

Pacific Masters Swimming
Regular Meeting
January 19th, 2011

Call to Order and introductions: The meeting was called to order by Michael Moore, Chairmain @ 7:30pm

Introductions: Michael Moore, Barry Fasbender, Caroline Lambert, Richard Burns, Laura Val, Kildine Harms, Peter Guadagni, John King, Marta Bechhoefer, Joel Wilson, Joanne Berven, Nancy Ridout, Marcia Benjamin, Glenda Carroll, Monica Carney, Kerry O'Brien, Chris Campbell, Jody Smith, Jim Clemmons.

Officer Reports: Approval of Minutes for 11/17/10 w/ updates **MSA** as amended to include the appointment of the 2011 Compensation Committee of Barry Fasbender, Chair, Jody Smith, and Jim Clemmons.

Treasurer: Kildine Harms – 2010 Profit & Loss and Balance Sheet was presented and reports attached. Contractor contracts were e-mailed to all Board of Directors members. Motion to approve contracts. No discussion. **MSA**

Chairman: Michael Moore: Discussion to increase Pacific Masters Fraud Insurance above what is currently provided by USMS. For \$1,040 Pacific Masters can purchase insurance for fraud and theft covering up to \$100,000 for 1/1/11-1/1/12. It was decided to not pursue additional coverage at this time and continue with what is provided by USMS.

Pacific Masters has joined in partnering with USMS in hosting the Open Water Conference March 18-20, 2011 in Burlingame, CA at the Airport Marriott. Steve Munatones and Mark Gill will organize the event for USMS. Speakers already committed to the event, Shelly Taylor Smith from Australia, Maddie Crippen, Jim Wheeler and Gary Emich. An additional \$2,000 has been budgeted for expenses for Pacific Masters Open Water Meet Directors that are interested in attending. Pacific Masters members are encouraged to participate in the Conference.

Discussion regarding the Executive Committee's ability to approve budget items.

Motion to support the action of the Exec Committee to budget \$8,000 for the Open Water Conference. **MSA**

Triathlete Advisory Committee: Michael is speaking with Tom McCarty and planning to create a triathlon advisory committee and survey.

Unattached Swimmers – Trying to encourage Unattached swimmers to join a local team. Michael working with Rich Burns to create a pilot program in the North Bay and East Bay.

Discussion regarding legal suits for Open Water: 1) Issuing Open Water points for wetsuit wearers at open water events, and 2) encouraging participation by triathletes in our open water events.

Vice Chairman Administration – Leianne Crittenden – No Report
Vice Chairman Operations - Jim Clemmons – No Report
Secretary – Joan Alexander – Jody filling in – See Attached Minutes
At-Large – Jody Smith – No Report

Committee Reports

Registration and Records - Nancy Ridout - Report is attached.

Meet Operations – Barry Fasbender – Motion to waive \$516 USF Invoice (they were not notified of new fee structure policy). **MSA**

There are currently eighteen pool events on the schedule this year

Coaches - Cokie Lepinski – Report is attached

Open Water - Glenda Carroll – For the 2011 Open Water Season there at 13 Swim days, 20 swims, 17 swims for open water points. Open water event directors meeting is Feb 27 at the Shadelands Art Center, Walnut Creek, CA. This will be Alan Cartwright's last season. Motion to honor Alan at the end of this year and provide him a thank you gift from Pacific Masters. **MSA**

Scheduling - Marcia – No Report

Communications/Newsletter - Joanne Berven – Web Master-Michael Moore

Request to have meetings streaming. Webmaster is using Constant Contact for e-mailings and this has provided an opportunity to send more granular mailings that are in an html format.

Newsletter in progress, room for more stories

Officials – John King - Currently all Pacific Masters Officials are certified by USA Swimming. Officials Certification for 2011 includes a background check. To allow for the extra time to complete background checks, current 2010 cards are valid for 1/1-2/15.

John is working on a program for LMSC's to certify their local officials, eliminating the need to go through USA Swimming. John is working with the USMS Officials Committee on this project.

Motion to approve the Officiating Standards for Pacific Masters Officials provided in John's report. **MSA**

Ad hoc New Identity Package - Glenda Carroll - Glenda unveil the outstanding new Pacific Masters Swimming Logo and Style Guide along with some sample apparel showcasing the new logo. Motion to approve new logo.

MSA Motion to approve a \$10,000 budget for collateral with the new logo. **MSA**

Special Thanks to Glenda, Committee Chair and her Corporate Identity Committee, Nancy Ridout, Kerry O'Brien, Jody Smith and Michael Moore for their ongoing work on this project.

Equipment – Peter Guadagni – In the future, a shippable carrying case and a shipping account will be used for the transfer of equipment from meet host to meet host.

Hospitality – March – Kildine and Peter, May – Joan Alexander, July -John King, Sept – Glenda

New Business – USMS Board of Directors Meeting will be held in San Francisco 1/28-30/2011 – Nancy looking for volunteers to provide airport transportation for the Board Members

Service Awards: Motion to return the 2010 Service awards to the 2011 Pacific Masters SCY Championship Meet and to move the 2011 service awards to the 2011 Pacific Masters Annual Meeting. **MSA**

Respectfully submitted,

Jody Smith, acting Recording Secretary

JANUARY MEETING REPORTS – 01/19/2011

Officer and Committee Reports - 01/19/2011

Chairman – Michael Moore

After the November meeting, Rob Butcher, executive director of Masters Swimming asked Pacific Masters to participate and contribute to Protecting Athletes: Open Water Safety Conference. Safety has been a significant issue for our Open Water program. From the time Dave Gray helped write the Open Water Guide to Operations, Pacific has been a leader in Masters Open Water.

Pacific was asked to contribute \$8,000 and also help with speakers. The Executive Committee met twice; once in December and once in January to discuss this proposal. After those meetings the Executive Committee voted unanimously to budget the \$8,000 for the meeting and another \$2,000 for other expenses so that our meet directors are able to attend. Speakers will include Shelly Taylor-Smith (Australia), Jim Wheeler, Gary Emich and Matty Crippen.

The conference will be held at the San Francisco Airport Marriott, Burlingame March 18-20. Pacific Masters continues to lead the LMSCs in Open Water and Open Water safety.

I would like to take time to talk about where Pacific Masters is heading and growing the organization.

We have been trying to increase the number of members of swimmers in Pacific Masters. We are trying two ways to reach out to gain more members. The first is "wholesale"- trying to get aquatic facilities to have a Masters Swimming program. The other is the "retail" method by trying to get individual swimmers to join a Masters program.

In the wholesale method, Jim Wheeler and I made a presentation before the Northern California Aquatic Masters Association, which is an association of public pool owners in the Central Valley and foothills. Our 40 minute presentation was about US Masters Swimming, Pacific Masters and our clubs. Jim spoke about how a Masters

swimming club would be a way for them to increase their utilization of their pools and have a continuous source of revenue throughout the year. We are going to give the same presentation on Tuesday to the Bay Area Public Pool Operations Association.

I have been working with Tom McCarty, who swims for The Olympic Club and Temescal on a survey to send out to triathletes. First we are interviewing triathletes to get the qualitative information from their we will send out the survey to triathletes who are members of Pacific Masters swimming.

I have also been working with Mark Gill to review with Mark the major triathlons on the west coast and to work with national on a program to entice the triathlete to join Masters swimming. When we have done we will identify triathlons to attend to promote Masters swimming. We wish to let the triathlon community know about Masters swimming and how better swimming can help them achieve their goals. How we promote Masters swimming will be dependent upon the information that we receive from Tom McCarty.

Making a better experience for the Masters swimmer

Cokie Lepinski and her coaches committee have been working diligently on a Coaching and Swimming clinic. Better coaching makes for a better experience for our swimmers. This is a great way for Pacific to improve our already great coaching.

We have noticed that swimmers who swim unattached (unat) have a much lower re-registration rate than swimmers who swim with a club. We are creating a pilot program in the North Bay and the East bay to contact the swimmers who have addresses in those areas and let them know about clubs in the area. I sent an email to all the club contacts in those areas asking them if they would offer one free week of practice, so that the swimmer could "try" the club to see if there was a good fit. I am proud to say that many of the clubs responded positively about participating in the program.

We approved a budget that included funds to have two separate divisions in the Open Water Points competition. Glenda Carroll wrote me about making changes in the Guide to Operations. She also said that she would like to bring this topic up at the Open Water Meet Directors conference. I would like this committee to take this topic up at the March meeting and repeal:

4. Wetsuits may be allowed at the discretion of the event director when the water temperature does not exceed 78°F. If awards are given to wetsuit competitors, they shall be awarded separately from those for non-wetsuit competitors. Any published results or records must clearly indicate which swimmers wore wetsuits. ~~Wetsuit wearers are not eligible for open water points or awards~~

Keeping our members

US Masters Swimming has a program where the registrar can send out an individual letter to each swimmer about reregistration. I am happy to report that each time Nancy sends out one of those emails, there is a significant rise in the daily Pacific Master's registrations.

At the last meeting, this committee voted to move the presentation of the Service awards to the Long Course meet. I would urge the Committee to reconsider that. I think that honoring our volunteers at our largest meet of the year shows our appreciating for the work that they have done. It also rewards them in a timely manner as the awards are for the previous year. If we wait until July, six months have passed for consideration of the service award. I would suggest that we honor the 2010 award winners at the Short Course Yards meet and leave it to the meet management if we will make presentations on both days or a longer presentation on one day. At the May meeting we review the presentation and decide either to have the awards at the short course championships or at the annual meeting.

Vice Chair Administration – Leianne Crittenden

Vice Chair Operations – Jim Clemmons

Only item I have to share is the following copy from the Tracy Press newspaper, for what it's worth. City appears to think it a good idea to start a water park but not include a pool. Good grief. (See attachment)

Secretary – Joan Alexander

Attached are the minutes from our Annual Meeting. Annual minutes have been sent to Anna Lea.

Zone Chair - I have sent the Mid-Year Report to Ed

At-Large – Jody Smith

Treasurer – Kildine Harms

- **Financials:** Attached are the Fiscal Year 2010 Financial reports vs 2009 in summary format. Let me know if you have any questions and/or would like more details on some line items
- **2011 contracts and compensation:** At the annual meeting, Leianne, Jim and I were asked to review the contracts and compensation for 2011 for Registrar/Top Ten Recorder, Webmaster and Newsletter Editor and draft a proposal for a Compensation Committee.

Contracts: We have reviewed the 2011 contracts and compensation for Registrar/Top Ten Recorder, Webmaster and Newsletter Editor, these contracts were e-mailed to the Board for their review and comments. On January 17th the contracts were e-mailed to Nancy, Michael and Joanne. **These contracts need to be approved and signed at the January 19th 2011 meeting.**

Compensation Committee general recommendations:

- 1- PacMasters Compensation Committee be elected by the Board each year.
- 2- The committee will act as "manager" for the paid positions, evaluate their performance for the past year, and make recommendations for the following year monetary compensation. To the extent there are concerns raised about performance of these contractors, the Compensation Committee is responsible for addressing those concerns.

A more detailed guideline will be e-mailed to the committee. **Need to elect a committee at the January 19th, 2011 meeting.**

Registration – Nancy Ridout

Our 2011 registration numbers as of January 17th show 6,227 swimmers and 115 clubs. Our history shows the following registration numbers through mid January.

1/19/10 - 5,816 swimmers & 111 clubs	1/19/01 - 4006 swimmers & 99 clubs
1/21/09 - 5,636 swimmers & 113 clubs	1/21/00 - 3,668 swimmers & 88 clubs
1/15/08 - 4,571 swimmers & 96 clubs	1/8/99 - 3,056 swimmers & 76 clubs
1/17/07 - 3,925 swimmers & 89 clubs	1/1/98 - 2,283 swimmers & 63 clubs
1/14/06 - 3,781 swimmers & 88 clubs	1/10/97 - 2,976 swimmers & 73 clubs
1/17/05 - 3,511 swimmers & 72 clubs	1/19/96 - 3,393 swimmers & 91 clubs
1/10/04 - 3,397 swimmers & 81 clubs	1/20/95 - 3,230 swimmers & 81 clubs
1/10/03 - 2,512 swimmers & 83 clubs	1/21/94 - 2,971 swimmers & 70 clubs
1/11/02 - 3,830 swimmers & 87 clubs	1/22/93 - 2,914 swimmers & 77 clubs

Club renewal notices were sent out electronically three times in October and November, and again in December. Individual renewal notices to 2010 members were sent out electronically in November, December, and will go out again next week. Paper notices were not mailed out in December as planned due to lack of response from the vendor. We will try again for the mailed paper renewal invoices to go out in late February or early March.

Top Ten and Records – Nancy Ridout

The Pacific Masters SCM Top Ten has been compiled and is here tonight for your information. I have every confidence Joan Smith will proof the USMS Top Ten to be sure all of our eligible swimmers are listed.

Meet Operations – Barry Fasbender

At the February 18, 2009 PacMasters committee meeting, we approved an increase of \$5 for maximum individual entry fees for host using our Meet Manager Service vendor and required those hosts to pay a meet services fee to Pac Masters of \$4.00 per swimmer. These changes were effective for any meet that had not already included the increased fees in a published Meet Info document. The resulting policy was then:

1. Entry Fees

- a. The maximum individual entry fee for any non-championship PacMasters meet (including the surcharge and event charges) shall be (1) \$25 for prepaid entries and \$50 for deck/late entries or (2) \$30 for prepaid entries and \$60 for deck/late entries if the host is using the PacMasters Meet Management Services vendor. PacMasters will pay the Meet Management Services vendor and the meet hosts are required to pay a meet service fee to PacMasters of \$4 per swimmer. The maximum relay entry fee at any PacMasters meet shall be \$4.
- b. Championship meets may charge up to \$35 or \$40 if the host is using the PacMasters Meet Management Services vendor. PacMasters will pay the Meet Management Services vendor and the meet hosts are required to pay a meet service fee to PacMasters of \$4 per swimmer.
- c. An additional fee may be charged for the convenience of online entries.
- d. PacMasters may grant a higher fee upon petition, which should accompany the sanction request.
- e. There are no refunds on entry fees.

Also note that the above policy was changed in 2010 to increase the maximum individual entry fee by \$5 and the relay fee to \$6. The policy was changed again at the November 2010 PacMasters meeting to avoid charging any club more than the actual cost of the Meet Management Service. The new policy is:

1. Entry Fees

- a. The maximum individual entry fee for any non-championship PacMasters meet (including the surcharge and event charges) shall be (1) \$30 for prepaid entries and \$55 for deck/late entries or (2) \$35 for prepaid entries and \$65 for deck/late entries if the host is using the PacMasters Meet Management Services vendor. PacMasters will pay the Meet Management Services vendor and invoice each meet host for (1) the cost of the service or (2) \$4 per swimmer, whichever is less.
- b. Championship meets may charge up to \$40 or \$45 if the host is using the PacMasters Meet Management Services vendor. PacMasters will pay the Meet Management Services vendor and invoice each meet host for (1) the cost of the service or (2) \$4 per swimmer, whichever is less.
- c. An additional fee may be charged for the convenience of online entries.
- d. The maximum relay entry fee at any PacMasters meet shall be \$6.
- e. PacMasters may grant a higher fee upon petition, which should accompany the sanction request.
- f. There are no refunds on entry fees.

As Meet Operations Chair, I notified all meet directors using the PacMasters Meet Management Services vendor of the new policy. However, after reviewing past emails I noticed that I neglected to notify USF before their 2010 meet. Therefore, as discussed with Michael Moore, I move that the \$516 USF invoice (\$329 swimmers x \$4 = \$1,316 minus the \$800 that USF paid directly to FastLane Tek.) be waived.

Coaches – Cokie Lepinski

SWIMFEST '11. After some interesting dialogue and phone calls across the US, we have learned that USMS is back on track with planning SwimFest '11 for Atlanta in May (immediately following the USMS SCY Nationals). At the time of this report, they do not yet have anything posted about SwimFest '11 on the USMS website.

Pacific Masters Coaches Clinic. We have formed a committee and are underway with planning and implementing our own Pacific Masters Coaches Clinic. This 3-day clinic will be held Friday, June 10 through Sunday, June 12, 2011 in San Mateo at the facility that is the home for the San Mateo Master Marlins.

The San Mateo Athletic Club will be the site and Half Moon Bay will serve as an open water site. The primary goal of the clinic is to offer coaching and education training for masters coaches. We anticipate that the majority of attendees will be coaches and swimmers from within Pac Masters, but we also anticipate interest from coaches and swimmers in other LMSCs. Swimmers will take part in the clinic and there will be pool components, open water components and classroom components.

The committee working on this consists of: Cokie Lepinski, Marin Pirates Masters; Stu Kahn, Davis Aquatic Masters; Laureen Welting, The Olympic Club; Jody Smith, Mountain View Masters; Scott Williams, San Mateo Master Marlins; Brian Stack, Manatee Aquatic Masters; and, Kerry O'Brien, Walnut Creek Masters. To date we have had three conference calls, have developed a working timeline for the clinic, have a few presenters already on board, and have committed to hosting an ASCA Masters Level 2 course on the first day of the clinic. We are also in the process of contacting vendors for sponsorship opportunities.

If anyone has experience negotiating contracts with hotels, I would welcome your help. We will need to at least one host hotel for this clinic. Contact me at: swimnut@me.com or 415-827-5672.

Pacific Swim Coaches Clinic. The annual coaches clinic in Napa was held January 6-9, 2011. Like last year, we offered to reimburse for registration costs for this clinic. As of Sunday, January 16, 2011 eight coaches from three teams will request reimbursement.

ASCA World Clinic. The 2011 ASCA World Clinic will be held in San Diego, September 6-11, 2011 at the Town and Country Resort Hotel. Our 2011 budget proposal includes scholarships for this clinic. Registration information can be found here: <https://www.swimmingcoach.org/worldclinic/asca2011/registration2011.asp>, and program details here: <https://www.swimmingcoach.org/worldclinic/asca2011/program.asp>.

Open Water – Glenda Carroll

2011 Season

13 OW race days

20 OW swims

17 OW swims count for OW points

OW event directors meeting is Sunday, Feb. 27 at Shadelands Art Center, Walnut Creek, CA. In addition to discussing the 2011 OW season, there will be 2 speakers on open water safety: Jim Wheeler, a past PacMasters open water chair, and national expert on open water safety, and Kevin Lennon, event director from last year's Whiskeytown swim where 2 swimmers died.

We will also be discussing whether to purchase OW safety equipment, like rescue boards.

Allan Cartwright, our OW trailer guy, has told me that this will be his last season being point person and maintaining the trailer. He has done a tremendous job. He will be very hard to replace.

Scheduling – Marcia Benjamin, no report

Communications – Newsletter – Joanne Berven, Webmaster – Michael Moore

Newsletter – The March-April newsletter is in progress. The deadline to the publisher is this coming Friday, January 21st.

Web Master – Since our last meeting PacMasters has moved the email blast function from Pair.com to Constant Contact. Constant Contact has allowed us to send more granular mailings. Messages sent by Constant Contact are in an html format rather than text format.

Many of you have received a thank you for reregistering with Pacific Masters; Cokie Lepinski has a coaches list and there is a special list for club contact that can be used by PacMasters administration. They also have webinars and on-line tutorials to help us learn the material.

A new template was created for sending out email, however, with a new logo, that template will have to be revised to match the logos color.

I uploaded the email addresses of all the swimmers who registered with Pacific Master in 2009,2010 and 2011 and took out all of those who asked not to receive the email blast. Currently there are 13,993 people on the email list. I expect it to grow significantly over the year.

This week, I purchased a MyFi 3GS to wifi connection. With that we now have Internet connection that can be used at most pools and open water events. At those events we will be able to check to be sure people are members and if not they are now able to register on line. This will save time in registering the swimmer as they will be instantly registered and it will lessen the possibility of typographical errors being made as well as testing Nancy's ability to decipher a swimmer's handwriting.

I spoke with Franz Mortensen, our meet management contractor, and for meets that he does we will be able to post event results just as soon as they are concluded. Meet results can also be put on line quickly.

Officials – John King

Pacific Masters Process for Certification of Officials

Four grades of officials:

1. Stroke and Turn Official
2. Starter
3. Deck Referee
4. Meet Referee (a.k.a. Head Referee)

Each type has three levels:

1. Level 1 – trainee, needs to work with supervision
2. Level 2 – able to perform duties of grade without supervision
3. Level 3 – has worked at least 10 sessions in grade, including at least 4 sessions at Championship meets, over a minimum period of 2 years

It is expected that all Pacific Masters officials should be members of USMS.

To become a S&T Official:

Level 1: no pre-requisite, may not work at Championship meets

Level 2:

1. Read relevant section of rule book and/or attend appropriate training clinic
2. Pass S&T test with minimum score of 80%
3. Must have been at Level 1 for at least one year
4. Must have recommendations for advancement from designated mentors (a.k.a. designated trainer) at a minimum of two separate meet sessions

To become a Starter:

Level 1: Must be Level 2 S&T Official

Level 2:

1. Read relevant section of rule book and/or attend appropriate training clinic
2. Pass Starter test with minimum score of 80% (test needs to include section on timing)
3. Must have been at Level 1 for at least one year
4. Must have recommendations for advancement from designated mentors (a.k.a. designated trainer) at a minimum of two separate meet sessions
5. Must work 4 sessions before allowed to do Championship meets

To become a Deck Referee:

Level 1: Must be Level 2 S&T Official

Level 2:

1. Read relevant section of rule book and/or attend appropriate training clinic
2. Pass Referee test with minimum score of 80% (test needs to include section on timing)
3. Must have been at Level 1 for at least one year
4. Must have recommendations for advancement from designated mentors (a.k.a. designated trainer) at a minimum of two separate meet sessions
5. Must work 4 sessions before allowed to work Championship meets

To become Meet Referee:

Level 1: Must be at least Level 3 S&T and Level 2 Deck Referee

Level 2:

1. Pass the comprehensive Meet Referee test with minimum score of 90%.
2. Must have been at Level 1 for at least one year.

Meet Referees selected for any Pacific Masters pool meet must be approved by the Officials Chair.

Recommendations for advancement need to be made by a designated mentor and signed off on evaluation form by the meet referee.

Designated mentors are Level 3 officials selected by the Officials Chair

An online tracking system will be developed to allow meet referees to enter who has worked which meets. The tracking system will also keep track of officials' certifications and levels, as well as annual currency requirements. The Officials Chair must offer one clinic each quarter for the first three quarters of the year to help officials satisfy their annual currency requirement.

Officials must attend at least one refresher clinic each year, and be retested every 2 years.

Officials certified by other NGB's can cross certify automatically at Level 2 if they are briefed on USMS rule differences, and at Level 3 by approval of the Officials Chair.

Ad Hoc New Identity – Glenda Carroll

The corporate identity committee has been working with designer Stephen Cascio for the past six months on a new identity for Pacific Masters. At the January 2011 meeting, we will introduce the new logo/identity that the committee has selected. It is unique in the world of water sports identity.

As part of the contract, Stephen developed a style guide for Pacific Masters, indicating how the logo should be used. The initial design/logo/style guide phase has been successfully completed. In addition, the designer sent us an investment guide, which describes specific graphic projects he can do for us, for an additional charge.

We are considering asking Stephen to do specific graphic layouts for stationary, business cards, thank you notes; banners, open water trailer graphics and perhaps our website. We are also looking into giveaways that will feature the new logo, like caps, luggage tags, and stickers.

A budget proposal for layout/printing is below:

\$750 – Stationery, envelopes, business cards

\$125 - Thank you notes

(Printing stationery, envelopes, business cards -- TBD)

**\$3,500-\$5,000 – New web design – (Under consideration)

\$500 – vertical banners, design

(Printing vertical banners - TBD)

\$950 -- OW trailer graphics

(Labor for installing graphics, full wrap around -- TBD)

Giveaways – luggage tags, caps, flash drives -- TBD

Approximate budget \$8 - \$10,000 (This is only a best guess.)

Developing a new logo has been a fascinating process for the whole committee.

Corporate Identity Committee, Glenda Carroll, chair

Jody Smith, Kerry O'Brian, Nancy Ridout. Michael Moore

Legislation/Rules – TBD

Equipment – Peter Guadagni, no report

Ad Hoc Facilities – Joan Alexander

Facilities - March meeting will be in the Club Room (usual place). I have not been able to book May as their schedule is not available at this time.

I was able to book a room for Glenda at Shadelands for the Open Water conference.

Fitness – Linda Shoenberger, no report

Marketing/Publications – Bill Grohe, no report

Health & Safety – TBD, no report

Pacific Masters Hall of Fame – Nancy Ridout

A revised report is attached separately.

New Business -

1. The Board of Directors of USMS will be meeting in San Francisco from 1/28-1/30 (Friday through Sunday) There are several ways Pacific Masters can help.
 - a. Airport transfer from SFO to The Larkspur Hotel Union Square on Friday.
 - b. Airport transfer from The Larkspur Hotel Union Square to SFO.
 - c. Possible host for BOAD dinner on Saturday, 1/29.

A schedule is available for transporting the USMS BOD. Please indicate on the sheet if you can help.