

<b>Committee Name:</b>	LE LMSC Board	<b>Session #:</b>	1
<b>Committee Chair:</b>	Ann Marshfield		
<b>Minutes recorded by:</b>	Dee Shedlow	<b>Date/Time of meeting:</b>	1/19/2022 6:30 pm

**Actions Taken:**

1. Approved: (date) meeting minutes
2. Appointed: Laura Wright as vice chair.
3. Approved: Ann Marshfield, Dan Cox, Laura Wright to attend Volunteer Relay.
4. Approved: Current club representatives re-appointed to the Board.
5. Begun: Review of LMSC by-laws for red-lining and new proposals.
6. Approved: LE LMSC Standards and Measures of Success.
7. Approved: Reappointment of all committee chairs.
8. Approved: Chuck Beatty as Chair of Open Water and Long Distance Committee
9. Approved: Creation of ALTS Committee, Judi Norton, Chair.
10. Approved: Creation of a committee to draft policies to guide current and future Board members. (Ann Marshfield, Laura Wright, Judi Norton).

<b>Number of committee members present: 14</b>	<b>Absent: 1</b>	<b>Guests:</b>
<b>Committee members present (list all, including chair and vice chair):</b> Ann Marshfield – Chair; Dee Shedlow – Secretary; Mark Marshfield – Treasurer; Ashley Braniecki – Membership Coordinator; Nelson Abbey, Chuck Beatty, Kristen Bergmann, Paul Berman, Andrea Hahn Lawson, Judi Norton, Diane Spence, Laura Wright		
<b>Not Present:</b> Aaron Foreman		
<b>Guests:</b> Nelson Abbey, Diane Spence		

**Minutes**

The meeting was called to order at 6:30pm

1. Minutes (Dee): Our last meeting was the 2021 Annual Meeting. Traditionally, those minutes are accepted at the next annual meeting.
2. Chair Report (Ann):
  - a. Ann opens the meeting by stating our core objectives: service to the clubs and to build the membership.
  - b. Ann hopes the Board will adopt the LE LMSC Standards and Measures of Success (to be discussed later).
3. Treasurer Report (Mark): The LMSC made approximately \$4900 last year, despite our best efforts to spend all of our income. The Top 10 Patch program generated \$1500. Expenditures for 2022 will be greater: purchase of upgraded meet software, and expenses related to USMS Convention and the Volunteer Relay are noteworthy. Mark has broken out “donations” that were made to the LMSC in conjunction with USMS memberships. He hopes those funds will be

used for scholarships.

4. Membership coordinator (Ashley): LMSC membership is up to 369. USMS is pushing the “plus membership” this year. We had 4 members sign up, 3 of them are OHIO Masters members. The LMSC has a new club: Rec2connect Razor Sharks out of Strongsville. They offer services to people with special needs, and have an age group program. There are 48 self-identified coaches, including triathlete coaches. These are not limited to people who have taken USMS certification. Judi asks for the names of ALTS instructors in our LMSC.
5. Committee Reports:
  - a. Sanctions (Diane): There were 4 sanctions last year: 3 pool, one open water. For 2022 the only sanctioned event is the January Lakewood meet.
  - b. Top 10 (Melinda): Ann reports that all Top 10 reports have been filed with USMS in a timely manner.
  - c. Coaches (Nelson): Nelson reports he was only recently reminded he holds this responsibility. Tomorrow there is a USMS coaches webinar. Nelson now has a list of names/clubs/email addresses of all identified coaches in the LMSC.
  - d. Communications/Editor (Dee): Dee raises the issue of using social media more effectively. Andrea says she’s interested in working on social media. Ashley reminds us that social media accounts have email addresses and passwords attached. The Board will have to create a policy and procedures to handle those accounts. Dee asks about newsletter timing. This raises discussion about timely communication. Maybe email is a better way to effectively communicate. Ann wonders what the Google Analytics are on how many clicks our newsletters get.
  - e. Fitness (Ann): Nothing to report.
  - f. Open Water/Long Distance (Chuck): We are gearing up with the Brogan, hosting the USMS Sprint Distance (1 Mile) Championship. The permit fee has increased to \$1500. Kristen is looking at venues to hold a social event related with the Championship.
  - g. Officials/Safety (Mark): He is ready to support the open water swim from a safety perspective. From the officials perspective, Dan Cox is now a certified official. Dan has been given “head of the line” privileges to be an official at OHIO Masters meets.
  - h. ALTS (Judi): Although ALTS month is traditionally in April, she is planning to make June our ALTS month this year so that events can be held outdoors, mitigating COVID concerns.
6. Old Business
  - a. (NY Day Swim) – Chuck had 22 people turn up for the NY Day swim. Folks from Lifestyles supported the group to make sure they had pool space.
  - b. Potential LMSC Merger: At the annual meeting there was a discussion of a potential merger between LE & OHIO LMSC. Ann has been approached as Chair to develop a response if we’re asked by national to merge. What would the new LMSC be called. Where would the annual meeting be held. Would our volunteers be interested in taking on additional responsibility.
7. New Business
  - a. Appointment of Vice Chair – In accordance with the bylaws, Ann is choosing a member who is new to our Board. Laura Wright.

- b. Volunteer Relay – currently our budget is for 2 volunteers to attend. USMS encourages LMSC to bring 3 volunteers and approval is pending. Ann & Dan Cox are attending and presenting on the topic of growing your LMSC from small to medium. Ann is proposing bringing Laura Wright. Mark says budget is for \$1600. Ashley asks if Ann & Dan are presenting, will USMS be funding them. Approved.
  - c. Address Board of Directors composition according to by-laws:  
According to the by-laws, LMSC consists of 1 representative for every 50 members. The Board currently doesn't have representation according to our by-laws. Ann will contact the clubs who aren't represented. Ann proposes that current club representatives be reappointed. (APPROVED).
  - d. Bylaws: The LMSC bylaws were last reviewed in 2018. Review for red-line and proposed changes need to be undertaken and completed to present to the membership at the annual meeting.
  - e. Adopt LE LMSC Standards and Measures of Success – Laura moves/Paul seconds they be accepted. Chuck asks if this is USMS boilerplate or what the origin is. Ann consulted with Ashley, talked with Dee, consulted with Kristy Tabaj. It started to get large and unwieldy. She wanted a guide to help us with what we do. Mark helped Ann reduce her ideas to this framework. Adopted – unanimous.
  - f. Committee Chairs – Ann asks for a motion to reappoint the current chairs to serve in their current roles for the duration of her tenure. Motion carries. Discussion about making Chuck the Chair of "Open Water and Long Distance". Approved. Discussion about adding ALTS as a committee. Approved. Judi Norton is Chair.
  - g. Policies: Ann proposes an ad hoc committee to draft policy documents to provide future board members of past actions approved by the board. For example reimbursement of club registration fees/service award program guidelines/ (Laura, Judi, Ann).
  - h. Discussion of draft policies to includes:
    - i. ALTS instructor scholarships and annual reimbursement of designation
    - ii. Reimburse each LMSC club's annual registration fee upon notification from Membership Coordinator
    - iii. Establish scholarships for coaches and those who self-identify as coaches interested in USMS coach certifications
    - iv. LE LMSC pay all sanction fees for swim meets hosted by clubs registered in LE LMSC
    - v. Provide details regarding submission of Service Award – create committee?
8. Dates for future board meetings – Ann wants to meet 6/year instead of 4, and plan on virtual meetings.

8:05p Adjourn

Respectfully submitted,

Dee Shedlow, Secretary