

# 2024 U.S. Masters Swimming Annual Meeting — Virtual

<b>Committee Name:</b>	Records and Tabulation Committee	<b>Session #:</b>	1
<b>Committee Chair:</b>	MJ Caswell	<b>Vice Chair:</b>	N/A
<b>Minutes recorded by:</b>	Cheryl Gettelfinger	<b>Date/time of meeting:</b>	08/08/2024, 8:00 P.M. EDT

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## Actions Requiring Approval by the House of Delegates:

- 1.

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## Motions Passed:

- 1.

<b>Number of committee members present:</b> 7	<b>Absent:</b> 1	<b>Number of other delegates present:</b> 16
<b>Committee members present (list all, including chair and vice chair):</b> MJ Caswell, Jeanne Seidler, Jerry Treiman, Mary Sweat, Walt Reid, Chris Ottati and Cheryl Gettelfinger.		
<b>Committee Members Absent:</b> Denise Wetzel; <b>Ex-Officio:</b> Mary Beth Windrath; <b>Executive Committee:</b> Ed Coates, Paige Buehler and Robin Smith		
<b>Others present:</b> Kathy Casey, Sandi Rousseau, Cheryl Kupan, Ed Saltzman, Frank “Skip” Thompson, Linda Chapman, Marilyn Fink, Andrea Hahn-Lawson, Barb Protzman, Alta Stengel, B.J. Graham, Barbara Dunbar, Kirk Clear, Marnie Whitley, Eric Hektner and Maryanne Barkley.		

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## Minutes

The meeting was called to order at 8:01pm EDT

1. MJ began by thanking all of the members of the Records and Tabulation Committee (RTC) for all of their work this year. She especially wanted to thank Mary Sweat for all of her efforts over the years. Mary won't be on the committee this coming year but hopes to return in the future. MJ announced that Ed Coates, president, would be taking the place of Julie Dussliere who was in Paris and unavailable.
2. Minutes from the last meeting on 6/9 were approved unanimously.
3. MJ read through the entire agenda and began this portion with item 3. She reviewed progress on three important documents: Records and Tabulation Policy Document, Historical Changes Document and Bulkhead Confirmation Form (BCF). The BCF was broken into two parts, one part for the initial measurement of all lanes for at least one configuration from that facility and the second part is a bulkhead confirmation form. Mary Beth, National Swims Coordinator (NSC), added that the benefit of the new form was that it allows the for the person making the measurement to clarify if they measured from wall to wall, or wall to pad or pad to pad. This wasn't clear on the previous confirmation form. MJ plans to update the LMSC Development Committee (LDC) for best practices on using the updated form.
4. She told how the (RTC) provided guidance to the National Office (NO) and LDC regarding what information LMSC Top Ten Recorders (TTRs) need from sanctions. Guidance was also provided to the NO regarding how to implement Top 10 Reports when the date of SCY Nationals is outside the normal schedule.

5. The next topic was the three rules proposals, all of which were unanimously approved by the RTC. The first discussed was 105.3.9 A which is housekeeping since the rules would align better with current practice regarding record application requirements. Meet results would be encouraged rather than required and a picture of the timing console can be used in lieu of a hard-copy printout.
6. The second discussed was 103.18.1 regarding splits from relays in which there is a disqualification made by someone other than the first swimmer. This rule proposal matches the requirement for splits from individual events in which the three remaining swimmers must swim their required distances just as individuals must finish the entire distance of their event for the split to be valid. A question was made about eligibility and MJ said that the Rule Book addresses eligibility for relays in which a woman's relay must have 4 women from the same club, etc. Therefore, eligibility doesn't need to be addressed with this rule proposal.
7. The third discussed was 105.1.7 C. This rule proposal addresses outside lanes to be measured. It should be the outside competition lanes, because if outside lanes are used for warmup/cooldown and might not be the required distance, it makes it difficult to know if the outer competition lane was the required distance.
8. MJ then addressed items that affect TTRs on the call. She reviewed the new BCF and asked that they be proactive when looking at submitted measurements. For example, when converting inches to meters and centimeters, look for measurements that don't look correct before submitting them directly to the NSC because discussion shortly after the meet can clarify if the measurement comes from the front or that back of the laser for example. Be sure that full dates and the correct year is on the form. The second item affecting TTRs is the recommendation to not use the merge files option from Meet Manager and to select the first default option (first item listed) when exporting meet results. The third item was to ask for the Meet Observer Report immediately after the conclusion of a recognized meet. This required form should be filled out while everything is still fresh in the mind of the observer. The fifth item addressed if they experienced problems with 5-character clubs. The first way to correct is to go to the list of teams and click on the place where it says the team name is missing and it will add the club. The other way is to use error check for relay. The sixth and final item of advice was to practice with their laser and to use a reliable website that does good conversion for feet and inches to meters and back. MJ has tasked herself with producing a new document which will be a guide for using laser tools.
9. During open discussion, Walt Reid asked about the results of the Meets Results Processing Task Force Committee and its final report. MJ read the recommendations, which would keep the committee, to those on the call and stated that the Board of Directors has not yet addressed the report and recommendations. She also stated that the recommendations were unanimous. The final report will be posted to our RTC forum.
10. MJ asked if members of the RTC preferred email or the forum to discuss the Rules proposals once they are posted. She was disappointed that our meeting preceded the posting of the Rules Proposals; however, because the majority preferred the forum, any discussion after reviewing the Rules Proposals will occur there.
11. MJ asked that all current members request to stay on the RTC and to be sure to fill out the committee request shortly after the Annual Meeting.
12. MJ asked for RTC members to please attend these upcoming meetings in particular: Rules, Legislation and Long Distance

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## **Tasks for the Upcoming Year**

1. New document to guide using laser tools.

The meeting was adjourned at. 8:42 P.M. EDT

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