

**Pacific Northwest Association of Masters Swimmers
Issaquah, WA
Saturday, May 11, 2019
Minutes**

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

Attendees: Linda Chapman, Arni Litt, Kathy Casey, Hugh Moore, Stephanie Hiebert, Jim Davidson, Doug Jelen, Steve Peterson, Walt Reid, and Lucianne Pugh (by phone). Jane Moore was a guest attendee.

A. Officer Reports

1. President's report: Sally advised attendees to use Google Drive on their devices (as opposed to Google Docs) to follow the meeting. This process should improve as we become more familiar with how to navigate. PNA received a perfect score in results from the LMSC Standards Survey. The details provided by the LMSC Development Committee (specifically Linda Chapman), have been distributed to the board and the PNA club and workout group representatives.
 - Coaches Chair Wendy Neely has asked to be replaced, due to health issues. April Cheadle was contacted about the position but declined. The search is on to find people to take on the Coaches, Fitness, and Clinics positions. Lucianne Pugh has agreed to continue as our newsletter editor (yay).
 - PNA Coaches of the Year – Pete Colella (2018) and Brad Hering (2019) plan to attend the USMS clinics coming up in Seattle on June 8 & 9, using the funding that the award provides to pay for their clinics. They were encouraged to take the ALTS training as well.
 - PNA hosted its Annual Meeting and Social on April 13. Highlights: over 50 people attended the event, which included a delicious meal of pasta, salad, French bread, and brownies. Set-up was much easier this year since the meal was catered. Brad Hering was honored as the PNA Coach of the Year and Arni Litt was honored with the Dawn Musselman Inspirational Swimmer award.
 - Minutes have been prepared and will be considered for approval at this board meeting. An event summary and recommendations for next year have been prepared.
2. Approval of minutes: **MSA** to approve the March 10 minutes as amended.
3. Financial report:
 - a. Total 2019 income to April 2019 is \$21386 of which \$1,215 is from donations.
 - b. The local pool meets income from three meets is \$424.
 - c. Net income includes accruals for expected funds from Club Assistant from Annual Meeting ticket sales and room rental expense from WKCAC. Annual Meeting costs were \$144 over the budgeted \$500.
 - d. For May, we have two formal requests from Officials for help with their expenses for 2019 SCY Nationals, and more requests are expected totaling \$1,000. Also, one coaches clinic at \$125, and the use of money from the Coach of the Year awards from past years (\$450-900).
 - e. Net income to April 30th is \$11,970 and Total assets = \$69,172.
 - f. Arni noted that PNA's income keeps accumulating; we should look for ways to spend. She would like us to focus on fitness swimmers. Linda mentioned that we have some ideas that can be implemented. Linda noted that spending money takes resources of our time. **MSA** to approve the financial report.
4. Membership report: Stephanie reported that PNA has 1508 members; 768 men and 740 women.

B. Coordinator/Committee Reports

1. Meets: Linda reported that the PNA LCM Summer Meet is sanctioned and open for entry. Placeholder links were created for the fall PNA meets to put them in the meets list and on the PNA calendar. She provided a summary for meet attendance since 2009 – all PNA meets. Takeaways:
 - BAMFest was highest in 2010/2011, but the trend seems to have turned for them
 - LWM – highest years were 2011 – 2015, drop off since then
 - PNA Champs – highest years 2011 – 2015, drop off since then
 - Anacortes likely affected in 2019 by weather – it was the first snow weekend

The addition of new meets has kept overall meet attendance similar to the robust years of 2012 and 2015.

2. Open Water: Jim reported that the first four open water events for the summer have been sanctioned. He conducted an Open Water Kickoff meeting via conference call on May 1. He and the event directors discussed the new open water policies. Sally mentioned that USMS is looking for OW events to bid for national championships. Jim said that BWAQ had challenges; communication with the Long Distance was problematic, mostly due to the Meet Director's schedule. Linda asked about hosting postal championships and Jane shared the details.
3. Newsletter: Sally noted that Lucianne has produced another terrific newsletter.
4. Social Media: Issac Contreras reported via email that the social media platforms had lots of positives with PNA Champs, with reach and reactions to photos of the event. Regarding the website project, he committed to having budget options by August/September.
5. Historian: Walt provided a status report, which included a spread sheet indicating the many documents that have been scanned and posted on PNA's website. Upon its completion, Walt would like to announce this as a prompt to members to provide any additional material. Walt also desires to see an incremental records search capability, whereby any member could quickly extract PNA recordholder data for any point in time (particularly for interim record setters who otherwise "disappear" from a given season's final posting). In response, Hugh suggested the need for a new generation of website/database programmers; discussion of current web hosting and web building tools and processes (e.g., Wix and WordPress) followed. Regarding modernizing the general website, Linda noted that we can start anytime to document desired design changes for consideration by a yet to be formed redesign committee.

C. Old Business

1. Revision of Position Descriptions & Policies: Position Descriptions in need of revision are: Vice President, Top Ten Recorder, Open Water and Long Distance, Communications, and Club and Coach Services. Sally asked that those responsible for these sections make it a priority to review/revise as needed and submit the documents for board approval. Hugh provided an up to date copy of the policies. He has also posted a reformatted version, which included an index and revised divisions between sections. The policies have been approved one-at-a-time over the past 2 years. There being no objections to the formatting and table of contents, it was **MSA** to adopt the formatting changes to the policies.
 - Club and Coach Services Policies: On a separate document, Hugh and Sally proposed changes to the Club/Coach services policies by removing the chart and formatting the information with numbering, as is done in the rest of the policy document. There were no changes to the actual information. MSA to approve the formatting changes specific to this section of the policies.
 - Officials reimbursement policies: Hugh explained that minor formatting was needed for this section as well. **MSA** to adopt formatting changes to the Officials Reimbursement policy.
2. Champs Team Awards: At the March meeting the board approved the use of "virtual" awards for team awards at PNA Championships. Meet Director Steve Freeborn was informed and did not prepare physical awards. Unfortunately, our decision came after the meet information was already distributed and we later realized that we were "required" to do what the meet sheet describes. Some clubs were unhappy to not receive an actual award. We were remiss in not publicizing the "new plan" for awards. The plan for virtual awards can go into effect next year but we need to flush out the details more thoroughly – in advance. It was agreed that PNA will prepare certificates before the meet that can be handed out at the event or easily mailed afterward. The certificate would include an image of the actual virtual award, using the meet logo and the place/division of each award, and the date/year. It will need to be designed each year. This year's awards were prepared and delivered to the meeting and handed out for delivery by various board members. Awards earned in placement order were: Large team: LWM, BAM, YPKC; Medium: TWIM, BWAQ, WWU; Small: NEO, Husky, SWYM.
 - "Awarding" board members for their service over the past year, Sally handed out USMS shopping bags as a gift. Each bag has the USMS logo and "I'm a volunteer, what's your superpower".

3. PNA logo: Isaac provided a half-dozen images of orcas for the board to consider for our project to re-design the logo. Failing to agree on a single image, Linda offered to put a folder on PNA's Google Drive, where we can all download images of orcas to consider at our next meeting. The selected image must be scalable for good appearance in online and printed documents and on sportswear.
4. PNA website: As discussed during the Historian report, the board is anxious to get moving on a new website. The project to do this has been ongoing for nearly two years. Isaac appears to have done quite a bit of research, but the board is wanting to see some options sooner rather than later. Sally will ask Isaac to provide options and costs by our July meeting. We require a design that offers ease of navigation on both conventional screen and mobile devices. As a group, we will all spend time on our website looking for ways to organize it better; e.g. providing a site map.
5. Leader Feature for newsletter: Jay submitted his bio, which was featured in the March newsletter. Sally asked that others fill out the form for future issues. It's alright to skip some questions, or even add something that wasn't asked.

D. New Business

1. Support for officials who worked Spring Nationals: USMS Officials Chair and PNA member Teri White, requested funding for five PNA officials who worked the USMS National Championship meet in Mesa last month. PNA had budgeted \$1000 for the year, which was intended to cover both national meets. PNA Official's Chair Dave Baer asked that the board approve \$200/applicant and reduce the annual requirement of working 50% of the sessions at PNA meets to "at least two sessions". He also suggested we require the officials to be members of USMS. There was considerable discussion about the request.
 - It was noted that the board would have approved more than the \$1000 budgeted for this item had we been made aware that so many PNA officials were planning on attending the meet. That was not mentioned during the budget process; we've budgeted quite a bit more in previous years.
 - There were concerns that officials are encouraged to work national meets and expect financial assistance, but not expected to fulfill the expected number of meets at the local level. • It was noted that PNA budgeted \$280 for USMS registration for officials, which has not been spent.
 - Two officials have submitted reimbursement requests to Arni. All need to do this, indicating dates of when they officiated at PNA meets.
 - Most agreed that officiating 50% of PNA meet sessions is too high a bar to achieve. There were 11 days over the past 12 months that an official could have officiated at a PNA meet.

MSA to waive the current reimbursement policy for officials working at nationals, require that the applicant have officiated in at least 2 PNA sessions in the last 12 months, and allocate \$2000, with up to \$400 to each of the officials recommended.
2. LCM meet and Postal event on July 6 at KCAC: Linda has handled the sanction and Club Assistant details, Dave Baer is lining up officials, and BAM has committed to running hospitality. Sally is waiting on the KCAC contract and expects it next week. She has exchanged emails with head scoutmaster Kirk Charboneau, to obtain timers for the meet, but has yet to get a confirmation. Kathy said she would talk to the Clover Park swim coach. Sally has also asked Tom Walker (TWIM) about supplying Marshals for the meet; he has indicated that his team will be supporting the meet. I have also sent emails to the coaches and team reps, encouraging them to promote the LCM meet as well as the 5K postal swim. We expect to spend \$500 for 2 timers/lane. Hugh said that if we don't have 2/lane, it would be \$250 for 10 timers. The 5K will need a certified lifeguard or coach. Stephanie suggested that Husky teammate Quinn Gemperline might be willing to lifeguard for the 5K and provided his contact information.
3. Fitness/Clinic Coordinator and Coaches positions: Both positions are unfilled. Sally asked for suggestions to fill the Coaches Chair position (previously held by Wendy Neely); Wade Praeger, Brad Hering, Chad Hagedorn, and Pete Colella were mentioned. Sally will reach out to all four. Linda noted that the survey that accompanied the recent election ballot indicated that members wanted more clinics. PNA needs to fill the fitness and/or clinic coordinator ASAP.
4. Selection of PNA Convention Delegates: Due to registration numbers, PNA is entitled to send four delegates to the USMS convention in September to represent our LMSC. Four applications were received: Hugh, Linda, Walt, and Stephanie. Sally noted that delegates are expected to attend all HOD

meetings and try to attend as many other meetings and workshops as possible. Travel and hotel expenses will be reimbursed by PNA. Seven others will be attending convention; three have all their expenses paid by USMS due to leadership positions (Teri White, Sarah Welch, Sally). Four others are automatic delegates due to their membership on several “key” committees (Steve, Jim, Kathy, and Jane). **MSA** that we accept as PNA delegates to the next convention: Hugh, Linda, Walt, and Stephanie. Their approval will bring the total to 8 PNA delegates receiving financial assistance from the LMSC. Sally will submit our delegate list. Arni reminded all to do their best to keep their flight costs as low as possible.

5. Financial records review: We need a yearly audit. Sarah Welch has offered to do the audit; no one else volunteered. Arni noted that she will be resigning in 2021; we need to start looking for her replacement.
6. Bid for 2021 USMS National SCY meet: Sally has alerted USMS Championship Committee Chair Jim Clemmons that PNA plans to bid for the 2021 meet. KCAC’s Mike Dunwiddie has said that we do not need to cap the entries at 1800. Steve Freeborn is still willing to be listed as Meet Director. The dates we have requested for 2021 are being held (May 12-16, May 6-9). Sally asked for a couple volunteers to review the bid packet and offer suggestions. She’d like to submit it by May 20. Hugh, Jane, Walt, and Kathy volunteered.
7. Proposed change to USMS Rules: Dick Chapman and Dave Baer submitted a rule change to Kathy, hoping that PNA would approve it and submit it to the USMS Rules Committee for consideration at convention. (Rule proposals can be submitted only by USMS governing bodies and/or LMSCs. Individuals cannot propose changes.) They propose that USMS adopt the high school rule for backstroke turns, which allows unlimited kicking and gliding on the stomach once the swimmer passes the backstroke flags. Kathy showed the proposal to Teri White, who is against it, not wanting to slide toward the high school direction. Dick and Dave think it would be easier to officiate. It was noted that the proposal would not likely get past the Rules Committee since it would require separate rules for yards and meters. FINA would have to approve it as well, which is highly unlikely. While it was agreed that there is no advantage to the swimmer to allow them to kick or glide into the wall, the FINA obstacle is huge. It was moved and seconded to submit the proposed change to 101.4.3 of USMS Rules. The motion failed.
8. Other Business
 - a. Sally’s second term as Northwest Zone Chair ends in September. Thus far, no one from the zone has indicated that they will run. She suggested that this might be something that someone from our board would be interested in. Contact Sally ASAP and she can provide more information.
 - b. The roster of the leadership team has been updated and posted on Google drive
9. Next Meeting: Sunday, July 14, 7:30pm

Minutes prepared by Sally Dillon