

# **New Jersey LMSC Virtual Annual Board Meeting Minutes**

Time 10:30am Sunday, December 5, 2021

Virtual Meeting

Platform ~ ~ Zoom

## **Attendees:**

### **Board Members**

Tom Brunson

Sarah Clark

Marie Vellucci

Susan Kirk

Linda Brown-Kuhn

Ed Tsuzuki

Sara Johnston

Chris McGiffin

Jen Bauman

## **Visitors:**

Mike Gemelli

Jerry O'Mara

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## **ACTION ITEMS**

1. **Chris and Tom will review data for 2021 NJ LMSC Members to discern whether 1104 or 1105**
2. **Jen will clarify with OCY about their safety plan for masks for unvaccinated attendees**
3. **Sarah will include links to Ray's Notebook of the relevant geographical areas on the NJ LMSC Open Water Calendar and will include any open water swims not found on Ray's Notebook on the NJ LMSC Open Water Calendar as specific listings**
4. **Jerry will reach out to potential candidates to see if others may be interested in the Coaches Chair role**
5. **Chris will reach out to Tristan to inquire about availability of locker rooms and bathrooms, and if there are any restrictions on the number of swimmers/lane due to the current Covid protocols in place**

## **MOTIONS**

1. **MSA to approve the June 6, 2021 Board Meeting minutes**
2. **MSA to approve the current following slate of incumbents by acclamation**
3. **MSA to elect Jerry O'Mara as the new NJ LMSC Chair**

Meeting was called to order at 10:32am

### **I. Officer Reports**

#### **A. Newsletter (S. Johnston)**

- i. Remaining issues for 2021
  - a) November/December
- ii. Sara is in need of content, even fun photos from the past!
- iii. The deadline for the November/December issue is December 1, 2021
- iv. Ed reached out to Club Assistant to inquire to see if there is a metric available to track the number of views of The Fastlane and will report back to the board
- v. Discussion about eliminating the 'Current Newsletter' link in the drop down tab of Fastlane Newsletter on the website and only retain the link for Newsletter to further streamline and eliminate redundancy. Within the newsletter tab, the format displays the most current newsletter first

B. Treasurer (M. Recchia)

i. 2021 Budget and actuals

ii. Discussion needed about a budget for the Relay 2022 ~~ a USMS in-person volunteer gathering to be held March 4-6, 2022 in Denver, CO

NJLMSC	Financial	Statement	
Beginning Cash Balance	1/1/2021		<b>\$42,414.96</b>

**INCOME**

	<u>BUDGET</u>	<u>ACTUAL</u>
USMS Individual	\$180.00	\$55.00
LMSC Donations	\$1,200.00	\$296.00
LMSC Individual	\$13,000.00	\$5,225.80
Meet Sanction/Recognition Fees	\$500.00	
Interest Income	\$25.00	\$18.24
Club Collections	\$400.00	\$12.00
Annual Dinner Collections	\$1,500.00	
Special Events	\$500.00	
Merchandise		
Sales	\$75.00	
Meet Performance Deposits	\$800.00	\$300.00
Open Water Sanction Fee	\$100.00	
<b>TOTAL INCOME</b>	<b>\$18,280.00</b>	<b>\$5,852.04</b>

**EXPENSE**

<u>S</u>		
USMS Individual	\$300.00	
Coach&ALTS Certification Grant	\$250.00	
Registrar		
Expenses	\$200.00	
Rule Books	\$36.00	\$24.00
Convention Costs	\$4,000.00	
Annual Dinner	\$6,300.00	
Tributes &		
Awards	\$1,750.00	\$333.56
USMS Leadership Summit	\$0.00	
Club Assistant Web Mgt.	\$580.00	\$580.00
Special Events	\$3,000.00	\$800.00
Domain Fee	\$10.00	\$101.00
USMS Meet Sanctions	\$750.00	\$200.00
Miscellaneous Expense	\$200.00	\$34.45
Performance Reimbursement (Sanctions)	\$800.00	\$300.00
USMS Open Water Sanction Fee	\$800.00	
<b>TOTAL EXPENSES</b>	<b>\$18,976.00</b>	<b>\$2,373.01</b>

Cash Balance	10/17/2021	<b>\$45,893.99</b>
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**SPECIAL EVENTS**

	<u>INCOME</u>	<u>EXPENSE</u>
50 x 50		
100 x 100		
LMSC Clinic		
Swim University		
Last Chance swim		\$700.00

C. Registrar (T. Brunson/C. McGiffin)

- i. 2021 Final Membership Registration Report ~~ see below
  - a) Total 2021 NJ LMSC members ~~ 1104
    - **Chris and Tom will review data for 2021 NJ LMSC Members to discern whether 1104 or 1105**
  - b) Total members by Club
  - c) Total new members by Club
  - d) 2021 Club registrations ~~ 13
- ii. 2022 Membership Registration Report ~~ see below
  - a) Total 2022 NJ LMSC members ~~ 204
  - b) Total members by Club
  - c) 2021 Club registrations ~~ 13
  - d) Tom reminded all NJ LMSC Officers to renew their USMS NJ LMSC memberships for 2022 by December 31, 2021

YEAR	CLUB	#REG	#NEW	#REG PRV YR& CUR YR	ANNUAL RETN%	#CLUBS
2022	ALL	204				13
	BERK	20				
	CIB	2				
	GSM	33				
	GWMS	11				
	JAM	5				
	LHY	4				
	MDYM	1				
	OWST	0				
	PAA	6				
	RBAY	4				
	RMT	5				
	SCYM	25				
	XCL	47				
	UC07	41				
2021	ALL	1104	360	744	67%	13
	BERK	243	48	195	80%	
	CIB	5	2	3	60%	
	GSM	105	15	90	86%	
	GWMS	41	18	23	56%	
	JAM	24	5	19	79%	
	LHY	6	6	0	0%	
	MDYM	1	1	0	0%	
	OWST	8	3	5	63%	
	PAA	22	9	13	59%	
	RBAY	17	3	14	82%	
	RMT	50	40	10	20%	
	SCYM	161	53	108	67%	
	XCL	224	62	162	72%	
	UC07	197	95	102	52%	
2020	ALL	1034	203	831	80%	18
2019	ALL	1329	453	876	66%	21
2018	ALL	1388	435	913	65%	17
2017	ALL	1430	291	925	60%	22
2016	ALL	1566	493	841	65%	21
2015	ALL	1309	334	600	67%	17
2014	ALL	913	214	602	64%	12
2013	ALL	952	250	620	66%	12
2012	ALL	957	305	652	68%	8
2011	ALL	895	283		72%	9
2010	ALL	729	193			8
2009	ALL	739	251			7
* %RET	'N =LIFETIME	RETENTION=(	CRNT RE-REG/	CRNT YEAR TOTAL)*100		

iii. Club Registration Report

CLUB NAME	ABBRV	2017	2018	2019	2020	2021	2022
		22	16	19	15	13	13
Berkeley (NJ) Aquatic Masters	BERK	X	X	X	X	X	X
Coney Island Brighton Beach Open Water Swimmers	CIB	X		X	X	X	X
Drew Masters Swimming	DRMS	X	X	X	X		
Eagle Aquatics	EAGM			X			
Excellence Aquatics	EAMS	X					
Flipside Aquatics	FLIP	X					
Garden State Masters	GSM	X	X	X	X	X	X
Green Wave Masters Swimming	GWMS		X	X	X	X	X
Hoboken Masters	HOBO	X					
Jersey Area Masters	JAM	X	X	X	X	X	X
Lakeland Hills Family YMCA	LHY	X	X	X	X	X	X
Life Time Swim New Jersey	LTMM	X	X	X	X		
Madison Area YMCA	MAYM			X	X		
Meadowlands YMCA Masters	MDYM					X	X
Morristown Masters Swim Team	MMST	X					
New Jersey Race Club Masters	NJRC	X	X				
Newark Master Swim	NMS	X					
Ocean County YMCA	OCY		X	X			
Open Water Swim Team	OWST	X	X	X		X	X
Peddie Aquatic Association	PAA	X	X	X	X	X	X
Raritan Bay Area YMCA	RBAY	X	X	X	X	X	X
Red Bank YMCA Monmouth Cnty	RBV	X	X	X	X		
Rutherford Masters Team	RMT				X	X	X
RWJ Fitness and wellness center New Brunswick	RWJ	X	X				
Somerset County YMCA Masters	SCYM	X	X	X	X	X	X
SJAC Masters	SJ			X			
South Jersey Tri to Swim Club	SJTC	X					
TMB Racing	TMB	X		X			
Excel Swimming	XCL	X	X	X	X	X	X
UC07	UC07	X	X	X	X	X	X

iv. Member Donation Report (See Below)

Reg_Year Mtg_Date	desc	SSL	IHOF	LMSC
2022	#dnts	22	10	23
12/07/21	max \$	120	50	100
	TOTAL \$	763	140	531
2021 Final (10/31/2021)	#dnts	63	23	64
	max \$	240	50	100
	TOTAL \$	1985	362	1257
2021	#dnts	61	22	60
06/06/21	max \$	240	50	100
	TOTAL \$	1965	342	1202
2021	#dnts	56	19	55
03/07/21	max \$	240	50	100
	TOTAL \$	1850	297	1127
2021	#dnts	24	8	25
12/06/20	max \$	120	20	80
	TOTAL \$	770	82	437
2020	#dnts	71	19	61
10/31/20	max \$	240	100	105
	TOTAL \$	2662	341	1176
2020	#dnts	66	19	55
3/8/20	max \$	240	100	105
	TOTAL \$	2562	341	1091
2019	#dnts	68	17	51
10/31/2019	max \$	100	25	100
	TOTAL \$	1545	178	1176
2018	#dnts	84	34	80
5/6/2018	max \$	100	100	250
	TOTAL \$	2368	680	1797
2017	#dnts	108	25	77
10/29/2017	max \$	250	100	100
	TOTAL \$	2400	460	1655
2016	#dnts	80	27	77
	max \$	100	50	1,000
	TOTAL \$	1417	386	2575
2015	#dnts	78	25	67
	max \$	100	100	100
	TOTAL \$	1372	382	1395
2014	#dnts	66	29	82
	max \$	100	50	100
	TOTAL \$	986	418	1484
2013	#dnts	67	41	59
	max \$	100	50	100
	TOTAL \$	898	522	1,043

v. Affiliated/Certified Coaches, Officials, ALTS Instructors

Mtg date > #Entries -	Coach Affiliation	Official Affiliation	Certified Coach	ALTS Instructor	Coach/ ALTS Designation	Total ch/off/alts	Total Affiliates
12/5/2021	49	10	18	9	11	97	62
6/6/2021	85	28	55	21	35	224	135
3/7/2021	82	26	49	20	32	209	125
12/6/2020	31	6	17	11	12	77	45
3/8/2020	111	35	66	21	44	277	168
12/15/2019	54	10	24	8	19	115	69
6/30/2019	105	42	61	23	40	271	160
1/21/2018	99	59	59	21	42	280	164
10/29/2017	94	52	69	16	51	282	164
8/27/2017	92	50	68	16	50	276	160
5/7/2017	93	49	69	16	52	279	159

D. Secretary (S. Kirk)

- i. Meeting minutes were taken for the March 7, 2021 Virtual Board Meeting, the June 6, 2021 in person board meeting, and the December 5, 2021 Virtual Annual Board Meeting
  - a) The meeting minutes for the March 7, 2021 Virtual Board Meeting were approved by the NJ LMSC Board, submitted to the webmaster for posting on the NJ LMSC website, and have been posted on the NJ LMSC website
  - b) The meeting minutes for the June 6, 2021 Board Meeting are attached for your review and approval at the December 5, 2021 Board Meeting
  - c) **MSA to approve the June 6, 2021 Board Meeting minutes**
- ii. 6 NJ LMSC member emails were composed and sent out to the NJ LMSC members since our last board meeting on June 6, 2021
- iii. Registrant emails currently go out to 1101 NJ LMSC members

E. Sanctions & Safety (J. Bauman)

- i. Completed 2021 Sanctioned Events
  - a) Welcome Back SCY Swim Meet (Saturday, June 26, 2021)
    - Draft entry form received 6/6/21
    - Covid-19 safety plan addendum provided
    - Application for sanction approved 6/11/21
    - Performance deposit (\$100) [sanction fee: \$0] received
    - Sanction number assigned: #071-S001
    - Pool measurement certification on file with USMS
  - b) Jason Nessel Memorial Invitational (Sunday, August 8, 2021)
    - Draft entry form received 5/24/21
    - Covid-19 safety plan addendum provided
    - Application for sanction approved 6/11/21
    - Performance deposit (\$100) [sanction fee: \$0] received
    - Sanction number assigned: #071-S002
    - Pool measurement certification on file with USMS



- ii. Upcoming 2021 Sanctioned Events
  - a) 2021 Somerset County YMCA Masters Pentathlon Swim Festival (and 25s!) (Saturday-Sunday, December 18-19, 2021)
    - Draft entry form received 10/29/21
    - Covid-19 safety plan addendum provided
    - Application for sanction approved 11/7/21
    - Performance deposit (\$100) [sanction fee: \$0] received
    - Sanction number assigned: #071-S003
    - Pool measurement certification on file with USMS
- iii. Completed 2021 Open Water Events
  - a) None
- iv. Upcoming 2021 Open Water Events
  - a) None
- v. Completed 2021 Recognized Events
  - a) None
- vi. Upcoming 2021/2022 Recognized Events
  - a) 2022 OCY Unofficial Masters Team Championships (Sunday, February 13, 2022)
    - Draft entry received 11/30/21
    - Covid-19 safety plan addendum **pending**
    - Application for recognition **pending**
    - Performance deposit (\$100) [recognition fee: \$100] **pending**
    - Recognition number **pending**
    - Pool measurement certification on file with USMS
    - **Jen will clarify with OCY about their safety plan for masks for unvaccinated attendees**
- vii. Other Issues/Matters of Note
  - a) Online sanction system issues
- viii. USMS Guidance on Sanctioning Events
  - a) [Phase 3 Sanction Recommendations](#)
  - b) USMS Phase 3 Safety Plan Covid-19 Addendum (attached document)
  - c) [USMS Covid-19 Attendee Screening Form](#) (not required but can be used if desired)
  - d) Updated USMS liability waiver (attached document)

#### F. Top Ten and Records (E. Tsuzuki)

- i. The NJ LMSC records have been updated for the
  - a) 2021 SCY USMS National Championships held at the Greensboro Aquatic Center (NC) on July 21-25, 2021
  - b) Jason Nessel Memorial Invitational (LCM) held at the Rahway River Park Pool on August 8, 2021
  - c) New Jersey Senior Games (SCY) held at the Woodbridge Community Center on September 11-12, 2021
  - d) 2021 LCM USMS National Championships held at the Spire Institute in Geneva, Ohio on October 7-10, 2021
  - e) Dr. Bill Ross Memorial Meet held at the Nassau Aquatic Center (NY) on November 21, 2021
- ii. No SCY meets were held in NJ LMSC since the February 9, 2020 Ocean County Y (SCY) meet, before the May 21, 2020 deadline for SCY top ten and records tabulation, so no file was submitted for consideration. The NJ Senior Games was SCY but that was held in September 2021
- iii. The NJ LMSC LCM top ten files were submitted on September 30, 2021. While the rule book states a deadline for the LCM season of September 30, the HOD voted (at 2021 convention) to include the LCM Nats from October 7-10 in the 2021 LCM top ten tabulation
- iv. Ed reached out to the participants of the NJ Senior Games regarding data errors in the meet results and received positive feedback from them for alerting them to some of the issues encountered and for ideas of how the participants can help rectify data entry errors or missing info while at the meet

- G. Webmaster (M. Kirk)
  - i. All submitted website updates have been completed
  - ii. Thank you to everyone! It has been a pleasure and honor to volunteer for the NJ LMSC and work alongside you all.
- H. Open Water (S. Clark)
  - i. The 2021 Open Water Calendar has not been worked on since the last board meeting in June due to medical reasons
  - ii. **Sarah will include links to Ray's Notebook of the relevant geographical areas on the NJ LMSC Open Water Calendar and will include any open water swims not found on Ray's Notebook on the NJ LMSC Open Water Calendar as specific listings**
- I. Coaches Chair (E. Tsuzuki)
  - i. Ed continues to look forward to being able to plan an open water clinic when the weather and the pandemic situation improves
- J. Fitness (L. Brown-Kuhn)
  - i. Linda plans to run the 3<sup>rd</sup> annual NJ Virtual Shore Swim this year, from January – June
  - ii. There are no plans at this time to run the 50 x 50s. Maybe in the spring
    - a) When looking at potential venues for hosting the 50 x 50s, current Covid protocols employed by the facilities will be evaluated ie. locker room and bathroom availability and lane restrictions of the number of swimmers allowed
- K. Officials (M. Vellucci)
  - i. As of 11/3/21 there are 286 USMS officials. There are 286 stroke and turn officials, 146 starters, and 60 referees
  - ii. There have been no official committee meetings since the virtual convention in 2021
  - iii. Ted Haartz won the official award at the convention. He was an official for over 65 years.
  - iv. Official training and certification is listed on the USMS website for both pool officials and open water safety

## II. Old Business

- A. CMRPA data review
  - i. Chris has enlisted Ed's help for review of the 2021 data to determine the eligible award recipients
  - ii. Susan will independently review the 2021 data and then sync up and cross check the data with Ed/Chris' results

## III. New Business

- A. Nominations for Board Volunteers for 2022
  - i. Nomination received for Jerry O'Mara for the NJ LMSC Chair role following the current Chair, Susan Kirk, stepping down from the role
  - ii. No other nominations received and no floor nominations made
- B. Elections for Board Volunteers ~ Current slate of incumbents
  - i. **MSA to approve the current following slate of incumbents by acclamation**
    - a) Vice-Chair ~ Sarah Clark
    - b) Registrar ~ Tom Brunson and Chris McGiffin
    - c) Secretary ~ Susan Kirk
    - d) Treasurer ~ Mike Recchia
    - e) Newsletter Editor ~ Sara Johnston
    - f) Sanctions & Safety Chair ~ Jen Bauman
    - g) Top Ten/Records ~ Ed Tsuzuki
  - ii. **MSA to elect Jerry O'Mara as the new NJ LMSC Chair**
- C. Appointment of Ad-hoc positions
  - i. Webmaster ~ open
  - ii. Open Water Chair ~ Sarah Clark
  - iii. Coaches Chair ~ Ed Tsuzuki – interim. **Jerry will reach out to potential candidates to see if others may be interested in the Coaches Chair role**
  - iv. Fitness Chair ~ Linda Brown-Kuhn

- v. Officials Chair ~ Marie Vellucci
- vi. Events Coordinator ~ open
- vii. Special Projects Task Force ~ Chris McGiffin, Bill Reichle, Kim Plewa, Susan Kirk
- D. NJ LMSC Events for early 2022
  - i. Annual 100 x 100s
    - a) Brainstorming and discussion of potential alternative options for hosting the 100 x 100s in 2022
      - Outside?
      - BAC?
      - Bridgewater?
      - Adjust # of eligible swimmers for the event due to covid?
    - b) **Chris will reach out to Tristan to inquire about availability of locker rooms and bathrooms, and if there are any restrictions on the number of swimmers/lane due to the current Covid protocols in place**
  - ii. 2022 NJ LMSC Banquet
    - a) Mid to late March continues to be a favoured time of year to regularly host the banquet
    - b) Basking Ridge Country Club does have a deposit from the NJ LMSC for the future rental of the venue
      - The Basking Ridge Country Club has an outside tent that could be set up for use if desired

#### IV. Next LMSC Meeting

- A. Date ~ TBD
- B. Time ~ TBD
- C. Place ~ TBD

#### V. Adjournment

- A. Meeting adjourned at 11:37am