

# U.S. Masters Swimming LMSC Development Committee Minutes

## November 13, 2011

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### Action Items:

1. Paige to forward committee recommended changes to LMSC Minimum Standards to the Board of Directors for review
  2. Rob to work with staff to remove stale LMSC bylaws and grievance materials from USMS.org.
  3. Sub-committees to meet and plan activities.
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Chair, Paige Buehler called the meeting to order at 7:35 PM ET. Also present were: Rob Copeland, Ed Tsuzuki, Stacy Broncucia, Jerry Clark, Daniel Cox, Wes Edwards, Michael Moore, Tyler Blessing, Leianne Crittenden, Doug Garcia, Syd Latina, Chris McGiffin, Lynn Morrison, Rick Noeth, Rich Seibert and Erin Sullivan.

Absent: Jeff Strahota, Mary Hull and Barb Protzman

### Committee agenda topics:

1. Approved meeting minutes from September 11, 2011 as written.
2. Review proposed changes to the LMSC Minimum Standards (2011 Proposals – Rev111105.doc). The approved recommendations will be forwarded to the Board for review and possible amendment to the LMSC Minimum Standards.
  - a. Title – The Committee recommends renaming the document “LMSC Standards” MSA
  - b. Preamble – We discussed various revisions to the preamble. The committee did not come to consensus on revisions. The committee will continue this discussion on the discussion forum and make decisions at our next meeting.
  - c. L5 – Committee MSA to approve as amended. “Appoint member(s) to the House of Delegates and ensure that at least one delegate attend the annual meeting of the House of Delegates USMS.”
  - d. BS1 – Remove 10 (Financial requirements, such as those relating to loans and expenditures) and 13 (Grievance procedure) as recommended by Governance Committee MSA. “The bylaws document should include the following:...”
  - e. B6 – “Current LMSC policies shall be easily accessible to all members.” MSA. The committee will discuss inclusion of the “Note” language via the discussion forum.
  - f. BS6 - MSA as written.
  - g. B7 - MSA as written (this change reformats B7 to make it easier to read)
  - h. BS7 - LMSC bylaws and/or policy should describe the duties of any committees or coordinators responsible for LMSC activities. MSA
  - i. BS8 - LMSC bylaws or policy should describe any financial requirements. MSA
  - j. BS9 - LMSC policies should include a conflict of interest statement. MSA
  - k. R5 - MSA as written “Print and deliver cards for all paper registrations, and, if requested, to online registrants within 14 days of registration by a member.”

1. SS8 - MSA as written “Submit official meet results within 4 weeks of event end date (if posted unofficially within 2 week timeframe).”
  
3. Sub-committees:
  - a. Standards Survey sub-committee Rick Noeth (chair), Michael Moore, Rich Seibert
  - b. Remediation – Chris (chair) is evaluating the current remediation and will post work to date on the discussion forum. Zone chairs will be members of the remediation sub-committees to help facilitate efforts with the LMSCs. Chris to move forward with development calls to LMSCs.
  - c. LMSC bylaws (work with Governance)
  
4. Other business
  - a. Rob C will work with Ed T. to deal with LMSC Grievance Procedure and general bylaws information on the web site.
  - b. Doug suggested we have a glossary of terms in our guide to operations constitution, bylaws, policies, procedures, standards, guidelines.

The next committee meeting will be held January 8, 2012 4:30pm PST/7:30pm EST.

The meeting adjourned at 9:20 PM EDT.

Rob Copeland,  
Acting as Secretary