

Potomac Valley LMSC Annual Meeting
10/25/2015
George Mason University Aquatics Center

Meeting called to order 2:05PM

Vice-Chair, Jeff Strahota

- Welcome
- Introductions (name, team, role in PV)
- Natalie Taylor is the new Colonies Zone chair.
- Thank you for coming.
- Chair, John Carlson, is in Japan at moment. He sent this message:
"Thank you for attending the meeting. A lot to cover in this meeting – convention, by-laws, elections. I am moving to the Pacific northwest (for Jen's career and my job). I will not be local to PV but am willing to manage things remotely through 2016 if you wish. Or you can select another person; I nominate Vice-Chair, Jeff Strahota, for PV Chair. I will honor whatever you decide. Please if you're in the area (Pacific northwest), let us know. I'll see you at nationals."
- Nomination for Jeff Strahota seconded.
- PV was represented by 14 people at USAS convention.
- 6 were regular delegates. Debbie Malafsky was at-large. Other 5 serve USMS in some capacity.
- PV LMSC is a rock star when it comes to volunteers.

Treasurer, Tim Timmons

- As of Wednesday, \$69,293.56 in our two PV accounts collectively.
- Holding steady last couple of years.
- Expenses listed are a mix of two years, 2014 and 2015.
- Some convention expenses/reimbursements still outstanding.
- Reimburse delegates: plane, ½ room, 35/day per diem, shuttles, etc.
- Coaching clinic scholarships are paid.
- Doing fine. Jumped dues \$5 several years ago. Holding well for now. 3rd year at \$5. Keep holding until we're not getting anything from registration and then will reassess. Taking into account – \$1000 insurance for open water meets.
- Will subsidize PV teams hosting meets who use online registration with USMS member verification (e.g. Club Assistant): \$500 for regular meets, \$750 for zones or national.
- Will front money to PV meet hosts, to get a meet on the books; they pay it back after the meet.
- Question from team rep: If we go in the hole hosting a meet, PV will help?
- Tim: if you go into the red hosting a meet, PV will reimburse
- How to get reimbursement? Ask Tim.
- Question from team rep: PV reimburses ½ for Hy-Tek Meet Manager? Yes.
- Question from team rep: Any mentoring? For meets?
- Tim: Call Cheryl Ward and/or Jeff Roddin. Or email board.
- Question from team rep: Checklist for doing meets? PV Website has resources on the Admin page (<http://www.pvmasters.org/admin.htm>)
- Charlie Tupitza has one from Virginia Masters which he can send to anyone who is wondering.
- Jeff Strahota thinking about putting up a "So you want to host a meet?" webpage.
- Mollie Grover: new USMS exec direction – since LMSCs vary, want USMS registration fees to be level. Just individual level (not club?).

Secretary, Cheryl Wagner

- no report

Registrar, Jeff Roddin

- 2 more clubs joined PV in 2015
- 33 clubs total
- Overall membership count is down
- 2850 this year (2015)
- 2960 last year (2014)
- 12 clubs haven't renewed yet for 2016.
- With automated renewal notices, concern that if team registrar changes, club renewal notices may not be forwarded so Jeff Roddin will follow up with clubs directly.

Top Ten, Mollie Grover

- LC top ten submitted – 547 individual, 15 relays, 3 national records (from Zones).
- LC Preliminary results should come out in 2 – 3 weeks.
- Question from board member: Way to quickly see what percentage of swimmers competed?
- Mollie: nothing in web tools.

Sanctions, Peter Lee

- 2 applications for meets are in review.
- Tropical Splash meet is on January 31.
- Club Assistant page becoming increasingly important.
- Redundant to have same info on Club Assistant as on meet webpage.
- Mollie Grover: Legislative update to rule book (Part II) requires you to have sanction before your online entry landing page goes live. LMSC can say that if in violation, you can't have meet.
- Charlie Tupitza: Send a letter to Club Assistant asking them to not allow meets to go up if not sanctioned. Jeff Roddin will contact Karin Wegner.

Officials, Eric Nordlund

- no report

Newsletter, Cheryl Wagner

- Deadline for submissions for next newsletter – Dec 15.

Awards, Jennifer Carlson

- Working diligently on capturing past awards.
- Need ideas for next year's award ceremony.
- Will not step down until Dec 31, 2015. Then will change registration.
- Other awards – 2015 Dot Donnelly award given to Jeff Strahota.

Fitness, Christina West

- See "old business", below.

Long Distance, Charlie Tupitza

- Would like consolidation of what it takes to put on a meet.
- His team considering hosting open water swim and looking to outsource organization.

- Proposal by November – with costs.
- Worth it – for 50 swimmers.
- National level is discouraging smaller meets; they want to focus resources on larger events.
- Looking at Lake Arrowhead (near Luray) for 1 mile OW event.
- Also considering sponsoring Long distance championship postal meet.
- Wants to assess level of risk and whether LMSC is willing to assume some of financial risk.
- If people want to create distance or postal events, contact Charlie.
- Frank Marcinkowski: Question about open water- when he was running an OW practice he was notified by USMS insurance that it was insured.
- USMS has to approve safety plan.
- Frank Marcinkowski: We can volunteer to help.

Coaches, Frank Marcinkowski

- RE: LMSC subsidizing coaching training. Somebody raised question about PV member who took some training (with PV subsidy) and wanted PV subsidy for additional training.
- Discussion.
- Suggestion: We can continue to pay ½ for coaches, and for others if we have budget; go ahead and pay this year.
- Jeff Roddin: motion approved at last meeting stands – LTS reimbursement.
- USMS did a coaching clinic last year in Nashville that went well.
- USMS wants to do another “Escape From Alcatraz Bay Swim in 2016 September.
- Discussion in USMS: some want it taught by Olympians, others want other experts.

Webmaster, Luke Shaheen

- no report

Communications, Wyatt Bradbury

- Still waiting on job description.
- Every year teams can request a free club banner and USMS banner.
- Can also request free magnets, t-shirts, etc.
- Can send articles to media or send to specific topic chair.
- When talking to media specify "US Masters Swimming" (not USMS). Clear through USMS, first.
- Forward any articles that masters swimmers put in local paper.

Old Business

- By-laws and convention documents – amended and voted.
- Website and paying someone to do it.
- Luke Shaheen – created a preview of what new website design could look like.
- Cheryl asked whether everyone could view it.
- Luke Shaheen did a Wordpress enabled update for individuals.

New Business

Sanction Fees

- MSA: MOTION to have PV LMSC pay for all sanctioning fees for OW and pool events.
- Mollie Grover: Clinics are not affected.

Health & Fitness Expo

- We registered for booth at NBC4 expo Jan 9 & 10.
- Beyond \$1500 to reserve booth, need funds for other things.
- Copying fees for handouts – VA, MD, DC, club names, websites, registration materials.
- Bill Brenner in National Office can provide guidance and stuff.
- Staffing – 4 hour shifts that overlap (need 16 people).
- Wyatt Bradbury: Ask USMS for swag. Order form is on USMS.ORG website. No limit on swag.
- Ray Novitske: We can't carry things in ourselves. Union has to do it.
- MSA - \$3,000 for Health & Fitness Expo - PV LMSC booth and expenses.

Publish board addresses on web

- If you don't want your address on PV website "board" page, let Luke Shaheen know.

Effectively communicating information to clubs

- Easiest way to get message out to LMSC - send Jeff Roddin information, he'll send it to all registered members.
- Board and club rep group emails are on website.

PV Coaching at National Events

- John Carlson and Wyatt Bradbury discussed having a PV coach sent to national level events.
- PV coaches who go would support all PV swimmers and would get subsidy?
- Discussion.
- Tabled until March.

PV Financial Aid to individuals with financial need

- RE: College students who wanted to join masters and couldn't afford membership fees.
- Scholarship for college students?
- Tabled until March meeting.

Frank Marcinkowski:

- Board members and officers qualify for scholarship for Lane4 Swimming workouts.
- Contact Lane4 Swimming registrar and ask for scholarship.

Jen Carlson: Awards committee looking for ways of appreciating volunteers

- Trinkets to hand out – keychains or mugs.
- Local LMSCs can hand out to someone who does a special job.

Elections

- Chairman - Jeff Strahota
- Secretary – Debbie Malafsky
- Treasurer – Tim Timmons
- all elected by acclamation

Next Meeting

- March 1, 2016 – details TBD

4:50PM - adjourned

2015 PV Club Counts				
<i>Last updated: 10/21/2015</i>				
Club #	Club	Full Club Name	Total	Rank
000	UC10	UC10	258	N/A
021	ALEX	Alexandria Masters Swimming	162	4
057	ABSC	Anthony Bowen YMCA Masters Swim Club	0	33
004	ARMS	Arlington Masters	152	5
003	DCRP	DC Dept of Recreation & Parks	110	8
001	DCM	DC Masters	28	14
035	DCTC	DC Triathlon Club	38	13
017	DCAC	District of Columbia Aquatics Club	186	3
060	ERSC	Elite Rays Swim Club	3	30
028	FBST	Fort Belvoir Masters	57	11
027	GERM	Germantown Maryland Masters	150	6
051	HAC	Herndon Aquatic Club	2	31
005	L4S	Lane 4 Swimming	904	1
052	LMAC	Life Time Mid-Atlantic Swim Club	9	25
038	MACH	Machine Aquatics	27	16
019	MSSC	Maryland Suburban Swim Club	10	24
030	MASH	Masters Aquatics at Spring Hill	26	17
012	ANCM	Montgomery Ancient Mariners	251	2
007	NCYM	National Capital YMCA	11	23
056	NCAP	Nation's Capital Swimming	6	27
020	JCCN	Northern VA Jewish Comm. Center	7	26
002	GMUP	Patriot Masters	56	12
029	PMM	Potomac Marlin Masters	5	28
009	RMST	Reston Masters Swim Team	124	7
008	RIPM	Riptide Masters	18	19
026	SDS	Sea Devil Swimming Masters	26	17
054	NAMI	Sport & Health Tsunami Masters	64	10
059	TRI3	Sportfit Lab	28	14
055	TA	Team America Commandos	2	31
050	SPRY	Team Swim Spray	15	21
006	TERR	Terrapin Masters	74	9
053	TOLL	Tollefson Swimming	4	29
061	WAVA	Warrenton Masters Swim Team	13	22
043	WAV1	Wave One Swimming	18	19
		Full Members:	2844	
	OEVT	One Event Members:	183	
		Grand total:	3027	
		Total Clubs (excluding UC10):	33	
		Male (excludes OEVTs):	1489	52%
		Female (excludes OEVTs):	1356	48%

Cash Flow Report
10/21/14 Through 10/20/15

Category Description	10/21/14- 10/20/15
INFLOWS	
Ind & Club Reg	26,131.00
Interest Inc	8.25
Other Inc	160.00
TOTAL INFLOWS	26,299.25
OUTFLOWS	
2014 Picnic Expenses	62.78
2014 Team Fee Rebate	750.00
2015 Open Water Sanctions	2,000.00
2015 Picnic Expenses	1,532.35
2016 H&F Expo	1,500.00
Awards And Picnic	132.71
Charity	1,000.00
Club Assistant Meet Support	2,638.40
Coaches Clinic Scholarship	657.50
Convention Expenses, 2015	2,569.97
Convention Expenses, 2014	1,670.14
Ind & Clubs	882.00
Misc	212.25
Postage	642.25
Registrar Pay	8,000.00
Travel	876.31
TOTAL OUTFLOWS	25,126.66
OVERALL TOTAL	1,172.59

CHECKING — 26,339.43
 SAVINGS — 42,954.13
 TOTAL — 69,293.56

**Potomac Valley Masters Swimming
NBC4 Health & Fitness Expo**

Event Overview

2016 NBC4 Health & Fitness Expo
 Washington Convention Center - Washington, DC
 January 9 - 10, 2016
 Event attracts 85,000 attendees each year
 Metro: Green/Yellow lines; Mt. Vernon Square/Convention Center

Questions:

- What is the budget authority for event?
- Who would a point of contact be at the USMS office?
- How many banners do we have? What are they? (USMS or Potomac Valley?)
- What swag does PV already have?
- What swag can USMS give us?
- Matching t-shirts for all volunteers?
- Registration says we may have to show certificate of insurance naming the station as co-insured up to \$1M. Is this an issue?
- Does the booth have access to power?

Proposed Budget

Booth registration	\$1500
Swag	\$750-\$1000 (ought to be able to get about 1000+ items for this?)
T-shirts for volunteers	\$200
Printing of flyers/handouts	\$500 (\$380 for 10,000 copies)
Misc. expenses (décor)	\$500
Total	\$3450-3700

Staples -

Quantity		Price/Page
1 - 100	\$0.085	\$0.100
101 - 250	\$0.077	\$0.090
251 - 500	\$0.073	\$0.090
501 - 750	\$0.068	\$0.080
751 - 1,500	\$0.060	\$0.070
1,501 - 2,500	\$0.057	\$0.070
2,501 - 5,000	\$0.041	\$0.050
5,001 - 10,000	\$0.038	\$0.050
10,001 - 20,000	\$0.021	\$0.030
20,001 - 25,000	\$0.020	\$0.030
25,001 - 50,000	\$0.019	\$0.025
50,001 - 75,000	\$0.018	\$0.025

Shift 4 – 2pm-5:30pm

2 people

Total staffing needs: at least 16 people

Swag

Caps (would need to limit how many of these we give out.....won't have nearly enough for everyone who might want one) – maybe as a prize for guessing a USMS-related trivia question correctly?

Pens/Keychains/stickers/other cheap item

<http://www.swagconnection.com/:quicksearch.htm?quicksearchbox=swim>

fin or goggles key chain – 1000 x \$0.45 = \$450

<http://www.swagconnection.com/:quicksearch.htm?quicksearchbox=swim>

pens – 500 x \$0.30 = \$150

stadium cups, 16 oz – 500 x \$0.55 = \$275

http://www.swagconnection.com/swag_under_3_dollars.htm

plus set up fees

Potomac Valley LMSC Board Meeting Sign-in Sheet

Date: 10/25/2015

Location: GMU Fairfax

Club	Attendee(s)
Alexandria Masters Swimming (ALEX)	Stephanie Evans, Ray Nowitzki
Anthony Bowen YMCA Masters (ABSC)	
Arlington Masters (ARMS)	
DC Dept Of Rec & Parks (DCRP)	
DC Masters(DCM)	Nancy J. Killead + Brad Bensen
DC Triathlon Club (DCTC)	
District Of Columbia Aquatics Club (DCAC)	Christina West
Elite Rays Swim Club (ERSC)	
Fort Belvoir Masters (FBST)	
Germantown Maryland Masters (GERM)	ROBINSON KUPITZ
Herndon Aquatic Club (HAC)	
Lane 4 Swimming (L4S)	Frank Mankowski
Life Time Mid-Atlantic Swim Club (LMAC)	
Machine Aquatics (MACH)	
Masters Aquatics at Spring Hill (MASH)	
Montgomery Ancient Mariners (ANCM)	Jeff Rott
National Capital YMCA (NCYM)	PETER LEE
Nation's Capital Swimming (NCAP)	
North. VA Jewish Community Cen (JCCN)	
Patriot Masters Swim Team (GMUP)	TIM TIMMONS Cheryl Ward
Potomac Marlin Masters (PMM)	
Reston Masters Swim Team (RMST)	Jennifer Carlson, BRIAN EVANS
Riptide Masters (RIPM)	
Sea Devil Swimming Masters (SDS)	
Sport & Health Tsunami Masters (NAMT)	ART VERA
SportFit Lab (TR13)	Bob Baumgartner
Team America Commandos (TA)	Chip McWhorter
Team Swim Spray (SPRY)	
CIMAC Terrapin Masters (TERR)	N. Taylor W. Brassmy, Cheryl Wagner
Tollefson Swimming (TOLL)	
Warrenton Masters Swim Team (WAVA)	C. Kupitza
Wave One Swimming (WAV1)	
Other	
Maryland Suburban Swim Club (MSSC)	Robert Scheller
Debbie Malafsky	L4

Mollie Greer