

Pacific Northwest Association of Masters Swimmers
Teleconference March 7, 2017
Minutes

President Mike Grimm called the meeting to order at 7:06 pm. Also present were Kim Boggs (Club Director), Kathy Casey (At Large Director), Isaac Contreras Sandoval (At Large Director), Lisa Dahl (Past President), Bob DeWard (Appointed Director), Sally Dillon (Secretary), Arni Litt (Treasurer), Hugh Moore (Appointed Director), Jane Moore (Bylaws Coordinator), Steve Peterson (Club and Coach Services Coordinator), Lucianne Pugh (*The WetSet* editor), and Sarah Welch (Club Director). Todd Doherty (Bellevue Club coach) also joined the call.

A. Officer Reports

1. President's report: Mike expressed his focus for the meeting. a. PNA Champs in April; are we ready? b. Coach of the Year; Coach of the Year selection process, we should discuss. c. Operation of the board; our working operations are archaic and what we do is unusual compared to business practices. It is not a good sign for the future if the way we do business does not adapt. This is demonstrated by volunteers who participate for a few months to a couple of years before dropping out. Some people are stretched doing multiple positions. d. What is essential and what has been carrying on for years? We need to focus on the essentials, safety at our events and providing opportunities to promote swimming. Document our working practices to determine what people should do when they take on a position. We do things a certain way and adjust the policies accordingly; maybe that is the right way to do things. The traditional parts that consume most of our time don't have the most value – at least according to “regular swimmers”. We have a different membership with half of our members focused only on open water swimming. e. Participating on the board is voluntary. We should ask “are we here for ourselves or for others?”. How do we want to leave the organization? If we want to leave a legacy, what would it be? None of us do this forever and a lot of what we do is individually driven.
2. Approval of minutes: Sally reported that corrections were made and the final version of the January 24 minutes was distributed prior to the meeting. **It was MSA to approve the minutes as presented.**
3. Treasurer's report: Arni reviewed the financial report. In answer to a question about the balance difference between February 2016 and February 2017, she noted that ~\$11,000 was transferred from savings to checking to cover the \$5/swimmer fees that are disbursed to clubs later this month. She will move the funds back to savings at the end of March. Total liabilities and assets are approximately the same as last year. Mike asked if the convention budget was the largest item, and Arni confirmed that is the case. She explained that convention costs have increased since some of our delegates no longer are receiving reimbursement from USMS. There has been discussion at convention that the cost to LMSCs has increased significantly. She also noted that PNA does not reimburse for meals, but it does cover hotel, travel, and registration expenses. Hugh pointed out that the \$45K PNA has in its accounts is due to the four national championships and other events that PNA has conducted. It is primarily due to volunteer efforts that we have the reserves to send people to convention. Arni suggested that some of the funds be put back into CDs since the interest rate is improving. Mike questioned that those who helped 20 years ago be entitled to attend convention. Jane pointed out that convention “attendance” is not an entitlement; convention is work (not a vacation) and important to assuring the ongoing function of US Masters Swimming. Without USMS as an umbrella organization, our local programs would be in jeopardy and probably would not continue. Getting back to the financial report, Arni noted that income for January/February was \$17,425 and expenses were \$7038, leaving a net income of \$10,387. She also reported that the SCM Championship meet report has been submitted. PSM requested guaranteed profit reimbursement (\$6 X 145 swimmers X 2 days) for a total of \$1752.87. \$890 profit was budgeted so \$862 would be over budget. PNA total meets income for 2016 was \$888, which would cover the SCM meet shortfall. When asked, Sarah explained that only 145 swimmers participated, significantly less than the anticipated 200. Another meet in Oregon the same weekend affected the turnout. All other revenue and expenses were as expected. She suggested that PSM and PNA need to promote the meet better this year. Mike said that at the last NW Zone meeting, he thought it was every LMSC for themselves. It was noted that LMSCs must take the dates that are available to them, leading to an occasional conflict. **It was MSA to approve PSM's over budget request of \$862 for a total reimbursement of \$1752.87**
4. Membership report: Stephanie Hiebert emailed the current membership numbers: 1315 members; 655 are men and 660 are women. Arni said the numbers are very close to March of 2016.

B. Old Business

1. PNA Board meeting summary for *The WetSet*: As discussed at a previous meeting, the newsletter should contain timely information about board meetings. Sally suggested that instead of having “preliminary approval” of the minutes so a board summary can be written, that the summary itself be distributed for review and approval. Mike said that this falls into the best practices category. Bob noted that it's important to have this information and would be easy for the Board to review it and respond to the Secretary with suggestions and/or approval. **It was MSA**

that the Secretary distribute the board meeting summary to the Board for approval between meetings so it can be included in the newsletter in a timely manner.

2. Nominating Committee report: Hugh reported that the ballots were sent to the membership on Monday via Survey Monkey. He thanked committee members Kim Boggs, Jim Davidson, Stephanie Hiebert, and Sarah Welch. He also thanked Linda Chapman for setting up the Survey Monkey ballot. The nominees are:
President, Sally Dillon; Vice President, Zena Courtney; Secretary, Sherry Grindeland; Treasurer, Arni Litt; At Large Director, Kathy Casey; and At Large Director, Isaac Contreras Sandoval.
Steve asked about newcomer Sherry Grindeland and Hugh explained that she is a long-time member who had indicated on her membership form that she would like to volunteer. Hugh recalled that Sherry contributed to the first National Championship hosted by PNA.
3. USMS Leadership Summit: Zena Courtney will be attending the summit in Texas March 10-12. She was not present to discuss details.
4. Social Media Coordinator: Isaac contacted Sally in February and volunteered for the position. He noted that he used to be the social media coordinator for another non-profit. Isaac and the other “communicators” (Steve, Lucianne, and Stephanie) will work together to develop a plan for increasing PNA’s use of social media.
5. Updating mailing lists: Steve has communicated with Stephanie and Arni about the issues. There are currently 4 email group lists: Board (21 addresses), Coaches (85), Team/Club Reps (38), and *The WetSet* reviewers (10). There are two restrictions: you must be on a given list to use it, and there is a limit to the size of attachments. The Board and Reviewers lists remain relatively static; the Coaches and Team/Club Rep lists are more dynamic. Stephanie gets information on those who register with USMS but some groups choose not to register. The planned solution is for Steve to coordinate with Stephanie during the first quarter of each year to verify list contents against registration data. The Coaches Chair should work with the coaches to keep the list up-to-date. As Club & Coach Services Coordinator, Steve will follow up with these lists. Steve noted that Sally keeps two lists of her own: voting board members and non-voting chairs and coordinators. Mike said that two lists are not appropriate for non-profits. Sally defended the use saying that both sets of board members receive all materials for board meetings. Steve suggested that something needing immediate attention by the board might only need to be seen by voting members. Sally noted that anything that involves discussion would go to both lists; but something requiring an immediate vote would go to the board only. Mike asked Steve to provide a written proposal for maintaining the group email lists.

C. New Business

1. Summer Gathering: Sally noted that we have previously discussed the idea of having a social event in the summer and suggested that, if interested, we should form a committee now to organize something. It could be held at a local lake Mike said that anyone interested in being part of an organizing committee should contact him.
2. Swim with the Sounders Night: Some of us received invitations from the Sounders organization to take advantage of discounted tickets for “Northwest Swimmers”. Steve asked whether we should post the information on the website and/or send an email blast to the membership. There were no objections to doing both so our members are made aware of the discounts. The blast can include an attachment and Arni will check on size limitations.
3. LSMC Standards Surveys: There were two LSMC surveys distributed this time around, one each for the Treasurer and the President to complete. Arni has submitted her questionnaire and said that PNA has met all Standards. Zena completed the one for the President but has not yet provided feedback.

D. Committee Reports

1. Meets: Linda Chapman was unable to attend and had no report.
2. Open Water: Jim Davidson was unable to attend and had no report.
3. Newsletter: Lucianne is still looking for someone to write a “humorous” column. Mike noted how happy PNA is to have her as our editor.
4. 1-Hour National Championship Postal Swim: One swimmer each from BWAQ and DBST, and 25 from PSM have entered the event so far. Sally noted that this is a significant drop in participation from previous years.
5. PNA Championships: Mike asked for an update on the meet. Hugh said that no meet personnel are on the board but there is no reason for concern; the host club has years of experience running the meet. Sally said that Linda pays close attention to the meets and if there were any issues, she would have brought them to our attention.
6. Coach of the Year Award: Mike expressed concern that Matt Edde has resigned. Sally reported that Matt agreed as his last duty, to accept nominations and organize this year’s award.

E. Next meetings

Saturday, April 22, 1-4 pm in Issaquah (this is the “Annual Meeting”)

It was MSA to adjourn the meeting at 8:24 pm

Minutes prepared by Secretary Sally Dillon