

USMS CONVENTION – Orlando, FL 2004

Committee Name: **Board of Directors**

Cmte. report #: **5**

Minutes recorded by: Sally Ann Dillon

Wednesday, September 15, 7:00 pm

ACTION ITEMS
PROPOSED EXPENDITURES
none

ACTION ITEMS

*It was MSA to constitute the election committee as per the Election Operating Guidelines.
It was MSA that we accept the letter composed by Jim Miller, and addressed to the Board of Directors of ISHOF, with minor adjustments to ensure that it is clear that we are not responsible for conducting the audit.*

Number of committee members present: 38 Absent: 3 Number of other delegates at this meeting: ~60

Committee members present: Jim Miller, Scott Rabalais, Sally Dillon, Doug church, Lynn Hazlewood, Nancy Ridout, Marcia Anziano, Debbie Morrin-Norlund, Rob Copeland, Nadine Day, Doug Garcia, Joan Alexander, Marcia Marcantonio, Lucy Johnson, Barry Fasbender, Bob Bruce, Hugh Moore, Michael Heather, Tom Boak, Pam Himstreet, Barbara Dunbar, Colleen Driscoll, Sandi Rousseau, Peter Crumbine, David Diehl, Betsy Durrant, Meg Smath, Kathy Casey, Pieter Cath, Anna Lea Roof, Leo Letendre, Julie Heather, Jessica Seaton, Mel Goldstein, Ted Haartz, June Krauser, John Walker, Patty Powis.

MINUTES

1. President Jim Miller called the meeting to order at: 7:05 pm.
2. Secretary Sally Dillon called the roll.
3. Introductions: Jim opened the meeting by thanking the Board of Directors (BOD) for their hard work this past year and he specifically cited the many times they were called upon to assist in the decision making process. The members of the BOD introduced themselves.

Ginger Pierson shared plans for the new delegate activities that she and Steve Peterson have arranged and noted that some activities are planned this year for the veteran delegates as well.

4. Convention Overview: Jim reviewed the details for the Block meetings. He informed the BOD that Rob Copeland would stand in as Parliamentarian until Jim Wheeler arrives and introduced Rob to review the procedures. Rob went over the more basic elements of Robert's Rules of Order and noted that we will be following the 10th edition. A motion needs to be made and seconded before discussion and amendments follow the same procedure. The topics within the debate must be limited to the subject. Everyone should have an adequate opportunity to discuss but there should not be dialog going back and forth between the people at the microphone. If you go back to the microphone it should be for new information or questions. Comments must be on topic and not in attack of individuals. We will be using voting cards regularly and delegates were reminded to have them there. Speakers should identify themselves along with their LMSC and speak clearly so that their comments are clearly recorded.

Convention details: Mike Heather covered various items. The hospitality suite is in room 4619 in the Recreation Island building and the hours will be from 9am – midnight. Reimbursement forms for convention as well as committee expenses are in the committee chair folders and Mike explained what expenses are covered. 225 copies of the minutes should be made and any minutes numbering 4 or more pages should be submitted on disk so they can be emailed to an outside printer. Zone minutes are made only for the zone members and not distributed to the HOD. Mike announced that morning practices are scheduled for Thursday through Saturday leaving at 5:30 am and returning at approximately 8 am.

Sally Dillon explained the materials that are contained in the committee chair folders. Chairs were reminded that their folders must be returned when they go to the podium to give their reports and they should include their minutes on the diskette and a hard copy.

5. International Events: Jim reported on the 10th FINA Masters World Championships meet in Riccione, Italy. The facility was created in 14 months and the meet was the largest ever. We're excited to be hosting the next world meet – the 11th FINA Masters World Championships – in 2006.
ASUA: Jim reported that ASUA will have representatives here at this convention and a thorough explanation is in his report in the convention packet. The first-ever complete meeting of ASUA will be held here in Orlando and representatives will attend some of our meetings to see how we conduct business.
6. National Publication - Presentation by Douglas Murphy Communications, Inc.: President Grant Murphy, Vice President/ Editorial Director Virginia Sowers, and Art Director Dave Balch did a presentation about the recommended National Publication and fielded numerous questions. The HOD will see the presentation on Thursday with more time for questions being allowed.
7. Governance: Betsy Durrant spoke briefly about the process the task force has taken. She pointed out that the committee covered the VVMOST process before starting the governance process. The main focus so far is the restructuring of the EC and the BOD. Two stand-alone meetings will take place so delegates will have a chance to ask questions and be involved in the process. Some minor changes have been proposed and revised materials will be distributed at the meetings. The task force is drafting emergency legislative changes that will need to be done if the proposal passes at this convention.
8. Formation of an election committee for 2005 elections: Lynn Hazlewood spoke about the guidelines for elections that are in effect. The committee will be comprised of the members of the Zone committee unless they need to be replaced. Currently, none of the zone chairs are planning to run for office so no substitution is needed. *It was MSA to constitute the election committee as per the Election Operating Guidelines.*
9. International Swimming Hall of Fame: Jim discussed the situation at ISHOF of which the BOD has already been informed. It is the recommendation of the EC that USMS put USMS donations to ISHOF in reserve until a formal audit is done. It is also recommended that a letter be sent to ISHOF that says, in part, "The Executive Committee of USMS proposes that a complete and independent audit of the financial and archival treasures of ISHOF be accomplished as soon as practical. We see no other way to eliminate the criticisms and complaints about the Hall or of those that have directed its development. The EC also proposes that USMS place into reserve its annual donations to ISHOF, pending the completion of the audit. Regretfully, this approach is compelled until the concerns have been resolved as a matter of meeting our own fiduciary obligations to the members of USMS who voluntarily support the Hall with their donations." *It was MSA that we accept the letter composed by Jim Miller, and addressed to the Board of Directors of ISHOF, with minor adjustments to ensure that it is clear that we are not responsible for conducting the audit.*
10. Audit report – Margaret Bayless reported on the favorable report from Clifton Gunderson and copies were distributed to the BOD. Additional copies are available from Margaret. *It was MSA to accept the auditor's report.*
11. Ratification of actions of the EC during the past year as they have been represented in the minutes from the various meetings. It was moved and seconded to approve the minutes of the EC from the previous year. Discussion ensued as to whether we were approving action items or just the minutes. It was noted that this formality is not required as per USMS Rules; it is just a tradition. It was moved and seconded that we amend the motion to say, "accept" the minutes. After further discussion, it was MSA to table the issue until after Saturday's HOD meeting. The BOD was reminded that at least 50% of the members must be present and this issue needs to be resolved before members can leave to get ready for the banquet.
12. Over budget items: There were no over budget items.
13. Old business: Carolyn Boak, chair of the National Board of Review, reported that there were no new grievances. There was one appeal that went under the old rules and the appeal was denied.
14. New business: There was no new business.

It was MSA to recess the meeting at 9:03 pm.