

AZLMSC Meeting Minutes Mar. 29, 2020

Attendees: Judy Gillies (Chairman), Jay Selnick (Vice-Chair), Irene Murphy (Secretary), Christie Altman (Treasurer), Brigid Bunch (At-Large), Katy James, Donna Anderson (At-Large), Earl Peters (At-Large)

Absent – Lindsey Urbatchka (Past Chairman)

Meeting called to order at 4:09 pm

- Several did not have the Feb. minutes so Irene will resend to the members for them to review and approve.
- Discussion to add Open Water to our bylaws and/or polices.

6.1 Competition

- 6.1.1 The Event Director should complete the USMS application, found at the USMS website. The Event Director is encouraged to get assistance from the AZ LMSC OW Chair.
- 6.1.2 The Event Director should send the application to the AZ LMSC Sanctions Chair and work with the chair to make any changes/updates/etc. prior to submitting to USMS.
- 6.1.3 The event must be sanctioned by the United States Masters Swimming (USMS) and fulfill all requirements. It is the event director's responsibility to ensure that qualified officials (USMS Rule Book, section 103) are appropriately briefed and qualified to fairly and impartially enforce USMS Rules of Competition (USMS Rule Book, sections 101 & 102). For open water events, rules can be found in section 3 of the rule book (USMS Rule Book, section 3).

- Motion to add the following into our AZLMSC Policies under Appendix C Paid Contractors, Registrar: Motion made that AZLMSC compensates the Registrar a small portion of the USMS Registration fee per member for their service; (currently, 2004-2020) \$2.00 per registration. Motion made by Donna Anderson (At-Large), seconded by Irene Murphy (Secretary) – **Motion Approved 8-0**
- Discussion regarding the Top 10 person, duties and records – this would not be a board of director position but would be a part of the executive committee, proposal was to add this as an appendix or to section 6 of the bylaws however after further conversation the plan is create a new section 15.1.
- Motion to add the Registrar/Top Ten to a new section of our policies 15.1, motion made by Judy Gillies (chairman) and seconded by Jay Selnick (vice-chair) – All in attendance voted in favor – **Motion passed 8-0**. Add the following position and description into our Policies new section 15.1 Top 10/Recorder:
 1. After every sanctioned or recognized meet in the LMSC the Top 10 recorder will go thru all results to verify that all entrants in the meet are USMS registered and their registration number matches what is on file with USMS. Load all results onto USMS

2. Verifies or assists the meet director with pool measurement requirements, especially those with a bulkhead, and adds this information into the USMS data base.
 3. Submits all Top 10 reports for each season, SCY, SCM and LCM by the required due dates for each course, this includes split request forms.
 4. Works with meet directors along with USMS to make sure that all USMS and FINA record applications are complete and submitted on time.
- The Registrar Description:
 1. Is the only AZLMSC member with access to the USMS membership and registration systems.
 2. Processes paper registrations, club and workout group registrations and updates transfers for AZLMSC membership
 3. Prints and mails membership cards when requested
 4. Validates USMS membership for local events and swim meets
 5. Sends out “blasts” to the membership as requested by the board.
 - Began discussion of the budget and team agreed to continue the review offline then meet to approve. Requests made to have all inputs in by Monday, April 6 and the follow up meeting would be Tues. April 15 from 5:30 to 7:00 pm.
 - We will discuss options to provide assistance during the COVID crisis and will discuss at a future meeting.

Meeting adjourned at 5:14 pm