



January 20, 2016; 7:30 in-person & by webinar

**AGENDA** \*Discussion Item

- I. **Call to Order & Introductions**
- II. **Approval of December meeting minutes (separate attachment)**
- III. **Reports**
  - Executive Committee**
    - Chair**—John King, report
    - Treasurer**—Teddy Palmer, no report
    - Secretary**—Leianne Crittenden, no report
    - Office Administrator**—Charlene O’Brien, report
    - Schedule**—Steve Cutting, report
    - Hospitality**—Marcia Benjamin, no report
  - Pool Meet Committee**—John Morales, report
    - Meet Operations**—Barry Fasbender, report\*
    - Officials**—no report
  - Open Water Committee**—Phyllis Quinn, report
  - Communications and Technology**—Bob Anderson, report
    - Update**—Charlene O’Brien, report
    - Website**—Michael Moore, Caroline Lambert, report
  - Clubs and Coaches**—Laura Schuster, report
  - Ad Hoc Committees**—no report
  - Old Business**—no report
  - New Business**—Karen Harris, report\*
  - Club news**—no report

**2016 MEETING DATES:** all dates are tentative: February 17; March 16; April 20; May 18; June 15; July 20; Aug 17; Sept 22 (convention); Oct 19; Nov 13 (Annual Mtg)

*Working Calendar for January: Set and approve committee goals and objectives; nominate recipient of Ransom Arthur Award; Call for Coach of the Year nominations; CA State Nonprofit Statement due; 1099 Misc. due to individuals by 1/31; order SOTY awards.*

*Working Calendar for February: Forward PacMasters Ransom Arthur Award nomination to USMS;; 1096/1099 reporting to IRS due 2/28; tabulate PacMasters Age Group Swimmers of the Year; approve PacMasters Age Group Swimmers of the Year; vote for overall male & female SOTY;*

*Working Calendar for March: distribute Convention Delegate information;*

## January meeting reports – 1/20/2016

### Officer and Committee Reports

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

### Executive Committee

**Chair**—John King, report

- submission of nominations for Coach of the Year by next meeting.
- nominations for Ransom Arthur award.

**Treasurer**—Teddy Palmer, no report

**Secretary**—Leianne Crittenden, no report

**Office Administrator**—Charlene O'Brien, report

Registration: 7,781 members; 143 clubs; 327 self-identified coaches have registered for Pacific Masters as of 1/15. The first day for registration for members was Nov. 1 and for clubs was Oct. 1, 2015. In 2015 we had 7,736 members; 138 clubs; 338 coaches at this time.

Top Ten: the SCM Top Ten was submitted to USMS on 1/10 for review by Mary Beth Windrath, Top Ten administrator. It will be final sometime in February.

Records: The Pacific Records were uploaded to Meet Manager 6.0 and I'm currently in communication with Franz Mortensen from FastLane Tek, Inc. to make sure the back-up is correctly done in the new database. Franz was instrumental in teaching me how to maintain the record database in Meet Manager in 2015.

The Swimmer of the Year (SOTY) tabulation will begin when I receive confirmation from Mary Beth Windrath that the SCM records submission is correct.

Swim Events: Pre and Post swim meet guidelines emailed to Flower Power meet director John Morales. Bond, meet results were received. There were no records processed for this meet.

**Schedule**—Steve Cutting, report

1. Event bids that need committee approval (excluding Bay Area Senior Games):

Event	Type	Location	Bid Submit Date	1st Choice Date	2nd Choice Date	Comment
Cal Aquatic Masters Spring Meet	SCY	Spieker Pool, UC Berkeley	10/13/2015	Sun 3/6/16		Previously approved with 2 'tentative' dates. Go with Mar. 6
The City Mile	SCY	City College of San Francisco	10/22/2015	Sun 2/21/16	Sun 2/28/16	Go with 1 <sup>st</sup> choice. Date acknowledged as same weekend for USF (sat 2/20)

Donner Lake Swim	OW	Donner Lake, Truckee CA	10/28/2015	Sat 8/13/16	-	Go with 1 <sup>st</sup> choice.
Santa Cruz Open Water Weekend	OW	Santa Cruz, CA	11/02/2015	Sat 7/30/16 Sun 7/31/16	Sat 8/6/16 Sun 8/7/16	Go with 1 <sup>st</sup> choice. Roughwater is Sat, Cruz Cruise is Sun
Spring Lake Swims	OW	Spring Lake Park Santa Rosa, CA	11/5/2015	Sat 5/21/16	Sat 5/14/16	Go with 1 <sup>st</sup> choice
<b>Bay Area Senior Games</b>	<b>SCY</b>	<b>Stanford University</b>	-	<b>Sun 5/22/16</b>		<b>Not a PacMasters event</b>
Keelhauler LCM Time Trial	LCM	Cal Maritime, Vallejo	-	Sun 5/15/16		Date change from previously approved 5/22 due to BA Senior Games date confirm
Whiskeytown Swims	OW	Whiskeytown Lake, Redding CA	09/04/2016	Sun 9/11/2016	-	Go with 1 <sup>st</sup> choice.

2. I am now managing the content of the new Pacific Masters web page for the schedule & (Google) calendar. Thanks to Caroline for her instructions and help. Let me know if you spot any problems or have any questions.

3. Discussion is ongoing for a possible LCM meet at CCC College in San Pablo on Saturday June 18.

**Hospitality**—Marcia Benjamin, no report

**Pool Meet Committee**—John Morales, report

The Pool committee had a meeting Jan. 13 devoted to the 2016 Pacific Masters Short Course Championships. Due to numerous reasons, Pacific Masters will be hosting a championship for the first time. Peter Guadagni has volunteered to be Meet Director and has already devoted a considerable amount of time organizing the event. John King reserved the Soda Pool for April 8-10 and arranged for the meet manager and timing chores. Attached are copies of the proposed budget and minutes from our meeting. Point of note: Pacific Master's goal is to provide a well-run meet, and not to make a huge profit. The Pool Committee believes the biggest challenge will be acquiring sufficient timers for a three day meet with 18 lanes and 2 timers per lane.

Timer options:

1. require participating teams to provide timers
2. pay service groups to provide timer duties
3. pay master teams to provide timers as a team fund raiser.

We can offer a lump sum to service groups or arrange an hourly rate per lane (necessitates monitoring). The board also feels that officials should receive gift certificates of \$100/day.

Team awards were also discussed (all awards at champ meets now provided by Pacific Masters). Most team awards are thought to be sitting forgotten in the corner of a garage. Is there an award which would be better displayed? i.e. banner should we make the Team award more useful? i.e. clipboard, stopwatch, or gift card.

**Meet Operations**—Barry Fasbender, report\*

Vote Required by the PacMasters Committee Move to increase each of the maximum individual pool meet entry fees by \$5 effective May1, 2016.

2016 Events That Have Been Sanctioned/Recognized

So far nine events have been sanctioned or recognized for 2016. They are the USMS ONE Hour ePostal, TAM Postal 1650, TOC 1500 scm, and the following SCY meets: SRM, USF, PacMaster City Mile (1650), RINC, CALM, and Sonoma Senior Games. Note that the FOG SCY meet was cancelled for this year.

2016 SCY Events and Clinics that Need To Be Sanctioned/Recognized

PacMasters SCY Championships, the WCM Intensive Training Camp, Bay Area Senior Games.

Proposed Change to Meet Fees

The maximum prepaid individual entry fees for pool meets are currently \$30 and \$35 entries if the host is using the PacMasters Meet Management Services vender. For deck/late entries, the current fees are \$55 and \$65. For championship meets, the individual entry fees are currently \$40 and \$45. The fees were last increased by \$5 in March 2010. Move to increase each of the maximum individual pool meet entry fees by \$5 effective May 1, 2016.

**Officials**—no report

**Open Water Committee**—Phyllis Quinn, report

- An email was sent to Race Directors regarding the sanctioning of their events.
- New this year is a requirement for an Independent Safety Monitor (ISM). Details on the training for this will be available soon.
- Also a sanction request must include the "Open Water Safety Plan Application" document. This document is available on the USMS web site.

**Communications and Technology**—Bob Anderson, report

Caroline Lambert's work has finally come to fruition. The new Pacific Masters website will have been launched yesterday or will momentarily be. Please head to [pacificmasters.org](http://pacificmasters.org) and check it out. I welcome any and all feedback. We anticipate that the members of this Committee and our membership in general will firstly be thrilled and secondly have valuable suggestions for further improvements. Caroline's efforts are greatly appreciated.

While we move away from the technology that Michael Moore built, the content in our new site is fundamentally his. Over the years he has recognized what is of importance to a Pacific Masters swimmer and ensured that information came to exist and remained available.

The new website uses Drupal as its framework. Drupal is content management software. By using Drupal we can let different people update different parts of the site and they need not know HTML.

- Steve Cutting will be updating the swimming pool competition schedule.

- Phyllis Quinn will be updating the open water schedule. She will also post open water competition results.
- Charlene O'Brien will be updating the Pacific Masters Swimming Committee monthly meeting dates and reports, and posting the Pacific Masters Awards and Records pages
- Leianne Crittenden will be adding the minutes from the Pacific Masters Swimming Committee monthly meetings
- Barry Fasbender will add pool competition meet sheets and registration links.
- For each completed event, there is an opportunity to add a link to photos.

The homepage will directly link to the current Update and also provides for full length articles. We are keen to invite our members to share their experiences and contribute articles. Please contact me if you have a yearning to write and to share.

While Caroline will be supporting her work for now, we are seeking volunteers with Drupal experience to take over this support.

**Update**—Charlene O'Brien, report

Since our November meeting three e-newsletters have been sent; Dec. 12, Jan. 4 and Jan. 18. The newsletter was received by approximately 18,300 swimming enthusiasts at an open rate of approximately 23%. Our Editor for January was Linda Shoenberger and our Editor for February is Jeremy Cohen with editions out on February 1 and February 15. We have a great team of people that includes Peg Flynn and Ali Hall. The Update is supervised by Bob Anderson, VP Communications and Technology.

**Website**—Michael Moore, Caroline Lambert, report

I have given John King 60 day notice of my wishing to leave the Pacific Masters webmaster position. It has been a good run over the past twenty years. I appreciate when Julie Paque accepted my idea of creating a Pacific Masters website. There have been many people who have helped me during my tenure - from those meet directors who gave me the results, to people who contributed suggestions and ideas. I would like to particularly thank Barry Fasbender, he helped when we started the website and has contributed regularly since then.

**Clubs and Coaches**—Laura Schuster, report

- 3 Coaches have requested the 80% reimbursement for the Level 1 & 2 Coaches Clinic in March
- First newsletter of 2016 went out last week
- Upcoming Coach Development Clinic: Sunday March 6 at Fremont Pool in Sunnyvale 9am-12pm

**Ad Hoc Committees**—no report

**Old Business**—no report

**New Business**—Karen Harris, report\*

Karen would like to bring up a discussion to support the SSL program and a bridge program to bring new swimmers to Masters. In particular, an approval to have PacMasters cover the cost of USMS membership for any SSL participant who wants to take additional sessions.

**Club news**—no report