

**Pacific Northwest Association of Masters Swimmers
Minutes of Meeting via Teams
Monday, September 8, 2025**

Attendees: Linda Chapman, Steve Peterson, Brent Barnes, Sally Dillon, Kathy Casey, Dave Scott, Jim Davidson, Lorraine Masse, Dan Underbrink, Bob DeWard, Doug Jelen, Diana Hermanson, and Dave Baer. (13)

Absent: Kim Boggs

A. Call to Order and Introductions: President Linda called the meeting to order at 6:45 pm.

B. Votes Taken Between Meetings:

1. **MSA** to send seven individuals to Relay 2025 (2 above PNA's entitlement). 8-0 Yea
2. **MSA** Hugh Moore as an LMSC delegate and Jane Moore as an automatic delegate. They will cover their expenses to attend the annual meeting.
3. **MSA** the July 14 Meeting Minutes as written.

C. Officer Reports

1. President's report:

- a. Relay 2025, October 24 – 26 at the Kansas City Airport (MCI) Marriott: Based on membership, PNA is entitled to send five participants. Seven individuals applied. During the online voting process, Dave Scott moved to send all seven applicants; Kathy Casey seconded. The added total cost for two (airfare, lodging, registration, travel food, airport parking/transportation) was estimated at about \$2.1K. The motion was approved (B.1 above).

The PNA Relay attendees are:

Jacob Deines.....Olympia Masters Swimming
Diana Hermanson.....PSM
Cat HomanSNOCO YMCA Barracudas

Wendy Neely BWAQ
Naima Pai..... LWM
DeBear Shore Orca
Tamara Tulou BAM

Linda will attend as a representative of the LMSC Development Committee with most of her expenses covered by USMS.

- b. LMSC Standards: The LMSC Development Committee sent preliminary results of this standards cycle to the PNA president, secretary, treasurer, and sanctions chairs. PNA missed four Standards, all of which were new Event Standards. That email and the Excel file listing the details are in the LMSC Standards subfolder in this meeting's Teams folder.

All LMSC Standards are fixable, allowing PNA to update its missed Standards. Specifically, the two PNA sanctions chairs must affirm that they are aware of the new LMSC Standards (three apply to pool meets and one applies to OW events) and will follow them going forward. Lorraine and Jim have indicated they will do this.

- c. Zone Meets: At the recent Zone meeting, LMSCs were reminded that bids for Zone meets for the following year are due by December 1. In the prescribed rotation for Zone meet hosts it is PNA's turn to host the SCY Zone meet. Therefore, the PNA Champs meet host (most likely BWAQ) needs to submit a bid to host the SCY Zone meet by December 1. Linda asked Lorraine to follow up with BWAQ.

2. Financial report:

Income, July - August: \$42,963:

Summer Nationals.....\$36,749
Fat Salmon OEVT\$3,540
Swimmer Registrations\$1,716
Meets (Time Trials)\$652
Lost check refund\$257
LMSC Donations\$48
Interest\$1

Total Assets as of August 31:	\$144,985:
Checking account balance:	\$86,652
Savings account balance:	\$58,333

Expenses, July - August: \$37,667:
 Summer Nationals (food)\$19,524
 Summer Nationals (general) . \$17,411
 Meets (Time Trials)\$700
 Wiggin Fund\$32
 Net revenue, July - August: \$5,296

3. Membership: current through 9/7/25: 1,919 (1,003 women, 916 men).

PNA MEMBERSHIP BY MONTH AND YEAR																
2017 Thru 09-07-2025																
YEAR	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	Total Year	Aug YTD	Diff	Diff %
2025	422	668	271	93	100	58	89	70	83	53	12		1919	1907		
2024	309	656	332	81	88	61	80	72	52	57	68	69	1925	1788	119	7%
2023	312	660	283	84	85	74	69	46	57	44	63	71	1848	1714	193	11%
2022	371	577	280	49	110	71	46	53	36	41	68	74	1776	1634	273	17%
2021	254	432	207	52	53	54	64	64	87	56	67	84	1474	1323	584	44%
2020	305	574	357	93	29	5	7	30	17	23	19	28	1487	1440	467	32%
2019	335	554	331	83	86	100	66	68	36	45	61	42	1807	1704	203	12%
2018	390	507	358	88	74	63	59	55	50	33	48	42	1767	1677	230	14%
2017	418	550	246	95	65	68	68	44	29	52	50	53	1738	1635	272	17%
Comparison to same day previous years:																
9/7/2025			1919			916 Men	0.48	1003 Women	0.52							
9/6/2024			1804	6%		864 Men	0.45	1061 Women	0.55	Split for total 2024						

D. Coordinator/Committee Reports

1. Open Water: Fat Salmon was held on July 26 with 303 participants. Water quality testing at Madison Park failed so the course was adjusted to turn around at the two-mile point and return to Madrona Beach to complete the 3.2 miles. Previous water quality issues at Madison Park prompted the creation of this alternate course plan. Kudos to Paul Glazen and NEO for pulling off the course change on very short notice.

The inaugural *Chad Hagedorn Memorial* swim was held August 23 at Harry Todd Park on American Lake. This was held in lieu of *Swim Defiance*. Two distances were offered: once around Silcox Island for 1.2 miles and twice for 2 miles. Fifteen swimmers participated, about right for a first-time event. Yien Folino, Katy Smith, and Bernardo's All-Stars did a good job putting the swim together on short notice. Jim said this is a nice course and hopes it can be a regular part of the OW season.

2. Bylaws review: Postponed to next meeting.
3. Email Platform subscription service: Postponed to next meeting.

E. Old Business

1. Board Shadowing program:
 - a. Shadowing Program Leadership and Commitment
 Linda noted that the board had previously considered establishing a shadowing program, initially to be led by Bob Moore. With Bob's recent resignation, Linda asked whether anyone else was willing to take the lead. She also asked whether the board still wishes to pursue this program or has interest waned.

b. Interest in Being Shadowed

Sally expressed enthusiasm for the initiative, stating she would personally welcome the opportunity to be shadowed. Linda echoed this sentiment, noting her own interest in being shadowed, especially as she is considering rotating off the board. She highlighted the ongoing difficulty in filling board positions, emphasizing the need for new members and fresh perspectives. Linda mentioned that she had recently submitted an alternative suggestion to the bylaws committee to increase board participation but reiterated her belief that recruiting “new blood” remains essential.

c. Purpose and Structure of Shadowing

Dave S clarified that the intent behind shadowing a board member such as Linda is for general orientation. The goal is not to immediately prepare someone for the president role, but rather to help prospective members learn about board operations and, potentially, transition into entry-level positions.

Linda suggested that the board needs to determine the most effective way to attract interest in board service. Would be best to simply invite potential members to join board communications, or to provide a more structured introduction to specific roles—such as at-large, president, treasurer, and secretary? Linda acknowledged that filling board roles has been a longstanding challenge and underscored the importance of bringing in younger members who better represent the overall membership. She shared her intention to reduce her involvement and emphasized the need for an orderly leadership transition.

d. Next Steps and Contact Information

Linda concluded by indicating that the board will move forward with efforts to attract new members. Bob DeWard expressed willingness to try coming up with some ideas to attract new people. Anyone interested in participating in the initiative is encouraged to email Linda, Bob, or Dave. Linda will try to schedule a meeting at the end of September or the beginning of October, before Relay 2025 but after the annual meeting.

2. Strategy to fill Vice President role: Linda noted how closely this item related to the previous discussion. No ideas were offered that had not been mentioned already.

F. New Business

1. Summer Nationals post-mortem pros and cons: National Organizing Committee members expressed relief that the event was over, but emphasized the importance of reviewing how it unfolded:

- a. Event Smoothness and Volunteer Spirit: Brent thought the meet ran smoothly overall, with issues resolved efficiently and without drama. He said many attendees and participants commented on how happy and helpful the volunteers were, contributing to a friendly atmosphere throughout the event.
- b. Facilities and Logistics: The bathroom situation exceeded Brent’s expectations, despite the common complaint that the showers were too cold. The awards area provided ample space for participants to sit, stretch, socialize, and watch races on TV. Jim D added that the committee’s thoughtful setup enhanced the overall experience. Lorraine said meal management was a lot of work but keeping an accurate count proved valuable. She wished the National Office would record hospitality head-count information.
- c. Customer Experience: Dan said the event appeared seamless to attendees. Teams reported enjoying the meet, with some participants considering it the best one they had ever attended. While one competitor thought the medals “were small,” many others appreciated the Mount Rainier theme and medal size. (Sally noted that she had photographed her TV screen one morning and sent it in, telling the National Office, “This is what Mount Rainier looks like, not that Mount Fuji thing that you proposed!”)

One negative comment in the “con” post-meet survey raised discussion among the board. It lamented USMS being too catered for and centered around older demographics, making it

hard for younger age groups to feel connected to the organization. Sally said she will urge the National Office to carefully review the three surveys (pro, con, general).

- d. **Committee Collaboration:** Sally said the committee did a fabulous job, noting that despite many members not knowing each other beforehand, a strong sense of camaraderie developed during event organization. Communication was streamlined by using a group text thread in lieu of walkie-talkies, which helped quickly address issues such as covering safety marshal lapses.
- e. **Volunteer Coordination and Marshaling:** Lorraine said that officials were pleasantly surprised by the higher-than-expected number of local volunteers present, especially compared to previous championship meets. Safety Marshals, typically a challenging role to fill, benefited from the flexibility and willingness of committee members and volunteers to step in as needed. Lifeguards helped monitor equipment rules in the three-lane pool, allowing marshals to be relieved from that area's uncomfortable conditions.
- f. **Lessons Learned in Volunteer Management:** Volunteer Coordinator Allison Cox used *Signup Genius* to manage volunteer coordination, learning that placing "hospitality" roles at the top of the sign-up list led to an overabundance of volunteers in that area (a few of whom were more interested in the available food than punching VIP attendee passes or cleaning up). As a result, roles were redistributed to better meet the needs, especially safety marshals. Throughout the meet, the enthusiasm and initiative of volunteers stood out. Many individuals, including board members and young people, offered help upon arrival, and several volunteers took on multiple roles to accommodate volunteer needs that varied by area and shift. The greatest challenges were in securing volunteers for certain Sunday shifts.

Sally concluded by saying that 15 of 16 members assembled for a post-meet lunch said they would be willing to work on the meet committee to host future Nationals.

2. **Summer Nationals financials:** Pool rental (\$54,000) has been paid along with \$3,000 to the timers' groups. Officials' expenses are TBD. KCAC waived the vendors' fees (10%-20%?). Relay fees of \$6,000-7,000 are expected, along with the USMS meet bonus (\$10,000). Steve Freeborn will complete the forms and report for the Federal Way Tourism Office grant (\$20,000). Sally was hopeful that the meet would do better than break even.
3. **Meet Box inventory:** Dan's inventory found 41 stopwatches before the meet and 31 afterwards. None have been returned. He will purchase seven replacements of the same model (they are sold in lots of seven). In addition, two Rule Books and six minis were left behind, doubling the box complement, along with the reading glasses purchased for the meet. Dan will also replace ten clipboards with waterproof versions.
4. **Approve January – June meet requests:** **MSA these requested meet dates: BC Mile (February 1); PNA Champs (BWAQ, April 11-12); Pumpkin 500 for BAM members only (BAM, October 25).** The Pumpkin 500 is a dual-sanction meet with USA-S. Kathy confirmed that its entry restriction was in conformance with Article 102.5.7 (meet announcement defining "all eligible swimmers"). Lorraine said she expects other meet requests. Jim D said he expected open water requests to come at the end of the year.
5. **Coach Certification classes:** Dan shared information about the upcoming Coach Certification Weekend, November 15 – 16 in Vancouver WA hosted by the Oregon LMSC. It will feature the same course offerings as the January Certification Weekend. Notable interest exists, particularly from PNA members who were unable to attend the January event. Currently, three PNA members plan to attend. Dan proposed several actions to support this event:
 - a. Post information about the Courses on the Events/Coach Certification tab of the PNA website, consistent with prior practice.
 - b. Create meaningful social media posts to address deficiencies in previous posts, ensuring that registration links and details are clearly included.

- c. Send at least one email blast to the entire membership and a targeted email to Coach Diana's list of coaches, particularly those interested in advancing their coaching credentials.
- d. Continue offering 50% tuition reimbursement to PNA members who attend these courses or any coaching courses.

Linda clarified that tuition reimbursement is a policy that does not require a vote. She encouraged Dan to prepare email blast content, complete with links to further information, to streamline the process for Lorraine. Dan agreed to also supply content for the website. Linda emphasized the need for concise emails with links to more detailed information.

Dan introduced a second proposal: initiating a project to sponsor another Coach Certification Weekend, with May 2027 suggested as a suitable timeframe. Dan has contacted Bill Brenner to confirm his availability and stressed the importance of including funding in the 2027 budget. The board agreed that once dates are confirmed, similar publicity efforts should be made, including website updates and social media outreach. Oregon LMSC will reciprocate by advertising the event in their area.

Sally noted that budgets for 2026 and 2027 have not yet been developed. Linda reassured the board that budgeting for the event would not be overlooked. The board gave Dan general approval to proceed.

Dan suggested that Oregon and PNA alternate these courses every other year. Sally noted that the Oregon event, set for November 15th, is just before the PSM meet. Linda mentioned that New England does well with an every-other-year schedule.

Dan said he would ask other organizations about their schedules, but every other year appears suitable, given previous user feedback requesting more advance notice. Linda and Dan agreed that May is a preferable month for hosting, weather-wise.

Sally emphasized the importance of advertising these in the zone newsletter. Dan confirmed plans to expand outreach once details are finalized. He will continue developing plans and report back to the board.

6. Meet Agreement Form: Linda noted that the current document's seven pages are rarely read in their entirety. She suggested removing its extraneous Meet Director Handbook information to a separate document. Lorraine said that traditionally meet hosts would either sign this form electronically or via hard copy. She proposed revising it to be read online and then acknowledged via a simple checkbox, for example. This acceptance would be automatically tracked in a database, eliminating the need for official signed forms. Lorraine and Linda agreed to work on this process of simplification.

G. Looking Ahead

1. Next meeting: Monday, Nov 10, 6:45 pm via Teams
2. USMS Peer-to-Peer Social Hours – pick one:
 - a. Thursday, September 25, 5pm PDT
 - b. Friday, September 26, 10am PDT
 - c. Sunday, October 5, 4pm PDT
3. 2026 USMS Club and Workout Group Registration opens October 1, 2025. Currently 25 PNA teams have at least 5 members and per Standing Policies will have their 2026 USMS registration fee (\$75) paid by PNA.

MSA to adjourn at 8:08 pm

Minutes prepared by Steve Peterson, Secretary