

## **Minutes of the PNA Board Meeting, May 27, 2003**

**Motions Approved:** The following motions were made, seconded, and approved (MSA) during the meeting.

- Minutes from the April 22nd meeting with corrections.
- Treasurer's report as submitted.
- Reimburse Paul Freeman \$270.90 for software for the WetSet
- Sarah Welch, Lee Carlson, and Walt Reid as PNA delegates for convention.
- Entry fees for LCM Zones will be \$18 surcharge plus \$2 per event.

### **Action Items:**

Hugh will present an updated Champs financial report and recommendations for risk sharing between meet hosts and PNA at the June meeting.

### **I. Warm-ups**

**A. Call to order and Introductions:** President Jeanne Ensign called the meeting to order at 7 pm at the Federal Way Regional Library. Board members present included Steve Peterson, Sarah Welch, Hugh Moore, Kathrine Casey, Arni Litt, Jane Moore, Jo Moore, Lee Carlson, Paul Freeman, Janet Kavadas, and Walt Reid. Guests included Nancy Hunn and Kelly Crandell. These 14 represent Bellevue Club, Federal Way, Fort Steilacoom/WAKO, GLAD, Mercer Island, NEO, OOPS, Swim Seattle, and Tigers.

**B. President's Report:** Lee Carlson thanked the board for presenting him with the Distinguished Service Award. The banner for the PNA women's 3<sup>rd</sup> place finish for medium-sized teams at the recent Short Course nationals was displayed. The men placed 7<sup>th</sup> and the combined team was 4<sup>th</sup>. Jeanne stated that she would commit to finishing board meetings by 9 if everyone was ready to start by 7. She asked that everyone socialize before or after the meeting. She also suggested that if anyone wanted the board to address an issue, they should submit a proposal before the meeting. The proposal can be listed on the agenda and emailed to board members before the meeting. Otherwise no action will be taken until the following month. Reimbursement requests should also be submitted prior to the meeting so that Sarah can seek approvals as part of her report. It was suggested that we adopt Oregon's idea and have board members wear nametags at meets

**C. Minutes: MSA Minutes from the April 22, 2003 with corrections.**

**D. Treasurer's Report: MSA Treasurer's report as submitted.** Sarah reported a balance of \$48,984.48 in checking/savings accounts, including \$32,060.15 in CDs. **MSA Reimburse Paul Freeman \$270.90 for software for the WetSet.**

### **II. Board Meeting Focus**

**A. Convention Delegate Selection: MSA Sarah Welch, Lee Carlson, and Walt Reid as PNA delegates for convention.** The following PNA board members will also be attending due to USMS positions: Kathy Casey (Rules Committee), Sally Dillon (USMS Secretary), Jeanne Ensign (USMS Internal Auditor), Jan Kavadas (Rules Committee), Arni Litt (Legislation Committee), Jane Moore (at-large), Hugh Moore (Communications Committee chair), and Steve Peterson (Legislation Committee).

**B. LCM Zone Meet Organization:** Mary Lassiter will be the meet director and Arni Litt will receive entries. Holly Bork will be in charge of the awards table and seeding relays. Fees at the Aquatic Center have increased 50% in the past year. As a result, we need to raise entry fees to avoid losing money. **MSA Entry fees for LCM Zones will be \$18 surcharge plus \$2 per event.**

**C. SCM Zone Meet Date/Host:** Steve Peterson will see if OOPS is interested in hosting the meet.

### **III. Old Business**

**A. ASCA Clinic Update:** The PNA officers approved Lee Carlson's recommendation that Lynn Wells' \$149 registration fee be paid by PNA.

**B. Champs Financial Review:** Hugh presented a preliminary financial report from Champs that shows a net income for Federal Way Masters of \$544.03, prior to paying PNA fees. Based on PNA policy and prior agreement, FWM is guaranteed a \$939 profit (\$3 for each of the 313 entrants) plus t-shirt profits. T-shirts profit was not itemized in the preliminary report. Hugh will present an updated Champs financial report and recommendations for risk sharing between meet hosts and PNA at the June meeting.

**C. Fitness Clinic Status:** Lee passed around entry forms. The clinic appears to be well organized. 10 entries have been received so far. We expect to exceed the 30 entries needed to break even.

**D. Coordination of USMS Promotional Booth:** Sally has talked to Mel Goldstein regarding use of the booth. We can use the booth on July 19<sup>th</sup> and 20<sup>th</sup> and August 16<sup>th</sup> and 17<sup>th</sup>. We need volunteers to man the booth and permission from event organizers (Fat Salmon, July 20<sup>th</sup>, Danskin triathlon & Emerald City Open Water, August 16-17). Sarah Welch volunteered to coordinate the booth for Emerald City. We will send an email asking for volunteers to give out information and answer questions.

**E. PNA bid for 2005 USMS Postal Event:** There was a consensus that PNA will not bid for a USMS Postal event for 2005. We will contact other groups to see if anyone is interested.

### **IV. Reports:**

**Zone Meeting at SCY Zones:** Jeanne, Arni, Sally, and Hugh attended. The zone agreed to drop the 800 relays at the upcoming LCM Zone Meet. **Registration:** We currently have 1034 members, including 51 seniors and 12 reduced-rate.

227 are new members this year. **Constitution & By-Laws:** Jane has updated the By-laws to reflect recently approved amendments. She will send appropriate policies to each committee chair for review. Committee descriptions were removed from the By-laws. Each committee should update their description for inclusion in the policies. **Meets:** The meet packet has been sent to teams. Applications have been received from Bainbridge Island (previously approved for October) and Bellevue Club (February). Both Thunderbird Aquatic Club Masters (Anacortes) and ORCA are interested in hosting a January meet. Mercer Island is interested in March.

**V. New Business:**

**A. Should PNA establish a Coach of the Year award?** There was widespread support from the board for the concept. Jeanne will draft a letter regarding establishing a Coach of the Year award. The letter will be sent to the team reps and coaches and put in the WetSet.

**VI. Next Meetings:**

Wednesday, June 25<sup>th</sup>, Edmonds (note focus on meet schedule)

Tuesday, July 22<sup>nd</sup>, Seattle Parks

Tuesday, August 26<sup>th</sup>, Federal Way Library

Tuesday, September 23<sup>rd</sup>, Seattle Parks

**VII Adjourn:** 8:40 pm.

Respectfully submitted,  
Hugh Moore, Secretary