

# U.S. Masters Swimming — 2024 Meeting Minutes

<b>Committee Name:</b> LMSC Development Committee	<b>Session #:</b> 5
<b>Committee Chair:</b> Douglas Sayles	<b>Vice Chair:</b> Ian King
<b>Minutes Recorded by:</b> Ian King (edited by D. Sayles)	<b>Date/Time:</b> May 21, 2024, 8:00 p.m. ET

**Motions Passed:** None

<b>Number of Voting Committee Members Present:</b> 11	<b># Absent:</b> 5	<b># Guests:</b> 0
<b>Committee Members Present:</b> Linda Chapman, Nicole Christensen, Jason Ellis, Teresa Frias, Ian King, Ann Marshfield, Jacky Merianos, Tom Moore, Douglas Sayles, Aaron Schneider, Jill Wright. <b>Absent:</b> Doug Garcia, Arlette Godges, Karen Harris, Jenny Hodges, Sue Ehringer.		
<b>Ex Officio Present:</b> Bethany Burchill (Manager, Member & Club Services), Crystie McGrail (VP Local Operations).		
<b>Absent:</b> Jessica Reilly (Senior Director, Business Operations),		

## Minutes:

1. The committee chair called the meeting to order at 8:02 p.m. EST and reminded committee members to:
  - a. Prompt LMSC chairs to think about LMSC subsidies for their [Volunteer Relay](#) & [NCC](#) attendees.
  - b. Help recruit viable candidates to stand for [USMS At-Large Director positions](#).
  - c. Help solicit candidate nominations for [USMS national awards](#).
  - d. Read all USMS communications and stay up to date via the [STREAMLINES e-newsletter archive](#).
2. VPLO Update (Crystie):
  - a. Kris Wingenroth has been awarded the [Capt. Ransom J. Arthur MD Award](#) for outstanding service.
  - b. Reminder of the all-virtual [USMS annual meeting](#), September 13-15, 2024.
  - c. The LMSC Development Committee meeting on August 20 will be open to all USMS members.
  - d. Echoed Doug's reminder to recruit viable candidates for the open At-Large Director positions.
3. National Office Update (Bethany):
  - a. [USMS Spring National Championship](#) events over 200 yards will have event entry limits and a waitlist.
  - b. [Grown Up Swimming](#) is now in [25 cities](#) and growing. USMS members get a GUS registration discount.
4. Coaches Committee Update (Aaron):
  - a. Their current focus is the national award deadlines and preparing for the National Coaches Clinic.
5. Subcommittee Reports:
  - a. Volunteer Relay Planning (Tom)
    - i. The session list is final and most of the presenters confirmed.
    - ii. The PowerPoint template is being distributed to presenters.
    - iii. Beginning to consider Volunteer Relay themes for 2025 and beyond.
  - b. Volunteer On-Demand Training (Jason)
    - i. Volunteer training recommendations completed. Jason requested a next-steps directive via email.
    - ii. Sanctions chair training project:
      1. Next step: Restructure the USMS website's [sanctions chair webpage](#).
      2. Discussed reprioritizing the resources on this page so they are more user-friendly and easier to navigate for sanctions chairs who are trying to get up to speed.
      3. Discussed the utility and timing of instructional "how to" videos.
    - iii. Event director training project:
      1. Discussed building upon the completed outline to create an event management handbook.
      2. Discussed a concise document versus more in-depth additional resources.
      3. Discussed focusing on meet management first before tackling open water events.

4. Discussed leveraging the meet announcement template and examples of various meets.
  - c. LMSC Standards Rollout (Linda):
    - i. Planning an online kickoff meeting for LMSC leaders the week of September 23, 2024.
    - ii. Creating a simple roadmap outlining the timeline for LMSCs to complete certain standards.
    - iii. Exploring social media strategies.
    - iv. Providing more resources to facilitate LMSC compliance with sanctions-related standards:
      1. Meet announcement [template](#) & [guidance](#) documents;
      2. Audits of a few meet announcements in each LMSC.
    - v. Hoping to make the rollout an informative and supportive process.
    - vi. Scheduling the next formal LMSC Standards survey for February 2025.
  - d. Volunteer Communications (Tom):
    - i. Coordinating with USMS staff to solicit more volunteer engagement with the Community Forums.
      1. Initial focus is on how to use the forums.
      2. Goal: Improve LMSC volunteers' utilization of role-specific forums. Each LMSC DC member shall moderate and add content to their assigned LMSC-role-specific forum.
      3. Next step: Improve national committee volunteers' utilization of committee forums.
    - ii. Comments re: how Community is like Reddit vis a vis discussion of specific questions and issues.
    - iii. Action item: Recommend content for new, role-specific [USMS Guide to Local Operations](#) web pages that will provide resources for LMSC governance volunteers.
    - iv. Teresa Frias is joining this subcommittee.
  - e. Volunteer Role Descriptions (Doug S)
    - i. No update.
6. New Business/Questions:
- a. The chair requested that, by the next meeting, each subcommittee chair create a forward-looking timeline of milestones/goalposts for their respective subcommittee's work through the end of the calendar year.
  - b. The chair reminded everyone that we do not have to be experts on everything we work on — feel free to engage subject-matter experts outside the committee for input or support.
  - c. Tom thanked and reminded everyone that, despite USMS's bureaucratic structure — LMSC, national committee, BOD — we are all volunteers working together for the betterment of USMS.
  - d. ~~The next full committee meeting is Tuesday, June 18, at 8:00 p.m. ET. [June 15 update: The June meeting is canceled. The next full committee meeting is July 16 at 8:00 p.m. ET.]~~
7. The meeting adjourned at 9:18 p.m. ET.