

**Pacific Northwest Association of Masters Swimmers
Minutes of Board Meeting via MS Teams
Monday, July 13, 2026**

Attendees: Linda Chapman, Steve Peterson, Brent Barnes, Sally Dillon, Kathy Casey, Dave Scott, Jim Davidson, Lorraine Masse, Dan Underbrink, and Diana Hermanson. (10)

Absent: Bob DeWard, Kim Boggs, Doug Jelen

Test Drive Participant: Jennifer Tran

Guest: Maddie Sabilia

A. Call to Order and Introductions: President Linda called the meeting to order at 6:47 pm.

B. Votes Taken Between Meetings:

1. **MSA purchasing 3 tetrahedron buoys for OW swims:** 7 Aye, 0 Nay, 5 no vote
2. **MSA recognition for WA Senior Games meet, July 26:** 8 Aye, 0 Nay, 4 no vote
3. **MSA April 12 Annual membership meeting minutes:** 7 Aye, 0 Nay, 5 no vote
4. **MSA May 11 regular Board meeting minutes:** 6 Aye, 1 Abstain, 5 no vote
5. **MSA PNA Board Test Drive Applicants Jennifer Tran and Anne Fillmore:** 7 / 0 / 5

C. Officer Reports

1. President's report:

Votes between meetings: Linda thanked the Board for participating in and facilitating PNA's work by voting on the five between-meeting measures above.

PNA Board Test Drive program: Linda applauded Dave, Bob, and Lorraine for their assistance launching this project. Jennifer Tran and Anne Fillmore applied within a day of the announcement in the July 5 PNA Update email.

Zone leadership and National Office Rep meeting: Linda cannot attend this meeting scheduled for Wednesday, July 22. She seeks at least one PNA participant willing to Zoom in at 5 pm PDT for about 1.5 hours.

USMS Annual Meeting Sept 18-19: Linda created a Google application form for the 3 slots still available for PNA delegates besides Linda and Sally. Because the meeting is virtual this year, there is no cost to PNA for travel expenses or registration. Linda will submit the group registration form by August 14.

USMS Relay 2026 (Event Development), Sep 25-27, Denver: Five applications have been received to date (see F.5 below). Linda will submit the group registration form by August 14. Sooner is better, as waiting until mid-August to purchase airfare may prove more expensive.

2. Financial report: Credit card reconciliation is three months behind. Linda will assist Brent as necessary to resolve discrepancies.

Income, May - June:..... \$1,688:

Registrations (members) \$1,490
Annual Meeting social \$187
Registrations (Club/WG) \$10
Interest \$1

Expenses, May - June:..... \$2,852:

BWAQ - KCAC stipend..... \$2,000
NW Zone per-swimmer fee \$773
Wiggin Fund reimbursements \$522
KCAC deposit refund..... (\$500)
Constant Contact fees \$41
DM Award engraving..... \$16

Net revenue, May - June:..... (\$1,164)

Total Assets as of June 30:	\$95,899:
Checking account balance:	\$37,562
Savings account balance:	\$58,337

3. **Membership: USMS Year-Plus Memberships** allow swimmers to join USMS through 2027 with a discounted rate for the remainder of 2026. These became available on July 1:

- Single-year membership (through Dec. 31, 2026):.....\$75
- Year-Plus membership (through Dec. 31, 2027):.....\$125

Below is the LMSC revenue from each type of membership:

- Standard individual membership: \$10 of the \$75 membership fee
- Year-Plus membership: \$7 of the \$50 2026 reduced membership portion plus \$10 of the \$75 2026 membership portion for a total of \$17

Membership to date is **1,646** (890 women, 756 men). This is running about 9% behind (169 people) vs 2025. Extrapolation estimates a total year membership of 1,850 vs 2,036 in 2025. 1,800 is the cutoff for supporting five entitlements to the annual meeting and Relay.

PNA MEMBERSHIP BY MONTH AND YEAR																
2017 Thru 07-11-2026																
YEAR	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	Thru Jul 31	Full Year	YTD Diff	YTD Diff %
2026	489	595	214	55	75	73	73	56	16				1646	1646		
2025	420	672	267	94	100	58	94	70	80	54	73	54	1855	2036	-209	-11%
2024	309	656	332	81	88	61	80	72	52	57	68	69	1731	1925	-85	-5%
2023	312	660	283	84	85	74	69	46	57	44	63	71	1670	1848	-24	-1%

Comparison to the same day in previous years:							
Year	Date	#	% Chg	MEN		WOMEN	
				#	Share	#	Share
2026	7/11/2026	1646		756	46%	890	54%
2025	7/11/2025	1815	-9%	966	47%	1071	53%
2024	7/10/2024	1702	-3%	864	45%	1061	55%

4. **Meets:** Lorraine reported that TACM proposes to move their SCY meet date up from March to improve attendance. **MSA the TACM meet date change to January 17.** Sally said the Bellevue Mile event will be February 7. Linda said LWM (Juanita pool) was considering a meet for February 20.

D. Coordinator/Committee Reports

1. **PNA Bylaws:** Kathy, Jim, Sally, and Steve continued to meet via Teams each week through July 7, 25 times since December 4. The work reviewing, updating, and reorganizing the PNA Bylaws is essentially complete. The Committee members will review the final copy at its next meeting, July 23, to make sure the finished product is ready for the Board to review. Following this, each Board member will receive three documents: 1) a copy of the proposed, updated PNA Bylaws, 2) a copy of the 2014 PNA Bylaws (2014 was the last bylaws review), and 3) a 20+-page document showing all the comments, research, and recommendations to the Board (all explained in tedious detail in that document).

The committee encouraged Board members to carefully review these documents and be prepared to discuss them at the September Board meeting. Please reach out to Kathy, Jim, Sally, or Steve with questions in advance of the September meeting. Linda noted that this process could be spread over more Board meeting(s) to limit the time spent.

E. Old Business/Ongoing projects

1. **Board Test Drive:** Linda noted the successful launch of this effort to recruit new people not currently on the PNA Board.
2. **Revise Meet Directors Handbook:** No progress yet but Linda and Lorraine will get together to work on this.

3. Grant request evaluation: Busy schedules have delayed the grant evaluation subcommittee (Linda, Bob, Brent, and Kathy) from meeting to develop guidance and policy metrics for contributions toward pool-building efforts.
4. PNA awards nomination review: The subcommittee (Sally, Diana, and Steve) has yet to meet to evaluate changes to the awards nomination process.
5. Wiggin Fund transactions: Brent and Lorraine will work together to clarify how best to record these transactions.

F. New Business

1. Website expenditures: Dave ascertained that Matt Miller is willing to continue hosting our site but better security and backup is needed. He recommended purchasing a JetPack security subscription (\$239.40 per year; first year is \$119.40). He also suggested that site cloning (about \$99) would be prudent in case of potential interruption and delay in recovery after updating to WordPress version 7.0. Brent noted that the Constant Contact fees have nearly consumed the \$400 software budget. **MSA to add \$600 to the computer software budget, raising this line item to \$1000.**
2. Meets policy proposal: Jim felt that the effort to keep meet entry fees lower by limiting profit might be a backward approach. Linda explained the balancing act between the proposed guaranteed profitability (\$8.50/swimmer) and entry fee structure. To Dan's question about TWIM's planned March 2027 meet, Linda noted that meet hosts are free to consider a flat fee, a surcharge plus per-event fee, or a sliding surcharge based on number of events entered. Budget preparation is key to cover costs and generate a profit.

Kathy said she has not been able to access the policy documents on Teams; Linda will give her access via Google Drive. Linda clarified meet policy 7.5.1 for Sally, noting that teams of any size can compete at Champs without being a USMS registered club or workout group. (PNA will pay the registration fee for groups of five or more.) **MSA to accept Linda's policy revision as proposed.** Linda will send a copy to Jim for updating the Standing Policies.
3. NW Zone/USMS meeting: Linda noted that she is not available for this session on July 22 and urged Board members to attend. Sally said this meeting is usually interesting and worth attending.
4. USMS Annual Meeting: Kathy, Maddie, and Jim are automatic delegates. Linda and Sally have applied to attend this virtual meeting, with three more spots available. **MSA Linda and Sally as Annual Meeting delegates.**
5. USMS Relay 2026 (Event Development): Linda expressed her gratitude about the five applications submitted. **MSA Relay 2026 applicants Maddie Sabilia, Emily Lederman (coach, ORCA), Jessi Gable (coach, TWIM), Jennifer Tran (ORCA), and Lorraine Masse.**

G. Looking Ahead

1. Next meetings: Monday, September 14, 6:45 pm via Teams

MSA to adjourn at 8:03 pm

Minutes prepared by Steve Peterson, Secretary