

**Pacific Masters Monthly Meeting
February 15, 2012**

Call to Order and introductions: The meeting was called to order by Peter Guadagni, Chairman @ 7:06 pm

Attendees: Michael Moore, Barry Fasbender, Kildine Harms, Peter Guadagni, Phyllis Quinn, Leianne Crittenden, Glenda Carroll, Chris Campbell, Jim Clemmons, Nancy Ridout, Joanne Berven, Laura Val, John Morales, John King, Joan Alexander, Joel Wilson, Amy Smith Lager, Laura Colette, Caroline Lambert.

CALL TO ORDER & INTRODUCTIONS

II APPROVAL OF MINUTES OF 01/15/2012 (separate attachment)

Approved without change.

III OFFICERS' REPORTS

***CHAIRMAN - PETER GUADAGNI**, report attached

-Motion to approve a coaches clinic reimbursement policy, MSA

-Peter to track the policies that we pass that are not in Guide to Operations (such as reimbursing host club for two scoreboards. These are policies that could not be appropriate for the GTO but could give guidance in handling various situations. They could be posted on the web site and easily referred to.

-Should we put a ¼ page ad in Swimmer magazine (cost at \$1000) to tell Pacific members where to find the newsletter on line? Joanne has already put a notice into the last newsletter and has 8 requests for paper copies so far. The consensus was not to do this.

-Coach of the Year Committee—Peter appointed Chris Campbell, Jim Clemmons and John Morales as the 2012 COY Selection Committee**, we have received several nominations and committee will recommend

-Strawberry Canyon is having some issues with their landlord UC Berkeley; Peter proposed to create a database/spreadsheet of past club/landlord issues and what the issues were and resolutions. Michael Moore suggests contacting Jim Wheeler. Peter asked for a volunteer to compile this data. No one from this group responded.

***REPORT OF THE TREASURER – KILDINE HARMS**, reports attached

-Report covers first month, there is a variance, Michael asked if variance is due to dates when people register in late 2011 for calendar 2012, versus paying in the year of registration? Kildine has this data and can present next meeting by month.

-Motion to accept report of Treasurer MSA

VICE-CHAIRMAN ADMINISTRATION – MICHAEL MOORE, no report

VICE-CHAIRMAN OPERATIONS – JIM CLEMMONS, no report

-Jim suggested Chris Campbell as chair of committee, with John Morales as third member

SECRETARY – LEIANNE CRITTENDEN, no report

AT-LARGE – CAROLINE LAMBERT, no report

ZONE CHAIR – MOORE, no report

-Changes were made to the LMSC Minimum Standards. They will be published soon.

IV COMMITTEE REPORTS – See attached written reports

***OPEN WATER – GLENDA CARROLL**, report attached

-Event directors' conf call on Feb 26th. Since participants are spread out, she will have a conference call instead of a face-to-face meeting this year so everyone can attend. Glenda talked about the suits for the winners in open water points competition, and will order them at end of February, for April delivery. See OW report graphics.

-USMS is doing an end-to-end management (E2EM) for meets and open water events. This will start out with a sanction application to be completed by the meet/event director, which is then approved by the LMSC Sanctions Chair/OW Sanctions Chair, and then added to the USMS Calendar of Events and will also provide for posting of

results. Michael suggested that she get together with John Morales to coordinate this. Glenda thinks it may eliminate the need for her open water packages (she has already sent them in January).

MEET OPERATIONS – BARRY FASBENDER, report attached

-New meet April 21 Saturday, short course yards Quicksilver Masters, Gunderson High School, south San Jose, lots of events offered.

-Barry has posted the results for the Olympic Club, Fog City and USF in the USMS Event results and rankings

-Trying to use the centralized USMS online event registration to make sure they have complete tracking

***REGISTRATION – NANCY RIDOUT, report attached**

See report

TOP TEN & RECORDS – NANCY RIDOUT, report attached

See report

SCHEDULING –JOHN MORALES, no report

COACHES –PETER GUADAGNI (acting), report attached

Peter to schedule conference call for Coaches Committee

COMMUNICATIONS –JOANNE BERVEN/NEWSLETTER, MICHAEL MOORE/WEB SITE

NEWSLETTER, report attached

Newsletter emailed to clubs, with a few requested mailed copies sent to members. Michael says we can track how many people download from website. Michael will add link in his email blast and will send an announcement to each member for whom we have an email address with a link to the newsletter included.

WEB MASTER, no report

MARKETING/PUBLIC RELATIONS – BURNS, report attached

-Will do a presentation in March

OFFICIALS – KING, no report

-Peter asked for update on Ransom Arthur Award, John spoke with USMS Recognition & Awards Chair Sally Dillon about background. John will circulate the nomination form, and will resubmit Kerry as a candidate with updated nomination

LEGISLATION/RULES – TBD, no report

EQUIPMENT – GUADAGNI, no report

***HOSPITALITY –** Volunteers for dinner needed: March- *Peter and Kildine*, May- *Jim Clemmons*, July Joan Alexander, September, still need volunteer

AD HOC FACILITIES – ALEXANDER, report attached

V. OLD BUSINESS

A. NEWSLETTER TASK FORCE – Ridout, Burns, Moore, Lambert, Newton, Berven, no report

VI. NEW BUSINESS

VII. TEAM ANNOUNCEMENTS

-Still time to send in entries for Jon Steiner memorial 1650

VIII. ADJOURNMENT

Motion to adjourn at 7:43 pm MSA

Respectfully submitted,
Leianne Crittenden, Secretary

Next meeting will be in person on March 21 at Heather Farms Community Center, Walnut Creek

2012 MEETING DATES: 3/21, 4/18cc, 5/16, 6/20cc, 7/18, 8/15cc, 9/5, 10/17cc, 11/10 or 11.

FEBRUARY MEETING REPORTS – 02/15/2012

Officer and Committee Reports

Meeting policy. Please provide text to Nancy, prior to the meeting, of any items on which you would like the Committee to vote. *Re-established 1/18/2012.*

Chairman – Peter Guadagni

Request motion and vote on the following policy (credit to Jim Clemmons):

Coaching Clinic Reimbursement Policy 2012

Pacific Masters Swimming strongly believes that coaches are vital to the success of its swimming programs and as such emphasizes continuing education for coaches. Two educational clinics that are sponsored by the American Swimming Coaches Association (ASCA) and targeted by Pacific Masters, are the ASCA Napa clinic, held early in the year and the ASCA National or World clinic, generally held around the September timeframe. These two clinics are addressed annually by Pacific Masters during the budgeting process and allowance for attendance with some minor stipulations are published for the coaches consideration to attend one or both clinics.

In addition to the two targeted clinics held annually by ASCA, there are additional opportunities for clinic attendance. For clinics beyond the Napa and World clinics, Pacific Masters will reimburse up to \$200 of the clinic fees and 50% of travel expenses to the clinic. Travel reimbursement will be limited to \$200. Reimbursement is limited to expenses for one clinic per coach per year beyond the two targeted clinics and will not exceed \$5,000.00 for all of Pacific Masters.

Over the last few years the Board has made a number of policy decisions like the one above that were not included in the Guide to Operations. Please send me any such policies that you are aware of. Unless someone else volunteers, I will compile and maintain the list.

Request vote on whether Pacific Masters should take out an ad in the May June issue of Swimmer magazine. Ad would remind Pacific Masters members that the Pacific Masters newsletter is now distributed electronically and members without internet access can request paper copies. Cost is approximately \$1000 (70% of \$1,370).

I have asked everyone who is responsible for a Pacific Masters Essential Operation to create a backup plan for important files and records along with some simple documentation on the operation.

Coach of the year selection committee to be announced at meeting.

I am trying to schedule a meeting of the ad hoc communications strategy committee. This committee will make recommendations on what and how Pacific Masters should be communicating. Committee members are: Michael Moore, Joanne Berven, Caroline Lambert, Rich Burns, Nancy Ridout, Deborah Newton and 1 to 3 younger members of Pacific Masters. If you have opinions on our communications strategy, please send them to Rich Burns and me.

Strawberry Canyon is having issues with their landlord, UC Berkeley. Cal wants to change them to change their name (Cal Aquatic Masters). Many teams have had landlord issues over the last few years. I would like to create a database containing information on club-pool relationships (cost parameters, practice times, etc). Would any board member like to take this on or does any board member know someone who has the skills and interest to take it on?

Vice Chair Administration – Michael Moore, no report

Vice Chair Operations – Jim Clemmons, no report

Secretary – Leianne Crittenden, no report

At-Large – Caroline Lambert, no report

Treasurer – Kildine Harms, verbal report, financial reports attached separately.

Zone Chair – Michael Moore, no report

Open Water – Glenda Carroll

The Open Water Event Directors yearly meeting will be a conference call on Sunday, February 26, 2012.

The 2011 OW first place winners in the points competition – both Cat A and Cat B – have been notified that they have won a swim suit designed by “Q”. I have attached a copy of the art work. The swimmers who have responded so far with their suit size and mailing information are very excited about the suit. I plan to

put in a group order the first week of March. The suits should be delivered to me by early April. I will send them to the winners.



USMS Open Water Committee – Online applications for sanctioning are being eased in this year. An event director will fill out the online application at USMS (very similar to the application we already have) and then I will receive notification of it. I'm trying to develop a way to interface with the online applications that won't cause our event directors extra work.

Meet Operations – Barry Fasbender

Quicksilver SCY Meet. The Meet Info for the Quicksilver SCY meet on Saturday, April 21, 2012 is posted on the PacMasters website. This is the first time this team is hosting a meet. They are offering a large number of events: four 50's, five 100's, two 200's, the 500 and 1650 free, and the 200 free and medley relays.

Event Results and Rankings. The results for the TOC, FOG City, and USF meets have been uploaded to the USMS Event Results and Rankings database.

New Online Event Sanction Request Process. The USMS End-to-End Event Management task force launched an enhanced on-line calendar of events, which also includes a new online sanction request system. The mission of the task force is to provide full tracking of 100% of our events (pool and open water) in our database, from listing them in the calendar to tabulating the results. Sanction chairs have been requested to instruct event directors and hosts in their LMSC to begin using the new online tool to request their event sanctions and recognitions.

Registration – Nancy Ridout

Pacific Masters has registered 7,793 swimmers and 120 clubs as of February 14th. Past membership totals for a similar date are as follows: 7,303 swimmers and 121 clubs as of 2/15/11; 6,853 swimmers & 114 clubs as of 2/16/10; 6,429 & 115 as of 2/14/09; 5,684 & 113 as of 2/11/08, 5,437 & 97 as of 2/16/07; 5,337 & 102 as of 2/11/06; 4,934 as of 2/10/05; 4,951 as of 2/14/04; 4,998 & 102 as of 2/14/03; 5,414 & 104 as of 2/16/02; 5,166 & 111 as of 2/23/01; 4,752 & 95 as of 2/18/00; 4,466 & 87 as of 2/5/99; 4,482 & 89 as of 2/25/98; 4,432 & 87 as of 2/21/97; 4,366 & 93 as of 2/23/96; 3,911 & 83 as of 2/22/95; 3,776 & 79 as of 2/23/94; 3,722 & 80 as of 2/19/93; 3,867 & 71 as of 2/21/92. Two potentially new clubs have requested information to register a club.

A message was sent out to each club announcing the change in our newsletter distribution and requesting the names of any members who might need a paper copy because of no access to the internet. Several clubs responded that they knew of no members that couldn't read the newsletter online. None responded with any names.

Top Ten and Records – Nancy Ridout

The USMS SCM Top Ten was sent out and proofed to be sure all eligible Pacific Masters were included. Laura Val brought to my attention that her 1500 splits were not shown on the USMS Top Ten. I contacted USMS and those times, as well as that of Tim Broderick, were added. We are not sure what happened. SCY Pacific Masters Records are posted and LC and SCM will follow shortly, along with the Top Tens for 2011. Points for the 2012 Age Group Swimmers of the Year will be tabulated and the winners announced at the March meeting.

Scheduling – John Morales, no report

Coaches – Peter Guadagni, acting Chair

Trying to set up a coaches meeting to develop a coach development and support strategy.

Communications – Newsletter – Joanne Berven, Webmaster – Michael Moore

Newsletter – Joanne Berven

The March-April Newsletter is finished and has been emailed to the clubs.

Web Master – Michael Moore, no report

Marketing/Publications – Rich Burns

The Marketing Committee is preparing a recommended program for presentation at the March meeting.

Officials – John King, no report

Legislation/Rules – TBD

Equipment – Peter Guadagni, no report

Ad Hoc Facilities – Joan Alexander

Our March meeting will be held in the Club Room, at the Community Center at Heather Farm. Just talked to Maria and was able to schedule May 18 at the Club Room (our usual place) from 6:30-9:30. I will be able to book July when their schedule comes out in April.

Old Business

New Business

Pacific Local Masters Swimming Committee
Balance Sheet
As of January 31, 2012

	Total		
	As of Jan 31, 2012	As of Jan 31, 2011 (PY)	\$ Change
ASSETS			
Current Assets			
Bank Accounts			
15 Wells Fargo Checking Account	51,532.53	20,232.91	31,299.62
16 Wells Fargo Saving Account	130,874.35	90,525.00	40,349.35
25-9670 Mission National Bank Operating Account	3,789.21	10,835.39	-7,046.18
26-0370 Mission National Bank Business Account	41,492.58	121,764.08	-80,271.50
61 MNB CD 0187416050 - 07/2015	41,709.99	41,709.99	0.00
63 MNB CD 0187624450 06/2012	51,045.27	50,471.24	574.03
Total Bank Accounts	\$320,443.93	\$335,538.61	\$ -15,094.68
Total Current Assets	\$320,443.93	\$335,538.61	\$ -15,094.68
TOTAL ASSETS	\$320,443.93	\$335,538.61	\$ -15,094.68
LIABILITIES AND EQUITY			
Liabilities			
Total Liabilities			\$0.00
Equity			
3000 Opening Bal Equity	14,988.50	14,988.50	0.00
3900 Retained Earnings	283,007.71	304,396.38	-21,388.67
Net Income	22,447.72	16,153.73	6,293.99
Total Equity	\$320,443.93	\$335,538.61	\$ -15,094.68
TOTAL LIABILITIES AND EQUITY	\$320,443.93	\$335,538.61	\$ -15,094.68

Tuesday, Feb 07, 2012 08:34:17 PM GMT-8 - Cash Basis

Pacific Local Masters Swimming Committee
Profit & Loss
 January 2012

	Total		
	Jan 2012	Jan 2011 (PY)	\$ Change
Income			
100 Registration	39,292.50	45,530.00	-6,237.50
200 Sanction Bond Deposits		544.00	-544.00
300 Other Income	669.00	1,825.00	-1,156.00
400 Interest	56.90	93.81	-36.91
Total Income	\$40,018.40	\$47,992.81	\$ -7,974.41
Expenses			
1000 Office	3,422.06	4,686.33	-1,264.27
1050 Publications	2,228.36	2,485.00	-256.64
1100 Web Site		1,686.66	-1,686.66
1200 Chairman		52.00	-52.00
1450 Treasurer	84.94	342.56	-257.62
1500 Coaches	724.16	480.00	244.16
1700 Officials	120.00	47.00	73.00
1750 Sanctions/Meet Operations	1,560.88	1,200.00	360.88
2000 Open Water Exp	405.00		405.00
2050 Awards	2,459.38		2,459.38
2100 Other Items	84.90	268.53	-183.63
500 USMS Dues		14,548.00	-14,548.00
600 Sanction Refunds	625.00	825.00	-200.00
700 Contracts	5,256.00	5,218.00	38.00
800 Misc Expenses	600.00		600.00
Total Expenses	\$17,570.68	\$31,839.08	\$ -14,268.40
Net Income	\$22,447.72	\$16,153.73	\$6,293.99

Tuesday, Feb 07, 2012 08:32:51 PM GMT-8 - Cash Basis