

**Pacific Northwest Association of Masters Swimmers
Board Meeting Minutes
Conference Call
May 19, 2015**

Past President Lisa Dahl called the meeting to order at 6:50 pm. Also present were board members: Kim Boggs, Kathy Casey, Linda Chapman, Jim Davidson, Sally Dillon, Arni Litt, Steve Peterson, and Sarah Welch. Zena Courtney, Matt Edde, and Kathy Morris also attended.

1. Warm-up

- A. President's Report – There was no President's report as Mike Grimm was out of the country and unable to attend.
 - 1) Coaches Chair appointment – Lisa announced that the appointment of Matt Edde would take place at the next meeting when Mike is present. Matt agreed and Lisa encouraged him to "get started" in the meantime.
- B. Approval of Minutes – **It was MSA to approve the minutes of the March 21, 2015 meeting as submitted.**
- C. Treasurer's Report – Arni reported that we are on budget. Registration income is about 91% of projected, which is as expected. Since open water events haven't been swum yet, no One-Event fees have been collected. Charitable contributions to date total \$250, which was donated in Tom Foley's name. Eight of the ten scholarships for the Adult Learn to Swim (ALTS) training have been disbursed. PNA has \$46K in the bank (\$26K in a CD, \$16K in savings and \$4K in checking). We have received \$1200 in donations to the LMSC. **It was MSA to approve the treasurer's report as presented.** Arni asked that we let her know if there are other things we would like to see on the financial reports.
- D. Membership report – In Stephanie Hiebert's absence, Arni reported that PNA currently has 1512 members, 768 men and 744 women.

2. Main Set

- A. CD investment of \$26,000 – Arni reported that our CD is earning 0.01% and she suggested that we consider investing the money differently. One recommendation is to invest in a mutual fund that would yield ~4%. It appears that the USMS Financial Operating Guidelines (FOG) will allow us to make this type of investment. Sarah noted that the \$26K in the CD is money that we have chosen in the past not to spend and there are some risks with mutual funds. Arni moved, and it was seconded, that we move \$20K to a mutual fund. Jim asked if we have any procedures to allow this and Arni referred him to the copy of FOG that was distributed. Sarah suggested that investment policies for PNA be developed before making a decision about re-investing the monies in the CD. Arni withdrew her motion and instead it was **MSA that we set up a committee to develop investment policies for PNA.** Sarah, Arni, and Linda volunteered to serve on the committee.
- B. Develop plan for financial contributions to PNA – Upon Arni's request, we tabled this discussion to the next meeting when she will be better prepared to provide information.
- C. Develop plan for the Fred Wiggin Fund – Kathy C. led the discussion regarding the Fred Wiggin Fund. Steve provided her an early draft of a Wiggin Fund reimbursement request (circa 2007), which Kathy will update for review. There is ~\$3300 in the account. A \$500 limit per request exists for the use of the funds. Kathy suggested we expand the scope, such as to support Officials Clinics. Better publicity needs to take place regarding the availability of the funds. It was suggested that we might merge this fund with the contributions made to PNA. Kathy said that she and Jan Kavadas would contact Fred Wiggin's family to see if they would support this concept. It was agreed that she would wait on this until we have a plan for the PNA fund.
- D. Membership Policies – Bylaws Chair Jane Moore submitted amendments to the Membership Policies to bring them in line with current practice. Lisa and possibly others could not see the "tracking" in the document so some time was spent explaining how to overcome that. It was moved and seconded to approve the policies as submitted. After some discussion, it was **MSA to amend R-1 to read: The Membership Coordinator shall use the USMS online software: Electronic System to Help Every Registrar (ESTHER).** It was **MSA to approve the policies as amended.**
- E. Newsletter Policies – Jane also submitted an amendment to the Newsletter Policies (N-7 Advertisements) in order to clarify the intent ("issues" rather than "months") after our change to bi-monthly publication, which took place a number of years ago. It was **MSA to approve the amendment as submitted.**

- F. Convention Policies – Sally and Jane submitted amendments to the Convention Policies. It was moved/seconded to approve the proposals as submitted. Sally explained that the insertion of the word “designed” in the first sentence (C-1) provides a much-needed adjective. She also said that an At-Large Delegate appointment has been requested and received for Walt Reid, who holds a USMS Liaison position. President Nadine Day indicated that she would be unable to offer any other AL appointments to PNA until after the July 1 deadline to apply, and she made no guarantees.

Regarding C-5, the proposal to add a new sentence giving priority to delegates who hold membership in a national committee, Sally noted that historically PNA has had a large number of delegates qualified as “automatic” by virtue of national leadership positions 1) on selected committees, 2) as chairs, and/or 3) as Board members. It has been relatively easy to fill our four LMSC delegate spots in the past since so many of our members were already delegates. Sally realized that this year only 4 of our members hold “automatic” spots: Kathy, Arni, Sarah, and Sally. Other members are still actively involved on USMS committees that meet during convention so it was Sally’s opinion that some priority should be given to those who have made the commitment to participate at the national level. Sarah expressed her opinion that convention is a way to introduce people to the national process and she doesn’t think we should perpetuate the same people attending year after year. She suggested we seek At-Large spots when possible. Arni agreed with Sarah. Jim asked if everyone on committees get automatic spots and it was clarified that only certain committees qualify: Rules, Legislation, Long Distance, and Finance.

Sally stated that she is very much in favor of giving new people an opportunity to attend convention, citing Linda as an example of last year’s new delegate and complimenting her on getting involved on a national committee. She also said that she would like to see Jim attend this year as a new delegate, especially since in addition to numerous Long Distance and Open water meetings there will be an Open Water Workshop. Kathy C. proposed that we amend the C-5 proposal to add the following wording: “When possible, if there are more applicants than delegate spots, seek At-Large delegate status for those applicants who have national positions.” Kathy M. suggested we make it a separate item rather than combining it with the initial proposal. Kim spoke against the initial proposal saying it favors long-time attendees. Matt said that he has been attending convention for a few years as a delegate for Inland Northwest. He is on the Coaches Committee and does a lot of work for the committee throughout the year but has concerns that he might be dropped from the committee if he doesn’t attend. Kathy C. responded that as chair of the Rules Committee she has retained members who have missed convention but have otherwise contributed throughout the year. Zena didn’t agree with the initial proposal and Kathy M. concurred. Kathy C. withdrew her motion saying she would restate it after we vote on the original motion. Linda asked us to keep in mind Sarah’s comment about selecting our delegates strategically; some of our people are very valuable to USMS and may yet get At-Large appointments. Finally, Steve stated that he agreed with the opinions expressed by Kim, Zena, and Sarah. Lisa called for a vote and the **motion to approve the proposed changes to the Convention Policies was defeated.**

So as not to miss the other amendment submitted by Jane Moore, it was **MSA that we add the word “designed” to the first sentence of C-1.**

Kathy C. again proposed the following amendment to the Convention Policies regarding At-Large Delegates. It was **MSA to approve a new C-5 stating “When possible, if there are more applicants than delegate spots, seek At-Large Delegate status for those applicants who have national positions.”** Lisa stated that this limits what we can do. Steve asked for clarification whether someone paying for his or her own registration would have delegate (voting) status. If not appointed to fill an available spot, such an attendee would be an observer only.

- G. Convention Delegate selection – Seven members have submitted applications for representing PNA LMSC as delegates at convention September 30-October 4 in Kansas City, MO. It was **MSA that we suspend Convention policy C-4 and select our delegates via SurveyMonkey.** Linda will prepare the voting survey and share it with Sarah, Mike, and Sally for comments before distribution to our voting Board members. May 31 will be the deadline to cast a vote. Each voter will select 4 people. The seven applicants are: Linda Chapman, Zena Courtney, Lisa Dahl, Jim Davidson, Jane & Hugh Moore, and Steve Peterson.
- H. Calendar Content: Lisa asked who submitted this item for the agenda and Jim stated that he did, due to several email rounds about what should be in *The WetSet* calendar this past issue. Lisa referred to Mike Grimm’s suggestion that we discuss the calendar issues when he can be present. Sally noted that the next board meeting is July 14, two weeks past the publication date for the next issue. She suggested that Zena might want to take time to review the Newsletter policies about content in the meantime.

3. Sprint Set

- A. Meets - Linda had no report.

- B. Open Water - Jim reported that three events are sanctioned (Swim Defiance, Fat Salmon, and Whidbey Adventure Swim). He is still working with the Bellingham Swim Club, not the Masters group, to host the Aly Fell OW swim mid-August. The only event left is the Last Gasp in September. Jim also noted that Zena has recruited Blueseventy to sponsor the PNA open water season; they will provide caps for all events at \$1 each. They will also donate a wetsuit and each swimmer will have their name submitted for the drawing each time they enter an event. The drawing will take place at the end of the season. Lisa noted that she has a "big in" with Blueseventy in case her help is needed.
- C. Newsletter - Zena reported that the July/Aug issue deadline is June 15. She has received some articles already and suggested that Jim should write an OW update and re-emphasize the OW high point contest. Kathy M. will write about the ALTS clinic recently held. Zena is seeking other articles and has a number of ideas. She recently received information about OW clinics being held on Whidbey Island in Langley. The Park and Rec. Dept. and the South Whidbey team members are conducting the clinics. Sarah was concerned about this and suggested that we indicate that the clinics are not PNA-sanctioned. Zena will make sure this gets done. Zena confirmed to Kathy that she has a number of Rules articles but didn't have room to use them in the last issue. Kathy M. noted that USMS took a group photo at the ALTS clinic and she will contact them to obtain a copy for our newsletter.
- D. Other Business
 - 1) Officiating Coordinator – Kathy C. suggested that we need a new person to take on this position. She doesn't officiate and Jan has retired from officiating as well. Lisa suggested Teri White and offered to contact her. Sally suggested Mike Murphy.
 - 2) Database Support – Steve reported that Jon Walker signed on a few years ago to work with Doug Jelen in uploading records information for the PNA website. Our web host Club Assistant does not support the existing lookup tool so Jon hasn't had anything to do for quite some time. Steve noted that Jon is not currently a member and suggested that we remove his name from the coordinator/chair list that appears on the agenda.
 - 3) Meeting timekeeper – Arni reported that Stephanie Hiebert offered to be a timekeeper to keep our meetings moving, freeing the chair from having to do so. We will discuss this in the future.
 - 4) Newsletter review committee – Steve asked to discuss the makeup of the newsletter review committee and was told by Lisa that we could not; it would have to wait until PNA President Mike Grimm was present.

4. Warm-Down (Next Meetings)

- Tues., July 14 6:45 pm – at Lisa Dahl's in Skyway – meeting will be held outside, weather permitting
- Tues., September 15 6:45 pm – at Kim Bogg's in Federal Way
- Sat., October 24 9 am – at Sally Dillon's in Issaquah
- Tues., December 8 6 pm – at Arni Litt's in Seattle

It was MSA to adjourn the meeting at 8:39 pm

Minutes prepared by Sally Dillon, PNA Secretary