



February 17, 2016; 7:00 by conference call/webinar

AGENDA *Discussion Item

- I. **Call to Order & Introductions**
- II. **Approval of January meeting minutes (separate attachment)**
- III. **Reports**

Executive Committee

Chair—John King, no report

Treasurer—Teddy Palmer, report

Secretary—Leianne Crittenden, report

Office Administrator—Charlene O'Brien, report

Schedule—Steve Cutting, report

Hospitality—Marcia Benjamin, no report

Pool Meet Committee—John Morales, report*

Meet Operations—Barry Fasbender, report

Officials—no report

Open Water Committee—Phyllis Quinn, report*

Communications and Technology—Bob Anderson, report

Update—Charlene O'Brien, report

Website—Michael Moore, Caroline Lambert, no report

Clubs and Coaches—Laura Schuster, no report

Ad Hoc Committees—no report

Old Business—no report

New Business—no report

Club news—no report

2016 MEETING DATES: all dates are tentative: **March 16; April 20; May 18; June 15; July 20; Aug 17; Sept 22** (convention); **Oct 19; Nov 13** (Annual Mtg)

Working Calendar for February: Forward PacMasters Ransom Arthur Award nomination to USMS; 1096/1099 reporting to IRS due 2/28; tabulate PacMasters Age Group Swimmers of the Year; approve PacMasters Age Group Swimmers of the Year; vote for overall male & female SOTY;

Working Calendar for March: distribute Convention Delegate information;

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

February meeting reports – 2/17/2016

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.

Executive Committee

Chair—John King, no report

Treasurer—Teddy Palmer, report attached

Secretary—Leianne Crittenden, report attached

Office Administrator—Charlene O’Brien, report

Registration: 8,726 members (945 new members since mid-January); 146 clubs (3 more since mid-January); 368 self-identified coaches (41 more since mid-Jan.) have registered for Pacific Masters as of 2/13. In 2015 we had 8,786 members; 141 clubs; 376 coaches at this time.

Top Ten: the SCM Top Ten was submitted to USMS on 1/10 for review by Mary Beth Windrath, Top Ten administrator. The preliminary report can be found here:

http://www.usms.org/~rectabs/PRELIM_SCM15.pdf Let me know of any corrections by Feb. 28 when it becomes final.

Records: The Record database housed in Meet Manager has been updated to show the new 11 Pacific records from the SCM 1500 meet at TOC. Franz Mortensen was instrumental in synching the database with Windows 10.

The preliminary report for the SOTY is ready to be reviewed. Results may change as the SCM season only becomes final after February 28 and a vote to accept the report will be made at the March 16 meeting.

Swim Events: Pre and Post swim meet guidelines have been emailed to Clare Rudd and Michael Moore for the SF Valentine’s meet and The City Mile respectively.

Schedule—Steve Cutting, report

Event bids that need committee approval:

Event	Type	Location	Bid Submit Date	1st Choice Date	2nd Choice Date	Comment

QSS Masters Celebrate America	LCM	Gunderson HS, San Jose CA	-	Sat 6/25/16	-	Meet already has USMS sanction per Barry

2. There has been discussion on a possible LCM meet at CCC College in San Pablo on Saturday June 18. No new info to report on this event.

3. We are anticipating a bid for the Keller Cove open water event.

Hospitality—Marcia Benjamin, no report

Pool Meet Committee—John Morales, report*

Pacific Masters Swimming is responsible for awards at our Championship Meets. This includes individual awards, high point awards, and Team awards. Concerning team awards, discussion has come up that most past team awards are sitting in the back of a garage or closet. Is this the best use of our funds?

Alternative ideas:

1. A banner supplied by Pacific Masters displaying the team award winners. A date can be added to the banner for each year's achievement. The banner can be displayed at team facility or at swim meets.
2. Functional awards- an award that would be useful to the team. ie. clipboard, stopwatch, or similar
3. Monetary or gift certificate to winning team. A set amount to be determined.

Item 2

Volunteer for Officials Chair- position would oversee all official's needs, including recruitment, training, and participation.

2016 Pacific Masters Spring Championships - Peter Guadagni

Participation of timing system and computer operators has been confirmed as has the t-shirt vendor. A meet referee has been assigned (Rebecca Landre), the sanction has been issued and meet sign ups are live on Club Assistant. Campolindo swim teams have declined the opportunity to provide timers. The Pittsburg High Robotics Club is scheduled to provide timers for one course the entire meet, the Richmond swim club will cover one course on Saturday morning and a Pittsburg youth track club is tentatively scheduled for one course all day Sunday. I will be working to fill the other needs (1 course Fri AM, Fri PM and Sat PM) and firm up the other shifts. All groups have been asked to provide their

sign up lists 30 days in advance. I am trying to contact the folks who provide food services for Walnut Creek Events to confirm they are interested. Over the next month I will be trying to fill the other volunteer positions (runners, check in desk, marshals, etc).

I will work with Charlene this week to get the Ribbons ordered. My thought is for the ribbons to be generic for all championships. At this point I think it might be too late to design and order team banners and place patches. My plan is to have award engraved clip boards for the team places. They would be patterned after the appreciation awards we have presented the last few years.

Meet Operations—Barry Fasbender, report

2015 SCY Event Sanctions: All upcoming SCY meets have been sanctioned (USF Valentine's Affair, The City Mile, CALM SCY Meet) except for the SCY Championships (need online entry link). We have also recognized the Sonoma Senior Games on 6/18/2016.

Meet Results: Meet results including splits have been uploaded to the USMS website for the SRM SCY Flower Power meet and the TOC 1500 SCM meet.

Important Waiver Requirements!

The meet host must include all signed paper liability release forms with the meet results they send to the PacMasters office. Any swimmers that do not enter the meet online, must fill out and sign the USMS waiver form that is attached. Signed Liability Releases, both paper and electronic, must be stored in a manner that allows them to be located and retrieved. They must be retained for a period that is at least as long as our state's statute of limitations for personal injury claims.

Officials—no report

Open Water Committee—Phyllis Quinn, report*

Lake Del Valle Open Water Festival has been sanctioned. Donner Lake swim has submitted the sanction request to the National Office.

I would like to propose that the entry fee for all the rest of our Open Water Swims be raised \$5 to \$50. This raise was approved for the Donner Lake swim last year and I believe all the Open Water events should have the same entry fee.

Communications and Technology—Bob Anderson, report

Our new website launched on January 18th. It was announced to Pacific Masters Swimmers in the February 1 Update. We have received positive feedback. I have not yet received any negative feedback.

We are looking for an assistant webmaster to back-up Caroline Lambert. Specifically, we would like this person to help with further development of the website and to troubleshoot website issues when Caroline is unavailable. Requirements are being comfortable with Unix and knowing HTML, CSS, PHP MySQL and either Drupal or a willingness to learn Drupal.

Update—Charlene O’Brien, report

The next two editions of the Update are due to be sent February 29 and March 14 with Ali Hall as Editor.

Website—Michael Moore, Caroline Lambert, no report

Clubs and Coaches—Laura Schuster, no report

Ad Hoc Committees—no report

Old Business—Karen Harris, report

New Business—no report

Club news—no report