

USMS Convention—Anaheim, California 2007

Committee Name: History and Archives	Session #: 1	Report #: 7
Committee Chair: Barbara Dunbar	Vice Chair: Meegan Wilson	
Minutes recorded by: Meegan Wilson	Date/time of meeting: 09/27/07 1:05 – 2:16 P.M.	

Action Items:

1. MSA to request assistance from HOD members to locate LMSC individual registration lists and LMSC club lists from 1990 and earlier which may be in the possession of current and former LMSC registrars and other officers.
2. MSA to request assistance from HOD members to locate pre-1994 USMS Short Course Yards and Long Course Meters National Championship results and missing pre-1990 Long Distance National Championships results.

Number of committee members present: 7 **Absent:** 7 **Number of other delegates present:** 17

Committee members present (list all, including chair and vice chair): Barbara Dunbar, Meegan Wilson, John Bauman, Marcia Cleveland, Sally Ann Dillon, Cheryl Gettelfinger, Jennie (Catherine) Quill

Minutes

The meeting was called to order at 1:05 P.M.

1. Betsy Durrant (at-large Board of Directors) outlined the USMS strategic plan, the process by which each committee produced its Mission, Objectives, and Goals document, and the subsequent review by the Board of Directors. The strategic plan and its impact upon USMS and the History and Archives (H&A) Committee was discussed. H&A objectives for 2008 which provide services or benefits to USMS members were outlined.
2. Throughout the preceding year, committee members worked on the stories and oral histories projects including updating story content, checking and updating internal links within stories, and collecting and editing new stories.
3. The national registration file conversion project in which John Bauman is converting paper registration files into an electronic format is complete for the years from 1990 - 1994. As each year is completed, the electronic conversion is sent to National Database Administrator Esther Lyman who incorporates the information into her files. The years from 1986 -1989 remain to be completed. Due to marginally legible or totally illegible old national lists, H&A is trying to locate old LMSC registration lists and LMSC club lists. **MSA** to request assistance from HOD members to locate LMSC individual registration lists and LMSC club lists from 1990 and earlier which may be in the possession of current and former LMSC registrars and other officers.
4. The problems with missing or incorrect permanent IDs on the USMS web site and the impact upon H&A stories, All American and All Star listings, top ten listings, and swimmer information listings were discussed. H&A hopes that permanent ID problems and "ID-swimmer name" link errors will be resolved and fixed in the near future after the on-line registration process is finalized and new databases are populated with correct information. The need for a program or process by which names and the corresponding permanent ID could be quickly and easily checked and verified was discussed as it relates to national record listings and other lists on the USMS web site. It is important to verify that a name is linked to the correct permanent ID since IDs are sometimes difficult to read. USMS membership IDs do not contain certain letters such as Q/q and O/o. Anything resembling those letters is the number zero (0). Similarly, the number one (1) is used but the letters L/l and I/i are never used.
5. H&A would like web support, better H&A web page navigation, and the ability to add new archive projects.
6. One of the behind-the-scenes functions of H&A is archive research, mostly for other USMS Committees, staff, and officers. Data has been located, and claims of achievements including masters world records set, masters All American listings, top ten and national championship achievements have been verified or disproved. Some of the research is necessary because of the permanent ID problems which can have far reaching consequences.
7. H&A will assist the Championship Committee to locate and scan pre-1994 National Championship Results and any other post 1994 results which are missing or have incorrect links. H&A will assist the Long Distance Committee to locate and scan missing early year Long Distance National Championship results for posting onto the LD site. **MSA** to request assistance from HOD members to locate pre-1994 USMS Short Course Yards and Long Course Meters National Championship results and missing pre-1990 Long Distance National Championships results.

Tasks for the Upcoming Year

1. Continue all ongoing projects from the previous year.
2. Locate and scan pre-1994 National Championship Results and any other missing results. Locate and scan missing early year Long Distance National Championship results for posting onto the LD site.
3. Encourage LMSC, zones, and clubs to locally preserve and archive their own documents and materials.
4. Follow up on the accessibility of USMS SWIMMER stories, profiles, and pieces which currently are not viewable.
5. Locate old registration and club lists.

The meeting was adjourned at 2:16 P.M.

