

**Pacific Northwest Association of Masters Swimmers
Board Meeting (Videoconference via Zoom) Minutes
Monday, September 11, 2022**

Attendees: Linda Chapman, Kathy Casey, Steve Peterson, Lucianne Pugh, Jim Davidson, Marysia Smith, Lorraine Masse, Bob DeWard, Sally Dillon, Kim Boggs, and Doug Jelen

Not present: Stephanie Hiebert, Dan Underbrink

Non-voting members: Walt Reid, Sarah Welch

Call to Order and Introductions: President Linda Chapman called the meeting to order at 6:46 pm.

A. Officer Reports

1. President's report: At Large Director Dick Green submitted a letter of resignation, citing this position was not the best fit for him. Dick recommended Dr. Scott Campea, a VA physiatrist, as his replacement. Thoughts about filling the spot? Sally said invite him to the next meeting. Kathy suggested appointing him or another found candidate soon for the rest of the term, else wait until next spring.

Linda noted that PNA has experienced these large financial decreases in Actual vs Budget at this point through the calendar year:

- a. Relay 2022 (aka Leadership Summit) Expense: budget: \$2800; actual: \$600; delta: \$2200
- b. Convention 2022 Expense: budget: \$6000; actual: ~ \$3000 for 3 people to attend in-person; delta: \$3000
- c. 2022 Nationals Officials Expense: budget: \$2000; actual: \$0; delta: \$2000
- d. Events Revenue and Expense: meet sanctions and swimmers (none): (\$1000); ePostal expense not incurred: (\$300); net delta (i.e., less total revenue): (\$700).

Bottom line: ~\$6500 less vs 2022 Budget. PNA should consider applying these funds to other areas. Possibilities: additional coach support for coaches attending a national clinic or certification clinic or reserving some for reimbursing Officials attending 2023 USMS Spring Nationals in Irvine.

2. Approval of minutes: **MSA the July 11 meeting minutes.**

Financial report: Lucianne reported that income and expenses are almost dead even with last year. She will audit 2021's per-swimmer payouts. Linda noted that we reimburse clubs only for full-year members. Through June 30, everybody is full-year; once the Year-Plus schedule comes into play on July 1, this complicates how to determine full credit. The \$165.50 from the BC meet was finally received in August.

The Board approved the Financial Report through August 2022 without objection.

Total Assets as of August 31: \$87,197.11:

Checking account balance:	\$28,882
Savings account balance:	\$58,315
Credit card balance:	-0-

Total Income, July and August: \$2,445.70:

Events (BC; Whidbey)	\$1456
USMS registrations	\$979
Donation	\$10
Interest	\$1

Total Expenses, July and August: \$1,404.00:

P.O. Box annual rental	\$202
USMS OEVT	\$552
USMS OW & pool fees	\$650

Net revenue YTD: \$8,473.50

3. Membership: We are ahead of the past two years and just behind recent normal years. Registered to date (September 11): 1,654 (778 men, 876 women.)

Membership as of 09-09-2022: (Year-Plus memberships started July 1, 2022.)

MEMBERSHIP BY MONTH AND YEAR 2017-2021, 2022 Reg Year YTD 09-07-2022																
YR	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	Total Year	AUG YTD	Diff	Diff %
2022	371	577	280	49	110	71	46	53	36	41	15		1649	1634		
2021	254	432	207	52	53	54	64	64	87	56	67	84	1474	1323	311	24%
2020	305	574	357	93	29	5	7	30	17	23	19	28	1487	1440	194	13%
2019	335	554	331	83	86	100	66	68	36	45	61	42	1807	1704	-70	-4%
2018	390	507	358	88	74	63	59	55	50	33	48	42	1767	1677	-43	-3%
2017	418	550	246	95	65	68	68	44	29	52	50	53	1738	1635	-1	0%

B. Coordinator/Committee Reports

1. Meets: Lorraine heard back from three hosts requesting approvals of January-June 2023 meet dates. Lake Stevens proposed Sunday, December 4 (postponed from an earlier date). They have started preparation so should be able to pull it off. For running meets, Club Assistant works directly with hosting teams, using third-party Stripe for fee processing. Smaller teams have issues with this because besides crediting bank accounts Stripe can also withdraw funds from those accounts. Thus, personal bank accounts should not be used for meet financial transactions, for personal and 501(c)(3) reasons. PNA doesn't want to be handling funds as Stripe transactions would be difficult to associate with specific meets. CA charges extra if a host wants them to issue a check instead, so this must be included in the meet budget. (This is what delayed the Lake Stevens meet, as the school district is the host so fee processing can only be done "the old way.") Jim asked if OW events must use Stripe; Lorraine said only if CA does the event management. Lorraine connects hosts with Club Assistant's Anna Lea Matysek to provide technical help, e.g., setting up a Stripe account through CA between Stripe and the host club's bank.

Sally asked if Anacortes is planning a meet for February 5, the date she would prefer for the BC Mile. KCAC moved PNA Champs from our usual Easter weekend to April 15-16 to accommodate Special Olympics. Will BWAQ run this as a Zone meet as it is PNA's turn to host? (Scoring is not the headache it once was.) TBD. This still allows two weeks before Spring Nationals, April 27-30. (Kathy notes the USMS Rule Book recommends avoiding meets the weekend prior or after.) **MSA the Lake Stevens (December 4), BC Mile (January 29 or February 5 – TBD), and PNA Champs (April 15-16).**

2. Open Water: Jim sent the High Point results to Lucianne for publishing in *The WetSet*. He reminded Kathy and Linda of OW policy changes they were recommending, which Linda thought might be ready by the November meeting. He also recommends a policy to codify loaning and renting our OW buoys to sanctioned and non-sanctioned events for consistency (sparked by Mike Murphy's request to rent buoys for BWAQ's non-sanctioned *Last Splash*). Jim agreed to draft such a policy.
3. Newsletter: Lucianne said she's able to prepare issues only on weekends so would prefer submissions as early as possible; by the 25th of the month would be great.
4. Club and Team Development: Sally reached out to the club/workout group representatives over the last month and received several updates to their lists of paid and volunteer coaches. Additionally, she received a couple messages from coaches asking if PNA can help with registration fees for upcoming coaching clinics.

C. Old Business

1. Post-meet survey development: Lucianne and Lorraine have not heard from Dan since last meeting. Linda sent Dan a copy of a Pacific LMSC survey to consider. Linda will resend to Dan.
2. @SwimPNA email addresses for Board members: Members of another group she works with have told Lorraine that they are not necessarily comfortable with or don't want an additional email address to manage. Two ways to handle domain-specific addresses: (1) users choose their own account (e.g., "president@SwimPNA.org") and/or (2) mail is forwarded through such an address to a personal

account. Lorraine will draft and send an email to the Board for opinions and preferences. (She has already created several group distribution lists, e.g., “pnateams@SwimPNA.org.”)

3. Hasty unpaid Champs ribbons issue: Lorraine waits to hear back from a Hasty billing person. Linda speculated that BWAQ ordered ribbons for Champs, telling Hasty to bill PNA for reimbursement, but the process somehow failed. Hasty may prefer to work only with the original (authorized) purchaser.
4. Review of OEVT process for *Whidbey Adventure* and *Fat Salmon*: These events had 46 and over 100 OEVT swimmers, respectively. Right after each event, the host sends the participant spreadsheet to Jim, who forwards it to Stephanie and Lucianne. Lucianne uses it to publish pertinent details in *The WetSet*. Stephanie should forward the sheets to the National Office and contact the OEVT swimmers right away to encourage converting to full membership. Linda said the NO has not received any spreadsheets and Stephanie has not replied to several requests. Jim said he could send the paperwork on the assumption these swimmers won't be increasing their membership level. Linda will send the spreadsheets to the NO and email the OEVT registrants a link to *The WetSet*. She asked the Board for suggestions to solve this problem. Sarah stated the importance of having a more communicative registrar, suggesting that Stephanie could serve in another position. Linda will reach out to her.

D. New Business

1. Coach Clinic scholarship: TWIM volunteer coach Kathy Pelham requested \$250 assistance to attend the ALTS clinic in Oregon as she has several “pre-competitive” Masters swimmers and seeks skills on how best to proceed. Jim suggested we ask Kathy to provide feedback following her training. **MSA Kathy Pelham's request for ALTS clinic scholarship.**

We budgeted \$2000 to send PNA's Coach of the Year to a national clinic, so Wade Praeger will be attending the National Coaches Clinic in Las Vegas (Oct 9). Sally contacted [2021 PNA Coach of the Year] Chad Hagedorn about attending either of these clinics; Steve will follow up with Chad but registration may be full. For a future clinic, the Board would have to approve Chad's request, but funding should not be a hurdle given the pandemic's effect on our budget. Linda noted that our policies need updating to accommodate 24-month clinic cycles.

2. USMS Convention hot topics:
 - a. Long Distance proposals
 - b. Rules proposals (09-06-22): This year features the fewest proposals ever. R-3, the Top 10 times proposal, is the most (or only) contentious issue. Championship has agreed that any meets through the end of Nationals would qualify for Top 10. Walt said Records and Tabulations has discussed this, noting that existing computer systems available to Top 10 people will not be capable of accommodating the proposed eligibility date flexibility.
 - c. Legislation proposals (08-31-2022): The Board agreed to support L-3, wherein the HOD retains authority to set the nature of and call meetings of the HOD.¹
 - d. Legislation forum (09-08-2022): Sally expressed dismay with L-20, which proposes to cut in half the required four Ransom Arthur Award recipients as Recognition and Awards Committee members, feeling that its rationale is inaccurate and disingenuous in a presumed attempt to push out the elder statesmen.
 - e. Fee Increase proposal: Sarah expressed concern about the rationale making vague references to inflation and a lack of transparency. There is no forum on the ~18% fee increase; there may be a movement from the floor to oppose this. Linda recalled that PNA adopted the Unified Fee at the last possible moment with our members possibly feeling “why are you raising fees so much?” She felt that Dawson Hughes' attitude is that fees should rise annually. Kathy surmised that “increased USMS revenues every year” would look good on annual performance reviews.
 - f. Slack channel: Linda will contact Paige Buehler about setting up this tool for the annual meeting.

¹ The HOD ultimately adopted all 20 Legislation proposals except L-3 in favor of L-4 to transfer authority to the BOD to call meetings of the HOD.

3. Goody Bags: With Dick Green's resignation, Lorraine seeks a new assistant to help select and order items for our new-swimmer perk. Linda suggested she send an email request to the Board.

E. Looking Ahead:

1. Next PNA BOD Meeting: Monday, November 7, 6:45 pm Annual Meeting
 - a. Select the two Appointed Directors for 2023
 - b. Budget: Initial planning and assumptions (Budget approved at January 2023 meeting)
 - c. Nomination Committee for 2023 elections (President, VP, Secretary, Treasurer, and two At-Large Directors)

MSA to adjourn at 8:32 pm

Minutes prepared by Steve Peterson, Secretary