Pacific Masters Monthly Meeting
October 16, 2013
Meeting was held via conference call.
Call to Order and introductions: The meeting was called to order by Peter Guadagni, Chairman @ 7:03 pm.

Attendees:
Peter Guadagni, Nancy Ridout, Michael Moore, Kildine Harms, Phyllis Quinn, Jim Clemmons, Rich Burns, John King, Barry Fasbender, Caroline Lambert, Cokie Lepinski, Stu Kahn, Charlene O'Brien, Maggie Tevis, John Morales, Chris Campbell, Laura Val, Joel Wilson, Glenda Carroll.

CALL TO ORDER & INTRODUCTIONS
I APPROVAL OF MINUTES OF September 15, 2013 (separate attachment)
Approved as amended.

II OFFICERS' REPORTS
CHAIRMAN - PETER GUADAGNI, report attached
Executive Committee approved wording of Charlene's contract for the Administrator position.

The OW grievances are in adjudication and will be completed by the end of the week. Apologies were received by all 3 participants. Phyllis wondered if more specifics of the grievances should be made known so people would be aware that "race jumping" is not tolerated by our organization. It was decided that Leianne would be an appropriate resource and to approach the subject again at the beginning of next season's OW swimming schedule.

Cokie Lepinski was nominated and selected for the Volunteer Service Award; Nancy Ridout was nominated and selected as the only recipient of the Distinguished Service Award (now known as the Nancy Ridout Award); All non-executive committee members to the National Convention were nominated and selected for the Appreciation Award.

REPORT OF THE TREASURER – KILDINE HARMS, report accepted.
Caroline and Jim reviewed bank statements and approved.

BUDGET:
Attached. Report approved as amended to read $38,500 for line **items** 102 and **510** and total **net income** to read $68,500. The budget as amended will be presented to the Annual Meeting for the membership to approve.

OFFICER AND COMMITTEE REPORTS
Barry, **Meet Operations**: An excellent SCM Championship meet was conducted.

Nancy, **Registration**-Membership is at **a** record level, again, as was last year's and we currently have 66 clubs that have renewed. Individual membership applications go out tomorrow, Oct. 17, thanks to Cokie's help with the application. Some of the clubs who renewed early did not receive the reduced rate for early renewal. Those contact names and clubs will be sent to Kildine and a $10 reimbursement check will be **sent** to **each cl**ub.

One hundred sixty-five RSVP's for the Annual Meeting have been received **to date. Deadline for RSVPs is Oct. 25th. Discussion ensued regarding the number of swimmers that could be handled in the workout segment. Nancy will ask the attendees to respond as to whether they will be swimming.**

Discussion was taken on the subject of the August and September Pacific Master meeting dates and whether the meetings would be in person or by conference call. It was decided that the schedule would reflect August 20 and September 10 for the meeting dates with more specifics given as the time came closer to these dates.

Jan. 15, Feb. 19cc, March 19, April 16cc, May 21, June 18cc, July 16, Aug. 20cc (USMS Nationals are 8/14-17), Sept. 10 (convention is 17-21), Oct. 15cc, Nov. 2/9/16 available for Annual Meeting.

Nancy has received 5 Annual Reports for the November 3rd meeting and would appreciate others reports ASAP with updated **graphs, pie charts, tables** that add interest to the report **where appropriate**.

Nancy, **Top Ten & Records- Noted that at the Sacramento Pentathlon the Colorado timing system printer ran out of ink, that none was available to use, and that records set there could not be submitted to USMS until the timing sheets are printed and sent to her with the record applications and other supporting document within the FINA time limit. She** suggested that the Pool Committee **talk with the meet director to see if it's possible and would make sense to investigate using another vender for the meet timing in the future.**.

John Morales, **Scheduling**-Presented the scheduling for the upcoming years events and discussion ensued whether the 2x1 Manatee event and the Modesto meet could be changed to reflect different days. At this time the teams are inflexible and the schedule will stay as written. Schedule approved.

Cokie, **Coaches**-reports that there is a big full clinic anticipated for October 20th.

Michael Moore, **webmaster**-continuation of design of the website with url testing taking place currently. **Michael encouraged anyone interested to help on the testing of the new design, especially with smart phones, tablets, and windows operating systems.**

Annual Meeting-details are going smoothly. People were encouraged to talk to their teammates to attend the event. **Peter** will talk to Kerry O'Brien to ask if he has plans to open the diving well if the numbers are beyond what the 25 yard pool can accommodate.

OTHER BUSINESS AND TEAM ANNOUNCEMENTS

Michael Moore moved to amend the March minutes to include Richard Todd and Laura Val as receiving The **Overall** Swimmer of the Year awards. Motion approved. **Leianne will be asked to amend the minutes to reflect this addition and send them to Michael for posting.**

ADJOURNMENT

Motion to adjourn at 7:58 pm.

Respectfully submitted,

Charlene O'Brien, Administrator

NEXT MEETINGS:

Nov. 3 Annual Meeting. 2014 meetings: Jan. 15, Feb. 19cc, March 19, April 16cc, May 21, June 18cc, July 16, Aug. 20cc, Sept. 17, Oct. 15cc, Nov. 2/9/16 available for Annual Meeting.

October 16, 2013, 7:00pm (conference call)

AGENDA ***Discussion Item**

I	**CALL TO ORDER & INTRODUCTIONS**	7:00pm
II	* **APPROVAL OF MINUTES OF 09/15/13** (separate attachment)	7:05pm
III	**OFFICERS' REPORTS**	
	* **CHAIRMAN** - PETER GUADAGNI	7:10pm
	* **REPORT OF THE TREASURER –** KILDINE HARMS, reports attached	7:20pm
	VICE-CHAIRMAN ADMINISTRATION – MICHAEL MOORE, no report	
	VICE-CHAIRMAN OPERATIONS – JIM CLEMMONS, no report	
	SECRETARY – LEIANNE CRITTENDEN, no report, minutes attached	
	AT-LARGE – CAROLINE LAMBERT, no report	
	ZONE CHAIR – MOORE, no report	
IV	**COMMITTEE REPORTS –** See attached written reports	7:25pm
	* **OPEN WATER** – QUINN, report attached	
	* **MEET OPERATIONS** – FASBENDER, report attached	7:25pm
	* **REGISTRATION** – RIDOUT, report attached	7:30pm
	* **TOP TEN & RECORDS –** RIDOUT, report attached	7:35pm
	* **SCHEDULING** – MORALES, report attached	7:40pm
	* **COACHES** – LEPINSKI, report attached	7:45pm
	COMMUNICATIONS – MOORE/WEB SITE, no report	
	MARKETING/PUBLIC RELATIONS – BURNS, no report	
	OFFICIALS – KING, no report	
	EQUIPMENT – HEATH, no report	
	* **LEGISLATION/RULES** – TBD, (Chairman,Guadagni), report under chairman	7:50pm
	HOSPITALITY – Benjamin, no report	
	* **AD HOC ANNUAL MEETING** - MORALES	7:55pm
	AD HOC GOVERNANCE – GUADAGNI, MORALES, LEPINSKI, no report	
V.	**OLD BUSINESS**	8:00pm
VI.	**NEW BUSINESS**	8:03pm
VII.	**TEAM ANNOUNCEMENTS**	8:06pm
VIII.	**ADJOURNMENT**	8:10pm

2013 MEETING DATES: Oct 16 (cc), Nov 3 – Annual Meeting

Working Calendar for October: Adopt Budget; Nominating Committee Report; Approve final Calendar of Even;, USMS Convention Review and Reports.

OCTOBER MEETING REPORTS – 10/16/2013

Officer **and Committee Reports**

Meeting policy. *Please provide text to Nancy, prior to the meeting, of any items on which you would like the Committee to vote. Re-established 1/18/2012.*

Chairman – Peter Guadagni

- Thank you to everyone who attended the annual USMS convention
- A grievance against 3 members was received. The allegation was the swimmers participated in an open water event without entering. Barbara Byrnes was asked to serve as Grievance Chair and she has followed up with the involved parties. An apology has been received from 2 of the members.
- The attached document on "Items Under Consideration at the Annual Meeting" has been sent to all the Clubs. As discussed at previous meetings we will be experimenting with a new organizational structure but using the existing by laws. Jim Clemmons has been nominated for Vice Chair Administration and if elected has agreed to act as Vice President – Communications. Phyllis Quinn has been nominated for Vice Chair Operations and if elected has agreed to act as Vice President – Open Water. John Morales has been nominated for Officer at Large and if elected has agreed to act as Vice President – Pool Meets. Stu and Mary Kahn have agreed to become the New Coaches Chair and will act as Vice President – Coaches and Clubs. Teddy Palmer was nominated to be the new Treasurer, Teddy has bookkeeping and nonprofit experience. In an effort to recruit individuals to new roles with old titles, I led the nominations committee.
- During my presentation at the annual meeting I will discuss the organization's accomplishments during the last year, review the composition of the Pacific Masters Committee, and discuss the current and proposed structure of the Board and Executive Committee.
- During the annual meeting there will be a celebration of Nancy's service. If you have anything to contribute to the presentation please send it to me and/or Charlene. A number of past Chairs have been contacted.
- Service Awards
    - Contributor of the Year
    - Nancy Ridout Distinguished Service Award – Nancy has already been chosen but there can be additional selections
    - Appreciation Award – A majority of the Executive committee has selected all non-Executive Committee delegates as recipients of this award. Are there other nominations?

Treasurer – Kildine Harms, financial reports attached separately.

Income Statement for 9 months ending September 30,2013 vs, same period 2012

Balance Sheet at the end of September 2013

2014 Budget to Committees V3 which includes detailed:

Actual Fiscal Year 2012
Actual 9 months ending September 30,2013
2013 Approved budget with a deficit of $76K
2014 V3 Draft with a deficit of $67K

This is the final version prior to the Annual Meeting, when the final budget will be presented to the membership for approval.

Vice Chair Administration – Michael Moore, no report

Vice Chair Operations – Jim Clemmons

Caroline and I reviewed the September bank statements and noted nothing out of the ordinary.

Secretary – Leianne Crittenden, no report, minutes attached

At-Large – Caroline Lambert, no report

Zone Chair – Michael Moore, no report

Open Water – Phyllis Quinn

The season is now over. I am working with the race directors and Kildine to finalize the year' costs and reimbursements. Thanks to all seven event directors and their committees for put on a great season. I hope I can improve on my performance as the OW sanction chair. We will need to look at the end of year $'s, and decide on how we handle the insurance cost next year.

Meet Operations – Barry Fasbender

2013 PacMasters SCM Championships. We had 13 additional swimmers this year, an increase of 4% from the 350 swimmers in 2012 to the 363 swimmers in 2013. This is an excellent meet that finishes fairly early each day.

Registration – Nancy Ridout

We have registered 11,242 swimmers and 133 clubs as of noon on October 15th. This is an increase of 456 swimmers and 2 clubs since our August meeting. This is an all-time high membership and we thank our coaches, clubs, and fellow swimmers for creating an environment that welcomes, sustains, and inspires our members. Past data for this time period is as follows: 11,071 swimmers and 125 clubs as of 10/16/12; 10,844 swimmers & 125 clubs as of 10/18/2011, 10,935 & 126 as of 10/20/10; 10,773 & 128 as of 10/21/09; 10,018 & 122 as of 10/21/08; 9,877 & 112 as of 10/10/07; 10,091 & 117 as of 10/18/06; 9550 & 109 as of 10/15/05, 9,281 & 113 as of 9/24/04; 9,538 & 110 as of 9/20/03; 9,835 & 119 as of 9/25/02; 9,346 and 119 as of 9/17/01; 8,904 & 112 as of 9/22/00; 8,337 & 102 as of 9/3/99; 8,096 & 101 as of 9/18/98; 7,852 & 107 as of 9/12/97; 7,400 & 108 as of 9/20/96; 6,569 & 94 as of 9/8/95; 6,509 & 94 as of 9/16/94; 6,111 & 91 as of 9/15/93; 6,084 & 80 as of 9/11/92.

An electronic message was sent to each 2012 club with a letter explaining the renewal process, a paper form, an Annual Meeting flyer. Each was notified that $10 would be deducted from the club fee for any clubs renewing by 10/31. Unfortunately, the updating of club fees did not carry over in the new registration program and some refunds are in order. All clubs must renew by October 31st to be eligible for the discounted fee and be indicated in the drop down box for swimmers to choose a club.

Sixty-four clubs have renewed their memberships for 2014. Thank you very much to 49ER, AQUM, CARS, CMAM, CRUZ, CSSR, CSTS, CVM, CYDM, DAM, DC, EA, FDM, FGST, FOG, FREM, GGMS, HQNV, HSM, HTUB, LNM, LNRS, LOM, LVTC, MAAC, MEMO, MHSA, MMS, MPM, MSC, MTRC, NBA, NUTS, OAK, OAM, PCCM, PPP, RAMS, RHMS, RINC, RPM, SAC, SCAM, SMAC, SMM, SMST, SNM, SON, SRVM, STAN, SVAM, TAM, TCAM, TEME, TMPO, TOC, TSUN, USF, WCM, WEST, YCMS, YPAC

Cokie and I are finalizing the 2014 individual membership application form and it should be ready this week for emailing to the clubs and posting on the web site.

I've received 138 RSVPs for the Annual Meeting Celebration as of 10/15. Many people who've not come in the past are coming this time so past participants must be supportive in promoting this event. All are welcome and please RSVP by 10/25.

A potential 2014 Meeting Schedule is below and typically occurs on the third Wednesday of each month except December.

Jan. 15, Feb. 19, March 19, April 16, May 21, June 18, July 16, Aug. 20 (note that USMS Nationals are 8/14-17, may want to postpone this meeting until the 27th and do the convention business as well; the Sept. meeting if needed could be at the convention.), Sept. 17 (convention is 17-21), Oct. 15, Nov. 2/9/16 available for Annual Meeting.

Top Ten and Records – Nancy Ridout

The SCM Top Ten will be processed as soon as the results are ready from the Championships. I plan to work with Charlene on preparing a top ten next week and hope to have it posted this month or early in November. Records have been submitted from the Modesto meet in August.

Scheduling – John Morales

Updated schedule is attached. There are four event changes to the schedule that I would like to be approved.

1. Valentine Meet date change to Sunday, February 9th, 2014
2. La Positas College Hawk Relays, Saturday, April 5th, 2014
3. MAAC Summer Meet, Saturday, August 23rd, 2014
4. DAM Brute Squad Postal, November, 2014

These are the last four changes to the schedule, some may have been approved at convention, but I wanted to make sure.

Coaches – Cokie Lepinski

Clinic Report

- Our final clinic for the year is a Backstroke-Freestyle clinic in San Mateo, Sunday, October 20th. A flyer on this is on the Pac Masters website, the calendar and the Facebook page. This is our sixth and final clinic for 2013.
- At the Starts & Turns clinic in Mountain View on Saturday, September 7th we had a very good turnout of 24 swimmers and 5 coaches assisting the 4 lead coaches. The day was quite hot, which was perfect for this type of a clinic with lots of stops and starts. A huge thanks to Coach Laura Schuster and Coach Chris Campbell for their work in hosting this clinic.

USMS Coaches Certification Courses

- We had 18 Pacific Masters coaches attend the USMS Level 3 Coaches Certification course in Novato on September 28th. All 18 plan to apply for the Pacific Masters scholarship covering the $225 course registration fee.
- Pacific Masters is hosting a USMS Coaches Certification Level 1 & 2 course in San Mateo on Saturday, January 18, 2014.

Communications – Webmaster – Michael Moore, no report

Marketing/Publications – Rich Burns, no report

Officials – John King, no report

Equipment – Rob Heath, no report

Legislation/Rules – TBD (Guadagni), see chairman's report

Hospitality – Marcia Benjamin, no report

Ad Hoc Governance – Peter Guadagni, Cokie Lepinski, John Morales, no report

Ad Hoc Annual Meeting – Morales, Tevis, Ridout, Palmer, Burns

Plans proceed on schedule. Committee year end reports are encouraged to be sent to Nancy for the Annual Report Booklet. A series of e-blasts have been sent to members and clubs announcing the event. Thank you to Rich Burns and Michael Moore for their efforts. Nancy is handling the event registration and will have an up to date attendance number at our meeting. I would also like to thank the Annual Meeting Committee of Nancy Ridout, Maggie Tevis,Teddy Palmer, and Rich Burns for their excellent input and work.

Old Business

New Business

Pacific Local Masters Swimming Committee

Balance Sheet

As of September 30, 2013

	Total
ASSETS	
Current Assets	
Bank Accounts	
15 Wells Fargo Checking Account	$ 17,936.45
16 Wells Fargo Saving Account	$ 241,280.49
25-9670 Mission National Bank Operating Account	$ 4,244.94
26-0370 Mission National Bank Business Account	$ 2,535.93
61 MNB CD 0187416050 - 07/2015	$ 41,709.99
Total Bank Accounts	**$ 307,707.80**
TOTAL ASSETS	**$ 307,707.80**
LIABILITIES AND EQUITY	
Equity	
3000 Opening Bal Equity	$ 14,988.50
3900 Retained Earnings	$ 278,238.27
Net Income	$ 14,481.03
Total Equity	**$ 307,707.80**
TOTAL LIABILITIES AND EQUITY	**$ 307,707.80**

Thursday, Oct 10, 2013 05:40:38 PM PDT GMT-7 - Cash Basis

Pacific Local Masters Swimming Committee

Profit & Loss

January - September, 2013

	Total		
	Jan - Sep, 2013	Jan - Sep, 2012 (PY)	Change
Income			
100-A PacMasters			
101 PacMasters Membership Fees	$ 122,046.36	$ 103,119.50	$ 18,926.86
120 PacMasters Clubs Registration	$ 560.00	$ 280.00	$ 280.00
130 PacMasters Transfers Fees	$ 1.50	$ 111.00	$ (109.50)
141 PacMasters Donation	$ 1,334.60	$ 1,227.00	$ 107.60
Total 100-A PacMasters	**$ 123,942.46**	**$ 104,737.50**	**$ 19,204.96**
Total 100-B USMS	**$ 28,519.50**	**$ 27,002.00**	$ 1,517.50
Total 100 Registration	**$ 152,461.96**	**$ 131,739.50**	$ 20,722.46
200-300 Other Income			
200 Sanction Bond Deposits	$ 1,850.00	$ 1,000.00	$ 850.00
305 Open Water Training		$ 1,638.00	$ (1,638.00)
310 Video Rental	$ 15.00	$ 55.00	$ (40.00)
315 Meet Management Services	$ 7,081.00	$ 5,017.00	$ 2,064.00
318 OW Insurance	$ 4,760.00		$ 4,760.00
380 Misc. other income	$ 2,727.72	$ 395.04	$ 2,332.68
Total Other Income	**$ 16,433.72**	**$ 8,105.04**	**$ 8,328.68**
400 Interest			
410 CD Interest		$ 205.01	$ (205.01)
420 Bank Interest	$ 178.80	$ 196.60	$ (17.80)
Total 400 Interest	**$ 178.80**	**$ 401.61**	**$ (222.81)**
Total Income	**$ 169,074.48**	**$ 140,246.15**	**$ 28,828.33**
Expenses			
1000 Office	$ 14,553.29	$ 15,709.83	$ (1,156.54)
1050 Publications	$ 6,964.03	$ 2,701.31	$ 4,262.72
1100 Web Site	$ 2,384.26	$ 2,333.11	$ 51.15
1200 Chairman	$ 727.80		$ 727.80
1450 Treasurer	$ 759.52	$ 1,422.26	$ (662.74)
1500 Coaches	$ 5,666.19	$ 4,107.32	$ 1,558.87
1700 Officials	$ 1,489.40	$ 120.00	$ 1,369.40
1750 Sanctions/Meet Operations	$ 14,735.01	$ 13,715.96	$ 1,019.05
2000 Open Water Exp	$ 8,522.59	$ 2,239.85	$ 6,282.74
2050 Awards	$ 949.64	$ 3,715.53	$ (2,765.89)
2100 Other Items	$ 3,442.76	$ 6,372.02	$ (2,929.26)
500 USMS Dues	$ 19,850.00	$ 20,822.50	$ (972.50)
600 Sanction Refunds	$ 825.00	$ 2,812.50	$ (1,987.50)
700 Contracts	$ 50,242.00	$ 48,807.00	$ 1,435.00
900 Convention	$ 23,481.96	$ 29,672.19	$ (6,190.23)
Total Expenses	**$ 154,593.45**	**$ 154,551.38**	**$ 42.07**
Net Income	**$ 14,481.03**	**$ (14,305.23)**	**$ 28,786.26**

Thursday, Oct 10, 2013 05:43:17 PM PDT GMT-7 - Cash Basis