

# Pacific Northwest Association of Masters Swimmers

## Minutes: Board & Annual Meeting

### January 24, 2012

#### I Warm Up

**A. Call to Order & Introductions.** President Lisa Dahl called the meeting to order at 6:50 PM in a conference room at Timber Ridge at Talus in Issaquah—thanks to Sally Dillon for hosting. Present were Kathy Casey (phone), Herb Cook, Lisa Dahl, Sally Dillon, Jeanne Ensign, Michael Grimm, Jan Kavadas, Arni Litt, Hugh Moore (phone), Steve Peterson, Rich Seibert and Sarah Welch.

**B. President's Report.** Lisa Dahl reported that Ron Rhinehart had expressed his desire to resign as Editor of The WetSet, but agreed to remain until a new Editor has been appointed.

**C. Minutes.** Minutes of the December 6, 2011, Board meeting were approved as submitted.

**D. Treasurer's Report.** Jeanne Ensign presented PNA Financial Statements through December 31, 2011. PNA recorded an operating surplus of about \$4,000 in 2011 (compared to a budgeted operating deficit of about \$16,000), primarily because some budgeted programs were partially completed or not initiated. PNA's year-end cash position remained strong at about \$52,000. **MSA: To approve the Treasurer's Report.**

Jeanne reported that PNA membership increased 4 percent in 2011, compared to a 2.2 percent increase in national USMS membership; and that 88 percent of PNA members registered online, compared to 80 percent of USMS members. Jeanne will file PNA's year-end financial statements with USMS, and PNA's federal tax return (Form 990-N) with the IRS.

Jeanne recommended that the Board review the USMS Minimum Standards for LMSCs at the April 7 mini-retreat. Hugh Moore said such a review will be timely, since USMS was scheduled to adopt new Minimum Standards at the end of January.

#### II Main Set (Current Action Items)

**A. Website Redesign.** Lisa Dahl and Sarah Welch reported the website redesign remained incomplete, despite considerable work by Arni Litt and Sally Dillon. The contract consultant assigned to PNA by Club Assistant has not completed the job, and PNA needs additional volunteer work to get it done. Mike Grimm offered to help. Herb Cook suggested that filling the vacant position of PNA Webmaster might accelerate the process. (*Secretary's Note: Lisa Dahl subsequently appointed Steve Peterson as Webmaster.*)

**B. LMSC & Clubs.** Rich Seibert reported he had made little progress in developing guidelines for assuring separation of the governance and finances of PNA LMSC from the two Clubs in the LMSC territory—Pacific Northwest Aquatics and Blue Wave Aquatics. Rich identified a number of issues that need to be addressed:

- Separate and independent Boards for LMSC and Clubs;
- Budgets and revenue sources for LMSCs and Clubs;

- National Meets—Teams, Relays and Coaches;
- Branding—Avoid confusion between PNA LMSC and PNA Club;
- By-laws and other corporate governance issues for PNA Club;
- Volunteers—recruitment and utilization by LMSC and Clubs.

Jeanne Ensign said separating LMSC and Club finances should not be difficult. Lisa Dahl said the most important issue in her opinion is assuring adequate support for all Clubs within the territory of PNA LMSC. Lisa Dahl, Sally Dillon, Rich Seibert and Sarah Welch agreed to meet by conference call and develop a work plan.

**C. Ransom Arthur Award.** Sally Dillon will send an email to PNA’s previous Ransom Arthur Award recipients to solicit nominations.

**D. The WetSet.** Rich Seibert reported that Ron Rhinehart recommends the newsletter be published on the first of the month, rather than mid-month. Ron will advertise for a new Editor in the January-February issue. Steve Peterson asked if PNA should consider ceasing publication of the printed edition and moving to all-digital publication. Sarah Welch said PNA’s October Board retreat would be an appropriate time to revisit this question.

**E. PNA Scholarship Fund.** After discussion, Arni Litt, Jeanne Ensign and Kathy Casey agreed to form a committee to propose guidelines for providing assistance with registration or meet entry fees to swimmers in financial need, as proposed by Arni.

### III Sprint Set: Committee & Coordinator Reports

**A. Meets.** Meets Chair Linda Chapman, who was unable to attend the meeting, submitted a report by email:

- Orca could not secure a pool for a meet in March, but plans to apply for sanction for a fall meet;
- Date of the North Whidbey Masters meet has changed from November 11 to November 18;
- Linda awaits word on Blue Wave Aquatics’ willingness to host a Short Course Meters Zone meet;

Jan Kavadas reported that Northwest Senior Games will submit a recognition request for a meet on June 9 at Helene Madison Pool.

**B. Open Water/Long Distance.** OW/LD Chair Sally Dillon reported that Sue Dills won national championships in both the 3k and 6k Postal Swims, and that PNA registration was strong for both the 5k and 10k Swims, with more people swimming the longer distance.

Sally reported that North End Otters (NEO) would like to hold an Open Water swim (1.1 miles, triangular course, maximum 100 swimmers) on August 5 in Lake Sammamish. The event will be based at VASA Park and be named the VASA Otter Swim. **MSA: To approve the NEO Lake Sammamish Open Water Swim for the PNA Calendar and authorize the Open Water Committee to sanction.**

**C. Coaches.** No report.

**D. Membership.** Arni Litt reported 1,109 PNA members as of January 24.

**E. Goodie Bags.** Lisa Dahl said PNA’s New Swimmer Goodie Bags are “very cool,” but PNA needs a system to ensure that someone at each meet takes responsibility for identifying new swimmers and distributing the bags.

**F. Sales Tax.** Jeanne Ensign advised the Board that the State of Washington now requires collection of Sales Tax on entry fees for adult pool meets, but not for youth meets or open water swims. Responsibility for calculating and collecting the tax rests with the meet sponsor.

**IV Warmdown (Next Meetings)**

February 28: Teleconference meeting.

April 7: Mini-retreat, 9AM-1PM, Timber Ridge at Talus, Issaquah

The Meeting was adjourned at 8:45 PM.