the income and the asset statements. Mike further stated there is a financial committee for the LMSC composed of the Chair, Vice-Chair, Treasurer, and Auditor. He also stated the required financial statements will be filed with USMS.

LMSC Standards

Jeanne stated there is a need to review the LMSC Standards, to be sure the Wisconsin LMSC is complying with all Mandatory Standards, so as to not jeopardize the non-profit status of the LMSC. She further stated that the LMSC must abide by all Mandatory Standards, but the interpretation of the Target Standards is not as strict with compliance. Jeanne then went through both the Mandatory and

the Target Standards. If an LMSC is non-compliant, there is a written remediation plan with USMS, along with a time-line for meeting the Standard.

In discussing the Standards, James Biles had a question about whether Water Warriors needed a liability waiver in order to hold the event. Jeanne did not think so, because each swimmer swims on their own, in pools of the member's choosing.

The Wisconsin LMSC will send the Chair and Vice-Chair as voting delegates to the USMS convention in September, 2017.

It was further stated anyone running a sanctioned event, whether it is a pool event, or an open water event, must keep all documentation for 2 years.

In discussing some of the differences between the responsibilities of the LMSC and the state club, WMAC, it was emphasized that the funds between the 2 entities must be completely separate. In relation to the question of paying for a national coach for USMS National Meets, Jeanne stated that it cannot be done with LMSC funds, and that this was specifically called out in documentation from USMS. This was confirmed by Jeanne Ensign, the Finance Chair for USMS.

There was a desire to have a more detailed description of the Coach Chair and the role within the Wisconsin LMSC. A detailed description will be sent to USMS by Dave Clark.

By-Laws

Jeanne distributed a handout with the By-Laws for WMSC. Mike Murray moved, and Dave Clark seconded to take the revised By-Laws to a committee. There was a general discussion, and a question asked by Julie Van Cleave as to how the general membership will be made aware of the By-Law changes. Jeanne stated they will have to be voted on at the Wisconsin LMSC general meeting. She also stated that the membership needs to understand what the By-Laws mean, since they contain verbiage used by USMS. Jeanne further stated she would like to have 4-5 people on the By-Laws committee, and that any changes would be posted on-line on the WMSC website. It was then decided the Executive Committee would focus on the By-Laws. The committee is comprised of the Chair, Vice-Chair, Treasurer, Sanction Chair, Past Chair, Registration Chair, and Secretary. Mike Murray amended his original motion, and Dave Clark amended his second, to refer the By-Laws to the executive committee to investigate whether or not changes need to be made. A voice vote passed the motion.

Bob Corris asked a question as to the meaning of "national club". Jeanne stated it is the definition used by USMS for "national club", which is different from a workout group.

LMSC Registration Policy

The Registration policies in the Administrative Handbook, page 6, section 4.5 needed to be discussed. It has been the policy of the Wisconsin LMSC to automatically enroll members in the WMAC club, which is the state club. It was suggested during the discussion, that members should be informed that they have the option of joining WMAC. Some members may want to compete as Unattached for various reasons, including representing another club at some point in the year. John Bauman stated that the default at registration is Unattached, but Wisconsin had been changing everyone's membership to WMAC. Jeanne stated doing so could be a vulnerability, since there is a fee for a swimmer to become unattached in mid-year. Mike Murray asked why this was being brought up now, instead of by the By-Laws committee.

Jeanne stated it was a prelude to another topic being brought up, so this needed to be settled at this time.

A discussion ensued regarding the process for the LMSC to collect club fees at the time of registration for USMS. It was stated there is a form to complete and submit to USMS, if a club fee will be charged with USMS registration. This has to be sent to USMS before the fall registration fees are set for USMS, which is usually around June.

Elyce Dilworth moved, and Mary Schneider seconded to accept points 4 and 5 of the Administrative Handbook. The wording of "national club" will be changed to USMS club, and that automatic registration in WMAC will no longer take place.

Trina Schaetz was instructed to compose a letter regarding the option of joining WMAC and send it to the executive committee for review. Once approved, the letter would be sent to all swimmers registering with USMS as of the approval date of the letter.

Program Development

USMS has created the position of Program Development for each LMSC. There was limited discussion as to what this would involve. Dave Clark volunteered to be the program developer in Eastern Wisconsin, and Jerry Lourigan volunteered to be the program developer for Western Wisconsin. Dave also suggested adding a standing committee to help grow the number of masters' swimmers in Wisconsin. James suggested a standing committee as an Interim committee to help with the effort, but Dave said a motion had already been passed at the October annual meeting, to help both old and new clubs in the membership process. The name of the committee should be Aquatics Club Development.

Summary

Jeanne summarized the Action Items as the following:

Executive Committee will review the By-Laws from 2009 to 2016

Trina will compose a letter regarding members joining WMAC

Elyse will verify the length of time to retain documents

There was a follow-up motion for a safety item voted on at the October meeting regarding asking the meet hosts to post signs indicating there must be a feet first entry into the pool during warmups. Mike Murray moved, and Dave Clark seconded, to authorize the LMSC to spend no more than \$50 on printed and laminated signs for meet hosts to state, "Feet first entry only".

The next meeting of the LMSC will be in June, on Saturday, at 9:00 am before the LCM meet for the day.

Adjourn

Trina Schaetz moved, and Elyse Dilworth seconded a motion to adjourn. A voice vote carried the motion.

Respectfully Submitted,
Mary Schneider
Secretary

1 **2016 Wisconsin LMSC Financial Report**

2 **Income Statement**

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4 **Income Categories**

5	Investment Income	\$ 39.13
6	Meet Fees	\$ 904.00
7	MOWS Ins Collected	\$ 1,000.00
8	Other Income	\$ 76.00
9	Registration Income	\$ 14,363.00
10	Total Income Categories	\$ 16,382.13

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12 **Expense Categories**

13	Adult Learn to Swim	\$ 1,800.00
14	Awards	\$ 1,201.53
15	Convention	\$ 3,447.84
16	Insurance	\$ (50.00)
17	Memorials for Deceased Members	\$ 100.00
18	Newsletter	\$ 185.55
19	Office Expense	\$ 66.64
20	Registration Expense	\$ 5,340.67
21	State Meeting Expenses	\$ 149.73
22	Web Site and ISP Fees	\$ 145.00
23	Wisconsin Corp Fee	\$ 10.00
24	Total Expense Categories	\$ 12,396.96

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26	Income Less Expenses	\$ 3,985.17
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30 **Balance Sheet**

31	TCF Checking	\$ -
32	Landmark Credit Union - Checking	\$ 2,179.18
33	Landmark Credit Union - Savings	\$ 28,872.67
25	Balance as of 12/31/2016	\$ 31,051.85