



SPMS Face to Face Planning Meeting Minutes

Date: Sunday July 17, 2016

Location: Marguerite Aquatic Center, 27474 Casta Del Sol, Mission Viejo, CA 92692

Meeting Called to Order: 12:42 PM PDT

Facilitator: Mark Moore (Chair)

Recorder: Robin Smith (Secretary)

Attendees:

Chair – Mark Moore (Mission Viejo Masters); Vice Chair – Ken Brisbin (Long Beach Grunions); Treasurer – Bob Eberwine (South Bay Swim Team); Secretary – Robin Smith (Novaquatics Masters); Member at Large – Nancy Kirkpatrick-Reno (Conejo Valley Masters); Newsletter Editor – Kim Thornton (Novaquatics Masters); Top Ten Recorder – Kim Thornton (Novaquatics Masters); Awards Chair – Nancy Kirkpatrick-Reno (Conejo Valley Masters); Coaches Chair – Christine Maki (Competitive Tri-Swim Masters); Fitness Chair – Robin Smith (Novaquatics Masters); Meet Operations Chair – Ken Brisbin (Long Beach Grunions); Open Water Chair – Sherry Brooks (Mission Viejo Masters); Michael Heather (Mission Viejo Masters)

AGENDA:

August Conference Call Meeting Date Change

The SPMS Conference Call Meeting for August currently conflicts with the USMS Summer Nationals. It was decided to change the meeting date from Thursday August 18, 2016 to the following week – Thursday August 25, 2016 at 7:30PM.

--ACTION ITEM-- Mark will notify Dan to change the website.

2016-2017 Committee Projects

Mark and the Committee Chairs who were present gave brief updates on some of their activities: Meet Operations – Kenny continues to work on the SPMS Championship Meet Handbook, safety guidelines and minimum requirements for swim meets, and creating a report for observed meets. There was discussion regarding the pool measurement issue at the UCLA LCM meet and post-meet questions and concerns from swimmers and coaches.

Club Development/Marketing – Mark reported, on behalf of Anita, that she continues to have some challenges with regard to her activities across SPMS. There was discussion regarding Mark and the EC to work with Anita with helping her to plan some of the specifics.

Fitness – Robin continues to communicate information about fitness activities to fitness swimmers and coaches. There was discussion regarding SPMS support for a pilot clinic for fitness swimmers.

Awards – Nancy and Mark have submitted SPMS nominees to USMS for some of the USMS awards. There was discussion about the location and timing of the SPMS Annual Meeting this year.

Coaches – Christine received confirmation from USMS that participation in the Coaches Clinic will count toward the points required for USMS Level 4 Certification. There was discussion regarding charging a reservation fee of \$10 when registering for the upcoming SPMS Coaches Clinic in order to increase the actual attendance at the event.

Open Water – Sherry is ordering awards for the SPMS OW Series winners. There was discussion about the OW Series and events for next year. Bob and Sherry discussed an issue with the first invoice received from USMS for an SPMS open water event. The number of participants billed was different from the number of participants who actually swam in the event.



--ACTION ITEMS--

- 1. Kenny will send a follow-up email communication to SPMS regarding the pool measurements done at the UCLA LCM meet held on June 19, 2016.**
- 2. Mark and the EC will meet with Anita Cole to assist with planning specific club development and marketing activities.**
- 3. Robin will look into potential location(s) and date(s) for a pilot Fitness Clinic for fitness swimmers.**
- 4. Nancy and Bob will continue to look into potential location(s) and dates for the SPMS Annual Meeting scheduled for November 2016.**
- 5. Christine will work with Dan on the online registration and \$10 reservation fee for the 2016 SPMS Coaches Clinic scheduled for September 11, 2016.**
- 6. Sherry will follow-up with USMS and the SPMS open water event director regarding the open water event invoice received from USMS and the discrepancy with the number of participants in the event.**

2017 Budget Planning

Bob will send out the templates for the 2017 SPMS Budget on August 1st. He will also send the 2016 SPMS Budget for reference. Tentative timeline: September 2016 – first draft developed based on input from EC and Committee Chairs; September 2016/October 2016 – Budget Subcommittee to finalize with input from EC and Committee Chairs; October 2016 – approval of 2017 Budget at SPMS Monthly Conference Call Meeting; November 2016 – approved budget to be presented at SPMS Annual Meeting.

--ACTION ITEM-- Bob to send out 2017 budget materials on August 1, 2016.

Meet Schedule/Attendance

Mark reminded the EC members that a representative needs to attend each SPMS swim meet on the calendar.

--ACTION ITEM-- Members of the SPMS EC to coordinate attendance at upcoming SPMS swim meets

Club Development

See “2016-2017 Committee Projects” agenda item above.

Convention Meetings

Mark will review USAS convention committee meeting assignments with SPMS delegates when the final convention agenda is available.

There was discussion regarding ordering new SPMS polo shirts for all delegates this year. Christine Maki volunteered to place the order with the same vendor as last year.

--ACTION ITEMS--

- 1. Robin will confirm polo shirt sizes with the 2016 SPMS convention delegates**
- 2. Christine will order the shirts to arrive at the Marguerite Aquatic Center in Mission Viejo prior to the SPMS Championships/SW Zone Meet in August.**

Meeting Adjourned: 1:55 PM PDT