



DATE: Saturday, October 28, 2017

TIME: 1-4 PM

Minutes

The meeting was called to order by President Sally Dillon at 1:08.

Attendees: Sally Dillon, Arni Litt, Linda Chapman, Jay Pearson, Hugh Moore, Kim Boggs, Sarah Welch, Zena Courtney, Steve Peterson, Stephanie Hiebert. Bob DeWard attended via phone.

A. Officer Reports

1. Call to Order and Introduction

2. President's Report

Hugh, Jane Moore, Kathy, and Jim Davidson provided summaries of convention that have been combined, distributed in the meeting packet, and will be included in The WetSet. Sally's feedback from convention comes in the form of a to-do list of topics that I hope we can discuss soon.

- How can we better track member retention and what can we do to avoid losing members?
- Can we provide clinics that will attract swimmers who do not have coaches?
- ALTS – where is this needed? What can we do to bring the program to those areas?
- College Club Swimming – determine which campuses are participating; mentor younger swimmers.
- Continue to work toward a bid for a national championship. May need to focus on 2021 instead
- PNA – design polo shirts for future use at meetings, events, and convention

3. Sally congratulated Blue Wave for hosting National Open Water Championships in the PNW for the first time ever. The NC-1 Mile was well attended. Zena reported an article was written for the Wet Set.

4. Approval of September 5 Meeting Minutes

Minor corrections made. MSA

5. Financial Report

Total Assets are \$45,776.52. Registration income is at 99% of budget and income from October will bring it up to almost 100% (down about \$50).

The Last Gasp of Summer is the only open water meet income and expenses that is not included in this report. The data is in for October and the check in the mail.

Convention expenses are well below budget this year. We had fewer attendees and airfares were also lower. One expense is still an estimate as Kathy is contesting her ground transportation charges. I've entered an estimate for now. The difference will probably give us a balanced budget at the end of the year.

New Swimmer Goodie Bag expenses are not yet spent. The total income is as budgeted. Lower expenses came from Convention savings and Goodie Bags. Sarah reported we're out of shirts for new swimmers' goodie bags and need to order. The unspent amount will be spent by the end of the year.

Sarah reported medals are brought to meets by Kerry Ness but not always passed out unless host team requests. Everything is inventoried but Kerry doesn't want to be handing out medals. Linda suggested putting medals in meet box. A discussion about how to handle the distribution and sale of medals at each meet ensued. Question was asked if we should develop a plan to see that they are advertised. We would need to have a conversation with Kerry to see if he would take on selling the medals; Sarah suggests we have someone talk with Kerry and see if he has any suggestions. No sign

of income this year. Should we ask Kerry to report on a quarterly basis? Sarah and Linda recommended tabling discussion.

“Split” category on Transactions page of financials was explained by Arni.

Discussion about remaining budget items. Several items have not been spent. Discussion about officials and why so few officials request funding. Sarah said this was due to meet attendance requirements, which are too stringent.

Arni made an over-budget request of \$50 for postage. MSA

Discussion about FOG items, including tips for cabs. FOG doesn’t allow for reimbursing tips, but Arni has reimbursed for this because amount is minor and we are within budget. There were no objections.

MSA for approving lunches for December meeting.

Financial report MSA

6. Membership Report

847 males, 889 women (1,736 total). 52 new swimmers in October. The high increase appears to be due primarily to new policy of allowing 2018 dues to be paid along with 2017 dues. We are 5 below 2016 membership. There are 11 registered clubs for 2018.

B. Coordinator/Committee Reports

1. Meets

BAMFest had 137 participants. Highest since 2011. Pattern of entry was quite different than in past years. Linda thinks that advertising the meet in Facebook made a difference. The entries were more heavily weighted to the beginning of the process. Last two days much lighter than previous BAMFest meets.

MEET ENTRY RATES - BAMFEST					MEET ENTRY RATES - BAMFEST				
Entries by Day- Entrants					Entries by Day as Percent of Total				
	2017	2016	2015	2014		2017	2016	2015	2014
Days Out	BAM	BAM	BAM	BAM	Days Out	BAM	BAM	BAM	BAM
10	60	19	15	27	10	44%	21%	20%	26%
9	6	3	2	9	9	4%	3%	3%	9%
8	6	2	3	2	8	4%	2%	4%	2%
7	10	2	2	5	7	7%	2%	3%	5%
6	4	8	3	3	6	3%	9%	4%	3%
5	1	4	6	3	5	1%	4%	8%	3%
4	9	0	6	10	4	7%	0%	8%	10%
3	7	6	11	7	3	5%	7%	14%	7%
2	17	19	13	19	2	12%	21%	17%	19%
Due Date	17	27	15	17	Due Date	12%	30%	20%	17%
TOTAL	137	90	76	102	TOTAL	100%	100%	100%	100%

Have started including ‘Like Us on Facebook’ messages with meets emails. The Club Assistant email module allows insertion of the FB logo as an image, the USMS email module (used for meet-entry deadline blasts) does not provide for image insertion.

Bellevue Club Masters Mile is sanctioned and will open for entries after Nov 1 when people have opportunity to register with USMS for 2018.

Background on waiving slow-to-fast seeding for BCMM: Allowing the fastest swimmers to go first/soon after warm-up will likely make the 1 – 2 warm-up lanes available during the meet less chaotic.

Linda reported BAM Fest as a success. However, new people were running CTS system and buttons for two lanes weren't working. They may have been overwhelmed with a big increase in attendance and over 60 first-timers attending. Lots of bad touches in addition to button issues. Linda suggested meet referees meet with all new swimmers for a couple minutes explaining how to finish properly with touch pads. Several suggestions (including on how best to convey to swimmers) were made but no firm recommendations. Sally will pass on the concerns to Coaches Chair Wendy Neely.

2. Open Water

Whidbey Island Adventure Swim requesting date of June 9, 2018 (Saturday). MSA

Zena reported that the Swim Defiance event will take place on August 5, 2018 and The Last Gasp of Summer will be September 15, 2018.

Possible open water swim in Lake Sammamish in second-to-last weekend in August. Zena is working with Jim Davidson and with TWIM.

Stephanie suggested we approach non-sanctioned events to see if they want to be USMS.

3. Newsletter

Current newsletter is not completed, but will be shortly. Steve has some photos for Bamfest, which he has sent to Lucianne.

4. Social Media

No report while Isaac Contreras is out of town on his honeymoon.

Discussion of our Facebook and Twitter accounts and how to make them more visible and attract more swimmers to follow. Jay suggested we move the links to twitter and FB to the top of The WetSet. Andrew Malinak has the old twitter account. Stephanie will let Isaac know.

Discussion of how to better collect Coach and Team Rep information, particularly from USMS. Stephanie explained how to register as a swimmer, coach, certified coach, and team rep for USMS. Many teams do not report who the coach is, and coaches often do not report themselves as coaches, only as swimmers. USMS team/club registration does not gather or use this info. Meet hosts are out of the loop because they aren't team reps or coaches. Linda requested a list in order to send out meet information once a year.

C. Old Business

1. Convention Review

Sally thanked Hugh for the overview of the Convention. A full review will be in the newsletter. Zena asked about the fitness swimmers and whether the proposed fitness events conflict with the national championship postal swims. Sarah said USMS is trying to serve fitness swimmers.

2. Review and Approval of Position Descriptions

Revised Registrar position description had minor change to clarify it has no term limits. Registrar is officially Membership Coordinator per By-Laws. **MSA as updated**

Revised Meets/Sanctions Coordinator position description had minor change to clarify it has no term limits. **MSA as updated.**

Zena said Newsletter position description has been commented on and Steve will ask Lucianne to submit it for next time. Arni will submit treasurer description for review next month. As each position description is completed, Jay volunteered to make final format changes for consistency.

3. Review and Approval of Policy Decisions

Meet sanction fees were discussed. PNA currently covers all sanctions and recognition fees. For 2017, that is an estimated \$500 out of the estimated \$1,700 raised, or about one-third. Linda recommended we pass the fee on to the meet hosts. Linda recommended we implement this effective June 1, 2018. Discussion of whether to implement this earlier for unpublished meets earlier than June 1. Hugh recommended waiting to implement this until next bid season. Bob said it is not unreasonable for meet hosts to expect a USMS fee for sanctioned meets. Hugh moved we approved new policy MF-5 (USMS meet surcharge for sanctioned meets is \$50 and will be added to the PNA meet surcharge starting June 1, 2018). Recognized meet surcharge is \$100. **MSA (9-2 majority)**

Discussion about changing PNA bylaws to match USMS for number of events per day per meet. PNA is currently 5 per day/6 total per two-day meet while USMS is currently 6 per day, or 12 events for a two-day meet. It was suggested we survey the membership about allowing more than 6 events for PNA Champs weekend.

Linda led a discussion of changes to the Meet Policies (Financial, Operations, Entries, Championship, Scheduling)

MF-8 was revised to read “The USMS meet surcharge for a recognized meet shall be paid by the meet host. There is no additional PNA fee for a recognized meet.” MSA

MF-5 was reopened and reworded. **MSA to reword to: “USMS surcharge for a sanctioned meet will be added to the PNA meet surcharge starting June 1, 2018, and paid by the meet host.”**

MF-1: Item 1 revised to read: “Per-day meet surcharge: \$17”; Item 2 is deleted; Item 3 is “Up to \$4 for individual event entered; no charge for relays” and moved to Item 2; Item 4 is deleted. MSA

MO-2: The following language was suggested to be added: “This requirement may be waived by a vote of the PNA BOD.” MSA

CH-3: Revised to read: “PNA will pay for individual and team awards for PNA Champs.” MSA

It was remarked by Arni that she does not remember reimbursing Blue Wave Aquatics for PNA Champs Awards in 2017. Zena volunteered to check with Blue Wave Treasurer, Judy Williams.

Hugh moved to delete CH-6 as it is now obsolete. MSA

MS-5 was revised to read “The Scheduling Committee shall distribute the PNA Event Date Request Form to potential event hosts by July 1 for January—June of following year’s calendar. A second PNA Event Date Request Form shall be distributed by January 1 for July—December of the same year.” MSA

MS-6 was revised to read “The Scheduling Committee shall review the requests for the annual calendar and make a recommendation to the Board no later than a fall meeting (January—June) and a spring meeting (July—December). MSA

MS-8 was revised to read “Preference for a particular weekend shall be given first to meets from the preceding 12 months for the same or similar weekend.” MSA

MS-14 was revised to read “All hosts of PNA sanctioned meets may run a half-page meet promotion in The WetSet. Arrangements for the promotion shall be made with the newsletter editor. Ad copy must be submitted no later than the 15th of the month preceding the targeted The WetSet.” MSA

ME-2 was deleted. MSA

ME-3 was revised to remove reference to CH-6 (housekeeping change).

D. New Business

1. Annual Meeting—an “event” at KCAC

Sally presented an idea for a post-meet event on the Saturday of PNA Champs. It requires an addition to the budget, which will be proposed in December. Zena and Kim volunteered to help Sally plan.

2. “Uniform” fees for LMSCs—Sarah

Adding a universal USMS fee is two to three years out for all LMSCs. PNA is one of the leading LMSCs in the nation and Sarah would like a conversation at the January meeting (allow for 30 minutes). PNA’s fee is currently \$13 while USMS recommends \$11.

3. Filling Officials Chair Position

Terry White was appointed to the USMS Officials Chair position, leaving the PNA position open. Linda has spoken with Dick Chapman about filling the position. No other names have been put forth.

4. Request from USMS National Office to assist with funding ALTS scholarship

Discussion about how to respond to request from National Office. It was moved to request information from Blue Wave and Bellevue YMCA about their proposals and have further discussion at December meeting.

Meeting was adjourned at 4:31

E. Next Meeting—Saturday, December 2, 1-4 pm in Issaquah with lunch at 11:30