

USMS COMMITTEE CHAIRMEN REPORTS

CHAMPIONSHIP – Sandi Rousseau

The Championship Committee has assisted Santa Clara Swim Club in hosting the Short Course National Championship Meet in Santa Clara, CA, and Pacific Northwest Association of Masters Swimmers in hosting the Long Course National Championship Meet in Federal Way, WA. Attendance at these meets was 1850 and 954 swimmers respectively.

We have continued to increase our usage of the on line entry system and achieved 45% internet entries for SC and 55% internet entries for LC. Utilization of the on line system continues to decrease the percentage of entrant errors and assists the meet host in smoother and less time consuming entry processing.

Santa Clara was the first national meet since the very early days of USMS at which we deck seeded the entire meet. With a lot of preparation and a skilled host group to try this with a large number of entrants, the meet flowed very well. There was time saved each day, there were fewer swimmers missing from the heats, and, therefore, the heats were more competitive. General acceptance was good with the major complaint being difficulty in tracking who was swimming in what lane and in which course. An analysis of the estimated time savings for both SC and LC will be completed prior to convention.

The committee is exploring ways to make deck seeding more palatable to the audience. We are also continuing to discuss alternatives for enhancing both the competition aspects for our national meets as well as controlling the meet length and still allowing participation by all USMS members.

To implement strategies delineated in the Strategic Plan, we have updated and improved our facility listings and contact personnel for all potential competition pools within the United States. This has assisted us in seeking out additional facilities for our championship meets. With the elimination of mandated meet rotation in 2000, we have seen a significant increase in the number of bid packet requests from varied areas of the country. We have continued to foster our liaisons with national sponsors and increase their exposure at national championships. We have also continued to foster good working relationships with officials within USA Swimming.

Meet liaisons are currently working with Hawaii Masters and Ohio Masters regarding the 2002 Short and Long Course National Championships in Honolulu and Cleveland respectively. While the bids for 2003 have not been turned in by the time of this report, with more requests for bid information than in recent years, we expect receipt of several excellent bids for 2003.

Thursday, September 13th - 3:30-6:20 pm **AGENDA**

1. Introductions / Conduct of the Meeting
2. Discussion of Bids for 2003 Short and Long Course National Championships
3. Emergency Rules Proposals
4. Legislative Proposals
5. Review of 2001 Short Course Championships – Santa Clara, CA – Barry Fasbender
 - 1650 / Relay Swimmers
6. Review of 2001 Long Course Championships –Federal Way, WA – Sandi Rousseau
7. Update on 2002 Short Course Championships – Hawaii – Janet Renner / Sandi Rousseau
 - Approval of Award Designs / Computerization Plans
8. Update on 2002 Long Course Championships – Cleveland, OH – Pieter Cath / Paul Windrath
 - Approval of Award Designs / Computerization Plans
9. Review / Update of Championship Policies / Procedures / Meet Issues
 - Date Requirement for 19 year olds' entry into Nationals
 - Lifeguard Requirements
 - Liability Release / Safety Waiver Signage
 - Deck Seeding vs Confirmed Seeding
 - Deck Seeding Evaluation
10. Discussion of Committee Recommendations to House of Delegates
 - Information Sheet to HOD

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CHAMPIONSHIP continued Friday, September 14th – 9-10:20 am AGENDA

1. Analysis of House of Delegates Attendees at Nationals – Jerry Clark
2. Rules Proposals for 2002
 - Committee Selection of Site
 - Order of Events
 - Date Change for On Line Entries
3. Goals for 2002 and Beyond
 - On Line Bid Packets
 - Other

Friday, September 14 - 6:45 – 9:00 pm AGENDA

1. Championship Bid Presentations at House of Delegates
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COACHES - Scott Rabalais

The thrust of the Coaches Committee over the past year has been to understand more about our coaches with respect to compensation and with the assessment of coaching in our LMSCs. Through such information, the Coaches Committee hopes, in the long run, to improve the level of Masters coaching for swimmers in USMS.

Through our Coaches Committee members and the LMSC coaching representatives, a report has been created detailing coaching activity and needs in various LMSCs. Though not all LMSCs were reported, there is valuable information in the report that will give our committee a wide scope of coaching as it stands in USMS today. This report will be presented in the Coaches Committee meeting in Dearborn.

The financial compensation survey, circulated through the Coaches Committee Quarterly, brought together useful information in understanding the general “market value” and professionalism of the Masters coach. Unfortunately, no Masters coach reported having hit the \$1 million/year earnings mark. However, it is rumored that a few coaches did get off of food stamps during 2001. The complete results of the survey were detailed in an issue of CCQ, and will be presented again at convention.

Masters coaches remain a large group, with over 900 USMS members reporting themselves as coaches. The idea of offering a stand-alone “school” for these coaches on an annual basis, that would cover both the business and training sides of Masters coaching, will be discussed at the convention meeting.

Camps and clinics continue to be offered to USMS members, and the Coaches Committee plays leading roles in several types. The Olympic Training Center camp in February was staffed by Masters coaches selected by the committee, while Mentor Coach and Open Water Clinics continue to be offered around the U.S.

The Committee continues to share its educational resources through the “Ask the Coach” articles in *SWIM Magazine* and its own newsletter publication, *Coaches Committee Quarterly*. Both the articles and the *Quarterly's* dispense information in a question-and-answer format. Programs such as the Video and Book Libraries and the Snooper Loan Program also serve the educational pursuits of Masters enthusiasts.

On-deck coaching has been available during warm-ups at National Championship meets and will be at convention workouts. The Committee wishes to continue its International Coaching Program in New Zealand at the 2002 World Championships. The plans call for three coaches to be sent to NZ to assist any USMS swimmers who so desire.

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COACHES Continued

With the recent circulation of e-mails on the topics of marketing and growth in USMS, the majority seem to believe that by improving the local opportunities in Masters swimming (coaching, facilities, etc.), then USMS as a whole will grow. In the months and years to come, it is expected that coaches will play an important role in the development of our organization.

With regard to USMS's Strategic Plan, the Coaches Committee has established or continued programs that support its ideas. Particularly with regard to Strategy #6, the above-listed programs are in full alignment with the five points/actions listed in the Plan.

Thursday, September 13th – 3:30-4:50 pm AGENDA

1. Welcome and Introductions
2. Four Fine Years (by Chairman Rabalais)
3. Coaching in our LMSCs
4. Clinics, Camps & Schools
 - Mentor Coach and Swimmer Clinics
 - Open Water Clinics
 - Olympic Training Center Camps
 - Masters Coaching School
5. Education and Information
 - Coaches Committee Quarterly
 - Ask the Coach
 - Video and Book Libraries
 - MACA/ASCA
6. Coaching Programs
 - International Coaching Program
 - Snooper Loan Program
 - On-deck Coaching
7. Recognition
 - Coach of the Year Award
8. Financial
 - Discussion of 2002 budget
9. Other Business
10. New Business
11. Adjourn

COMMUNICATIONS – Hugh Moore

This has been a year of transition for the committee. The name of the committee was changed at last year's convention from "Computer Online" to "Communications". The committee's emphasis was also changed, from overseeing the USMS website, to providing guidance for communication. The website continues to be a major part of the USMS communication infrastructure. However, there are many other areas that we are also considering.

During December and January, Jim Matysek was exceptionally busy moving the USMS website to a new server. As normally occurs during such a move, numerous unanticipated problems popped up. However, due to Jim's experience and effort, he was able to quickly resolve the problems. I suspect that most website users were not aware that the change of servers occurred.

As committee chair, I have worked with Jim to help prioritize the lengthy list of requests for projects that he has received. Jim has made excellent progress on these tasks. If anyone has additional requests for projects to be added

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COMMUNICATIONS Continued

to the website or if you'd like to know an estimated completion date for previous requests, please plan on attending the Communication Committee meeting or send me an email prior to convention.

Bill Volckening continues to provide excellent editorial support for SWIM Magazine. I feel that most USMS members appreciate the quality of SWIM.

There are many forms of communication within USMS. Tracy and Esther have done an exceptional job of maintaining address lists and email distribution lists so that the Executive Committee or the National Office can quickly contact members of the Board of Directors or convention delegates. We are working on methods to create and efficiently maintain other similar lists (e.g. LMSC officers, LMSC newsletter editors, LMSC registrars).

In short, the committee would like to provide tools to aid in the various communication areas within USMS. If you have any ideas to help improve communications within USMS, please plan on attending our committee meeting. We welcome new ideas.

Thursday, September 13th 5-6:20 pm AGENDA

1. Introductions (5 minutes)
 2. WebMaster Report (15 minutes)
 3. SWIM Magazine Editor Report (10 minutes)
 4. SWIM Editorial Calendar for 2002 (10 minutes)
 5. National Office Communications (10 minutes)
 6. Email Distribution lists (10 minutes)
 7. LMSC Communications (10 minutes)
 8. Tasks for upcoming year and beyond (10 minutes)
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CONVENTION – Michael Heather

No Report – we do it all at convention.

Wednesday, September 12th - 6-6:30 pm AGENDA

1. Hospitality suite organization
 2. Certification table
 3. Reports, printing and distribution; electronic media
 4. Meeting setup reviews
 5. New business
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FINANCE - Doug Church

The Finance Committee has dealt with several overbudget requests since the end of the last convention. In addition, the Finance Committee received proposed revisions in both style and substance to FOG from the Ohio LMSC as well as changes proposed by our Controller, Cathy Pennington. These proposals have been distributed to members of the Finance Committee in advance of Convention and are following this report for review by all delegates. They will be discussed and considered during meetings of the Finance Committee at convention. Budget submissions are being received and prepared for the initial budget submission during convention.

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FINANCE Continued

PROPOSED AMENDMENTS TO FOG

Submitted by: Ohio LMSC

TITLE: Financial Operating ~~Guidelines~~ Rules
Change to "Financial Operating Rules" (FOR)

Rationale: It is proposed that USMS change its Financial Operating Guidelines to Financial Operating Rules. With over \$900,000 in our accounts at various times and with the increase in size of USMS and the complications and responsibilities that result from that growth, USMS needs to ensure fair, open, and fully accountable financial operating rules. The word "guidelines" can indicate an opportunity to ignore these operational requirements just at the moment when they should not be ignored. Written rules are like good fences; they keep us within our own intended bounds and keep us away from making momentary, hurried, and potentially bad decisions.

I. PURPOSE

Amend the Purpose section:

The purpose of the Financial Operating ~~Guidelines~~ Rules ("FOG" "FOR") is to list and maintain in one place all of the ~~operating~~ financial policies, and procedures and rules ~~currently in existence in~~ for United States Masters Swimming, Inc. ("USMS"). ~~FOG~~ The FOR will shall be the responsibility of and updated by the Finance Committee, with the approval of the House of Delegates, on an annual basis. Approval of and amendments to the FOR shall be in accordance with Parts 5 and 6 of the United States Masters Swimming Code of Regulations and Rules of Competition. Copies....

Rationale: The FOR and any changes to it should be the responsibility of the Finance Committee and approved by the HOD. Ultimate authority over the receipt and expenditure of USMS funds rests in the HOD (article 504.2.5). Elevating the FOR to formal status in the Rule Book places this responsibility before the HOD in the same manner as our other rules and regulations.

II. BUDGETING

Amend section A:

- A. Prior to and during each annual USMS convention, each member of the Board of Directors and the chair of each committee ~~assembled during the annual convention~~ shall submit written requests for budget allocations to the Finance Committee. Each request shall be detailed in both dollar amounts and categories of expenditure.

Rationale: The lined-through language is probably inappropriate. Whether a committee chair or cost-center head is present at a USMS convention should not have any bearing on the budgeting process.

As our organization grows and our budget becomes both bigger and more complicated, USMS needs to establish detailed categorized budgeting in order to understand both the subject matter of each facet of each budget request and its specific dollar amount. A detailed budget will also help define, when additional funds are sought, if the request is an over-budget situation; that is, if the category or subcategory of expense has been approved by the House of Delegates, or if a request is for new funds. Finally, a detailed budget will aid in future year budgeting by offering an accounting of which specific funds were requested, which were allocated, and which were spent, for comparison with the next year's budget.

In order to make the first year's detailed budgeting (2002) easier, the controller shall create a categorized detailed budget based on the categories and amounts that have been expended during fiscal year 1999, the last full-year budget that will be available for the 2001 USMS convention. This example and template will be made available to each cost-center head to help expedite the learning process and make the 2002 budgeting process move more smoothly.

Add new sections D, E and F:

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- D. Requests for funding made at any time after a budget is approved by the House of Delegates, for new funds in an existing or new category, to be spent prior to the next budgeting process, shall be considered in the following manner:
1. A detailed request, showing, at a minimum, the category for which funding is requested and the amount, shall be forwarded to the chair of the Finance Committee.
 2. The chair shall distribute the request to the controller, and the Finance and Executive Committees if the amount requested is under \$5,000, and also to the Board of Directors if the amount is \$5,000 or more.
 3. After discussion of both the subject matter and the amount, the requested funding may be approved by the controller and a majority of the members of the Finance Committee and the Executive Committee, in that order, if the amount is less than \$5,000, or if the amount is \$5,000 or more by the controller and a majority of the members of the Finance Committee, the Executive Committee and the Board of Directors, in that order.
- E. Requests for spending authority in excess of the amount approved by the House of Delegates in existing line items, for funds to be spent prior to the next budgeting process, shall be considered under Section V, OVER-BUDGET PROCEDURES.
- F. A written report shall be made to the House of Delegates upon presentation of each annual budget, of all new funding and over-budget spending accomplished under Section II D and E, and Section V since the last annual meeting.

Rationale: Sections D and E outline the relationship between new funding requests and over-budget requests. Currently, there is a void in the FOG/FOR regarding new funding and Section D remedies this void. The requirement of a written end-of-year report of new or over-budget spending above the level approved by the HOD in its annual budget ensures the House can successfully engage in its oversight responsibilities (Article 504.2.5).

VI VENDORS, OUTSIDE CONTRACTORS, BID PROCESS, AND VENDOR PAYMENTS INDEPENDENT CONTRACTORS, AND EMPLOYEES

Rationale: The title should be modified to reflect the three entities with which this section deals.

(Introduction: Reinstate a program for hiring employees and independent contractors, using the old FOG and the professional management guidelines (PMG) as a base. First, and most important, legally, we need to separate employees from independent contractors in all cases, with a provision and process for each type of relationship. This is necessary for tax, worker's compensation, liability, employment law, and supervisory considerations.)

New Section C.:

C. Independent Contractors Providing Personal Services

1. Budgetary approval and a job description must be in place prior to soliciting bids to engage an independent contractor. After an independent contractor has been hired, the spending and contracting entities shall submit all documentation of both the bidding process and the contract to the controller.
2. Independent contractors who are to be paid \$1,500 a year or more, or \$2,500 or more for an individual project, shall be chosen by a search committee created for that purpose. This committee shall be created by the president, with the consent of the Executive Committee. A search committee shall be composed of at least three and no more than five members and shall include at least one member of the Executive Committee, the chair of the committee that would oversee the independent contractor, and one other member of the Board of Directors. The composition of the search committee shall be the final decision of the Executive Committee. The committee may use consultants if specific expertise is needed to determine and assess the qualifications and credentials of technical contractors.
3. A minimum of three competitive bids is required before entering into a contract for \$1,500 a year or more, or \$2,500 or more for an individual project, with any independent contractor. All contracts shall be approved by the search committee. The president or the president's designee shall be the contracting authority and shall act with the consent of the Executive Committee. If fewer than three bids are received, the reasons why shall be investigated and the request for proposals may be rewritten to encourage additional bids. If, after investigation and revisions, three competitive bids are not received,

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- then the president or the president's designee, with the consent of the Executive Committee, may let a contract from those bidders who have offered the service sought at reasonable and responsible cost. The hiring of outside legal counsel shall be excepted from the requirements of this section.
4. Independent contractors who are to be paid less than \$1,500 a year or less than \$2,500 for an individual project may be contracted for, with the consent of the Executive Committee, by the president or the president's designee, on an application or interview basis, and multiple competitive bids shall not be required. An open solicitation of bids or applications shall be required.
 5. Proposed contracts or agreements shall be reviewed by the chair of the Finance Committee or the chair's designee, and the legal counsel, prior to execution.
 6. It is not required that the low bid be accepted. However, if the low bid is not accepted, then the reasons and rationale supporting the choice of another bid shall be presented, for the record and in writing, by the Executive Committee to the controller. Further negotiations are permissible, prior to a contract being executed between a successful bidder and the Executive Committee in an attempt to improve a contract for the benefit of USMS.
 7. Multiple year contracts are permitted so long as full budgetary consideration is taken of the financial obligation incurred.

New sections D, E and F:

D. Employees

1. Budgetary approval and a job description must be in place prior to soliciting applications to engage an employee. After an employee has been hired, the Executive Committee shall submit all employment documentation to the controller.
2. Employees shall be hired through an application and interview process conducted by a search committee. The search committee shall be composed of at least three and not more than five members, not more than two of whom shall be members of the Executive Committee. All employees shall be hired by action of the president or the president's designee, with the consent of the Executive Committee. The terms of a proposed hiring shall be reviewed by the chair of the Finance Committee or the chair's designee, and the legal counsel, prior to execution.

E. Notice

Solicitation of applications for either independent contractors or employees shall be required. Such notice shall contain, at a minimum, a job description, a salary or funding range, an application procedure and, if reasonably determinable, a date by which services will commence. Publication of notice shall be placed, at a minimum, in the official USMS publication, on the USMS Website, and in the USMS newsletter.

F. Emergency Hiring or Contracting

If circumstances develop in which immediate compliance with these guidelines would not be in the best interest of USMS they may be waived by a majority vote of the board of directors. Once the emergency has passed the hiring/contracting provisions set forth herein shall be complied with regarding any new or replacement employees or independent contractors engaged during the emergency.

Rationale: Currently, USMS has given all hiring/contracting authority, for both employees and independent contractors, to a single person, the president or the president's designee, through the Professional Management Guidelines (PMG) and the recently amended FOG. The agreement by which an employee or independent contractor is engaged is subject to review by someone from the Finance Committee, but approval for the actual hiring/engagement is not required from anyone. To ensure consistent, fair, and open hiring practices and that no appearance of impropriety or favoritism in hiring is possible, and to ensure broad support for our independent contractors and employees, the input of various sectors of USMS should be sought, and checks and balances should be in evidence. When hiring employees or signing any contracts on behalf of USMS, approval of the entire Executive Committee should be a requirement, along with a substantive review by the Finance Committee chair or the chair's designee, and the legal counselor, prior to execution of any contract.

As the PMG and FOG stand, in the case of positions paid \$5,000 or less there are no measurable or even open requirements for the performance of the hiring/contracting function. For positions receiving compensation greater than \$5000 there is an announcement and undefined interview process only; no additional requirements are stated and multiple applications are not required. The process is left to the Executive Committee's choice. Competitive bidding by independent contractors and multiple applications for employment positions ensures an open process in

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which all potential contractors/employees have an equal opportunity to win bids/jobs and where USMS has an opportunity to obtain the best services for the least cost.

The Executive Committee, already burdened with the responsibility of operating USMS, should not be further burdened with the preliminaries of our hiring/contracting duties as well. The burden of this obligation was one of the reasons given by the Executive Committee last year as to why they felt it necessary to waive the PMG immediately upon passage. Thus, in the first case where the guidelines were intended to be used for a job paying more than \$5000, they were not employed. Job descriptions were not created and, as of this date, job descriptions still do not exist for the SWIM Magazine Editor position or the Webmaster position. Without job descriptions performance evaluations will be difficult as there are no standards against which to measure performance. The Executive Committee used the same 'burden' argument when eliminating the use of any competitive process for positions being paid \$5,000 or less. The use of search committees to open up and spread these duties out and to engage technical assistance when necessary is a logical step in the hiring/contracting process, especially if, as is apparently the case, USMS foresees more paid positions being necessary. The search committee approach is offered to resolve our legal exposure, our need for expertise and checks and balances, and the time constraints of our officers. (Note 1)

XII. MISCELLANEOUS

- A. The giving of ~~memorial~~ gifts or awards is appropriate and consistent with the purposes of USMS and shall be encouraged. Such gifts or awards shall not exceed \$200 in value.

Rationale: Remove the word "memorial," since it means the person being honored is deceased, and the deceased rarely have a need for things of value. This does not suggest we cannot honor deceased members of USMS; we are just broadening our giving of gifts or awards to both living and deceased USMS members. Limit such gifts and awards to \$200. Currently there is no limit on the amount or nature of gifts or awards. An open-ended policy may encourage or enable future chance for mischief without some level of constraint and guidance.

New Section B, renumber existing B, C and D as C, D and E.

- B. Volunteer members of USMS shall not receive any salary or other compensation for their services; this does not preclude a member from receiving reimbursement for any expenditures necessitated or authorized in the performance of any authorized or assigned duty. This prohibition does not preclude any volunteer member from becoming an employee of or from independently contracting with USMS to provide goods or personal services.

Rationale: Prohibits payments to volunteers and requires that all payments for goods and personal services by USMS be contracted for before the fact.

- D. Reword and renumber as E:

- D. E The President or the President's appointee designee shall negotiate contracts or agreements between USMS and sponsors and vendors, independent contractors and employees for goods or services, with the consent of the Executive Committee. For vendors, for which budget approval has been must be obtained pursuant to Section VI prior to solicitation of bids. Proposed contracts or agreements shall be reviewed by a representative of the Finance Committee, appointed by the Finance Committee Chair, the chair of the Finance Committee or the chair's designee, and the legal counsel, prior to execution. Multiple year contracts are permitted so long as full budgetary consideration is taken of the financial obligation incurred.

Rationale: Negotiation of contracts for employees and independent contractors for personal services will now be governed by Section VI. Contract negotiations for vendors and sponsors will be governed by this section and will be performed and executed by the president or their designee with the consent of the Executive Committee and reviewed by the Finance Committee and the legal counselor. Change the word "appointee" to "designee" for consistency in the use of this term.

Melinda J. Smith, Ohio LMSC
Name of LMSC Chairman

/s/ Melinda J. Smith, Chair
Signature

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NOTE 1:

If the amendments to Sections VI pass (regarding reinstatement of a formal competitive process for the hiring of certain independent contractors and employees), then a motion must be made from the floor of the House of Delegates to rescind the Professional Management Guidelines (PMG) passed at the 2000 USMS convention, as the PMG and the offered amendments to Sections VI are in direct conflict with one another. Regarding the one section in the PMG which is not addressed by the Ohio LMSC's proposed amendments to the FOG/FOR, performance review evaluations, this function is not substantive with respect to the FOG/FOR. A policy covering performance reviews can be reinstated by either the Finance or Executive Committees without HOD action. All other sections of the Prof. Mgt. Guidelines which will be lost with rescission of the PMG are addressed in these FOG/FOR amendments.

NOTE 2:

The Ohio LMSC requests that these and all other proposed amendments to the FOG/FOR, no matter by whom they are submitted, be published in the pre-convention materials sent to all members of the House of Delegates. These amendments will be formally submitted to USMS through the Finance Committee. Although there is currently no requirement of advanced notice to the HOD regarding amendments to the FOG, the House is responsible for approving the FOG itself and any amendments thereto under the authority vested in it in Article 504.2.5. If the HOD has no notice of these proposed changes until after they've been considered by the Finance Committee when the delegates are already in the middle of the convention, during which they will have myriad committee reports and action items to consider simultaneously, the House will not have adequate time for consideration or debate. If direct notice of proposed amendments appears in the pre-convention materials then delegates can not only consider these proposals themselves, they will have an opportunity to attend Finance Committee meetings to hear discussion and offer their own views. As was noted by the chair of the Finance Committee earlier this year, there is currently no formal process for amending the FOG and anyone can offer an amendment at anytime. Along with this freedom to involve themselves in the process, the delegates should also have direct access to and notice of the proposals which will be considered, through publication in the pre-convention packet.

Thursday, September 13^h – 1-1:50 pm AGENDA

1. Welcome, call to order, general comments and approval of 2000 minutes- Chairman, Doug Church.
2. Treasurer's Report- Jeanne Ensign
3. Controller's Report- Cathy Pennington
4. Internal Audit Report- June Mather
 - Follow on discussion of position of Internal Auditor- Jeanne Ensign
5. Old Business:
 - Report on 2000 overbudget items;
 - Consideration of pending overbudget items, if any;
 - Other old business.

Thursday, September 13th 5-6:20 pm

This session will be devoted strictly to a discussion of the FOG/FOR proposals and other amendments to FOG.

Friday, September 14th – 9-11:50 am

1. New Business:
 - 2001 Budget
 - a) Income
 - b) Expenses
 - c) Inventory
 - Other new business
2. Adjourn

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FITNESS – David Grilli

The Fitness committee had 3 Fitness events scheduled for 2001: the Check Off Challenge sponsored by New England Masters, the Y2K Triathlon Event sponsored by the Montgomery YMCA, Montgomery, Alabama and the Swim Around Revilla sponsored by the Ketchikan Masters, Ketchikan, Alaska.

This is the 6th year for the Check Off Challenge event. Information and a registration form were published in the November/December Issue of SWIM Magazine. A total of 66 people participated in the event this year. More effort will be placed in contacting the individual Clubs/Coaches next year in hope of increasing participation.

This was the first year that the Y2K Triathlon Event had been offered. A flyer was produced and sent to the contact person from all USMS registered clubs. A total of 30 swimmers participated from 5 different clubs. Unfortunately, the organizing committee ran into a number of obstacles along the way. The positive is that they learned a lot about organizing an event of this nature. The negative is that it was a very frustrating and expensive lesson and they have decided not offer the event in 2002.

The Swim Around Revilla sponsored by the Ketchikan Masters in Alaska, did not take place due to a lack of interest by the organizing body.

Friday, September 14th – 9-10:20 am AGENDA

1. Introduction
2. Fitness Award discussion
3. 2001 Events
 - Swim Around Revilla
 - Y2K Event
 - Check Off Challenge
4. Fitness Tips Editorial
5. 2002 Events
6. New Business

INSURANCE – Colleen Dirscoll

Our loss experience continues to be good and our premiums and broad coverages have evidenced our positive loss experience. Our committee, working with our insurance broker, took advantage of every multiyear program we could realizing that the insurance "hard market" would return. Unfortunately, the "hard market" is here and we are actively marketing all of our renewal business. It has proven to be very difficult even with our loss experience. We are pursuing every avenue open to us without compromising our broad coverages and limits of liability.

We have completed a new Insurance Grid which we believe will provide further clarification of our insurance coverage and it's application. We intend to distribute the Grid at Convention and provide a copy to all LMSC's. We continue to respond to many questions from our members and meet directors regarding our insurance coverage.

If anyone has any questions please let me know.

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Insurance continued Friday, September 14th – 10:30-11:50 am AGENDA

1. Introduction of Insurance Committee members
 2. Appoint recorder
 3. Roll Call
 4. Introduction of insurance brokers from Risk Management Services and guests
 5. Vote on 2002 programs
 6. Projected 2002 and beyond
 7. Review of loss history and current reserves
 8. Old Business
 9. New Business
 10. Adjournment
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INTERNATIONAL – June Krauser

Latycar 2001 – The Latycar committee chose Cost Rica for the meet this year. The meet is held every two years.

8th Pan Pacific Masters Swimming Championships – This meet will be held 28 October – 4 November 2001 at the Kowloon Park Swimming Complex, Tsimshatsui, Kowloon. The Hong Kong Amateur Swimming Association will conduct the meet. Entry blank and information can be found on their web site at: www.hkasa.org.hk Our FINA meeting is scheduled for November 3-4 in Christchurch and so I will be able to swim the first few days of the Pan Pacs in Hong Kong.

2002 FINA World Championships – These are to be held with two training days (March 22-23) and competition starting on March 24th and ending with the 3K on March 31st. March 23rd is the FINA Masters Congress. Entry booklets have been circulated.

FINA Masters Committee Meeting – This meeting was held on March 9-10 in Lisbon, Portugal. The Entry Booklet for Christchurch was approved. Our next meeting will be held in Christchurch, New Zealand on November 3-4, 2001. At that time we will review the facilities and review the rule proposals for the Congress meeting on March 23, 2002 in Christchurch.

5th Masters Officials List – This list was due by July 15th. Information was circulated to all five disciplines of Masters.

Proposed Rule Amendments – Any proposed rule amendments to FINA Masters Rules were due by July 27, 2001. Several Water Polo rule changes were proposed and one Swimming Rule change that I know of. It was in relation to the FINA rule proposal to allow no breaststroke kick in butterfly.

FINA Technical Swimming Congress – The FINA quadrennial Technical Congress for swimming taking place on July 19, 2001, in Fukuoka, Japan, passed the following rule changes. The new rules will be effective in two months. About sixty proposals were presented to the ratification of delegates of 108 National Federations.

The principal new amendments are the following:

1. All disqualifications will be subject to the decision of the referee.
2. In the future only the one start rule will be applied. The two-start rule has been eliminated.
3. Backstroke – During the finish, it shall be possible for the swimmer to be completely submerged. During the turn, when the body has left the position on the back, any kick or arm pull must be part of the continuous turning motion.
4. Breaststroke – The elbow shall be under the water except for the final stroke, not only before each turn but also during the turn and for the final stroke.
5. Butterfly – All up and down movements of the legs or the feet does not need to be on the same level, but they shall not alternate in relation to each other. A breaststroke kicking movement is not permitted.

USMS COMMITTEE CHAIRMEN REPORTS

INTERNATIONAL Continued

The butterfly kick rule presents a problem for Masters swimmers. The rule goes into effect in two months, and we cannot change it until at our Masters Congress in March of 2002. And then, it might not be changed. Both USA and Australia have presented a change. The FINA Masters Committee will vote on the proposed rule changes as approved by the committee in November. We have 4 votes but need 7.

Friday, September 14th – 10:30-11:50 am **AGENDA**

1. Introduction of Members
 2. Handouts
 3. USMS International contacts
 4. FINA Masters News
 5. World Records and Top Ten
 6. Old Business – complete results from Munich
 7. New Business – FINA Rules
 8. Adjournment
-

LEGISLATION – Elin Zander

You will find the 2001 legislation amendment proposals that will be considered by the committee elsewhere in this handbook and on the USMS website. Many of these proposals are complex. Some involve major changes in the structure of USMS. A number of them have already been discussed vigorously by members of the HOD. Please take the time before convention to review them carefully and to discuss them with other members of your LMSC. The Legislation Committee is looking forward to discussion that will focus on the merits of each proposal and its impact on USMS.

Thursday, September 13th – 1-1:50 pm **Thursday, September 13th – 2-3:20 pm** **AGENDA**

1. Roll call of committee members
2. Review of voting procedures
3. Discussion of the more controversial amendment proposals (to be determined).

Friday, September 14th – 10:30-12:45 pm **AGENDA**

1. Roll call
 2. Discussion of remaining amendment proposals
 3. Discussion of any new amendment proposals received at convention
 4. Legislation Committee Policies and Procedures Manual – Rob Copeland
 5. LMSC Handbook Projects
 - Sanctions – Bill Earley
 - 18 year old membership – Jane Moore & Steve Peterson
 6. New business/projects
-

USMS COMMITTEE CHAIRMEN REPORTS

LONG DISTANCE – Sally Dillon

The past year has been a productive one for the Long Distance Committee. The All-American Team (compiled by Marcia Cleveland) and the All Star Team (compiled by Marcia Benjamin) were published in SWIM Magazine. NIKE presented awards to the All Star Team members a few months later. An article about cable swimming and the other open water events (written by Sally Dillon) was published and it featured a new cable event in Austin, Texas. For the first time ever, the official entry forms for the 5/10 K and 3000/6000 yd Postal Championships appeared in SWIM Magazine. It is hoped that the increased availability of the forms will improve participation in these events.

An Open Water Clinic Manual (compiled by Randy Nutt and Marcia Cleveland and edited by others) was produced and is posted on the Long Distance web site. Randy used the manual at his open water clinic at Hollywood Beach in May and the committee is confident that it will be used often in the future. Lynn Hazlewood maintains the Long Distance Calendar on our web site and Tracy Grilli distributes the Open Water Manual through the National Office. Robert Zeitner continues to maintain the stock of long distance awards and distributes them to the meet directors upon request. He is obtaining bids from award suppliers again this year and we will make a selection at our convention meeting.

The 2001 National Championships have gotten off to a fine start. The One Hour Postal Swim set a participation record with 1928 participants. 124 swimmers competed in rough conditions off the Florida shore in the 5K swim at Hollywood Beach, FL, 89 swimmers competed in the 2 mile cable swim at Eagle Creek in Indianapolis and 152 swimmers competed in the 1 mile swim at Point Lookout Town Beach in Long Island, NY. At “press time” swimmers are heading to Elk Lake in Bend, OR for a 3000 meter swim and swimmers across the country are doing 5 and 10 K swims in their local pools. The final events for the year are the 6 mile open water and 3000/6000 yd postal events. All of the

championship events received packets of information for the directors, email and phone contacts from the chair and event evaluators, and assistance as needed.

“Timely” bids for the 2003 Long Distance National Championship events are due August 13 and reminders were included in the summer National Office Newsletter. Many bids have come in already and it’s expected that all events will have received bids by the deadline. “Untimely” bids will be accepted until 9:00 am on Friday, September 14 but they will be considered only if no acceptable bids are received.

The Long Distance Committee has had active email discussions about a number of issues this year. The discussion that began at the last convention regarding wet suits being “officially” allowed in national championships continued for a number of months. A final vote was taken by the committee who decided AGAINST allowing an official wet suit division in national championship meets. The committee has also discussed safety and sportsmanship issues for open water events and the “on line” posting of the new clinic manual. Peter Crumbine was welcomed back to the committee after a year’s absence and his contributions are always appreciated. I appreciate, as well, the thoughtful comments and participation of the other committee members this past year.

Friday, September 14th – 9-11:50 Am AGENDA

1. Introduction of committee members
2. Chair's report
3. Report on 2001 National Championship events
4. Review decisions made by the committee during the past year.
 - Wet suits in open water national championships.
 - “Full body” suits in any long distance national championship.
 - Other
5. Assign evaluators to 2002 National Championship events.
 - Discuss new evaluation procedures.
6. Miscellaneous activities.
 - Subcommittee reports
 - a) All American – Marcia Cleveland
 - b) Awards – Robert Zeitner
 - c) Records – Jill Wright

USMS COMMITTEE CHAIRMEN REPORTS

LONG DISTANCE Continued

- d) All Stars – Sally Dillon for Marcia Benjamin
 - Discuss the method of choosing the All Stars. Put a limit on the number of postal and open water swims? Do some people have an unfair advantage, especially in their ability to travel to open water events?
- e) Calendar and bids – Sally Dillon
 - Discuss ways to see that all events get listed.
- f) Open Water Manual review – Dan Gray
- g) Open Water Clinic manual – Randy Nutt
 - Decision regarding posting of Clinic Manual on the web site.
- 2002 Budget review
 - a) Review bids and select a vendor for championship medals.
 - b) Budget for funds to assist teams in starting cable swims?
- 2003 Long Distance National Championship Bid Selection
 - a) Discuss allowing “multi-event” weekends.
 - b) Review guidelines for selecting bids.
 - c) Select 2003 championships.
- New business
 - a) Foreign swimmers in open water swims – develop a policy.
 - b) Time limits in open water swims – fairness to older swimmers.
 - c) Set a policy about championship patches for postal events?
 - d) Rule proposals for 2002
 - e) Other

MARKETING/PUBLICATIONS – Debbie Morrin

Current projects completed or underway within the 2000-2001 marketing committee:

The Public Relations Task Force (Rich Burns, Tom Lyndon, Melissa Rinker) has developed a request for proposals for public relations development. The RFP was sent to more than 10 individuals/groups, with a July 13 deadline for receipt of proposal. Six proposals were received by the deadline and are currently being studying by the task force. Following review, analysis and recommendation(s) will be forwarded to the Executive Committee.

USMS traveling exhibit policy has been developed for usage at and shipping to local, regional, and national events for exposure of USMS and its benefits. The exhibit has been used at a number of national and local events across the U.S. this year. The usage included the National Recreation and Park Association's National Aquatic Conference where Jim Wheeler and Mel Goldstein also presented a session entitled "Discover the benefits of United States Masters Swimming."

Development of media contact list and strategies for national and local publicity (Linda McCowan and CJ Hall working with Betsy Durrant on media contacts and press releases).

Based on comments through e-mail discussions, the current "Building a Successful Masters Club," and other promotional materials, are not serving the purpose created for (assisting local clubs and LMSCs). Committee is looking at how the materials can be changed and made more visible as to be of greater assistance to local organizers.

MARKETING/PUBLICATIONS Sub Committee Report

Situation

At last year's convention the Marketing Committee discussed the merits of retaining public relations counsel to aid in promoting USMS. The committee moved to take to the House of Delegates a resolution authorizing the Executive Committee the discretion to authorize a contract of \$25,000, upon receipt and acceptance qualified proposals.

The motion went before the HOD and was approved as an action item.

USMS COMMITTEE CHAIRMEN REPORTS

MARKETING/PUBLICATIONS Sub Committee Report Continued

A sub-committee was delegated to write a Request for Proposals, distribute it, review submissions and prepare recommendations for the EC.

The sub-committee commenced the process and is currently in receipt of 6 qualified proposals. Inasmuch as the process was not completed in a timeframe that allowed the EC to act, the decision has been made to bring the sub-committee's recommendations to this year's HOD for review and ratification.

Background/Opportunity

With the appointment of the sponsor liaison a portion of the marketing committee's historic mandate has been transferred, and for the first time it's the singular focus is on membership growth. Members of the committee feel strongly that broader and more effective dissemination of our message will be vital to supporting the organization's mission. Especially the goals A, B and C.

- A. To encourage and promote improved physical fitness and health in adults.
- B. To offer adults the opportunity to participate in a lifelong fitness and/or competitive swimming program.
- C. To encourage organizations and communities to establish and sponsor Masters swimming programs.

The use of public relations to spread our message is a fundamental ingredient of the USMS Strategic Plan which calls for increasing the exposure of the USMS program and improving the organizational infrastructure in preparation for increased membership, with the goal of expanding United States Masters Swimming to an organization of 50,000 members by the end of the year 2005.

Many of the of the strategies for the plan, including, increasing USMS outreach to potential new members and increasing USMS exposure through the media and sponsorships, can be immeasurably enhanced with public relations outreach.

Action to be Taken

The sub-committee will complete its review of the public relations proposals.

At the convention the Marketing Committee will review the recommendations of the sub-committee.

Marketing will present to the House of Delegates its final recommendations. Recommendations are likely to include:

- 1. Move forward with the program.
- 2. Select the preferred provider of the public relations services.
- 3. Establish a USMS client liaison to the public relations consultant.
- 4. Authorize and appropriate the budget for the program. (There is currently \$25,000 approved for expenditure in 2001. To date, nothing has been spent. Options include commencing the program immediately and allocating some or all of the funds to be spent this year, re-appropriate the budget for 2002, or some combination of both. There is also the option to discontinue the initiative).

Marketing believes that it has some outstanding proposals and looks forward to presenting the possibilities at the convention.

Thursday, September 13th – 3:30-4:50 pm AGENDA

- 1. Review and evaluation of the RFP process and proposals
- 2. Discussion of currently available USMS materials (and why they don't seem to be getting the use and/or results) and development of USMS assistance/promotion /media kit for use at the local level
- 3. Development of a swimming "special event," with the proceeds to benefit the USMS Endowment Fund
- 4. Public Relations/National Sponsor Liaison activities

USMS COMMITTEE CHAIRMEN REPORTS

OFFICIALS – David Diehl

Adrienne Pipes, a member of the USMS National Officials Committee attended the USA Swimming officials workshop in San Diego, CA representing USMS.

Mailed the 2001 USMS technical rule changes to all LMSC Chairs, LMSC Officials Chairs and LMSC Newsletter Editors for dissemination.

I attended the USA Swimming Officials Committee meeting as the USMS representative on the Committee and presented the "Proposal for Agreement Between USA Swimming and USMS Swimming" for certification of USMS members as certified officials. Various issues and concerns were brought forward and discussed regarding the proposal. A USA Swimming sub-committee was established to work through the concerns. I re-wrote the proposal for circulation to the sub-committee for review and received a favorable response. The USMS proposal for official's certification will be brought before the USA Swimming National Officials Committee at the Convention for discussion and approval. The proposal will allow the individual LMSC to actually certify officials with the help of the USA Swimming procedures and tests.

A copy of the guidelines for the Officials Committee liaison to the SC and LC National Championships was sent to the corresponding liaisons and the appropriate coordination took place with the Championship Committee Chair.

A new Officials discussion forum was instituted on the USMS web site.

The Officials page on the USMS web site is scheduled for development but does not have a high priority for completion. Perhaps when the USMS official's certification process is put into place there will be a greater demand for this information.

Thursday, September 13th - 3:30-4:50pm AGENDA

1. Introductions
2. Review revised USA Swimming/USMS officials certification agreement and discuss USMS implementation if approved by USA Swimming
3. Review of proposed USMS Officials Web Site material
4. Review and modification of the Officials Committee liaison responsibilities to the SC and LC National Championships
5. Review any Rule change proposals for Officials Committee recommendations
6. Assignment of liaisons for the 2002 SC and LC National Championships

PLANNING - Nancy Miller

The Planning Committee has continued to ride herd on its recommendations from last fall. The Marketing Committee has developed and sent our new pre-packaged USMS information booth to approximately ten events across the country since our last convention in a continuing effort to stimulate interest about and attract members to our organization. Mel Goldstein has traveled to several of these sites with the booth.

The USMS Endowment Fund currently contains about \$40,000. Planning continues to encourage other committees to develop grant applications for the funding of programs which are of particular interest to them. It is my hope that a mechanism can soon be developed for creating a clearinghouse through which all grant applications must pass. Objective criteria must be formulated for reviewing each application in order to determine merit and the ultimate benefit to Masters swimming as a whole. We are also still hopeful that Marketing will schedule a special (postal?) event during 2001 (or perhaps 2002) with widespread participating and with proceeds earmarked specifically to benefit the Endowment Fund.

USMS COMMITTEE CHAIRMEN REPORTS

PLANNING Continued

Lucy Johnson and Clay Evans have begun setting up a database of information pertaining to recently-constructed pools. This information will be made available through the National Office to anyone exploring the possibility of new commercial pool construction.

Scott Rabalais served as meet director for the swimming portion of the National Senior Games in Baton Rouge recently. Planning continues to encourage Scott in his guise as USMS Liaison to the NSG to improve the quality and efficiency of this event – as well as the local meets leading up to it – and to bring it more in line with our USMS rules and standards in order to enhance the quality of the experience for our athletes. Virginia will host the national meet in 2003, and we have much to learn before that time!

Dore Schwab has volunteered to pursue a closer link with AARP and their vast network of members. A full one-quarter of our current membership (those USMS members who are 50 years of age and older) cross over into the ranks of membership within AARP, and it becomes a logistical extension to try to “sell” them on the benefits of our sport and organization as part of a healthy lifestyle for mature adults. Their publication, Modern Maturity, has a wide readership and could provide us with some very positive publicity.

Mike Heather is spearheading another committee effort. Planning is interested in creating some sort of liaison system between the national level of USMS (Executive Committee, BOD, individual committee members) and less-active LMSC's in order to stimulate interest, growth, and involvement in these areas. This would be a mentor system whereby the national contact would be in touch with the LMSC every month or two to discern problems and discuss solutions and resources.

Please bring your ideas to the Planning Committee meeting on Thursday, September 13th, from 5:20 pm. All are welcome.

Thursday, September 13th – 5-6:20 pm AGENDA

1. Welcome and introduction of committee members
2. Old Business
 - Status of database of information re., recently-constructed pools to be made available through USMS National Office (Lucy Johnson)
 - Status of event to be scheduled to specifically benefit USMS Endowment Fund
 - Update on USMS marketing display booth
 - Status of USMS Endowment Fund and grant application process (Doug Church)
3. New Business
 - Status of “swipe” card idea (George Cunningham)
 - Status of mentor-type system to link USMS national level with less-active LMSCs (Mike Heather)
 - Status of our involvement/interaction with AARP (Dore Schwab)
4. Adjourn

RECOGNITION & AWARDS – Mary Lee Watson

The 2001 Ransom Arthur Award recipient was announced at Short Course Nationals in Santa Clara. The presentation of a handsome, framed plaque was made by President Nancy Ridout to CAROLYN BOAK. It was most appropriate that the event took place within the LMSC where Carolyn has contributed so much. Husband, Tom, and her children were in attendance and she was completely surprised!!! The USMS “infamous” presentation will be made at the USAS Banquet at Convention in Dearborn.

The call for nominations for the USMS Dorothy Donnelly Service Award was published in SWI Magazine, Streamlines... and other publications. This award recognizes USMS members who's volunteer service has been outstanding. The persons chosen will be recognized and presented with a pin and certificate at the convention in September.

USMS COMMITTEE CHAIRMEN REPORTS

RECOGNITION & AWARDS Continued

Thursday, September 13th – 5-6:20 pm

AGENDA

1. Welcome, introductions and attendance
 2. Old Business
 - Ransom Arthur Award
 - a) Nomination Forms
 - USMS Dorothy Donnelly Service Award
 - a) Eligibility
 3. New Business
 - Pricing of replacement awards
 4. Adjourn
-

RECORDS & TABULATION – Pieter Cath

- TOP TEN – Top Ten Tabulations for 2000 Long-Course Meters, 2000 Short-Course Meters, and 2000/2001 Short-Course Yards, were sent to the printers and distributed. The World-Record listings in these publications were supplied by Walt Reid.
- The Top-Ten information is also available on the Web. Carl House continues to improve these presentations.
- Walt Reid continues to process all record applications and supplies the record information that is included in the Top-Ten Publications. The National Office maintains the Top-Ten subscription list and supplies mailing labels.
- ALL AMERICANS - Individual and Relay All American tabulations were completed. The Individual list appeared in SWIM Magazine and the Relay list was sent to all members of this Committee and to representatives of the listed Clubs. The Relay list is also available on the USMS web site.
- QUALIFYING TIMES - Tabulations of qualifying times for National Championships were compiled for SCY and LCM and sent to the Championship Committee. New software was developed to accommodate the new rules for qualifying times.
- RECORDS - The number of records that were processed during the last year for LCM is in excess of 126 (Women 47, Men 67, Relays 12), for SCM it is 147 (Women 51, Men 76, Relay 20), and for SCY 142 (Women 55, Men 72, Relay 15). Records for all courses are eligible for TYR Certificates. Tracy Grilli's help in this process is greatly appreciated.

Friday, September 14th – 10:30-11:50 am

AGENDA

1. Welcome and Introductions
 2. Individual Records – Ginger Pierson
 3. Relay Records – John Bauman
 4. Support for Rule Regarding Archive Committee
 5. Review of LMSC Handbook Instructions
 - Update software for Top Ten Recorders
 6. Top Ten subscriptions
 7. Other business
 8. Adjourn
-

USMS COMMITTEE CHAIRMEN REPORTS

REGISTRATION – Sarah Hromada

Tracy and Esther continue their spectacular job processing the registrations at the National Office. Most of the local registrars are working in a digital system that transfers easily into the National database. Esther has spent many (uncountable) hours verifying names and data. The database is quite clean now. Most committee issues have been registration processes that need clarification.

The Registration Committee is discussing permanent id numbers, record maintenance, registration processes, and new software.

Friday, September 14th – 9-10:20 am AGENDA

1. Welcome and Introductions
 2. National Office Report: Tracy and Esther
 3. Legislative Proposals
 4. Review of Registration Handbook
 5. Record Maintenance
 6. Software
 7. Other Business
-

RULE BOOK – Meg Smath

Check out the cover of the 2001 rule book. Can you figure out what's different about it from previous editions? The difference is, it says "2001 Rule Book" and not "2001 Rules." This new format was done for two reasons: (1) everybody already *calls it* the "rule book," and (2) we didn't want people to think the book contained exactly 2,001 rules.

This year the Rule Book Committee went "where no Rule Book Committee has gone before" and proposed a substantive amendment (L-17). In the past, we had limited ourselves to housekeeping proposals. L-17 proposes elevating the ad hoc History and Archives Committee to standing committee status. We worked with Carl House, chair of that committee, on the wording, and discovered that there were many other committees and LMSCs who wanted to cosponsor the proposed legislation with us.

The rule book was printed this year by Gateway Printing, in the first year of a 2year bid. The 2002 rule book will be printed by Gateway for the same cost as the 2001 rule book. We were on a very tight publishing schedule this year because the 2000 convention was so late, and this had a domino effect and caused the rule books to be distributed later than usual. This should not be a problem for the 2002 rule book, because the convention will be in September, not October.

We reduced the print run for 2001, because we had so many left for 2000, and hope that 1200 full and 400 mini rule books will be an appropriate number. We will evaluate this at our meeting in Dearborn.

SWIM magazine published notices of the contest to design the cover of the 2002 rule book, and Tracy Grilli also included a notice in *Streamlines*. So far we have had several inquiries, but as yet no covers have been turned in at this early date. Deadline for cover designs is September 1.

We have been evaluating how our committee contributes to the USMS strategic plan, and feel that the rule book is one of USMS's primary communication tools. Part of the USMS mission is "supporting Masters swimming programs," and these programs could not exist without the guidelines published in the rule book. In addition, we are constantly striving to improve the layout and style of the rule book, in order to make it more "user friendly." Another part of the strategic plan calls for making "effective use of the USMS website to market our program to new users." This year a PDF version of the rule book was posted on the USMS website, making it available to anyone in the world with access to a computer. Finally, as part of the USMS strategy to increase USMS exposure through our sponsors, we instituted a new policy for the 2001 rule book, in which we printed the ads on blue paper, and inserted them between sections of the

USMS COMMITTEE CHAIRMEN REPORTS

RULE BOOK Continued

rule book. This served the dual purpose of providing more visibility for our sponsors and making the sections of the rule book easier to locate.

Thursday, September 13th – 1 – 1:50 pm **Agenda**

1. Appoint recorder, take roll.
 2. Choose cover design.
 3. Decide if current print run is appropriate.
 4. Make assignments for 2002 rule book.
-

RULES – Leo Letendre

The rules committee has, so far, had an uneventful year. No major controversies were encountered nor were any changes brought about due to actions by FINA or USA-Swimming. Three proposals were received for consideration this year under the provisions governing emergency submissions.

Thursday, September 13th – 5-6:20 pm **Saturday, September 15th – 10:30-11 am** **AGENDA**

1. Introductions
 2. Discussion of the criteria for accepting proposals as emergencies
 3. Action on proposed changes to the Rules
 4. Old Business
 5. New Business
-

SAFETY EDUCATION – Julie Paque Heather

Members of the Safety Education Committee have completed and reviewed the second draft of the Safety Handbook for Swimmers (formerly the Safety Handbook for Clubs). Due to legal/insurance concerns the handbook has been reduced by 25%, and it needs to be decided by the committee whether to continue with its publication and distribution. An article on water quality issues in open water swimming was published in the May/June issue of SWIM magazine. An article on the Top Ten Reasons not to Dive into the Pool is slated for the November/December issue.

Friday, September 14th – 9-10:20 am **AGENDA**

1. Introductions and attendance
 2. Current projects
 - Status of Safety Handbook for Swimmers
 - SWIM Magazine articles
 - Status of Safety Section for LMSC handbook
 3. Brainstorm new projects
 4. Proposed changes to the rule book relating to safety
 5. New Business
 6. Review/assign tasks for the coming year
 7. Adjourn
-

USMS COMMITTEE CHAIRMEN REPORTS

SPORTS MEDICINE – Dr. Jim Miller

The Sports Medicine committee continued diligently writing away to meet the needs of Swim and to provide information that will enhance the health and enjoyment of USMS. Such efforts will make our members more aware of the positive aspects of swimming on their health as well as helping coaches be more comfortable with our widely variable population. Many fitness athletes have contacted me this past year stating that the positive health aspects have encouraged them to continue their training and association with USMS. A summary of the survey results thus far from the Altitude Training Camps is ready and will be presented at this convention. Research topics will be formulated for presentation by the grant subcommittee to the Foundation for consideration at the appropriate time when funding is available.

I have received ~ 100 health related questions this past year from dermatologic to orthopedic to gynecologic in nature and everything in between. It has been a real experience to learn of the adversity that many of our members face due

to health issues. It is motivating to learn about their excitement in our sport and their unwavering dedication to improvement, and it has been fun to play a small roll in helping them succeed. The Sports Medicine Committee needs to look at ways to make themselves more available to the members of USMS for such interactions. Topics could be addressed on the Internet to reach out not only to our swimming community but others thereby marketing our organization and providing local support. If such an interaction were established on line, care must be taken to not involve individual cases due to confidentiality.

Friday, September 14th – 10:30-11:50 am

AGENDA

1. Introduction of committee members
2. Review of the survey summary
3. Revision of the survey based upon the direction of the results and consideration of potential for research
4. Assignment of articles for 2001-2002 with indication of due dates
5. Review with SWIM editor of ways to streamline the submission process and review
6. Review of Altitude Camp 2001 - Jane Moore, MD
7. Review of new Rules or new Legislation as it pertains to Sports Medicine
8. Reports of the Research Subcommittees working to establish the format of grant proposals and review and rewarding of the grants themselves
9. New Business
 - Roadmap for the next Sports Medicine Committee
 - Announcement of the Sports Medicine Lecture
 - Other
10. Adjournment

ZONE – Lynn Hazlewood

The Zone Committee has had a busy year preparing for the USMS National Elections. This year, the committee selected a slate of candidates for the positions of President (3 candidates), Vice President (2 candidates), Secretary (3 candidates), and Treasurer (1 candidate). A new feature of the election this year was the creation of an Election Web Site within the USMS web site to keep candidates and voters informed of the progress of the election. Check out the web site at www.usms.org/admin/election01.

The committee will also be handling the election process during convention. We will have nominations on Thursday in the House of Delegates meeting. A Meet the Candidates' Forum will be held on Thursday evening from 8:00 - 9:30 pm. The formal voting will be done during the Friday evening HOD session. Craig Campesi, Colonies Zone Rep, will be in charge of the vote counting process.

In addition to running the election, the committee has kept busy developing lists of events for each issue of Swim Magazine, conducting a survey of zone financing, discussing legislative proposals that effect Zone Reps, creating a set of Election Operating Guidelines to provide guidance for future elections, and organizing the mentoring program for new convention delegates.

USMS COMMITTEE CHAIRMEN REPORTS

ZONE Continued

Each Zone Rep also has the responsibility of being the chair of their zone. Following are their annual reports.

Breadbasket Zone – Rob Whitters, Zone Rep

The Breadbasket Zone Championships were held in Denver this year. The meet was very well run and well attended. However, us flatlanders did complain some about the altitude! After the Championship meet, some of the swimmers from Missouri Valley were given a tour of the Olympic Training Facility in Colorado Springs and came away very impressed, it's an outstanding facility.

Colonies Zone – Craig Campesi, Zone Rep

Colonies Zone has had a busy year since convention. We started the year with successful SCM championship at Rutgers University last December 9 & 10, thanks to the efforts of Ed Nessel and the Rutgers College Recreation Department. We then moved onto a successful SCY championship at the Goodwill Games Swimming & Diving Complex on April 21 & 22, thanks to the efforts of Lisa Bauman and the AquaFit Masters.

One Long Distance National Championship was held in Colonies Zone this year, a successful USMS One Mile Open Water Championship, July 14 at Point Lookout, Long Island, NY, thanks to the efforts of Bob Kolonkowski and Empire State Masters.

Colonies Zone held a zone meeting at the SCY Zone Championships on Saturday, April 20 after the last event of the day. The main focus of this meeting was to discussion of new zone awards and recognitions.

The first award will be the Dorothy Donnelly Colonies Zone Service Award – This will be a single award annual to recognize and honor swimmers in the Colonies Zone who amplify the spirit of Dorothy Donnelly in their love of participation in the sport and their work to further Masters Swimming in their LMSC. Nomination forms will be sent out to all LMSC Chairs and available on the web site. Nominations will be reviewed and selection will be done by a subcommittee at convention.

The second award/recognition will be for Open Water Swimming in the Colonies Zone – This award/Certificate will be given to all swimmers who complete at least three open water swims at Colonies Zone LMSC's sanctioned events in the year.

One other area of focus for this year at convention will be the improvement and development of Colonies Zone Championship guidelines, bid process and evaluation. Our goal is to provide clubs within the Colonies LMSCs with the information needed to run a successful Zone Championship.

Dixie Zone – June Krauser, Zone Rep

Newsletters – Four newsletters have been sent to all Dixie Zone clubs, convention delegates and Dixie Zone LMSC chairmen and newsletter editors. Copies have also been sent to the USMS National Office, the USMS President, Zone Chairmen and Zone Representatives.

2001 USMS Elections – I have received all E-mails concerning the elections from Zone Chairman, Lynn Hazelwood, and answered as requested. Lynn and the Zone Reps also participated in two conference calls.

Dixie Zone Records – Our records have been updated by our very able Records/Top Ten Chairmen – Dick Brewer and Ed Saltzman. I just found some FGC updated records dated 1989 which I have given to Cav Cavanaugh and so FGC will have a few more updates in the future.

Dixie Zone Top Ten – Dixie Zone Top Ten SCY dated 2001 is now available at our Dixie Zone web-site.

Our Dixie Zone Records have been updated by our very able Records/Top Ten Chairmen – Dick Brewer and Ed Saltzman. Also, our Dixie Zone Top Ten has been updated and along with the records is on our Dixie Zone web-site.

USMS COMMITTEE CHAIRMEN REPORTS

Dixie Zone Continued

Our Dixie Zone SCM Championships were held on Nov. 45, 2000, at the Sheppard Swim Center in Anderson, SC. 177 swimmers from 16 teams swam in the meet. Many State records, Dixie Zone Top Ten Times and National Top Ten Times were established.

Our Dixie Zone SCY Championships were held on February 18-19, 2001 at the 4th annual Auburn Masters SCY Invitational. Many fine swims were made.

Dixie Zone web-site: <http://home.att.net/~dixiezone>

Great Lakes Zone – Melissa Rinker, Zone Rep

The Great Lakes Zone has had an active year, from the Lake Erie LMSCs work towards LC Nationals in 2002, to the 2 & 6 Mile National Open Water Championships in Indianapolis. The Great Lake Zone continues to develop their website Greatlakeszone.org, and will make this an easy site to navigate to find information on competition and updates with officers and clinics. The Great Lakes Zone long course meet was held at Cleveland State in July and several world records were broken.

The Great Lakes Zone has two candidates campaigning for national office this September, Doug Church for Treasurer and Skip Thompson for the office of Secretary.

Northwest Zone – Dave Radcliff, Zone Rep

At this point the Northwest is pausing to catch its breath. LMSCs or Local Teams in the Northwest have just finished hosting 3 major National Events. In August PNA hosted the very successful LCM Nationals at the World Class Weyerhaeuser King County Aquatic Center and Central Oregon Masters hosted the 3000 National Open Water Championship high in the Cascades at beautiful Elk Lake. As we meet here in Dearborn, Central Oregon Masters is compiling the results for the 5K/10K National Postal Championship. A year ago at Convention time Rogue Valley Masters hosted the 3000/6000 National Postal event and in January of 2001 PNA hosted the 1 Hour National Postal event.

Three Northwest Masters are on the National Ballot for USMS offices. We wish Sandi Rousseau (President), Hugh Moore (Vice President) and Sally Dillon (Secretary) the best of luck at Convention. These three individuals and the National events listed above are just examples of the dedication to Masters Swimming and the philosophy of "Fitness for Life" that you find in the Northwest. Swimming is truly "A life's Passion" in the Northwest.

During the past year the Zone conducted very successful SCY, SCM and LCM Championships. Zone meetings were held as part of each Championship. Five newsletters, The Northwest Chatter, kept everyone aware of National and Zone happenings.

As the largest Geographical Zone we continue to look for ways to improve our communication among the Northwest LMSCs. This year we celebrated the establishment of the Northwest Zone Web Site. Many thanks to Jim Matysek, the USMS Webmaster for all his help and for hosting our Northwest site on the USMS server. This is a great free service that USMS is providing to the Zones.

This Convention marks our biggest success in helping delegates from our smaller LMSCs to attend. With financial help from the Zone we are able to welcome delegates from Montana, Inland Northwest and Utah. Snake River is also sending a delegate. For the first time 6 of our 7 LMSCs have delegates at Convention. With this type of participation from all of our LMSCs we are looking ahead to another exciting year in the Northwest. Come visit and swim with us.

USMS COMMITTEE CHAIRMEN REPORTS

Oceana Zone – Richard Smith, Zone Rep

Pacific, under the leadership of Doug Huestis, expects to surpass 9,000 in membership this year and is looking towards 10,000 by the end of the year 2002. This is being accomplished by working on retention of present swimmers using the National Registrar's re-registration notifications and by promoting our USMS theme SWIMMING – A LIFE'S PASSION Through a "bring a friend to practice" program. This past May the Santa Clara Swim Club hosted 1,849 swimmers for the year 2001 US Masters Short Course Nationals in Santa Clara at the George F. Hines International Swim Center. It was a highly successful meet at which 105 individual records and 14 relay record performances were swum.

Janet Renter continues to lead Hawaii to new heights each year. With Janet at the helm wonderful things are happening in the Aloha State swim world. When I wrote in last year's report, "Keep your eyes on Hawaii and you will find their group becoming one of the strong spots in our USMS program" little did I realize that this would come true almost before the ink had time to dry. At last year's annual convention Hawaii's bid won the year 2002 USMS National Short Course Championship. The Aloha State will host this meet on the beautiful Island of Oahu and my advice to one and all is to start planning your trip early.

South Central Zone – Larry Wood, Zone Rep

In the South Central Zone the State of Texas experienced it's inaugural short course and long course State meets. The Dallas Aquatic Masters group held short course States at SMU in Dallas. The participation was outstanding with over 120 swimmers dueling for those State titles. San Antonio hosted our long course State meet in late June and 70 swimmers made the journey to the Alamo City. Oklahoma will be hosting their long course State meet at the annual La Rue Finley meet at the end of August.

Our two Zone meets were both big successes this year. Kris Wingenroth and her group in Sugar Land hosted short course Zones in early April. Two hundred fifty Masters swimmers from our Zone participated in their nice new facility. The team race was exciting and competitive. Numerous Zone records were rewritten in their fast pool. For the long course Zone meet over 70 new Zone records were established at the Circle C pool in Austin, Texas. The water temperature was an outstanding 80 degrees for the 162 competitors that braved the 102-degree heat on Saturday and Sunday. The 162 entries made the zone meet the largest ever for long course in the South Central Zone.

The Austin Power Cable Swim was our first one and two mile open water cable swims contested in the South Central Zone in the past five years. Several swimmers traveled from places as distant as New Jersey and California. There were eight new National Records established at this open water competition.

Southwest Zone – Judy Gillies, Zone Rep

When our Zone voted in a new representative two years ago, Clay Evans and I were tied for the position. Clay took it the first year, and I have taken it this last year. Our Zone's number one goal this year was to work toward three Zone Meets, one for each course. Our Short Course Meters Meet was held at Long Beach in December sponsored by the SPMA-LMSC, our Short Course Meters meet was held in April at Tempe, AZ, and our Long Course Meet in San Diego, hosted by Coronado. SPMA's Long Beach meet has been a big success every year. The San Diego meet was a first time experience, and the turn out will only get better each year. However, the Short Course Yards Meet at Arizona State in Tempe was the biggest turn out we have ever had in Arizona. (Aside from the National Meet held there in 1994)

Individually, the Southern Pacific Masters Association is going strong with pool meets and ocean swims, much due to Clay's efforts at marketing. SPMA has used the USMS Public Service Announcement, on small cable channels, and because of specific contacts, some of the major channels as well. Southern Calif. Aquatic (SCAQ) also paid for a radio add, then filtered the incoming calls and passed them on to other clubs as well. Clay's team also lucked out when they gave ABC News Anchorman David Ono swimming lessons during one of their ocean swimming dinics. David Ono then swam in one of their ocean races, which in turn was covered by the TV station. Clay also admits that much of this could not have been done without the sponsorship of Nissan for many of their ocean races. They have pumped much money into the Festivals that go along with these ocean swims, and the Festivals (Nissan) have an agreement with ABC and Eyewitness News. Besides all this, Clay has worked with door to door deliveries of the SCAQ brochure, and a piece on the Discovery Health Channel, Yellow Pages ads, a USMS Display Booth, and emails

USMS COMMITTEE CHAIRMEN REPORTS

Southwest Zone Continued

and an electronic data tracking system connected to their web page. SPMA has also experimented with having conference calls to handle business between meetings, and working on some by-law changes for voting procedures. They are also working on combining the registrar, top 10 recorder and librarian as one position.

In Arizona, as mentioned we had a very successful SC Yards Zone/State Meet in April. We have two other large meets in Arizona. The Sun Devil Masters at Arizona State have also been hosting a very successful SC Meters meet each October. We just finished out most successful LC State Meet at the Phoenix Swim Club. Arizona also hosts three smaller meets throughout the year. The last two years the Arizona Mountain Masters in Flagstaff has hosted a successful SC meters meet during our rather hot June. We have a Brute Meet each July in Tucson. Along with this Ford Aquatics at the U.of A. pool in Tucson has hosted a Polar Bear meet each February. Besides our competitive schedule the AZ-LMSC Board has been very actively working on amending its by-laws to accommodate voting by mail through our LMSC newsletter. And lastly, we have been lucky to see a large increase in our membership, which may result in the largest registration we have ever had.

Lastly, San Diego has sanctioned 15 meets this past year, three of these are open water swims, four SC Meter Meets, and 3 LC Meter Meets. One of these LC meter meets is their long standing Pentathlon Meet. They hosted two events this year in practice for major events upcoming next year. San Diego will be hosting the National 5 mile Open Water

Championship Swim next year, and is hosting the 10K &5K Tour of the Buoys at the LaJolla Cove Sunday Aug. 5th in practice for next years National Championship. San Diego also put on their LMSC LC Meters Meet this year as practice (very successfully) for our first ever LC Meters Zone Meet which will be next August. Currently their registrations are running about the same as in the past years at just under 800 swimmers.

Also, each of the above LMSC's have their own web sites. Please feel free to contact any of these sites for further information. San Diego: Slmastersswim.org. Arizona: arizonamasters.org. Southern Pacific Masters Association: spma.net.

Friday, September 14th – 8-9:30 AGENDA

1. Call to order and roll call
 2. Zone Chair report
 3. Introduction of Zone Reps and Zone Reports
 4. Preparation for counting ballots in 2001 election
 5. Election Operating Guidelines
 6. Legislation Proposals effecting the Zone Committee
 7. Zone finances survey
 8. 2002 Zone Chair election
 9. 2002 Project—What is a Zone?
 10. Swim Magazine listings
 11. Adjournment
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AD HOC HISTORY & ARCHIVES - Carl House

STATUS

Identification of swimmers we've named as All-Americans has continued with substantial effort by Barbara Dunbar and Esther Lyman with help from many others. We have "identified" all All-Americans who have had lots of All-American designations, all recipients of major awards from USMS, and all national officers since the beginning in 1972. We also have all Top Ten achievements since 1993. We have the ability to bring up from the web all these achievements and contributions to USMS. And, we can bring up what we have on any of these 11789 people with a single uncomplicated URL, which uses our "permanent swimmer ID".

USMS COMMITTEE CHAIRMEN REPORTS

AD HOC HISTORY & ARCHIVES Continued

We believe that the total number of All-Americans ever named by USMS is 3678.

There are still 8 All-Americans about whom all we know is their first initial and last name. There are still 246 All-Americans who are not claimed by any LMSC. There are 413 All-Americans whose birthday we don't know.

We have stories for 279 USMS people (30 are not yet complete), contributions in our Oral History from 33 persons, and 81 articles contributed for our on-line History.

We have 7827 webpages in our digital archives with 218,000 links connecting them (not counting graphics). These are available at <http://www.SwimGold.org/> or thru <http://www.USMS.org/>.

The most important improvements in our information from now on will come as local USMS people claim their All-Americans, as our members clarify their information, and as stories and oral histories are collected by and from more USMS people.

We have 594 photos in the "Photo Gallery" which is fully integrated with our archives. Links to these appear where the swimmer's name appears in our digital archives.

We have received all the photos published in Swim Magazine since 1995. This is more than 2000 photos on 32 CDs. These will produce photos good enough to print in newspapers and magazines for USMS publicity purposes provided that we get the appropriate permissions. (Most of the photos we have in the Photo Gallery that were sent by our swimmers are not good enough to place in print media.)

We have established a presence at the Henning Library at the International Swimming Hall of Fame by placing there the paper archives collected by our past Historians including Ham and Mildred Anderson and Joan Smith. Edie Gruender may have more to contribute. Our contractual relationship (approved by the HOD of delegates at last convention) has not yet been initiated.

The work begun by Dorothy and Carl is substantially completed. It is up to us to determine how well it will be carried forward. I think she is pleased.

PRIVACY CONCERNS

Our biggest effort during the past year was to redesign the swimmer ID so that birthday is encrypted. Conversion of all our files to use the new swimmer ID was a major effort in early summer. This was important because of privacy concerns. The use of birthdays in the early years of our effort was very important to our efforts to identify everyone with reasonable accuracy. It made our work easier and verifiable. If we had a correct birthday, someone was "identified". If we didn't have a birthday, they were not "identified".

OUR NEXT CHALLENGE

Our archives reside at SwimGold.org where they were placed when Dorothy Donnelly and Carl House began this work in 1996. Every page in our archives website has at least two links to USMS.org, and there are some links from USMS.org to SwimGold.org. That means there are about 20,000 links from SwimGold.org to USMS.org. There are probably fewer than a dozen links from USMS.org to our archives.

The biggest challenge facing us now is that we are being asked by the current administration of USMS to move all our information to the same server where USMS.org resides. This question is complicated for several reasons, and any such move should be done thoughtfully, with a good plan.

1. Maintenance of our information on two sites will require more effort. We are already at the maximum effort we can make in the current volunteer effort of our committee.
2. Moving our archives to USMS.org could require a great deal of work, depending on how it is done.
3. Our archives are managed with a particular approach which is very, very dependent on the permanent swimmer id. Administration of the permanent swimmer id is done on software that can run on the server currently in use by

USMS COMMITTEE CHAIRMEN REPORTS

Ad Hoc History & Archives Continued

SwimGold (NT Server). It would have to be adapted to run on USMS.org (Unix). Continuing our current development work for USMS archives can be more easily done on NT Server where it already resides.

4. There are tens of thousands of entries in major search engines whereby anyone in the world can type in one of our names and find information in our archives. Google, AltaVista, HotBot, Lycos and Yahoo do an especially good job of indexing our archives. The following search engines also index us, though not as deeply: FastSearch, GoTo, MSN, LookSmart and NorthernLight. If we eliminate the information from SwimGold all these links will fail and we will lose value we've created for our swimmers and for our organization in major search engines.
5. "SwimGold" is a good name for our archives. USMS could acquire the name if it wished to do so to preserve all this presence in search engines and to control the name for our archives forever.
6. Greater integration of our archives with USMS.org could be achieved in several ways without moving SwimGold from the server where it currently resides. We could provide better access from USMS.org to our archives. We could make our archive pages similar in appearance to USMS.org pages.
7. If we decide to move our archives to the Unix server where USMS.org resides, we could do several things to preserve our current strength. The name "SwimGold.org" could become subsidiary to USMS.org so that all of our archives could be equally available from either USMS.org or from SwimGold.org. A search on USMS.org would include all of our archives. We could also take steps to preserve our capability for managing our archives. More detail on this can be provided.

Thursday, September 13th – 1 – 1:50 pm AGENDA

1. Welcome and introductions. (Chairman, Carl House)
2. Current projects
 - All-Americans & All-Stars
 - Championship Meet Results (Mary Beth Windrath)
 - Current USMS Records
 - USMS Records Ever Set
 - Current FINA Records (held by USMS swimmers)
 - FINA Records Ever Set (by USMS swimmers)
 - Olympians in USMS
 - The Permanent Swimmer ID
 - Stories, History & Oral History
 - Photographs
 - Storing Paper Archives (ISHOF, catalogue)
 - LMSC Resource People
 - Evaluation (getting feedback from people we serve)
3. Principles by which archives will be maintained
4. New Business
5. Adjourn

AD HOC ISHOF NOMINATING - Ginger Pierson

All records and pertinent data are in place for nominating the USMS ISHOF candidates for possible selection into The Hall of Fame.

Updating and making corrections will be a part of an annual process to ensure accurate documents are submitted to ISHOF, as well as archiving all material.

USMS COMMITTEE CHAIRMEN REPORTS

AD HOC ISHOF NOMINATING Continued

Thursday, September 14th – 1-2 pm

AGENDA

1. Roll
 2. Minutes
 3. Masters Status with ISHOF
 4. Review Candidate selection policy/procedure (edit if needed)
 5. Project Review
 - Review tasks for 2001
 - Review tasks for 2002
 6. Married Names
 7. Corrections
 8. Update Records
 9. Selection of nominees and candidates for 2002 (3)
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AD HOC LEGAL COUNSELORS – Jeanne Crouse

At Convention this year, we will address several legal issues. First, we will discuss the legislative proposals affecting our corporate structure, especially those that amend our current hearing process (otherwise known as Part 4). Second, we will discuss and attempt to craft a policy recommendation for registrars regarding how long they should retain original releases/membership applications and other official documents. We will also discuss briefly the current status of the Federal Electronic Signatures Act (E-Sign) and whether we should amend our existing privacy policy. Please join us at our meeting on Thursday, September 13.

Thursday, September 13th – 3:30-4:50 pm

AGENDA

1. Welcome & Introduction
 2. Discussion of Legislative Proposals
 3. Discussion of Recommended Policy for Registrars Concerning the Length of Time they Should Retain Original Releases, Other Documents
 4. Update on Federal Electronic Signatures Act
 5. Review of Privacy Issues/Policies for USMS
 6. Other New Business
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USMS ENDOWMENT FUND BOARD OF DIRECTORS – Doug Church

The Endowment Fund has continued to grow since the last convention through both the check-off system and through other gifts and memorials. Efforts initiated during the last convention to generate grant requests in anticipation of future awards has been fruitful and we anticipate having at least two proposals in hand by convention which will be discussed by the Board of Governors during its meeting. Additional means of making USMS members aware of the Endowment Fund as a vehicle for memorializing friends and others will be a focus of discussion during the convention as well.

Friday, September 14th – 12-12:45 pm

AGENDA

1. Welcome - Chairman, Doug Church
 2. Report on check-off collections, matching funds and Fund status - Jeanne Ensign and Doug Church
 3. Discussion of Grant Proposals, if any
 4. Supplemental funding request
 5. New Business
 6. Adjourn
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