

**Pacific Northwest Association of Masters Swimmers
Board Meeting Minutes
Arni Litt's Residence, Seattle
December 9, 2014**

After sharing a potluck holiday meal, PNA President Lisa Dahl called the business meeting to order at 7:36 pm. Board members present were Mark Benishek, Kim Boggs, Linda Chapman, Jim Davidson, Sally Dillon, Mike Grimm, Arni Litt, Hugh and Jane Moore, Steve Peterson, and Sarah Welch. Matt Edde attended by phone.

I. Warm-up

- A. Minutes:** It was **MSA to approve the minutes of the October 25, 2014 meeting as amended.**
- B. Treasurer's report:** Hugh noted that former Treasurer, Jeanne Ensign, traveled to Seattle from Missoula, MT in order to coordinate the transition of materials and information to new Treasurer Mark Benishek. Upon Hugh's suggestion, it was **MSA to reimburse Jeanne \$560 for her travel costs.** Mark reported that fees are paid each year for WA State taxes. Apparently some fees can be paid with an e-check, but not all. These taxes are budgeted for and it was **MSA that we allow Mark to reimburse himself for expenses he incurs as Treasurer during the process of filing taxes.** Mark distributed the financial report through December 1. He and Steve have signed the bank forms for the checking account and Lisa was given the forms to complete and turn into Bank of America. It was **MSA to approve the Treasurer's report as submitted.**
- C. Membership:** Arni reported that 1730 swimmers are registered for PNA, almost 100 more than our 2013 total. University Place Aquatics (UPAC) is a newly registered club in PNA. The registration fee was not adjusted so for 2015 the fee will increase to \$52, reflecting the increase at the National level. Arni suggested that we hold that price for 2016.

II. Main Set

- A. Filling vacancies on the PNA Board:** Sarah, Kim, and Mark compose the nominating committee. In their search for candidates for the next PNA election, they have not found any nominees for the three open positions. Sarah proposed that we wait until the nominating committee has more information. Hugh's "robust volunteer" Director position expires this month and it was **MSA to appoint Hugh to another year in the position.**
- B. Volunteer Recognition:** The subcommittee reported that they have requested funds to support an awards banquet to be held in 2015.
- C. 2015 PNA Budget:** Mark thanked Sarah for her help in putting together the budget proposal. He noted specifically the swing in postage costs, which is due to fewer paper copies of *The WetSet* going out in 2015. The proposed budget was reviewed, items were "pulled" for further discussion, and it was **MSA to approve those line items not "pulled".**
The "pulled" items were discussed individually as follows:
 - Registration – The effect of the new 16-month registration was explained; it was **MSA to approve the Registration fees.**
 - One Event fees – USMS has raised their portion from \$12 to \$15. If we keep the fee at \$20, PNA and the host event would be splitting only \$5. Since the regular USMS membership increased by \$2, it was suggested that we increase the One Event fee by \$2, making it \$22 for 2015. It was **MSA to approve the total Registration, as amended.**
 - Team Registration is no longer used.
 - Income – meets income was adjusted to include \$2000 in open water income. It was **MSA to approve the total Income to \$28,024.**
 - Board Expense – Sarah suggested that \$500 be included to send the LMSC Chair to the USMS Leadership Conference. Only airfare is required since the National Office is picking up other expenses. It was **MSA to increase Board Expense by \$1000 to allow two people to attend the conference.** It was **MSA to approve the total Board Expense.**
 - Club Support – Sarah noted that last year she had failed to budget for convention delegates not representing PNA, so this year's expense was larger than expected. The 2015 amount has correctly addressed this expense. It was **MSA to approve the total Board expense.**
 - Safety – It appears that there may be a sixth open water event sanctioned by PNA in 2015 so it was **MSA to amend the insurance surcharge from \$5000 to \$6000 and to include \$2500 for surcharge reimbursement.** It was **MSA to approve the total Safety category.**

Swimmer Support – Sarah recommended a reduction of the postal pool budget, pushing more of the cost to the clubs. This amount is entirely for the rental of 50-meter pool space for the summer postal events. Lisa requested a \$1000 increase to purchase swim caps for the new swimmer goodie bags. It was **MSA to approve the amended Swimmer Support category.**

The WetSet – 2015 includes a major reduction in cost as the number of hard copies has been reduced to fewer than 15 (those who have no email address). Small fees are included for printing and postage. It was **MSA to approve the total WetSet items.**

Expense – administrative – Steve reported that the website's scrolling photo feature had stopped working; Club Assistant removed it and said that a replacement could be built for approximately \$150. Hugh suggested that we increase the website budget to \$1000. Sarah noted that in 2014 we budgeted for, but did not use, about 18 hours of programming. Jim recalled that we had talked this past year about having a new and expanded communications plan. It was agreed that we should budget \$1000 more for this category. Arni's postage budget was increased by \$300 in order to purchase more stamped envelopes. It was **MSA to approve the administrative section with a new total of \$3935.** It was **MSA to approve the final budget.**

III. Sprint Set

- A. **Meets:** Linda provided information outlining proposed meet fees for 2015. Event hosts requested individual event fees as follows: Anacortes - \$1.50, Briggs Y - \$3, Lake Washington - \$3, and SARC - \$3 (SARC is waiving the PNA \$6 per swimmer guarantee). It was **MSA to accept the proposed individual event entry fees.** Linda indicated that she would be proposing a policy change at the next meeting in order to streamline these types of issues.
- B. **Open Water/Long Distance:** Jim shared data from the summer's OW events. There were 524 total swims in the five sanctioned events. He also reviewed the OW financial reports. Lisa inquired about the Fat Salmon event, indicating that PNA should have assigned a new host. Jim explained that Liz Rosen (Fat Salmon event director) and Meg Meinherz (ORCA OW event director) have been discussing the event for quite some time. GLAD is committed to mentoring a new host. Lisa said she would talk with Meg to make sure the commitment is there. She wants to be part of the process to see what their long-term commitment might be. Mark suggested that PNA could help with the event's budget.
- C. **The WetSet:** The deadline to submit articles is December 15. They should be submitted to Steve and/or Jessica Dubey.
- D. **Clinics:** Sarah shared information about the Adult Learn to Swim program and stroke clinics. She noted that we no longer sanction clinics due to interpretations from our risk manager that these are to be considered "workouts". Lisa plans to provide her own clinics in coming months. There was some discussion about fees that might be charged for advertising clinics in *The WetSet*. It was **MSA to waive fees for advertising through January.** Hugh suggested we solicit comments from the coaches and we agreed to discuss this further at the January meeting. Jane pointed out that our Policies exempt coaches of PNA teams from paying for ads.
- E. **Other business:** Steve reported that he had heard from a UW grad student who would like to survey our members via SurveyMonkey. Jane noted that the same person has approached the USMS Sports Medicine committee, which may give approval for the survey to go to all USMS members. Steve also spoke about Tom Foley, who passed away recently. A founding member of PNA, Tom served the organization for many, many years. Steve suggested that we donate money to the ALS Foundation in Tom's memory, and that we consider changing the name of our distinguished service award to the Tom Foley award. It was **MSA to donate \$250 to the ALS Foundation in Tom's memory.** No decision was made with regard to the name of the award. Sally reported that information on the 2014 Coach of the Year has not been posted on the website because that information has not been submitted to Steve. Mike promised to provide the necessary details.

It was **MSA to adjourn the meeting at 9:40 pm.**