

U.S. Masters Swimming

Committee Name: LMSC Development	Session #: 3
Committee Chair: Rob Copeland	Vice Chair: Maddie Sibia
Minutes recorded by: Maddie Sibia	Date/time of meeting: March 16, 2021 @ 8:30pm ET

Motions Passed:

1. Changed monthly committee meeting time to 8pm ET (from 8:30pm ET).
- 2.

Number of committee members present: 18 Absent: 0 Number of others present: 0

Committee members present (list all, including chair and vice chair):

- Stacy Abrams, Linda Chapman, Nicole Christensen, Rob Copeland, Susan Ehringer, Sally Guthrie, Karen Harris, Mary Hull, Nancy Kirkpatrick-Reno, Crystie McGrail, Kris McPeak, Hugh Moore, Tom Moore, Aaron Norton, Katherine Olson, Maddie Sibia, Robin Tracy
- ExO: Ed Coates

Minutes

The meeting was called to order at 8:31pm ET.

1. Monthly Meeting Time - Rob Copeland/Maddie Sibia
 - a. Change from 8:30pm ET to 8pm ET on the third Tuesday of every month, starting at our next meeting, April 20th
2. Committee Leadership - Rob Copeland
 - a. Rob notified the committee that he would be stepping down as committee chair. Peter (Guadagni) and Ed (Coates) will work through the process of selecting a new chair prior to the committee's next meeting.
3. Volunteer Summit Taskforce - Ed Coates
 - a. Ed provided a quick recap of the high-level decisions made by the Volunteer Summit Taskforce regarding a future Volunteer Summit.
 - b. A steering committee is being set up to take those guidelines and develop an agenda/more detailed plans to move forward with.
 - c. The LMSC Development Committee will then drive/coordinate content creation for the topics on the agenda.
4. Webinar Plan - Tom Moore/Linda Chapman/Maddie Sibia
 - a. Goals include to establish regular webinars and create opportunities for two-way communication between national and local leaders/volunteers.
 - b. Three tentative "classifications" of webinars:
 - i. News Relay - monthly updates from USMS Exec Committee members, National Office staff, and/or national committees
 1. Targeted for LMSC boards/volunteers, but meeting information can be distributed to others as seen fit
 2. Advertisements/announcements for webinars would be in Streamlines for Volunteers
 - ii. Peer-to-Peer - organized by role/activity (ex: treasurer, ALTS coordinator, membership coordinator, etc)
 1. Building off of past peer-to-peer format

2. Each topic/role should be covered no more than once per year
- iii. Educational Sessions - training/information sharing opportunities not covered by the other two classifications
 1. Examples: diversity & inclusion training, volunteer recruiting/onboarding, open water (starting an event, coaching, tips for swimmers)
 2. Ed mentioned he would share a few other education ideas to add to the potential list.

c. Discussion:

- i. Question asked about the need for the News Relay webinars. The goal is to bridge the gap between national- and local-level volunteers and give everyone a glimpse of what's going on in each place, as well as provide an opportunity for dialogue.
- ii. Several committee members asked about the frequency of News Relay meetings - is monthly too often? Committee members chimed in that not all LMSC boards meet on a monthly basis. The webinars are also not required, and the same LMSC reps don't have to attend each/all of them.
- iii. It was noted that with all of the different webinars, there may be a proposed schedule/frequency, but the committee can assess throughout the year and make changes if needed so that goals are met.

d. Next Steps:

- i. News Relay: Need BOD buy-in as potential guests (could do in groups) - Ed will talk to the Executive Committee at their next meeting.
- ii. Peer-to-Peer: Coordinate with USMS staff to cover admin duties (hosting Zooms) and reach out to USMS committees to see when they'd be interested in a peer-to-peer for various positions (coaches, membership coordinators, etc.)
- iii. Educational Sessions: Brainstorm ideas/determine which topics to move forward with in the near future.

5. New Business - None.

Next meeting: April 20, 2021 @ 8pm ET

The meeting was adjourned at: 9:27pm ET
