



February 21, 2018; 7:00 pm conference call

AGENDA *Discussion Item

- I. **Call to Order & Introductions**
- II. **Approval of November annual meeting minutes (separate attachment)**
- III. **Reports**

Executive Committee

- Chair**—John King, report
- Treasurer**—Laura Shope, report attached
- Secretary**—Leianne Crittenden, report attached
- Office Administrator**—Chris Ottati, report *
- Schedule**—Steve Cutting, report
- Hospitality**—Marcia Benjamin, no report
- Pool Meet Committee**—John Morales, report
 - Meet Operations**—Peter Guadagni, no report
 - Officials**—Mike Abegg, report
- Open Water Committee**—Phyllis Quinn, report
- Communications and Technology**—Bob Anderson, report
 - Update**—Chris Ottati, report
 - Website**—Caroline Lambert, no report
- Clubs and Coaches**—Stu and Mary Kahn, report *
- Ad Hoc Committees**—no report
- Old Business**— Chris Ottati, report
- New Business**— Chris Ottati, report *
- Club news**—no report

2018 MEETING DATES: all dates are tentative: **March 21, April 18(cc), May 16, June 20(cc), July 18, August 15(cc), September 26-30(convention), October 17(cc), November annual meeting – not set**

Working Calendar for February:; 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; Coach of the Year nominations

Working Calendar for March: Forward PacMasters Ransom Arthur Award nomination to USMS March 15; distribute Convention Delegate information;

Working Calendar for April: Request and accept nominations for Convention Delegates; Brainstorm USMS Rules/Legislation changes;

February meeting reports – 02/21/2018

Officer and Committee Reports

Meeting policy: Please provide text to Chris, 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

- The annual LMSC surveys are out to all LMSC's for completion by the end of this month. This will be a combined effort within Pacific to complete. While this year there is no LMSC Summit meeting (every other year), the survey will help share how each LMSC is doing against the LMSC Standards and can help generate ideas for improving and changing our LMSC's.
- Award nominations are coming:
 - Coach of the Year (nominations were due Feb. 14). Our publicity in the Update and by word of mouth have paid off. We have four nominations for Coach of the Year to consider. They have been forwarded to the selection committee along with the supporting letters for them to consider. A selection will be given by the March Meeting, and the award given at the Short Course Championships.
 - Age Group Swimmer of the Year. Tabulations are in progress and will be presented next month for approval. The awards will be given at the Short Course Championships in April.
- It's not too early to think about being a delegate for the annual USMS Convention in September. If you're interested in attending or know of a potential delegate who has not attended before let the Administrator know so we can start forming our list for consideration.

Treasurer—Laura Shope, financial reports attached;

Secretary—Leianne Crittenden, report attached

Office Administrator—Chris Ottati, report

Registration: 8293 members; 137 clubs; 402 self-identified coaches have registered for Pacific Masters as of 02/18/18. In 2017, we had 8681 members; 148 clubs; 410 self-identified coaches.

Top Ten: SCM Top Ten submitted and accepted by USMS. SCM publication date will be April 2018.

Records: All SCY and LCM records are up to date on our website. Led by Bob Anderson, Pacific Masters is updating our Pacific record storing and updating process. We are finding some earlier Pacific records that were not recorded in the database.

Swim Events: Pool: Awaiting sanction bond deposits for USF Valentine's affair and CALM March meet. These organizations face a little more challenge as they are dealing with University red tape.

85+: On January 19 I identified 15 more 85+ year old members eligible for scholarship. I reimbursed 11 of those, with the remaining 4 letting me know we could keep the money.

USMS Peer to Peer calls: Upcoming conference calls are:

March 13th – Treasurers

2018 Rule books: The 2018 rule books have arrived.

Save Our Shores: I'm told that historically we donate annually to Save Our Shores. I have received a donation request from them and would like to get approval to donate \$500 as we did in 12/16.

Video Library: I recently went through some of the Freestyle videos that we have in our library. They are out of date for the most part. We ought to consider updating them or developing an online selection for our members to view.

Meet Directors Handbook (2005): I recently reviewed some of the information in the online Meet Directors Handbook. I found some verbiage that I thought was not accurate regarding what is supposed to be sent to me. An example:

Send cards, tapes, and two copies of results to PMS Registrar within two weeks. Within two days send new registrations in a separate envelope

I think we ought to have a review of this document. A lot has changed since 2005.

Constant Contact email list: Our General email list that receives our UPDATE enews has 24621 emails in it. Unless someone "unsubscribes" or I delete them, those emails stay in there. I've gotten 2 recent emails from members who were mildly annoyed that they were receiving emails to addresses they no longer used much. We get about 1535 bounces per month. I will talk with IT to see if we might want to clean some of this up.

Schedule—Steve Cutting, report

Event bids needing approval at the February 21, 2018 meeting:

Event Bid (type)	Bid Received Date	Host	Location	1 st Choice Dates	2 nd Choice Dates	Comment
3rd Annual Keelhauler Time Trial (LCM)	Jan 18, 2018	CMAM	CSU Cal Maritime, Vallejo	Sun 5/20/2018	Sun 6/17/2018	5/19 = Spring Lake OW 5/20 = BASG SCY 6/17 = Father's Day

Hospitality—Marcia Benjamin, no report

Pool Meet Committee—John Morales, report

The Quicksilver Pool at Gunderson High School will be undergoing work sooner than the team thought. Unfortunately, the pool will not be available for LCM Champs. Lucas Salle's team is still interested in hosting, and will be checking for other venues. We are also investigating other possibilities. Until further notice, the meet should be taken off the schedule. John Morales

Meet Operations—Peter Guadagni, no report

Officials—Mike Abegg, report

Open Water Committee—Phyllis Quinn, report

I am working on getting estimates for a new Open Water Trailer and equipment. We will need to discuss what to do with the old trailer. The options are trade it in or donate it to an organization that could use it.

I will have this information ready to discuss at the meeting in March.

Communications and Technology—Bob Anderson, report

At last October's meeting I proposed codifying who is responsible for adding each type of event to our Schedule page and Google Calendar. The guiding principle being that each event on our Schedule is more closely identified with one of our five Pacific Masters Committees than the other four. My current thinking is to work with each committee (or VP) to firm up the practice before codifying it in our Administrative Handbook

Update—Chris Ottati, report

Since our January meeting two e-newsletters have been sent; January 22, and Feb. 5 (as of this writing the February 19 one has not gone out.) The newsletter was received by approximately 24,000 swimming enthusiasts at an open rate averaging 22.5%. Our Editor for the first Update was Linda Shoenberger and our Editor for the second was Carol Nip/Jeremy Cohen. Carol/Jeremy will edit the February 19 UPDATE and Peg Flynn/Linda Hepworth will edit the March 5 Update. The Update is supervised by Bob Anderson, VP Communications and Technology.

Website—Caroline Lambert, no report

Clubs and Coaches—Stu and Mary Kahn, report *

- 1) The first in a series of stroke clinics will be offered in Davis on Saturday, March 31. The clinic will focus on freestyle and be directed to intermediate and advanced swimmers.
- 2) A brief discussion is requested to streamline and improve the database for coach and club contacts. Currently, we have no good way to contact 'real' coaches. There are 137 clubs listed for 2018 and 402 self-identified coaches. USMS keeps a fairly accurate database for clubs and it may be just as good as ours. It's our tracking and contacting of the actual coaches who present the challenge.

Ad Hoc Committees—no report

Old Business—

SSL/ALT training, Chris Ottati

The \$7500 check was sent to the SSL Foundation. We received a thank you letter.

Shortly after our last meeting, USMS contacted me to let me know they were scheduling an ALT class in Berkeley on March 24. This took care of our spring ALT training problem.

New Business— Chris Ottati, report *

Albany had an approximately 100% increase in their facility rental fee for this year's Splash and Dash (approx. \$800 to \$1600). They have asked if PacMasters would consider subsidizing part of that.

Club news—no report