

Pacific Masters Monthly Meeting

February 19, 2014

Meeting was held via conference call.

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

Attendees:

Peter Guadagni, Nancy Ridout, Michael Moore, Phyllis Quinn, Rich Burns, Barry Fasbender, Caroline Lambert, Cokie Lepinski, Stu Kahn, Charlene O'Brien, Maggie Tevis, John Morales, Laura Val, Joel Wilson, Glenda Carroll, Leianne Crittenden, Clair Rudd, Teddy Palmer, Jay Christenson, Laura Collette, Chris Campbell, Jim Clemmons.

CALL TO ORDER & INTRODUCTIONS

I APPROVAL OF MINUTES OF January 15, 2014 (separate attachment)

Approved as amended.

II OFFICERS' REPORTS

CHAIRMAN - PETER GUADAGNI, report attached.

Thanks to all those who reviewed and edited Michael's nomination for the Ransom J. Arthur Award.

REPORT OF THE TREASURER – TEDDY PALMER, report attached.

Since Teddy is doing the reconciliation of the account and is not a signer on the bank account, Caroline and Jim will no longer review bank statements. Nancy asked if the review was done as often as required by LMSC Standards. We will review.

Reports accepted MSR.

BUDGET:

OFFICER AND COMMITTEE REPORTS

Zone Chair – MICHAEL MOORE No Report attached.

Nominations for Board from Oceana are being made this year.

Two LMSC peer to peer calls (Chairs and vice chairs and also for Coaches) with Pacific well represented.

Registration/Top Ten and Records -- CHARLENE O'BRIEN Report attached.

Workout group was a new type of entity for Pacific. The group discussed the advantages and disadvantages of registering as a club or as a workout group. Nancy says she could write a sentence to clarify when to register as a workout group or as a club. Charlene is continuing to tabulate Swimmer of the Year.

Hospitality--MARCIA BENJAMIN No report attached.

Vice Chairman Administration – JIM CLEMMONS No report attached.

Communications/Website—MICHAEL MOORE Report Attached.

Marketing/Public Relations—RICH BURNS No report attached.

Vice Chairman Operations—PHYLLIS QUINN Report attached.

Open Water —PHYLLIS QUINN Report attached.

Thanks to Trish and Glenda for their help in organizing the registration process for open water swims and clinics.

Equipment—ROB HEATH No report attached.

At Large—JOHN MORALES Report attached.

Scheduling—JOHN MORALES Report attached.

John is checking to see if Quicksilver would like to alternate hosting LC Championships (to alternate with San Mateo). Quicksilver may have an issue due to a very shallow end (hard to have relays), John will check out the facility. However, it is great to have someone who is interested in hosting, which is great, so we need to check out all factors (facilities, willingness and so on). Las Positas Relays (scheduled for April) will not be happening.

He had the first meeting of the Pool Meet Committee last week to discuss with meet hosts what they liked or disliked and what could be improved.

John asked why all the meet results (in Pacific or outside) are not covered in Pacific Masters Top Ten? Nancy thinks that each meet would need to be reviewed, and this is too cumbersome. Peter thinks that maybe the USMS database would be able to do this since it has been updated. He thinks that you can do this already—a tab under Top Ten at USMS.org allows you to make your own list by LMSC—but this list is not confirmed or check (it is pulled from meet result database). Also Cokie asks if it is unfair that someone who can travel to lots of meets has more chance to be ranked? Michael suggested that people report their own times to the Top Ten Reporter. Phyllis thinks that this would be too difficult to track for a Pacific Top Ten (which is meant to cover only times for meets in Pacific only). Barry noted that non-US meets would not be included in USMS database (but times from FINA World Championships would be included)

We need to decide if this list is the “Top Ten times from Pacific sanctioned events” or see the “Top Ten times for members of Pacific Masters (wherever the times are swum)? Peter wants to further discuss and make a decision at next month’s in person meeting. Cokie and Maggie think we should canvass the teams and wait until the next conference call meeting. Michael suggests using the USMS forum for Pacific to make postings there, he can publicize this in the update.

Meet Operations—BARRY FASBENDER Report attached.

Discussed the charity meet (in addition to entry fees, each swimmer commits to raise funds for charity). Hosted by Fig Garden Masters (Jay Christenson gave background): fundraiser is for Rotary International. They want to do something where people can participate in an event that benefits someone else. Peter expressed a concern on behalf of USMS that we do not want to raise any barriers to participation (like requiring contributions of a minimum amount). Jay says this is a request for a donation (and not a requirement). Peter suggests that we monitor how often we have a meet like this. We have provided sanctions for charitable events before. Jay says he was hoping to have increased participation by doing something different, and they want all swimmers to participate. The open water swim will be open to all swimmers as well as their kids.

Officials—JOHN KING Report Attached.

He wants to send several officials to nationals, by splitting the funds among several people. MSR

Coaches—STU AND MARY KAHN No report attached.

Peter has two Coach of the Year nominations (Marcia Benjamin and Mike Kasie Kazek). Peter asked if Chris Campbell, Cokie Lepinski and Jim Clemmons will help Stu and Mary select.

There was a Coaches Clinic in Albany last week. These are now more swimmers than coaches (3 coaches and 50 swimmers), so Stu will ask the Coaches Committee to rethink the purpose of these clinics, and will report back. Stu will also come up with revised reimbursement policy.

III. OLD BUSINESS

None

IV. NEW BUSINESS

None.

V. TEAM ANNOUNCEMENTS

City Mile has more registration than last year—less than four hours left to enter.

Laura asked if someone from Santa Clara can come to a Pacific meeting to discuss the meet. Representatives of Championship Committee (Barry, Jim, Rob Heath and Sandy Rousseau) will be reviewing with the club tomorrow. Laura will provide input to Barry.

VI. ADJOURNMENT

Motion to adjourn at 8:17 pm.

Respectfully submitted,

Leianne Crittenden, Secretary

NEXT MEETINGS:

2014 meetings: March 19, April 16cc, May 21, June 18cc, July 16, Aug. 20cc, Sept. 17, Oct. 15cc, Nov. 2/9/16 available for Annual Meeting.



February 19, 2014; 7:00 by conference call

AGENDA *Discussion Item

- | | | |
|-------------|---|--------|
| I. | CALL TO ORDER & INTRODUCTIONS | 7:00pm |
| II. | APPROVAL OF ANNUAL MEETING MINUTES (separate attachment) | 7:05pm |
| III. | REPORTS | |
| | CHAIRMAN —GUADAGNI, report attached | 7:10pm |
| | REPORT OF THE TREASURER --PALMER, reports attached | 7:20pm |
| | SECRETARY --CRITTENDEN, no report | |
| | ZONE CHAIR --MOORE, no report | |
| | EXECUTIVE COMMITTEE | |
| | REGISTRATION --O'BRIEN, report attached* | 7:30pm |
| | TOP TEN & RECORDS --O'BRIEN, report attached | |
| | HOSPITALITY —BENJAMIN, no report | 7:35pm |
| | VICE-CHAIRMAN ADMINISTRATION --CLEMMONS, no report | |
| | COMMUNICATIONS --MOORE/WEB SITE, report attached | |
| | MARKETING/PUBLIC RELATIONS – BURNS, no report | |
| | VICE-CHAIRMAN OPERATIONS --QUINN, no report | 7:40pm |
| | OPEN WATER --QUINN, report attached | |
| | EQUIPMENT --HEATH, no report | |
| | AT-LARGE --MORALES, no report | 7:50pm |
| | SCHEDULING --MORALES, report attached* | |
| | MEET OPERATIONS --FASBENDER, report attached | |
| | OFFICIALS --KING, report attached* | |
| | COACHES --KAHN, no report | |
| IV. | OLD BUSINESS | 7:55pm |
| V. | NEW BUSINESS | 8:00pm |
| VI. | TEAM ANNOUNCEMENTS | 8:01pm |
| VII. | ADJOURNMENT | 8:00pm |

2014 MEETING DATES: March 19; April 16 (cc); May 21; June 18 (cc); July 16; August 20 (cc); September 17; October 15 (cc); November 2 (Annual Meeting) TBD.

Working Calendar for February: Forward PacMasters Ransom Arthur Award nomination to USMS; tabulate PacMasters 2013 Age Group Swimmers of the Year; 1096(1099 reporting to IRS) due 2/28/2014; order Swimmer of the year awards.

Working Calendar for March: distribute convention delegate information; Approve Age group SOTY tabulation; Vote on overall SOTY; Paper renewals list to vendor;

Working Calendar for April: Request & accept nominations for Convention Delegates; Brainstorm USMS Rules/Legislation changes;

FEBRUARY MEETING REPORTS – 2/19/2014

Officer and Committee Reports

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

Chairman—Guadagni

Office administrator contract approved by Board of Director's since last meeting.

Executive Committee approved payment to a new vendor of meet management services.

Paper work for Michael Moore's Ransom Arthur Nomination has been prepared, reviewed and is expected to be sent in the next day.

Report of the Treasurer—Palmer, see attached.

Secretary—Crittenden, no report

Zone Chair—Moore, no report

Executive Committee

Registration—O'Brien

- As of February 14, 2014 Pacific has 8,280 Members Registered=4,321 Men; 3,959 Women; 130 registered clubs; 1 Work-out group; 301 self-identified coaches.
- In mid-February 2013, Pacific had 7,679 Members Registered & 125 clubs.
- The total in 2013 Pacific had 11,259 Members Registered=5,828 Men; 5,431 Women; 133 registered clubs; 260 self-identified coaches.
- Please see attached for explanation of the one Workout group we have registered.

Top Ten & Records—O'Brien

Tabulation of Swimmer of the Year (SOTY) continues with all data computed except Open Water. OW data will be coming in the next week. Awards have been ordered and gift certificates set aside by Sports Basement.

Audits were completed for all meets in 2014.

Working Calendar attached for group input and consensus.

Hospitality—Benjamin—no report

Vice-Chairman Administration—Clemmons, no report

Communications—Moore/Web Site

Since the last meeting there have been two PacMasters Updates. The open rate is about 30% which up about 10% since last year. According to Constant Contact, the average open rate for non-profits is 20%.

When user information is put uploaded to the Constant Contact Database, the swimmers last registration year is recorded, so when breaking out the open rate by last year registered the open rate numbers are:

2014	44%
2013	28
2012	19

2011 20
2010 16
2009 14

As our marginal cost of sending an email is very low, we have kept the "old registrations" on the email list to remind formerly registered swimmers that PacMasters is still around and to encourage the athletes to participate in our programs and register again with PacMasters.

The total number swimmers on our email list is 17,752.

The website continues to be accessed by our members. The average daily traffic is about 250MB day. On 8 January, the PacMasters website had the most bytes transferred on one day ever: 1.4GB. Prior to that date, we have never hit 1GB. (Enough of the techie news).=

Marketing/Public Relations—Burns, no report

Vice-Chairman Operations—Quinn

Open Water--Quinn

- The 2x1 and the Berryessa Open water swims have been sanctioned. Del Valle may also be sanctioned very soon.
- Glenda Carrol is hard at work setting up the Open Water swim clinics in June.
- I am working on updating the Open water web page, I will send it to Michael to post soon.

Equipment—Heath, no report

At-Large—Morales, no report

Scheduling—Morales,

Lucas Salles-Cunha with Quicksilver Masters has shown interest in holding a LCM meet this year. I told him July is available, and especially mid-July. This would be a good tune-up for Worlds or Nationals.

I also asked if he would be interested in hosting LCM Champs in the future. I believe San Mateo Masters would be agreeable to alternately hosting the event. Lucas informed me he would be interested.

Pool Meet Committee Report-

I sent a survey to all Pool Meet hosts two weeks ago in an attempt to shape the subject matter for our first meeting.

<https://www.surveymonkey.com/s/QLWNNNT>

As of today 5 hosts had answered the survey. We are hosting 19 pool events in 2014. I used the survey to conduct our first meeting last night. The phone conference was attended by Jim Shaw, Marcia Benjamin, Chris Campbell, Barry Fasbender, Charlene O'Brien, and Michael Moore. The purpose of the meeting was to make sure all pool meet concerns are being met, and that any ideas to improve our meets are being heard. I thank all those who attended for a productive and (for me) educational meeting. I plan to have one or two more phone meetings throughout the rest of the year.

Proposal: I would like to propose that Pacific Masters Top Ten lists include the best times a swimmer has attained in ANY swim meet, and not just in a PacMasters Meet. I believe the top ten should represent a swimmer's best effort.

Meet Operations—Fasbender,

2014 SCY Event Sanctions. The TVM PacMasters SCY Championships was sanctioned since that last meeting. The Hawk Relay meet needs to be sanctioned.

Meet Manager Licenses. The Meet Manager licenses for the following eight teams have been upgraded from version 4.0 to version 5.0: Modesto Area Aquatic Club, Mountain View Masters Swim Team, Rinconada Masters Swim Team, Sacramento Masters Swim Team, San Mateo Masters, The Olympic Club, Tri Valley Masters, and USF Masters Swim Team. A new order was placed for the Santa Rosa Masters. The Walnut Creek Masters license was upgraded last year. Note that the CAL Aquatic Masters upgraded their license last year. Also note that the Fog City Masters and the 1650 meet at CCSF are using a site license.

Meet Results. Meet Results have been uploaded to the USMS website for the Flower Power Meet, the TOC 1500 SCM Meet, the Fog City Quadrathon, and the USF Valentines Affair.

Fund Raiser Meets. The North Fresno Rotary Swim for Change meet is a non-profit fundraiser that includes a USA Swimming meet on Saturday, March 15 and a Masters meet on Sunday, March 16 hosted by the Clovis Swim Club and the Fig Garden Masters. The Masters meet has been sanctioned because it met all the requirements of a sanctioned meet. Each swimmer is expected to raise a minimum of \$150 in donations in addition to the entry fee to participate in this event. The event information states:

FEES:

PRE-ENTERED SWIMMERS: \$35, WHICH INCLUDES RELAYS.

DECK ENTERED SWIMMERS: \$65, WHICH INCLUDES RELAYS. In addition, Swimmers are being asked to raise \$150 MINIMUM in donations to participate in this event. (Entry fee cannot be paid from donations) Swimmers may raise money individually, or as a team. The total amount of team donations raised should equal a minimum of \$150 per team member.

This is the first time that I know of that we have sanctioned an event of this type. What do you think about events of this type? Do we need to come up with a policy about this type of meet.

Officials—King,

Proposal: to revise the \$1,000.00 budget item to send one official to nationals, to allow the funds to be split over several officials for hotel, etc., since the May Nationals are local in Santa Clara.

Coaches—Stu and Mary Kahn, no report

Old Business

New Business

Team Announcements

Pacific Local Masters Swimming Committee
Budget vs. Actuals: FY2014 - FY14 P&L
 January 2014

	Total			%
	Actual	Budget	Remaining	
Income				
100 Registration	51,348.00	219,900.00	168,552.00	76.65%
200 Sanction Bond Deposits		2,550.00	2,550.00	100.00%
300 Event and Other Income		25,200.00	25,200.00	100.00%
400 Interest	35.90	250.00	214.10	85.64%
Total Income	\$ 51,383.90	\$ 247,900.00	\$ 196,516.10	79.27%
Expenses				
1000 Office	241.92	26,000.00	25,758.08	99.07%
1050 Publications		6,100.00	6,100.00	100.00%
1100 Web Site		14,200.00	14,200.00	100.00%
1200 Chairman	49.99	2,100.00	2,050.01	97.62%
1450 Treasurer	82.45	1,800.00	1,717.55	95.42%
1500 Coaches	1,520.00	15,900.00	14,380.00	90.44%
1550 Committees		800.00	800.00	100.00%
1700 Officials	120.00	6,600.00	6,480.00	98.18%
1750 Sanctions/Meet Operations	3,827.02	27,100.00	23,272.98	85.88%
1950 Marketing/Publ. Rel.		1,600.00	1,600.00	100.00%
2000 Open Water Exp		27,600.00	27,600.00	100.00%
2050 Awards		5,900.00	5,900.00	100.00%
2100 Other Items	287.53	25,000.00	24,712.47	98.85%
500 USMS Dues		41,100.00	41,100.00	100.00%
600 Sanction Refunds		2,700.00	2,700.00	100.00%
700 Contracts	3,404.13	60,000.00	56,595.87	94.33%
900 Convention		51,500.00	51,500.00	100.00%
Total Expenses	\$ 9,533.04	\$ 316,000.00	\$ 306,466.96	96.98%
Net Income	\$ 41,850.86	\$ (68,100.00)	\$ (109,950.86)	161.46%

2014			
JANUARY	Event/Activity/Goal	Person Responsible	Notes
	Set/approve com+B4:D59mittee goals/objectives	Chairman	
	Receive & vote on PacMaster nomination for Ransom J. Arthur Award	Committee	
	Request for nominations Coach of the Year	Webmaster	Email and Newsletter publish
	Statement by Domestic Non-profit Corp.'s to CA Sec. of State (by 1/31)	Treasurer	Record on file with Administrator
	Mail out 1099		
	SCM TT due to USMS	Administrator	
FEBRUARY		Person Responsible	Notes
	Forward PacMaster nomination for Ransom J. Arthur Award to USMS	Administrator	
	Tabulate PacMaster Age Group Swimmers of the Year	Administrator	
	Fed. 1096-Annual Summary & Transmittal of US Information Returns and 1099 Miscellaneous (by 3/1)	Treasurer	
MARCH		Person Responsible	Notes
	Approve PacMaster Age Group Swimmers of the Year tabulation	Committee	
	Vote on PacMaster Overall Male & Female Swimmers of the Year	Committee	
	Order PacMaster Swimmers of the Year Awards	Administrator	
	Paper renewals list to vendor	Administrator	
	Distribute prospective delegate information and biographical form	Administrator	
APRIL		Person Responsible	Notes
	Present Awards at SCY Championships	Chairman	Take photos for website
	Request & accept nominations for convention delegates	Administrator	
	Brainstorm USMS Rules/Legislation changes	Chairman	
MAY		Person Responsible	Notes
	Elect and Register Convention Delegates & Reserve Accommodations	Administrator	Treasurer has helped in the past with this
	Call for Coach of the Year nominations; Appoint Selection Committee	Chairman	
	Review USMS Rules/Legislation changes recommendations	Chairman	
	Year-end PacMaster Financial Report to USMS	Treasurer	
	Form CT-2Calif. Periodic Report to Attorney General of Calif. (by 5:15)	Treasurer	
	Form 990 FED, Form 199 CAL -Return of Organizations Exempt from Income Tax (by 5/15)	Treasurer	
JUNE		Person Responsible	Notes
	SCY TT due, submit report to USMS	Administrator	Webmaster reformat for web posting
	Adopt and forward USMS Rules and Legislation proposals	Chairman	
	Prepare Bid packet for next year's Events Calendar	Administrator	mail by mid July
	Approve Selection Comm. Report on Coach of the Year		forward nomination to USMS
JULY	Order Coach of the Year award	Administrator	
		Person Responsible	Notes
	Call for next year's Budget requests	Treasurer	
	Call for proposals for changes to By-Laws	Chairman	
	Present Coach of the Year Award at LC Championships	Chairman	
AUGUST	Relay cards available at LC Championships	Administrator	
		Person Responsible	Notes
	Approve bids for Championship Meets and Jan/Feb meets (due Aug. 10th)		
	Receive requests for Budget		
SEPTEMBER	Preliminary review of USMS Convention issues		
	Determine meeting/facility schedule for next year		
	Receive proposals for changes to By-Laws		
SEPTEMBER	Appoint Nominating Committee (inelection years-odd years)		
		Person Responsible	Notes
	Call for Service Award nominations	Webmaster	Email and Newsletter publish
	Approve Preliminary Calendar of Events (bids due Sept 10th)		except Championships & Jan./Feb. meets
	Final review/recommendations of USMS Convention issues		if prior to Convention
	Publish proposals for changes to By-Laws	Webmaster	
	USMS Convention		
	Preliminary Budget Proposal		
Announce dues and include membership form in Nov/Dec Newsletter			

