

Board Meeting Minutes

April 8, 2017 4:51pm

In attendance: Patrick Brundage-President
Judy Gillies-Vice President
Lindsey Urbatchka-Secretary
Christie Altman-Treasurer
Katy James –At large, Registrar
Lizz Hobbs- via phone-At large
Terry Debiase-via phone-past President
Lisa Lantz-via phone-communications chair

Absent: Paul Smith- At large
Susan Dawson-Cook-At large

Quarter 2 Agenda:

1. Approval of minutes: Judy motions to approve minutes, Lindsey seconds to approve with the change that Doug be referred to as Doug Springer. Minutes are approved.
2. Officer Reports:
 - a. Chair-Patrick is working on the USMS survey and would like to include Terry and the competition committee. He would like to wrap up within 2 weeks and will send to the board for clarification before resubmitting. Lindsey emailed a basic form to cover #14- which is USMS rules 102.1-102.14 to Patrick, we need to finalize this and send it back.
 - b. Vice Chair- Judy attended the LMSC leadership conference in Houston. She had forms showing meet participation from the LMSC's and Arizona has about 40% which is greater than the average. There was a Meet Evaluation form or survey that we could use as a checklist (for example in the USMS survey requirements- specifically #14 ensuring you are running a legit meet). There was also an LMSC asset/revenue/expenditure form and we are comparable. Lastly, she would like to have better communications-newsletter? Online? Mailers? Registrar blasts? Coaches? Area reps? (Perhaps a process survey-see below-communications)----
→this led to our archives, where are they?
 - c. Treasurer- Christie filed the e postcard and Form 990 for taxes. We currently have
 - i. \$27,114.41 in checking
 - ii. \$33,372.50 in savings
 - iii. totaling: \$60,486.91
 1. Our biggest expense are sanction fees.
 - d. Registrar- Katy we have greater than 1000 members
3. Committee Reports
 - a. Open Water- Patrick is currently discussing with Courtney about becoming our open water chair. It was decided there is no conflict of interest in having Courtney as chair and the business owner for the open water events because he is not a voting member. Patrick will follow up.

- b. Communications- Susan is stepping down and Lisa Lantz will be taking over.
 - i. First, she would like to put out a survey to members about
 - 1. Desired communication channels-facebook, twitter, email, coaches etc
 - 2. What type of information do we want to communicate? Fitness info?
 - 3. Top reasons for membership
 - 4. What would enhance their experience
 - ii. She also reached out to Cal/Pacific and looked at their website, newsletter etc- seems repetitive. Will get survey out and see the response rate.
 - iii. Think about a communications committee? (Paul Smith?)
- 4. Old Business
 - a. Coaching Clinic Financial Policy: Discussion ensued about what percent we should reimburse. Coaches will benefit from the clinic and they can always ask their club for support covering clinic costs. A vote was taken for approval and majority was in favor with stipulation that the "Location" of the clinic be added to the form submitted for reimbursement. (see attached proposal form)
 - b. Approval of the budget- budget has been reviewed and many items are suggested for removal. The budget was voted to be approved with the stipulation that we remove the line items suggested.
- 5. New Business
 - a. Annual Meeting- October with Bill Brenner from USMS. We still need a pool location- Katy will be reaching out to ASU to host on a Sunday. 2-3 hour clinic with brunch and the annual meeting following. We need an event planner to make this a success. Lots of advertisement!
 - b. Long Course Meter State Championships- 2 weekends ahead of nationals 7-21/22, will reach out to Ford Aquatics. Judy is working on a proposal for alternating Phoenix and Tucson for Short course yards, Ford does not want hosting summer to affect their chances of hosting spring.
 - c. Convention- Proposal form sent from Terry to Lindsey, Katy, and Patrick, will need to be blasted to LMSC by Katy for people to apply. Deadline of May 15th suggested. We get 3 automatic bids and may get as many as 5. The board votes on candidates via email by the end of May.
 - d. June conference call?
 - e. Suggested by members- qualifying times for the 1650 and 1000; when there are limits to meet entries, these events fill up within the first 2 days of state being posted. Suggestion of having qualifying times within 10% of nationals. Arguments ensued about teams taking all the entries and what to do. Do we have a distance meet on a different day? Different weekend? Different pool? Mull this over as it is a reoccurring problem.

Patrick motioned and Christie seconded for meeting adjournment.

Meeting adjourned 6:01pm

