

**Pacific Northwest Association of Masters Swimmers
Minutes of Board Meeting via MS Teams
Monday, January 13, 2025**

Attendees: Sally Dillon, Bob Moore, Steve Peterson, Brent Barnes, Linda Chapman, Kathy Casey, Dave Scott, Jim Davidson, Lorraine Masse, Dan Underbrink, Bob DeWard, Kim Boggs, Doug Jelen, David Baer, and Diana Hermanson.

Call to Order and Introductions: President Sally Dillon called the meeting to order at 6:49 pm.

A. Officer Reports

1. President's report: Sally plans to attend the USMS Board of Directors meeting on February 10 at 5 pm. She will forward the link to anyone else who would like to join in.
2. Approval of minutes: **MSA the November 4 meeting minutes as presented.**
3. Financial report: Brent requested an independent look at the Wiggin Fund and other accounts to help reconcile the balances. Lorraine offered to help as part of her regular review. Linda mentioned that recent notes and comments she added in the QuickBooks budget file may help. Brent said that he is still not a fan of the USMS invoicing process because of delayed timing which creates difficulty in linking items in QuickBooks. **MSA the financial report as presented.**

For budget planning, Brent asked about Tech Soup and QuickBooks Online subscription fees. He will contact Arni Litt for her knowledge. Lorraine noted that nonprofits can get a discounted rate for the latter.

Total Income, September - December: \$7,109:
 USMS invoices (2 returned) \$7,067
 Medal sales \$40
 Interest \$2

Total Expenses, September - December: \$19,377:
 USMS invoices (2 paid) \$7,067
 SPLASHforward donation \$5,000
 KCAC fees & food, July LCM \$3,340
 USMS Relay (5 attendees) \$2,797
 COY Coaches Clinic reimb. \$1,002
 Business licenses & fees \$96
 Wiggin Fund request \$75

Total Assets as of December 31: \$103,098:
 Checking account balance: \$44,770
 Savings account balance: \$58,328

Net revenue, September - December: **(\$12,268)**

4. 2025 Summer Nationals: The organizing committee meets the second Thursday of each month. To date, 19 members represent numerous clubs and workout groups. Most of the leadership positions have been filled but room for volunteers remains. Members of the National Office staff will be visiting on Feb 6 for a site visit. KCAC staff, USMS Championship committee liaisons, and many of the committee members will participate.

B. Coordinator/Committee Reports

1. Membership: Year-to-date is running about 6% ahead of recent years, with women still outnumbering the men: **1235** (681 women; 574 men). Sally predicted that 2025 will see 2000 members for the first time.

PNA MEMBERSHIP BY MONTH AND YEAR																
2017-2024 Thru 01-11-2025																
YR	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	Total Year	DEC YTD	YTD Diff	Diff %
2025	422	668	145										1235	1090		

PNA MEMBERSHIP BY MONTH AND YEAR																
2017-2024 Thru 01-11-2025																
YR	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	Total Year	DEC YTD	YTD Diff	Diff %
2024	309	656	332	81	88	61	80	72	52	57	9		1797	965	125	13%
2023	312	660	283	84	85	74	69	46	57	44	63	71	1848	972	118	12%
2022	371	577	280	49	110	71	46	53	36	41	68	74	1776	948	142	9%
2021	254	432	207	52	53	54	64	64	87	56	67	84	1474	686	404	15%
2020	305	574	357	93	29	5	7	30	17	23	19	28	1487	879	211	59%
2019	335	554	331	83	86	100	66	68	36	45	61	42	1807	889	201	24%
2018	390	507	358	88	74	63	59	55	50	33	48	42	1767	897	193	23%
2017	418	550	246	95	65	68	68	44	29	52	50	53	1738	968	122	13%

Comparison to same day (December 11) over the last three years: 1138 (2022); 1164 (2023); 1162 (2024).

I. Meets: Lorraine said registration for the Bellevue Club Mile just opened and 52 had already signed up. She sent out the registration link for the WWU Vikings meet, February 16. Port Angeles Swim Club canceled their initially planned January 11 meet but was now considering a March 1 dual-sanctioned meet. This would be the same weekend as the TASC meet. Discussion ensued about the pros and cons of dual-sanctioned meets like the Colman and Cannonball in past years. No action was taken.

2. Open Water: Jim updated the event schedule on the web page. He approved the documentation for the June 1 *Whidbey Adventure Swim*, which typically sells out on registration day (March 4). Linda said she would again try to work with the NO to send their sanction approvals to more than one email address so that Jim would receive such notices directly.
3. Newsletter and social media: After 8+ years at the helm, Lucianne announced her resignation as the editor of *The WetSet*. She committed to the March/April issue, so a new editor will need to be in position to take over by mid-March. Heidi Skrzypek, who has already contributed articles on swimmers and open water events, indicated interest. Sally will decide by March 1 to allow for any response from the notice in the Jan/Feb issue.
4. Club & Team Development: Team reps and coaches provided lots of positive feedback to Linda on the PNA workout groups and clubs directory that she assembled.
5. Historian: No report.
6. Webmaster: Dave has done routine updates and reconfigurations. Website host Matt Miller has not responded to Dave's request for a renewal invoice. Sally said she had just worked with Matt to pay that and get reimbursed, given that he prefers not to share his bank account information with the NO. Steve mentioned considering installing a plug-in to ease table formatting on the website, given some shortcomings of WordPress, and reassured Lorraine that this would not hinder the ability to update any affected pages.

C. Old Business

1. Coach Certification weekend: Dave helped Dan make the January 25-26 details easier to find on our website. The clinics are currently undersubscribed. Dan said USMS is lenient with those LMSCs that are diligent in promoting and encouraging signups. Dan placed postings on the PNA and PSM Facebook pages. Dan mentioned one person seeking financial assistance for Levels 1 through 3. Linda noted that Level 1 certification is online only and questioned whether the Wiggan Fund could be used for Level 1 tuition (\$150) or for the clinic itself. Jim offered that the Fund's delineated uses (§5.1.3) do not exclude these (see D.1 below). Dan will seek more details from this potential applicant.

2. Nominating Committee: Linda, speaking for the committee of herself, Dave Scott, and Bob Moore, said she would run for President. Bob agreed to continue as VP though would prefer that someone interested in stepping up as future president would take over. Similarly, Steve, Brent, Kathy, and Dave would continue as secretary, treasurer, and at-large directors, respectively. Linda asked that the Bylaws review subcommittee keep her in the loop “just in case we want to stick in something that gives us flexibility to maybe increase the size of the board, which would increase the size of our bullpen” (i.e., new people willing to step up to future leadership positions).
3. 2025 Rule Book orders: Sally asked members to notify her ASAP if a hard copy of either the full Rule Book or the mini-Rule Book is desired. She will be placing an order with the National Office soon. Both versions are available online if a hard copy isn’t needed.
4. Coaches Coordinator approval: Wade Praeger resigned as Coaches Coordinator a few months ago. Linda and the nominating committee in their candidate search found that Diana Hermanson was interested in this position. **MSA to appoint Diana Hermanson as PNA Coaches Coordinator.**

D. New Business

1. Standing Policies proposal for clinic tuition assistance: Linda proposed support for the upcoming and future clinics. **MSA to insert a new §9, Education Support Policies, into the Standing Policies: “PNA shall allocate budget to support education opportunities for current PNA members as follows:**
 - **PNA will reimburse 50% of the tuition cost for a USMS Coach Certification class upon successful completion of the class.**
 - **Application for reimbursement shall be made to the PNA Coaches Coordinator and shall include evidence of successful course completion.**
 - **Upon approval, the PNA Coaches Coordinator will forward the necessary information to the PNA Treasurer for reimbursement.”**
2. Annual Meeting: **MSA to conduct the PNA annual meeting on April 12, immediately following Saturday’s competition at PNA Champs.** Admission will remain at \$10 with no charge for 12 & under, and to include dinner (TBD) and beverages. Sally proposed using last year’s remaining ticket stock to also do a door prize drawing. Three license plate frames remain, and other prizes will be pursued. Bob DeWard and Kim Boggs again volunteered to assist, and Brent will apply for a liquor permit. Sally will arrange for KCAC banquet hall rental and will provide information for the meet information. She asked Brent to seek the liquor permit ASAP.
3. 2025 Budget: Brent posted the proposed budget on MS Teams. Linda described and justified each line entry and incorporated updates and additions via her shared screen. Questions were asked about membership (2000 projected), extra officials (to be under the Summer Nationals budget), clinic reimbursements (likely minimal), one-event revenue (1200 swimmers like 2024), and KCAC availability (limited summer workout time and no July LCM meet). Also, about the USMS Annual Meeting (five eligible to attend in Kansas City), and the SPLASHforward donation (\$10K spit between 2024 and 2025). **MSA to approve the 2025 budget as amended, with a proposed deficit of \$13,960.***

* Post-meeting update: Linda noted some oversights and corrections (Total Other Expenditures excluded the SPLASHforward \$5000 donation, and \$1700 added for Club and WG support, which will need to be included and approved) that increase the 2025 budgeted deficit to **\$20,660**.

E. Looking Ahead:

Next PNA BOD Meeting: Monday, March 10, at 6:45 pm via MS Teams teleconference.

MSA to adjourn at 8:47 pm

Minutes prepared by Steve Peterson, Secretary