

# AZLMSC Board Meeting Minutes

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**These minutes were approved by email vote on January 15, 2024.**

**December 20, 2023 (via Zoom)**

**Meeting called to order at 6:05 pm**

**Board Members Present:** Katy James-Chairman, Liz Hobbs-Vice Chair, Marianne Rexer-Treasurer, Kathy Gallagher-Secretary, Lindsey Urbatchka-At Large Judy Gillies-Past Chair, Susan Foster-At Large

**Absent:** Dorothy Brelh-At Large, Terry DeBiase-At Large

**Others present:** Lisa Zenoff-Harris-Communications Committee Chair, Jim Rowland, Marnie Whitley, Open Water Chair, Terry Heggy-Coaches Committee Chair

**Quorum present:** Yes

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## **ACTIONS AND FOLLOW-UP**

1. Marianne will forward final 2024 financial statements when books are closed.
  2. Kathy will forward Relay 2023 PowerPoint presentation to Board.
  3. Kathy will research and share ideas for hosting Board meetings in a way that members can join.
  4. Everyone send info to Marcelo and Lisa to keep members informed via media pages!
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## **CONTINUING BUSINESS**

### **1. Treasurer's Report & Financials**

Marianne shared the Balance Sheet and Profit/Loss Statement as of November 30, 2023. She reminded the Board that revenue from members who pay for a portion of 2023 dues and 2024 dues at the same time will show as earned in 2024, not 2023.

**Impact of clinics.** In 2024, we should budget more for coach/club development. Why and How? We are hosting 4 clinics on 2/24 and 2/25 (Level 2 and 3 Coaches Clinics, a Clinic Course for Coaches, and two Stroke Development Clinics for anyone/swimmers) and will incur some expenses. Our LMSC will provide scholarships for AZ-based coach attendees for the coaches' clinics. We are not doing scholarships for the Stroke Development clinics. Out-of-state attendees will pay full price for any of the clinics.

To budget for clinic expenses, the board assumed clinics would be full and therefore estimated 30 people at \$200, 30 people at \$175, and 12 people at \$30. AZLMSC will

reimburse ½ of the registration cost for any AZ coach attendees, which we anticipate will be most of the attendees (but probably not all).

The draft 2024 budget has a surplus projection is \$1k, which we can allocate for coach/club development.

Karlyn Pipes is hosting a “Faster Freestyle” camp in AZ the same weekend we are hosting USMS clinics. She would also like to host a clinic or two in Phoenix and/or Tucson. She did not ask for financial help, but individual board members are trying to help her find pool time in a way that does not interfere with the USMS clinics. Karlyn’s target client is different than those who would attend the USMS clinics we are sponsoring so there is not much conflict of interest.

Once the books are closed for 2023, Marianne will circulate the final financial statements.

## **2. Webmaster**

Discussion about how to 1) make it easier for members to attend Board meetings, 2) better publicize Board meetings to members, 3) ensure attendees at Board meetings are guests with a legitimate reason to attend, e.g., only AZLMSC members or invited guests in attendance.

Susan suggested it might be time for AZLMSC to have a Zoom account, or other method, to host meetings, and do so in a way that accommodates attendance by non-board members. Currently, we rely on a Board member to donate the use of their personal or business Zoom account.

Someone needs to oversee it. Kathy G will research and present ideas to the board.

# **NEW BUSINESS**

## **1. Board changes for 2024**

Katy thanked At-Large board members Dorothy Brelah, Susan Foster, and Terry DiBiase whose terms end in 2023, and welcomed new At-Large member Jim Rowland who joins for a two-year term beginning in 2024. Lindsey Urbatchka is continuing as an At-Large member. Barbara Sloan is the other new At-Large board member joining for a two-year term in 2024.

## **2. Relay 2023**

Katy, Liz, and Kathy attended the USMS Relay event in Houston, which focused on Event Development. They gleaned a lot of interesting information that can be shared with board members, coaches, and AZLMSC members. Kathy presented a summary and some highlights to the Board and will send that PowerPoint presentation to all Board members. Before doing so, she, Katy, and Liz will add a couple of next-step ideas.

### **3. 2024 Event Schedule**

Reminder to send this info to Marcelo! Some are on the USMS site, but not on the AZLMSC site (as of the date of this meeting)!

2/4 Polar Bear (Sunday)

2/24 and 2/25 4 USMS Clinics

3/2 and 3/3 Distance meet in March – Terry Heggy will send info to Marcelo

4/20 or 4/21 SCY State Meet in Oro Valley – Terry Heggy will send info to Marcelo

5/5 Sedona – Liz/Northern Arizona is hosting

6/20-23 Short Course Nationals (Indy)

8/21-25 Long Course Nationals (Mission Viejo)

### **4. AZLMSC Annual Meeting**

Katy suggested April as a good time to host the annual meeting (required by USMS).

Suggestions for what to do included a coached workout, a dinner banquet with a bunch of funny awards, culminating with the Gruender Award, in combination with the last day of the State Meet as there will be a lot of swimmers already there, and a catered picnic in the park.

Susan reminded everyone that we need to proactively post announcements on the website ahead of time, so members are aware. Because Lisa is writing more articles and posting more information, people are visiting the website and Facebook. We need to inform her and Marcelo about any happenings so they can get them on our media pages for members to view.

### **Motion to adjourn**

Motion by Judy, second by Liz, vote take, all in favor.

**Meeting adjourned @ 6:58pm**