

New Jersey LMSC Board Meeting Minutes

Time 10:30am Sunday, January 16, 2011

Chris McGiffin's House

Basking Ridge, NJ

Attendees:

Board Members

Chris McGiffin

Ed Tsuzuki

Bill Reichle

Tom Brunson

Jen Bauman

Bridgette Hobart

Susan Kirk

ACTION ITEMS

- 1. Bill will look into the possibility of securing pool space at the Cranford Pool and Fitness Center for the pre-banquet workout and will report back to the board**
- 2. Bridgette will look into the paypal online registration option and associated fees and report back to the board**
- 3. Bridgette will mail out invitations to the award recipients**
- 4. Bill will check Nancy's availability for May 14th**
- 5. Bridgette will check with Bob Hopkins about donating a 'Pool Clinic' spot to one of his clinics**
- 6. Bridgette will donate a free TWMS OW Swim entry fee for 2011**
- 7. Bill will check with Metro for some possible door prize donations**
- 8. Bridgette will collect photos submitted by April 30 for the photo DVD**
- 9. Jason will add music to the DVD as is 2010**
- 10. Susan will make the centerpieces**
- 11. Bridgette and Jason will produce the program akin to 2010 with slight design modifications**
- 12. Bridgette will mail out invitations to the award recipients**
- 13. Bridgette will make the chocolate swimmer favors**
- 14. Bridgette will find out if Jason can send email through their email service with the sender address the same as what the NJ LMSC currently uses**
- 15. Susan will find out about a return receipt option with gmail**
- 16. Susan will contact the 25 Year recipients ahead of time to establish if they want their award and if yes, what size**
- 17. Tom will research the positions that Lou held for the NJ LMSC and report back to the board**
- 18. Chris will mock up a GTD recognition certificate and email it to the board for review**
- 19. Ed will compile the website feedback from the board members and provide Jason with a concise directive of what aspects of the website redesigned format needs attention before moving forward with a live site**

Action items bolded

Meeting was called to order at 11:09am

- I. 2011 Annual Banquet
 - A. Date
 - i. Confirmed date of the banquet will be Saturday, May 14th, 2011 at 6:00pm
 - B. Discuss potential banquet locations
 - i. Stay with central location of Rahway?
 - a) The board agreed to stay with the Lafayette Lodge in Rahway as the location of the 2011 banquet

- ii. If yes, continue with a \$200 donation to the Rahway YMCA for extra lanes for the pre-banquet workout like we have the past couple of years?
 - a) **Bill will look into the possibility of securing pool space at the Cranford Pool and Fitness Center for the pre-banquet workout and will report back to the board**
 - b) The estimated cost for the pool rental at Cranford, if available, would be about the same as the cost of the NJ LMSC annual donation to the Rahway YMCA

C. Review banquet budget

- i. Offer discounted price for award recipients again this year?
 - a) 2010: \$15.00 award recipient; \$25 for registered USMS members; \$35 for guests if received by one week prior to the banquet; \$35/45 respectively at the door
 - b) Should we consider lowering our prices for attending in an attempt to attract more attendees?
 - c) Should we consider allowing award recipients to attend free of charge?
 - d) For 2011, the board agreed to the following pricing schedule
 - Award recipients will be free
 - Members and guests will be the same price
 - Discounted price for early registration-- \$20.00 each by March 31, 2011
 - Regular pricing of \$25.00 each after March 31, 2011
 - Same-day at the door price of \$35.00
 - e) Online registration option?
 - **Bridgette will look into the paypal online registration option and associated fees and report back to the board**

D. Discuss banquet format and details

- i. The 2011 banquet format will remain the same as the past years
- ii. Guest speaker ideas
 - a) Nancy Steadman-Martin is interested
 - **Bill will check Nancy's availability for May 14th**
 - b) Rob Butcher?
 - c) Dick Shoulberg-Germantown Academy
 - d) Jim Wood
 - e) Rebecca Soni
 - f) Cullen Jones
- iii. Door prizes
 - a) Offer 1 door prize of (1) free year of USMS Membership for 2012
 - b) Offer 1 door prize of (1) free attendance for 2012 Banquet
 - c) OW clinic attendance? OW swim attendance? Meet attendance?
 - **Bridgette will check with Bob Hopkins about donating a 'Pool Clinic' spot to one of his clinics**
 - **Bridgette will donate (1) free TWMS OW Swim entry fee for 2011**
 - d) Gift certificate to local restaurant
 - **Jeff will check into this potential door prize**
 - e) NJ LMSC t-shirt
 - f) Donations from Metro?
 - **Bill will check with Metro for some possible door prize donations**
 - g) Other ideas
 - Ed mentioned the idea of a trivia game instead of door prizes.
 - Consensus was to stick with door prizes and to allow adequate time for the featured speaker
- iv. DVD slide show
 - a) **Bridgette will collect photos submitted by April 30 for the photo DVD**
- v. Music
 - a) **Jason will add music to the DVD as is 2010**
- vi. Centerpieces
 - a) **Susan will make the centerpieces**
- vii. Program
 - a) **Bridgette and Jason will produce the program akin to 2010 with slight design modifications**

viii. Mailed invitations

a) Bridgette will mail out invitations to the award recipients

ix. Favors

a) Bridgette will make the chocolate swimmer favors

x. Discussion about email options

a) Bridgette will find out if Jason can send email through their email service with the sender address the same as what the NJ LMSC currently uses

b) Susan will find out about a return receipt option with gmail

c) Membership email address updates are provided by Tom to Susan on a weekly basis

d) Susan supplies Tom with updates of non-deliverable membership email addresses for further follow up

E. Discuss award recipients and awards

i. 2010 award recipients

a) 5 Yr award recipients – 44

b) 10 Yr award recipients – 14

c) 15 Yr award recipients – 4

d) 20 Yr award recipients – 0

e) 25 Yr award recipients – 18

ii. Current inventory of customized awards

a) Enough awards on hand to cover all of the 5 Yr – 20 Yr award recipients for the 2011 Annual Banquet (2010 CMRPA recipients)

iii. 25-year awards

a) Susan will contact the 25 Year recipients ahead of time to establish if they want their award and if yes, what size

b) If the 25 Yr award recipient declines the receipt of the jacket, then the NJ LMSC will offer them a (1) year free USMS NJ LSMC membership for 2012

II. New Business

A. Discussion about the development of the Lou Abel Memorial Award

i. Award does not need to be an annual award

ii. Establish criteria that embody the qualities that Lou exemplified

a) Service to NJ Masters Swimming and USMS

• **Tom will research the positions that Lou held for the NJ LMSC and report back to the board**

iii. Announce at the 2011 Annual Banquet when Lou's name is called for his 25 Yr award, that the NJ LMSC is establishing the Lou Abel Memorial Award in his honour and as a remembrance for all that he contributed throughout his years to the NJ LMSC and for USMS

iv. Ideas about an engraved award

a) Plaque

b) Crystal

• Paperweights

• Vases

c) Frames

d) Desk supply organizer

v. Discussion to continue through email

B. Discussion about the development of some type of NJ LMSC Award for our GTD participants

i. Recognition of the achievement of the NJ LMSC top (3) GTD participants on a yearly basis

a) Certificate or announcement at the Annual banquet

b) Develop a NJ Go the Distance web page that captures the top (10) participants on a yearly basis

c) Chris will mock up a GTD recognition certificate and email it to the board for review

C. Website transition to new design

i. Ed will compile the website feedback from the board members and provide Jason with a concise directive of what aspects of the website redesigned format needs attention before moving forward with the live site

- III. Next LMSC Meeting
 - A. Date-- Saturday, February 12, 2011
 - B. Time-- 4:00pm
 - C. Place-- Ed Tsuzuki's house

- IV. Adjournment
 - A. Meeting adjourned at 12:38pm