



SPMS Meeting Minutes	
June 20, 2013	Called to Order: 8:03 PM PDT
Type of meeting	Monthly SPMS Committee Conference Call
Facilitator	Errol Graham - Chair
Minutes	Robin Smith - Secretary
Attendees	Chair – Errol Graham (West Hollywood Aquatics) Vice Chair – Mark Moore (Mission Viejo Nadadores) Treasurer – Bob Eberwine (South Bay Swim Club) Secretary – Robin Smith (Irvine Novaquatics) Member at Large – Jacquie Cole (Long Beach Grunions) Registrar – Dan Wegner Newsletter Editor – Kim Thornton (Irvine Novaquatics) Top Ten Recorder – Kim Thornton (Irvine Novaquatics) Swim Meet Services Coordinator - Trisha Commons (Mission Viejo Nadadores) Coaches Chair – Christine Maki (Covina Tri-Swim Masters) Marketing Chair – Anita Cole (Long Beach Grunions) Officials Chair - Alina de Armas (Official) Open Water Chair - Tanya MacLean (Irvine Novaquatics) Michael Heather (Mission Viejo Nadadores) – USMS VP Admin. Mike Ankeny (Long Beach Grunions) Michael Collins (Irvine Novaquatics) Mike Miranda (Long Beach Grunions) Jessica Seaton (West Hollywood Aquatics) Greg Walther (West Hollywood Aquatics) Karin Wegner (Las Vegas Masters) Phil Yoshida (San Luis Obispo)
	<i>Note: Persons who announce themselves after all reports have been approved will not be placed on the list of conference call attendees and, therefore, will not receive credit for attending the meeting.</i>
MSP	May 16, 2013 Meeting Minutes – Approved
Officer Reports:	
SPMS Chair: Errol Graham chair@spma.net	
<p>Errol and Robin announced the results of the convention delegate voting and reviewed the list of delegates from SPMS currently slated to attend the 2013 USAS Convention:</p> <p><u>Automatic Delegates (4):</u> Mike Heather, Mary Hull, Lucy Johnson, Jessica Seaton <u>SPMS Delegates (11):</u> Errol Graham, Mark Moore, Robin Smith, Kim Thornton, Christine Maki, Tanya MacLean, Jacquie Cole, Dan Wegner, Trisha Commons, Alina de Armas, Karin Wegner <u>Alternate Delegates:</u> 1st Alternate – Mike Miranda, 2nd Alternate – Phil Yoshida</p> <p>The following names will be submitted to USMS for consideration for the At-Large Delegate spots: Mike Miranda, Phil Yoshida, Chris Lundie, Robert Mitchell.</p> <p>Robin requested that if any of the 11 SPMS delegates are not able to attend the USAS Convention in September, to notify Errol and Robin as soon as possible.</p> <p>There was discussion regarding the convention travel expenses and amounts for reimbursement as this</p>	



will be a local event. The merits of staying in the hotel versus driving daily were also mentioned based on the tentative convention schedule.

The following expenses are currently being considered for reimbursement: Hotel (\$76/night x 4 nights), Roundtrip Mileage (at the IRS Business Rate of 56.5 cents/mile), Hotel Parking (\$12-\$16/day), Meal Allowance (\$100 total for all days) and Convention Registration (\$170-early rate) if registering Individually.

There was a question regarding the convention registration process for this year. USAS has set up an on-line system instead of the paper forms. Individual versus Group Registration will be confirmed at the July conference call meeting.

The committee will vote to approve the convention expenses for reimbursement during the July conference call meeting.

SPMS Vice Chair: Mark Moore vicechair@spma.net

Mark has finalized the logistics for the convention swim practices (for the USMS attendees) at the Janet Evans Pool in Fullerton. Practice times will be 5:30AM to 7:00AM (Fri/Sat/Sun) with bus transport from the hotel at 5:15AM.

He is still working out lunch options and is finalizing costs with the hotel and Tracy Grilli from USMS. Mike Heather reported that the In-N-Out Burger Cookout Trailer will be available for the Social Event and that the deposit to reserve the trailer will be \$500.

SPMS Treasurer: Bob Eberwine treasurer@spma.net

Reports posted on the SPMS website (see links below):

Treasurer's Report

http://www.spmastersswim.org/c/8B6A80C/file/meetings/2013/20130620_Treasurer_Report.pdf

Balance Sheet

http://www.spmastersswim.org/c/8B6A80C/file/meetings/2013/201305_Balance_Sheet.pdf

Income Statement

http://www.spmastersswim.org/c/8B6A80C/file/meetings/2013/201305_Income_Statement.pdf

Budget versus Actuals

http://www.spmastersswim.org/c/8B6A80C/file/meetings/2013/201305_Budget_vs_Actuals.pdf

Bob reported that our cash balance is over \$138,676. We had a positive income statement this month and our year-to-date budget is on track.

SPMS Secretary: Robin Smith secretary@spma.net

Robin compiled the votes for the convention delegates and forwarded the results to Errol. She also drafted a letter related to the reported unsporting conduct incident that occurred in April during the SPMS SCY Championships at Santa Clarita.

SPMS Member at Large: Jacquie Cole memberatlarge@spma.net

Jacquie reminded everyone to start thinking about nominees for the SPMS Male and Female Swimmer of the Year and the Jim Marcus and Steve Schofield Awards. The cut-off date for receiving nominations will be October 31, 2013.

She also mentioned the SPMS Annual Meeting in November will most likely be held in the same location as previous years.



Contractor Reports

SPMS Registrar: Dan Wegner registrar@spma.net

Report posted on the SPMS website (see link below):

http://www.spmastersswim.org/c/8B6A80C/file/meetings/2013/20130620_Registrar_Report.pdf

Dan reported that we are up to 98 clubs with the potential to reach 100 clubs in the next month or so.

There was discussion regarding requesting a second SPMS banner to use when more than one event is scheduled on the same day or events are scheduled on back-to-back days at very different locations. Dan will ask USMS for a second banner and he will get back to the committee if there is going to be a charge for the banner.

There was a discussion regarding ordering SPMS logo merchandise including shirts for the convention attendees and volunteers.

MSP – To purchase 15 “Dickies brand” mechanics shirts with the SPMS logo at \$45 per shirt not to exceed a total of \$675. These will be distributed to the delegates attending the 2013 USAS Convention.

MSP – To purchase 50 white t-shirts with the SPMS logo at \$20 per shirt not to exceed a total of \$1000. Approximately 15 shirts will be distributed to the Long Beach Grunions volunteers staffing the SPMS Hospitality Suite during the 2013 USAS convention. The remainder will be kept on hand for future purchase.

It was reported that USMS is now out of USMS logo swim caps for 2013. SPMS has distributed approximately 800 USMS caps in 2013 thus far. There was discussion regarding ordering swim caps with the SPMS logo that can be distributed at events during the remainder of 2013.

MSP – To purchase 300 latex swim caps at \$3.00 per cap not to exceed a total of \$1000. Color(s) of caps other than white to be determined based on SPMS approved logo and set-up.

SPMS Newsletter Editor: Kim Thornton newsletter@spma.net

Kim is finalizing the July/August Newsletter. The feature article will cover the USMS Summer Nationals and the OW National Event hosted by the Mission Viejo Nadadores. Other articles by Ben Lovelace (health-science), Trisha Commons (donating medals/ribbons), and Anita Cole (marketing) are also planned.

SPMS Top Ten Recorder: Kim Thornton topten@spma.net

Report posted on the SPMS website (see link below):

http://www.spmastersswim.org/c/8B6A80C/file/meetings/2013/20130620_Top_Ten_Recorder_Report.pdf

Kim submitted the SPMS SCY Top Ten Lists to USMS. She is still awaiting various pool/lane measurements and corrected files from several SCY and LCM meets. Kim also noted that SPMS may miss the deadline at the end of June for submission of required paperwork for the world record times set earlier.

Swim Meet Services Coordinator, Quartermaster, Awards: Trisha Commons Trisha5swim@aol.com

Report posted on the SPMS website (see link below):

http://www.spmastersswim.org/c/8B6A80C/file/meetings/2013/20130620_Meet_Coordinator_Report.pdf

Trisha mentioned that there were problems at the UCI LCM meet –which included the inability to find a



3rd official. There was discussion regarding a pattern of issues during meets held at UCI. Mark said that the Meet Operations Committee will discuss this with the UCI meet director.

Bob mentioned that should there be continuing problems with some swimming events, we might need to go back to issuing bonds.

Errol reported that he had received an email regarding “delays” at the MVN LCM meet. There was discussion regarding the fact that the meet was a large event (the 8 heats for the 1500 took over 3 hours), that there were actually no delays with the meet timelines, and that there were 3 watches used for all record-setting swims.

Standing Committee Reports:

Coaches Committee: Christine Maki coaches@spma.net

Christine is working on submitting the paperwork for the USMS National Coach of the Year.

Christine continues to move forward with putting together the SPMS Coaches Clinic scheduled for Saturday October 12, 2013 at the La Mirada Splash Aquatic Center and hosted by La Mirada Masters.

Marketing Committee: Anita Cole marketing@spma.net

Anita submitted an article to Kim for the newsletter. She continues to work on media coverage for local events. She has noted photographers from local newspapers at some SPMS events. Anita will be attending the California Senior Games being held at the Rose Bowl Aquatics Center in Pasadena.

Meet Operations: Mark Moore vicechair@spma.net

Mark reported that SPMS has granted 13 swim meet sanctions and 6 open water sanctions thus far in 2013. There are 10 more swim meets on the calendar at this time. Upcoming meets include: San Luis Obispo Firecracker LCM Invitational (July 5th to 7th), Mission Viejo LCM Relay Meet (July 7th), and the Santa Barbara LCM Meet (July 13th). The Senior Games at Rose Bowl Aquatics Center (June 23rd) is a recognized meet. Mark reminded everyone that the deadline to enter the USMS Summer Nationals is July 3rd.

The Meet Operations Committee is in the process of revising the administrative reference guidelines and the policy manual for meet hosts. The goal is to update these by the August meeting before the SCM season begins.

There was discussion regarding SPMS purchasing their own copy of Active Hy-Tek Meet Manager and Team Manager software. Currently SPMS is using the Hy-Tek software from one of the teams. Having our own copy will make it easier to load swim meets and all records resulting in the ability to produce final swim meet results along with the required paperwork for any record-setting swims more efficiently.

MSP – To obtain the “free” version of Active Hy-Tek Meet Manager Software for Swimming. In order to obtain the free version, SPMS will agree to display the Active logo on the SPMS website.

MSP – To purchase the Silver Edition of Active Hy-Tek Team Manager Software for Swimming not to exceed \$550. This is a one-time cost. The custodian of the software will be the SPMS Top Ten Recorder.

Officials Committee: Alina de Armas officials@spma.net

Alina reported that there were problems with getting 3 qualified officials for the recent Las Vegas LCM meet even though she had contacted the meet directors in advance. There was discussion regarding the different requirements for officiating between US Swimming, YMCA Swimming, and USMS and the events that occurred at the Las Vegas meet.

Alina mentioned that there are currently 18 officials from all over the US who have volunteered for the



upcoming USMS Summer Nationals in August.

Open Water Committee: Tanya MacLean openwater@spma.net

Tanya has been working with the event director for the upcoming Seal Beach Open Water events regarding USMS membership questions. She will be attending the event along with Trisha. Upcoming Open Water events include Seal Beach (June 22nd), Newport Beach Pier-to-Pier (July 13th), and Santa Barbara 6-mile (July 14th)

Planning Committee: Lucy Johnson lucyj6@mac.com

Errol reported on behalf of Lucy that she was not able to attend the conference call and has no report.

Sports Medicine Committee: Ben Lovelace lovelace.ben@gmail.com

Errol reported on behalf of Ben that he was not able to attend the conference call and has no report.

Webmaster: Dan Wegner registrar@spma.net

Report posted on the SPMS website (see link below):

http://www.spmastersswim.org/c/8B6A80C/file/meetings/2013/20130620_Registrar_Report.pdf

-MSP – Approved all Committee Reports.

OLD BUSINESS

Donating medals and ribbons:

Dan will bring the awards that have been collected to the USMS Summer Nationals in Mission Viejo. Decisions regarding donating the medals/ribbons will be made at that time.

NEW BUSINESS

Proposed Changes to USMS Rule Book:

Mike Heather presented proposed legislative changes to Articles 4 and 506 (see links below):

http://www.spmastersswim.org/c/8B6A80C/file/meetings/2013/Section_4_Change_Proposals.pdf

http://www.spmastersswim.org/c/8B6A80C/file/meetings/2013/Section_506_Change_Proposals.pdf

MSP – To accept the proposed changes for Articles 4 and 506 of the USMS Rule Book. Errol will forward the proposed changes to Sean Fitzgerald, the Legislative Committee Chair at USMS.

Proposed Updates to SPMS Meet Administrator Guidelines:

Kim said that revisions to the document were still in progress and that the proposed changes would be presented at a future meeting.

Conference Call Solution:

Dan notified the committee that the company hosting our conference call solution called regarding upcoming changes. He mentioned that we may have a new dial-in number for the next meeting.

Next conference call meeting will be held on Thursday, July 18, 2013 at 8:00 PM

Meeting Adjourned: 9:33 PM PDT