

SPMA Meeting Minutes
February 17, 2011

Attending: Chair Errol Graham (West Hollywood Aquatics), Vice-Chair Mark Moore (Mission Viejo Nadadores), Secretary Mary Hull (Southwest Aquatics), Registrar Dan Wegner (CAST), Mary Beth Windrath (Top Ten & Records), Newsletter Editor Kim Thornton (NOVA), Jessica Seaton (West Hollywood Aquatics), Christine Maki (Covina Aquatics Masters), Robert Mitchell (UNAT), Mike Collins (NOVA), Rebekah Olsen (MVN), Susan Shore (West Hollywood Aquatics), Mike Miranda (Long Beach Grunions), Bob Eberwine (South Bay Swim Club), Bryan Libit (West Hollywood Aquatics), Jacqueline Cole (Long Beach Grunions), Phil Yoshida (San Luis Obispo)

Meeting called to order at 7:37 p.m.

The minutes from the January meeting were approved.

Officer Reports:

Chair's Report: Errol Graham

At the last meeting it was announced that Member-at-Large Rob Dumouchel was stepping down. Several people had contacted Errol about the position, and Jacquie Cole agreed to be the new Member-at-Large. She was elected by acclamation. She swims with the Grunions and has been a member of the SPMA committee for the past several years.

Motion: to accept Jacquie Cole as Member-at-Large. MSP.

Vice Chair Report: Mark Moore

Upcoming meets: Fullerton February 20th
Cal Tech March 6th
Mission Viejo March 20th

Mark is in the process of collecting sanction fees for the long course meets.

Fees collected for SCY sanctions have been sent to Bill Sive, Treasurer. Mark is waiting for confirmation from Bill. He has sent Bill invoices for ribbons for the meets and is still waiting for confirmation that those bills have been paid. We need to know that the meet hosts are paying the bills for the ribbons.

Mark is working with Bekah on sanctions for open water events as well as with the meet and open water hosts.

Mark has been working with Errol on fleshing out the job descriptions for the Meet Coordinator/Quartermaster position for the Policies and Procedures manual.

Secretary: Mary Hull

No report.

Treasurer:

Not on the call. Errol reported on Bill Sive's behalf as Bill had sent Errol summary statements for December 31 and also January 31. We have \$97,216 in the bank as of today. More detail is provided in the attached report.

Bill has received many checks for sanction fees for 2011 events. He received two large checks from USMS for online registration. Much of the membership has embraced online registration.

There was nominal account activity in December and January. All SPMA committee members have had their registration fees reimbursed, and all check requests have been processed. Bill is still working on the annual financial statement that has to be sent to the USMS office.

Member at Large:

No report.

Contractor Reports

Registrar: Dan Wegner

SPMA currently has 80 registered clubs and over 3,000 individual members. These figures are on a par with last year's numbers. 96% of registrations are online. Club packets have been mailed out. People who requested a copy of the USMS Rule Book have received their books.

Newsletter: 21 people who registered for SPMA online have asked for a paper newsletter for March/April. There are about 120 people who had registered by paper. It looks like we will have to mail between 70 and 170 newsletters in paper. We always print extra newsletters for marketing and for new members, and so we'll probably end up printing about 300 paper newsletters.

Jacquie Cole has agreed to take on the New Club Coordinator position and will be coordinating with Dan and making phone calls to the club representatives.

Dan sees areas that could be improved: places to swim, meet documents, and the process with the meet documents.

[See separate report]

Newsletter Editor: Kim Thornton

Kim is still struggling to find an efficient way to update meet forms and club contacts as she is currently doing it all manually. She is looking for direction from the committee on where we want to go with this. She is hoping to update information as it occurs. It was pointed out that once a meet form is set and published, it is essentially a contract that cannot be changed.

The March/April newsletter should be out the first week in March. Sending the newsletter out electronically is a much faster process than when it was inserted in *USMS Swimmer*.

Deadlines on submission of articles and information will be sent out by e-mail.

There are still issues with the May/June newsletter and USMS. We are waiting to see how it works out the first time the newsletter is sent to the members electronically.

Top Ten Recorder: Mary Beth Windrath

Two national records were set at the Rose Bowl meet on 02/05/11.

Robert Mitchell has started to include information with the results that he submits to Mary Beth that wasn't included before. This has been very helpful in processing records.

A letter to FINA is going to be sent shortly regarding the missing world record relay from last July.

[See separate report]

Committee Reports

Coaches Committee: Christine Maki

There will be an article in the March/April newsletter regarding the 2010 Coach of the Year Award, including requests for members to submit nominations for the award.

Christine needs 2-3 SPMA members to be on the Coach of the Year selection committee. People who are interested should please contact her.

Christine is working on a coaches' clinic for SPMA coaches: the dry side of coaching, and would like to take this on together with the Club Development Coordinator (Jacquie Cole). This clinic could be really beneficial for coaches running teams by themselves since they then often have to play many different roles. Lisa Dahl from USMS is eager to help out with this. Christine wants to keep costs down for SPMA and not have to fly experts out here if possible.

ASCA may be another resource for coaches. We need to find out where the next ASCA meeting will take place.

Last month's clinic: Fearless Open Water Swimming with Ingrid Loos Miller, a U.S. Triathlon Coach, was held at Covina High School with 6 participants. The lecture was very detailed and the water experience went well. Ms. Miller was especially helpful with claustrophobia issues in the open water. All in all, the clinic was positive and informative.

Officials Committee: Robert Mitchell

Robert has enhanced the administrative referee's report. He has the admin referee print potential records at each meet using the information from the meet software. This has made accessing the records easier for the Top Ten and Records recorder, Mary Beth.

All the meet referee names need to be sent to Robert (officials@spma.net) after a pool meet or open water event as they are the ones who are certifying that the rules were followed. Robert plans on working with Bekah for the open water events.

Open Water Committee: Rebekah Olsen

Bekah has the open water schedule in place for the upcoming season. She is just cleaning up a few details.

There are problems with the results from last year in that there are some people who are not listed in the results or the results are incorrect. About 15 people have contacted her and she is trying to fix these errors. She is also trying to confirm that all of these people were registered with SPMA at the time of their swims. She plans on giving out the awards, but wants to make sure she is giving the awards to the correct people.

The first-ever Open Water Safety Conference is taking place in San Francisco on March 18-20, 2011, and Bekah proposes that she attend and represent SPMA as other LMSCs are sending their representatives. The conference registration fee, airfare, and hotel costs all come to about \$1,000 for one person.

Motion: To send Rebekah Olsen and Christine Maki to the conference and reimburse two airfares, 50% of hotel room for each of them, and the registration fee. MSP (1 abstention)

Sports Medicine Committee: Jessica Seaton

No report.

Awards Committee:

No report.

Meet Coordinator/Quartermaster/Meet Awards: Trisha Commons

Not on the call. Mark reported for Trisha. Trish attended the Southern California Public Pools Association (SCPPOA) on February 3rd. She reported that there was a guest speaker from the Navy Seals. She handed out SPMS newsletters. She would like to be SPMS' liaison to SCPPOA.

The Las Vegas meet and the Rose Bowl meet both went well. The Fullerton meet on 02/20/11 is all set although Trisha won't be there. Mark will be there with the SPMA file folders.

Everyone seems to like the new SPMS ribbons, and we are getting the new design and amounts set for the medals so that we can place an order to be ready in time for the SPMA Short Course Yards Championships.

Mark suggested that SPMS should probably become a member of SCPPOA once again. Our membership expired October 2010. Next SCPPOA meeting is March 3rd in Burbank.

Motion: To appoint Trisha Commons as SPMS liaison to SCPPOA. MSP.

An SPMS business card would be useful to hand out at these meetings. We could also hand out flyers. Regardless, they should contain SPMS registrar information or Club development person's information. Errol will talk to Dan about this.

Webmaster: Chris Lundie

Dan reported for Chris. Things are going great, and requests are getting done. The two biggest questions that are sent to the webmaster are (1) anything having to do with meets (not enough information, the wrong information, etc.), and (2) questions about the places to swim, which is not as complete or easily editable as needs to be. We need a better process for both of these.

Dan is also working on the Zone web site. We'd like to have a better flow-through with the Zone web site. There is some concern that the Zone web site contains primarily SPMS information as it should include information from all the Zone LMSCs.

MSP to approve all the reports given so far.

Old Business:

Errol was pleased to report he has received a lot of comments regarding the policies and procedures. The P&P are being fleshed out and being worked on.

SPMS name change update: Bill Sive had some questions about some tax issues. The whole name change is really in Bill's court right now.

New Business:

Errol received notification from USMS regarding the Ransom Arthur Award, an annual award that is presented to the person who has done the most to forward the objectives of Masters swimming. We have had a couple of people from SPMS who have won in the past.

If we are going to submit something, we have to submit it by March 15. Anyone who wants to nominate someone should please contact Errol.

Next meeting date: Thursday, March 17th, 2011 at 8:00 p.m.

Informal face-to-face meeting at Caltech after the pentathlon meet on Sunday, March 6th, 2011

Meeting adjourned at 8:48 p.m.

Treasurer's Report

Banking Information Period Ending 12/31/10

Beginning Balance - \$75,352.15

Deposits - \$2,417.53

Withdrawals - \$4,483.86

Ending Balance - \$73,285.82

Banking Information Period Ending 01/31/11

Beginning Balance \$73,285.82

Deposits - \$18,377.89

Withdrawals - \$3,696.79

Ending Balance - \$87,966.92

Balance as of today 02/17/11 - \$97,216.00

- Have received many checks for sanction fees for 2011.
- Received two large checks from USMS, one in January, one in February, from USMS for on-line registration. It appears much of the membership has embraced on-line registration.
- Nominal account activity during December.
- Moderate account activity in January. All qualified committee members had SPMA registration fee reimbursed in January.
- No outstanding unpaid invoices.
- All check requests have been processed.
- 1099s will be sent out this week.
- Annual Financial statement still in progress.

Bill Sive

treasurer@spma.net