

ILMSA Board of Directors Monthly Meeting by Conference Call

Monday, January 14, 2019

Minutes

Heidi Kafka, President; Tracy Lord, Vice President & Chair Communications Committee; Phil Dodson, Treasurer; Marissa Filippo, Secretary; AJ Block, Chair Health and Fitness Committee; Michael Cowen, Chair Competition and Sanctions; Molly Hoover, Chair Coaches Committee; Andy

Seibt, Chair Long Distance Committee

M, S, A = Moved, Seconded, Approved by voice vote

I. Call to order

Heidi Kafka called the meeting to order at 7:35pm.

II. Approval of agenda

M, S, A to approve the agenda.

III. Approval of December teleconference minutes

M, S, A to approve the December teleconference minutes with amendments.

IV. Old Business

a. State Meet

The board discussed the recommendations of the comte and talked about different products to consider besides towels. AJ and Brock are going to make sure that we have awards for each age group and quality control – every age group men and women. Discussion also occurred related to meet registration and use of Club Assistant. We will be working with the meet host to determine the best way to register swimmers and eliminate registration and scoring issues.

Marissa will correspond with Matt about Club Assistant and efficient use of the systems in terms of registration and scoring. Additional questions/considerations from the Board:

- • Do meet results get audited? That should occur at the end of each day of competition.
- • 45 minutes between end of competition and the beginning of the awards ceremony.
- • The day after the meet registration closes, Marissa will send out the team size numbers to the

Championship committee and they will decide the team size categories and that information will be shared.

M, S, A to accept the 6 recommendations (as they appear here below) of the Championship Committee.

1. Order of events

Friday, April 12

Men's and Women's 1650 Freestyle

Saturday, April 13

500 Free

200 Free Relay (Men's Women's) 10 minute BREAK

1

50 Back

200 Fly

100 Free

200 IM

400 Medley Relay (Mixed) 10 minute BREAK

50 Fly

200 Back

100 Breast

200 Medley Relay (Mixed)

Sunday, April 14

400 IM

200 Medley Relay (Men's/Women's) 10 minute BREAK

100 IM

200 Free

50 Breast

400 Medley Relay (Men's/Women's) 10 minute BREAK

50 Free

200 Breast

100 Fly

100 Back

200 Free Relay (Mixed)

2. 1650

- • 2 different seedings – early bird and later flight with fixed start times (warm ups won't begin until 3:15pm or later; first flight likely to start at 4pm)
- • Seeding slowest to fastest in 1st flight; fastest to slowest in 2nd flight
- • 4 event numbers: events 1 & 2 for first flight (women and men); events 3 & 4 for the 2nd flight

(women and men)

- • Registration capped at 160 entries total. 80 per flight.
- • 2 competition pools running; 9 lanes each with one lane for warm up and cool down with a

double lane line separating the competition pool from the warm up and cool down lane

- • Meet host authorized to start next heat if there is a slower swimmer holding up competition.

Meet host may encourage slower swimmers to sign up for first flight. Meet host authorized to deal with issues as they arise.

- Positive check in should occur by 7am Friday morning so that meet host can seed the event ahead of the start

3. Awards

- Individual awards: towels with award and state meet logo embroidered or screen printed
- Team awards: high quality trophies that are not too large
- Team size award categories to be determined by the committee based on real-time registration

data and using category data from previous years

- 30-45-minute waiting period between the end of the last event and the awards ceremony; include clear language in the meet information that manages expectations for this break to calculate accurate scores

4. Maximum number of events

- Maximum number of events should remain the same (4 individual events per day; 5 relays total per swimmer)

2

- Add a question on the post-meet swimmer survey that asks directly about number of relays swum per swimmer and/or maximum number of individual events per day

5. Relays

- Relays should be turned the day before (Marissa will clarify with meet host that this means Saturday relays need to be submitted on Friday and Sunday relays on Saturday)
- Relay procedures can be left up to the meet host's discretion
- Run all relay procedures past meet officials to make certain we are in compliance with USMS

rules

6. Opening entry date

- March 1 (this is okay with Matt, he just needs to know all the ADMIN user items on his end once

Club Assistant is set up, so he can begin to work with his crew at Munster

Based on discussion that took place during two conference calls: Thursday, December 6, 2018 and Wednesday, January 9, 2019

Participants: Derek Ammerman, AJ Block, Billy Cordero, Michael Cowen, Phil Dodson, Ann Emmerich, Marissa Filippo, Brock Jones, Alexis Keto, Laurel Liberty, Andy Seibt, Ed Stranc, Matt Wever

Marissa will follow up on team size categories and any other outstanding issues.

b. Leadership Summit-March 1-3, Phoenix AZ

c. Awards and Recognition Chair

There is still no chair for this committee. Heidi would like to get some new people involved especially from teams that are not represented on the board.

Next steps: AJ will follow up with Naperville Waves and Evanston Masters.

d. 2020 meet bids

Next steps: Phil and AJ will reach out to Libertyville folks to see if they would be willing to bid for the 2020 meet.

V. New Business

a. Meet Registration

Michael Cowen gave an overview of this agenda item. There are many meet directors that still require mail in entries. This may be creating a barrier/obstacle to meet registration. Club Assistant is expensive and can be prohibitive for a team that only hosts one meet. Chris Coburn has found some no-cost options for online registration. Michael proposes that we add language to the sanctioning rules requiring an online registration option. We should announce soon and then this could go into effect in January 2020. There has been some discussion in the past to financially assist meet hosts for set up fees for a Club Assistant or similar service. Google forms and a pay pal account is an easy and free option for teams who don't want to purchase Club Assistant. A tool/resource/tutorial guide for meet hosts should accompany the change with a quick set-up guide for google forms and pay pal. We could add such instructions to the FAQs on our website. We could use the sanction fee as an incentive for compliance – we don't necessarily have to require an online option, but we can waive the \$50 sanction fee if they have an online option.

M. S. A to require meet hosts to have an online option for meet registration by January 1, 2020. We will provide a helpful set-up guide for teams who are moving from analog to digital.

3

Next steps: FAQ document will be developed by Michael Cowen and posted on the website and will send it to meet directors. Molly may also want to send this to coaches.

e. Club Support reimbursement

Phil Dodson gave a verbal summary of this agenda topic. In the 2018 budget, there was a line item for \$1 for every club member above 4.

M, S, A to authorize the treasurer to distribute of the club support funds based on 2018 budget and club registration numbers.

f. Teleconference date/time change

Molly is participating on the national coaches committee and their conference calls are at the same time as ours (2nd Monday of each month). We would like to move the calls to the first Monday of each month. Heidi will poll the members that are not on the call tonight and

g. Champaign Masters meet
Their meet last weekend was under-registered.

Next steps: Phil will reach out to the meet host to see if they lost money on the meet to help make them whole.

ILMSA Board of Directors Monthly Meeting by Conference Call

Monday, February 11, 2019

Minutes

Heidi Kafka, President; Tracy Lord, Vice President & Chair Communications Committee; Phil Dodson, Treasurer; Barbara Delanois, Registrar; Marissa Filippo, Secretary; AJ Block, Chair Health and Fitness Committee; Michael Cowen, Chair Competition and Sanctions; Molly Hoover, Chair Coaches Committee;

Andy Seibt, Chair Long Distance Committee, Ed Stranc, Chair Safety Committee; Mike Abegg, Chair Records and Tabulations Committee; David Sims, Chair, Finance Committee

M, S, A = Moved, Seconded, Approved by voice vote

I. Call to order
Heidi Kafka called the meeting to order at 7:33pm.

II. Approval of agenda

M, S, A to approve the agenda.

III. Approval of January teleconference minutes

M, S, A to approve the January teleconference minutes.

IV. Old Business

a. State Meet

1. Awards

AJ provided an update on this topic. We are currently working on quotes for the award towels. The towels are 30" X 60" with the ILMSA logo and "high point winner, 2019 ILMSA State meet, SCY" AJ will send a proof once it's mocked up. Brock is working to get options for trophies. Phil will talk with Matt and work out subsidizing costs for awards to ensure quality. AJ will make sure that they have enough towels for each of the age groups. Medals and ribbons will be handled by the meet host.

2. Social--\$5 fee

Heidi has been in touch with Byway and is working on a budget number. We will make sure \$5 fee is explained up front so folks understand and have the option. Tracy will handle desserts again. David will assist Heidi in selecting menu items. Byway has been very accommodating to our group.

3. Members meeting/Election

We will hold our members meeting and election mid-way through the first day of the meet. We will communicate with Matt about the breaks for the member meeting and elections

Next steps: Marissa will send some language to Barb and Tracy for awards. Barb will send the notice of the members meeting 30 days in advance per the bylaws.

4. Safety Signs

5. Warm up access

1

Discussion occurred related to making a ladder available for warm up and cool down access for swimmers with disabilities. We could run one pool at a time with 9 lanes and the other pool with 10 so that one lane could be used for this.

Next steps: Marissa or Phil will contact Munster to see if they have some ideas about how to accommodate athletes with disabilities.

6. Information desk

Marissa sent Matt an email about this and we'll maybe get a sign and a staff person for that table on all days of competition.

Next steps: Marissa will contact Matt to work out the information desk.

b. Nominating Committee

AJ talked to Naperville, Evanston, and CoHo. AJ will follow up with Coach Sue Welker to see if anyone on her team may want to serve. Andy will reach out to some good candidates at Rockford. We need candidates for officers, especially awards and recognition that is currently vacant.

V. New Business

a. Teleconference Schedule 2019

By consensus through discussion, the board approved the following schedule for 2019 ILMSA Board meetings.

3/4, 4/1, 5/7 (Tuesday), 6/3, 7/1, 8/5, 9/3 (Tuesday), 10/7, November-members meeting (date TBD), 12/2 All meetings to take place by conference call and begin at 7:30pm.

b. 2020 state meet bids

Phil and AJ will have something to report to the board next month.

c. Subsidies for under attended meets

Phil reached out to Central Illinois Masters about the financial health of their meet. Peoria Masters reached out to ILMSA and let him know that their meet was under attended, and therefore, the club lost money.

M, S, A to subsidize the Peoria Masters meet in the amount that will make them whole plus \$50.

VI. Adjourn

M, S, A to adjourn the meeting at 8:31pm.

ILMSA Board of Directors Monthly Meeting by Conference Call

Monday, March 4, 2019

Minutes

Heidi Kafka, President; Tracy Lord, Vice President & Chair Communications Committee; Phil Dodson, Treasurer; Barbara Delanois, Registrar; Marissa Filippo, Secretary; AJ Block, Chair Health and Fitness Committee; Molly Hoover, Chair Coaches Committee; Andy Seibt, Chair Long Distance Committee, Ed

Stranc, Chair Safety Committee; Mike Abegg, Chair Records and Tabulations Committee; David Sims, Chair, Finance Committee;

M, S, A = Moved, Seconded, Approved by voice vote

I. Call to order

Heidi called the meeting to order at 7:34pm.

II. Approval of agenda

M, S, A to approve the agenda.

III. Approval of February teleconference minutes

M, S, A to approve the February teleconference minutes.

IV. Old Business

a. State Meet

1. Awards

AJ gave an update on awards. She has been working with Brock. He is working on team awards. AJ ordered the towels and has a sample and has been showing it around to positive feedback. The price is \$16 per towel. It is comparable in price to other options and Jim is a Masters swimmer so we wanted to give him the business. The ILMSA logo has been modified, but it looks

good. If we get good feedback, we can order in bulk without a year printed on it.

2. Safety Signs

Safety signage for warm ups – Ed will work with Marissa on signage for safety for the meet.

3. Warm up for disabled swimmers

Swimmers with disabilities will be accommodated by the meet host. There is information in the meet information letter, and Matt is thinking about how to best accommodate.

4. Information desk confirmed

We will want signage for this and folks should be directed there with questions, for relay submissions, heat sheets, t-shirts, etc. If a swimmer has a question about a DQ, that swimmer needs to be referred to the head official.

Ed has the officiating crew on call and ready to go. Mike Abegg is working on real-time records information.

For the 1650, Matt will need to contact 1650 swimmers and put them in early bird slots. The first 80 registrants should be offered the early bird slots first

The Social is on and under control in terms of planning.

b. Nominating Committee

AJ reached out to Sue Welker. She volunteered to participate and serve. She would be good to chair the awards and recognition committee. Andy talked to a swimmer in Rockford who also said would serve. It would be nice to populate the committees, so we have some help. Marissa is running again for Secretary. Tracy is running for Chair. We should make members aware of the elections.

Chair and Secretary positions are open and if Tracy wins the Chair then she'll have to appoint a Vice

Chair.

Marissa will draft some language for Barb to send out to the membership.

c. Awards and Recognition committee

See above.

d. State meet 2020

AJ is going to talk to Libertyville – their pool is close to being done. It would be nice to have a state meet in our state. We have an application form. Phil will send it to Tracy.

V. New Business

Tracy attended the USMS leadership summit. There was a lot of talk about declining membership numbers. USMS is asking chapters to help with ideas to drive membership.

Phil is working with the task force related to engagement of chapters and reorganization of the membership/organization.

FYI – interest rate in CDs are over 2%. Phil is restructuring our assets to take advantage of the fact that these CDs will mature faster.

VI. Adjourn

M, S, A to adjourn the meeting at 8:08pm.

ILMSA Board of Directors Monthly Meeting by Conference Call Monday, April 1, 2019

DRAFT Minutes

March's Attendees:

Heidi Kafka, President; Tracy Lord, Vice President & Chair Communications Committee; Phil Dodson, Treasurer; Barbara Delanois, Registrar; Marissa Filippo, Secretary; AJ Block, Chair Health and Fitness Committee; Molly Hoover, Chair Coaches Committee; Michael Cowen, Chair Sanctions Committee; Andy

Seibt, Chair Long Distance Committee, Ed Stranc, Chair Safety Committee; Mike Abegg, Chair Records and Tabulations Committee; David Sims, Chair, Finance Committee; Leslie Ciacco, ILMSA member

M, S, A = Moved, Seconded, Approved by voice vote

I. Call to order

Heidi called the meeting to order at 7:34pm

II. Approval of agenda

M, S, A to approve the agenda.

III. Approval of March teleconference minutes

M, S, A to approve the March teleconference minutes. IV. Old Business

a. State Meet

1. Awards

AJ has the towels, and Brock is working on team trophies. Marissa will connect with Brock with Matt to place the order.

2. Safety Signs

Marissa gave an update on signage. Ed made recommendations and we are having those printed now.

3. Warm up for swimmers with disabilities

Marissa gave an update on warm up lanes for swimmers with disabilities. Matt has recommended that we group swimmers with disabilities with the 65 and over swimmers, or we designate another, distinct lane for them on the other end of the pool with a ladder. Coaches that are staffing the info table - could also staff the lanes between bulkheads to make sure safety rules are being followed and if swimmers with disabilities need assistance, provide it.

4. Members Meeting

If we have more than one candidate for a position, we'll need to have a plan for how to handle an election by members. We will need to bring ballots (pre-populated with likely candidates with a space to write in someone that is nominated from the field). If there is a contest, we could adjourn the meeting and hold the vote another time. We could also have team representatives vote by Sunday at a certain time at the info table. Proxies will need to be arranged – Phil will do this. Barb will be responsible for the ballots. Leslie is interested in serving on the board. She may be interested in serving as Secretary. Barb will take responsibility for doing the count.

5. 1650-contact made?

Matt reached out to all the 1650 swimmers and made adjustments. There weren't too many switches.

6. Other items?

b. Awards and Recognition committee

We still need someone to head this committee. AJ reached out to Sue Welker from Naperville and she is ready to help out after the State Meet. Mike Hillagone from Elgin is also interested. Tracy will follow up.

c. State meet 2020

AJ talked to some folks at Libertyville. There will be 9 lanes for 2 short course pools with a couple of lanes in between the bulkheads. Not ideal for warm-up and cool-down, but similar to Munster. They aren't really accepting pitches right now, but would consider closer to the finish date. We need to

maybe have to make a decision by early fall. We may need to vote at the fall meeting as in the past.

V. New Business

1. Secretary position

This position is open as of June 1st and we'll need to consider other candidates.

2. ALTS

We have tried to execute an ALTS event in the past, with no success.

3. Reminder next meeting on May 7th (Tuesday)

4. In the 2019 budget, there is a line item that was approved to provide a rebate to teams and Phil plans to disperse those funds again this year. We expect to see USMS fee structure changes coming up soon.

VI. Adjourn

M, S, A to adjourn the meeting at 8:11pm.

ILMSA Board of Directors Monthly Meeting by Conference Call

Tuesday, May 7, 2019

DRAFT Minutes

Heidi Kafka, President; Tracy Lord, Vice President & Chair Communications Committee; Phil Dodson, Treasurer; Barbara Delanois, Registrar; Marissa Filippo, Secretary; AJ Block, Chair Health and Fitness Committee; Molly Hoover, Chair Coaches Committee; Michael Cowen, Chair Sanctions Committee; Andy

Seibt, Chair Long Distance Committee, Ed Stranc, Chair Safety Committee; Mike Abegg, Chair Records and Tabulations Committee; David Sims, Chair, Finance Committee; Leslie Ciacco, ILSA member

M, S, A = Moved, Seconded, Approved by voice vote

I. Call to order

Heidi called the meeting to order at 7:33pm

II. Approval of agenda

M, S, A to approve the agenda.

III. Approval of April teleconference minutes

Approval of the April teleconference minutes has been tabled until the next meeting.

IV. Review of Spring Members Meeting minutes

Chris Colburn and Derek Ammerman were added to the committee attendees. Marissa will put together a final version and send it out to everyone.

IV. Old Business

1. State Meet review

There was an email thread where some of the board members detailed feedback from swimmers from the meet. Overall, Munster does a great job with our meet and they bend over backwards to make us happy.

There were some issues with incorrect times being published and not resolved. There were also a couple of other issues in terms of what the ILSA board could have done leading up to the meet that would make it better next year. Munster was responsive to requests and managed SNAFUs effectively. There were some issues with Club Assistant as well. Ed, as head official was involved in some of the glitch fixing and they did a good job fixing it on the spot. Matt and his crew are great to work with. It helps that we've worked with the same host for a few years. Next year, Mike Abegg would like to audit results as the days go by in real time. With the timing issues, what is the course of action for rectifying mistakes? We need to ask the 2nd place team to return the trophy.

Next steps: The Championship Committee is directed to deliver a document to the board that includes recommendations for improvement. The championship committee will disseminate a survey to the swimmers to collect feedback. Heidi and Tracy will talk offline to make sure that the trophies are returned and given to the correct teams.

2. Awards and Recognition committee

Mike Hilligong from Elgin is interested and would like to talk with past Chairs just to get a feel for the position.

Ed gave Bob Zeitner his award, and he was thrilled.

3. State meet 2020 awards

Phil and AJ are going to work on this in the coming months. They have been receptive to hosting the ILMSA State Meet 2020 but it's too early for them to commit. AJ will be working on the relationships we need to nurture in order to have a meet host. Libertyville Masters or perhaps an age group team.

V. New Business

1. Board changes

This is Heidi's last conference call as chair, Tracy will be taking over as Chair and Leslie will be taking over as Secretary. Tracy will need to resign her position as Vice Chair and will need to place someone.

2. LC Meet 7-12 5PM-Lemont Big Fins

Shannon Boyle used to be on Evanston Masters and is hosting this meet. She is working with Michael

to sanction the meet.

Munster is also hosting an LC meet on the last Saturday in June. Wisconsin also has an LC meet on June 15th.

Next steps: We would like to post these events on the website or send it out via email to the membership.

3. Online Meet Registration Guide

Michael gave a verbal update on this topic. On January 1, 2020, online meet registration will be mandatory. Michael put together a resource for meet directors for them so that we don't mandate without support. Online meet registration summary includes: registration options (Club Assistant, Active.com, signmeup.com, google forms, etc), electronic payment options (paypal, zelle, etc.),

M, S, A, to review the information Michael sent and provide feedback by the June meeting and vote to approve the final document to be sent to meet directors re: online meet registration.

4. Financial reports and 2018 tax returns

Phil provided a verbal update on this topic. Another great year in terms of stewardship of our LMSC's assets.

VI. Adjourn

M, S, A to approve the financial reports and the tax returns.

5. USMS filing deadlines (minutes and final reports 4-30, tax 5-15)

Tracy and Phil sent the appropriate documents to USMS for this year.

M, S, A to adjourn the meeting at 8:14pm.

ILMSA Board of Directors Monthly Meeting by Conference Call

Monday, June 3, 2019

DRAFT Minutes

Tracy Lord, President, Chair of Communications Committee; Vacant, Vice President; Phil Dodson, Treasurer; Leslie Ciaccio, Secretary; AJ Block, Chair Health and Fitness Committee; Molly Hoover, Chair

Coaches Committee; Michael Cowen, Chair Sanctions Committee; Andy Seibt, Chair Long Distance Committee, Ed Stranc, Chair Safety Committee; Mike Abegg, Chair Records and Tabulations Committee;

David Sims, Chair, Finance Committee; Mike Hillegonds, Chair Awards and Recognition

M, S, A = Moved, Seconded, Approved by voice vote

I. Call to order

Tracy called the meeting to order at 7:32pm

II. Approval of agenda

M, S, A to approve the agenda.

III. Approval of April teleconference minutes

M, S, A to approve the April teleconference minutes.

IV. Old Business

M, S, A to approve the May teleconference minutes.

1. State Meet 2020

There were no updates from Phil or AJ.

Nextsteps: Statemeet2020discussionwastableduntilthenextBoardmeeting.

2. Sanctions – Pending for Big Shoulders and LC meets

Andy stated that the Big Shoulders' sanction will be pending. Michael stated Hinsdale (50 meters only) and Lemont were potentially going to have long course competitions this summer.

Next steps: Andy will follow up regarding the Big Shoulders sanction and Michael will follow up with Hinsdale and Lamont.

3. Online Meet Registration Guide

Tracy called for comment on the Meet Registration Guide as submitted by Michael Cowen. A typo where USMS is listed instead of ILMSA needs to be corrected in the guide.

Tracy stated that the guide was comprehensive and good for any meet out there.

M, S, A to approve the Online Meet Registration Guide with the change.

Next Steps: Michael Cowen will make the above stated correction to the guide and then communicate with meet directors to let them know that the new guidelines will be effective January 1. The website information on how to host a meet will also need to be updated.

V. New Business

1. State Meet Survey Results

Phil stated that the survey results will take time to compile.

Next Steps: State meet survey results discussion was tabled until the next Board meeting.

2. Convention

Tracy and Phil encouraged new board members to consider applying for and attending the USMS

convention in St. Louis on September 11-14. It is a great way for new members to learn how the USMS organization works including elections, rules, bylaws and the governance of the

organization.

Next Steps: Tracy will send out a link with information, including the deadline for application.

3. Website Passwords

Tracy stated that the website passwords will be stored on a secured google doc.

Next Steps: Tracy will share the google doc information with Barbara and Leslie.

4. Non IL swims on ILMSA.com

The board discussed the current policy of only listing sanctioned ILMSA events on

<https://ilmsa.com/competition/upcoming>

Next Steps: The policy will remain in effect. Only sanctioned ILMSA meets will be posted on <https://ilmsa.com/competition/upcoming>. Links USMS and other LMSAs will remain on the bottom of the page so that swimmers may search for the information on their own. Information on other meets may also be promoted via email blast if links to the information are sent to Barbara.

VI. Adjourn

**ILMSA Board of Directors Monthly Meeting by Conference Call
Monday, July 1, 2019**

DRAFT Minutes

Attendees:

Tracy Lord, President, Chair of Communications Committee; Vacant, Vice President; Phil Dodson, Treasurer; Leslie Ciaccio, Secretary; AJ Block, Chair Health and Fitness Committee; Molly Hoover, Chair Coaches Committee; Michael Cowen, Chair Sanctions Committee and Championship Committee; Andy Seibt, Chair Long Distance Committee, Ed Stranc, Chair Safety Committee; Mike Abegg, Chair Records and Tabulations Committee; David Sims, Chair, Finance Committee; Mike Hillegonds, Chair Awards and Recognition

M, S, A = Moved, Seconded, Approved by voice vote

I. Call to order

Tracy called the meeting to order at 7:34pm

II. Approval of agenda

M, S, A to approve the agenda.

III. Approval of June teleconference minutes

M, S, A to approve the minutes.

IV. Old Business

a. State Meet 2020

At the time of the meeting, no bids had been received for the State meet 2020.

Next steps: State meet 2020 discussion was tabled until the next Board meeting.

b. Website Passwords

Barb and Leslie now have a file with passwords for the website in case of an outage.

Next Steps: None

c. Sanctions – Big Shoulders & LC meets

The Big Shoulders sanction has been approved.

The Board discussed details of the upcoming July 12 Big Fins LC meet.

Next Steps: Phil will forward a link with registration details to Michael C. Michael will publish the details for registration, complete the sanction, and get the information up on the website.

d. Approval of USMS Convention attendees/delegates

Barb Delanois, Tracy Lord, Mike Hillegonds, Molly Hoover, Andy Seibt

M, S, A to approve the attendees/delegates.

Next Steps: Phil will register the approved attendees and send out travel reimbursement guidelines.

V. New Business

1. ILMSA dues for the year plus program

ILMSA will have a year plus dues adjustment starting at \$6 on September 1 and \$4 starting October 1.

ILMSA Board of Directors Email Vote Monday, August 5, 2019

DRAFT

The August 5, 2019 teleconference was canceled. The next regularly scheduled teleconference of the ILMSA Board of Directors is set for Monday, September 5, 2019, 7:30 p.m.

Tracy Lord, President, sent a request for an email vote to all members of the Board of Directors.

Motion 1: To approve the Munster 2020 state meet bid – proposed dates April 3-5, 2020.

There were no other bids submitted and none pending. The motion was put to an e-vote. By a unanimous vote, the motion was approved.

Motion 2: To approve Phil Dodson as an ILMSA delegate for the 2019 USMS Convention. The motion was put to an e-vote. By a unanimous vote, the motion was approved.

M, S, A to approve the dues adjustment.

2. USMS proposal for Unified fee and impact on ILMSA

The Board discussed the impact possible impact of a proposal by USMS for a unified fee of \$60. The purpose is so that all USMS members across the country pay the same fee. 80% of the fee would go to the USMS national office and 20% would go to the LMSA. With this model, the ILMSA revenues will go up and expenses may possibly go down. The Board decided that with the extra revenue they can find ways to spend it intelligently and do good things within our own LMSC.

3. Championship Committee a. Survey Results

VI. Adjourn

The Board agreed that the State meet survey results provide a good perspective. Overall people were happy with the meet and the survey will help to identify things to improve moving forward. The Championship Committee has written recommendations and will be seeking Board approval.

Next Steps: Board discussion and approval of Championship Committee state meet recommendations was tabled for a future meeting.

b. Chair

Michael Cowan has agreed to be the Chair of the Championship Committee.

Next Steps: Tracy will resend the state meet recommendations to Michael Cowan.

M, S, A to adjourn the meeting at 8:07pm.

M, S, A to adjourn the meeting at 8:08pm.

ILMSA Board of Directors Monthly Meeting by Conference Call Tuesday, September 3, 2019

DRAFT Minutes

Attendees:

Tracy Lord, President; Molly Hoover, Vice President, Chair Coaches Committee; Phil Dodson, Treasurer; Leslie Ciaccio, Secretary; AJ Block, Chair Health and Fitness Committee; Michael Cowen, Chair Sanctions Committee and Championship Committee; Andy Seibt, Chair Long Distance Committee, Ed Stranc, Chair Safety Committee; Mike Abegg, Chair Records and Tabulations Committee; Mike Hillegonds, Chair Awards and Recognition; Barb Delanois, Registrar

M, S, A = Moved, Seconded, Approved by voice vote

I. Call to order

Tracy called the meeting to order at 7:33pm.

II. Approval of agenda

M, S, A to approve the agenda.

III. a. Approval of July teleconference minutes

M, S, A to approve the minutes.

b. Approval of August email vote minutes

M, S, A to approve the minutes.

IV. Old Business

a. State Meet 2020 – Championship Committee Kickoff September 9

The Committee is getting an early start, but there is a lot of work yet to be done.

Next steps: State meet 2020 discussion was tabled until the next Board meeting.

b. Convention – Sept 11 – 14 in St. Louis a. Proposed amendments

The Board discussed several proposed amendments to be voted on at the convention. These include but are not limited to the operation of meets and the operation of the organization.

Next Steps: None

b. Workshops

The Board discussed workshops to be held at the convention.

Next Steps: None

c. USMS is requesting information on members who have passed away so that they may be memorialized in a USMS Remembrance List.

Next Steps: Phil will forward a photo of an Evanston Masters swimmer to be memorialized.

V. New Business

a. Molly Hoover – Vice Chair

The Board approved Molly Hoover as the new Vice Chair of ILMSA. The previous Vice Chair, Tracy Lord, resigned from the position in order to accept the role of the ILMSA President.

Next Steps: None

b. ILMSA Website/USMS Beta

USMS has developed two beta websites to test while developing a new LMSA website format.
<https://newmexicomastersswimming.org/> <https://northdakotamastersswimming.org/>

Next Steps: The Board will view the websites and let Tracy know if they have any thoughts, questions or concerns about the sites.

c. Unified Fee

a. Convention Discussion

The Board discussed the pending USMS unified fee and the impact it may have. This will be a convention topic.

b. Adoption of a unified fee

The Board discussed whether to opt in early or to wait until it is mandatory.

Next steps: The topic was tabled until the next Board meeting.

d. Internal controls over ILMSA financial assets, required monthly reports.
The board voted to require the Treasurer submit a monthly statement of investment accounts to the ILMSA Secretary for distribution to the Board.

M, S, A to approve the required monthly Treasurer's reports.

e. Mid-year meeting – set date/location/30 days notice
The Board discussed the mid-year member's meeting tentatively set for Sunday, November 3 at Libertyville High School.

Next Steps: AJ will contact Laurel Liberty to set up the date, time and room for the meeting. She will then forward all the information to Barb so that she may inform the membership before October 2.

VI. Adjourn

M, S, A to adjourn the meeting at 8:28pm.

ILMSA Board of Directors Monthly Meeting by Conference Call Tuesday, October 7, 2019

DRAFT Minutes

Attendees:

Tracy Lord, President; Molly Hoover, Vice President, Chair Coaches Committee; Phil Dodson, Treasurer; Leslie Ciaccio, Secretary; AJ Block, Chair Health and Fitness Committee; Michael Cowen, Chair Sanctions Committee and Championship Committee; Andy Seibt, Chair Long Distance Committee, Ed Stranc, Chair Safety Committee; Mike Abegg, Chair Records and Tabulations Committee; David Sims, Chair Finance Committee; Mike Hillemonds, Chair Awards and Recognition; Barb Delanois, Registrar

M, S, A = Moved, Seconded, Approved by voice vote

I. Call to order
Tracy called the meeting to order at 7:32pm.

II. Approval of agenda

M, S, A to approve the agenda.

III. Approval of September teleconference minutes

M, S, A to approve the minutes.

IV. Old Business

a. Unified Fee

a. Convention Discussion

The Board members who attended the USMS Convention discussed the event.

b. Adoption of Unified Fee

1. Molly made a motion to stair step fees.

Motion failed.

2. Phil made a motion to opt in early with the USMS unified fee of \$60 effective November 1, 2019 for the 2020 registration year. **M, S, A to opt in early with the USMS unified fee.**

b. Championship Committee: State Meet 2020 Update from Michael

The championship committee has seen strong participation. 16 participants make up 7 sub-committees. These include: host/applications committee, events, awards, hospitality, social, communications and the post-meet survey committee. Each committee will tackle issues from the 2019 state meet. A save the date announcement for the state meet was discussed.

NEXT STEPS: The board will develop a save the date statement and Barb will send it to the membership.

c. ILMSA Website/USMS Beta There were no new updates.

Next steps: Tracy will put together a comparison of the ILMSA and the USMS websites so the Board can compare the two. In a future meeting the Board will discuss whether to go with the Beta or do something else on our own.

d. Monthly Financial Report

Phil supplied the Board with copies of the most recent Schwab investment statement and the most recent bank statement.

V. New Business

1. Convention – changes to bylaws (Registrar name change)

At Convention, a motion was approved to change the name of the Registrar to the Membership Coordinator. This more accurately reflects the responsibilities of the position.

Next steps: Agenda item to change the bylaws at the next board meeting.

2. Convention – reports & learnings

1. There are no registered USMS officials from Illinois.

2. Database access. We should appoint an Assistant Registrar (Membership Coordinator) as a backup.

Next steps: Agenda item to appoint an Assistant Registrar (Membership Coordinator) at the next board meeting.

3. ALTS inner city swim program
4. Finance Committee-USMS New member welcome package. Phil would like to propose a new member social including swim clinics.

Next steps: Phil will send an email proposal to the Board for a vote.

3. Awards & Recognition – Mike Hillegonds
The Board gave feedback on Mike's awards proposals.
4. 2020 Scholarships – ALTS/Coach, etc.
Illinois will be holding a Level 1 and 2 coaches clinic along with a national coaches clinic this year.
Next steps: Molly will review what scholarships we might be able to offer.
5. November Members Meeting – Date/location change
The Meeting was changed to November 17 at the Big Fins meet in Lemont. **Next steps: Molly will reach out to her contact to secure a room.**
6. ILMSA Logo Competition

a. October 27

The contest is generating excitement and the Board discussed the amount of time and talent that goes into designing a logo.

b. Additional prize

Tracy proposed giving the winner a free membership and a \$100 gift card. **M, S, A giving the winner a free membership and a \$100 gift card.**

7. Sanction Fee – online option
The Board discussed electronic options for payment of sanction fees. **Next steps: Phil will research the options.**
8. Members' Requests for Printed Cards
The Board discussed the additional cost of printing and mailing membership cards when members can go online and print their card copy from the USMS website at no charge. Phil proposed that effective 11/1/19 a fee of \$5 be added to fulfill a print request.
M, S, A to a \$5 fee for members to receive a printed card.

VI. Adjourn

M, S, A to adjourn the meeting at 8:59pm.

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VI. Adjourn

M, S, A to adjourn the meeting at 8:31pm.

