

**SPMS Monthly Conference Call Meeting Minutes** 

Date: Thursday October 20, 2016 Meeting Called to Order: 7:31 PM PDT

Facilitator: Mark Moore (Chair)
Recorder: Robin Smith (Secretary)

Attendees:

Chair – Mark Moore (Mission Viejo Masters); Vice Chair – Ken Brisbin (Long Beach Grunions); Treasurer – Bob Eberwine (South Bay Swim Team); Secretary – Robin Smith (Novaquatics Masters); Member at Large – Nancy Kirkpatrick-Reno (Conejo Valley Masters); Registrar – Dan Wegner (Las Vegas Masters); Top Ten Recorder – Kim Thornton (Novaquatics Masters); Awards Chair – Nancy Kirkpatrick-Reno (Conejo Valley Masters); Coaches Chair – Christine Maki (Competitive Tri-Swim Masters); Fitness Chair – Robin Smith (Novaquatics Masters); Marketing/Program Development Chair – Anita Cole (Long Beach Grunions); Meet Operations Chair – Ken Brisbin (Long Beach Grunions); Officials Chair – Alina Perez de Armas; Open Water Chair – Sherry Brooks (Mission Viejo Masters); Sports Medicine Chair – Kyle Durieux (Rose Bowl Masters); Webmaster – Dan Wegner (Las Vegas Masters); Mary Hull (South West Aquatic Masters) – Southwest Zone Chair

Megan Andrus (Las Vegas Masters); Elizabeth Carlin (Long Beach Grunions); Virgil Chancy (Official); Jax Cole (Long Beach Grunions); Michael Collins (Novaquatics Masters); Pam Conboy (Las Vegas Masters); Omar de Armas (Official); Chad Durieux (Rose Bowl Masters); Michael "Mikey" Flaherty (Swim With Heart Masters); Errol Graham (West Hollywood Aquatics); Michael Heather (Mission Viejo Masters); Robert Mitchell (Unattached); Jenny Richter (Mission Viejo Masters); Jessica Seaton (West Hollywood Aquatics); Bill Sive (SWIM Long Beach); Karin Wegner (Las Vegas Masters); Philip Yoshida (San Luis Obispo Masters)

#### AGENDA:

-MSP- September 15, 2016 Meeting Minutes Approved

#### OFFICER REPORTS

Chair: Mark Moore

Congratulations to the SPMS recipients of the 2016 USMS Awards presented at the USAS Convention: -Dorothy Donnelly Service Award: Ken Brisbin (Long Beach Grunions) and Christine Maki (Competitive Tri-Swim Masters)

-Kerry O'Brien Coaching Award: Michael Lucero (Golden Road Aquatics)

An email will be sent to the SPMS USAS Convention delegates requesting a few highlights from their convention experience this year.

A USMS site visit to the Riverside Aquatics Center venue is scheduled for November 8, 2016. This is in preparation for the 2017 USMS Spring Nationals. Mark Moore will be in attendance.

Vice Chair: Ken Brisbin

Kenny is sending out an email to all swim meet hosts requesting bids for the 2017 calendar year plus the 2018 SCY season.

<u>Treasurer</u>: Bob Eberwine

Reports posted on the SPMS website (see links below):

Treasurer's Report

http://www.clubassistant.com/c/8B6A80C/file/meetings/2016/20161020 Treasurer Report.pdf

#### **Balance Sheet**

http://www.clubassistant.com/c/8B6A80C/file/meetings/2016/201609 Balance Sheet.pdf



#### Income Statement

http://www.clubassistant.com/c/8B6A80C/file/meetings/2016/201609 Income Statement.pdf

#### **Budget versus Actuals**

http://www.clubassistant.com/c/8B6A80C/file/meetings/2016/201609 Budget vs Actuals.pdf

#### DRAFT 2017 SPMS Budget

http://www.clubassistant.com/c/8B6A80C/file/meetings/2016/2017 Budget v1018.pdf

The draft budget was reviewed and discussed.

The initial motion was made to approve the 2017 SPMS Budget as presented. This was seconded and passed. Then a motion to reconsider was made – to change the language of the motion from "approve the budget as presented" to "approve the budget as amended during this meeting".

-MSP- To approve the 2017 SPMS Budget as amended during this conference call meeting. The approved budget is appended to these minutes.

Secretary: Robin Smith

Report posted on the SPMS website (see link below):

http://www.clubassistant.com/c/8B6A80C/file/meetings/2016/20161020 Secretary Report.pdf

Draft revisions to the SPMS Bylaws based on the new LMSC Standards document are currently in progress. Robin is planning to attend the USMS Peer to Peer Conference Call for LMSC Secretaries on November 2, 2016.

Member at Large: Nancy Kirkpatrick-Reno

Report posted on the SPMS website (see link below):

http://www.clubassistant.com/c/8B6A80C/file/meetings/2016/20161020 Member at Large Report.pdf

The SPMS 2016 Annual Meeting will be held on Sunday November 20, 2016 following the Pierce College Turkey Shoot SCM Swim Meet from 3:00 PM to 6:00 PM at Maggiano's Little Italy Restaurant in Woodland Hills near the pool.

- -MSP- To approve that one club rep per team have their meal comped at the SPMS 2016 Annual Meeting. This will need to be determined during the Annual Meeting based on actual attendance as not all official club reps will attend and teams may have more than one member at the meeting.
- -MSP- To approve that SPMS Committee members who are eligible for reimbursement of their 2017 USMS Membership fee have their meal comped at the SPMS 2016 Annual Meeting.

#### **CONTRACTOR REPORTS**

Registrar: Dan Wegner

Report posted on the SPMS website (see link below):

http://www.clubassistant.com/c/8B6A80C/file/meetings/2016/20161020 Registrar Report.pdf

Newsletter Editor: Tami Barrera

Report posted on the SPMS website (see link below):

http://www.clubassistant.com/c/8B6A80C/file/meetings/2016/20161020 Newsletter Report.pdf



Top Ten Recorder: Kim Thornton

Report posted on the SPMS website (see link below):

http://www.clubassistant.com/c/8B6A80C/file/meetings/2016/20161020 Top Ten Recorder Report.pdf

-MSP- To approve all Officer and Contractor Reports.

### STANDING COMMITTEE REPORTS

<u>Awards Committee</u>: Nancy Kirkpatrick-Reno See Member at Large Officer report above.

**Communications Committee:** 

No Report.

Coaches Committee: Christine Maki

No Report.

Fitness Committee: Robin Smith

Report posted on the SPMS website (see link below):

http://www.clubassistant.com/c/8B6A80C/file/meetings/2016/20161020 Fitness Report.pdf

<u>Marketing/Program Development Committee</u>: Anita Cole Report posted on the SPMS website (see link below):

http://www.clubassistant.com/c/8B6A80C/file/meetings/2016/201601020 Marketing Report.pdf

Meet Operations: Ken Brisbin

Report posted on the SPMS website (see link below):

http://www.clubassistant.com/c/8B6A80C/file/meetings/2016/20161020 Meet Operations Report.pdf

Officials Committee: Alina Perez de Armas

No Report.

Open Water Committee: Sherry Brooks

No Report.

Sports Medicine Committee: Kyle Durieux

No Report.

Webmaster: Dan Wegner

Report posted on the SPMS website (see link below):

http://www.clubassistant.com/c/8B6A80C/file/meetings/2016/20161020 Registrar Report.pdf



# **OLD BUSINESS**

<u>Annual Meeting</u>: See Member at Large Officer Report above

### **NEW BUSINESS**

2017 Budget: See Treasurer Officer Report above.

Next meeting is the SPMS 2016 Annual Meeting. It will be a face-to-face meeting following the Pierce College Turkey Shoot SCM Swim Meet:

SPMS 2016 ANNUAL MEETING
Sunday, November 20, 2016
3:00 PM to 6:00 PM
Maggiano's Little Italy Restaurant
6100 Topanga Canyon Road
Woodland Hills, CA 91367
(818) 887-3777
\*\*\*RSVP Required – link on SPMS website\*\*\*

Meeting Adjourned: 9:00 PM PDT

## **Southern Pacific Masters Swimming**

## Approved 2017 Budget

	Total	Dotoil	Notes
Income	Iotai	Detail	INUIES
Income Citata Paraletasian Para	4 500 00		Des Buildest Committee
Clinic Registration Revenue	1,500.00		Per Budget Committee
Registration Revenue			
Offline Registrations	2,700.00		1% of 5000 swimmers @ \$54/each
Offline Registrations Expense (to USMS)	-2,050.00		1% of 5000 swimmers @ \$41/each
Online Registrations	65,350.00		99% of 5000 swimmers @ \$13/each + 100 Clubs @ \$10/each
Sanction Revenue			
Open Water	6,600.00		6 events @ \$100 + 1000 swimmers @ \$6
Open Water Sanction Expense (to USMS)	-4,400.00		6 events @ \$100 + 1000 swimmers @ \$5
Pool (Recognized Sanction)	600.00		3 events @ \$200
Pool (Recognized Sanction Expense) (To USMS)	-300.00		3 events @ \$100
Pool (Regional/Zone/National Sanction)	450.00		3 events @ \$150
Pool (Non-Regional/Zone/National Sanction)	1,700.00		17 events @ \$100
Pool Sanction Expense (to USMS)	-1,000.00		20 events @ \$50
Total Income	\$ 71,150.00		_
Expenses			
Awards			
Annual	520.00		8 Awards
Competition - Open Water	2,000.00		2017 Awards & Shipping - Per Sherry Brooks
Bank Charges	200.00		Direct deposit, foreign transaction, credit card, direct credit fees
Clinics & Seminars	10,100.00		Direct deposit, foreign transaction, credit card, direct credit rees
Clinics & Seminars	10,100.00	900.00	Officials Clinic - Per Alina
			Coach's Clinic - SPMS - Per Christine Maki
		1,000.00	Coach's Certification - USMS Scholarships (Levels 1 and 2) - 2 Clinics
			Coach's Certification - USMS Scholarships (Level 3)
		500.00	SPMS Fitness Clinic #1 - Per Robin Smith
		300.00	Executive Committee Meetings - Per Bob (2 @ \$15/person * 10 people)
			Club Development Clinic (Marketing Materials - Per Anita)
		1,200.00	Annual Meeting - Dinner & Room Rental
		200.00	Annual Meeting - Other Expenses
Convention			
Advances	18,000.00		From 2016
Other Convention Expenses	1,000.00		Shirts & Breakfast
Registration	2,880.00		16 @ \$180/person
Entry Fees - Comp'd	600.00		
Equipment - Purchases	300.00		Rule Books (for Members (\$110) and Officials (\$190 per Alina)
Individual Registrations - Comp'd	1,350.00		25 members @ \$54/member
Newsletter	360.00		6 issues @ \$60/issue - Includes printing & postage
Office Expenses & Supplies	200.00		Same as 2015
Phone & Fax	708.00		12 months @ \$59/month
Postage	200.00		Non-Awards & Non-Newsletter
Professional Fees	200.00		INOT-AWATUS & INOT-INCUSTELLET
	000.00		Come on 2015
Legal & Accounting	600.00		Same as 2015
Newsletter	2,640.00		Contract
Top 10 Recorder	8,500.00		Contract + \$1000 for SPMS Relay Records
Registrar	22,200.00		Contract
Promotional & Advertising	2,000.00		
		1,000.00	Exhibitor/Vendor Fees (6-10 Events) - Per Anita
		1,000.00	non USMS events distribution from booths or in goody bags - Per Anit
Software	1,200.00		Quickbooks Online + ExpensePoint
Stationery & Printing	200.00		Non-Newsletter
Taxes & Licenses	25.00		Same as 2015
Website & Web Development	720.00		Same as 2015
Video Taping	3,600.00		2 meets @ approx \$1800/meet
Total Expenses	\$ 80,103.00		