

**Pacific Masters Monthly Meeting**

**April 17, 2013**

Meeting was held by conference call

Call to Order and introductions: The meeting was called to order by Peter Guadagni, Chairman @ 7:03 pm

**Attendees:**

Nancy Ridout, Leianne Crittenden, Peter Guadagni, Laura Collette, Michael Moore, Laura Val, Barry Fاسبender, John Morales, Glenda Carroll, Kildine Harms, Caroline Lambert, Maggie Tevis, Rich Burns, Chris Campbell, Kristy King, Joan Alexander, Phyllis Quinn

**CALL TO ORDER & INTRODUCTIONS**

**I APPROVAL OF MINUTES OF MARCH 20, 2013** (separate attachment)

Approved as amended.

**II OFFICERS' REPORTS**

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

Thanks to Walnut Creek Masters for SC championships; first article was included in the update, Glenda to act as editor for these articles. The nominations for our coach of the year were terrific, and Peter encourages all nominators for Coach of the Year to also nominate their coaches for the USMS coaching awards. He also wants to have a Coach Appreciation Week every year for Pacific Masters -- he suggests the first week of May beginning Sunday to Saturday. Motion to calendar starting 2013, MSR

Scholarship policy can be streamlined—have registrar and chairman administer. See report for details. \$594 Over Budget approved MSR

MSR to authorize waiver of dues for those registrants over 85 years old. \$380 Over Budget approved.

Peter called for Convention Delegates. Everyone attending the meeting are interested and will be considered. We need a count of those who are representing Pacific and which are automatic delegates. Eric Van Boer, Tom Reudy, and Ali Hall also want to be delegates.

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

Financials accepted.

**VICE-CHAIRMAN ADMINISTRATION – MICHAEL MOORE**, no report attached

Michael spoke with Phong Pham, aquatics director of City College. He asked when we would like to hold another meet at City. One coach ask if we could have a relay meet there. – it is an idea for consideration – Kildine mentioned that if it is a PacMasters meet, it should be presented and approved for budget purpose.

**VICE-CHAIRMAN OPERATIONS – JIM CLEMMONS**, no report attached

**SECRETARY – LEIANNE CRITTENDEN**, no report attached

**AT-LARGE – CAROLINE LAMBERT**, no report attached

**ZONE CHAIR – MICHAEL MOORE**, report attached

LMSC Development Committee is working on clinics with an extended workshop on volunteers on Saturday.

**III COMMITTEE REPORTS – See attached written reports**

**OPEN WATER – PHYLLIS QUINN**, no report attached

**MEET OPERATIONS – BARRY FASBENDER**, report attached

A 13% drop in number of swimmers (89 swimmers), large decrease from USF, with declines from Davis and WCM. Menlo, SM and MEMO increased number of swimmers.

**REGISTRATION** – NANCY RIDOUT, report attached

**TOP TEN & RECORDS** – NANCY RIDOUT, report attached

**SCHEDULING** –JOHN MORALES, no report attached

**COACHES** –COKIE LEPINSKI, no report attached

**COMMUNICATIONS** – MICHAEL MOORE-- WEB MASTER/WEB SITE, no report attached  
Two pieces posted in the update; minutes will be posted within the week; lots of hits when the top ten times are posted

**MARKETING/PUBLIC RELATIONS** – RICH BURNS, no report attached  
Post card is still at the printer. Discussed whether this is still a viable project.

**OFFICIALS** – JOHN KING, no report attached

**EQUIPMENT** – ROB HEATH, no report attached

**LEGISLATION**-- PETER GUADAGNI, no report attached  
This is a legislation year, so if we have some, we will need to address this. Coaches Committee is looking in to whether there should be a separate coaches' membership.

**IV. OLD BUSINESS**

-None

**V. NEW BUSINESS**

Glenda cannot bring dinner in May, August dinner volunteer needed, John King will do July.

**VI. TEAM ANNOUNCEMENTS**

Glenda updated information on Jon Steiner—less swimmers, but donated almost \$2000 for cancer research—  
“People were very generous”; she will try to collaborate with the sponsors of the Hour Swim. **Caroline** Maggie?  
went to an open water clinic hosted by Scott Williams—and she got contact information for people who will help on Annual Meeting.

**VII. ADJOURNMENT**

Motion to adjourn at 7:58 pm MSR

Respectfully submitted,  
Leianne Crittenden, Secretary

**NEXT MEETING: APRIL 17, 2013 by conference call**

**Note changes in meeting schedule: May 22 in-person, June 19 cc, July 24 in-person, Aug. 21 in-person, no Sept. meeting, Oct. 16 cc, Nov. 17 Annual Meeting.**



April 17, 2013, 7:00pm Conference Call

**AGENDA \*Discussion Item**

<b>I</b>	<b>CALL TO ORDER &amp; INTRODUCTIONS</b>	7:00pm
<b>II</b>	<b>APPROVAL OF MINUTES OF 03/20/2013</b> (separate attachment)	7:05pm
<b>III</b>	<b>OFFICERS' REPORTS</b>	
	* <b>CHAIRMAN</b> - PETER GUADAGNI, report attached	7:10pm
	A. THANKS AND CORRESPONDENCE	
	B. WEB FEATURE ARTICLES	
	C. SCHOLARSHIP POLICY	
	D. CONVENTION DELEGATES	
	* <b>REPORT OF THE TREASURER</b> – KILDINE HARMS, reports attached	7:18pm
	* <b>VICE-CHAIRMAN ADMINISTRATION</b> – MICHAEL MOORE, no report	
	<b>VICE-CHAIRMAN OPERATIONS</b> – JIM CLEMMONS, report attached	
	<b>SECRETARY</b> – LEIANNE CRITTENDEN, no report, minutes attached	
	<b>AT-LARGE</b> – CAROLINE LAMBERT, no report	
	<b>ZONE CHAIR</b> – MOORE, report attached	
<b>IV</b>	<b>COMMITTEE REPORTS</b> – See attached written reports	7:25pm
	<b>OPEN WATER</b> – QUINN, no report	
	* <b>MEET OPERATIONS</b> – FASBENDER, report attached	7:25pm
	* <b>REGISTRATION</b> – RIDOUT, report attached	7:30pm
	<b>TOP TEN &amp; RECORDS</b> – RIDOUT, report attached	
	<b>SCHEDULING</b> – MORALES, no report	
	<b>COACHES</b> – LEPINSKI, no report	
	<b>COMMUNICATIONS</b> – MOORE/WEB SITE, no report	
	<b>MARKETING/PUBLIC RELATIONS</b> – BURNS, no report	
	<b>OFFICIALS</b> – KING, no report	
	<b>EQUIPMENT</b> – HEATH, no report	
	* <b>LEGISLATION/RULES</b> – TBD, (Chairman,Guadagni), report attached	7:35pm
	* <b>HOSPITALITY</b> – Benjamin	7:40pm
	VOLUNTEERS FOR DINNER: <i>May Glenda Carroll, July John King, August. _____</i>	
<b>V.</b>	<b>OLD BUSINESS</b>	7:45pm
<b>VI.</b>	<b>NEW BUSINESS</b>	7:48pm
<b>VII.</b>	<b>TEAM ANNOUNCEMENTS</b>	7:50pm
<b>VIII.</b>	<b>ADJOURNMENT</b>	7:55pm

**2013 MEETING DATES: Apr. 17 (cc), May 22, June 19 (cc), July 24, Aug. 21, Oct 16 (cc), Nov 17 – Annual Meeting**

*Working Calendar for April: Brainstorm USMS Rules/Legislation changes; accept delegate nominations for USMS Convention; present Pacific Master Swimmers of the Year and Coach of the Year at the SC Championships.*

*Working Calendar for May: Elect and register USMS Convention Delegates; Review USMS Rules/Legislation recommendations from PacMasters; year-end financial reports due by 5/15-Fed Nonprofit Form 990, CAL Nonprofit Form 199, CAL Periodic Report CT-2.*

*Working Calendar for June: Adopt and forward USMS Rules & Legislation proposals; prepare bid packet for 2014 event calendar, distribute by mid-July; forward Coach of the Year nomination to USMS.*

## APRIL MEETING REPORTS – 04/17/2013

### 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

1. Thanks to Walnut Creek Masters, Meet Director Chris Stewart and all the volunteers for conducting a successful Pacific Masters Championship meet.
2. I have been working with Michael and Glenda on our first feature article and a process by which we will manage the editing and production of future features.
3. I sent a letter to all the Coach of the Year nominees congratulating them on being nominated by their club. As reported in the previous meeting, the nomination letters were inspiring. I would like Pacific Masters to institute a “Coach Appreciation Week” during which clubs and members would be encouraged to appreciate their coach(es). Suggest we approve a policy to make “Coach Appreciation Week” a permanent part of the schedule for the week beginning with the first Sunday in May.
4. We received 3 requests for scholarships for PacMasters/USMS membership in the last month. Suggest the following policy to more efficiently deal with these requests:
  - PacMasters will include in its annual budget an amount to cover the cost of 6 full memberships to PacMasters/USMS. Individuals may request a scholarship by sending an email or letter to the registrar stating their name and a brief statement on why the scholarship is needed. An individual's eligibility for a scholarship will be limited to once every 5 years. Scholarship approval will be made jointly by the registrar and chairman. Any money not spent on scholarships will be donated to the Swimming Saves Lives Foundation at the end of the year.
  - Request a motion to approve the policy and an over budget request of \$594 for the current year.

#### Treasurer – Kildine Harms, financial reports attached separately.

Attach are the financials for the 1st quarter of 2013.

Balance Sheet March 2013 vs. March 2012

Profit and Lost Statement for the first 3 months of 2013 vs. the same months 2012

Profit and Lost 1st quarter 2013 vs. 2013 total Budget

Form 990 2012 with Schedule A and Schedule O to the IRS

Form 199 2012 to the Franchise Tax Board

Annual registration Renewal Fee Report to the Attorney General of CA.

California Business filing to the Secretary of State

A copy of the tax filing has been sent to the USMS National Office.

#### Vice Chair Administration – Michael Moore

#### Vice Chair Operations – Jim Clemmons

Caroline and I have reviewed the March 2013 bank statements/reconciliation and note nothing of concern.

#### Secretary – Leianne Crittenden, no report, minutes attached

#### At-Large – Caroline Lambert, no report

#### Zone Chair – Michael Moore, no report

#### Open Water – Phyllis Quinn, no report

#### Meet Operations – Barry Fasbender

**2013 PacMasters SCY Championships.** We had 89 fewer swimmers this year, a drop of 13% from 709 swimmers in 2012 to 620 swimmers in 2013. The biggest club drop was USF from 132 to 82 swimmers (50 fewer). This can be attributed to the fact that their pool was being redone and was not available for over two months this year. Other large club drops were:

DAM from 59 to 36 (23 fewer)

WCM from 132 to 82 (17 fewer)

MAM from 25 to 12 (13 fewer)

TOC from 30 to 18 (12 fewer)

On the positive side:

MEMO increased from 11 to 44 (33 more)

SMM increased from 8 to 22 (14 more)

**Relays at PacMasters Championships.** We are investigating allowing all relays to be swum at our championship meets instead of half the relays each year. For a particular relay, a swimmer would only be allowed to swim the mixed relay or the gender (women or men) relay. Under our current system, relay teams that age up into a new age group may not have the opportunity to swim the relay they want to swim that year.

#### Registration – Nancy Ridout

We have registered 8,729 swimmers and 130 clubs as of 4/15/13. Past data for this period of time is as follows: 8,753 swimmers and 121 clubs as of 4/17/12; 8,326 swimmers & 122 clubs as of 4/19/2011; 8,151 & 119 as of 4/21/10; 7,639 & 119 as of 4/15/09; 6,643 & 116 as of 3/31/08; 6,627 as of 4/4/07; 6,492 & 108 as of 4/15/06; 6,068 & 99 as of 4/13/05; 6,420 & 99 as of 4/10/04; 6,990 & 106 as of 4/7/03; 7,620 & 108 as of 4/21/02; 7,129 & 113 as of 4/19/01; 6,801 & 108 as of 4/14/00; 6,780 & 98 as of 4/28/99; 6,263 & 98 as of 4/16/98; 5,904 & 97 as of 4/18/97; 5,853 & 100 as of 4/24/96; 5,194 & 83 as of 4/20/95; 5,112 & 85 as of 4/22/94; 4,645 & 84 as of 4/16/93; 4,545 & 75 as of 4/22/92. We have added 553 swimmers since our last meeting.

We have had another request to defray the registration dues for 2013. The request was approved by the EC.

Beyond Words will be mailing out the paper renewal invoices by the beginning of next week. They are just waiting for the envelopes. There were 4,143 invoices at \$1.15 per invoice = \$4,764.45.

The Richmond Plunge Masters will be hosting a social at the WC Sports Basement for area Masters swimmers. They have a sports psychologist lined up and would like a representative from PacMasters to give a short presentation. Since I wasn't sure who would be doing this, I gave them a title for the talk, *Pacific Masters is Here for You!* so they can get out their flyer before our meeting. The social is scheduled for Sunday, May 19<sup>th</sup>, 3-5pm.

#### Top Ten and Records – Nancy Ridout

The 2012 Swimmer of the Year awards were presented on Saturday, April 6<sup>th</sup>, at the SC Championships. The Coach of the Year Award was also presented. Peter was an excellent MC, Chris gave a wonderful introduction to the Coach of the Year, and Tom Reudy gave an inspiring acceptance speech. Sports Basement continued its substantial support of Pacific Masters with \$150 gift certificates to the Overall Male and Female Swimmers of the Year.

All of our SC meets have been completed and the short course top ten is being compiled.

#### Scheduling – John Morales, no report

#### Coaches – Cokie Lepinski, no report

#### Communications – Webmaster – Michael Moore, no report

#### Marketing/Publications – Rich Burns

#### Officials – John King, no report

#### Equipment – Rob Heath, no report

#### Legislation/Rules – TBD (Guadagni), no report

1. This is a legislation year at USMS. Based on the decision of the National Board of Review the legislation submitted by Pacific last year on an emergency basis is not needed. Is anyone planning to submit a legislative proposal this year?
2. The ad hoc legislative committee will hopefully be more active during the next month and have ideas to present at the May Board meeting.

#### Hospitality – Marcia Benjamin

Volunteer needed to provide dinner for Aug. meeting.

#### Old Business

#### New Business

**Pacific Local Masters Swimming Committee**  
**Budget vs. Actuals: FY2013 - FY13 P&L**  
 January - March, 2013

	Jan - Mar, 2013				Total			
	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
<b>Income</b>								
100 Registration	86,707.00	226,988.00	-140,281.00	38.20 %	\$86,707.00	\$226,988.00	\$ -140,281.00	38.20 %
200 Sanction Bond Deposits		2,400.00	-2,400.00		\$0.00	\$2,400.00	\$ -2,400.00	0.00%
300 Event and Other Income	2,740.98	10,450.00	-7,709.02	26.23 %	\$2,740.98	\$10,450.00	\$ -7,709.02	26.23 %
400 Interest	48.50	750.00	-701.50	6.47 %	\$48.50	\$750.00	\$ -701.50	6.47 %
<b>Total Income</b>	<b>\$89,496.48</b>	<b>\$240,588.00</b>	<b>\$ -151,091.52</b>	<b>37.20 %</b>	<b>\$89,496.48</b>	<b>\$240,588.00</b>	<b>\$ -151,091.52</b>	<b>37.20 %</b>
<b>Expenses</b>								
1000 Office	7,523.70	19,936.00	-12,412.30	37.74 %	\$7,523.70	\$19,936.00	\$ -12,412.30	37.74 %
1050 Publications	420.94	15,100.00	-14,679.06	2.79 %	\$420.94	\$15,100.00	\$ -14,679.06	2.79 %
1100 Web Site	482.26	14,142.00	-13,659.74	3.41 %	\$482.26	\$14,142.00	\$ -13,659.74	3.41 %
1200 Chairman		2,100.00	-2,100.00		\$0.00	\$2,100.00	\$ -2,100.00	0.00%
1450 Treasurer	383.08	1,780.00	-1,396.92	21.52 %	\$383.08	\$1,780.00	\$ -1,396.92	21.52 %
1500 Coaches	1,456.00	15,900.00	-14,444.00	9.16 %	\$1,456.00	\$15,900.00	\$ -14,444.00	9.16 %
1550 Committees		800.00	-800.00		\$0.00	\$800.00	\$ -800.00	0.00%
1700 Officials	219.00	6,600.00	-6,381.00	3.32 %	\$219.00	\$6,600.00	\$ -6,381.00	3.32 %
1750 Sanctions/Meet Operations	5,917.89	20,400.00	-14,482.11	29.01 %	\$5,917.89	\$20,400.00	\$ -14,482.11	29.01 %
1950 Marketing/Publ. Rel.		1,600.00	-1,600.00		\$0.00	\$1,600.00	\$ -1,600.00	0.00%
2000 Open Water Exp	90.10	16,496.00	-16,405.90	0.55 %	\$90.10	\$16,496.00	\$ -16,405.90	0.55 %
2050 Awards	863.37	5,900.00	-5,036.63	14.63 %	\$863.37	\$5,900.00	\$ -5,036.63	14.63 %
2100 Other Items	1,026.00	21,910.00	-20,884.00	4.68 %	\$1,026.00	\$21,910.00	\$ -20,884.00	4.68 %
500 USMS Dues	3,863.00	55,988.00	-52,125.00	6.90 %	\$3,863.00	\$55,988.00	\$ -52,125.00	6.90 %
600 Sanction Refunds		2,700.00	-2,700.00		\$0.00	\$2,700.00	\$ -2,700.00	0.00%
700 Contracts	17,134.00	67,144.00	-50,010.00	25.52 %	\$17,134.00	\$67,144.00	\$ -50,010.00	25.52 %
900 Convention		31,440.00	-31,440.00		\$0.00	\$31,440.00	\$ -31,440.00	0.00%
<b>Total Expenses</b>	<b>\$39,379.34</b>	<b>\$299,936.00</b>	<b>\$ -260,556.66</b>	<b>13.13 %</b>	<b>\$39,379.34</b>	<b>\$299,936.00</b>	<b>\$ -260,556.66</b>	<b>13.13 %</b>
<b>Net Income</b>	<b>\$50,117.14</b>	<b>\$ -59,348.00</b>	<b>\$109,465.14</b>	<b>-84.45 %</b>	<b>\$50,117.14</b>	<b>\$ -59,348.00</b>	<b>\$109,465.14</b>	<b>-84.45 %</b>

Wednesday, Apr 17, 2013 08:12:42 PM PDT GMT-7 - Cash Basis