

New Jersey LMSC Board Meeting Minutes

Time 10:15am Sunday, June 10, 2012

New Providence Community Pool

New Providence, NJ

Attendees:

Board Members

Bill Reichle
Chris McGiffin
Tom Brunson
Linda Brown-Kuhn
Jen Bauman
Lynn Ascione
Susan Kirk
Alben Fischer

Visiting Members

Marie Vellucci

ACTION ITEMS

- 1. Linda will put a notice in the the next newsletter saying that she is looking for a replacement at the start of next year. Linda will first ask Sara, the graphic designer, if she might be interested in the position**
- 2. Al and Marie will work together to contact the Jersey Shore open water event directors to discuss offering USMS sanctioned open water events**
- 3. Lynn and Bridgette will reach out to the CMRPA recipients who did not attend the banquet for input about why they did not attend**
- 4. Chris will do a demographic study to visualize the geographic distribution of the NJ LMSC membership**
- 5. Bill will add \$50/coach/clinic into the NJ LMSC budget for future NJ LMSC sponsored clinics**
- 6. Bill will reach out to Eric R about the availability of the Raritan Bay YMCA instructional pool for the clinic**
- 7. Jen will contact Justin for the date of the 2013 OCY February meet**
- 8. Susan will apply for an At-Large Delegate appointment for Marie**
- 9. Susan will submit the group electronic registration form for Lynn, Linda, Al, Marie (if approved), and Susan**
- 10. Chris will send out all LMSC role templates to all NJ LMSC board members for review and feedback with board members paying particular attention to the templates for their specific LMSC role**

Action items bolded

Meeting was called to order at 10:30am

I. Officer Reports

A. Newsletter (L. Brown-Kuhn)

- i. Remaining issues for this year
 - a) The May/June issue will be out soon
 - b) The remaining Fast Lane issues for 2012 are: July/August, September, October, and November/December
 - c) Linda will put a notice in the the next newsletter saying that she is looking for a replacement at the start of next year. Linda will first ask Sara, the graphic designer, if she might be interested in the position**
- ii. Number of hardcopies
 - a) Four color copies of each issue of the Fastlane are being mailed by Tom

- B. Treasurer (B. Reichle)
 i. 2012 Budget and actuals update

NJ LMSC Financial Statement

Beginning Cash Balance 1/1/2012 **\$15,586.16**

<u>INCOME</u>	<u>BUDGET</u>	<u>ACTUAL</u>
USMS Individual	\$1,000.00	\$747.00
USMS Foundation & Hall of Fame	\$25.00	\$27.00
LMSC Donations	\$700.00	\$401.00
Fast Lane Collections	\$150.00	\$18.00
LMSC Individual	\$9,000.00	\$5,651.00
Meet Sanction Fees	\$450.00	\$210.00
Interest Income	\$40.00	\$11.63
Club Collections	\$160.00	\$50.00
Annual Dinner Collections	\$1,000.00	\$1,005.00
Special Events	\$1,000.00	\$107.16
Merchandise Sales	\$200.00	
Meet Performance Deposits	\$1,200.00	\$200.00
TOTAL INCOME	\$14,925.00	\$8,427.79

<u>EXPENSES</u>		
USMS Individual	\$1,000.00	\$1,026.00
USMS Foundation & Hall of Fame	\$50.00	\$38.00
Coach Certification Grant	\$400.00	\$90.00
USMS Team Registration Fees	\$240.00	\$30.00
Registrar Expenses	\$400.00	
Fast Lane Production Expenses	\$50.00	
Rule Books	\$48.00	\$48.00
Convention Costs	\$4,000.00	
Annual Dinner/Picnic	\$1,400.00	\$1,911.50
Tributes & Awards	\$750.00	\$64.20
Special Events	\$2,500.00	\$1,406.00
Sponsorship Fee	\$1,000.00	
Domain Fee	\$10.00	
Promotional Expense	\$600.00	
Miscellaneous Expense	\$100.00	\$14.75
Performance Reimbursement (Sanctions)	\$1,200.00	\$300.00
TOTAL EXPENSES	\$13,748.00	\$4,928.45

Cash Balance 5/31/2012 **\$19,085.50**

<u>SPECIAL EVENTS</u>	<u>INCOME</u>	<u>EXPENSE</u>
50 x 50		\$300.00
100 x 100		\$696.00
NJLMSC Clinics		\$200.00
DITP	\$107.16	
Annual Dinner Workout		\$210.00

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

i. 2012 Member Registration Report

- a) Total NJ LMSC members ~~ 823 members as of June 3, 2012
- b) Total members by Club ~~ see chart below
- c) Total new members by Club ~~ see chart below
- d) 2012 Club registrations ~~ see chart below
- e) Annual Renewal Rate ~~ see chart below
- f) Lifetime Renewal Rate ~~ see chart below

YEAR	CLUB	#REG	#RE- REG LIFTIM	#NEW	LIFETIME RENWL%	ANNUAL RETN%	#CLUBS
2012	ALL	823	646	177	78.5%	66.1%	8
	BERK	162	133	29	82.1%	76.6%	
	BRG	3	2	1	66.7%	100.0%	
	DRMS	68	49	19	72.1%	56.9%	
	GSM	328	286	42	87.2%	76.0%	
	HOBO	89	57	32	64.0%	46.9%	
	JAM	29	24	5	82.8%	74.2%	
	NYCS	1	0	1	0.0%		
	RBAY(bcya)	10	7	3	70.0%	40.0%	
	UNAT	133	88	45	66.2%	53.7%	
2011	ALL	895	612	283	68.4%	72.3%	9
	BCYA	30	7	23	23.3%		
	BERK	154	114	40	74.0%	74.8%	
	BRG	2	0	2	0.0%		
	DESC	1	1	0	100.0%		
	DRMS	72	47	25	65.3%	67.3%	
	GSM	341	300	41	88.0%	85.6%	
	HOBO	96	30	66	31.3%	33.9%	
	JAM	31	27	4	87.1%	66.7%	
	TWES	4	0	4	0.0%		
	UNAT	164	86	78	52.4%	57.5%	
2010	ALL	729	536	193	73.5%		8
	BCYA	0	0	0			
	BERK	127	104	23	81.9%		
	BRG	0	0	0			
	DESC	0	0	0			
	DRMS	52	35	17	67.3%		
	GSM	325	281	44	86.5%		
	JAM	39	35	4	89.7%		
	STVN	59	22	37	37.3%		
	UNAT	127	59	68	46.5%		
2009	ALL	739	488	251	66.0%		7
	BERK	118	95	23	80.5%		
	DESC	11	2	9	18.2%		
	DRMS	38	24	14	63.2%		
	GSM	320	245	75	76.6%		
	JAM	50	41	9	82.0%		
	MOCY	8	7	1	87.5%		
	STVN	80	24	56	30.0%		
	UNAT	114	50	64	43.9%		
2008	ALL	715	501	214	70.1%		6
2007	ALL	634	475	159	74.9%		5
2006	ALL	600	454	146	75.7%		5
2005	ALL	526	348	178	66.2%		4
2004	ALL	527	342	185	64.9%		3
2003	ALL	541					

* %RET'N =LIFETIME RETENTION=(CRNT RE-REG/CRNT YEAR TOTAL)*100

ii. Member Donation Report

MEMBER DONATION REPORT

DATE	DONATION	# DNTS	MAX DNT	TOTAL \$
6/3/2012	ISSHOF	35	\$100.00	\$504.00
6/3/2012	USMS	59	\$100.00	\$709.00
6/3/2012	LMSC	50	\$100.00	\$697.00
6/3/2012	TOTAL	144		\$1,910.00
3/6/2012	TOTAL	143		\$1,900.00

DATE	DONATION	# DNTS	MAX DNT	TOTAL \$
10/31/2011	ISSHOF	50	\$100.00	\$576.00
10/31/2011	USMS	73	\$100.00	\$771.00
10/31/2011	LMSC	65	\$100.00	\$773.00
10/31/2011	TOTAL	188		\$2,120.00

D. Secretary (S. Kirk)

- i. 9 NJ LSMC emails have been composed and sent out to the NJ LMSC community since the last NJ LMSC board meeting on March 11, 2012
- ii. Registrant emails currently go out to 903 individuals
- iii. Since the last NJ LMSC board meeting on March 11, 2012, 5 batches of updates for the email list have been processed

E. Sanctions & Safety (J. Bauman)

- i. Upcoming Sanctioned Events
 - a) Masters Open Water Swim Clinic (Saturday, July 21, 2012)
 - Application for sanction received 4.2.12 (including draft entry form and safety plan)
 - Sanction fee (\$30) received 4.5.12 (no performance deposit required)
 - Application for sanction approved 4.15.12 (online sanction system)
 - Sanction number assigned: #072-W002
 - Event announcement made to NJ LMSC website, added to USMS calendar
 - NOTE: Event's original date (May 20) was changed due to condition at Lake Hopatcong
 - b) 28th Annual Mid-Summer Mile Lavallette Ocean Swim (Saturday, August 4, 2012)
 - Draft entry form and safety plan received 5.14.12
 - Application for sanction (online sanction system) *****pending*****
 - Sanction fee (\$30) and performance deposit (\$100) received 5.25.12
 - Sanction number assigned *****pending*****
 - NOTE: This application is not yet complete, which is why items are pending
 - c) Lake Hopatcong Open Water Swim Festival (Sunday, September 9, 2012)
 - Draft entry form received 1.1.12
 - Application for sanction approved 2.6.12 (online sanction system)
 - Sanction fee (\$30) received 2.23.12 (performance deposit waived)
 - Sanction number assigned: #072-W001
 - Safety plan received 2.5.12
 - Meet announcement added to USMS calendar 2.6.12; will be posted to NJ LMSC website
 - 2012 USMS rule book to be hand delivered to event director
- ii. Completed 2012 Sanctioned Events
 - a) Third Annual March Madness Meed (Saturday, March 24, 2012)
 - Draft entry form received 2.15.12
 - Application for sanction approved 3.6.12 (online sanction system)

- Sanction fee (\$30) and performance deposit (\$100) received mid-March
 - Sanction number assigned: #072-S001
 - Pool measurement on file with USMS
 - Meet announcement added to USMS calendar 3.6.12; posted to NJ LMSC website
 - 2012 USMS rule book to be hand-delivered to meet director 3.10.12
- iii. Upcoming 2012 Recognized Events
- a) Sussex County YMCA "Adult Mini Meet" (Saturday, October 20, 2012)
- Draft entry form received 2.3.12
 - Application for recognition approved 2.4.12 (online sanction system)
 - Recognition fee (\$30) + performance deposit (\$100) received Feb. 2012
 - Recognition number assigned: #072-R002
 - Pool measurement certification on file with USMS
 - Meet announcement added to USMS calendar 2.4.12; posted to NJ LMSC website
 - 2012 USMS rule book to be hand-delivered to event director
- iv. Completed 2012 Recognized Events
- a) OCY Unofficial Team Championships (Sunday, February 12, 2012)
- Application for recognition approved 11.28.11
 - Recognition fee (\$30) and performance deposit (\$100) received, check date 10.28.11
 - Recognition number assigned: #072-R01
 - Pool measurement certification on file with USMS
 - Meet announcement posted to website and added to USMS calendar 1.5.12
- v. Upcoming/Potential Events/Other
- a) Drew University – Save the date for Saturday, October 6, 2012 for 'Octoberfest' meet
- F. Top Ten and Records (E. Tsuzuki)
- i. All meet results have been posted except for the March Madness meet. (Ed is still trying to iron out data discrepancy issues with Drew University's March Madness results)
- ii. NJ LMSC SCY records have been updated from the Boyertown YMCA (January 15), New England Championships (March 16-18), March Madness (March 24) and USMS Spring Nationals (April 26-29)
- iii. Go the Distance NJ results were updated on March 9 and May 1, 2012 for posting on the NJ LMSC website
- G. Webmaster (B. Hobart)
- i. All updates submitted to Jason have been promptly posted and are current
- H. Open Water (A. Fischer)
- i. Al will be running an open water clinic sometime in August in Lake Hopatcong highly marketed to the Lifetime Fitness members but also open to any NJ LMSC member
- ii. Al has reached out to the National Lifetime Fitness administration about the idea of offering USMS sanctioned open water clinics throughout the country and received positive feedback about the suggestion
- iii. Al and Marie will work together to contact the Jersey Shore open water event directors to discuss offering USMS sanctioned open water events**
- iv. Suggestion to discuss option of offering longer distances for USMS sanctioned events to entice more USMS members to travel to the event
- I. Events Coordinator (B. Hobart/L. Ascione)
- i. 2012 Banquet recap and feedback for future improvement
- a) 2012 Banquet was held at Ed and Mary's Hall, 555 Penn Street, Perth Amboy, NJ
- Fees = \$1671.50 + \$240 gratuity
- b) Workout location was the Raritan Bay Area YMCA
- Pool rental = \$210
- c) There were 53 attendees
- Monies collected = \$1005
 - Lou Abel Award = \$62
- d) 2012 guest speaker was Paul Kiell
- e) The first Lou Abel Distinguished Service Award winner was Tink Bolster

- f) Banquet Style
 - Appetizers, Buffet, Dessert plus cash bar
 - Menu – fruit salad, chicken, pork, penne with vodka sauce, eggplant rollatini, assorted salads and vegetables
- g) Thoughts for next year
 - Have banquet facility cater the appetizers. Make sure that the NJ LMSC board is happy with the beverages offered. Upgrade wine selection.
- h) Thank you to Susan for providing the awesome centerpieces again this year
- i) Bridgette and Jason created the invites. The invites were mailed to all of the award recipients and the hardcopy recipients of the Fastlane newsletter and the invites were emailed to all NJ LMSC members
- j) The banquet was free to award recipients; \$20 early bird registration; \$25 late or at the door per attendee
- k) Lynn and Bridgette will reach out to the CMRPA recipients who did not attend the banquet for input about why they did not attend**
- l) Discussion topic for next year's banquet ~~ whether the NJ LMSC should continue to offer the workout before the banquet
- m) Chris will do a demographic study to visualize the geographic distribution of the NJ LMSC membership**
- n) Based upon the results of the demographic study, the NJ LMSC Board will evaluate other possible locations to hold the banquet in 2013

ii. Other social events for 2012?

- a) Beach social?

J. Coaches (B. Reichle)

- i. NJ LMSC will be hosting an ASCA level I & II Coaching Certification Clinic on Saturday, October 13th
 - a) As of June 10th, there are 7 people signed up for the ASCA Coaching Certification Clinic
 - b) The NJ LMSC will provide lunch and snacks for the participants
- ii. NJ LMSC sponsored clinics
 - a) Board discussion and consensus to compensate each clinic volunteer coach with a \$50 gift card
 - b) Bill will add \$50/coach/clinic into the NJ LMSC budget for future NJ LMSC sponsored clinics**
- iii. Karlyn Pipes-Nielsen clinic in the NJ LMSC
 - a) Karlyn's cost for the clinic would be \$75 for the first 20 participants and \$50 for each participant over 20
 - b) Bill will reach out to Eric R about the availability of the Raritan Bay YMCA instructional pool for the clinic**
 - c) Board consensus to offer 1 Free and 1 Stroke session at the clinic
 - d) Potential dates:
 - Saturday or Sunday November 3rd or 4th
 - Saturday or Sunday February 23rd or 24th
 - e) Jen will contact Justin for the date of the 2013 OCY February meet**

K. Fitness

- i. The Fitness Chair position is now open and the NJ LMSC will be looking to fill this role again in the near future

II. Old Business

A. Convention Delegate discussion

- i. Ed, Chris and Susan are automatic delegates
- ii. (3) NJ LMSC delegate entitlements available based upon membership > 800
 - a) Lynn, Linda, Marie, and Al are all interested in attending convention
 - b) Susan will apply for an At-Large Delegate appointment for Marie**
 - c) Susan will submit the group electronic registration form for Lynn, Linda, Al, Marie (if approved), and Susan**
- iii. Level III ASCA Coaching Certification Course will be offered on Wednesday, September 12

- B. 2013 100 x 100s update (February 3, 2013) (S. Kirk)
 - i. Eric at the Raritan Bay YMCA is working on rescheduling a current age group meet that historically has been on Super Bowl Sunday to Saturday, February 2, 2013. An update from Eric is expected during the next few weeks.
 - ii. Susan has asked Eric for a facility rental cost for 16 lanes from 8am – noon on Sunday, February 3, 2013

III. New Business

- A. Lavallette Open Water Swim – Saturday, August 4th
 - i. Registration desk volunteers
 - a) Bill, Chris, Ed, and Jeff
- B. TCNJ Colonies Zone SCM Bid for November 10th-11th (S. Kirk)
 - i. Mike Randazzo is considering submitting a bid for the 2012 Colonies Zone SCM meet to be held at TCNJ the weekend of November 9-11th.
 - ii. While November 9-11th weekend is a bit early in the SCM season for the Zone Championship, it is the only weekend that the facility is available to host such a meet in November/early December
 - iii. Concerns about the reliability of the timing system have been brought up with Mike and the NJ LMSC is currently awaiting a response
- C. Interim NJ LMSC Vice-Chair
 - i. Chris McGiffin will serve as the interim NJ LMSC Vice-Chair until the 2012 Annual Meeting
- D. Volunteer Roles Task Force (Chris M)
 - i. Chris reported that templates defining and outlining role guidelines for all volunteer positions at the LMSC level have been created
 - ii. **Chris will send out all LMSC role templates to all NJ LMSC board members for review and feedback with board members paying particular attention to the templates for their specific LMSC role**

IV. Next LMSC Meeting

- A. Date-- Sunday, August 26, 2012
- B. Time-- 10:15am
- C. Place-- NPCP

V. Adjournment

- A. Meeting adjourned at 11:46am