

# OMS Annual Retreat

Saturday, October 15, 2016  
8:41 AM

Chair: Jeanne Teisher  
Vice Chair-Robbert Van Andel  
Secretary-Michelle Jacobs-Brown

**Attendance:** Bob Bruce, MJ Caswell, Steven Darnell, Christina Fox, Michelle Jacobs-Brown, Matt Miller, Ginger Pierson, Sandi Rousseau, Jeanna Summers, Jeanne Teisher, Robbert van Andel, Nancy Vincent, Joy Ward, Tim Waud, Kermit Yensen, Susie Young

**Agenda:** Items added.

- A. Jackie will call in during Officials portions.
- B. Kermit will work on the budget throughout the meeting. We will finalize next month.

**Vice Chair (Robbert):**

- A. Received request to host NW Zone LCM Championship Meet (Gil Young).
- B. SCM Championships. Oregon in the rotation for next year. Hood River has pool availability and is interested. Must bid by December 1st 2016. Meet would be November 11th and 12th in 2017. May be a conflict with USA swimming. Need to check on Officials availability. Sandi will submit the bid.
- C. At Convention Zone Meeting Robbert and Sandi discovered Zones has funding available to help host meets. Sandi will ask for help with pool fees.

**Short Course Meets:**

- A. Brute Squad Meet: Goal is to go up online this weekend.
- B. Animal meet is still a maybe. Robbert will follow up with Canby and check with the other clubs to see if anyone is interested.
- C. Senior Games (SCY). June 10<sup>th</sup>. Recognized meet. Same basic order of events. Would like to swim 25's.
- D. Association Championships: COMA will bid for Association this year. April 7, 8, 9...same weekend PNA is doing their thing. Robbert is concerned to schedule the same time, but championships are set due to scheduling with Nationals, Spring break, and Easter etc.

*\*Motion that we host 2017 Spring Assn. Champs in SCY. M/S/A*

Discussion: \*NOTE: It will be too late for a national entry qualifying time. People will want to set their National qualifying times early. More people typically participate in SCY.

**Long Course Meets:**

- A. Pentathlon in June at T-Hills?? Maybe. Robbert will work on confirming.
- B. The Dalles looks promising at the end of June or July.
- C. We need to keep 3 meets in each course as able.

**Treasurer (Kermit):**

- A. Electronic version of budget was sent via email.
- B. 2016 first: Column H. Numbers excluding LC Nationals. We are on track. The budget for 2016 is not complete yet; need convention costs and we have a couple pool meets left. We look to break even by the end of the year.
- C. P&L 2016-Nationals (Column G): Some revenue chunks are missing; but it's included in revenue now. There may be some uncertainty around that number (Quality Inns etc.). We should be

getting a check from Events 360. Dennis is trying to collect Quality Inns. He is working on collecting ad money as well, which is a significantly smaller amount. Overall, we have 10k outstanding at his time. (\$4,000 hotels and \$6,000 other vendors). Assuming we collect this, we get a bottom line number of 22,000.

- D. Balance sheet discussed. We have about \$60,000 in cash assets.
- E. We did lose money on the Assn meet this year. First time this ever happened. OMS put more money into the meets. We basically broke even on meets this year.
- F. 2017 budget will undergo revision. There will be some discussion regarding dues. Several scenarios and proposals to be discussed later. Coaching education was added (\$400.00) in line J16. Scholarships for this year are \$400.00.

#### **Finance Discussion (Sandi):**

- A. What our \$39.00 goes to: USMS spent money on marketing, website redesign, social media, member messaging, membership drive, outreach to colleges, college club leadership summit, event and marketing, 3 reps to convention, admin and volunteers, travel and hospitality, LMS leadership summit, swimming saves lives foundation, and insurance costs. Total staff is 18 people: there are no plans to increase that.
- B. National office will work on in-house recording system. National office IT maintenance service will be outsourced. More tools to post open water results on events. Education expenses and fitness program development; stroke development clinics, outreach to existing clubs, coach development, and certifications.

#### **Registrar (Susie/Steve):**

- A. Steve sent a dues information sheet out last week. We are in the 3-year window for dues increase. Club fees and workout fees have gone up to \$41.00 each. Each group will stay the same from now on. In 2018, fees will go up to \$43.00. We decided not to raise the LMSC fee two years in a row. That has played out this last two years.
- B. Convention discussions were focused on giving back to our swimmers. Susie is proposing to drop the LMSC fees and keep our dues the same. We could explore collection methods, and line iteming. We need to make sure there are no legal issues. MJ would happy to reach out to other Clubs that don't collect a fee to see how they work.
- C. We should look at how we want to spend or money over the next 5 years and determine where we want it to go. If we're going to reduce the fee, how will it benefit swimmers? Will it change the number of swimmers we can attract to OMS? We need show how we are giving back, or how we are growing based on these fees. MJ highly recommends focusing on pools, coaches, and training.

*\*Motion that OMS accept Option A as a fee structure for 2017.*

Discussion: No matter what we do, we are looking at \$50.00 in 2018. It is the minimum we can't go below. The OREG club fee is not part of this motion. Bob feels we should not drop fees ever, but we can delay fees moving forward. The LMSC fee shows currently as \$10.00. Option A would show \$8.00. Option B would show \$13.00. For OREG swimmers the fee would stay the same. Anyone else would have an increase. **Vote-Denied.**

*\*Motion that OMS adopt Option B for 2017. M/S/A.*

- D. For 2018-How do we want to spend our money?? Kermit would like to see a proposed 3-year spending plan based on looking at where we are now, how much reserve do we need to keep, and what does that slope look like. What does Kermit think we should have in an operating budget? \$15,000 for financial reserves at the most. USMS also has some guidance for this. Kermit is tasked with this job.

E. One Event Registration Fee: One event registration fee USMS fee 15.00; LMSC Fee 6.00-

*\*Motion to keep the LMSC fee at 6.00 for a total of 21.00. M/S/A*

F. Transfer fee: Rules are that you must contact the registrar or meet director and notify of transfer. Issue is when people want to swim on another relay. Transfer fees are very frustrating. Currently, \$5.00 for LMSC fee and \$5.00 for OREG fee for a total of \$10.00.

*\*Motion to make LMSC transfer fee \$10.00.*

Discussion: Lots of people transferring for meets and relays; primarily this is unattached swimmers or people from out of state. Only 2 or 3 people move per year.

*\*Motion to amend the motion on the floor. M/S/A.*

*\*Motion to increase the LMSC transfer fee to \$15.00 M/S/A.*

G. Year-End fee: LMSC fee is 2.00; younger and older age groups are charged nothing. USMS ups their fee every by 2.00. What should our year end fee be?

*\*Motion to collect \$5.00 for the LMSC portion of the year end fee for 2017. M/S/A*

H. Workout groups fees: Moving from 39.00-41.00. Most workout groups are smaller than 20 people. Would we subsidize a workout group registration fee from the scholarship funds? If so, could Susie advertise this?? What about setting up a scholarship with a term limit? The 3-year spending plan should address this group, and how to help them.

I. Unattached: How do we get people out of unattached to attached, and how do we control transfers? We took the first step by increasing the transfer fee. Make a rule that you can't switch for the first 6 months of the year? This would cover Assn meet where we see a lot of the abuse. Set up an on-line payment?? Each registration has a unique registration identification number. Let the coaches know this...they can be tracked. Maybe change the registration form or provide directions to registration.

J. We need a person to conduct outreach to each unattached swimmer. May need a person who is specifically designated for this...Bob will take care of this unless we change the position requirements. Let's get information out. Why is it good to register with a CLUB? A letter addressing this issue on the web or in the Aqua Master could be helpful as well.

K. Nancy Vincent has taken the Vice Chair position for OREG Club and she will be the OREG rep for the OMS Board.

L. We need to have someone on the OMS Board dedicated to outreach with the other Clubs. We need a Club Liaison on the OMS Board. We have 7 Clubs swimming under OMS. Not all of them meant to register as a Club, but we would have one person would reach out to all the Clubs. Turn this over to bylaws committee?? Yes. They will check to see if we can make a new rule, or if it fits under something already.

M. Robbert to check out Club Assistant verification for registered swimmers.

*\*Motion to revise the current policy 4.15.4, and 5.11.6 (Team Affiliation) to say: An entrant will represent the local workout group/club indicated on the USMS membership database. M/S/A*

#### **Policy and Bylaw Updates/Revisions (Tim et al):**

A. Tim has started the revision process with what he has found on the OMS website; however, there are parts of the appendices that are missing. We have not had an update since 2014. Once the paperwork with Nationals is wrapped up, we will be able to start reviewing all of the policies and bylaws and begin reorganizing them and locating them in the appropriate places. The committee will begin working on this soon. We will likely use Google Docs. The Committee will develop a working document and share with the Board. If there is anything anyone wants reviewed or changed, please send it to Tim. He will share with the Committee.

**Coaches Education:**

- A. During Retreat last year, we decided to add a line item for coaches training and scholarship. We created a budget line item, but we didn't follow up on this. Kermit did approve the budget for this. It is not clear on the scholarship website or application form. Susie has received several requests for Coaches' scholarships and she has approved those. For this next year 2017 we need to separate the coaching education scholarships from the normal scholarships, and have someone other than Susie to review it.
- B. Susie is proposing to clarify the scholarship policy (Policy Committee). We need a separate Coaching Scholarship Committee that Tim can lead since he's Coaches Chair. For the 2017 budget, there should be a line item for Coaches Education; currently set at \$1,200 total and \$200 max per person.
- C. Susie will continue to handle scholarships for the remainder of 2016.

**ALTS Program (Sandi):**

- A. We had 2 scholarships applied for and received for 2106. We successfully applied for and received again for 2017.
- B. To apply, you need to go to the USMS website. Grant requests need to be done early.
- C. This has been a very successful program! If your aquatic center supports the program, they will often help with lane time and possibly staff.
- D. Is there any national tracking on how scholarship was used; how many people; where the money went, etc. How to get volunteers, how to set dates, liability waivers etc.?? No. There is a final report.
- E. We can add a section on the website about where these programs are provided. Let's get the information out there. We need to expand this where we can! Talk to Marlys for help getting going.

**Awards (Jeanne):**

- A. Ginger had retired from awards chair this year. She has done an excellent job getting things done correctly! Thank you Ginger!!
  - B. Susan Albright is interested in taking over awards position.
- \*Motion to accept Susan Albright as awards chair. M/S/A*
- C. Ginger has started a data base and has tracked all awards. Ginger would like to continue to maintain this.
  - D. Ginger brought up some Coaches awards, different types of meets to get people together and out there...like a relay meet (Fort Lauderdale-Hammerhead Meet). What can we do for the fitness swimmers?? Get coaches with training in there for the fitness swimmers. Actively recruit fitness swimmers. Provide a beginner class (Masters 101). \*Tabled for now.

**Volunteer Awards and Recognition (Sandi):**

- A. At Convention this year, the Awards Committee has come up with some items we can order at a discounted rate depending on the amount. They have items like pins, cozies, tote bags, insulated cup, etc. These may be used as awards for mass volunteer positions.
- B. We should add a line item to support our Volunteers. For our more active people, something that is practical to use. Higher quality items with our logo on it.
- C. OMS Board should have nametags and an LMSC shirt with your name on it.

**Dot Donnelly service award (Jeanne):**

- A. Jackie and Gary both received certificates and a service pin!

### **Club of the Year:**

- A. Regional Club or Local Club. We will nominate Oregon as Regional Club of the year for 2017.

### **Coach of the Year:**

- A. Ginger nominated Tim as Coach of the year. It was between Scott Bay and Tim Waud. Tim felt that Scott was a worthy recipient, and was proud to be in the same nomination! We will nominate Tim again next year.

### **Officials (Jacki):**

- A. Discussion started by Sandi regarding the Oregon LMSC to provide budget funds to send officials to both Spring and Summer USMS Nationals. This would be a way to support the National host and additionally set the precedent of Oregon being an example LMSC. Jacki was phoned in on the discussion and expressed support and willingness to help with drafting application for process. Jacki stated what the funding should cover.

*\*Motion: Oregon LMSC shall fund sending the equivalent of one official to each the USMS Spring and Summer National Championships every year. M/S/A.*

- B. Donation of funds to Oregon swimming Officials discussion ensued while Jacki was still on conference. Board asked for clarification of where the funds should be sent.

*\*Motion: Oregon LMSC shall donate \$2000 to Oregon Swimming as a thank you for assistance on Master's meets to be utilized at the discretion by the Chair Oregon Swimming Officials. M/S/A.*

- C. Officials: on-line training. Does not require an on-deck session...but it is highly recommended. This course is set up to get more people interested in being an official at local meets. Jacki asked if this was limited to local meets versus officiating at Nationals?

### **Long Distance/Open Water (Bob):**

- A. 2016 Postal Swims: had some discussion regarding open water decline. Postal swims are a good training tool; please encourage your coaches to promote this. Maybe a way to help with participation would be to get a pool set up for a designation swim.

- B. Status of 2016 Open Water:

- 1. Most 2016 venues had fewer attendance, but chalking it up to Nationals here. Scheduling was/is an issue; specifically, the Hagg Lake swim...it ended up a back to back swim weekend and we canceled Foster Lake as we only had 37 swimmers. Elk Lake was our biggest swim and was down about 35 people; 2 weeks before Nationals.

- C. 2017 Season:

- 1. Tentative Open water race schedule sent out via email.
  - a. May-Lake Juniper (JSFC 50 M pool with bouys): 1,200 meter swim (Unsanctioned event- if sanctioned, would have to rent the pool and would have to charge non-registered swimmers a one-time registration fee).
  - b. June 10- Hagg Lake-2 weeks before Foster Lake.
  - c. June 24th- Foster Lake-National Championship Event! Also, working towards a dual-sanctioned open water swim with USA swimming.
  - d. July 9th- Portland Bridge Swim was USMS sanctioned last year, and will be this year as well.
  - e. July 16-Applegate Longer distance on Saturday and shorter distances on Sunday.
  - f. July 28-30-Cascade Lake (@Elk Lake) Swim Series.

**\*\*Bob may not be around in August...he will be in Budapest for world open.**

**\*\*National Championship Swims-Association Meet has not been set.**

D. 2018 Season:

1. Bids are in already. 3 National Championships this year!!
  - a. Bridge Swim will be July 8 and will host a Championship Swim!!
  - b. Foster Lake Swim, will be Thursday, July 11, 2018
  - c. Applegate Lake Swim will be Saturday July 14. Matt is Meet Director.
  - d. SWIM-Cation!! People will move for Championship Swims! Trying to get distance swimmers from all over the Nation for a week of long distance swimming!

**Coaches (Tim/Sandi):**

- A. USMS going to be hosting a multitude of stroke clinics to help educate coaches in how to conduct and run good clinics. We need to support those coaches who may be hesitant to go to clinics. \*See budget conversation earlier regarding Scholarships. USMS will provide these Coaches workshops similar in the way they conduct certification clinics now. There will be guidance on how to conduct a clinic, advertising, fees, classroom, and practical information etc. We can't rely on just a few people as clinicians. We need to totally fund new coaches to attend with the caveat that they will hold a certain number of clinics (2) as part of the scholarship. There will be a Level 1 and 2 Coaches Clinic in Seattle on October 22nd. The next one will be May 13/14 in Portland.
- B. Tim's idea is to have a clinic every 3 months, and/or in months we don't have many or any meets. He would like to have 4 clinics; long axis, short axis, turns and starts with transitions, administrative/how to write a workout etc. Including a specialist headliner to come in and teach with a nominal fee to the swimmer. Have 12 coaches on deck using the level 3 coaches as feedback. This would include paying for keynote speakers, coaches, pool rental, and maybe lodging. Anyone who wants to become certified, the LMSC should pay for it; Level 1-2 (\$180) and level 3 (\$225); but set it up where they will be required to help present 2 clinics. After the two clinics, those coaches will be eligible for payment from conducting future clinics. We could seek out those who we think could benefit from training and who would help move the LMSC forward. Use a rotating schedule for training locations throughout the state. Rotating training topics. Swimmers could nominate their coaches as well.
- C. We already have a separate line item for Coaches certification education (see budget above-\$1,200). Need \$2,000 for 4 stroke clinics for coaches; \$500.00 for each clinic.

*\*Motion to add a line item of \$2,000 for quarterly OMS stroke Clinics. M/S/A*

- D. National Coaches Summit - November 11-13 in San Mateo CA.

*\*Motion to send Tim Waud to the USMS National Coaches Clinic November 11-13 2016. This will include clinic cost, airfare, and lodging. M/S/A*

*\*Motion to change the Coaches Education line item by renaming it USMS Education and increase the budget to \$3,000 annually. M/S/A*

**Nationals (Tim):**

- A. In the process of completing the final report-due to USMS by Tuesday 10-18-16. Comprehensive report on every aspect of the meet. What worked well, what didn't, lessons learned etc. Various USMS committees (submitted to Championships) will review these reports and will suggest rules and policy changes depending on what is in the reports.

**2017 USMS Leadership Summit:**

- A. Will happen again this year, but not sure when yet. Details coming.

*\*Motion to send an attendee to the 2017 USMS Leadership Summit; and add \$600.00 in the budget for this item. M/S/A.*

**USMS Swag:**

- A. We haven't ordered for a while. Tim still has several hundred trifolds. These are items coaches can give to their swimmers. Sandi gives items to any new swimmer. We may need to have a marketing person on-board. Tim is willing to order new items. Could hand out at swim meets to the new swimmers.

**Zone Conference calls:**

- A. Very active Zone. There were 38 people at Convention. Zone Committee has a conference call quarterly. Next one is December 6, 2016. Everyone is welcome to join the call. It's interesting to see what's going on in other LMSCs.

**Webinars:**

- A. There have been a series of webinars for various positions. We haven't had very good attendance to these webinars. Please try to participate in these. They can be interesting, and may help your position.

**Positions (Jeanne):**

- A. Aubree is out of the position. Position is still open. Need to aggressively recruit within our LMSC. What if we ask a fitness swimmer to come sit on the Board? We may need to change in the policies if we are changing the position.
- B. Michelle is willing to stay as Secretary.
- C. Tim Waud is interested in taking on Chair position. Is there a conflict of interest with Coaches Chair too?? It is a lot of additional work. Maybe Matt could co-chair Coaches Chair? Yes. He's willing. Change Matt to Webmaster. Move Bonnie to backup. If Tim finds things are too much, then we could shift Coaches Chair to Matt and outsource the Webmaster position. Robbert could take some of the Chair responsibilities as Vice Chair. Jeanne to ask if Bonnie is still interested in the Webmaster position. If not, Matt will keep the position; or co-chair with someone.
- D. Elected Officers positions must be advertised to the general membership; uncontested positions can be re-elected. Michelle will look at the policy and write up an e-blast to send to MJ.

*\*Motion that the Coaches Committee from here forward will be co-chaired by Matt Miller and Tim Waud. M/S/A.*

**LMSC:** How can we be better? We need to set up a subcommittee. If we set up a committee to ask how we could grow our membership, Susie, Christina, Kermit, MJ, and maybe marketing position should be on committee.

**Next Agenda:**

- a. Marketing Position: Jeanna to reach out to Carolyn DeMarco
- b. Aqua Master: We could drop the Aqua Master to quarterly. Let's talk to Alice about this. Everyone seems supportive of dropping to quarterly or bi-monthly. When we do Aquamaster lets focus on what is unique to OMS and get rid of anything that can be found elsewhere. Keep pertinent info...Coaches Corner, upcoming events, meet review and swimmer highlight articles. Cube-Set up to OMS account, but could check out to other groups.
- c. Photos.

**\*Meeting Adjourned @ 3:30 PM.**