

# New Jersey LMSC Annual Board Meeting Minutes

Time 10:30am Sunday, October 23, 2016  
Berkeley Aquatic Club Center of Excellence  
New Providence, NJ

## Attendees:

### Board Members

Chris McGiffin	Bill Reichle
Linda Brown-Kuhn	Sarah Clark
Tom Brunson	Ed Tsuzuki
Susan Kirk	Marie Vellucci
Jen Bauman	

### Visitors

Marin Kirk	Kim Plewa
Pia Lord	Catherine Shannon

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## MOTIONS

1. **MSA to keep the NJ LMSC registration fee at \$10 for 2017**
2. **MSA to increase the NJ LMSC OEVT fee for 2017 to \$10**
3. **MSA to raise the NJ LMSC recognized meet fee to \$100**
4. **MSA to eliminate the NJ LMSC pool sanction fee of \$25 effective 2017**

## ACTION ITEMS

1. **Marin will submit some masthead designs for consideration**
2. **All board members should submit 2017 budget adjustments to Bill by mid-December to be included in the preliminary 2017 Budget**
3. **Tom will send out a reminder to the 2016 Club Contacts of the NJ LMSC clubs which have not renewed their club membership for 2017**
4. **Tom will amend the OEVT form for 2017 to reflect the new fee for 2017 and submit to Jason for posting on the website**
5. **All board members to review the 2016 LMSC Standards and determine compliance in their role responsibilities and report back to the board**

## Action items bolded

Meeting was called to order at 10:39am

- I. Officer Reports
  - A. Newsletter (S. Johnston)
    - i. Remaining issues for 2016
      - a) September/October
      - b) November/December
    - ii. Issues for 2017
      - a) Jan/Feb; March/April; May/June; July/August; Sept/Oct; Nov/Dec
    - iii. Update on the masthead design
      - a) Project on hold as person who was going to submit designs is unable to at this time
      - b) Marin will submit some masthead designs for consideration**
    - iv. Changing the birthday listing
      - a) Board consensus agreed with Sara's suggestion to include upcoming birthdays in each issue instead of past birthdays. This new procedure will begin with the Nov/Dec issue which will contain both the Nov/Dec birthdays and the Jan/Feb birthdays. Thereafter, each Fastlane issue will contain the birthday listing of the following two months. ie. Jan/Feb issue will contain the March/April birthday listing.

- B. Treasurer (B. Reichle)  
 i. 2016 Budget and actuals update

## NJ LMSC Financial Statement

Beginning Cash Balance                                      1/1/2016                                      **\$16,100.03**

<u>INCOME</u>	<u>BUDGET</u>	<u>ACTUAL</u>
USMS Individual	\$500.00	\$273.00
USMS Swimming Saves Lives		\$10.00
LMSC Donations	\$1,000.00	\$2,020.00
LMSC Individual	\$12,500.00	\$11,697.00
Meet Sanction Fees	\$225.00	\$175.00
Interest Income	\$20.00	\$17.99
Club Collections	\$380.00	\$80.00
Annual Dinner Collections	\$1,000.00	\$1,440.00
Special Events	\$1,000.00	\$400.00
Merchandise Sales	\$200.00	\$45.00
Meet Performance Deposits	\$500.00	\$400.00
Open Water Sanction Fee	\$300.00	
<b>TOTAL INCOME</b>	<b>\$17,625.00</b>	<b>\$16,557.99</b>

<u>EXPENSES</u>	<u>BUDGET</u>	<u>ACTUAL</u>
USMS Swimming Saves Lives		\$20.00
USMS Individual	\$500.00	\$429.00
Coach Certification Grant	\$800.00	\$780.00
Registrar Expenses	\$250.00	
Rule Books	\$48.00	\$48.00
Convention Costs	\$6,000.00	\$3,936.40
Annual Dinner/Picnic	\$3,500.00	\$4,115.81
Tributes & Awards	\$1,700.00	\$1,552.67
Special Events	\$3,500.00	\$3,313.34
Domain Fee	\$10.00	\$10.00
USMS Meet Sanctions	\$50.00	\$50.00
Miscellaneous Expense	\$450.00	
Performance Reimbursement (Sanctions)	\$500.00	\$300.00
USMS Open Water Sanction Fee	\$600.00	
<b>TOTAL EXPENSES</b>	<b>\$17,908.00</b>	<b>\$14,555.22</b>

Cash Balance    10/20/2016    **\$18,102.80**

<u>SPECIAL EVENTS</u>	<u>INCOME</u>	<u>EXPENSE</u>
50 x 50		\$24.00
100 x 100		\$500.00
Kim Clinic	\$400.00	\$1,850.00
Swim University		\$571.84
Last Chance Swim		\$367.50

ii. 2017 Budget proposal (to be submitted in December)

**a) All board members should submit 2017 budget adjustments to Bill by mid-December to be included in the preliminary 2017 Budget**

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

i. 2016 Member Registration Year End Report – See below

a) Total 2016 NJ LMSC members ~~ 1566

b) Total members by Club

c) Total new members by Club

d) 2016 Club registrations ~~ 21

• **Tom will send out a reminder to the 2016 Club Contacts of the NJ LMSC clubs which have not renewed their club membership for 2017**

e) Annual Renewal Rate

f) Lifetime Renewal Rate



ii. 2017 Club Registration report to date

Club Name	Club Abbr
Berkeley (NJ) Aquatic Masters	BERK
Coney Island Brighton Beach Open W/CIB	
Drew Masters Swimming	DRMS
Excellence Aquatics	EAMS
Garden State Masters	GSM
Hoboken Masters	HOBO
Lakeland Hills Family YMCA	LHY
Open Water Swim Team	OWST
Peddie Aquatic Association	PAA
Raritan Bay Area YMCA	RBAY
Somerset County YMCA Masters	SCYM
Excel Swimming	XCL

iii. Member Donation Report (See Below)  
a) 2016 final

DATE	DONATION	# DNTS	MAX DNT	TOTAL \$
10/23/2016	SSL	80	\$100.00	\$1,417.00
	ISSHOF	27	\$50.00	\$386.00
	LMSC	77	\$1,000.00	\$2,575.00
	TOTAL	184		\$4,378.00
4/24/2016	SSL	70	\$100.00	\$1,277.00
	ISSHOF	27	\$50.00	\$386.00
	LMSC	72	\$1,000.00	\$2,505.00
	TOTAL	169		\$4,168.00
1/31/2016	SSL	63	\$100.00	\$1,192.00
	ISSHOF	26	\$50.00	\$361.00
	LMSC	64	\$1,000.00	\$2,265.00
	TOTAL	153		\$3,818.00
11/22/2015	SSL	18	\$100.00	\$285.00
	ISSHOF	9	\$25.00	\$105.00
	LMSC	21	\$100.00	\$530.00
	TOTAL	48		\$920.00
10/31/2015	ISSHOF	25	\$100.00	\$382.00
	USMS	78	\$100.00	\$1,372.00
	LMSC	67	\$100.00	\$1,395.00
	TOTAL	170	\$300.00	\$3,149.00
6/7/2015	ISSHOF	25	\$100.00	\$382.00
	USMS	76	\$100.00	\$1,352.00
	LMSC	66	\$100.00	\$1,370.00
	TOTAL	167	\$300.00	\$3,104.00
2/8/2015	ISSHOF	24	\$100.00	\$372.00
	USMS	69	\$100.00	\$1,287.00
	LMSC	63	\$100.00	\$1,345.00
	TOTAL	156	\$300.00	\$3,004.00
10/31/2014	ISSHOF	29	\$50.00	\$418.00
	USMS	66	\$100.00	\$986.00
	LMSC	82	\$100.00	\$1,484.00
	TOTAL	177	\$250.00	\$2,888.00
9/22/2013	ISSHOF	41	\$50.00	\$522.00
	USMS	66	\$100.00	\$888.00
	LMSC	59	\$100.00	\$1,043.00
	TOTAL	166		\$2,453.00
10/31/2012	ISSHOF	36	\$100.00	\$514.00
	USMS	64	\$100.00	\$805.00
	LMSC	50	\$100.00	\$697.00
	TOTAL	150		\$2,016.00
10/31/2011	ISSHOF	50	\$100.00	\$576.00
	USMS	73	\$100.00	\$771.00
	LMSC	65	\$100.00	\$773.00
	TOTAL	188		\$2,120.00

iv. 2017 NJ LMSC Membership Registration fees

**a) MSA to keep the NJ LMSC registration fee at \$10 for 2017**

- Total individual registration for 2017 will be **\$51 (\$41 USMS + \$10 NJ LMSC)**

**b) MSA to increase the NJ LMSC OEVT fee for 2017 to \$10**

- Total OEVT fee for 2017 will be **\$25 (\$15 USMS + \$10 NJ LMSC)**
- **Tom will amend the OEVT form for 2017 to reflect the new fee for 2017 and submit to Jason for posting on the website**

D. Secretary (S. Kirk)

- Meeting minutes taken at the NJ LMSC meetings held on January 31, 2016 and April 24, 2016 have been approved by the NJ LMSC Board and have been posted on the NJ LMSC website by the webmaster
  - The November 22, 2015 annual board meeting minutes were submitted to the USMS National Office via email on January 27, 2016. The deadline for submission was April 30, 2016
- 9 NJ LMSC member emails have been composed and sent out to the NJ LMSC members since our last board meeting on April 24, 2016
  - Since our last annual board meeting held on November 22, 2015, 22 NJ LMSC emails have been composed and sent out to the NJ LMSC members
- Registrant emails currently go out to 1528 NJ LMSC members
- The NJ LMSC Facebook page currently has 867 likes

E. Sanctions & Safety (J. Bauman)

i. Upcoming 2016 Sanctioned Events

a) EEX 5<sup>th</sup> Annual Masters Meet (Saturday-Sunday, November 5-6, 2016)

- Draft entry form received 5/6/16\*
- Application for sanction approved 5/15/16
- Sanction fee (\$25) + performance deposit (\$100) received 5/21/16
- Sanction number assigned: #076-S001
- Pool measurement certification on file with USMS
- Meet announcement added to USMS calendar 5/15/16
- \*Meet postponed due to low participation numbers 6/3/16; rescheduled for 11/5/16-11/6/16

b) 2016 Somerset County YMCA Masters – SCM Pentathlon Swim Festival (Saturday, December 10, 2016)

- Draft entry form received 10/11/16
- Application for sanction approved 10/22/16
- Sanction fee (\$25) + performance deposit (\$100) received 10/23/16
- Sanction number assigned: #076-S003
- Pool measurement certification on file with USMS
- Meet announcement added to USMS calendar 10/22/16; posted to NJ LMSC website 10/24/16 (anticipated)

ii. Completed 2016 Sanctioned Events

a) Jason Nessel Memorial Invitational (Sunday, August 7, 2016)

- Draft entry form received 6/13/16
- Application for sanction approved 6/21/16
- Sanction fee (\$25) + performance deposit (\$100) received by B. Reichle
- Sanction number assigned: #076-S002
- Pool measurement certification on file with USMS
- Meet announcement added to USMS calendar 6/21/16
- Performance deposit cleared for refund

iii. Upcoming 2016 Recognized Events

a) None

iv. Completed 2016 Recognized Events

a) OCY Unofficial Team Championships (Sunday, February 14, 2016)

- Draft entry form received 10/23/15
- Application for recognition approved 11/29/15
- Recognition fee (\$30\*) + performance deposit (\$100) received 11/20/15
- Recognition number assigned: #076-R001
- Pool measurement certification on file with USMS

- Meet announcement added to USMS calendar 11/29/15; posted to NJ LMSC website 1/7/16
- Performance deposit cleared for refund 2/15/16
- b) Sussex County YMCA "Adult Mini Meet" (Saturday, April 2, 2016)
  - Draft entry form received 12/28/15
  - Application for recognition approved 1/16/16
  - Recognition fee (\$50) + performance deposit (\$100) received 2/25/16
  - Recognition number assigned: #076-R002
  - Pool measurement certification on file with USMS
  - Meet announcement added to USMS calendar 2/6/16; posted to NJ LMSC website 1/28/16
  - Performance deposit cleared for refund
- c) New Jersey Senior Olympics (Saturday-Sunday, September 10-11, 2016)
  - Draft entry form received 8/6/16
  - Application for recognition approved 8/31/16
  - Recognition fee (\$50) + performance deposit (\$100) received 8/30/16
  - Recognition number assigned: #076-R003
  - Pool measurement certification on file with USMS
  - Meet announcement added to USMS calendar 8/31/16
  - Performance deposit cleared for refund
- d) Sussex County YMCA "Adult Mini Meet" (Saturday, October 15, 2016)
  - Draft entry form received 8/19/16
  - Application for recognition approved 8/31/16
  - Recognition fee (\$50) + performance deposit (\$100) received 9/1/16
  - Recognition number assigned: #076-R004
  - Pool measurement certification on file with USMS
  - Meet announcement added to USMS calendar 8/31/16
  - Performance deposit cleared for refund ~ pending

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

- i. The NJ LMSC records have been updated for the following events
  - a) Sussex County YMCA Adult Mini-Meet on April 2, 2016 at the Sussex County YMCA in Hardyston, NJ
  - b) USMS Spring Nationals on April 28 to May 1, 2016 at the Greensboro Aquatic Center in Greensboro, NC
  - c) 2016 Rowan College at Burlington County Meet on April 3, 2016
  - d) 2016 Summer Solstice Meet at Rutgers University on June 12, 2016
  - e) Jason Nessel Memorial Invitational on August 7, 2016 at the Rahway River Park Pool
  - f) UMAC Maters Terrapin Cup at the University of Maryland in College Park, MD on July 9, 2016
  - g) USMS Summer National Championships at Mt. Hood Community College in Gresham, Oregon on August 17-21, 2016
  - h) New Jersey Senior Olympics in Woodbridge, NJ on September 10 and 11, 2016
- ii. The 2016 LCM top ten file was submitted on August 17, 2016 and included the following meet
  - a) Jason Nessel Invitational – August 7, 2016
- iii. The Go The Distance results have been updated as of October 17, 2016. New Jersey has retained the #3 spot in total mileage as well as number of participants behind Pacific and Southern Pacific. NJ continues to maintain the highest member participation rate (%) of all the top LMSCs

#### G. Webmaster (B. Hobart/Colleen Driscoll)

- i. Update on review of NJ LMSC website content for consistency with USMS ~ Colleen
  - a) No report

#### H. Open Water (M. Vellucci/S. Clark)

- i. 2016 Open Water Calendar update
  - a) The open water calendar has been updated regularly with some new swims added for the 2016 season. This is a working document and will be updated on a regular basis. If anyone knows of any swims that are not on the calendar, please email Sarah Clark at [saritaylor71@gmail.com](mailto:saritaylor71@gmail.com)



- I. Events Coordinator (interim-Susan)
  - i. 2017 NJ LMSC Annual Banquet plans
    - a) We have a signed contract to host the 2017 banquet at The Dolce on Saturday, March 18<sup>th</sup> 6:00pm – 10:00pm in the Deming Room
    - b) Bridgette Hobart will be the guest speaker
- J. Coaches (J. Schoenlank)
  - i. 2017 Clinic plans/ideas
    - a) National Coaches Clinic is being held in November in California. Jeff Jotz and Ed Tsuzuki have applied for an LMSC grant to cover their registration costs and will be writing articles for the Fastlane about their experiences. Chris McGiffin will also be attending
- K. Fitness (L. Brown-Kuhn)
  - i. 2016 3<sup>rd</sup> Annual Last Chance, End of the Summer 5K Pool Swim recap
    - a) Held on September 10<sup>th</sup> at the 50-meter Cranford Pool & Fitness Center.
    - b) Thirty-three swimmers participated, down from 35 the year before
    - c) The event was a big success thanks to Bill Reichle and the rest of the volunteers, and Mother Nature who graced us with beautiful weather
  - ii. 2017 Fitness Swim Programs plans
    - a) Swim University
      - Planned again for 2017 for a third time using the same format unless people feel that changes should be made. Linda will start the program December 1<sup>st</sup> and run it through May 31<sup>st</sup>. There are plenty of string bags left from last year that could be used again in 2017
    - b) Annual 50 x 50s date
      - Linda would like to offer the 50 x 50s again in January 2017 with the mini clinic run with tighter organization. There were approximately 40 swimmers last year compared to 45 two years ago. Linda will try to reserve the new Berkeley Aquatic Club Pool to improve upon the air quality issues at the prior venue
  - iii. Linda needs to get the Fitness Standouts column going again and would love any suggestions
- L. Officials (M. Vellucci)
  - i. Marie attended the officials committee meeting at convention and learned that USMS now offers an entry level online Masters Officials Certification program
  - ii. Marie recommends that any NJ Masters Swimmer who wants to become certified as an official be required to shadow an official at a Masters meet at least once

## II. Old Business

- A. Annual 100 x 100s update (Susan) ~~ Sunday, February 5
  - i. Susan has confirmed with BACCOE that the NJ LMSC can rent the training pool facility from 8am – noon on Sunday, February 5<sup>th</sup> to host the Annual NJ Masters Swimming 100 x 100s
  - ii. SCY configuration will be requested to allow for greater flexibility with the number of lane intervals that can be offered to our members

## III. New Business

- A. New USMS fees approved at convention for 2017
  - i. NJ LMSC 2017 Pool recognition fee
    - a) MSA to raise the NJ LMSC Recognized meet fee to \$100**
  - ii. NJ LMSC 2017 Pool sanction fee
    - a) MSA to eliminate the NJ LMSC pool sanction fee of \$25 effective 2017**
  - iii. NJ LMSC 2017 Open water sanction fee
    - a) No change from our 2016 sanction fee which is 50% of the final USMS sanction fee (\$100 + \$5 per participant)
- B. Review of the updated 2016 LMSC Standards Policies
  - i. All board members to review the 2016 LMSC Standards and determine compliance in their role responsibilities and report back to the board**
- C. Nominations for Board Volunteers for 2017
  - i. MSA to close nominations**

D. Elections for Board Volunteers for 2017

- i. Chair, Vice-Chair, Registrar, Treasurer, Top Ten/Records, Newsletter Editor, Secretary, Sanctions & Safety Chair

**a) MSA to accept the current slate of incumbents by acclimation**

- Chair: Susan Kirk
- Vice-Chair: Chris McGiffin
- Co-Registrars: Tom Brunson and Chris McGiffin
- Treasurer: Bill Reichle
- Top Ten/Records: Ed Tsuzuki
- Newsletter Editor: Sara Johnston
- Secretary: Susan Kirk
- Sanctions & Safety Chair: Jen Bauman

E. Appointment of Ad-hoc positions

- i. Webmaster: Marin Kirk  
ii. Open Water Chair: Sarah Clark  
iii. Event Coordinator: Kim Plewa  
iv. Coaches Chair: TBD  
v. Fitness Chair: Linda Brown-Kuhn  
vi. Officials Chair: Marie Vellucci  
vii. Newsletter ~ Member Articles - Contributing Editor: Pia Lord

IV. Next LMSC Meeting

- A. Date-- Sunday, January 22, 2017  
B. Time-- 10:30am  
C. Place-- TBD

V. Adjournment

- A. Meeting adjourned at 12:49pm