

New Jersey LMSC Annual Board Meeting Minutes

10:00am Sunday, November 20, 2022

Jersey Aquatic Center

629 Central Avenue

New Providence, NJ

Attendees:

Board Members

Tom Brunson

Chris McGiffin

Marie Vellucci

Jen Bauman

Susan Kirk

Jerry O'Mara

Ed Tsuzuki

Sara Johnston

Linda Brown-Kuhn

Deirdre O'Mara

Visitors:

Sharon Root

ACTION ITEMS

1. **Chris will reach out to the webmaster, Laura, to discuss options of renaming/repopulating the drop-down menu(s) under Events to facilitate easier navigation to non-meet Upcoming Events in the NJ LMSC**
2. **Ed T. will mentor Deirdre with respect to the Coaches Chair role**
3. **Chris will reach out to Peter Barry about moving the 50 x 50s time to 10:00am – 12:30pm so that Masters swimmers can swim the 8:00am – 9:30am Masters practice prior to the 50 x 50s**
4. **Deirdre will take care of creating the Google registration form for the 2023 Annual 100 x 100s**
5. **Jerry has all the information for Basking Ridge Country Club which he will share with the Event Coordinator, Paola, so she can begin scouting available dates for consideration**
6. **Susan to research the cost of registration for prior/current Coaches Certification Courses**
7. **Susan will send the Coaches Chair, Deirdre, the templates for the (4) NJ LMSC Rebate Application Forms for available Coaches Education/Certification programs available that were used in the past**
8. **Chris will explore the ability of the LMSC to discount the annual membership for an amount greater than the LMSC fee ie. possibly \$20**
9. **Chris will check with National about the transactional ability to gift a membership**
10. **Fastlane article capturing the convention experience and highlights will be submitted by one of the convention attendees**

MOTIONS

1. **MSA for the NJ LMSC Treasurer to evaluate the \$2875 rental cost to host the Coaches Certification Courses and Stroke Clinic on March 25 and 26, 2023**
2. **MSA that the NJ LMSC registration fees for programs on Saturday March 25, 2023 Level 2 - \$100; Level 3 - \$150; Coaches Clinic - \$50; If do Level 2 and Level 3 then Coaches Clinic on Saturday is \$0. On Sunday March 26, 2023 the registration fee for the swimmers for the Stroke Development Clinic is \$50**
3. **MSA to approve the current following slate of incumbents by acclimation**

Meeting was called to order at 10:03am

- I. Officer Reports
 - A. Newsletter (S. Johnston)
 - i. Remaining issues for 2022
 - a) November/December
 - b) Deadline for the Nov/Dec issue is December 1, 2022
 - ii. Sara is in need of FL content so please send anything you may think would be interesting to others her way. Even fun photos from the past!
 - iii. Best place to find events? Maybe change the calendar to a link?
 - a) Discussion about using the NJ LMSC website calendar more for local events
 - B. Treasurer (M. Recchia)
 - i. 2022 Budget and actuals

NJLMSC Financial Statement

Beginning Cash Balance 1/1/2022 \$49,182.99

<u>INCOME</u>	<u>BUDGET</u>	<u>ACTUAL</u>
USMS Individual	\$180.00	
LMSC Donations	\$1,500.00	\$780.00
LMSC Individual	\$15,000.00	\$9,748.00
Meet Sanction/Recognition Fees	\$500.00	
Interest Income	\$25.00	\$23.17
Club Collections	\$400.00	\$48.00
Annual Dinner Collections	\$1,500.00	\$875.00
Special Events	\$500.00	
Merchandise Sales	\$75.00	
Meet Performance Deposits	\$800.00	\$100.00
Open Water Sanction Fee	\$100.00	
TOTAL INCOME	\$20,580.00	\$11,574.17

<u>EXPENSE</u>		
<u>S</u>		
USMS Individual	\$300.00	
Coach&ALTS Certification Grant	\$250.00	
Registrar Expenses	\$200.00	
Rule Books	\$36.00	\$42.00
Convention Costs	\$3,500.00	\$2,332.74
Annual Dinner	\$6,300.00	\$6,348.66
Tributes & Awards	\$1,750.00	\$1,848.01
USMS Leadership Summit	\$0.00	
Club Assistant Web Mgt.	\$580.00	\$240.00
Special Events	\$3,000.00	\$1,382.50
USMS Volunteer Relay	\$2,100.00	
Domain Fee	\$10.00	
USMS Meet Sanctions	\$750.00	\$200.00
Miscellaneous Expense	\$200.00	\$53.88
Performance Reimbursement (Sanctions)	\$800.00	\$250.00
USMS Open Water Sanction Fee	\$800.00	
TOTAL EXPENSES	\$20,576.00	\$12,697.79

Cash Balance 10/16/2022 \$48,059.43

<u>SPECIAL EVENTS</u>	<u>INCOME</u>	<u>EXPENSE</u>
50 x 50		
100 x 100		\$1,202.50
LMSC Clinic		
Swim University		
Last Chance Swim		\$180.00
75 x 75		

* The Budget is as of 10-16-2022 and reflects income and expenses received up to that certain date

C. Registrar (T. Brunson/C. McGiffin)

- i. 2023 Membership Registration Report as of 11/19/22
 - a) Total 2023 NJ LMSC members ~ 193
 - b) 2023 Club registrations ~ 14
 - c) Donations
 - SSL \$845 #171
 - IHO \$105 #168
 - LMSC \$635 #171

D. Secretary (S. Kirk)

- i. 2022 NJ LMSC Board Meeting minutes were taken at the following board meetings. All minutes listed below have been approved by the NJ LMSC Board, submitted to the webmaster for posting on the NJ LMSC website, and have been posted on the NJ LMSC website
 - a) January 11 2022 email meeting minutes
 - b) January 26 – February 3 2022 email meeting minutes
 - c) April 24 2022 virtual board meeting minutes
 - d) May 23 2022 email meeting minutes
 - e) June 12 2022 virtual board meeting minutes
 - f) August 15 2022 email meeting minutes
 - g) September 4 2022 virtual board meeting
 - h) October 5 2022 email meeting minutes
- ii. Board meeting minutes were taken at the in-person annual board meeting on November 20, 2022
- iii. 12 NJ LMSC member emails were composed and sent out to the NJ LMSC members since our last Annual Board meeting on December 5, 2021
- iv. Registrant emails currently go out to 1080 NJ LMSC members

E. Sanctions & Safety (J. Bauman)

- i. Completed 2022 Sanctioned Events
 - a) March Madness Meet (Sunday, March 6, 2022)
 - Draft entry form received 1/16/22
 - Covid-19 Safety plan addendum provided
 - Application for sanction approved 1/31/22
 - Performance deposit (\$100) [sanction fee: \$0] received
 - Sanction number assigned: #072-S001
 - Pool measurement certification on file with USMS
 - Performance deposit refund approved 3/7/22
 - b) 2022 Somerset County YMCA Masters Last Chance Meet (Saturday-Sunday, May 28-29, 2022)
 - Draft entry form received 3/23/22
 - Covid-19 safety plan addendum provided
 - Application for sanction approved 4/4/22
 - Performance deposit (\$100) [sanction fee: \$0] received
 - Sanction number assigned: #072-S002
 - Pool measurement certification on file with USMS
 - Performance deposit refund approved (when? Ed?)
 - c) Jason Nessel Memorial Invitational (Sunday, August 7, 2022)
 - Draft entry form received 6/16/22
 - Application for sanction approved 6/28/22
 - Performance deposit (\$100) [sanction fee: \$0] received
 - Sanction number assigned: #072-S003
 - Pool measurement certification on file with USMS
 - Performance deposit refund approved 8/20/22

- ii. Upcoming 2022 Sanctioned Events
 - a) 2022 Somerset County YMCA Masters Pentathlon Swim Festival (and 25s!) (Saturday-Sunday, December 9-10, 2022)
 - Draft entry form received 9/25/22
 - Application for sanction approved 10/24/22
 - Performance deposit (\$100) [sanction fee: \$0] check date 10/24/22
 - Sanction number assigned: #072-S004
 - Pool measurement certification on file with USMS
- iii. Upcoming 2023 Sanctioned Events
 - a) March Madness Mini Meet (Sunday, March 5, 2023)
 - Draft entry form received 9/13/22
 - Application for sanction approved 10/16/22
 - Performance deposit (\$100) [sanction fee: \$0] check date 9/13/22
 - Sanction number assigned: #073-S001
 - Pool measurement certification on file with USMS
- iv. Completed 2022 Open Water Events
 - a) None
- v. Upcoming 2022 Open Water Events
 - a) None
- vi. Completed 2022 Recognized Events
 - a) 2022 OCY Unofficial Masters Team Championships (Sunday, March 20, 2022)
 - Draft entry received 11/30/21 (note: original date of meet was 2/13/22)
 - Covid-19 safety plan addendum received
 - Application for recognition 12/30/21
 - Performance deposit (\$100) [recognition fee: \$100] received 3/16/22
 - Recognition number #072-R001
 - Pool measurement certification on file with USMS
 - Performance deposit refund approved 3/30/22
 - b) NJ Senior Games (Saturday-Sunday, September 10-11, 2022)
 - Draft entry received 6/4/22
 - Application for recognition 6/28/22
 - Performance deposit (\$100) [recognition fee: \$100] check date 6/5/22
 - Recognition number #072-R002
 - Pool measurement certification on file with USMS
 - Performance deposit refund approved 9/13/22
- vii. Upcoming 2022 Recognized Events
 - a) None
- viii. Other Issues/Matters of Note
 - a) Online sanction system changes (supporting documentation now must be submitted through Survey Monkey)
 - b) NJ Senior Games will likely not seek USMS recognition going forward due to their use of the word "Olympics" on their website
 - c) In process: sanctioning of Colonies Zones Championships at Rutgers University, April 14-16, 2023

F. Top Ten and Records (E. Tsuzuki)

- i. The NJ LMSC records have been updated for the following events:
 - a) Somerset County YMCA Masters Welcome Back meet on May 29, 2022 at the Somerset Hills YMCA
 - b) USMS Summer Nationals at SwimRVA in Richmond, Virginia on August 4-7, 2022
 - c) Rowdy Gaines Masters Classic Meet at the Rosen Aquatic Center in Orlando, FL on October 14-16, 2022
 - d) SJAC Spring Splash Masters Meet held at the NL Aquatic Center in Voorhees, NJ on May 1, 2022
 - e) USMS National 5K Postal for 2022 (closed September 15, 2022)
- ii. The NJ LMSC LCM top ten files (for our one LCM meet at Rahway) were submitted on October 1, 2022

- G. Webmaster (L. Smith)
- i. Transition to new webmaster complete on August 15th; Club Assistant was updated and has been an excellent partner during Laura's transition (training and questions)
 - ii. USMS volunteer leader was updated to include Laura's new contact for webmaster/volunteer database
 - iii. General website refresh was completed through early September, including archiving 2020-2021 news stories. General layout of the site remains the same
 - iv. Records and Board Meeting minutes/notes pages are updated
 - v. Calendar page is updated and the meet database search feature is correctly linking to USMS website for NJ sanctioned events
 - a) The calendar is self-maintained
 - b) Please submit any event information to be added to the calendar to the NJ LMSC webmaster
 - c) **Chris will reach out to the webmaster, Laura, to discuss options of renaming/repopulating the drop-down menu(s) under Events to facilitate easier navigation to non-meet Upcoming Events in the NJ LMSC**
 - vi. 2023 Registration remains primary visual focus for home landing page; the 2022 News on the right sidebar of the home page will be archived in January
- H. Open Water (S. Clark)
- i. No report
- I. Coaches Chair (D. O'Mara)
- i. No report
 - ii. **Ed T. will mentor Deirdre with respect to the Coaches Chair role**
- J. Fitness (L. Brown-Kuhn)
- i. 50 x 50s
 - a) January 1, 2023 8:00am- 10:30am at Jersey Aquatic Center
 - **Chris will reach out to Peter Barry about moving the 50 x 50s time to 10:00am – 12:30pm so that Masters swimmers can swim the 8:00am – 9:30am Masters practice prior to the 50 x 50s**
 - b) 2020 limit was 75 and had 72 swimmers
 - c) Sharing the pool in 2023, would 50 swimmers work?
 - Yes, no problem to share the pool
 - ii. Virtual Shore Swim
 - a) January through June
 - b) This is not a big numbers event (15 participants in 2022, 18 in 2021, 17 in 2020) however there are still caps left so Linda thinks the NJ LMSC should offer the event
- K. Officials (M. Vellucci)
- i. As of 8/24/22 there are 354 USMS officials.
 - a) There are 354 stroke and turn officials, 187 starters, and 73 referees
 - ii. This is an increase of 86 new officials since 9/1/21
 - iii. At the summer nationals at Richmond there were a total of 29 officials of which 26 were USMS
 - iv. Jackie Allender of the Oregon LMSC won the USMS Officials Excellence Award at the Annual USMS convention
 - v. Officials training and certification is listed on the USMS website for both pool officials and open water safety

II. Old Business
A. None

- III. New Business
- A. NJ LMSC Events for early 2023
 - i. Annual 100 x 100s
 - a) 2023 Annual 100 x 100s will be held at the Jersey Aquatic Center (JAC)
 - 8:00am – noon

- b) Google registration form
 - **Deirdre will take care of creating the Google registration form for the 2023 Annual 100 x 100s**
- ii. 2023 NJ LMSC Banquet
 - a) Potential dates for 2023 consideration ~ first weekend of June the 3rd or 4th
 - b) **Jerry has all the information for Basking Ridge Country Club which he will share with the Event Coordinator, Paola, so she can begin scouting available dates for consideration**
 - c) Look at April as a back up time frame for the banquet
 - d) September may work better for the Event Coordinator
- iii. Coach Development weekend
 - a) March 25-26, 2023 at Jersey Aquatic Center
 - b) Schedule for Saturday, March 25, 2023
 - 7:30am Check-in
 - 8:00am – 12:15pm Level 2 Coaches Certification Course
 - 12:30 – 4:15pm Level 3 Coaches Certification Course
 - 4:30pm – 6:30pm Coach Clinic Course
 - c) Schedule for Sunday, March 26, 2023
 - 7:30am Check-in
 - 8:00am – 12:30pm Stroke Development Clinic taught by the coaches who took the Clinic Course on Saturday
 - d) Costs
 - Medium Size Conference Room
 - \$2200 for all day on Saturday
 - Pool Rental
 - \$675 ~ 6 SCY lanes total ~ 3 lanes in the shallow end of 50m pool and the 3 lanes in the instructional pool
 - **MSA for the NJ LMSC Treasurer to evaluate the \$2875 rental cost to host the Coaches Certification Courses and Stroke Clinic on March 25 and 26, 2023**
 - e) **Susan to research the cost of registration for prior/current Coaches Certification Courses**
 - Susan reported back to the board during the meeting that on December 3 2022, San Jose, CA will host a Level 2 Coaches Certification course with a registration fee of \$125 and a Level 3 Coaches Certification course with a registration fee of \$225
 - Online Level 1 Coaches Certification is \$125
 - f) **MSA that the NJ LMSC registration fees for programs on Saturday March 25, 2023 Level 2 - \$100; Level 3 - \$150; Coaches Clinic - \$50; If do Level 2 and Level 3 then Coaches Clinic on Saturday is \$0. On Sunday March 26, 2023 the registration fee for the swimmers for the Stroke Development Clinic is \$50**
 - g) Scholarship criteria and process discussed
 - NJ LMSC member submitted an application to the Coaches Chair
 - Historically a NJ LMSC member was fully reimbursed the registration fee for a Coaches Certification Course or Stroke Development Clinic once they provided proof of certification and also either wrote an article for The Fastlane or volunteered at a NJ LMSC event.
 - Ed would like to see on-deck coaching requirement as well
 - **Susan will send the Coaches Chair, Deirdre, the templates for the (4) NJ LMSC Rebate Application Forms for available Coaches Education/Certification programs available that were used in the past**
- B. Membership discounts for younger and older age groups discussion as a mechanism for increasing membership
 - i. Average age of the NJ LMSC membership is 51.4 years
 - ii. In 2022, 113 NJ LMSC members were between the ages of 18-30
 - iii. Current LMSC fee is \$13
 - a) **Chris will explore the ability of the LMSC to discount the annual membership for an amount greater than the LMSC fee ie. possibly \$20**
 - iv. Is there a way to gift a membership to potential new members?
 - a) **Chris will check with National about the transactional ability to gift a membership**

- C. Potential 2023 Colonies Zone meet to be hosted at Rutgers on April 14-16, 2023
 - i. Doug Sayles, NE LMSC, reached out to Rutgers about potentially hosting the Colonies Zone meet at Rutgers
 - ii. Ed T has offered to get involved with some aspects of the meet organization in a consulting type role
- D. Discussion regarding the promotion of USMS through local advertising
 - i. How to best reach target audience of recruiting new membership
 - a) Triathletes
 - b) Graduating age group/college swimmers
 - c) College Club Swimming has been developed at the National level
 - ii. Use of social media
 - iii. USMS will be running a Try Masters Swimming program in January 2023 and USMS will be reaching out to the Clubs in the country to share information about the marketing materials and the toolbox available to support the program
- E. Convention experience comments shared by Ed and Jerry
 - i. **Fastlane article capturing the convention experience and highlights will be submitted by one of the convention attendees**
- F. Nominations for Board Volunteers for 2023
 - i. No other nominations received and no floor nominations made
- G. Elections for Board Volunteers ~~ Current slate of incumbents
 - i. **MSA to approve the current following slate of incumbents by acclamation**
 - a) Chair ~~ Jerry O'Mara
 - b) Vice-Chair ~~ open
 - c) Registrar ~~ Tom Brunson and Chris McGiffin
 - d) Secretary ~~ Susan Kirk
 - e) Treasurer ~~ Mike Recchia
 - f) Newsletter Editor ~~ Sara Johnston
 - g) Sanctions & Safety Chair ~~ Jen Bauman
 - h) Top Ten/Records ~~ Ed Tsuzuki
- H. Appointment of Ad-hoc positions
 - i. Webmaster ~~ Laura Smith
 - ii. Open Water Chair ~~ TBD
 - iii. Coaches Chair ~~ Deirdre O'Mara
 - iv. Fitness Chair ~~ Linda Brown-Kuhn
 - v. Officials Chair ~~ Marie Vellucci
 - vi. Events Coordinator ~~ Paola Morchio
 - vii. Special Projects Task Force ~~ Chris McGiffin, Bill Reichle, Susan Kirk

IV. Next LMSC Meeting

- A. Date ~ TBD Maybe April?
- B. Time ~ TBD
- C. Place ~ TBD

V. Adjournment

- A. Meeting adjourned at 12:02pm