

**Pacific Northwest Association of Masters Swimming  
Board Meeting  
Jeanne Ensign's condo meeting room  
August 27, 2013**

**Minutes**

Vice President Mike Grimm called the meeting to order at 7:00 pm. Also present were Herb Cook, Sally Dillon, Eric Durban (visiting from BWAQ), Jeanne Ensign, Doug Jelen, Jan Kavadas, Arni Litt, Hugh and Jane Moore, Steve Peterson, and Sarah Welch.

**WARMUP**

**A. Minutes:** It was **MSA to approve the minutes of the June 28, 2013 board meeting.**

**B. Treasurer:** Jeanne reviewed the profit and loss reports. Online registrations represent 86.3% of total registrations this year. PNA is currently at 95% of last year's total registrations. All reports from 2013 pool meets have been sent in. No open water reports have been submitted. Invoices for printing *The WetSet* have been slow in coming, sometimes 4-5 weeks after the issue. PNA has \$37,500 in the bank at this time. Current balance in the Wiggin Fund is \$3306. **It was MSA to approve the financial report.**

Jeanne announced that she is resigning as PNA Treasurer. She will continue to serve until a replacement is found. The position will be advertised in *The WetSet*. Sarah provided contact info for a PNA member who may have the skills to take on the job. Jeanne will provide information about the duties of the job as needed.

**C. Membership:** Arni reported that PNA currently has 1540 registered members.

**MAIN SET**

**A. PNA Policies:** Arni proposed a number of changes to the membership section of the policies. The proposals were reviewed and it was **MSA to approve the changes.** The revised policies are attached.

**B. IGLA Games:** Arni reported that she registered three swimmers using the USMS One-Event Registration so they could participate in the IGLA Games' non-competitive "Pink Flamingo" event. There was not enough time to bring this to the board but she did check with the National Office to confirm the procedure.

**C. MAWD ad for *The WetSet*:** Mary Ann White volunteered to design the logo for the Open Water High Point award, requesting that she be given space in our newsletter for an ad. **It was MSA to approve a ¼ page ad for her company, Mary Ann White Design, in exchange for her services.**

**D. Convention Delegates:** Sally reported that Walt Reid would be a PNA delegate rather than an At Large delegate as previously expected. President Nadine Day informed Sally that she had more At Large requests than spots and Sally offered to see if Walt would be willing to be one of our delegates; Walt agreed.

**E. PNA Governance:** The Governance Committee (Herb Cook, Mike Grimm, Hugh and Jane Moore, and Steve Peterson) provided a progress report that was distributed with the meeting packet. Comments and suggestions were requested and included: removing Long Distance (postal swims) from the Open Water Coordinator position; allowing clubs a board position for every 250 members; and encouraging interested members of small clubs to take on key volunteer positions. It was noted that all meetings are open to the general membership and we would continue to include team representatives and coaches on the distribution list for meeting materials. The committee will present a plan for approval at the October Board retreat. A change to the Bylaws will be necessary and the membership will be given the opportunity to vote, most likely in January.

**F. Convention Proposals:** The 62 Legislative proposals to be considered at the USMS Convention in Garden Grove, CA September 11-15, were distributed with the meeting packet. The convention attendees highlighted proposals that look to be controversial and listened to input from those present at the meeting. L-24 seeks to approve the emergency insurance surcharge that affected our open water swims and continue it beyond this year. Hugh chaired the committee that proposed changes to the National Board of Review, pointing out that the proposals would streamline the process. Sarah noted that there are two proposals before the Finance Committee. One will authorize a continuation of the \$2/year dues increase through 2019. The second would normalize the fees that LMSCs charge throughout USMS. Currently, the LMSC charge varies widely. Sarah also noted that there is a proposal that workout groups (teams/chapters) pay an annual fee to USMS to entitle them to the same services now offered clubs.

**SPRINT SET (Committee reports as needed)**

**A. Meets:** Jan reported on problems with administration of the local Senior Games. There have been discrepancies in results and awards reporting and they do not have an adequate results process in place. Jan suggests that we not continue to recognize their local events until resolved.

**B. Open Water:** Three OW events have taken place this summer. Fat Salmon went very well and the event filled with all swimmers competing in the 3.2-mile distance. The IGLA event also went well with approximately 135 swimmers entered. The AquaRun enjoyed sunny weather and a water temperature of 58 degrees; several of the thirty swimmers swam without wetsuits. Steve said the start was delayed by data entry problems and the course appeared to be short of its advertised 2K/4K distance. Sarah transferred the Zone ribbons to Hugh. They will be used for the Last Gasp of Summer, designated as a Zone Championship this year.

**C. Club Reports:** Sarah passed around the new PSM swim caps. They were used for the first time at the Long Course meet in Mission Viejo earlier this month.

**WARM DOWN (Next meeting)**

October 26, 9-4 pm. This is a full-day retreat at Sally's residence: Timber Ridge at Talus in Issaquah.

**It was MSA to adjourn the meeting at 9:13 pm**

(PNA Membership Policies, as revised, follow)

## **PNA STANDING POLICIES**

### **MEMBERSHIP POLICIES**

- R-1 The Membership Coordinator shall use the online database to enter and correct registration information.
- R-2 The Membership Coordinator shall have access to email.
- R-3 When requested by the meet director, the Membership Coordinator shall send an electronic file or hard copy of the updated membership list with name, registration number, and date of birth to the meet director.
- R-4 Requests for use of the PNA membership list for commercial purposes shall be presented to the board for approval on a case-by-case basis.
- R-5 Transfers from other LMSCs or within the PNA shall be charged the applicable USMS transfer fee. A PNA handling fee of \$1 may be charged.
- R-6 Annual registration fee for PNA membership shall be the required USMS registration fee plus a registration fee set by the PNA Board not to exceed one half of the USMS fee. A reduced fee for swimmers 65 years and over and needs-based swimmers shall be set by the PNA Board annually. The End-of-Year fee shall be set by the PNA Board at the same time. If an amount is overpaid the excess shall be transferred to the PNA Fund, although it can be refunded at the discretion of the Membership Coordinator.  
\$5 of each swimmer's annual LMSC registration shall be disbursed to the Club they represent.
- R-7 The Membership Coordinator shall not charge an additional fee for the first hard copy of a PNA membership card. All swimmers using paper registrations shall be sent a hard copy of the membership card. There may be a fee up to \$5.00 for faxed and/or duplicate membership cards.
- R-8 Registration records shall be retained for seven years.
- R-9 Members shall have the option to have the LMSC newsletter sent as a paper copy. The default method shall be by email link to the newsletter.
- R-10 The fee for One-Event Registration shall be set annually by the Board and is not to exceed the annual registration fee.
- R-11 The original paper One-Event registration forms shall be sent to the Membership Coordinator and saved for seven years.
- R-12 One-Event registrants information shall be sent to the National Office in a timely manner in spreadsheet format and include Name, Address, Phone, Email, Birthdate, date of swim, and permanent ID number when available.