

**Pacific Northwest Association of Masters Swimmers
Minutes of Board Meeting via MS Teams
Monday, July 8, 2024**

Attendees: Sally Dillon, Bob Moore, Steve Peterson, Brent Barnes, Linda Chapman, Kathy Casey, Jim Davidson, Lorraine Masse, Dan Underbrink, Kim Boggs, and Walt Reid.

Not present: Bob DeWard, Dave Scott, Lucianne Pugh

Guests: Steve Freeborn, Susan Papalardo

Call to Order and Introductions: President Sally Dillon called the meeting to order at 6:50 pm.

A. Officer Reports

1. President's report: Sally introduced Steve Freeborn, our 2025 Summer National Championship Meet Director. He mentioned his experience as meet director or assistant with many KCAC events and looks forward to working with others on the Organizing Committee. Steve will travel to Mission Viejo for a one-day site visit and to talk with National Office staff. Sally awaits whether the National Office will cover travel and lodging, which PNA would otherwise reimburse. Committee members Brent and Steve will be there too, so he will try to coordinate with them on the staff visit. Steve can produce a list of important committees that he would like to populate as soon as possible to engage volunteers and avoid waiting until the last minute.
2. Approval of minutes: **MSA the March 11 meeting minutes as presented.**
3. Financial report: **MSA the financial report as presented.**

Total Income, May - June:		\$5,887:
LCM meet	\$2,902	
USMS registrations	\$1,974	
Champs meet	\$480	
Champs social	\$284	
TACM meet	\$135	
License frames	\$91	
LMSC donations	\$20	
Interest	\$1	
 Total Expenses, May - June:		 \$4,214:
LCM pool rental	\$2,400	
NW Zone per swimmer	\$767	
Per swimmer (3 clubs)	\$675	
COY clinic registration	\$350	
DM trophy engrave	\$22	
 Net revenue, May - June:		 \$1,673

Total Assets as of June 30:	\$105,109:
Checking account balance:	\$46,783
Savings account balance:	\$58,326

4. Other Officers: No reports.

B. Coordinator/Committee Reports

1. Membership: Linda reported membership to date at 1,698 (923 women, 775 men). Linda estimated that the numbers continue to run about 3% ahead of 2023. July 1 starts the transition where new members can do the math to choose either a discounted rate for the rest of the year or a "Year Plus" where they get a discounted rate plus the next year. Linda noted that it's currently difficult to find the comparison amounts online. Also, this "Year Plus" option is not to be confused with the similarly named but totally different "USMS Plus" option, which apparently covers virtual event entry fees and other perks.
2. Meets: Lorraine noted that she had granted recognition for the Washington Senior Games meet to be held at Briggs YMCA on July 28. Jim will be the meet referee and Steve agreed to be the observer.

Sally said the July LCM meet went well (see also C.2 below). Team representatives yielded many volunteers for assistance on Saturday. But on Sunday entries and commitments were thin, so timers

were a bit short. Neither TWIM nor BERN, who had planned to do two different lanes, had enough bodies there to swim and also time, and the number of spectators in the stands could almost be counted on one hand. The officials were ok with one timer per lane. Lorraine noted that there were several records set, possibly a world mark to be verified once the paperwork is completed.

Sally sent Brent the list of teams that volunteered and how much money we promised them for their contributions, e.g., paying the schools for timing. Sally thinks we will go into the red for two reasons: (1) fewer registrations than we had for last year's one-day meet; and (2) overestimating hospitality food as we had fewer swimmers entered this year or swimming on Sunday. BAM kindly agreed to purchase food both days and run hospitality on Saturday. BERN ran hospitality Sunday and provided Starbucks coffee and fruit and snacks that were lacking on Saturday. Leftover food was given away after the meet. Lorraine offered to provide feedback for future food estimating and cost saving ways as she does this for many age group meets. Brent commented that the meet announcer, Charis Tucker, "was terrific."

Lorraine said that a delay in remodeling will allow BAMFest to be held on October 6 at Bainbridge Aquatic Center. Thunderbird Aquatics submitted a request for a meet on September 29. Snohomish requested November 10, two weeks before PSM's requested November 23-24 meet (David McCarty to submit formal paperwork). **MSA meet sanctions for Thunderbird Aquatics (Anacortes) SCM on Sunday, September 29; Snohomish SCY on Sunday, November 10, and the PSM SCM and NW Zone Champs at KCAC on November 23-24.** Sally said that we will likely not hold an LCM meet next July as it would fall on July 5, and we will be finalizing plans to host the Summer Nationals meet in August.

3. Open Water: Jim said that *Fat Salmon* has announced alternate locations in case the Health Department rules Madison Park beach unhealthy. *Swim Defiance* is sanctioned.
4. Newsletter and social media: No report. Sally, Steve, and Bob praised Lucianne's latest issue.
5. Club & Team Development: Linda has her survey asking about Champs team awards preferences ready to send out to coaches. She has gathered information about co-hosting coach clinics with USMS as well. Her USMS Relay work has put these efforts on hold. Dan mentioned having two current e-mail strings and four in-person inquiries at meets from people asking when we will have coach certification. Will we add a scholarship for that on our existing form? Sally noted that PNA will consider reimbursement applications for clinics in-state or elsewhere.
6. Historian: Walt said his updated PNA progressive records are posted on the web with Dave's help to solve a technical problem. With the end of short course yards season, updating those will now be his next project.
7. Webmaster: Dave submitted his summary of recent work:
 - Added 2024 Coach of the Year document to Awards page.
 - Improved Results page by adding locale to all PNA Champs meets.
 - Created mini-procedure for changing the pattern-based headers on the Open Water page.
 - Created a mini-procedure for saving the progressive records spreadsheets in a character-encoded format that can be displayed in WordPress as an HTML file set. Used this process to post Walt's latest spreadsheets. This method requires no reach-back to Google or SharePoint.
 - Updated Board Member and Volunteers page and resolved word-wrap failure for the title.
 - Created a PHP file entry to hold "Newsflash" announcements; this circumvents the difficulty of modifying the home page within the WordPress template structure.

C. Old Business

1. 2024 USMS Volunteer Relay, October 18-19, Houston: This year's theme is Community Development. Sally reminded everyone that Relay is not just for newbies. LMSCs are asked to send a mix of tenured and new volunteers with at least one longtime volunteer, including one who has run an event and one who has never participated in a national level meeting. But to date no PNA member has expressed interest. Sally will reach out to PSM, BWAQ, and others. Whether you're an old board member or a veteran volunteer, you're still invited. Deadline to commit is September 13. PNA is also willing to pay registration fees for coaches interested in the national coaching clinic.

2. PNA LCM Meet, July 6-7: Kudos to Dan, who produced new laminated “no diving” and “65+” signs for the meet. Thanks also to the following workout groups and clubs who committed volunteers for the meet: BAM (Saturday hospitality), BERN (timing and Sunday hospitality), and BWAQ, ORCA, and TWIM (timing). Volunteers from Foss HS and Renton HS timed as well. Seven officials worked the meet; Mike Murphy was the head Referee. Lorraine took on the Admin/Data chores. Timing positions were fully covered on Saturday, but with fewer swimmers (and even fewer spectators), we resorted to one timer per lane on Sunday. Fifty medals were sold, and 122 NW Zone ribbons were picked up. World records were set (exact number to be determined on paperwork completion). Three swimmers completed the USMS 5K virtual event on Sunday following meet conclusion.
3. Bank account review. The goal was to review the account quarterly. It was overlooked in March, so a 6-month review now would be appropriate. Lorraine volunteered to undertake this.
4. Approval of Wiggin Fund recommendations: More review and discussion are needed to make sure the current revision meets the intent expressed in Kathy’s April 7 report. Who makes the decision on Wiggin Fund grants, Wiggin Fund Committee composition, and grant levels are among the questions. Kathy urged board members to read the report (posted in tonight’s meeting folder and next meeting’s) to be familiar with the suggested policy changes. **Sally, Steve, Kathy,** and **Jim** agreed to review soon and finalize for a vote in September.

D. New Business

1. Appeal for contribution to SPLASHForward: Susan Pappalardo joined the call to explain the progress made and upcoming decisions regarding the efforts build a quality swim complex in Bellevue. She would like PNA to contribute as a member of the Founder’s Circle. (Reference the **attached PDF** document.) This is a pledge of \$10K, which could be split evenly across 2024 and 2025. Sally noted that PNA had donated \$2000 back in 2018 as SPLASHForward was getting started. There was good support for approving the contribution, but the decision was tabled until the September meeting, after the intended facility site’s environmental review is complete.
2. 2025 Summer Nationals update:
 - a. Meet Director Steve Freeborn, Organizing Committee Chair Sally, and committee members Steve Peterson and Jim Davidson visited KCAC in May. They met with facility manager Mike Dunwiddie to tour the pool and banquet hall. They discussed ideas for the use of various spaces.
 - b. Sally visited IUPUI in Indianapolis and met with numerous NO staff members. She took dozens of photos capturing the locations for vendors, food, etc. The facility is very similar to KCAC. They suggested that our Meet Director Steve do a site visit to Mission Viejo nationals in August, which he is planning to do.
 - c. Sally has created a survey to be sent to the swimmers who attended SCY nationals to gather information for our national meet. It is different than the one sent by the NO to all meet swimmers.
3. Bank account for 2025 Summer Nationals: Should our Organizing Committee have a separate bank account for meet organizing expenses or can we track expenses via separate line items within PNA’s accounts? If needed, can we provide \$10,000 “seed money.” Do we need to have a different treasurer, or can Brent do this? Past co-Meet Directors Hugh and Jane Moore, on inquiry, noted that we had a separate Nationals account over which the organizing committee had control. Because our policies do not address this and particularly since the National Office is bearing much of the expense (e.g., awards, swag items), Brent will just set up separate line items.

E. Looking Ahead:

1. Next PNA BOD Meeting: Monday, September 9, at 6:45 pm via Teams teleconference. Focus will be on USMS Annual Meeting, which takes place the following week.

MSA to adjourn at 8:34 pm

Minutes prepared by Steve Peterson, Secretary

June 30, 2024

Sally Dillon
PNA of Masters Swimming, Board President

Dear Sally,

On behalf of SPLASHForward, I invite Pacific Northwest Association of Masters Swimming to continue its **support of our advocacy and join our Founders' Circle**. In mid-July, we anticipate the State Environmental review's *determination* for the master plan of Bellevue Airfield Park. Within 2 weeks of the determination, we'll learn if there is a legitimate public appeal or whether the master plan will go before City Council for adoption. We are getting closer to the moment when we will have site security at Bellevue Airfield Park and **begin the design phase of the new Bellevue Aquatic Center**. SPLASHForward has played an important role to date and will continue to bring key stakeholders to the table to shape and inform the design, programming, capital partners, and operational sustainability of a new regional aquatics facility in Bellevue. **PNA of Masters Swimming is an important stakeholder** to the long-term success in the new Bellevue Aquatic Center and any new facility in the region.

Our Founders' Circle is a giving circle that we created to expand our organizational capacity as we prepare for a multi-million-dollar capital campaign. Through the generosity of our community, SPLASHForward has raised just over \$596,000 in seed funding since 2018 to engage stakeholders, create organizational infrastructure, provide community initiatives, and build lasting public-private partnerships. **Our goal for the Founders' Circle is to help raise the next \$500,000** so SPLASHForward can continue building organizational capacity through coalition building, organizational growth, professional services, and strategic partnerships. Since December '23, we have secured six individual Founders' Circle donors and one organizational donor (Pacific Northwest Swimming).

We invite PNA to **join the Founder's Circle with a \$10,000 contribution which is the minimum entry level**. This can be pledged over time, e.g. \$5,000 this year and \$5,000 next year. We are grateful for your consideration and ask that you consider the following benefits to PNA as you review this request.

- PNA is the voice and thought leader for local Masters Swimming community with just over 1400 registered members and many non-registered masters age fitness swimmers in our community.
- PNA deserves a front row seat as a stakeholder and be seen as a catalyst for others to support a new regional aquatics facility.
- PNA's input is essential for masters scheduling, programming, event capabilities, and features of the facilities to meet today's needs and for the next 30 years.
- PNA Master's membership will grow with a new regional aquatics center due to additional training space, local events within a reasonable commute.

A donation of **\$10,000 would help us fund the following**.

- **Our capital campaign and grant consultants** from Cloudbreak Collective and **fundraising activities** as we prepare to initiate a Fundraising Feasibility Study and test our Capital Campaign Case for Support.
- **Our aquatics consultant**, Stu Isaac of Isaac Sports Group, who continues to help us develop partnership model options with the City of Bellevue, Bellevue School District, the Boys and Girls Clubs of Bellevue, and future institutional partners, e.g. a healthcare partner. Stu has also helped us develop input to the master plan report for Airfield Park and the City of Kirkland's efforts as options and next steps are explored.

We want PNA of Masters Swimming to be at the foundation of our support to ensure what gets built and its operations are sustainable for generations of swimmers! Please let us know if you have any questions.

Respectfully yours,

A handwritten signature in black ink that reads "Susan E Pappalardo". The signature is written in a cursive, flowing style.

Susan Pappalardo
SPLASH*Forward*, President & Co-Founder