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  - Ed Coates
- Vice President of Programs
  - Robin Smith
- Vice President of Community Services
  - Chris Campbell
- Treasurer
  - Teddy Decker
- Secretary
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2021 USMS Virtual Annual Meeting

B Board of Directors | C Committee Meetings | F Floor Nomination Period | R Forum | H HOD Session

O Orientation | Z Zone Meeting

AUGUST 31 • TUESDAY

8:00pm – 8:30pm	O	**New Delegate Orientation**	Zoom
PINNED 8:30pm – 9:30pm	O	**Delegate orientation and USMS Townhall**	Zoom

SEPTEMBER 2 • THURSDAY

8:00pm – 9:00pm	C	**Administration Committee Meetings**	Zoom
8:00pm – 9:00pm	C	**Community Services Committee Meetings**	Zoom
8:00pm – 9:00pm	C	**Local Operations Committee Meetings**	Zoom
8:00pm – 9:00pm	C	**Programs Committee Meetings**	Zoom

SEPTEMBER 3 • FRIDAY

PINNED 12:00am – 12:00am	F	**Floor Nominations Open**	Zoom

SEPTEMBER 5 • SUNDAY

PINNED 11:59pm – 11:59pm	F	**Floor Nominations Close**	

SEPTEMBER 7 • TUESDAY

7:00pm – 8:00pm	Z	**Breadbasket Zone Meeting** *Moderators: Robin Tracy*	Zoom
7:00pm – 8:00pm	Z	**Colonies Zone Meeting** *Moderators: Mollie Grover*	Zoom
7:00pm – 8:00pm	Z	**Great Lakes Zone Meeting** *Moderators: Lisa Brown*	Zoom
7:00pm – 8:00pm	Z	**South Central Zone Meeting** *Speakers: Nicole Christensen*	Zoom
7:00pm – 8:00pm	Z	**Southeast Zone Meeting** *Moderators: Ed Saltzman*	Zoom
8:00pm – 9:00pm	R	**Long Distance Forum**	Zoom
9:00pm – 10:00pm	Z	**Northwest Zone Meeting** *Moderators: Aaron Norton*	Zoom
9:00pm – 10:00pm	Z	**Oceana Zone Meeting** *Moderators: Sally Guthrie*	Zoom

9:00pm – 10:00pm	Z	**Southwest Zone Meeting** *Speakers: Ken Brisbin, Teddy Decker*	Zoom
SEPTEMBER 9 • THURSDAY			
8:00pm – 9:00pm	R	**Rules Forum**	Zoom
SEPTEMBER 14 • TUESDAY			
8:00pm – 9:00pm	R	**Legislation Forum**	Zoom
SEPTEMBER 20 • MONDAY			
8:00pm – 9:00pm	B	**Board of Directors Meeting**	Zoom
SEPTEMBER 24 • FRIDAY			
PINNED 7:00pm – 9:00pm	H	**House of Delegates #1**	Zoom
SEPTEMBER 25 • SATURDAY			
PINNED 11:00am – 3:45pm	H	**House of Delegates #2**	Zoom
SEPTEMBER 26 • SUNDAY			
PINNED 11:00am – 3:00pm	H	**House of Delegates #3**	Zoom

U.S. Masters Swimming
2021 House of Delegates Agenda
2021 Virtual Annual Meeting

Friday, September 24

HOD #1: 7:00 –9:00 PM EDT*

- Welcome and Annual Meeting Overview – President Peter Guadagni
- Approval of standing rules – Vice President of Administration Chris Colburn
- Opening remarks – President Peter Guadagni
- 2021 Update and 2022 Priorities – Dawson Hughes, USMS CEO
- Awards announcements & presentation – Recognition and Awards Committee

Saturday, September 25

HOD #2: 11:00 –3:35 PM EDT*

- Strategy and Budget Assumptions – Guy Davis, Finance Chair, Susan Kuhlman, USMS CFO
- Elections – Elections Committee – Erin Sullivan, Chair
- Break
- Run-off elections (if necessary), announcement of results
- Long Distance, Rules, and Legislation Forum – Ali Hall, Mollie Grover, Stephanie Gauzens
- Consent Agenda – Vice President of Local Operations Ed Coates
    - Approval of committee reports
    - Other procedural items as needed
- Consideration of items pulled from the consent agenda

Sunday, September 26

HOD #3: 11:00 –3:00 PM EDT*

- Legislation – Charles Cockrell, Chair
- Long Distance – Phyllis Quinn, Vice Chair
- Break
- Rules – Mollie Grover, Chair
- Closing Remarks– President Peter Guadagni and Dawson Hughes, USMS CEO

**Daily session will conclude when the agenda items are complete. The actual time is largely based on the number of delegate questions and comments.*

Consent Agendas and
Order of Consideration of Proposed Rule Book Amendments

General – Saturday, September 25

a. Consideration of annual reports from non-legislative standing committees
    - Items included: Annual reports from Championship, Coaches, Diversity and Inclusion, Fitness Education, History and Archives, LMSC Development, Membership, Officials, Open Water, Recognition and Awards, Records and Tabulation, and Sports Medicine and Science Committees.

Rule Book Amendments – Sunday, September 26

Legislation

1. Proposed amendments to USMS Glossary and Part 2, and Parts 4-6
    a. Consideration of L-2 and R-13, parts of indivisible package. L-2 has been recommended by the Legislation Committee. R-13 is a proposed amendment to Part 1 and has been recommended by the Rules Committee.
    b. Consideration of L-7 and LD-1, parts of indivisible package. L-7 has been recommended by the Legislation Committee. LD-1 is a proposed amendment to Part 3 and has been recommended by the Long Distance Committee.
    c. Consideration of L-1, recommended by the Legislation Committee.
    d. Consideration of L-3, recommended as amended by the Legislation Committee.
    e. Consideration of items related to nominations and elections and recommended by the Legislation Committee.
        - Items included: L-4A, L-5, L-6
    f. Consideration of L-4, not recommended by the Legislation Committee
2. Approval of Legislation Committee report

Long Distance

1. Proposed amendments to Part 3
   a. Consideration of items recommended by the Long Distance Committee
      - Items included: LD-2, LD-3, LD-4, LD-5, LD-6, LD-7, LD-8
2. Approval of Long Distance Committee report

Rules

1. Proposed amendments to USMS Glossary and Part 1
   a. Consideration of items recommended by the Rules Committee
      - Items included: R-1, R-3, R-4, R-8, R-11
   b. Consideration of items not recommended by the Rules Committee
      - Items included: R-9, R-10, R-12
   c. Consideration of housekeeping items recommended by the Rules Committee
      - Items included: HK-1, HK-2, HK-3, HK-4, HK-5, HK-6, HK-7, HK-8
   d. Consideration of pending USA Swimming amendments that affect USMS Rules
      - Items included: U-1, U-2
2. Approval of Rules Committee report

DATE: September 21, 2021
TO: USMS House of Delegates
FROM: Dawson Hughes
SUBJECT: **2021 CEO Report to the USMS House of Delegates**

The USMS community continues to show resilience in the face of the organization's most significant challenge. For 17 months, change has been the norm. Clubs and events have continued to adjust to changing pool availability and health guidance. Volunteers have continued to contribute virtually to the governance and operations of the organization. Clubs and coaches have learned to navigate lane reservations and pool availability limitations to provide opportunities to swim. Events have implemented COVID-19 safety measures and participation restrictions. And volunteer and staff leadership have regularly adjusted to external challenges to best serve USMS members.

In times like this, it's more important than ever to remain focused on the mission.

USMS Mission: to promote health, wellness, fitness, and competition for adults through swimming.

This memo will cover success in meeting our mission in 2021 and an overview of what to expect in 2022. The 2022 business plan is in its early stages and will take shape as we prepare the final budget in November. In the coming months, we'll be creating a new strategic plan for USMS with plans to release it in the first half of next year. And all of that will build toward Relay 2022, where we'll gather for the first time since the 2019 annual meeting. The board chose the theme of club development for Relay 2022, with a focus on building more, and more robust, clubs to increase opportunities for adults to swim.

I encourage you to keep the USMS mission top of mind in your volunteer roles and duties. Keeping members swimming and attracting new adults to swimming for fitness and competition is the priority as you address challenges with your club, hosting an event, with your LMSC, in your role on a national committee, and during the annual meeting.

2021 Success

USMS planned for a 20% decrease in membership and corresponding revenue declines, as the effects of the pandemic caught up with our annual cycle in 2021. Delegates may recall that USMS was fortunate in 2020, with 75% of budgeted membership for the year already registered before COVID-19 shut down pools throughout the country. Moving into 2021, we budgeted for 40,000 members and few sanctioned events to be held. At the start of the year, we planned for a $550,000 draw on reserves to maintain services and weather the effects of the pandemic, while hoping for some return to normalcy. Our financial management and strong reserves provided confidence in this approach for the short term. However, it was established that a multiyear stretch with this level of subsidy was not sustainable.

By March 2021, it was clear that some normalcy was returning, and our outlook improved from our original forecast. The horizon seemed brighter with vaccinations becoming available, clubs in many areas returning to the water, and events looking more possible. Staff worked with the Finance Committee and board to develop a revised plan that returned to hosting national championship

events and added back the Try Masters Swimming marketing campaign, among other adjustments. Resources were reevaluated and ultimately increased to levels needed to carry out the new plan and for a longer-term membership growth effort.

Starting in the 2nd quarter, membership forecasts were increased to 42,500, and the new plan was implemented. The results thus far have exceeded expectations. By the end of the 2nd quarter, membership forecasts were again increased to 48,500 and have improved further since then.

Ultimately, it's likely USMS will have 50,000 members, positive net operating revenue, and the highest ever level of reserves as 2021 concludes. But the financials don't reflect our mission.

Nearly 34,000 members renewed their commitment to swimming, 5,500-plus re-engaged with swimming after a break of at least one year, and over 10,000 adults will have participated in USMS programs for the first time. More than 1,200 clubs (including workout groups) provided the opportunity for adults to swim regularly, and over 200 events will have been sanctioned, providing training goals, motivation, and competitive opportunities for USMS members.

The National Office has continued to execute on a robust communication and content calendar to provide members, coaches, clubs, volunteers, and event directors with information, updates, and swimming-related content. We implemented the new My USMS, which provides seamless access to online benefits and membership information. The new Workout Library and Community were implemented, and members now have more ability to self-manage their account than ever before. USMS and USA Swimming continue to combine our cause-marketing efforts under the USA Swimming Foundation, which will take the lead in the upcoming 2022 Adult Learn-to-Swim grant cycle. We've continued to enhance club registration to provide clubs as much direct marketing support as possible. Work continues in the background to transition our membership database to a new modern platform, so we may continue modernization of our digital capabilities to operate efficiently and cost effectively. That transition will happen in 2022.

Almost 600 LMSC and national volunteers met with their committees regularly to discuss how best to meet our mission and serve our members. Various groups have helped in a multitude of ways over and above the typical annual work of committees. The Coaches Committee has supported the restart of the Masters coach certification, with Level 1 certification moving to a virtual format. The Championship Committee has helped navigate an ever-changing COVID-19 landscape to safely host a pool national championship in July and prepare for another in several weeks. Task forces have made recommendations on the transition to Relay 2022, a future vision for our national committee structure, and how to improve upon the virtual format for the annual meeting. The ALTS programming committee has continued to engage with certified ALTS instructors through webinars, and ALTS Instructor certification courses have resumed. And the Long Distance Committee has weaved through various hosting challenges and cancellations to provide opportunities for members to compete in the open water and via ePostal Championships. Volunteers have also received ongoing communication and updates on the Try Masters Swimming campaign, sanction guidelines, and annual meeting updates, among other topics. Beyond our national volunteer structure, coaches and volunteers have navigated their local health recommendations and facility restrictions to get their swimmers back in the water, officials have dusted off their white polos so events could be held, and LMSCs have discussed how to grow their local Masters Swimming communities and provide more opportunities for adults to swim.

Very few of us would have forecast we'd still be in the midst of the pandemic at this point. Fewer still (including me) would have envisioned reaching 50,000 members in 2021. Collectively, we've provided a safe outlet, despite the pandemic, for 50,000 adults to stay heathy and fit, to compete, and to interact with their local and regional masters swimming communities. These efforts represent the successes we've had in fulfilling our mission in 2021 and should be celebrated.

Looking forward to 2022 and beyond

We live in a complicated time that doesn't show signs of moving back toward simplicity soon. Involvement in USMS leadership can add to the complexity, with our 170-page rule book, 600 LMSC and national volunteers, many more who volunteer to officiate and operate their clubs, 52 LMSCs, and a significant web of communication.

The reality is that USMS is simpler than it may seem and for our members, swimming can be a remedy for the complexities we all face. USMS's value lies in its clubs, events, and community. Clubs and events drive the day-to-day motivation to maintain a swimming routine, and the community they foster keeps members returning year after year. As USMS leaders, we must keep the simplicity and joy of swimming in mind as we navigate the opportunities we have before us.

COVID-19 will continue to be a factor in our planning and operations. Unexpected societal issues will undoubtedly present challenges. Unforeseen accidents and issues will continue to be navigated. And inquiries from swimmers about non-swimming related problems may need to be addressed. Despite matters that may be distracting at times, USMS must foremost remain a place for adults to gather with the common passion for swimming and the desire to take advantage of the health and fitness benefits it offers.

With the value of clubs, events, and community in mind, we've worked on how to better explain where USMS should focus and to help channel efforts toward the priorities we should be working together to address. This messaging will continue to be refined in the coming months and in the lead-up to Relay 2022.

Clubs, including the coaches who are the catalyst for any high-performing club, provide day-to-day value for most USMS members. In 2019 (pre-pandemic), nearly 70% of USMS membership affiliated with a club with 30 or more members. Those clubs represented about 30% of our total

USMS clubs. (70% of members were supported by 30% of USMS clubs.) In fact, nearly half of the USMS membership in 2019 affiliated with a club with over 75 swimmers. This means providing support for clubs to start up, to grow to these levels of ongoing membership, and to remain viable for the long term, will be a priority. Club growth provides greater flexibility in the number of workouts offered and allows the facility to utilize more lane space and benefit from the corresponding revenue. More regular swimmers mean more opportunities to attract them to an event. Growth at the club level drives mission success and must be the priority for USMS.

Although USMS evolved from an event-driven membership organization, approximately 30% of USMS members participate in USMS-sanctioned events today. Events continue to serve as an outstanding motivational tool for coaches to keep swimmers engaged. They are rewarding and fun. Meets and open water competitions provide the social and competitive element that swimmers enjoy, and they help develop the wider Masters Swimming community. Events are also valuable USMS offerings that help meet our mission with a significantly higher percentage of event participants renewing annually. LMSCs have a strong event support structure in place, but we must continue to work to create an event schedule that matches where we were before the pandemic and start new events where feasible.

The Masters Swimming community is the reason many members continue to participate in swimming year after year. The opportunity to see teammates weekly, socialize with other swimmers at events, engage with in-person and online community discussions, and attend clinics, LMSC meetings, and national gatherings to share a common passion for swimming is the intangible (and priceless) value that makes Masters Swimming a lifelong endeavor for many USMS members. Community can be tough to explain, but once members feel they are part of it, they are more likely to volunteer at their club, learn more about LMSC volunteer roles, and turn swimming from a fitness choice to a lifestyle. The community starts on the pool deck but extends to coaching, event hosting, officiating, and LMSC and national volunteer roles. A robust community at each of these levels ensures a strong future for USMS.

In the coming months, we'll be talking about these three themes regularly. Clubs have the greatest day-to-day impact and will get the top billing as the theme of Relay 2022. From each of our roles within USMS, we can have an impact on one, or all, of these areas. We each have examples of positive swimming and social experiences from our club, from events, and within the swimming community that we can work to recreate for another member. We must challenge each other to focus our volunteer, staff, and financial resources to build more robust clubs, host quality events, and foster the community for USMS members.

USMS National Office Focus in 2022

We will continue to strive to provide a suite of benefits like *SWIMMER* magazine, the Workout Library, and virtual events to supplement and enhance the local membership experience. We will continue to manage the infrastructure necessary to operate registration, provide insurance, host a results database, market USMS clubs and events, and recognize member achievements. And we will continue to manage USMS financials responsibly and invest in the future of the organization.

Several significant projects will be undertaken and implemented in 2022. Behind the scenes, USMS will be transitioning our membership database of record to a new platform. This transition is

currently targeted for the 3rd quarter with months of planning already completed to ensure a smooth transition.

The online version of *SWIMMER* and our digital content will receive an upgrade to provide a better online experience for those who wish to view USMS features and articles regularly.

We will continue to refine our marketing campaigns to connect interested swimmers with their local clubs, and additional support for direct event marketing will be added.

We will continue to enhance communications. The new email preference center will allow members to personalize the USMS communication they receive. *STREAMLINES for Volunteers* will be sent monthly (beginning in October 2021) to provide more timely strategic updates. It will be combined with the monthly president and CEO updates and will provide more opportunities to highlight local volunteer efforts. And the online community will continue to grow into a central hub for swimming discussion, information sharing, and engagement.

2022 will see the implementation of the new USMS+ add-on option for USMS members. USMS+ will include USMS virtual national events (e.g., fitness series, epostals, virtual meet), an upgraded member welcome kit, motivational webinars and a donation to the USA Swimming Foundation in support of ALTS program grants. This package will be available during 2022 registration and net proceeds (i.e., after expenses) will be split with LMSCs in the same manner as membership fees. This new offering will be a great opportunity for members to bundle all of the virtual national events they participate in annually and access other exclusive benefits.

Most important, the National Office will be rolling out a revamped club development effort. This program will fine-tune already established initiatives like the coach certification and coach mentor programs. We will focus on recruiting coaches with potential to grow a Masters club and will provide start-up and marketing funds for clubs that wish to grow membership. This will be combined with a more focused effort to start new programs at facilities that should have a Masters club. We'll be looking for LMSCs to partner in this program, much like we did with the COVID Covid-19 Relief Program for Clubs. Stay tuned for more information on this program in October and in the lead up to Relay 2022.

LMSC Focus

Nearly all LMSCs have more funds available than prior to the pandemic. The unified fee added resources for some, and all have saved expenses typically assigned for travel and accommodations to attend the annual meeting. Furthermore, the national budget will absorb more of the costs associated with attending Relay 2022, as part of the commitment made during the transition to the unified fee.

Despite a business plan that contemplates a negative bottom line for 2022 as we continue to build back from the effects of the pandemic, USMS will have approximately $300,000 in operating surplus. The difference between the negative national budget and that surplus is approximately $600,000 in funds that will be distributed to LMSCs in 2022. In most LMSCs, those funds have not been committed to any initiatives other than travel to Relay 2022.

We are asking LMSCs to put their resources to work with a focus on clubs, events, and community. A dynamic document was created as part of unified fee discussions to provide a menu

of ideas for LMSCs to use their funds to provide member benefits and value at the local level. This document includes LMSCs that have implemented these programs as a resource. The LMSC Focus of Resources has been updated with ideas that can help develop clubs, events, and community. I encourage your LMSC to consider investing in one or more of the concepts that are outlined.

As mentioned previously, we'll have a program to support club growth and club creation that may be an option for your LMSC. More information will be made available in October. Many LMSCs offer stipends or scholarships for coaches to attend training. Some LMSCs have events that may not have resumed after a pause from the pandemic. If so, it may be beneficial to provide financial support to get them restarted. Or maybe an opportunity to fund a new event is possible.

Your LMSC may prefer to focus on community by investing in social or networking events for swimmers or coaches. You may also consider ALTS programming or a USA Swimming Foundation fundraiser, in support of ALTS grants, as a community-building initiative.

Perhaps your LMSC can select an initiative from all three areas to try.

Relay 2022 attendees will receive new ideas, and it's suggested that LMSCs remain flexible with 2022 budgeting in the event you decide to try something new.

If you've made it this far into my update, you've noticed a common theme: clubs, events, and community. The emphasis in 2022 will be on clubs and the facilities, coaches, and administrative tasks that support them. USMS will rely on LMSC representatives to discuss and implement the best approach to support these critical USMS elements in your area. Please set aside time at an upcoming LMSC meeting to discuss how to best use your resources in 2022 to provide value for USMS members in your area.

One year ago, I wrote, "USMS will come out the other side of these challenges stronger, with new ways of thinking and operating. Our tried-and-true traditions will remain, with new concepts created to address COVID-19-related issues perhaps becoming part of the USMS tradition."

We aren't through the pandemic yet, but we are certainly stronger and new concepts like Relay 2022 and the revamped club development effort are coming to fruition.

You should be proud of our collective response to challenges of the past 18 months and the continued strength of the USMS community. You should also be proud of the Board of Directors and their leadership. They have been outstanding stewards of USMS in addressing challenges never contemplated when they volunteered for their roles. They should be commended for the countless hours of personal time they've committed, above the regular meeting schedule, to keep USMS in a strong position for the future

On behalf of the National Office staff, thank you for all your efforts through the year supporting USMS members. We look forward to continued teamwork as we return to proactively planning for the future with more USMS clubs and events and a more robust Masters Swimming community.

Peter Guadagni – Candidate for President

The Election Committee has deemed that Peter Guadagni is a member in good standing of USMS. The candidate has indicated he is planning to attend the USMS National HOD Meeting for this election year and, if elected, is planning to attend all HOD Meetings during his tenure in office.

The candidate is running for reelection and is not required to provide a letter of nomination or letters of recommendation.

The candidate provided the following responses on the Candidate Questionnaire/Consent-to-Run Form:

Section Two: Candidate Qualifications

I am a member in good standing of USMS in this election year:	***X Yes*** _____ *No*
I am planning to attend the HOD Meeting for this election year:	***X Yes*** _____ *No*
I am planning to attend all HOD Meetings during my tenure in office:	***X Yes*** _____ *No*
I have attended 1 or more HOD Meetings in the past five years?	***X Yes*** _____ *No*

Please list the USMS National HOD Meetings you have attended, including the dates of attendance:

I have attended every annual meeting from 2010 through 2020. I was present for all HOD sessions at each annual meeting.

Section Three: Questions

Why are you interested in this position and why do you believe you would be a good candidate?

It should go without saying that my first term as president did not proceed as expected. When I stood for election in 2019, no one could have imagined we would soon be facing a global pandemic that would dramatically alter our daily lives let alone the operations of USMS. One of things I have missed most in the last year was the camaraderie I would find at my local club, pool competitions, open water swims, volunteer groups and most recently as a member of the

national leadership team. The joy I have received from my USMS membership has made me passionate about its mission. As I said in my candidate statement from two years ago, I want to be president to further serve the organization. I believe the past year has demonstrated I have the skills and experience to lead USMS out of the challenges of the recent past and toward a bright future.

As president I have relied on my volunteer experience leading one of USMS' most prominent clubs, chairing its largest LMSC, and serving as one of its officers along with my varied professional experience to inform my judgments. We have faced many challenges this past year. But with each challenge I have seen an opportunity; changes brought on by necessity can often result in new ideas that revitalize the organization.

My optimistic attitude and unshakeable belief that our programs should be fun for participants and volunteers are some of my key qualifications. As president one of my most important barometers of success would be the smiles I see at our events and meetings. Hopefully, I will get to see those smiles in person should I be honored to serve a second term.

What do you consider to be the major issues facing USMS now and in the future? As a person holding an elected position within USMS, how would you address these issues?

Recovery. As I write this in early spring, many clubs are still not permitted to use their home facilities. Others have restrictions on lane use and on deck coaching. Events with restrictions are just starting to be scheduled. Hopefully, by fall most of these external impediments will be removed allowing clubs and events to return to their pre-pandemic operations. However, the road to full recovery will take time. As returning president, I will continue to make helping our programs make a full recovery a top priority.

Local Programs. In my initial candidate statement for president, I highlighted the importance of local programs. Very few people join USMS solely to become members of our national organization. Most of us join a local program and learn USMS membership is required to attend practices or participate in events. Therefore, a primary mission of USMS nationally must be to help local clubs and work out groups grow and thrive. During a second term, I hope to increase support for local programs through focused volunteer development, enhanced coach training and mentoring, continued marketing, and a greater emphasis in an updated strategic plan.

Alignment. In talking to members and volunteer leaders, I am often surprised by the commonality in what people value in USMS. There seems widespread agreement in the benefits we should be striving to deliver to our members. Yet when we come together, there is frequently a focus on our differences, even when they are small. In a second term, I want to improve the alignment between our Board, Committees, LMSCs and National Office.

Listening. Listening to our members and stakeholders has never been more important as we seek to recover from the pandemic and build a future USMS. Providing effective local support and member services that deliver value can only happen if we understand our audience. As president, I have tried to challenge the board and staff to spend more time listening to our constituencies, exploring systematic methods to better understand and track member interests, and encouraging volunteers to listen and be open to ideas that may be different from their own. If re-elected, I plan to place an even greater emphasis on listening.

Fun. Finally, while we need to take our mission seriously, our involvement in USMS should bring us joy. Sometimes we forget that the staff and our fellow volunteers care for the organization as much as we do. As president, I will remind everyone that our participation should be fun and if we are not smiling, something is wrong.

Please list USMS committees on which you have served. Include the dates you were on the committees and the names of the committee chairs under whom you served:

Legislation Committee, 2011-2013, Sean Fitzgerald Chair
Finance Committee, 2014-present, Jeanne Ensign Chair
Executive Committee, 2017-present, Chairs: Patty Miller (2017-2019), P Guadagni (2019-2021)
USMS Board of Directors, 2017-present, Chairs: Patty Miller (2017-2019), P Guadagni (2019-2021)
As Vice President of Administration I was an ex officio member of the Championship (Jeff Roddin & Jim Clemmons Chairs), Legislation (Richard Garza Chair), Registration (Susan Ehringer Chair), and Rules (Charles Cockrell Chair) Committees during my term from 2017 to 2019.

Please list any other experience that relates to your qualifications for the position.

Team Captain/President, Walnut Creek Masters, 2007 – 2010
Chair, Pacific Masters Swimming, 2012 – 2015
Certified Official (USA Swimming 2007 – 2019, USMS 2017 – present)
Meet Director, Pacific Masters Short Course Yards Championships, 2007-2010, 2016, 2017
Co-founder, Walnut Creek Aquatics Fund/Foundation
Chair, Finance subcommittee on Sanction Fees, 2015
Member, planning committee for first LMSC Leadership Summit, 2015
Member, Finance subcommittee on Use of Reserves, 2016
Chair, Finance subcommittee on Budget and Fees, 2017
Pacific Masters Meet Operations and Sanction Coordinator, 2017 - 2019
President, Walnut Creek Downtown Business Association, 2 years
Board member, Playhouse West (local theater group), 3 years
30 years management experience at senior leadership levels

Please list any other information you would like included.

Creator of Coach Appreciation Week, first at local club, Walnut Creek Masters, and later extended to the Pacific Masters LMSC. It has since been adopted by USMS.

My proudest accomplishments relate to volunteer recognition; I have written the nomination letters for 10 Donnelly Award winners, 1 Fitness Award Winner, 2 Open Water Service Award Winners and 2 Krauser Award Winner and contributed to the nominations of 2 USMS Coach of the Year Winners and 2 Ransom Arthur Award Winners.

Please write a short summary statement that will be posted on the display board with your photograph at the HOD Meeting

As your president I will strive to reflect your passion for swimming and channel our joint efforts to fulfill the USMS vision. Together with the CEO, my fellow officers and Board members I hope guide the organization in its pursuit of its goals and objectives while being responsive to member needs.

Chris Colburn - Candidate for Vice President of Administration

The Election Committee has deemed that Chris Colburn is a member in good standing of USMS. The candidate has indicated he is planning to attend the USMS National HOD Meeting for this election year and, if elected, is planning to attend all HOD Meetings during his tenure in office.

The candidate is running for reelection and is not required to provide a letter of nomination or letters of recommendation.

The candidate provided the following responses on the Candidate Questionnaire/Consent-to-Run Form:

Section Two: Candidate Qualifications

I am a member in good standing of USMS in this election year:	***X Yes*** _____ *No*
I am planning to attend the HOD Meeting for this election year:	***X Yes*** _____ *No*
I am planning to attend all HOD Meetings during my tenure in office:	***X Yes*** _____ *No*
I have attended 1 or more HOD Meetings in the past five years?	***X Yes*** _____ *No*

Please list the USMS National HOD Meetings you have attended, including the dates of attendance:

Dearborn, MI (September 13-17, 2006)
Anaheim, CA (September 26-30, 2007)
Atlanta, GA (September 24-28, 2008)
Chicago, IL (September 16-20, 2009)
Dallas, TX (September 15-19, 2010)
Jacksonville, FL (September 14-18, 2011)
Greensboro, NC (September 12-16, 2012)
Anaheim, CA (September 11-15, 2013)
Jacksonville, FL (September 17-21, 2014)
Kansas City, MO (September 30 – October 4, 2015)
Atlanta, GA (September 21-25, 2016)
Dallas, TX (September 13-17, 2017)
Jacksonville, FL (September 26-30, 2018)

St. Louis, MO (September 11-15, 2019)
Virtual Annual Meeting (September 25-27, 2020)

Section Three: Questions

Why are you interested in this position and why do you believe you would be a good candidate?

After serving my first term as Vice President of Administration through the experience of the pandemic, I have found that although we have accomplished much in the past two years, there is still more that I want to do in this role. I believe that I would be a good candidate because as an incumbent, I have the experience and have established the requisite first-term relationships that enable me to continue the work of this position. Further, as a longer-term member of the Board of Directors in various roles, I have the experience and relative history in the recent workings of the Board to be able to continue to make relevant connections to our previous work and use that knowledge to help the Board move forward more effectively.

What do you consider to be the major issues facing USMS now and in the future? As a person holding an elected position within USMS, how would you address these issues?

The past year has affected everyone in different ways, and we see that in the myriad of changes, restrictions, and guidelines that continue to affect our LMSCs, our clubs, and our members in every part of the country. As we emerge from the pandemic, the biggest issue facing USMS continues to be getting our members back to doing what they love. This involves assisting both athletes and clubs to find and utilize available water for practices and events. It includes continuing to monitor, evaluate, and improve guidelines for safe events that can be used throughout the country in conjunction with Federal, state, and local regulations. Most importantly it requires us to work with our swimmers, coaches, and clubs to ensure they have ready access to information they need in order to achieve their goals. In the future, USMS needs to pay attention to what we learn from our members and our clubs to further enable them and the organization to move forward and grow. Over the past two years, I have directly addressed the issues of events through the work of the Event Sanctions Subcommittee, which has worked with the National Office and the Board to establish the initial and ongoing guidelines for events. As the pandemic hopefully winds down, I want to continue my work to ensure that we can have safe events for our members in the areas that can support them. I hope to continue my work with the Board that involves working both at the national and LMSC levels to provide relief for clubs affected by the pandemic so they can continue to thrive as their members come back to the pool. Most importantly, I would like to continue the work of communicating with and listening to the needs of our LMSCs and clubs, much of whose feedback has been extremely valuable as we have worked through some major initiatives over the past few years.

Please list USMS committees on which you have served. Include the dates you were on the committees and the names of the committee chairs under whom you served:

Board of Directors and Executive Committee:

- Secretary, September 2013 – September 2017 (Nadine Day, President 2013-15; Patty Miller, President 2015 - 2017)
- Vice President of Local Operations, September 2017 – September 2019 (Patty Miller, President)
- Vice President of Administration, September 2019 – Present (Peter Guadagni, President)

Championship Committee:

- 2019 – Present (EC Liaison: Jim Clemmons, Chair)

Coaches Committee:

- 2000 (Scott Rabalais, Chair)
- 2007 – May 2008 (Vice Chair; Mo Chambers, Chair)
- June 2008 – 2010 (Chair; Chuck Burr, Scott Bay, Kerry O'Brien, Vice Chairs)
- 2011 (Craig Keller, Chair)

Membership (formerly Registration) Committee:

- 2014 (Leo Letendre, Chair)
- 2019 – Present (EC Liaison: Susan Ehringer, Chair 2019-20; Sue Nutty, Chair 2021 – Present)

Legislation Committee

- 2016 (Meg Smath, Chair)
- 2019 – Present (EC Liaison: Richard Garza, Chair 2019-20; Charles Cockrell, Chair 2021 – Present)

Rules Committee

- 2017 (Charles Cockrell, Chair)
- 2019 – Present (EC Liaison: Charles Cockrell, Chair 2019-20; Mollie Grover, Chair 2021 – Present)

History and Archives Committee

- 2017 – 2019 (EC Liaison: Barbara Dunbar, Chair)

LMSC Development Committee

- 2017 – 2019 (EC Liaison: Michael Moore, Chair)

Records and Tabulation Committee

- 2017 – 2019 (EC Liaison : Jeanne Seidler, Chair 2017-8 ; MJ Caswell, Chair 2019)

Recognition and Awards Committee

- 2017 – 2019 (EC Liaison : Ray Novitske, Chair 2017-8 ; Megan Lassen, Chair 2019)

Governance Committee

- 2019 – Present (Jim Miller, Chair)

Please list any other experience that relates to your qualifications for the position.

- Head Coach, Delaware Swim Team Old Dawgs, 1996-1999
- Pilot Coordinator, Colonies Zone Regional On-Deck Coaching Program, 1999
- USMS On-Deck Coaching Coordinator, 2000, 2007-2010
- Illinois LMSC Vice Chair, 2005-2009
- Illinois LMSC Webmaster/IT Director, 2005-2011
- Head Coach, Academy Bullets Masters, 2006-present
- USMS Club Development Task Force, 2008-2009
- Illinois LMSC Chair, 2009-2011
- Illinois LMSC/ILMSA Coach of the Year, 2009
- USMS Kerry O'Brien Coaching Award, 2009
- USMS Dorothy Donnelly Service Award, 2009

- Allegheny Mountain LMSC Vice-Chair, 2011
- USMS Discussion Forums Task Force, 2014
- USMS Discussion Forums Moderator, 2014-2021
- USMS Futures Task Force, 2016-2017
- USMS Convention Rules Task Force, 2016-2017
- USMS LMSC Leadership Summit Task Force, 2018-2019
- USMS Board Communication Task Force, 2019-2020
- Chair, USMS Sanction Recommendation Task Force, 2020-present
- USMS F.H. “Ted” Haartz Staff Appreciation Award, 2020

Please list any other information you would like included.

When I’m not hanging out with my kids, coaching, swimming, or working with technology, my hobbies include cars (especially Thunderbirds) and driving (all over the Eastern half of the US); watching streaming shows of interest (current favorites include any of the new *Star Trek*-related series or shows about wrenching on the Motor Trend Network); learning to cook things my family will actually eat; and as always, NEVER wearing a red shirt on an away mission.

Please write a short summary statement that will be posted on the display board with your photograph at the HOD Meeting

In addition to coaching Masters swimmers for many years, I have volunteered at the local, regional, and national levels as a member of three different LMSCs since 1998. Most recently, I am finishing my first term as Vice President of Administration. I have given back to Masters Swimming wherever possible in coaching, leadership, and communications-related roles, and hope to continue to do so for another term as the Vice President of Administration. I have a deep interest in the strategic and operational workings of U.S. Masters Swimming at both the local and the National levels. I wish to continue to contribute both communications and guidance as USMS navigates its way out of the complexities of the pandemic. Further, I am interested in helping USMS evolve as an organization that can support and promote positive change for the membership as we move forward into our “new normal.” My experiences with technology, linguistics, and coaching have given me the organizational, communications, collaborative, and strategic thinking skills to succeed in this position. If I am elected, I will continue to work with all levels of our staff and volunteer infrastructure to bring about a better future for our sport and our members.

Chris Campbell – Candidate for Vice President of Community Services

The Election Committee has deemed that Chris Campbell is a member in good standing of USMS. The candidate has indicated he is planning to attend the USMS National HOD Meeting for this election year and, if elected, is planning to attend all HOD Meetings during his tenure in office.

The candidate is running for reelection and is not required to provide a letter of nomination or letters of recommendation.

The candidate provided the following responses on the Candidate Questionnaire/Consent-to-Run Form:

Section Two: Candidate Qualifications

I am a member in good standing of USMS in this election year:	***X Yes*** _____ *No*
I am planning to attend the HOD Meeting for this election year:	***X Yes*** _____ *No*
I am planning to attend all HOD Meetings during my tenure in office:	***X Yes*** _____ *No*
I have attended 1 or more HOD Meetings in the past five years?	***X Yes*** _____ *No*

Please list the USMS National HOD Meetings you have attended, including the dates of attendance:

2008 Atlanta, 2009 Chicago, 2010 Dallas, 2011 Jacksonville, 2012 Greensboro, 2013 Anaheim, 2014 Jacksonville, 2015 Kansas City, 2016 Atlanta, 2017 Dallas, 2018 Jacksonville, 2019 St. Louis, 2020 Virtual

Section Three: Questions

Why are you interested in this position and why do you believe you would be a good candidate?

I have served on the USMS Board of Directors as the Vice President of Community Services since 2019. I was elected to the Board of Directors as the At Large Director for the Oceana Zone in 2018, relinquishing that position to stand for election to the position of VP Community Services. I have also served on the USMS Coaches Committee from 2009 through 2019. I also served as the Coaches Liaison to the Recognition and Awards Committee from 2016 through 2018. I believe that my USMS Committee and Board of Directors experience, and my expertise as a USMS Level 4 Coach and Certified USMS Official provide me great insight into the needs and desires of the USMS membership at the local, LMSC and National levels.

Continuing to serve in position of VP-Community Services allows me to bring my strengths to bear in the service of USMS and its membership better and with more significant impact.

What do you consider to be the major issues facing USMS now and in the future? As a person holding an elected position within USMS, how would you address these issues?

The major issues facing USMS at this time concern membership growth and recovery.

1. Most obviously, USMS needs to recover the membership lost due to the COVID-19 pandemic. Often, the primary drivers behind these losses are the restrictions and guidelines levied on our Clubs and Teams by States, Counties, Municipalities and Facilities. While we all wish to return to the water, we are obliged to follow their rules to curb the pandemic and keep our members safe. The problem is that every Club faces different conditions and challenges, making a consistent "one size fits all" approach virtually impossible. Hence an unprecedented degree of creativity and innovation is required to connect with and to provide service to our membership. Outreach to our Coaches is vital. Since they are the primary interface between membership and the National Organization, providing service and support to them, and empowering them is paramount.

2. Once the pandemic eases, and our organization begins to return to more normal operations, the real challenge begins—how to grow our membership, not only in terms of our outreach to underserved communities through our diversity initiatives, but especially with respect to our under 30 population. These swimmers represent our future. While College Club Swimming provides a wonderful introduction to USMS at the college-aged level, the issue then becomes one of member retention. The obvious roadblocks are that we all find ourselves heavily engaged upon graduation—we're relocating, starting new jobs, families. There are a lot of distractions. At a more subtle level, however, USMS needs to improve at engaging and empowering our younger members. As an organization, we need to do a better job training our successors. Generationally, our leadership has a much different value system than our younger membership, especially in this age of accelerated technology. What is important to us Baby Boomers may not mean as much to a Millennial. Certainly, any such differences will never be appreciated, let alone understood without affording our younger members the opportunities to voice their concerns and share the lead in determining the path forward for USMS. USMS Leadership needs to trust them. There may be some missteps, but those are part of the process. As leaders, we must have faith in our followers. Otherwise, our organization stagnates.

3. Speaking of technology, USMS finds itself amidst rapid and dramatic change. Change can be frightening. Given the scope of the changes facing our organization—the implementation of new technologies to connect with our membership, our drive to attract more members, especially those younger and from underserved communities, and the need to understand and appreciate the diverse values that they bring, we face an intimidating task. We need to reach our potential new members, tailoring our messaging content to be more relevant to them, while staying connected to our existing membership. As we onramp new technologies, many of our existing members are having issues keeping up with these transitions. I have been asked on several occasions for guidance, and if tutorial materials are available on the web, particularly videos and written instructions. While we seek to use new technologies and methods to reach new membership, we must also work to help bring our existing membership, especially those who may be less tech-savvy, along the way to the future.

Please list USMS committees on which you have served. Include the dates you were on the committees and the names of the committee chairs under whom you served:

Coaches 2009-2019
Chairs: Chris Colburn 2009, Craig Keller 2010-2011, Scott Bay 2012-2016, Bob Jennings 2017-2019

Recognition and Awards 2016-2018
Chair: Ray Novitske

Please list any other experience that relates to your qualifications for the position.

I have been a Masters Coach with Mountain View Masters since 1998, attaining USMS Level 4 Coaching Certification in 2015. I have served as MVM Head Coach from 2006-2009, as Co-Head Coach in 2012, and as Interim Head Coach in 2016. I was Pacific Masters Swimming Coaches Chair from 2006 through 2009. A USMS Member since 1988, I was the Pacific Masters Coach of the Year in 2010, recipient of a Kerry O'Brien Coaching Award in 2011, recipient of a Dorothy Donnelly Service Award in 2012, and recipient of a Pacific Masters Appreciation Award in 2017. In 2017, I became certified as a USMS Stroke and Turn Judge and Starter. In 2018, I was elected to serve as the USMS At-Large Director for the Oceana Zone. In 2019, I became certified as a USMS Referee. I have participated in 31 USMS Nationals, FINA World Championships, and National Senior Games as a swimmer, coach and official as of April 2021.

Please list any other information you would like included.

I have been employed as a Satellite Systems Engineer since 1985. I was one of the original 4 members of the Morrison Swim Club in 1973, and I was the first male from this Team to compete collegiately (Northwestern University Varsity Men's Swimming 1979-1981).

Please write a short summary statement that will be posted on the display board with your photograph at the HOD Meeting

A long-time member of USMS as swimmer, coach and official, I believe in the passion, creativity and expertise of our USMS membership. I firmly believe that the power and authority to administer and govern USMS derives from its volunteer base, flowing up through the LMSCs and Committees to the USMS Board of Directors. Clear, open and respectful communication between all levels is crucial to the growth and evolution of USMS. This is especially relevant during the uncertainty surrounding these Pandemic times, as USMS seeks to recover its membership, to continue to grow, and to modernize its organizational infrastructure.

Ed Coates - Candidate for Vice President of Local Operations

The Election Committee has deemed that Ed Coates is a member in good standing of USMS. The candidate has indicated he is planning to attend the USMS National HOD Meeting for this election year and, if elected, is planning to attend all HOD Meetings during his tenure in office.

The candidate is running for reelection and is not required to provide a letter of nomination or letters of recommendation.

The candidate provided the following responses on the Candidate Questionnaire/Consent-to-Run Form:

Section Two: Candidate Qualifications

I am a member in good standing of USMS in this election year:	***X Yes*** _____ *No*
I am planning to attend the HOD Meeting for this election year:	***X Yes*** _____ *No*
I am planning to attend all HOD Meetings during my tenure in office:	***X Yes*** _____ *No*
I have attended 1 or more HOD Meetings in the past five years?	***X Yes*** _____ *No*

Please list the USMS National HOD Meetings you have attended, including the dates of attendance:

I have attended Annual USAS convention and USMS HOD in 2005, 2007, 2008, 2010, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, and 2020

Section Three: Questions

Why are you interested in this position and why do you believe you would be a good candidate?

I am interested in this position because I think my work as a local and national USMS volunteer, and my professional experience will allow me to contribute to USMS accomplishing its strategic goals. I have been held positions at the local and national level that have given me exposure to volunteer and membership needs. I have served on LMSC board, Board Committees (Compensation and Benefits and Governance) and positions on the USMS Board

of Directors that have given me insight to challenges and needs of the organization. My professional work experience with Boards also give me a good framework for participating in Board and performing the duties of the VP of Local Operations.

What do you consider to be the major issues facing USMS now and in the future? As a person holding an elected position within USMS, how would you address these issues?

USMS, its members and clubs, were greatly impacted by the pandemic. The biggest challenge USMS faces over the next few years is to rebuild our membership. The key to rebuilding membership is to provide support and resources to our local clubs and coaches. To help clubs, USMS needs to understand club needs and provide resources to help them grow memberships. This includes resources to help promote USMS and to recruit members in their communities. USMS also needs to utilize its promotion tools to identify potential members and to steer them to the local clubs and coaches. As part of the Board of Directors over the last few years, I was part of a communication grouped that reached out the LMSCs to find out how we could help the LMSC, clubs and members recover from the effects of the pandemic. This included development of the COVID relief grant program and educational recourses to help clubs get restarted.

In addition to helping our clubs and rebuilding our membership, USMS also should work on enhancing volunteer resources and the volunteer experience. This includes providing education and training on best practices for local volunteers. We have made great strides in the last few years unify USMS with passage of the Unified Fee and also the budget modernization process. Over the next few years, we need to reimagine our annual meeting to provide volunteers a positive experience that will help them lead USMS into the future.

While USMS has many challenges, we have the structure and people that can help USMS succeed in the future.

Please list USMS committees on which you have served. Include the dates you were on the committees and the names of the committee chairs under whom you served:

I have served on the Compensation and Benefits committee since 2011. Sarah Welch was the committee chair when I joined the Committee. I have served as the Compensation and Benefits Chair from 2013 -2019. After election to the VPLO role in 2019, I stepped down as chair of Compensation and Benefits committee after election to my current position of VP of Local Operations, but I remained on the committee as a regular member.

I am a current member of the Governance Committee, appointed in 2018, and serve on the Education Sub-committee. I have served on the convention task force in 2018.

Please list any other experience that relates to your qualifications for the position.

I have served on our LMSC Board and as LMSC chair for many years, so I have the unique experience of understanding the needs of local operations like an LMSCs and Zones. I also have served as chair of other local non-profit Boards and how they interact with a national Board and staff. I served as chair of the Central Texas Compensation and Benefits Association, a local affiliate to WorldatWord and chair of the Wisconsin Alumni Association of Austin, an affiliate organization of the Wisconsin Alumni Association.

Please list any other information you would like included.

Please write a short summary statement that will be posted on the display board with your photograph at the HOD Meeting

My goal as a Board member is to help USMS provide support its members and clubs as we recover from the pandemic effect on our organization. I think my time on the Board, combined with my experience as an LMSC chair gives me unique exposure to the needs of our members. I will work the Board members to help enhance delivery of services to our membership and clubs. With this focus, we should be able to rebuild our membership to pre-pandemic levels or better.

Robin Smith - Candidate for Vice President of Programs

The Election Committee has deemed that Robin Smith is a member in good standing of USMS. The candidate has indicated she is planning to attend the USMS National HOD Meeting for this election year and, if elected, is planning to attend all HOD Meetings during her tenure in office.

The candidate was nominated and recommended by *Phyllis Quinn and Ali Hall* and received a letter of recommendation from *Kenny Brisbin* in accordance with USMS Election Operating Guidelines.

The candidate provided the following responses on the Candidate Questionnaire/Consent-to-Run Form:

Section Two: Candidate Qualifications

I am a member in good standing of USMS in this election year:	***X Yes*** _____	*No*
I am planning to attend the HOD Meeting for this election year:	***X Yes*** _____	*No*
I am planning to attend all HOD Meetings during my tenure in office:	***X Yes*** _____	*No*
I have attended 1 or more HOD Meetings in the past five years?	***X Yes*** _____	*No*

Please list the USMS National HOD Meetings you have attended, including the dates of attendance:

2013 Anaheim, CA (Sep 11-15, 2013)

2015 Kansas City, MO (Sep 30- Oct 4, 2015)

2016 Atlanta, GA (Sep 21-25, 2016)

2017 Dallas, TX (Sep 13-17, 2017)

2018 Jacksonville, FL (Sep 26-30, 2018)

2019 St. Louis, MO (Sep 11-15, 2019)

2020 Virtual (Aug 30-Sep 27, 2020)

Section Three: Questions

Why are you interested in this position and why do you believe you would be a good candidate?

I am interested in the position of Vice President of Programs because I want to assist USMS in carrying out its Mission, Vision, and Purpose. My eleven years of volunteer experience has been at both the local and the national levels of USMS, and has included oversight and support of Open Water, Long Distance, and Officials. I am a swimmer and a coach, and I compete in the pool, in open water, and in multi-sport events. I am also a fitness swimmer and enjoy swimming on my own and teaching others to swim. I believe that the breadth of my volunteer experiences, along with my swimming and coaching background, will bring additional knowledge and expertise to the USMS Board of Directors.

What do you consider to be the major issues facing USMS now and in the future? As a person holding an elected position within USMS, how would you address these issues?

The major issue facing USMS now and in the future is Membership. We have challenges with attracting new members and with retaining our current ones. If USMS is to effectively carry out its Mission, we need to be more welcoming and truly embrace the diversity of prospective and current members. This includes all individuals, no matter their age, ability, gender, ethnicity, or background. In discussions with prospective and former members, our messaging and marketing as an organization needs to better reflect this. As a person holding an elected position within USMS, I will use this platform to continue to listen, learn, and to really hear what is being said. And I plan to use this information, in combination with lessons learned and best practices, to help drive new ideas and processes forward that support and value each of our members.

Please list USMS committees on which you have served. Include the dates you were on the committees and the names of the committee chairs under whom you served:

Long Distance Committee (2021) – Chair: Ali Hall

Long Distance Committee (2020) – Chair: Ali Hall

Long Distance Committee (2019) – Chair: Ali Hall

Long Distance Committee (2018) – Chair: Ali Hall

Fitness Education Committee (2016) – Chair: Mary Jurey

Please list any other experience that relates to your qualifications for the position.

Southern Pacific LMSC Open Water Committee Chair (Jan 2018 to present)

Southern California Swimming LSC Open Water Committee Chair (Jan 2020 to present)

Collaborate with LMSC and LSC Officials Committees to support certification activities and provide training opportunities for Open Water Officials.

Developed guidelines and checklists for local Coaches, Swimmers, and Event Hosts/Directors regarding safe conduct of swim practices at open water venues, considerations for returning to racing, and drafting COVID-19 safety plans. Continue to work with Event Hosts, USMS, USA Swimming, and local authorities regarding safety, venues, permits, and sanctions during pandemic closures and re-openings.

USMS Long Distance Subcommittee activities include Bid Selection for ePostal and Open Water National Championships, Long Distance Rules (Part 3 Proposals), Championship Event Liaison for ePostal and Open Water National Championships, Club Assistant Liaison, Committee Goals, and the ePostal Working Group.

Please list any other information you would like included.

I am retired from a 40 year career as a Medical Professional (RN, PHN) working in Healthcare, Global Clinical Research & Development, and Clinical Trial Disclosure.

Southern Pacific LMSC Fitness Education Committee Chair (Jun 2015 to Jan 2018)

Southern Pacific LMSC Secretary (Jul 2012 to Dec 2017)

Southern Pacific LMSC participate in Monthly Meetings and Ad Hoc Subcommittees (2010-present)

Irvine Novaquatics Inc., Irvine, CA Assistant Coach (Mar 2015 to present)

USMS Certified Coach (Level 3 Oct 2015, Levels 1&2 Sep 2014)

Certified USMS Adult Learn to Swim Instructor (Mar 2015)

USA Swimming Certified Coach (Sep 2019 to present)

USMS Coach-on-Deck (2015, 2017, 2019)

US Aquatic Sports Annual Convention – Volunteer at Convention Registration Desk (2015 to 2019)

Recipient of USMS Dorothy Donnelly Service Award (2015)

Please write a short summary statement that will be posted on the display board with your photograph at the HOD Meeting

Hello Everyone! My name is Robin Smith from Southern Pacific. I am running for the position of Vice President of Programs because I want to assist USMS in carrying out its Mission, Vision, and Purpose. My eleven years of volunteer experience has been at both the local and the national levels of USMS, and has included oversight and support of Open Water, Long Distance, and Officials. I am a swimmer, a Certified USMS and USA Swimming Coach, and a Certified USMS Adult Learn to Swim Instructor. I believe that the breadth of my volunteer experiences, along with my swimming and coaching background, will bring additional knowledge and expertise to the USMS Board of Directors. Thank you for your consideration.
.

From: Phyllis Quinn, Chair USMS Open Water Committee and Ali Hall, Chair USMS Long Distance Committee

Date: April 24, 2021

Subject Line: Nomination and Recommendation for Robin Smith, VP of Programs

To: The Elections Committee

We would like to nominate and endorse Robin Smith for the position as USMS Vice President of Programs.

Robin has been an effective volunteer for several years with the Southern Pacific LMSC and with the Southern California Swimming LSC. She has worked diligently for years with Open Water event hosts and officials to run safe events in Southern California. You have likely met Robin at USMS Annual Meetings, as the friendly and helpful face welcoming you while she served at delegate check in, supporting the USMS mission at committee meetings and giving voice to various priorities on the House of Delegates floor.

As part of the USMS Long Distance Committee (LDC) for several years, Robin has been a skilled liaison for Open Water National championship events, National Championship ePostal events and as the LDC liaison to Club Assistant. Robin has led and served with excellence on several working groups within the LDC. She is both a self-starter and a good teammate. Robin has supported the LDC successfully with her thoughtful, collaborative and articulate way. Robin is also a USMS Certified Level 3 Coach, a Certified USA Swimming Coach, and a Certified USMS ALTS Instructor. The USMS VP of Programs works with the USMS Long Distance, Open Water, and Officials committees, Robin has deep and extensive experience working with all these groups. Her qualifications for the VP of Programs role are outstanding.

USMS is finding new ways to collaborate with other organizations such as USA Swimming and USA Triathlon (USAT), to help build membership and provide fresh participation opportunities. Robin has the specific experience, knowledge and passion to enhance connections and opportunities for the intersections of triathlon, USMS, and USA Swimming open water events. She will contribute significantly to these types of relationships and increase partnerships and participation as VP of Programs.

We endorse Robin wholeheartedly as VP of Programs and look forward to her contributions, enhancing event quality and participation, and supporting the USMS mission.

Closing,

Phyllis Quinn, Chair Open Water Committee

Ali Hall, Chair Long Distance Committee

April 24th, 2021

Re: Robin Smith - Candidate for USMS Vice President of Programs.

Dear Election Committee:

It is an honor to support and recommend Robin Smith for the office of USMS Vice President of Programs. I have worked very closely with Robin for more than ten years in various roles. These include, but are not limited to: sanctioning both pool and open water events, working with officials, city municipalities, and event directors to assure these events were done safely and followed all guidelines by USMS.

As we all emerge from the COVID-19 pandemic, this position will require specific knowledge, the ability to multitask, patience, and excellent leadership skills. Robin embodies all of these traits. She has demonstrated her extensive knowledge of U.S. Masters swimming through her work in multiple critical roles within our LMSC. Robin is the right person to lead USMS in this position.

Sincerely,

K. Brisbin

Kenny Brisbin
Long Beach Grunions Coach
USMS Chair Coaches Committee
SPMS Vice-Chair & Meet Operations

Teddy Decker – Candidate for Treasurer

The Election Committee has deemed that Teddy Decker is a member in good standing of USMS. The candidate has indicated she is planning to attend the USMS National HOD Meeting for this election year and, if elected, is planning to attend all HOD Meetings during her tenure in office.

The candidate is running for reelection and is not required to provide a letter of nomination or letters of recommendation.

The candidate provided the following responses on the Candidate Questionnaire/Consent-to-Run Form:

Section Two: Candidate Qualifications

I am a member in good standing of USMS in this election year:	***X Yes*** _____ *No*
I am planning to attend the HOD Meeting for this election year:	***X Yes*** _____ *No*
I am planning to attend all HOD Meetings during my tenure in office:	***X Yes*** _____ *No*
I have attended 1 or more HOD Meetings in the past five years?	***X Yes*** _____ *No*

Please list the USMS National HOD Meetings you have attended, including the dates of attendance:

2013, Sept 11-15 Anaheim, CA
2014 Sept 17-21 Jacksonville, FL
2015 Sept 30-Oct 4 Kansas City, MO
2016 Sept 21-25 Atlanta, GA
2017 Sept 13-17 Dallas, TX
2018 Sept 26-30 Jacksonville, FL
2019 Sept 11-15 St. Louis, MO
2020 Sept 25-27 Virtual

Section Three: Questions

Why are you interested in this position and why do you believe you would be a good candidate?

I started swimming competitively when I was 12 years old. Swimming has given me so much throughout my lifetime (including my husband!) and I am excited to be able to give something back to swimming and the swimming community. In addition to being a competitive swimmer, I have also coached, and I have been an active meet official for both USA and USMS swimming.

I believe giving back to the community and volunteering is important in life and it gives me great joy to be able to combine this important duty with something I also enjoy a great deal.

I believe I would be a good candidate partly because of my passion for swimming, but also because I have an extensive background in business and in professional situations. I have been a CPA for 24 years and have had my own business for 11 years. During my tenure as a CPA I have been a business consultant for small businesses as well as auditing and consulting for many not-for-profit organizations. I believe this group of skills and experience will be a benefit to USMS as well as helping me to continue to grow and learn.

What do you consider to be the major issues facing USMS now and in the future? As a person holding an elected position within USMS, how would you address these issues?

I feel the current most important issue facing USMS is recovering from COVID and getting back to "normal" operations. The NO Staff and BOD all did a very good job adapting to the situation and overall I believe we will come out of the pandemic much better off than a lot of other organizations in the US and around the world, but there is still a lot of healing that needs to be done. I also believe that now is a great time to challenge the "status-quo" and not just go back to the way we have always done things, but rather to take a good, hard look at everything we do and make sure that everything we do is the best for the organization as a whole, instead of just the way we have always done it.

Please list USMS committees on which you have served. Include the dates you were on the committees and the names of the committee chairs under whom you served:

2015 - Audit Committee Member; Elyce Dilworth, Chair
2016 - Audit Committee Member; Elyce Dilworth, Chair
2017 - Audit Committee Vice Chair; Elyce Dilworth, Chair
2017 - Planning Committee Member for the 2nd Leadership Conference
2018 - Audit Committee Vice Chair; Elyce Dilworth, Chair
2018 - Finance Committee Member; Jeanne Ensign, Chair.
2019 – Audit Committee Vice Chair, Elyce Dilworth, Chair.
2019 – Finance Committee Member, Jeanne Ensign, Chair.
2019 – Southwest Zone At Large Director.
2020 to present - BOD Treasurer

Please list any other experience that relates to your qualifications for the position.

In addition to being active at the national level for the past eight years, I have also been the Chair, Vice Chair, Treasurer, and Officials Chair for the New Mexico LMSC and have been working to increase membership and offer a good value to our local members by setting up stroke clinics, supporting swim meets and open water events, and also supporting other swimming related activities within New Mexico. It has been my goal to "get the word out" to our local membership about what USMS is all about at the national level and what the NM LMSC can do to help support our local swimmers and our local swimming community.

In running my own business for the last eleven years, I have developed a good skill set to help me work with lots of different personalities and to be organized, as well as being highly self-motivated and efficient. I strive to do be the best I can be in both my personal and private life and to continually grow and learn from new and challenging experiences.

I have been a CPA for 24 years. My early experience in public accounting was almost entirely in auditing not-for-profit organizations. I currently have several not-for-profit clients and thoroughly enjoy supporting this sector of the business world.

Please list any other information you would like included.

When I was first asked to be a member of the New Mexico LMSC, I had been a member of USMS for about 5 years and I had no idea what USMS did at a national level or the amount of support and resources that were available. My LMSC had not been compliant with the minimum LMSC standards for quite a while and there was not much information disseminated by the LMSC. After I got involved at the LMSC board level, I made it part of my mission to make sure that all of our LMSC members were at least given the opportunity to learn what happens at the board level and what support is available to them.

Please write a short summary statement that will be posted on the display board with your photograph at the HOD Meeting

It would be my honor to be reelected as USMS Treasurer. During the last year, I was part of the BOD team that helped bring USMS through a very difficult year and hope to continue to be involved in restoring USMS to its former glory and beyond by supporting the organization at the national and local levels.

Carrie Stolar - Candidate for Secretary

The Election Committee has deemed that Carrie Stolar is a member in good standing of USMS. The candidate has indicated she is planning to attend the USMS National HOD Meeting for this election year and, if elected, is planning to attend all HOD Meetings during her tenure in office.

The candidate was nominated and recommended by *Tom Moore* and received a letter of recommendation from *Teddy Decker* in accordance with USMS Election Operating Guidelines.

The candidate provided the following responses on the Candidate Questionnaire/Consent-to-Run Form:

Section Two: Candidate Qualifications

I am a member in good standing of USMS in this election year:	***X Yes*** _____ *No*
I am planning to attend the HOD Meeting for this election year:	***X Yes*** _____ *No*
I am planning to attend all HOD Meetings during my tenure in office:	***X Yes*** _____ *No*
I have attended 1 or more HOD Meetings in the past five years?	***X Yes*** _____ *No*

Please list the USMS National HOD Meetings you have attended, including the dates of attendance:

Kansas City (2015), Atlanta (2016), Dallas (2017), Jacksonville (2018), St. Louis (2019), Virtual (2020)

Section Three: Questions

Why are you interested in this position and why do you believe you would be a good candidate?

I am interested in the office of USMS Secretary because I want to continue to give back to the sport that has helped shape me into who I am today. I have volunteered at the local, LMSC, and National levels of USMS, and this position allows me to continue to serve at the National level while remaining connected to the other levels. I would be a good candidate for Secretary because I do have that wide-ranging USMS volunteer experience, and I have served as secretary in our LMSC. I respond on a timely basis to those that contact me via phone and email. My work background includes project management and event planning, both of which require strong organization, communication, and people skills.

As your Secretary, I would continue to work on behalf of the Board of Directors and the broader USMS community.

What do you consider to be the major issues facing USMS now and in the future? As a person holding an elected position within USMS, how would you address these issues?

The COVID-19 pandemic is still very much a part of our lives. In the swimming world, the operations of pools, teams, LMSCs, and USMS have been disrupted. Some pools are still closed. Some will not reopen. Teams that are fortunate enough to be back in the water still face challenges such as limitations in pool hours available to them or number of members/swimmers allowed in a facility. As a result, financially, many are still suffering. USMS needs to think creatively about how it can help its members, coaches, clubs, and workout groups return to normal (healthy) operations as the country emerges from the pandemic. In addition, while in-person competitions and events are always preferred, until it is safe and comfortable for everyone to return, USMS should continue to offer virtual events as an option even as in-person events reappear on the calendar.

How can USMS sustain and grow its membership? The pandemic has taught us that this question is more important than ever. USMS needs to offer benefits and programming to enhance the experience of its existing membership to retain them, from fitness swimmers to competitive (pool and open water) swimmers. In addition, establishing a welcome environment at every club and workout group will help us attract a more diverse membership. Updated diversity and inclusion training (which is in progress from the D&I Committee) at the LMSC level is one first step that should be taken in this direction.

Volunteers play a vital role in success of USMS. We all need to entice more of our younger members to get involved as volunteers. By attracting, both new and younger volunteers, USMS will continue to evolve as an organization. In this progression, USMS will move along the path of attracting a broader, more diverse membership base as well.

The face of USMS to most members is the coach on deck. That coach might be the *only* interaction with USMS that they will have. As such, USMS needs to work to develop, support, and in some cases, reengage coaches. The pandemic has further stretched already stressed coaches, and many may not know what support resources, within both their LMSCs and USMS, are available to them.

Please list USMS committees on which you have served. Include the dates you were on the committees and the names of the committee chairs under whom you served:

SSLF 2020, 2021-, (Jay Definis, chair)

ALTS Programming Committee Chair 2020, 2021-

Please list any other experience that relates to your qualifications for the position.

<u>Swimming</u>:

USMS: Breadbasket Zone, At-Large Director (2018 – present)

MN LMSC: Board Member (2015 – present), Secretary (3/2016 – 12/2018), ALTS Program Founder and Current Chair (2016 – present); Coordinator for swim angels for local triathlons (2015 – present), Diversity and Inclusion Committee (2020 – present)

Steering Committee, 2017 USMS Summer National Championships

Coach (USMS Level I and II and USA Swimming certified) at Minnetonka Masters

Certified ALTS Instructor

Attendee, 2016 USMS National Coaches Clinic

Attendee, 2019 LMSC Leadership Summit

Open water and pool competitive swimmer, triathlete, swim-run competitor

Volunteer, 2018 NCAA Men's Division I Swimming Championships and 2020 Mountain West Swimming Championships, held at the University of Minnesota

Other Volunteer Experience:

Captain (Volunteer supervisor), 2018 Super Bowl VII in Minneapolis; Point Guard (Volunteer supervisor), 2019 NCAA Basketball Final Four, Minneapolis; Team Manager, Excelsior Legion Baseball, Summers (2012-2016, 2018-2019); Treasurer, Minnetonka Volleyball Booster Club (2018-2020), Vanderbilt University Class Agent (2020 -)

Professional:

Marketing (Consumer packaged goods, small business and non-profit), Project Management, Event Planning

Please list any other information you would like included.

Member of the USMS Communication Group (2019-2020), recipient of The Ted Haartz Staff Appreciation Award, 2020

Recipient of the Dorothy Donnelly Service Award, 2016

BA, Vanderbilt University

MBA, Kellogg Graduate School of Management, Northwestern University

Please write a short summary statement that will be posted on the display board with your photograph at the HOD Meeting

I have been active in USMS at many levels, beginning with my team, both as a coach and a swimmer, as well as my LMSC, Minnesota Masters, and the Board of Directors of USMS. I enjoy volunteering at each level, and am fortunate to have the time and energy to do so. I would like to continue to give back to the sport that I love by volunteering and trying to help our organization serve its members in the best way possible. I look forward to getting to know even more amazing swimmers, coaches, and volunteers and am excited by the opportunity to continue to serve USMS and its members as Secretary. I can't wait to see you in person, whenever that may be!

.

Letter of Nomination and Recommendation

From: Tom Moore, Minnesota Masters Swimming

Date: 4/21/2021

To: The Elections Committee

I am writing to you today to enthusiastically nominate and recommend Carrie Stolar for the position of Secretary. Carrie is currently serving as a USMS At-Large Director as well as Chair of the Adult-Learn-To-Swim Committee. Carrie has reliably served on the Minnesota LMSC board of directors for many years, as secretary, as co-founder of our Minnesota Adult-Learn-To-Swim program and as a Steering Committee Member for the 2017 Long Course Summer Nationals.

Carrie is also a coach as well as an open water swimmer and pool competitor, and is able to bring her perspective and experience to the table while thoughtfully problem solving and keeping the “big picture” in mind. Carrie is a dedicated volunteer with a proven track record, and I have observed her thoroughness and attention to detail when serving as Secretary to the Minnesota LMSC, so I am confident in her ability to serve capably as USMS Secretary.

I am pleased to advance her candidacy for Secretary, and give my permission for this letter to be advertised to USMS delegates.

Sincerely,

Tom Moore

Minnesota Masters Swimming

From: Teddy Decker, BOD Treasurer

Date: April 26, 2021

Subject Line: Recommendation for BOD Secretary

To: The Elections Committee

It is my honor to provide the highest-possible recommendation for Carrie Stolar as a candidate for the position of Secretary. Carrie has held the position of At-Large Director for the last several years and has been an active and integral part of the USMS Board of Directors (BOD). The transition to the executive committee is a natural next-step.

Carrie has many years experience in professional business situations and is also familiar with the workings of boards of directors. She is organized, intelligent, and composed and always presents a professional demeanor. In my dealings with Carrie on the BOD, she is not afraid to speak up on issues and always has well thought-out arguments, but is also a good team player.

Carrie's passion for USMS and business experience make her an ideal candidate for the position of Secretary and I am very pleased to recommend her.

Sincerely,

Teddy Decker, CPA

Teddy Decker
USMS BOD Treasurer
NM LMSC Vice Chair

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USMS ELECTION OPERATING GUIDELINES

PART ONE: INTRODUCTION

I. Purpose

The purpose of the Election Operating Guidelines is to list and maintain in one place all of the election policies and procedures currently in existence in U.S. Masters Swimming, Inc. ("USMS"). The guidelines will be updated by the USMS Board of Directors. Copies will be made available to any USMS member through the National Office upon request.

II. Definitions

A. Annual Meeting – Annual Meeting of the HOD held pursuant to Part 5 Article 504.3.

B. BOD—USMS Board of Directors.

C. Candidate—A person who has been slated by the Committee.

D. Chair—Chair of the Election Committee.

E. Committee—The Election Committee responsible for running the Election defined in 506.7.6.

F. Delegate—A member of the HOD who has been certified at the Annual Meeting.

G. Director(s)—Members of the BOD, elected pursuant to Part 5 Article 506.2

H. Election—Held at the Annual Meeting of USMS where the HOD USMS elects Officers or Directors.

I. EOG—Election Operating Guidelines. The guidelines, policies, and procedures that govern Elections.

J. HOD—USMS House of Delegates.

K. HOD Packet—Packet of information, which is prepared for Delegates prior to the Annual Meeting of the HOD.

L. Nominee—A person who has submitted a nomination, but has not yet been slated by the Committee.

M. Officer(s)—Officer(s) of USMS, elected pursuant to Part 5 Article 505.2.

N. Part 5—Organization and Bylaws. Part 5 of the USMS Code of Regulations and Rules of Competition.

O. Slate—-The Candidates who have met all qualifications and put forth by the Committee.

P. USMS—U.S. Masters Swimming, Inc.

III. Web Site—Election Section of the USMS Web Site. Election Policies

A. Parts One and Two of EOG contain the policies that govern Elections.

B. If situations occur during an Election year in which compliance with these policies would not be in the best interest of USMS, the BOD may suspend policies provided 2/3 of the BOD members approve.

C. Election policies may be amended by a 2/3s majority vote of the BOD.

IV. Election Procedures

A. The EOG Appendices contain the procedures that implement the election policies.

B. If situations occur during an election year in which compliance with these procedures would not be in the best interest of USMS, the Committee may adjust these procedures provided such adjustment is in compliance with the governing policies. The Committee shall inform the BOD of all such adjustments.

C. Election procedures may be amended by a simple majority vote of the BOD.

PART TWO: ELECTION POLICIES

I. General Information

A. Pursuant to Part 5, USMS shall hold an Election of Officers in odd-numbered years and Directors in even-numbered years (See Articles 505: OFFICERS and 506: BOARD OF DIRECTORS).

B. The Elections Committee shall be formed per Article 506.7 and 506.7.6 and shall:

1. Be appointed by the president, confirmed by the BOD and be comprised of Delegates neither seeking election, nor with relatives seeking election.
2. Be responsible for running the Election according to rules set out in Part 5 as well as the EOG.
3. Be augmented by Delegates during the Annual Meeting, should the need arise. Any additional support personnel will not be considered as Election Committee members.

C. All communications between the Committee and the Candidates shall be handled by the Chair or by designated Committee members.

D. Election Committee Members may not nominate or endorse any candidate.

E. All Election related dates are located in Appendix A.

II. Publications

A. Information on the Election shall be published and regularly updated using appropriate USMS communication media.

B. The announcements containing the request for nominations for the Officers and Directors shall include the candidate qualification criteria.

C. Candidate Questionnaire/Consent-To-Run Form, letter of nomination and letters of reference will be published without the specific permission of the author.

D. Information on the Election and Candidates shall be published in the HOD Packet and on the Web Site, and shall conform to the USMS Privacy Policy.

E. All information gathered by the Committee shall be considered confidential. Any disclosure of this information shall be in accordance with the EOG or by specific direction of the BOD.

III. Campaign Policies

A. Publicity shall be provided for the Candidates prior to and during the Annual Meeting.

B. The Committee shall provide opportunities for Delegates to meet and question Candidates during the Annual Meeting.

C. Mailings shall not be sent on behalf of a Candidate in order to encourage a Delegate's vote.

D. Handouts, signs, stickers, pins or other promotional items shall not be used or given at the Annual Meeting on behalf of any Candidate.

IV. Nomination Policies

A. The Committee shall develop a nomination packet prior to the nomination period.

B. Nomination of Candidates

1. Unless otherwise specified, nominations for Officers and Directors shall follow the same process.
2. Any USMS member, except for an Elections Committee member, may nominate a Candidate for an Officer position.
3. Any USMS member, except for an Elections Committee member, may nominate a Candidate for a Director position. The nominee must be from the same zone as that USMS member submitting the nomination.

4. The Committee may extend the nomination period for any office that has no Nominees after the nomination period expires. The time for any extension shall be determined by the Committee and announced at the time of the extension.
5. Each Candidate seeking election shall submit a completed nomination packet and a completed Conflict of-Interest form by the indicated deadline.

C. Nomination of Current Officers and Directors

1. Current Officers and Directors eligible for a second term and who are seeking re-election shall submit a completed nomination packet but are exempt from nomination and reference letters.
2. Officers and Directors eligible for re-election to their current position shall be queried by the Chair to determine if they will run again.
3. An office whose incumbent does not run or fails to respond to the Chair by February 28 will be shown as an office that has no incumbent.
4. An individual may be nominated for more than one position, however, if nominated for more than one position, must choose only one position prior to the nomination deadline.

D. Floor Nominations

1. Floor nominations shall be accepted at an early session of the HOD. Each nomination from the floor requires one Delegate to nominate and one Delegate to second the nomination.
2. The Nominee shall confirm his or her willingness to run as a Candidate for the nominated position.
3. Following a nomination and second, the floor Candidate(s) shall submit to the Secretary an electronic copy of the completed nomination packet. The nomination packet of a floor nominee must be in the hands of the Election Committee Chair within one hour following the nomination.
4. Each floor nominee's paperwork will be reviewed by the Committee to verify compliance with the elections operating guidelines. If in compliance, they will be added to the slate of candidates with their packet distributed to review prior to the Election.
5. Candidates nominated from the floor of the HOD shall otherwise meet the qualifications set forth in Article V below.

E. Each Candidate shall have three (3) minutes to speak after the close of nominations. A designated member of the Committee shall monitor and enforce the three-minute time limit. This will occur immediately following the nomination only if there is no Meet-the-Candidate session scheduled during a future HOD.

V. Candidate Qualification Criteria

A. Each Candidate shall be a member in good standing of USMS for the year when the Election is held.

B. Each Candidate shall have attended one or more Annual Meetings in the preceding five (5) years.

C. Each Candidate shall plan to attend the Annual Meeting for the Election in which they are standing for election, and shall plan to attend all Annual Meetings during their tenure.

D. Each Candidate must sign an attestation of truthfulness when they submit a consent to run form.

VI. Slating Policies

A. The Committee shall validate that all candidate qualification criteria have been met.

B. Officer and Director Candidates shall be slated by the Committee.

1. The Chair shall not vote unless there is a tie vote on a Candidate.
2. All Candidates who meet the stated qualifications shall be placed on the Slate.

3. The Committee shall not slate a Candidate for more than one position.

VII. Zone Endorsements

A. Zones shall endorse one or more or no Candidates for the At-Large Director position from that Zone.

B. Endorsement of Director Candidates shall proceed as follows:

1. Only Zone member Delegates shall be eligible to vote.

2. The Zone member running the election ("Zone Election Chair") shall present the list of Nominees compiled by the Committee.

3. After nominations are closed, at the discretion of the Zone, each Director Candidate shall be given time during which the nominator and/or Candidate may speak.

4. Following nominations:

   a. Votes shall be taken by secret ballot if there is more than one candidate.

   b. Each Zone member Delegate may cast a vote for or against endorsement of each Candidate.

   c. Each Candidate receiving a majority of votes for endorsement shall be forwarded to the Committee for announcement during the Election. More than 1 candidate may be endorsed.

5. Following the announcement of the endorsement(s), there shall be a motion to destroy the ballots.

VIII. HOD Voting

A. For years in which the At-Large Directors are elected, the Election shall be conducted during the first HOD session after the Zone meetings and Meet-the-Candidate sessions.

B. Only Delegates present and certified shall be eligible to vote.

C. For At-Large Director positions, the Committee shall announce the endorsements as reported from the Zone meetings.

D. Any Candidate running unopposed, after floor nominations have been closed, shall be elected by acclamation immediately following the nomination process. For the At-Large Directors, this will take place at the conclusion of the meet-the-candidate session, but before voting.

E. If voting is to proceed, the Committee shall conduct the Election, as follows:

1. Votes shall be taken by secret ballot.

2. The initial vote shall be taken simultaneously for all positions.

3. For each contested position, the Candidate receiving a majority of the valid votes cast shall be the winner.

4. If no Candidate receives a majority (more than 50%) of the valid votes cast, a run-off vote shall be held between the two Candidates receiving the most votes.

5. Once the tabulation of the votes is completed, the names of the persons elected to each position (or the Candidates for a run-off vote, if necessary), shall be announced to the HOD.

Initial approval by the Board of Directors prior to 2011.
Reviewed and amended by the Board of Directors on 7/14/2018.

PART THREE: ELECTION PROCEDURES

APPENDIX A: SCHEDULE

I. In the Year Prior to the Election	
Committee reviews and may propose amendments to guidelines.	BOD Meeting
Announce the opening of the Election year and request for nominations.	HOD Meeting
II. Pre-HOD Actions During the Election Year	
Submit information about nominations to Winter National Office Newsletter. Request republication in successive newsletters.	Refer to Streamlines deadlines
Form the Committee after the Annual Meeting.	No later than 1/1.
Last day for current BOD members eligible for a second term to inform the Chair of their intention to run for re-election.	Feb 28
Deadline to post election information on the Web Site.	Mar 1
To be considered for slating, nominees must submit a completed nomination packet. The Chair must acknowledge receipt of the nomination packet for each nominee.	Mar 1 thru Apr 30
Committee reviews applications, slates Candidates, notifies Candidates, and publishes Candidate information.	May 1 thru May 15
Accept nominations for any positions without candidates	Early May thru May 31
Continuous publication of Candidate information to the HOD through email newsletters and Web Site postings.	June 1 thru September
Submit Election information to National Office for inclusion in the HOD Packet.	No later than Aug 1
III. HOD Meeting Process	
HOD nominations and floor nominations for all positions.	TBD
Zones meet to nominate and endorse Director candidates.	TBD
Meet the Candidates opportunities.	TBD
Elections	TBD

APPENDIX B: INSTRUCTIONS TO NOMINEES

<Insert opening day of nomination period>

Dear Nominee,

Congratulations on your decision to run for an elected USMS Board of Directors position. In this packet you will find all the information you need to get through the nomination process. A copy of the USMS Election Operating Guidelines ("EOG") has been included to inform you of how the process works from the time nominations open until the election at the USMS Annual House of Delegates Meeting. If you have any difficulty complying with the requirements of this packet, notify the Election Chair. Please note that the relevant submission dates can be found in the EOG schedule.

The nomination period occurs in the year when the election is held and applies to all elected Board of Director positions (Officers and Directors). To complete your nomination, fill out the Nominee Questionnaire/Consent-to-Run form with appropriate attachments and return them by email to the Chair of the Election Committee. Please review the qualification criteria in the EOG before submitting your nomination.

If you do not go through this nomination process, you may still be nominated through the floor nomination process. There will be floor nominations during zone meetings for Directors and in the House of Delegates for all positions. Immediately after your floor nomination, you must submit the Candidate Questionnaire/Consent-to-Run form with appropriate attachments to the Chair of the Election Committee. Your documents will be distributed to Delegates to allow time for review prior to the election. The photograph may be placed on a display board containing the other members of the slate.

Thank you for considering running for an elected USMS Board of Directors position. The nomination process and enclosed guidelines are intended to make the election process fair and consistent for all nominees. If you have any problems, please don't hesitate to contact me.

<Insert name & contact information of the Chair of the Election Committee>
Chair of the Election Committee

APPENDIX C: NOMINEE QUESTIONNAIRE/CONSENT-TO-RUN FORM

All nominees must complete the entire questionnaire. You may use as much space as you choose in answering your questions. Candidates should return this form **by email** with your other attachments to the Chair of the Election Committee (<insert name of Election Chair>, <insert email address>), by **April 30,** <insert election year>. Candidates nominated from the floor must return this form with attachments immediately after nomination.

Section One: Consent-to-Run

Name: <Insert name here>

LMSC: <Insert LMSC here>

Consent-to-Run: I, <insert name here>, am interested in running for (**check one**):

Officer Positions	Director Positions
_____ President	_____ BOD member from Breadbasket Zone
_____ Vice President of Administration	_____ BOD member from Colonies Zone
_____ Vice President of Community Services	_____ BOD member from Dixie Zone
_____ Vice President of Local Operations	_____ BOD member from Great Lakes Zone
_____ Vice President of Programs	_____ BOD member from Northwest Zone
_____ Secretary	_____ BOD member from Oceana Zone
_____ Treasurer	_____ BOD member from South Central Zone
	_____ BOD member from Southwest Zone

Section Two: Candidate Qualifications

I am a member in good standing of USMS in this election year: _____Yes_____No

I have attended one or more Annual Meetings in the preceding five (5) years:_____Yes_____No

I am planning to attend the HOD Meeting for this election year: _____Yes_____No

I am Planning to attend all HOD Meetings during my tenure in office:_____Yes _____ No

Please list the USMS National HOD Meetings you have attended, including the dates of attendance:

<Insert answer here>

Section Three: Questions

Why are you interested in this position and why do you believe you would be a good candidate?

<Insert answer here>

What do you consider to be the major issues facing USMS now and in the future? As a person holding an elected position within USMS, how would you address these issues?

<Insert answer here>

Please list USMS committees on which you have served. Include the dates you were on the committees and the names of the committee chairs under whom you served:

<Insert answer here>

Please list any other experience that relates to your qualifications for the position.

<Insert answer here>

Please list any other information you would like included.

<Insert answer here>

Please write a short summary statement that will be posted on the display board with your photograph at the HOD Meeting

<Insert answer here>

Attestation: I hereby attest to the best of my knowledge all information submitted is true. I realize that failure to answer truthfully may disqualify me as a candidate.

_____

Section Four: Attachments

A. **All** nominees must submit the following attachment:

1. A **photograph in jpg format**. For slated candidates, this must be in digital format and will be published on the USMS web site, in the HOD Packet, and posted on a board at the Annual Meeting. Floor Nominees must furnish a print. All documentation other than pictures should be in Word format.

2. A completed Conflict of Interest form (see attached.)

B. New Candidates (i.e., those not running for re-election) must also submit the following attachments:

1. A **Letter of Nomination** from any USMS member (for Officer Candidates) or any Zone Member (for Director Candidates). This should be a simple declarative nomination without elaboration unless the nominator is also writing a letter of reference (see point #2 below). The nomination statement shall be published in the HOD Packet.

2. Two (2) one page personal **Letters of Reference**. These letters may be from persons inside or outside of USMS. One of the Letters of Reference may be written by your nominator. In that case, include the nomination statement as the first sentence of the Letter of Reference. The Letters of Reference will be published in the HOD Packet. Please see the attached letter template.

APPENDIX D: PROCEDURES FOR PREPARING AND COUNTING BALLOTS

Procedures for counting votes shall vary depending on how many simultaneous offices are elected and how many Candidates have been nominated. Below are a variety of methods for counting. Decisions on how to proceed shall be made as the election takes shape.

I. Ballots

A. Ballots shall be prepared ahead of time and distributed as follows:

1. All offices and candidates being voted on during a HOD session shall appear on the same ballot.
2. Officers shall appear in the following order: President, VP of Administration, VP of Community Services, VP of Local Operations, VP of Programs, Secretary, and Treasurer.
3. Directors shall appear in the following order: Breadbasket, Colonies, Dixie, Great Lakes, Northwest, Oceana, South Central, and Southwest.
4. Candidates within each office category shall appear in alphabetical order by last name.
5. Ballots shall be distributed to all Delegates.
6. Any Delegate without a ballot should obtain one from the Corporate Secretary.
7. If paper, ballots shall be collected during a roll-call vote of the HOD.

B. Personnel Required

1. The minimum personnel needed to count the ballots are:
2. Vote Caller
3. 2 Vote Recorders
4. 2 Observer/Proof Readers
5. Vote Counters
6. Other members of the Committee or HOD may participate in the counting or observing in any fashion the Chair requires.
7. The Committee members may be augmented by HOD members should the need arise.

C. Counting Process shall proceed as follows:

1. Count one office at a time.
2. Divide the ballots into piles of ten (10) ballots each.
3. The vote caller calls out the vote for each ballot.
4. The recorders record the count on separate tally sheets (SEE Appendix G for a sample tally sheet).
   a. If a ballot does not have any Candidate selected for an office, the "no vote cast" block shall be marked.
   b. If a ballot has more than one Candidate selected for the same position—the block stating "invalid ballot" for that position only shall be marked.
   c. If a ballot has an indeterminate marking for any or all elected positions, the block stating "invalid ballot" for each such affected position shall be marked.
   d. If a ballot has a write-in for a Candidate, the vote shall be recorded on a separate line on the tally sheet for that position.
5. After each set of ten ballots, the recorders will make sure they have recorded ten total votes.
6. After all ballots are recorded, the vote counters will count the votes for each Candidate and compare the totals from each tally sheet.

7. If the counts are the same, then the results are determined. If the counts are different, repeat steps three (3) through seven (7) for that position.
8. Repeat steps three (3) through seven (7) until votes are counted and verified for all positions.

D. Run-Offs

1. If a position does not have a majority winner (more than 50% of valid votes cast), a run-off vote will be held between the top two Candidates from the first vote, and the recount will be done using the counting process specified above.
2. New ballots shall be prepared for the run-off election(s) and will show only the run-off Candidates.

APPENDIX E: PUBLICITY AND CAMPAIGN PROCEDURES

Procedures for publicity and campaigning may vary depending on how many simultaneous offices are elected and how many Candidates have been nominated. Below are a variety of methods for publicity and campaigns. Some are mandated in policy and shall be executed regardless of the complexity of the election. Decisions on how to proceed with optional activities shall be made as the election takes shape.

I. Nomination Announcements

A. Announcement of the opening of nominations shall first be made during the HOD meeting in the year prior to the election.

B. Announcements shall also be placed in the fall issue of the National Office Newsletter, the January/February issue of the national publication, and on the Web Site home page.

C. Content of the announcement shall be as follows:

"U.S. Masters Swimming will hold an election during the <insert election year> Annual Meeting of the House of Delegates ("HOD"). All officer and director positions on the Board of Directors ("BOD") are up for election. The nomination period shall be from <insert start of nomination period> through <insert end of nomination period>.

Nominations will be accepted in odd years for the following officer positions on the BOD: President, Vice President for Member Services, Vice President for Community Services, Vice President for National Operations, Vice President for Local Operations, Secretary, and Treasurer. Nominations will be accepted in even years for at-large director positions from each Zone. Nominations for Officers and Directors shall follow the same process. Explanation of the duties of these BOD members can be found in the <insert year> USMS Code of Regulations and Rules of Competition (Articles 505: OFFICERS and 506: BOARD OF DIRECTORS) and on the Election Section of the USMS Web Site.

To be eligible for nomination, candidates shall: 1) be members in good standing of U.S. Masters Swimming for the year when the Election is held; 2) have attended two or more Annual Meetings in the preceding five (5) years; 3) plan to attend the Annual Meeting for the Election in which they are standing for election; and 6) plan to attend all Annual Meetings during their tenure of that office. Candidates for Director shall be a member of the Zone from which they are seeking election.

Nomination packets may be obtained from the Election Section of the USMS Web Site (<insert Election Site URL>) or by contacting the Election Chair, <insert Election Chair name>, <insert Election Chair email address>."

II. USMS Web Site

A. The Web Site shall contain information on the Election. The quantity and detail will depend on the complexity of the Election. The Web Site will be continuously updated during the Election year and will contain:

1. Announcement of the opening of nominations.
2. Nomination Packet containing the Instructions to Candidates and Questionnaire/Consent-to-Run form.
3. Election schedule.
4. Description of Officers and Directors duties.
5. Candidate Information (questionnaires, photographs, nomination letters).
6. Description of HOD election activities.
7. Election Results.

B. Announcements shall be posted on the USMS home page for major election activities.

C. Candidates may choose and/or the Election Committee may ask for opinions on significant issues facing USMS to be used as addendums to their questionnaires and be posted on the Web Site.

III. National Office Newsletter

A. The nomination announcement shall be placed in appropriate issues of the National Office Newsletter

B. Additional email announcements of the nomination deadline shall be made to appropriate audiences.

IV. Email Newsletter

The Committee may choose to distribute information to the HOD through an email newsletter.

V. HOD Packet

A. The HOD Packet will contain the report of the Committee.

B. The report shall contain:

1. A report on the election process.
2. Schedule of HOD Election activities.
3. Candidate information for all BOD members being elected during the HOD. That information shall include where available:
    a. Questionnaire/Consent-to-Run Form
    b. Addendum to questionnaire
    c. Letter of nomination
    d. 2 Letters of reference
    e. Photograph
4. Posters with candidate's pictures.
5. Content of the report may be adjusted in the case of uncontested elections.

VI. HOD Meeting Publicity

A. The Election Committee may place posters at USMS check-in, the hospitality suite, and HOD meeting rooms. The posters may contain a photograph of all Candidates along with a short statement from their questionnaire.

APPENDIX F: MEET THE CANDIDATES PROCEDURES

A Meet the Candidates Forum will be held prior to the election. The format for the Forum will be dependent upon the number of candidates and the number of contested offices. The format may vary from year to year. Listed below are samples of Meet the Candidates Forums. The actual Forum may vary and/or may combine more than one of the listed formats.

I. Uncontested Elections

In cases of uncontested races, the Committee may choose to limit "meet the Candidate" opportunities. Delegates will learn about the Candidates through the Questionnaire/Consent-to-Run Form, addendums to the questionnaire, and other pre-HOD publicity.

II. Formal Meet the Candidates Forum

A. The Election Committee is the host for the formal Meet the Candidates Forum held at the Annual Meeting. Such forums will be held after HOD nominations and prior to voting. Candidates should attend.

B. Questions for the Meet the Candidates Forum may be submitted by credentialed delegates. The questions shall be directed to a particular office, not to a specific candidate.

C. For the office of President, there shall be at least one formal Meet the Candidates Forum.

III. Informal Meet the Candidates Opportunities

When there are a significant number of Candidates running for office, the formal Forum often does not allow for ample time for each of the Candidate to speak. In the event of such an occurrence, other opportunities may be made available for delegates to meet the Candidates. The following should be considered when planning such opportunities:

A. Sufficient periods of unopposed time during the Annual Meeting may be allocated for these informal meetings, including meal periods and evenings.

B. Questioning shall include pre-submitted questions as well as follow-up questions.

C. Groupings of offices may be employed for expediency.

The Committee may consult with the Candidates during the planning, but shall reserve the right to make the final decisions.

U.S. Masters Swimming Elections Committee
2021 Elections Procedures
For a Virtual USMS Annual Meeting

1. **Floor Nominations** - Floor Nominations will open at 11:59pm EDT on Friday, Sept 3, 2021, and will close at 11:59pm EDT on Sunday, Sept 5, 2021. All completed packets must be submitted to the Elections Chair no later than 2:00pm EDT on Monday, Sept 6, 2021. The Floor nominees will be responsible for contacting the National Office to schedule a Meet-the Candidate video recording.

   All new packets will be posted on the U.S. Masters website on Tuesday, Sept 7, 2021.

2. **Zone Endorsements** – In the years when the At-Large Directors are elected, zone endorsement of candidates will take place during the zone meetings scheduled for TBD. Refer to the Election Operating Guidelines Part Two, Section VII for zone endorsement procedures. Because the meetings will be held virtually, it is the responsibility of the Zone member running the endorsement procedures to learn how to use Zoom polling to vote for or against endorsing the candidates.

   The Zone member responsible for running the endorsement proceedings shall submit the results reported in the Zone meeting minutes to the elections chair by Friday, TBD. Zone endorsements will be posted on the website on Monday, TBD.

3. **Meet-the-Candidates** – The Meet-the-Candidates will be via video. Each candidate will be required to contact Jessica Reilly to schedule a zoom recording session for the video. All candidates, unopposed or not, will submit a video. Video length will be approximately 5-8 minutes. Tips will be provided to the candidates for achieving a good setting for the video.

   All videos for slated candidates will be posted on Monday, Sept 20, 2021 (the Monday preceding the first day of the USMS Annual Meeting). The National Office will announce in one of the annual meeting emails that Meet the Candidate videos will be posted on the website and will be available for viewing until 12:00pm EDT, Saturday, Sept. 25, 2021.

   a. The candidate will begin the video by introducing themself and stating the office for which they are running and providing some background information about themselves. The introduction is limited to 3 minutes.
   b. The candidate will be given 5 questions from the Elections Committee. They will choose 2 of the questions and answer those on the video. Answers for each question are limited to 2 minutes.

4. **Acclamation** – There will be no acclamation for the unopposed candidates. All candidates who have been slated for the election will appear on the ballot.

5. **Election** – We have already converted to electronic voting. Zoom Polling will be the primary method for conducting the elections. The National Office will provide each of the designated delegates with the election ballot during the Saturday, Sept 25, 2021, meeting of the House of Delegates as noted in the meeting schedule. The election will be open for 30 minutes. In the event of a run-off election, the elections committee will be prepared to immediately send a new ballot. The Run-Off election will begin at TBD EDT and will be open for 30 minutes. Election results will be immediately available. Election Runner, which we have used for the past two meetings, will be our back-up election application.

Meet the Candidates Questions

Each candidate will choose 2 of the following questions to answer for the video. All delegates to the USMS Annual Meeting will be provided with the list of questions in their annual meeting packets.

1. What strengths do you bring to this position? What will you improve to make yourself a better BOD member?

2. What qualities do you think make USMS a unique membership? What are our strengths as an organization and what are our weaknesses?

3. We are all facing unique obstacles since the start of the the COVID pandemic. What do you think USMS can do to balance its financial needs with the needs of the members? What suggestions do you have to keep membership retention while keeping costs low to stem any further losses?

4. What is motivating you to run for the BOD and what skills will you bring to your position?

5. What are two things about our program that have kept you an active member and motivated you to run for a national leadership position?

Six tips for looking great in a Zoom meeting or for any video (from USA Today)

1. **Appearance**
   Avoid busy clothing patterns. A plain, solid color works best. Do not wear a bright white or a dark black shirt.

2. **Lighting**
   Avoid shading; have one steady lamp directly by your face for an even, steady light. Do not use a sidelight or a backlight. Do not sit with your back to a window.

3. **Background**
   Keep your background plain and simple so the viewer focuses on you, not what is sitting on the shelves behind you.

4. **Perspective**
   Get rid of wide-angle. Step back from the camera so you will not be distorted.

5. **Eye Level**
   Do not have the webcam/camera looking up at you. Eye to eye contact is the best connection.

6. **Sound**
   Even though you are going to step away for a better perspective, do not be so far away that the microphone does not hear you. Remove the kids, the dogs, and all other sound distractions from the room.

Brevity (Tip from the Elections Committee) – keep your answers short and to the point.

President

Peter Guadagni

As my first term as USMS president comes to an end, it's no secret that it's been dominated by the pandemic. From pool and program closures and their subsequent effect on membership and events to the necessity of canceling our in-person Board, coach, and volunteer meetings, USMS faced challenges more serious than any it had confronted in its first 50 years. Although there are troubling signs that our society may not yet have vanquished the coronavirus, I'm pleased to report our adjustments and actions over the past 18 months have left us poised to thrive.

Although some aquatic facilities remain inaccessible, the hard work and creativity of our coaches and volunteers have allowed many clubs to operate at levels that sometimes exceed pre-pandemic levels. Pool meets and open water events have begun to reemerge. We've conducted pool and open water national championships and scheduled more for this year. We're on our way back. This activity, along with our marketing efforts, has led us to increase our membership projection to 20% more than was originally budgeted. We now expect to emerge from the pandemic with a minimal draw on our reserves.

In addition to dealing with the effects of the pandemic, USMS has made progress on other fronts, including:

- the establishment of a partnership with the USA Swimming Foundation to combine our fund-raising efforts for learn-to-swim programs. USMS remains in control of Adult Learn-to-Swim efforts.
- a renewed commitment to a biennial review of all Board-approved USMS policies. Many policies had not been re-evaluated in a decade or more.
- a re-examination of our grievance process resulting in a plan for increased training and support with an emphasis on early intervention.
- starting ongoing strategic communication between the board and LMSCs. We hope these meetings help our LMSC leaders understand national priorities and provide better services to our members.

As we return to normalcy, we plan to return to previous priorities. This process has already begun with two Board task forces. One is focused on volunteer committees and their functions and is looking at recommendations from the Volunteer and Convention Task Forces to help the Board determine which should be pursued immediately. They may also suggest additional ways volunteer resources may be most effectively deployed. The other task force is examining the best format and content for national in-person meetings. An underlying goal for both groups is to direct volunteer focus and development toward local programs. There should be more communication on these efforts in the coming months.

Now is also the time to refresh our strategic plan. USMS has made great progress toward many of the objectives in our strategic plan: improving brand clarity, establishing valued partnerships,

and creating an environment that encourages innovation. We're ready to broaden our horizons. Many elements of the current plan focused on establishing a national infrastructure. As someone who believes most member value is delivered at the local level, I want our updated strategic plan to focus this national infrastructure on helping our local programs grow and thrive.

Finally, I want to thank the Board, our National Office staff, our volunteers, and our members for the support you have given me the past two years. Should I be re-elected, I'll do my best to justify that trust and do my best to make your USMS experience rewarding and fun.

Vice President of Administration

Chris Colburn

The Administration division consists of four committees (Championship, Legislation, Membership, and Rules). The Vice President of Administration (VPAdmin) is an ex-officio member of these four committees, and also works on any issues that might require the attention or advice of a Board member. The past year has been a busy one for the division's committees. The activities of the committees (and the VPAdmin) are summarized below. You can find more details in the annual reports and meeting minutes for each committee.

The **Championship Committee** (chaired by Jim Clemmons) advises national championship hosts and makes recommendations and decisions that enhance the quality of championship meets for our members; reviews bids and selects the sites for national championship meets; and supports marketing opportunities for U.S. Masters Swimming Corporate Partners. The Committee has had an interesting year due to the progress of the COVID-19 pandemic, and has worked with selected meet hosts, bidders for future events, and the National Office to make decisions about how to best move forward in the current health situation. The committee heralded a return to competition with a successful Short Course Nationals in Greensboro in July, and looks forward to a successful Long Course Nationals at the SPIRE Institute in October. Many of the committee's tasks this year centered around rules suspensions needed to hold the two national meets on non-traditional dates. I commend the work of the committee with Rules, Legislation and the Board to make these events a great experience for those members who are able to attend.

The **Legislation Committee** (chaired by Charles Cockrell) has had a busy year. The committee is responsible for the compilation, changes, and updates related to Parts 2, 4, 5, 6, the Glossary, Organizing Principles, and Legislation's area of jurisdiction in Appendix B of the Rule Book. The committee met monthly in the Spring to discuss interpretation requests, as well as received and anticipated legislation proposals in advance of the June 10 submission deadline. During the months of June and July, the committee met frequently to deliberate and vote on the balance of the submitted legislation proposals, as well as to prepare the packet of recommendations submitted to the House of Delegates for the Annual Meeting. This year, the committee worked with the Board to issue an interpretation related to the Board's use of emergency powers (506.3.10 in the Rule Book), and the order of operations needed to help the organization facilitate some of the changes required to hold our National Championship events this year. In addition, the committee worked in conjunction with Rules to make some changes (removing some items from Part 2 of the Rule Book and adding them to Part 1) to make it easier for event directors to locate some items pertinent to events and sanctioning.

The **Membership Committee** (chaired by Sue Nutty) deals with items related to membership; registration; and the roles and responsibilities of LMSC Membership Coordinators. This year, the committee has been working on improved documentation for Membership Coordinators in the Guide to Operations while tracking issues and answering questions relevant to membership and Membership Coordinators as our LMSCs emerge from COVID restrictions.

The **Rules Committee** (chaired by Mollie Grover) also had another busy year. The committee is responsible for ensuring that the competitive rules in Part 1 of the USMS Rule Book provide for fair and equitable competition in the best interests of all our members. The committee works throughout the year to ensure that USMS members are informed of current rules, interpretations, and rule changes. The committee accepts, considers, and reports proposed amendments to Part 1 to the USMS House of Delegates in conjunction with the USMS Annual Meeting. The committee held a Winter organizational conference call followed by a Spring conference call to consider potential and proposed amendments submitted by the Rules Committee in advance of the June 10 submission deadline. The committee met in June and July to consider proposed amendments and prepare the pre-convention delegate packets. While the committee fielded fewer rules proposals this year than in recent years, a few important items came before Rules this year. One was the request for concurrence with the Board to exercise its emergency powers to suspend certain rules to ensure that Short Course Nationals in Greensboro could happen in July. Another related set of rules proposals came from the Championship Committee and ensure that Long Course Nationals can happen as planned very shortly after the Annual Meeting. In addition, Rules collaborated effectively with Legislation to make some proposed additions to Part 1 of the Rule Book to facilitate resources for event directors.

In addition to acting as a liaison to the Executive Committee for the Administration committees, I continued my service this year as a member of the **Governance Committee** (Dr. Jim Miller, chair), where I worked on the Education Subcommittee to assist in providing training and continuing education materials to the Board of Directors. As a result of the issues surrounding the COVID-19 situation, I continued to chair the **Sanctions Recommendation Subcommittee**, which worked with the National Office to monitor the ongoing need for and restrictions or extended guidelines in conjunction with local, state, and national regulations for the handling of USMS events.

Vice President of Local Operations

Ed Coates

The Local Operations division consists of four committees (History and Archives; LMSC Development; Recognition and Awards; and Records and Tabulation). The Vice President of Local Operations (VPLO) is an ex-officio member of these four committees. Detail reports from each committee's activities is available in the committee reports section of the annual meeting packet or by reviewing committee meeting minutes posted on www.usms.com.

In addition to the work supporting each committee, the VPLO also facilitated to replacement of 2 zone chairs during the year. I worked with the LMSC chairs in the two zones, Northwest Zone and Southwest Zone, to identify potential candidates. After consultation with the LMSC chairs, I recommended Aaron Norton as the Northwest Zone chair and Robert Mitchell as the Southwest zone chair. The USMS president concurred with these recommendations. I also worked with the USMS President to select a new chair for the LMSC Development Committee, when the initial chair stepped down due to other unexpected commitments. Maddie Sibilia stepped up from the Vice Chair role to lead the committee.

History and Archives committee (chaired by Frank "Skip" Thompson) continues to perform detailed work on the tasks of collecting and preserving the history of the USMS organization and its membership. The committee has been focused on the following:

1. Continued compilation and digitizing historical records and results.
2. Encouraging LMSCs to develop a method to capture and share its of activities through photos, documents, stories and newsletters.
3. The committee is taking over the development of the annual remembrance presentation done at the annual meeting. The committee has started compiling and developing the slide presentation that will be used.

The LMSC Development Committee (chaired by Maddie Sibilia) continues work to provide support and education to LMSCs on effective operations and best practices. The committee chose not to conduct a LMSC standards survey this year, instead the committee focused on enhancing education opportunities for volunteers. A sub-committee working along with the national office, the Coaches and ALTS Committee, to develop a detailed plan for educational webinars to be conducted during the year. The sub-committee also did outreach to all USMS committees to gather schedules for committee meetings and to publish to the schedule. The committee also posted new volunteer role descriptions on the USMS website and developed a recommendation to review them in odd number years.

Recognition and Awards (chaired by Charis McCarthy) oversees the national service awards that highlight the outstanding efforts of our members and volunteers. They coordinated the selection

of the Ransom J. Arthur Award recipient Bob Bruce. The committee also worked increase nominations and did an excellent job of outreach to LMSC, Zones, past nominators, and past nominees to promote recognitions. The committee is also developing an awards presentation that will be used at the virtual annual meeting to recognize award recipients. The committee continues to look at ways to promote volunteer recognition of both national and local volunteers. The committee will be working on streamlining nominations processes by creating online nomination forms for awards administered by the committee.

Records and Tabulation (chaired by MJ Caswell) administers the compilation of Top Ten , All-American, All-stars lists and USMS Records, as well as the list of measured/certified competition courses. The committee continued to work closely with the National Office and the National Swims Administrator (Mary Beth Windrath) to maintain and publish these swim recognitions. The committee has been working this year to update the Guide to Operations sections related to Top Ten administration. The committee also received several requests for feedback related to top-ten season dates due the dates for short and long course nationals falling outside the current season.

In addition to supporting these committees and participating in Board activities, I also am an active member of the Governance Committee and serve on the Board education sub-committee. I was also part of the LMSC Communications group communications group that reached out to all the LMSCs to check-in on recovery efforts from Covid, to share coming priorities, and information about the upcoming annual meeting. LMSC leaders were appreciative of the opportunity to communicate directly with members of the board and to share what is happening in their area.

Vice President of Programs

Donn Livoni

The Programs division consists of three committees (Long Distance, Officials, and Open Water). The VP of Programs serves as an *ex-officio* member of these three committees. I am extremely fortunate to have worked with a committed group of committee chairs. All three of these committees work all year as they have a continuous work cycle preparing for pool meets and open water events and championships. For details of each committee's achievements, please refer to their annual reports and join them in one of their convention meeting sessions.

Open Water Committee

Committee Members
Phyllis Quinn, Chair; Ali Hall, Vice Chair

Bob Bruce, Tim Smith

Ex-Officio: Jay Eckert, David Miner, Donn Livoni VP Programs

Introduction
See Part 507.1.11 USMS Rule Book

Discussions and Projects Since Last Convention

1. The Open Water Committee along with the Long-Distance Committee has submitted rule changes that will integrate this committee as a working group of the Long-Distance Committee. The HOD will be voting on this change during the 2021 Annual Convention. If passed the activities of the Open Water committee will become the responsibility of the LDC.

Action Items

1. HOD vote on the rule changes needed for the integration of the Open Water committee functions into the Long-Distance committee.

Agenda

1. Approval of the Open Water minutes meetings.

Officials Committee 2021 Report

Committee Members
Teri White, Chair; Mike Abegg, Vice Chair

Mike Abegg, Jerrilyn Bayless, Omar de Armas, Alina de Armas, Dave Diehl, John Fox, Judy Gillies, John King, Michael Moore, Lisa Phillips, Jeff Sargent

Ex-Officio: Donn Livoni-EC, Onshalee Promchitmart-USMS Staff

Introduction
The Officials Committee's purpose is to offer training and education opportunities for officials to ensure that USMS competitive meets are officiated to the highest standards.

Discussions and Projects Since Last Convention

2. **Officials Certification Program**: We currently have 259 certified officials including 138 Starters and 47 Referees, up 20 new officials from last year despite COVID restrictions for pool competition.

3. **National Championship meet support**:
   Short Course Nationals – July 21-25, Greensboro NC: Nine Committee members officiating – Alina (Admin Referee), Omar, Dave, John (Team Lead Chief Judge), Judy, Mike A (Assist Admin Ref), Michael M, Jeff, and Teri (Head Starter). Importantly, 25 of the 46 officials who applied are certified USMS Officials – more than 50%! This is a huge increase over the 2019 meets and testimony to the success of the certification program. Program will be advocated at the meet to increase membership. Every USMS official who works 4 or more sessions will automatically have their credentials renewed for another 4 years.
   Long Course Nationals – Oct 7-10, Spire Institute, Ohio: Committee recommended Ed Saltzman as Meet Referee, Mike Abegg as Admin Referee, Teri White as Head Starter – all accepted by Host and Championship. Application to Officiate has been posted to the meet website.

4. **Rules:** No Rule changes were submitted for Officials.

5. **USMS Officials Excellence Award:** Award for 2021 to be presented during the Annual Meeting.

6. **USMS website content regarding Officials**: Content continued to be reviewed and refined, no major enhancements this year.

7. **Administrative Official Certification**: Beginning discussion about adding the AO position to the Officials Certification Program. Defined in the Rulebook (copy from USAS) but would need to develop separate test as much of the USAS test is about tasks not applicable to USMS meets (swim-offs, seeding Finals, etc). Timing & Recognition supports developing training for the role at the LMSC level to help with results submitted. Ongoing task for 2022.

Action Items

8. **Full Committee meeting schedule**, conducted through Zoom calls, through June 2021:
   February 3, 2021
   March 10, 2021
   April 15, 2021

June 10, 2021

9. **Annual Meeting:** Business Meeting Aug 24, 2021 at 5:00 PM PST via Zoom. Presentation of Excellence in Officiating Award to be presented Friday night, Sept 24 at Annual Meeting

Agenda

1. Call to order.
2. Approval of 6/10/2021 Minutes.
3. Business items:
    - Officials Certification program status - Teri
    - Championship meets for 2021
    - USMS Officials Award – John F
    - USMS Officials website – Mike
    - Administrative Official certification – Mike
    - Nametag order – Jerrilyn
    - Testmoz Test site update – Teri

Long Distance Committee (LDC)

Committee Members:
Ali Hall, Chair; Phyllis Quinn, Vice Chair

David Brancamp, Robin Smith, Sarah King, Stephen Rouch, Alana Aubin, Catherine Rust, Jim Davidson, Tim Murphy, Bob Singer, Bob Bruce, Lorena Sims, Jenny Hodges, Chuck Beatty, Jill Wright

Ex-Officio: VP Donn Livoni, David Miner, Jay Eckert

Introduction

The Long Distance Committee shall oversee the rules and administration of open water and long distance events. The committee shall solicit and review bid proposals and select the sites for the long distance national championship events. The committee shall work in a coordinating and advisory capacity with event hosts and make recommendations to enhance the quality of Long Distance national championship events. The committee shall maintain records and select the Long Distance All-American and Long Distance All-Star Teams. The committee shall assure that the competitive rules in Part 3 of the USMS Rules and Regulations provide for fair and equitable competition in the best interests of all USMS members and that these members are informed of current rules, interpretations, and changes. The committee may initiate and shall accept, consider, and report proposed amendments, with the committee's recommendations, at the annual meeting of the House of Delegates, in accordance with the provisions of Part 6 of the current 2021 USMS Rulebook. When necessary, the committee shall interpret and render opinions regarding any provision of the rules and regulations of USMS within the committee's jurisdiction as defined in article 601.1.

Discussions and Projects Since the Mid-Year Reporting:

1. All concluded 2021 event results, compilations, awards and records are complete and posted.
2. The LDC Goals working group has worked toward the following priorities: a) absorb the functions of the Open Water Committee (OWC) into the LDC; b) evaluate LDC rules review processes, especially to gather feedback and communicate with interested members from outside the LDC prior to the annual meeting; c) find a home within USMS rules for postal event that are not "long distance;" d) consider guidelines for evaluating the appropriate use of and rules around new technology; e) compare USMS and USA Swimming open water rules and prepare rules/guidelines for dual sanctioning; g) organize and centralize LDC internal documents; f) study strategies for enhancing ePostal participation.
3. The LDC continued to develop proposals for rules updates, in conjunction with the Open Water Committee and worked with the Rules and Legislation Committees as the year unfolded.
4. The LDC has met both through e-exchanges and regularly scheduled virtual meetings. All minutes approved have been sent to the USMS Secretary for posting.
5. The LDC developed, posted and distributed the Long Distance National Championship (LD NC) call for annual award nominations. This LD NC recognition is awarded to a USMS registered individual or group that has made significant contributions to the success and promotion of USMS Long Distance National Championship events. The recipient will be announced at the Annual Meeting.
6. The 2023 LD NC selection working group developed, posted and distributed the call for bids for all OWNC distances. This working group will review bids received and make recommendations to the LDC prior to the annual meeting. The working group is also searching for a replacement host for the 2022 USMS Ultramarathon Distance OWNC event. Successful bidders will be announced at the Annual Meeting.
7. 3 scheduled 2021 OWNC events remain on the September calendar. The Bourne Texas OWNC Festival (Sprint and Long Distances) was re-scheduled from May to September 2021. The Middle Distance OWNC originally scheduled for July at Newport Pier (CA) was cancelled due to pandemic restrictions and rescheduled for September with a new host (Tri Valley Masters at Lake Del Valle, CA).
8. The in-person OW clinic connected to the Texas open water national championship festival events was transitioned to a planned video format. A working group has met virtually and created content for production and distribution. The video will be shown at the August LDC meeting that is part of the annual meeting.
9. The document flow work group updated guidelines, documents and worksheets used by the LDC to support event hosts, liaisons and the national office.
10. Lead and back-up roles for each task and function in the LDC ensured continuous coverage of responsibilities, served to mentor newer committee members and distributed workloads more evenly. Lead and back-up assignments have been identified for the 2022 LD NC events.
11. A Virtual Annual Meeting workgroup coordinated a variety of activities to support the LDC's mission and responsibilities.
12. The LDC formed an ePostal Participation working group, composed of all 2021 ePostal liaison teams, the LDC rules leaders and the goals workgroup lead, to collaborate with the National Office.

LDC "High-Level Timeline Items by Month," these items remain on the monthly agenda, as well as a listing of future conference call dates so that all LDC members remain consistently informed:

January:

New OWNC season registrations open

prepare bid letters and documents

initiate work on new goals

February:

send out bid letters and post documents

send out award nomination requests

begin to consider rules changes

March through May:

consider rules changes

begin recruiting bids

updates on LD NC events progress

June:

Prepare next year's events

finalize rules proposals

finalize award nominations

finalize bid recruitment

thick of the OWNC season

July:

award working group meets to review nominations and make a selection

bid selection working group meets and forms recommendations

August:

finalize all LDC details to prepare for Annual Meeting

September:

Annual Meeting

October-December:

Request to post next season's details

Conclude remaining event details

Tabulate for All Star Team

Open registration for OWNC hosts if requested

Wrap-up year's business

2022 Long Distance National Championships

One Hour ePostal (OHeP):

Davis Aquatic Masters

Liaison: Sarah

Back Up: Robin

5k/10k:

Palm Beach Masters

Liaison: Jenny

Back Up: Jim

3000/6000

Sawtooth Masters

Liaison: Catherine

Back Up: Lorena

Long Distance OWNC (5k)—June 14

Del Valle, CA

Liaison: Jill

Back Up: Bob B.

Sprint Distance OWNC (1 mile)—July 16

Cleveland

Liaison: Catherine

Back Up: Tim

Ultramarathon Distance OWNC TBD

Middle Distance OWNC (2 mile)—July 31

Santa Cruz, CA

Liaison: Robin

Back Up: Phyllis

Cable OWNC (2 mile)—August 13

Lake Placid, NY

Liaison: Bob S.

Back Up: Chuck

Marathon Distance OWNC (10k)—August 20

Hague, NY

Liaison: Ali

Back Up: Chuck

Vice President of Community Services

Chris Campbell

As with my first year in this position, 2021 has also been challenging, both personally and for the four Committees for whom I liaise with the USMS Board of Directors. Like all members of USMS, we continue to be impacted by the shutdown driven by the COVID-19 pandemic. 2021 has been further complicated by a myriad of reopening processes, all dependent upon facility locations and policies, as well as further issues surrounding racial justice and equality, this time concerning violence against members of the Asian American and Pacific Islander community.

My four Committees--Coaches, Diversity and Inclusion, Fitness Education, and Sports Medicine and Science—have again been heavily engaged this year. Our Coaches and Fitness Education Committees continue to have their creativity stressed in new ways, as our Swimming Communities are still forced to adapt fitness and training methods and routines to rapidly changing National, State, Municipal and Governing Body policies and restrictions. Our Sports Medicine and Science Committee continues to find our Community inundated with information from all kinds of sources, and we all wonder what is correct, applicable and practical for Masters Swimmers, and what is not. SMS works to sort this out, functioning as gatekeepers. And our Diversity and Inclusion Committee continues to find itself especially relevant, rising to meet ongoing and ever evolving challenges.

I refer readers to the attached Annual Reports of the Community Services Committees for detailed descriptions of their activities since last year's Annual Meeting. I will hit their highlights here.

Coaches Committee

Kenny Brisbin, Chair; Chris McPherson, Vice Chair

At Large Members: Scott Bay, Michael Hamm, Terry Heggy, Molly Hoover, Laurie Hug, Susan Ingraham, Bob Jennings, Wilson Josephson, Carol Nip, Elise Shank, Trey Taylor

Ex-Officio: Bill Brenner and Steve Hall, National Office; Aaron Schneider, Sports Medicine and Science Committee, and Mary Jurey, Fitness Education Committee

The Coaches Committee continues to provide safety and educational opportunities for swimmers and coaches through their work with the National Office, LSMC Coaches Chairs, publications, On-Line Coaching and Mentoring Program, as well as closer liaisons with the other Community Services Committees.

<u>Coaches Sub-Committee Projects Since Last Annual Meeting:</u>

1. Web Workouts - With the assistance of the National office, all online workouts were migrated over the new platform, and the author-coaches were trained on the new technology. In September, the sub-committee will begin the application process for new coaches to take over starting in January 2022. The current group of writers has done a fantastic job of figuring out the new format and adapting to the changes that have been implemented in the last two years.

2. Worlds Coaching – PanAm Games in Colombia were cancelled. Shortly, the Coaches Committee and the USMS National Office will work on selection parameters for future international meets and Team Manager needs.

3. Awards - The awards sub-committee selected five recipients for the Kerry O'Brien Award, and the USMS Coach of the Year Award winner. There were three applications for Coach of the Year. The sub-committee ranked each individual in each category described in the application. Based on these results, the sub-committee came to a unanimous agreement on the winner. The USMS Coach of the Year will be announced at the upcoming Annual Meeting.

4. Education – In-person coach's education came to a stop when COVID-19 pandemic hit, so the task force developed an online platform to deliver Level 1 Coaches Certification content. It was launched in early 2021. This program has had 123 people register and complete the online portion thus far, and 75 have also completed the mandatory Zoom call. The next call is scheduled at the end of August, with 20 people registered. There is a budget to offer two Level 2 and two level 3 courses in the near future. The Committee and the National Office are currently looking for potential times and venues to hold the sessions.

5. Level 4 Coaches Certification Applications - There are several qualified candidates. This year's Level 4 Certified Coaches will be announced at the Annual Meeting.

6. LMSC Communications - Emails continue go out to LMSC Coaches Chairs each month, with information for them to share with the coaches in their LMSCs. There is still no universal way for the Chairs to find contact info for all coaches within their LMSCs, which seems to be the biggest hurdle in this communication process to date.

7. Mentoring - The Mentoring program began in 2019 and had great success the first year.

Forced to pause in 2020 due to COVID-19 concerns, the Sub-Committee is restarting the Program. Currently, six Mentor Coaches and five Mentee Coaches have applied. The sub-committee hopes to have them selected and paired up in the next 30 days. Going forward, the Committee is looking at opportunities for coaches who were affected by the pandemic and did not have the opportunity to apply. These will be evaluated for 2022, where some adjustments to criteria, based on lessons learned, may be applied.

8. On Deck Coaching – Short Course Nationals in July went smoothly. Almost all of the coaching slots were filled. The Committee is looking forward to similar results at Long Course Nationals in October. Swimmers who attended the SCY Champs were very thankful for the help.

9. Publications - Terry Heggy, the Sub-Committee Chair, would like to encourage coaches to share ideas through publications, on the website and in Swimmer Magazine. He is happy to help anyone with an idea turn it into a publishable format and get it to the National Office for publication. All ideas are welcomed.

10. Peer to Peer Calls – The Committee started out the year with little lead time, so they took a month to get into a better rhythm. There have been some adjustments, as some content issues came up, but the Program has gone well with good feedback. A call is scheduled in August, and a final 2021 Peer to Peer call in November.

11. Liaisons - Coaches from this committee have been assigned to Sports Medicine and Science, Diversity and Inclusion, ALTS and Fitness Education. Coaches attend calls each month, sharing ideas with these committees, allowing us to collaborate and work together as appropriate.

There are no concerns of note going forward for this Committee. Coaches serve as the primary information conduit between USMS Leadership and the membership at large. As such, they cast a long shadow, and they will continue to do so.

Diversity and Inclusion Committee:

Sarah Welch, Chair; Jeff Commings, Vice Chair

At Large Members: Blair Bagley, Virgil Chancy, Donita Flecker, Kyle Jackson, Megan Johnston, Tom Moore, Janelle Munson-McGee, Tim Murphy, Diana Triana

Ex-Officio: Daniel Paulling and Jessica Reilly, National Office; and Wilson Josephson, Coaches Committee Liaison

The purpose of the USMS Diversity and Inclusion Committee is to help create a culture of inclusion and opportunity in USMS for people of diverse backgrounds by developing resources and sharing them with coaches, LMSCs, and local volunteers. The annual work program expands the resources available to coaches, LMSC's and volunteers through diversity training and the development of best practices to promote a culture of inclusion. 2021 saw the inauguration of diversity and inclusion training for LMSC Leaders, modeled after last year's training with USMS coaches. The Committee annually reviews USMS rules and policies to identify opportunities for new legislation. They collaborate with the National Office, Coaches Committee and LMSC Development Committees to promote diversity and inclusion throughout USMS.

<u>Accomplishments thus far this year include:</u>

13. The Committee proposed legislation for consideration at the Annual Meeting to ensure that the USMS Code of Conduct and non-discrimination provisions apply to all aspects of USMS activity, rather than limiting it to competitive events. The proposal is under review by the Legislation Committee.

14. LMSC Initiatives. This group built upon the successful 2020 D&I training with the Coaches Committee and revised the curriculum for LMSC audiences, offering the training for LMSC Leaders in June. Follow-up sessions on five specific diversity topics are offered throughout the next six months, including a July session on Age Diversity, Physical Ability / Mental Health / Intellectual Ability / Neurological Attributes Diversity. An August session will focus Gender and Sexual Orientation Diversity. Future Follow up sessions include:
    - Racial and National Origin/Cultural Diversity
    - Social Class, Religious/Ethical Value Systems, and Political Belief Diversity
    - Creating an Inclusive Culture in your LMSC or Club
    - Other LMSC Initiatives include developing a role description for Diversity Coordinator at the LMSC level. At this time, four LMSC's--Minnesota, Connecticut, Southern Pacific and Georgia, have set up the LMSC position. The draft role description draws from the experience of each of these LMSC's and is under review by the LMSC Development Committee.

15. The Committee Best Practices work group continues to identify and write up Best Practices offered by clubs throughout USMS. In July USMS will publish an invitation for members, clubs and LMSCs to offer descriptions of how they promote diversity and inclusion at the LMSC level. The work group will then turn these ideas into additional best practice write-ups and post them on the USMS Website, under the tab "Diversity and Inclusion." The group initiated club-based testing and evaluation of swimming equipment and swimwear to serve a more diverse swimmer base. The results will be shared in Swimmer Magazine later this year.

16. Diversity and Inclusion Annual Recognition Awards work group created a Diversity Equity and Inclusion Recognition Award. They developed a proposal, which is under review by the Recognition and Awards Committee. The first award is expected to be presented in 2022.

17. Kudos to the National Office for their publications and web postings, highlighting the diversity of USMS and spotlighting individual success stories. Notable examples include:
    - Swimmer Magazine's Nov/Dec 2020 feature on the Mahogany Mermaids, a North Carolina club focused on opportunities for women of color to learn to swim and compete and the supportive, welcoming environment they have created.
    - A profile of a West Hollywood swimmer, Rook Campbell, a transgender athlete who advocates for non-binary and transgender swimmers through swimming and in the community.
    - The magazine's July-August 2021 front cover and articles featuring USMS members, Tye Dutcher and Mallory Weggemann, Para-Olympic Swimming competitors.

18. The D&I Committee drafted a diversity calendar with recommendations on its uses at the local and national level. The calendar links to a robust calendar recognizing many events and celebrations by cultural groups. It provides guidance and a resource for recognizing cultural events in local communities and communicating about those holidays around event scheduling. It is under review by the National Office and BOD.

19. The National Office rolled out member self-service on the community platform, allowing members to add demographic information to their profiles (such as adding ethnicity or gender identity), The Committee consulted with the National Office on definitions and groups for the self-service information.

20. The Committee collaborated with the National Office to draft USMS' statement on violence against the AAPI community and followed many other race and social justice issues throughout the year, weighing in on several of them.

21. The Committee deferred the 2021 Coach Survey on Diversity due to USMS attention on getting swimmers and clubs back into the water as programs begin re-opening.

The D&I Committee continually highlights that their work is a journey, not a destination. There is no fixed end point for success. Rather, the appreciation of diversity and the creation of inclusive environments is a continually evolving and dynamic process. The Committee's approaches to issues continue to be thoughtful and well considered, reflecting positively on USMS. They continue to find more ways to make significant impacts and will continue to grow, learn and share their knowledge and expertise.

Fitness Education:

Mary Jurey, Chair; Emily Cook, Vice Chair

Anita Cole, Kathy Englar, Ann Marshfield, Andy Seibt, Lisa Watson, Karin Wegner

Ex-Officio: Jay Eckert and Onshalee Promchitmart, National Office, and Kenny Brisbin, Coaches Committee.

Despite another pandemic year, the Fitness Education Committee was productive in moving forward on several fronts. The size of this committee was greatly reduced this year, but this helped to focus on what the members wished to accomplish. The Committee had a meeting every month in 2021 except for March.

Projects Since Last Annual Meeting

22. Liaisons: Kenny Brisbin, Chair of the Coaches Committee, is an active participant in the Fitness Education Committee meetings. Mary Jurey also serves as the Fitness Education Committee's liaison to the Coaches Committee. This affords more cross-pollination between these two Committees, as well as others, and to support each other's agendas.

23. The number of sub-committees was reduced to four:
    a) Fitness Series
    b) COVID-specific Issues.
    c) Fitness Award Marketing and Evaluation
    d) Communications. Leaders were assigned to each

24. The Committee more clearly defined and re-worked criteria for Fitness Award. A clearer nomination and evaluation process was created.

25. The Committee received and evaluated nominations, and selected this year's Fitness Award recipient.

26. The Committee discussed creating awards recognizing Club membership participation percentages of participation for the Fitness Series.

27. The Committee spread the word on changes of the Fitness Series dates to: Winter – Feb 1 – 15, Summer – June 1 – 15, Fall – Oct. 1 – 15 to align with a better seasonal focus.

28. Partnership ideas are being discussed – pairing with other organizations such as Swim Across America and the National Senior Games Association to promote Masters Swimming and Fitness Education.

29. Discussion continued to focus on the "Education" aspect of the Committee – considering having a series of speakers, fitness experts, authors made available to USMS.

30. Ann Marshfield was selected as Committee representative for the Club of the Year Award Evaluation Sub-Committee under the Awards and Recognition Committee.

31. The Committee continues to discuss how best to support the Try Masters Swimming initiative – many clubs are still not up and running or are operating under some level of

restriction. Both Ann Marshfield and Andy Seibt received many inquiries for their respective clubs.

32. There is Consensus and ongoing discussion on the value of obtaining more data on the Fitness Series. Seeking additional metrics will help to better understand who is signing up and participating. Are there regional trends tied to specific promotions in those areas? Are there better ways to harness social media channels?

Action Items:

1. The Committee will work with the Coaches Committee to set up calls with LMSC Chairs on how to utilize and leverage LMSC Coaches to promote the Fitness Series

2. The Committee will work on promoting the Fitness Award, via Streamlines and other mechanisms, to LMSC Fitness Chairs and Awards Chairs.

3. The Committee will work to broaden the portfolio of virtual events, tailored locally, and to promote them to the LMSCs.

4. The Committee will create a survey to examine the Fitness Series in depth.

5. The Committee will set up a Peer to Peer call with LMSC Fitness Chairs

6. The Committee will assist the National Office with Monthly Challenges on Swim.com. Swimming a Marathon (26.2 Miles) over the course of each month was suggested.

The main issue facing this Committee going forward is ownership of work scope. While the development, evaluation and conferring of the Fitness Award is clearly in the purview of Fitness Ed, many of the other accomplishments noted above are now handled by the National Office Staff. The role of the Fitness Ed Committee seems to be evolving into more of a National Office support function, one that may now be redundant. While this Committee may be heading for "Sunset", the expertise and passion of the volunteer members of this Committee cannot and should not be understated nor dismissed. Other uses for their talents must be found.

Sports Medicine and Science:

Christopher Rieder, Chair; Arlette Godges, Vice Chair

At-Large Members: Jane Moore, Jim Miller, Aaron Schneider, Jessica Seaton, Robin Tracy

Ex Officio: Daniel Paulling, National Office; Terry Heggy, Coaches Committee

Activities supported since the last Annual Meeting:

1. The following committee members presented and reported regarding their respective areas of interests:
    a. You Tube communication – Arlette Godges and Robin Tracey with Chris Beach (Guest) are championing this opportunity. Arlette Godges and Christopher Beach were approved as "actors" to help portray the ongoing communication. Their first video announced is produced and a Webinar is going to be scheduled in order to have a medical authority utilize and comment upon the video.

    b. For future published written/authored topics, Jessica Seaton and Robin Tracey are going to report on new topics and identify helpful authors moving this item forward. Some of the topics are listed below and will include more than our current and very successful "Over 60" series.

        i. Nutrition before, during and after practice and races
        ii. Elements of a good diet
        iii. Principals of training aerobic and anaerobic systems
        iv. Exercises for shoulder injury prevention
        v. Core Strengthening exercises
        vi. When, where and how to foam roll
        vii. Cardiological changes and training requirements for the aging swimmer

Note: Moving forward all new requests for studies will have a standard Terms and Conditions process that will be approved by this Committee and the Board of Directors prior to allowing access to USMS membership for data collection. Some of the Terms and Conditions to be considered in such a decision will be the study thesis, the survey methods, and review of the resultant abstract. This is a sample list and is not all encompassing. The final Terms and Conditions will be discussed at a subsequent BOD meeting.

    c. Aaron Schneider and Terry Heggy serve as the liaisons between the USMS Coaches and Sports Medicine and Science committees. Both are knowledgeable coaches, and Terry assists with publications. Updates were discussed regarding three differing areas of information from the Coaches Committee. Further discussions will occur and be presented at following meetings.

The SMS Committee meets monthly to track ongoing activities and to examine relevant issues. Given the flood of information, some good, some bad, concerning health and fitness, especially during the pandemic, the Committee maintains a pool of qualified professionals to serve as reviewers for USMS health-related publications. All of these reviewers are USMS members and are experts in their fields. The Committee solicits, authors and reviews articles for publication in various USMS organs. They serve as gatekeepers, thoroughly vetting information targeting our membership for validity, applicability and practicality. It is the goal of this Committee to establish a dynamic library of relevant and targeted articles and documentation for access by

USMS Membership. Additionally, the Committee is working with the National Office to determine the feasibility of revitalizing the Sports Medicine Blog. They are examining the frequency of usage, as well as the best mechanisms for conveying relevant information to USMS membership.

This Committee continues to define a path forward to position itself to make valuable contributions to USMS. There are no concerns going forward.

Board of Directors and LMSC Communication

This year, I was one of the BOD members selected to communicate with several LMSCs. I hosted Zoom calls with the Inland Northwest, Snake River, Allegheny Mountain, San Diego-Imperial, Wisconsin, Illinois, Indiana and Metro LMSCs during May and June. During these calls, the uniqueness of each LMSC was impressed upon me, and they consider their individual character inviolate. There is a sense, to varying degrees depending upon who was on the call, among all of these LMSCs that the BOD and the National Office excessively seek to standardize the general structure of LMSCs and to eliminate their uniqueness. Often, this is expressed as "They're eliminating the volunteers." While we at the National Level agree that this is not the case, and that these fears are unfounded, they still exist amongst the leadership of many LMSCs. At its root, this appears to stem from a fear of change to long-established power structures at local levels. Such changes naturally arise when a purely volunteer-driven organization transitions to one that is professionally staffed--an inevitable outcome of organizational growth, if for no other reason than to improve or maintain efficiency of operations. What is true is that a growth of USMS membership, and an expansion of USMS programming into underutilized facilities and underserved communities is desired at all level of USMS. The National Level seeks to understand why there are obstacles to this sort of growth. These are not controversial goals and ideas. Yet, in a world defined by perception, rather than cold hard facts and empirical data, such ideas become points of contention. There is friction and resistance.

More communication, both formal and informal, between the National Level and the LMSC Level is warranted. It may take significant patience to endure some venting from the LMSCs, but the National Level does need to listen and seek some level of empathy. The LMSCs and the National Level need to clarify better their expectations of the other. Despite our best efforts, misperceptions still dog us. Until we can clear the air between the National and local levels enough to have truly productive and meaningful dialogue, USMS will not reach its full potential in terms of growth, renewal, and unity of purpose.

Treasurer

Teddy Decker

As you are all aware the last few years have been volatile from many different perspectives. The National Office (NO) staff and Board of Directors (BOD) have worked closely with the Finance (FC) and Investment Committees (IC) to ensure that USMS continues to operate in a fiscally responsible manner. Due to the hard work and prudent decisions, USMS remains fiscally strong with reserves close to $4MM.

The FC recommended and the BOD approved a conservative budget for 2021 and through August our membership numbers have exceeded the budgeted target by almost 10,000 members. The increase in membership will necessitate some increases in costs, but overall we anticipate being able to show a smaller net deficit than originally budgeted.

The IC continues to meet with our investment advisors, Northern Trust, on a regular basis to ensure the continued fiscal health of USMS.

Our independent accounting firm, Kerkering, Barberio & Co of Sarasota, FL conducts the annual audit, provides a management review letter, and makes an annual presentation to the Audit Committee. For the eleventh year in a row there were no reported deficiencies by our auditor. This is a direct reflection of our Chief Financial Officer, Susan Kuhlman, who continues to do an outstanding job maintaining our financial records and advising on all matters related to finance.

Going forward, our Audit, Finance, and Investment Committees are continuing to work with the national office staff and make recommendations to the Board of Directors to ensure the financial stability of our organization now and for many years into the future.

Secretary

Greg Danner

My four years as Secretary was filled with many great experiences. After learning from some of our finest volunteers and working with our talented National Office staff, I know our future remains bright. When presented with exceptional challenges, our organization adapted and identified opportunities to address. The effort toward continuous improvement is evident in the initiatives that are carefully crafted, redesigned, and presented to both the Board of Directors as well as our delegates.

From a role perspective, I continued to schedule/host meetings and subsequently take meeting minutes for the Executive Committee and BOD conference calls. The BOD did not hold any in person meetings this year, so all our business was performed on Zoom or by email. For those meetings and various committees who submitted minutes, I posted them to the website.

Every member will experience a unique journey with USMS. I truly hope your experience is (or will be) as memorable as mine. Thank you for allowing me to serve in this capacity. I will do my best to ensure a successful transition to the next Secretary.

Championship

Committee Members
Jim Clemmons, Chair; Erin Sizelove, Vice Chair

Robert Heath, Linda Irish Bostic, Cheryl Kupan, Mark Moore, Steve Nichols, Jeffery Roddin, Sandi Rousseau, Edward Saltzman, Pete Tarnapoll

Ex-Officio: Jay Eckert, Onshalee Promchitmart

EC: Christopher Colburn

Introduction
The mission of the Championship Committee is to serve in an advisory capacity to national championship hosts and make recommendations and decisions that enhance the quality of championship meets for all registered U.S. Masters Swimming members; to actively solicit and receive bid proposals, review bids and select the sites for national championship meets; and support marketing opportunities for U.S. Masters Swimming Corporate Partners.

Narrative related to the 2020/2021 COVID-19 pandemic, continued…

Due to the health crisis that began early in 2020 and is continuing into 2021, we found ongoing challenges in setting up both the SC and LC National meets but feel we successfully overcame most of the obstacles that were presented for the SC version. Both meets were rescheduled from their original dates to approximately 10 weeks later than originally planned in an attempt to meet the changing guidelines put forth from the CDC, regional and local health authorities. The effort to set up the meets consumed much more effort than usual on the part of the host, national office staff and championship committee due to changing regulations. SC in Greensboro was very different than in previous years with no relays, no spectators allowed, and split sessions to keep the amount of people on deck to a comfortable level. We will not be implementing the same restrictions for SPIRE as the health authorities have relaxed the local regulations (as of the time this document was generated). We are currently planning on having relays and spectators at SPIRE, with no split sessions, but are anticipating a lower than average amount of entries.

Discussions and Projects Since Last Annual Meeting

1. 2021 SC Nationals: discussed and approved meet format change:
    - Sought approval of emergency rule changes to allow split sessions, one backup timer, no spectators, no foreign entries
2. 2021 LC Nationals: discussed similar rules for SC to be applied to LC. Due to timing of annual meeting, we proposed temporary rules but will need to wait for annual meeting to take place before we find out if they can or will even be necessary to be implemented.
3. Confirmed recycling the 2020 NQT file for use in 2021 events; made them available to local meet directors
4. Developed, revised and approved Order of Events for SC 2021 Nationals; Developed and approved Order of Events for LC 2021 Nationals

5. Supported pre-meet liaison meeting (virtually) in Greensboro with Host and Nat'l Office staff
6. Supported pre-meet liaison meeting (virtually) in Geneva (SPIRE) with Host and Nat'l Office staff
7. Worked with Rules committee on emergency rules questions and implementation steps
8. Established Local and Regional Club classifications for 2021 USMS clubs
9. Agreed to postpone bid receipt deadline for 2023/2024 national meets from May 1, 2021 to December 1, 2021 to allow bidders (on file or new) to incorporate any changes that were undertaken in 2021 related to health issues into their bid(s).

Action Items

1. Establish sub-committee to formalize a policy document from 104.3 and 104.4 rules (2020) that were removed and placed into policy.
2. Discuss split session pros/cons based on feedback from Greensboro participant's survey.
3. Discuss Community communications and determine what seems to be the challenge of using it for a communication tool.

Coaches

Committee Members

Kenny Brisbin, Chair; Chris McPherson, Vice Chair

Scott Bay, Michael Hamm, Terry Heggy, Molly Hoover, Laurie Hug, Susan Ingraham, Bob Jennings, Wilson Josephson, Carol Nip, Elise Shank, Trey Taylor

Ex-Officio: Bill Brenner, Steve Hall

EC: Chris Campbell

Introduction

The Coaches Committee continue**s** to provide **safety** and educational opportunities for swimmers and coaches through their work with the National Office, LSMC Coaches Chairs, articles, On-Line Coaching and Mentoring Program.

Discussions and Projects Since Last Annual Meeting

1. Web Workouts - With the assistance of the National office, moved all the current coaches who write workouts over the the new platform. This was accomplished with training video and communication with those coaches. We are nearing the end of the two year cycle for current workout writers. In September, the sub- committee will begin the application process for new coaches to take over starting in January 2022. The current group has done a fantastic job of figuring out the new format and adapting to the changes that have been implemented in the last two years.
2. Worlds Coaching - PanAms in Columbia was cancelled. Shortly the Coaches Committee and the USMS office will work on parameters for future international meets and Team Manager needs.
3. Awards - The awards sub committee selected recipients from all nominations for the Kerry O'Brien award and the Coach of the Year award. Kerry O'Brien award winners were: Kiley Ames, Donita Flecker, Andy Seibt, Paul Landes, Celia Wolff. There were 3 applications for Coach of the Year. The sub-committee ranked each individual from 1-5 in each category described in the application. Based on these results, the sub-committee came to an unanimous agreement on the winner. The Coach of the Year will be announced at the upcoming convention.
4. Education - In person coach's education came to a stop when covid hit, so the task force then developed an online platform for level 1. It was launched early in 2021. This program has had 123 people register and complete the online portion, and 75 have also completed the mandatory zoom call. The next call is in 2 weeks with 20 people registered. There is a budget to offer 2 level 2's and 2 level 3's in the near future. Currently looking for potential space.
5. Level 4 Applications - There are several qualified candidates. Currently the

subcommittee is waiting on a few questions to be answered. Level 4 coaches will be announced at the Annual Meeting.

6. LMSC Communications - Emails continue go out to each Coaches Chair each month with any important information for them to share with the coaches in their LMSC. There is still not a universal way for the Chair to find contact info for all coaches within their LMSC, which seems to be the biggest hurdle in this communication process
7. Mentoring - The mentoring program began in 2019. The task force selected mentor and mentee coaches and had a great year getting the program going. Covid shut it down for 2020. Now the task force is getting the program going again. They currently have 6 mentor coaches and 5 mentee coaches that have applied. The task force hopes to have them selected, notified and paired up in the next 30 days. Going forward, looking at opportunities for coaches who were affected by the pandemic that may not qualify This will be evaluated for 2022, where they will possibly make some adjustments to criteria based on information like that.
8. On Deck Coaching - Spring Nationals went smoothly. Almost all of the coaching slots were filled. Looking forward to doing the same thing in a couple months at Long Course Nationals. Swimmers who attended were very thankful for the help.
9. Publications - Terry would like to encourage coaches to share ideas through publications, whether on the website and/ or in Swimmer Magazine. He is happy to help anyone with an idea turn it into a publishable format and get it to Daniel to get it published. Think about what contributions you may have that would be good to share and let him know.
10. Peer to Peer - Started out the year with not a lot of lead time before the calls, so they took a month and got into a better rhythm. There have been some adjustments as some content issues came up, but we have a call coming up in August, and a final peer to peer in November. They have all gone well with good feedback. The August call will be titled “Water is the Great Equalizer”.
11. Liaisons - Coaches from this committee have been assigned to Sports Medicine, Diversity, ALTS and Fitness. Coaches attend those calls each month, sharing ideas back and forth from these committees allowing us to collaborate and work together when needed.

Action Items

1. Continue to server USMS coaches using the above as starting points.
2. Starting in 2022 will be setting up Zoom round robin discussions with LMSC Coaches Chairs and Coaches within that LMSC. Looking to obtain information on what they would like to see from this committee, what is working well, what needs improvement and how better disseminate information from this committee to all coaches.

Diversity and Inclusion

Committee Members
Sarah Welch, Chair; Jeff Commings, Vice Chair

Blair Bagley, Virgil Chancy, Donita Flecker, Kyle Jackson, Megan Johnston, Tom Moore, Janelle Munson-McGee, Tim Murphy, Diana Triana

Ex-Officio: Daniel Pauling and Jessica Reilly, Wilson Josephson, Coach Committee Liaison

EC: Chris Campbell

Introduction
Mission/Purpose: The purpose of the USMS Diversity and Inclusion Committee is to help create a culture of inclusion and opportunity in USMS for people of diverse backgrounds by developing resources and sharing them with coaches, LMSCs, and local volunteers. Our annual work program expands the resources available to coaches, LMSC's and volunteers through diversity training and the development of best practices to promote a culture of inclusion. 2021 saw the inauguration of diversity and inclusion training for LMSC Leaders modeled after last year's training with USMS coaches. The Committee annually reviews USMS rules and policies to identify opportunities for new legislation. We collaborate with the National Office, Coaches Committee and LMSC Development Committees to promote diversity and inclusion throughout USMS.

Discussions and Projects Since Last Convention
Accomplishments thus far this year include:

1. The Committee, under the leadership of Jeff Commings, proposed legislation for consideration at the Annual Meeting to ensure that the USMS code of conduct and non-discrimination provisions apply to all aspects of USMS activity rather than limiting it to 'events'. The proposal is under review by the Legislation Committee.
2. LMSC Initiatives, Lead Tom Moore. This work group built on the successful D&I training with the Coaches Committee and revised the D&I training curriculum for the LMSC audience. The Committee offered the training for LMSC Leaders in June. Follow-up sessions on five specific diversity topics are offered throughout the next six months including a July session on Age Diversity, Physical Ability / Mental Health / Intellectual Ability / Neurological Attributes Diversity. An August session will focus Gender and Sexual Orientation Diversity. Future Follow up sessions include:
    - Racial and National Origin/Cultural Diversity
    - Social Class, Religious/Ethical Value Systems, and Political Belief Diversity
    - Creating an Inclusive Culture in your LMSC or Club
    - Other LMSC Initiatives include developing a role description for Diversity Coordinator at the LMSC level. At this time four LMSC's: Minnesota, Connecticut, Southern Pacific and Georgia have spontaneously adopted such a role. The draft role

description draws from the experience of each of these LMSC's and is under review by the LMSC Development Committee.

3. The Committee Best Practices work group, under leadership of Janelle Munson-McGee continues to identify and write up Best Practices being offered by clubs throughout USMS. In July USMS will publish an invitation for members, clubs and LMSC's to offer a description of their local example of how they promote diversity and inclusion. The work group will then hese ideas into more best practice write ups and post them on the USMS Website/Diversity and Inclusion. The group initiated club based testing and evaluation of swimming equipment and swimwear to serve a more diverse swimmer base. Several clubs are currently using and evaluating the products. Products will include swimwear for diverse body types, aids for improving vision in the water and other swimwear and gear. Their results will be shared in Swimmer Magazine later this year.
4. Diversity and Inclusion Annual Recognition Awards, Group Lead: Diana Triana. The work group created a Diversity Equity and Inclusion recognition award. They developed a proposed program which is pending review by Recognition and Awards.
5. Kudos to the National Office for their publications and web postings highlighting the diversity of USMS and spotlighting individual success stories. Some examples include:
    - Swimmer Magazine's Nov/Dec 2020 featured the Mahogany Mermaids, a North Carolina club focused on opportunities for women of color to learn to swim and compete and the supportive, welcoming environment they have created.
    - A profile of a West Hollywood swimmer, Rook Campbell, a transgender athlete who advocates for non-binary and transgender swimmers through swimming and in the community.
    - The magazine's July-August 2021 front cover and article feature USMS member, Tye Dutcher, a Para-Olympic competitor.

6. The D&I Committee drafted a diversity calendar with recommendations on its uses at the local and national level. The calendar links to a robust calendar recognizing many events and celebrations by cultural groups. It provides guidance and a resource for recognizing cultural events in local communities and communicating about those holidays around event scheduling. It is under review by the National Office and BOD.
7. The National Office rolled out member self-service with the community platform which asks members to add demographic information to their profiles (such as adding ethnicity or gender identity), The Committee consulted with the National Office on definitions and groups for the self-service information.
8. The Committee collaborated with the National Office to draft USMS' statement on violence against the AAPI community and followed many other race and social justice issues throughout the year, weighing in on several of them.
9. The Committee deferred the 2021 Coach Survey on Diversity due to USMS attention on getting swimmers back into the water as programs began re-opening.

Action Items

1. Approve Minutes.
2. LMSC Initiatives
3. Best Practices
4. Diversity, Equity and Inclusion Awards
5. Proposed Legislation

History and Archives

Committee Members

Frank Skip Thompson, Chair, Bob Anderson, Co-Vice Chair, Barbara Dunbar, Co-Vice Chair

Mary Ann Barkley, Rich Burns, Ashley Braniecki, Kirk Clear, Michael Laux, Ann Lea Matysek, Molly Meyer, Walt Reid, Gail Roper, Jayne Saint-Amour

Ex-Officio: Daniel Paulling

EC: Ed Coates

Introduction

The History and Archives Committee records, collects, and preserves documents, stories, photos, exhibits, oral histories, and other memorabilia in an appropriate repository and in durable formats to ensure that the achievements of USMS and Masters swimmers will be maintained for posterity. The archived information will be available on the USMS website in the USMS History & Archives section and elsewhere. The committee encourages LMSCs to document and archive their LMSC history so that each LMSC collects and preserves its LMSC photos, documents, stories, and newsletters.

The History and Archives committee is broken up into two subcommittees. The traditional committee works on the traditional projects that have been performed for many years. The Living History is the other subcommittee that works and gives direction to LMSC's to document and archive their LMSC history as it happens through photos, documents, stories, newsletters, LMSC and Club websites, and social media outlets

Discussions and Projects Since Last Annual Meeting

1. Relay Top 10s are being converted by year and course from paper hard copies into digital files for ID assignment and upload to the USMS Top 10 Relay database. The Relay Top 10 Project require transcribing Relay Top 10 data (names, times, ages, club, and LMSC) into a template for each year and course missing from the online database; proofing; researching and adding missing first names; and adding permanent IDs. The template is uploaded into the Relay Top 10 database. Data for 15 SCY years (1973-1987), 17 LCM years (1972- 1987), and 3 SCM years (1985- 1987) remain to be completed.
2. 1974-1997 Open Water and E-Postal Long Distance National Championship results have been located, scanned, indexed, and completed. They have been uploaded onto the USMS website during the 2021 year.
3. Missing National Record dates are researched, located, and added to the list of USMS Chronological National Records for the Records Chronology Project.
4. Identify USMS swimmers pre-1993 Top Ten lists who are missing ID's and Dates of Birth and assign ID's to them. Correct any mistakes of swimmers with duplicate names and ID's.
5. USMS current or former members with multiple permanent Swimmer IDs have been reported. Request IDs to be merged into a single ID.
6. Updated the deceased members and dates of death in the swimmers profile in the USMS Registration database. Since the 2020 convention, Anna Lea Matysek has researched and

found the names of 1,014 USMS members who are deceased. Those names, along with their dates of death and links to their obituaries, have been sent to the USMS national office (to be entered into their USMS member forms, which then adds them to the Deceased Members list).

7. Additional Olympians and Olympic event information have been added to the "Olympians who are USMS members" list at http://www.usms.org/hist/oly/.
8. Check links on the USMS website especially swimmers stories. Updated and added swimmers stories if possible.
9. LMSC Records/Top Ten listing and possible history of LMSC Records/Top Ten using the USMS Database and getting assistance from the local top ten/records recorders to get this started.
10. Living History project has started with identifying how LMSC's are currently collecting their living history, also studying how comparable organizations are making publicly available photos, videos, articles, and more from their activities.
11. The History & Archives Committee will be responsible for the presentation that honors all of the deceased USMS members since the 2020 Annual Meeting. This was a project that Brian Albright started about 4 years ago with Power Point slides and music that delegates saw live visually or on the ZOOM call. It will be preserved in the future on the USMS website in the Annal Meeting section.

Action Items

1. Evaluate and prioritize the traditional H&A committee projects.
2. Evaluate the communication to the membership about their COVID 19 experience and the USMS Virtual Championship and actions taken by the LMSC's to collect stories and photos of this history taking place and use a platform to share with membership. This will be a pilot program for LMSC's for the future.

Fitness Education

Committee Members

Mary Jurey, Chair; Emily Cook, Vice Chair

Anita Cole, Kathy Englar, Ann Marshfield, Andy Seibt, Lisa Watson, Karin Wegner

Ex-Officio: Jay Eckert, Onshalee Promchitmart

EC: Chris Campbell

Introduction

Despite basically another pandemic year, the Fitness Ed committee was productive in moving forward on several goals. The size of our committee was greatly reduced this year, but this helped us to focus in on what we wanted to get accomplished. We have had a meeting every month in 2021 except for March.

Discussions and Projects Since Last Annual Meeting

1. Kenny Brisbin – the chair of the Coaches Comm – sat in and was an active participant in the Fit. Ed. Comm meetings. Mary Jurey sat in on the Coaches Comm meetings so that we could help support the other committees agendas and have more cross pollination with other committees.
2. Reduced sub-committees to four: 1) Fitness Series 2) Covid various 3) Fitness Award 4) Communications – assigned leaders for each.
3. Better defined and re-worked criteria for Fitness Award. Created a clearer nomination and evaluation process.
4. Received, evaluated and voted on this year's Fitness Award recipient.
5. Discussed creating percentage of participation based awards for the Fitness Series.
6. Spread the word on change of Fit. Series dates to: Winter – Feb 1 – 15, Summer – June 1 – 15, Fall – Oct. 1 – 15 to better align seasonally
7. Discussed Partnership ideas – pairing with other organizations such as Swim Across America and the Senior Games to promote Masters Swimming and Fitness Ed
8. Discussion on focusing on the "Education" aspect of the committee – possibly having a series of speakers, fitness experts, authors
9. Ann Marshfield was selected as rep for the Club of the Year Award Comm.
10. Discussion of how best to support Try Masters Swimming – many clubs still not up and running. Both Ann Marshfield and Andy Seibt received many inquiries for their respective clubs.
11. General consensus and discussion that it would be great to obtain more data on the Fitness Series – add questions to sign up to better understand who is participating. See if there are regional trends tied to specific promotions in those areas. Better harness the social media channels.

Action Items

1. Mary and Kenny work to set up a call with LMSC chairs on leveraging the coaching channel to promote the Fitness Series.

2. Promote Fitness Award to Coaches via Streamlines and to each LMSC's Awards & Fitness Chairs. Emily to write promotional paragraph.
3. Broaden the portfolio of virtual events, tailored locally, and make swimmers aware.
4. Create a survey regarding the Fitness Series
5. Set up a P2P call with LMSC Fitness Chairs
6. Help Onshalee with Swim.com monthly challenges – Andy's suggestion to swim a marathon in one month. Committee Members

Legislation

Committee Members
Charles Cockrell, Chair; Stephanie Gauzens, Vice Chair

Members: Joan Campbell, Becky Cleavenger, Diana Dolan Lamar, Jeff Enge, Kristof Kertesz, Jane Moore, Teddy Palmer, Steve Peterson, Doug Sayles, Byron Shefchik, Meg Smath, Patrick Weiss

Ex-Officio: Maria Elias, Mollie Grover, Dawson Hughes, Jessica Reilly

EC: Chris Colburn

Introduction
The Legislation Committee met throughout the year to consider potential amendments to administrative regulations in parts two, four, five, and six in the USMS Code of Regulations and Rules of Competition.

Discussions and Projects Since Last Annual Meeting

1. Considered and forwarded to the House of Delegates a list of proposed amendments to the USMS Code of Regulations at the 2021 Annual Meeting.
2. Approved an interpretation to article 506.3.10 concerning emergency suspensions of rules and regulations by the Board of Directors.

Action Items

1. Consider comments from members regarding proposed amendments to the code of regulations.
2. Following the annual meeting, proofread sections of the USMS rule book for relevant changes.

LMSC Development

Committee Members

Maddie Sibilia, Chair

Stacy Abrams, Linda Chapman, Nicole Christensen, Rob Copeland, Susan Ehringer, Sally Guthrie, Karen Harris, Mary Hull, Nancy Kirkpatrick-Reno, Crystie McGrail, Kris McPeak, Hugh Moore, Tom Moore, Aaron Norton, Katherine Olson, Robin Tracy

Ex-Officio: Jessica Reilly

EC: Ed Coates

Introduction

The LMSC Development Committee is responsible for managing LMSC and zone boundaries, managing the LMSC standards policy and working with the Vice President of Local Operations to conduct and communicate an annual standards report for each LMSC. The committee fosters communication across all LMSCs and LMSC volunteer roles by providing:

1. Peer-to-peer tele-conferences for interactive discussion
2. Outreach and mentoring opportunities
3. Educational seminars and workshops on selected topics
4. Recommended "best" practices.

Discussions and Projects Since Last Annual Meeting

1. Volunteer Role Descriptions
   The committee determined that existing role descriptions should be reviewed/ updated on a biannual basis moving forward, as most roles do not drastically change year-to-year. In the case of a fundamental change of responsibilities for a given role, a subcommittee within LMSC Development will work to make the changes. The next revision year will be 2023. There was also discussion about adding some key resource links from Volunteer Central to each role description so that new volunteers/new-to-the-role volunteers have a place to start – this discussion is ongoing within the committee. Two new role descriptions were proposed – ALTS Coordinator and Diversity & Inclusion Coordinator – and the committee hopes to have them finalized for posting to the website soon.

2. Webinars/Peer-to-Peer
   The webinars subcommittee has organized and planned the webinar/peer-to-peer schedule for 2021, and even looking further into the future in collaboration with the Coaches and ALTS Committees. A look-ahead calendar has also been drafted/revised to reflect the educational opportunities and calls going on throughout USMS. Calls hosted thus far have been recorded and are available on the USMS website. The committee has

continuously been discussing how best to communicate the schedule of upcoming webinars to volunteers/USMS members, and this is still an area for improvement.

3. Volunteer Education/Development
   Subcommittee members have spent time combing through the resources within Volunteer Central to identify any missing resources or gaps that would benefit new/new-to-a-role volunteers. From this, the committee has identified a need for a consolidated volunteer onboarding process and/or a process for continuing education for volunteers. The first step will be discussing onboarding experiences with volunteers who have taken on a new role in the last couple years.

4. Mentorship
   The committee has identified mentorship as an area of growth opportunity within all levels of USMS volunteers. A mentorship subcommittee organized and conducted a mentorship "experiment" within our own committee, with hopes of learning from the experience and providing recommendations to other National Committees, Zone leadership, and LMSC boards for implementing a similar program. Ideas for adding an organized mentorship component to future Annual Meetings and Volunteer/Leadership Summits have also been continuously discussed and refined.

5. LMSC Standards
   Given the impact the pandemic and a focus on enhancing our educational offerings, the committee decided to postpone conducting this year's LMSC standards survey. The will evaluate the need for a survey for 2022 and may conduct a modified version of the standards survey in 2022, keeping in mind that many LMSCs will still be recovering from pandemic impacts.

Action Items

1. Reevaluate & prioritize various LMSC Development Committee projects

Long Distance

Committee Members:
Ali Hall, Chair; Phyllis Quinn, Vice Chair

David Brancamp, Robin Smith, Sarah King, Stephen Rouch, Alana Aubin, Catherine Rust, Jim Davidson, Tim Murphy, Bob Singer, Bob Bruce, Lorena Sims, Jenny Hodges, Chuck Beatty, Jill Wright

Ex-Officio: David Miner, Jay Eckert

EC: Donn Livoni

Introduction
The Long Distance Committee shall oversee the rules and administration of open water and long distance events. The committee shall solicit and review bid proposals and select the sites for the long distance national championship events. The committee shall work in a coordinating and advisory capacity with event hosts and make recommendations to enhance the quality of Long Distance national championship events. The committee shall maintain records and select the Long Distance All-American and Long Distance All-Star Teams. The committee shall assure that the competitive rules in Part 3 of the USMS Rules and Regulations provide for fair and equitable competition in the best interests of all USMS members and that these members are informed of current rules, interpretations, and changes. The committee may initiate and shall accept, consider, and report proposed amendments, with the committee's recommendations, at the annual meeting of the House of Delegates, in accordance with the provisions of Part 6 of the current 2021 USMS Rulebook. When necessary, the committee shall interpret and render opinions regarding any provision of the rules and regulations of USMS within the committee's jurisdiction as defined in article 601.1.

Discussions and Projects Since the Mid-Year Reporting:

1. All concluded 2021 event results, compilations, awards and records are complete and posted.
2. The LDC Goals working group has worked toward the following priorities: a) absorb the functions of the Open Water Committee (OWC) into the LDC; b) evaluate LDC rules review processes, especially to gather feedback and communicate with interested members from outside the LDC prior to the annual meeting; c) find a home within USMS rules for postal event that are not “long distance;” d) consider guidelines for evaluating the appropriate use of and rules around new technology; e) compare USMS and USA Swimming open water rules and prepare rules/guidelines for dual sanctioning; g) organize and centralize LDC internal documents; f) study strategies for enhancing ePostal participation.
3. The LDC continued to develop proposals for rules updates, in conjunction with the Open Water Committee and worked with the Rules and Legislation Committees as the year unfolded.
4. The LDC has met both through e-exchanges and regularly scheduled virtual meetings. All minutes approved have been sent to the USMS Secretary for posting.

5. The LDC developed, posted and distributed the Long Distance National Championship (LD NC) call for annual award nominations. This LD NC recognition is awarded to a USMS registered individual or group that has made significant contributions to the success and promotion of USMS Long Distance National Championship events. The recipient will be announced at the Annual Meeting.
6. The 2023 LD NC selection working group developed, posted and distributed the call for bids for all OWNC distances. This working group will review bids received and make recommendations to the LDC prior to the annual meeting. The working group is also searching for a replacement host for the 2022 USMS Ultramarathon Distance OWNC event. Successful bidders will be announced at the Annual Meeting.
7. 3 scheduled 2021 OWNC events remain on the September calendar. The Bourne Texas OWNC Festival (Sprint and Long Distances) was re-scheduled from May to September 2021. The Middle Distance OWNC originally scheduled for July at Newport Pier (CA) was cancelled due to pandemic restrictions and rescheduled for September with a new host (Tri Valley Masters at Lake Del Valle, CA).
8. The in-person OW clinic connected to the Texas open water national championship festival events was transitioned to a planned video format. A working group has met virtually and created content for production and distribution. The video will be shown at the August LDC meeting that is part of the annual meeting.
9. The document flow work group updated guidelines, documents and worksheets used by the LDC to support event hosts, liaisons and the national office.
10. Lead and back-up roles for each task and function in the LDC ensured continuous coverage of responsibilities, served to mentor newer committee members and distributed workloads more evenly. Lead and back-up assignments have been identified for the 2022 LD NC events.
11. A Virtual Annual Meeting workgroup coordinated a variety of activities to support the LDC's mission and responsibilities.
12. The LDC formed an ePostal Participation working group, composed of all 2021 ePostal liaison teams, the LDC rules leaders and the goals workgroup lead, to collaborate with the National Office.

Membership

Committee Members
Sue Nutty, Chair; Chris Ottati, Vice Chair

Leslie Scott, Jill Wright, Doug Sayles

Ex-Officio: Steven Hall, Jess Reilly

EC: Chris Colburn

Introduction
The Membership Committee met four times this season. Our focus was to continue with topics from the 2020 Convention while hopefully adding a few new ones. We spent a considerable amount of time on the GTLO updates needed specifically for Membership Coordinators.

Discussions and Projects Since Last Annual Meeting

1. GTLO (Guide to Local Operations – sections pertaining to Membership Coordinators). Review, update, edit where needed.
2. FAQ section of GTLO – for Membership Coordinators.
3. LMSC, Club and Workout group affiliation and location questions.
4. Registration system member self-update opportunities.
5. Possible M-ship Committee host Peer-to-Peer in October, possible topics.
6. New England task force looking at collection of individual club-specific fees through the USMS website during registration.

Action Items

1. What to do with our edits for the GTO? Will they coordinate with the new system USMS is building? Chris C will check with National Office on our next step with edits, corrections and suggestions.
2. Sue will check with Tom Moore of the LMSC Development Committee for more information on the Peer-to-Peer call opportunity in October.
3. New England task force project update – Doug.

Officials

Committee Members
Teri White, Chair; Mike Abegg, Vice Chair

Mike Abegg, Jerrilyn Bayless, Omar de Armas, Alina de Armas, Dave Diehl, John Fox, Judy Gillies, John King, Michael Moore, Lisa Phillips, Jeff Sargent

Ex-Officio: Onshalee Promchitmart

EC: Donn Livoni

Introduction
The Officials Committee's purpose is to offer training and education opportunities for officials to ensure that USMS competitive meets are officiated to the highest standards.

Discussions and Projects Since Last Convention

1. **Officials Certification Program**: We currently have 259 certified officials including 138 Starters and 47 Referees, up 20 new officials from last year despite COVID restrictions for pool competition.

   National Championship meet support:
   Short Course Nationals – July 21-25, Greensboro NC: Nine Committee members officiating – Alina (Admin Referee), Omar, Dave, John (Team Lead Chief Judge), Judy, Mike A (Assist Admin Ref), Michael M, Jeff, and Teri (Head Starter). Importantly, 25 of the 46 officials who applied are certified USMS Officials – more than 50%! This is a huge increase over the 2019 meets and testimony to the success of the certification program. Program will be advocated at the meet to increase membership. Every USMS official who works 4 or more sessions will automatically have their credentials renewed for another 4 years.
   Long Course Nationals – Oct 7-10, Spire Institute, Ohio: Committee recommended Ed Saltzman as Meet Referee, Mike Abegg as Admin Referee, Teri White as Head Starter – all accepted by Host and Championship. Application to Officiate has been posted to the meet website.

   Rules: No Rule changes were submitted for Officials.

   USMS Officials Excellence Award: Award for 2021 to be presented during the Annual Meeting.

   USMS website content regarding Officials: Content continued to be reviewed and refined, no major enhancements this year.

   Administrative Official Certification: Beginning discussion about adding the AO position to the Officials Certification Program. Defined in the Rulebook (copy from USAS) but would need to develop separate test as much of the USAS test is about tasks not applicable to USMS meets (swim-offs, seeding Finals, etc). Timing & Recognition

supports developing training for the role at the LMSC level to help with results submitted. Ongoing task for 2022.

Action Items

1. **Full Committee meeting schedule**, conducted through Zoom calls, through June 2021:
   February 3, 2021
   March 10, 2021
   April 15, 2021
   June 10, 2021

2. **Annual Meeting:** Business Meeting Aug 24, 2021 at 5:00 PM PST via Zoom. Presentation of Excellence in Officiating Award to be presented Friday night, Sept 24 at Annual Meeting

Open Water

Committee Members
Phyllis Quinn, Chair; Ali Hall, Vice Chair

Bob Bruce, Tim Smith

Ex-Officio: Jay Eckert, David Miner, Donn Livoni VP Programs

Introduction
See Part 507.1.11 USMS Rule Book

Discussions and Projects Since Last Convention

1. The Open Water Committee along with the Long-Distance Committee has submitted rule changes that will integrate this committee as a working group of the Long-Distance Committee. The HOD will be voting on this change during the 2021 Annual Convention. If passed the activities of the Open Water committee will become the responsibility of the LDC.

Action Items

1. HOD vote on the rule changes needed for the integration of the Open Water committee functions into the Long-Distance committee.

Recognition and Awards

Committee Members

Charis Anderson McCarthy, Chair; Elizabeth Nymeyer, Vice Chair

Marcia Benjamin, Richard Burns, Nadine Day, Barbara Deshler, Sally Dillon, Jack Groselle, Michael Hillegonds, Michael Moore, Ray Novitske, Ginger Pierson, Nancy Ridout, Laura Val

Ex-Officio: Jessica Reilly

EC: Ed Coates

Introduction

The Recognition and Awards Committee promotes recognition of service to USMS. It reviews and approves proposals for official USMS service awards; there were no such applications during the past year. It ensures that a history of all service awards is maintained by updating the awards on the USMS website after each convention. It promotes nominations for all USMS awards by announcing a "call for nominations" in STREAMLINES and USMS's Swimmer magazine. The committee receives nominations and selects recipients for the Capt. Ransom J. Arthur M.D. Award, Dorothy Donnelly Service Award, June Krauser Communication award, and Club of the Year Award.

Discussions and Projects Since Last Annual Meeting

1. The committee met by conference call in January, February, April, and June. Approved minutes from these meetings can be found on the USMS website.
2. One of the committee's goals for this year was to increase the number of nominations received for all awards under its purview. In addition to promoting nominations/awards via the Streamlines newsletter and in an advertisement in Swimmer magazine, the committee did direct outreach, via email, to individuals in LMSC and Zone leadership positions. The committee also did some direct outreach via social media at the LMCS/club level. In total, members of the committee followed up with more than 100 individuals via email and about 16 clubs/LSMCs on social media. Direct outreach was also conducted to last year's Dorothy Donnelly Service Award winners.
3. The committee received nine nominations for the Ransom J. Arthur Award. Bob Bruce was selected as the 2021 recipient; the award was first presented during a virtual meeting at the Zone level, and then was presented in person at an open water national events, at which Bob was the event director. Bob was featured in an article on the USMS website, and was also recognized at USMS Nationals in Greensboro, NC. The selection committee consists of previous RJA recipients still registered with USMS and all R&A committee members.
4. Nominations were received for all awards governed by the committee. Subcommittees were formed for each award, and those subcommittees are in the process of reviewing nominations and selecting recipients. In total, the committee received 24 nominations for the Dorothy Donnelly Service award, five nominations for the Club of the Year award (all at the local level; no nominations for regional clubs were received), and four nominations for the June Krauser Communications award

5. The committee submitted Kerry O'Brien as the candidate for Coach Contributor (new category) to the Masters International Swimming Hall of Fame (MISHOF) in 2020, but due to the COVID-19 pandemic there was no action on any inductees. The committee carried over the nomination of Kerry O'Brien into 2021, and he was selected as the honoree for Coach Contributor.
6. A small subcommittee has been working diligently for the last year+ on writing bios for all previous winners of the Dorothy Donnelly Service Award – and they completed the project this year! Next, this subcommittee will tackle bios for previous winners of the June Krauser Communications Award.
7. A small subcommittee reviewed the award information and nomination forms for all four awards overseen by the committee, and made minor updates as needed to ensure alignment with the committee's policies.

Records and Tabulation

Committee Members
MJ Caswell, Chair; Stacey Eicks, Vice Chair

Cheryl Gettelfinger, Chris Ottati, Walt Reid, Jeanne Seidler, Mary Sweat, Benjamin Wyckoff.

Ex-Officio: Jessica Reilly (USMS Office), Steve Hall (USMS Office), Mary Beth Windrath (National Swims Administrator-USMS Office)

EC: Ed Coates (VP of Local Operations)

Introduction
The Records and Tabulation Committee is responsible for the process of recording and verifying Top 10 times, All-American and All-Star rosters, and USMS national records for all three courses. In addition to a chair and vice-chair, the committee includes the National Swims Administrator, who collects, verifies and compiles Top 10 submissions from the LMSCs, and also receives and verifies record applications and maintains the USMS records. The pool measurement process is within the domain of the committee. The committee maintains the USMS List of Measured Pools. The committee works with the LMSC Top Ten Recorders to use the Top 10 Tools for meet uploading to the Event Results Database.

The committee works closely with the USMS office for the online publication of lists, rosters and records, and to simplify and automate the compilation and verification of all swim performances in pools measured as per USMS pool measurement rules.

Discussions and Projects Since Last Convention

1. For the past year, the National Swims Administrator continued the customary roles of verifying, compiling and publishing USMS Records and Top 10 Swims along with maintaining the USMS List of Measured Pools. The committee chair uploaded the list of Top 10 swims and All-Americans on the USMS website. Mary Sweat provided volunteer assistance for the Top 10 processing as she has done in the past.
2. Committee business was taken up during conference calls and electronically through email and the secure Records and Tabulation USMS Administrative Community defined for this business purpose.
3. The USMS List of Measured Pools has been kept up to date with pool measurement documents provided by LMSC Top Ten Recorders. The USMS List is a comprehensive reference of all pools which have been measured for USMS competition. This effort continues as an on-going process. There has been a project on the projects list to provide a database for pool measurements to replace the Excel spreadsheet version but the project has no priority.
4. Numerous inquiries were made to the committee, mostly to the Chair and National Top Ten Administrator regarding various questions related to Top Ten, pool measurement, availability of Top Ten times, and split request listings in the Event Results Database (ERDB). The bulk of the work of this committee actually goes on behind the scenes. Swimmers in the LMSCs are helpful in reporting potential errors in the meet results uploaded to the ERDB.

5. We formed a subcommittee to work on updating the GTO as it relates to Top 10 recorders. This is an ongoing project. The Top 10 Recorders FAQ has been updated by Mary Beth Windrath. We are working on removing screenshots from the documentation so that we don't have to update the documentation so often when the website it updated.
6. The committee provided recommendations to the BOD regarding the changing of Top 10 deadlines due to Covid and the resulting scarcity of meets. This discussion and a related discussion of whether top 10, All Americans and All Stars should be calculated, were a topic of frequent discussion and many email discussions.
7. We have been considering the ramifications of USMS website redesign on the role of Top 10 recorders and how that job has changed over the years.
8. We worked with USMS staff to identify bugs within the current website and suggest fixes and workarounds.

Action Items

1. Update GTO documentation.
2. Update RT Policies and Procedures.

Rules

Committee Members

Mollie Grover, Chair; Claire Letendre, Vice Chair

Carolyn Boak, Kathrine Casey, Julie Dussliere, Marilyn Fink, Christina Fox, Judy Gillies, Ian King, Mark Marshfield, Barbara Protzman, Jessica Seaton, Jason Weis

Ex-Officio: Bill Brenner, Steve Hall, Teri White, Charles Cockrell

EC: Chris Colburn

Introduction

The rules committee is responsible for ensuring that the competitive rules in part one of the USMS rules and regulations provide for fair and equitable competition in the best interests of all USMS members. The committee works throughout the year to ensure that USMS members are informed of current rules, interpretations, and changes to rules. The committee accepts, considers, and reports proposed amendments to part one and the glossary to the USMS House of Delegates in conjunction with the USMS annual meeting. The committee held a winter organizational conference call followed by a spring conference call to consider proposed amendments submitted by the rules committee in advance of the June 10 submission deadline. The committee met in June and July to consider proposed amendments and prepare the pre-meeting delegate packets for the 2021 Annual Meeting.

Discussions and Projects Since Last Annual Meeting

1. The chair answered rules questions from LMSC leaders, other standing committees, and general membership inquiries as received throughout the year.
2. Due to the ongoing pandemic, there were a number of rule suspensions requested by the Board of Directors to allow the Championship Committee and 2021 National Championship meet hosts to have flexibility in running the national meets in 2021. After obtaining the advice and consent of the Rules Committee, a total of 4 rules were suspended for the short course national championship held in Greensboro. Comparable rules changes are included in the delegate packet as proposals R-1 through R-4.
3. The Rules Committee reworked the proposal from 2020 to reorganize part two of the USMS Rules and Regulations. This version is a scaled back proposal from 2020 and only involves part one and part two. As did the larger proposal from last year, this proposal is intended to eliminate the need for multiple committees to address issues, questions, and proposed changes from USMS members.

Action Items

1. Submit proposed amendments to the House of Delegates and prepare the final report for updates to the 2022 UMS Rules and Regulations following actions by the House of Delegates.
2. Support the editorial process for publication of the 2022 USMS Rules and Regulations.

Sports Medicine and Science

Committee Members
Christopher Rieder, Chair; Arlette Godges—Vice Chair

Jim Miller, M.D., Jane Moore, Aaron Schneider, Jessica Seaton, Robin Tracy

Ex Officio: Daniel Paulling

EC: Chris Campbell

Introduction
Create and enhance membership value through expanded sports medicine and science based USMS products, services and delivery. The Sports Medicine and Science Committee shall educate members and the public on topics of swimming related sports medicine and science. The committee shall stimulate and encourage research pertaining to Masters swimming.

Discussions and Projects Since Last Annual Meeting

1. Current Subcommittee Projects:

- Sports Medicine Communication

  - The communication medium we will continue to use is the National Office device "StreamLines."
  - Marketing and information sharing strategy – C. Rieder
  - You tube communication discussion – Arlette Godges and Robin Tracey are going to champion this opportunity. Update from Arlette Godges and Christopher Beach on ongoing communication.
  - Future Topics - See Appendix A - -Jessica Seaton and Robin Tracey are going to report on new topics and helpful authors moving this item forward.
  - Recovery nutrition for after practice
  - Nutrition for before practice
  - Elements of a good diet
  - Principals of training aerobic and anaerobic systems
  - Exercises for shoulder injury prevention
  - Core Strengthening exercises
  - When, where and how to foam roll
  - You tube PSA and contributions – Assigned to A. Godges
  - USMS Cardiologist / swimmer. Health benefits. – C. Campbell
  - Reducing BP/ CV
  - Reduce effects of arthritis.
  - USMS Coaches / Sports medicine – Aaron Schneider will report

2. Nationals Booth staffing
   - The Topic is pending further guidance from the Board of Directors and National office regarding National meets.

3. Committee – Charter
   - Attached was approved through Christopher Campbell at the Board. Appendix B

4. Committee Bio's
   - Available information was provided to Chris Campbell for board consideration.

5. Research study requests
   - Moving forward all new requests will have a standard Terms and Conditions that will be approved by this committee and the board prior to access to the membership. Some of the Terms and Conditions will be: the Study Thesis, the Survey methods, and review of the resultant abstract. This is a sample list and is not all encompassing. The final Terms and Conditions will be discussed at a subsequent board meeting.

Action Items

1. Each member presented a quick discussion about themselves and their inspiring motivation regarding swimming and their history.
2. The following committee members presented and reported regarding their respective areas of interests:
   a. You Tube communication – Arlette Godges and Robin Tracey with Chris Beach (Guest) are championing this opportunity. Arlette Godges and Christopher Beach were approved as "actors" to help portray the ongoing communication. Their first video announcing is produced and a Webinar is going to be scheduled in order to have a medical authority utilizing and commenting upon the video.
   b. For future published written/authored topics Jessica Seaton and Robin Tracey are going to report on new topics and identify helpful authors moving this item forward. Some of the topics are and will include more than our current and very success over 60 series:
      i. Recovery nutrition for after practice
      ii. Nutrition for before practice
      iii. Elements of a good diet
      iv. Principals of training aerobic and anaerobic systems
      v. Exercises for shoulder injury prevention
      vi. Core Strengthening exercises
      vii. When, where and how to foam roll
   c. The new Liaison responsibility created between the USMS Coaches / Sports medicine committees and our representative is identified as Aaron Schneider. Terry Heggy is the Coaches committee representative. Updates were discussed with Aaron regarding three differing areas of information from the Coaches

committee. Further discussions will occur and be presented at following meetings.

Audit

Committee Members
Elyce Dilworth, Chair; Laura Winslow, Vice Chair

Jeanne Ensign, Brandon Franklin, Jill Gellatly

Ex-Officio: Teddy Decker, Susan Kuhlman

Introduction
The Audit Committee's primary responsibility is to monitor the reliability and integrity of the financial statements of United States Masters Swimming, Inc. (USMS), monitor compliance with legal and regulatory requirements, monitor and evaluate the effectiveness of the organization's operating systems, and monitor the independence and performance of USMS's external auditors.

With regard to the 2020 audit, USMS received an "unmodified" opinion from Kerkering, Barberio & Co. ("KB"). An "unmodified opinion" is one that is free of material financial statement errors.

Discussions and Projects Since Last Convention

1. Reviewed and recommended approval of the 2020 audited financial statements to the BOD. Included annual meeting of Audit Committee members with K&B via Zoom.
2. Reviewed and recommended approval of the Form 990 tax forms for the year ended December 31, 2020.
3. Executive Summary report provided to BOD for July mid-year meeting. The report included the results of the 2020 audit process and findings.

Action Items

4. Conduct biennial review of Audit Committee Charter.
5. Review KB engagement letter.
6. Meet in annual executive session with CEO, Dawson Hughes.

Compensation and Benefits

Committee Members
Erika Braun, Chair; Mike Malik Vice Chair

Ed Coates, Dan Cox, Jeff Moxie

Ex-Officio: Dawson Hughes; EC – President: Peter Guadagni

Introduction
The Compensation and Benefits committee advises the Board of Directors on compensation and benefits programs for USMS staff.

Discussions and Projects Since Last Annual Meeting

1. Updated committee charter to redefine committee member terms to clarify five-year terms begin in the year in which the member is appointed, which was approved by the Board.
2. Reviewed and recommended 2021 CEO bonus goals to Board to include updating the payout criteria scales for budgeted Net Ordinary Income and budgeted Membership.
3. Reviewed and recommended 2021 CEO compensation to the Board to include a minimal merit increase due to pandemic, which may be reviewed again at the end of Q1 for additional consideration.
4. Evaluated CEO actual performance against 2020 Bonus goals, although CEO bonus was not paid out for 2020 in response to the pandemic.
5. Reviewed and recommended compensation and benefits budget to Finance Committee for inclusion in the 2021 budget.
6. In April 2021, staff received additional retroactive merit increase as previously approved by the Board as discretionary based on current year results.
7. Provided advice and counsel to CEO on personnel matters.
8. Confirmed filing for Form 5500 for 401(k) Retirement Plan.

Action Items

1. Distribute the 2021 CEO Board Relations survey to Board members with summarized results and prior year comparison.
2. Evaluate USMS positions to survey market data (ACES survey) to ensure equity and competiveness for all positions.
3. Committee to recommend approval of 2022 CEO goals to the Board of Directors.
4. Recommend 2022 merit increase budget for staff based on survey market data.
5. Committee to recommend approval of 2022 CEO compensation to the Board of Directors.
6. Evaluate 2021 annual CEO bonus payout as it relates to actual yearend achievements compared to bonus criteria.
7. All items recommended to the board to be approved.

Elections

Committee Members
Erin Sullivan, Chair; Cheryl Gettelfinger, Vice Chair

MJ Caswell, Susan Ehringer, Stephanie Gauzens

Ex-Officio: Patty Miller, Jessica Reilly

Introduction
The Election Committee is responsible for holding annual elections for officers (odd years) and at-large directors (even years). The Election Operating Guidelines or EOG are the basis for the operations of the elections. The Elections Committee is responsible for all aspects of the election from announcement that nominations are open until the conclusion of the elections and the report of the winners. The goal is to make the elections accessible and fair for all. The Elections Committee is also responsible for creating election procedures in the event of a virtual annual meeting and for suggesting changes to the EOG.

Discussions and Projects Since Last Convention

1. Reviewed and discussed all candidate packets.
2. Slated all candidates who were eligible for election.
3. Discussed election procedures in the event of a virtual meeting.
4. Submitted proposed election procedures for the virtual meeting.

Action Items

1. Review floor nomination packets and slate qualified candidates.
2. Review the Election Operating Guidelines. Begin discussions regarding changes to be made to the EOG that reflect virtual elections.

Finance

Committee Members

Guy Davis - Chair, Jill Gellatly - Vice Chair

Ashley Braniecki, Tom Boak, Ralph Davis, Elyce Dilworth, Phil Dodson, Jeanne Ensign, Brandon Franklin, Homer Lane, Laura Winslow.

Ex-Officio: Dawson Hughes, Susan Parker

EC: Teddy Decker

Introduction

The Finance Committee is a Board of Directors ("Board") Committee. Our role is to propose financial policies, to review periodic financial reports, to review and approve budget requests, and to assist in the preparation of USMS budgets to be submitted to the Board for approval.

Discussions and Projects Since Last Annual Meeting

The Finance Committee has met 5 times since the 2020 virtual annual meeting. We met twice in November 2020 to review and approve the 2021 USMS budget in the knowledge that the pandemic has created much greater than usual uncertainty in membership levels. The approved budget was based on cautious assumptions about expected membership, and with the Board's direction approved a net deficit to be covered from investment reserves. We met again in February and March to review budget adjustments in the light of evolving membership data and to approve overbudget requests. In June and July sub-groups of the Committee met to review the Financial Operating Guidelines ("FOG") and propose updates. The most substantive update FOG needed was to the Budgeting Process and Controls section to codify the new budget process and timeline approved by the HOD in 2019 and used for the first time in 2020. The Committee met in late July to review and approve recommended updates to the FOG which have been forwarded to the Board for approval. The updated FOG will be posted on the USMS web site upon Board approval.

Action Items

1. Review and approval of 2021 USMS budget. (November 2020)
2. Review and approval of budget adjustments and overbudget requests. (February/March 2021)
3. Preparation of recommended updates to the FOG of USMS

   (June/July 2021)

Agenda for the remainder of 2021

1. Review the strategic plan and draft assumptions for the 2022 USMS budget (August 2021)

2. Review the 2nd quarter financial report and annual forecast for 2021 and the new initiatives for 2022. (Annual meeting 2021)

3. Review the 2022 business plan, organizational goals, summary financial plan, funding priorities, and draft annual budget to ensure that the allocation of resources is appropriate for the organizational goals and funding priorities set forth by the Board. Make any necessary changes to reach a budget with a no-deficit Net Ordinary Income unless a different goal is pre-authorized by the Board and approve the draft budget to be submitted to the Board. (October/November)

Investment

Committee Members
Ralph Davis, Chair; Stan Benson, Vice Chair

Committee members; Guy Davis, Phil Dodson, Homer Lane, Bill Sherman

Ex-Officio: Susan Kuhlman

EC: Teddy Decker

Introduction

The Investment Committee is responsible for overseeing USMS's Investment Philosophy of the investing of financial assets of USMS and Swimming Saves Lives Fund (SSL) in excess of needed working capital, consistent with the policy of prudent investment planning and protection of assets according to the established USMS Investment policy approved by the USMS Board of Directors. The Investment Committee members are all investment or accounting professionals considered outstanding in their fields with multiple designations and decades of fiduciary experience.

As of June 30, 2021 the USMS Investment Portfolio year-to-date return was 6.76% or a gain of $244,432 which includes dividend and interest income and portfolio appreciation. The value of the account at mid-year was $3,861,519. Since the inception of the Investment Committee in 2011, the USMS Investment Portfolio has a gain of $2 million.

The SSL investment portfolio remains the same in that it continues to be invested and managed under the Northern Trust model portfolio for growth and income investment objectives. These are the same investment objectives as the USMS investment portfolio. The only difference in management between the two portfolios is: SSL is passively managed to follow the NT model portfolio whereas the USMS investment fund is managed within the model portfolio guidelines with tactical variations selected in consultation between the committee and our NT advisor. As of June 30, 2021 the SSL fund had a total net return after expenses of 6.57%, or a gain of $21,070. The value of the account at the end of the year was $426,874.

The current allocation of the USMS Investment Portfolio is 57.8% Equities or Stocks, 36.2% fixed Income or Bonds, 4.2% Real Estate, and 1.8% cash. Our Investment Policy Statement has a range of 60-65% Equities, 35-40% Fixed Income and Cash. At our meetings we discuss performance in relation to the market, review current and projected market conditions, and review our portfolio that can drive growth and reduce risk.

Our Investment policy is to seek growth and income with moderate risk. In our quarterly meetings, Northern reviews with us the performance during the past 90 days and we discuss strategies that will accomplish our goals.

Discussions and Projects Since Last Convention

1. Complete review of Investment policy Statement.
2. Continued quarterly review with our NT portfolio manager with purchase and sell adjustments to current and anticipated needs of USMS.

Action Items

1. Review the Investment portfolio and SSL portfolio on a quarterly basis, more often if events dictate.

2. Looking forward to 2021-2022, our main objectives are to work with our advisor, NT to 1) maintain sufficient cash balance or highly liquid alternatives to transfer to operations. 2) be prepared for continued volatility. 3) remain vigilant on the global economic and market outlooks, and 4) rebalance or shift asset allocation if conditions warrant.

Governance

Committee Members
Chair: Jim Miller, MD; Vice Chair: Jeff Strahota, Secretary: Paige Buehler

Ed Coates, Chris Colburn, Daniel Cox, Julie Dussliere, Patty Miller, Hugh Moore, Phyllis Quinn, Scott Schmidt

Ex officio: Bill Brenner, Dawson Hughes

EC: Peter Guadagni

Introduction
Charge to the 2021 Governance Committee—The Governance Committee shall be responsible for ongoing review and recommendations to enhance the quality and future viability of the Board and the USMS governance structure, including committees and local and regional divisions of USMS. The committee shall be composed of Board and non-Board members with relevant involvement or expertise in governance and organizational development. The president shall appoint all committee members and a chair of the committee.

Always remember from our first meeting: *When we truly understand the PROs of our Governance structure then we can work on the CONs.*

The Governance Committee has focused on several major agenda items since the last Virtual Convention.

There is an ongoing focus on providing education to the Board of Directors. There is communication directly to all Board members every 2 months. Each communication has a focus topic. As an example, one series of articles focused on Conflict of Interest which included: What is it? How to recognize it? How to report it? How to create an environment conducive to open disclosure and reporting. Many of the selected articles come from Board Source, though not exclusively. This sub-committee does not create new articles. This sub-committee is chaired by Paige Buehler. I would like to thank Ed Coates for his years of service chairing this sub-committee over the past several years.

In addition, there is a focus on a Governance educational lecture after the annual meeting for new Board members. This presentation is modified/updated annually.

A second major topic is addressing Board Committees. The focus is on which of the Board Committees need modification, restructuring, redefining. Julie Dussliere is leading this sub-committee.

Review and definitions of the roles of each of the group types within USMS requested by the President i.e. Task Force v Board Committee v Standing Committee v Individual assignments etc.

The Governance Board Committee welcomes input and participation of new members. If you have an expertise in the realm of governance, please reach out.

Swimming Saves Lives Foundation

Committee Members
Jay M DeFinis, Chair; Brandon Franklin, Vice Chair

Stan Benson, Maria Elias, Leo Letendre, Jeff Moxie, Nancy Ridout, Patrick Weiss

Ex-Officio: Bill Brenner, Carri Stolar, Dawson Hughes

EC: Peter Guadagni

Introduction
2021 started with a Grant application process modified and approved due to Covid-19. The announcement of the Partnership with the USA SWIMMING FOUNDATION, the appointment and approval of Jeff Moxie and Jay DeFinis to the USA Swimming Foundation board of directors. USMS participation in the Golden Goggles Auction in November 2021. We did have a fundraising challenge during the Virtual meet challenge YTD USMS has raised, 36,946 thru July 31,2021.

Discussions and Projects Since Last Annual Meeting:

2021 Grants approved March ,2021
- Total Funds Awarded 40,967
- Percentage Awarded 46%
- Applications Received 24
- Applications Approved 17
- Percentage Approved 71%
- Average Grant Award 2,41

Continued coordination of the current USMS grant process with the administration of the 2022 grants on the USA swimming Foundation grant platform. The USA swimming foundation board meeting is to take place September 23,2021 with this topic on the agenda. (Dawson Hughes, Peter Guadagni, Jeff Moxie, and Jay DeFinis will attend the meeting)

Action Items

1. Oversee with USMS staff the transition of the grant process and communicate to the membership its progress.
2. Begin Securing donations and working on the Timeline for the Golden Goggle Auction and major Fundraising effort that will take place this November 2021.
3. Represent USMS interests at the USA swimming foundation board meeting Sept,23 2021.

ALTS Programming Committee (ad hoc)

Committee Members
Carrie Stolar, Chair

William Kolb, Michael Hamm, Eric Hektner, Sue Nutty, Marlys Cappaert

Ex-Officio: Bill Brenner, Jay DeFinis (SSLF Chair)

Introduction
The Adult Learn to Swim Programming Committee, created on the recommendation of the SSL/ALTS Task Force, was formed in January of 2020. Its focus is on ALTS curriculum and education, formally separating these efforts from the fundraising and support efforts of SSLF. Its responsibilities include helping to grow ALTS programming, providing mentoring, connecting the ALTS community, providing continued support to engage certified instructors, sharing best practices and business models, and working to standardize ALTS outreach within each LMSC.

Discussions and Projects Since Last Convention

1. Hold monthly Peer to Peer calls to connect the ALTS Community
2. Support SSLF in the 2021 grant process and establish an outreach/mentorship program for the 2020 and 2021 grantees.
3. Refine the position description for a LMSC ALTS Coordinator and share it with the LMSC development committee
4. Identify a key ALTS contact person within each LMSC
5. Build an ALTS database.

Action Items

1. Continue to develop the ALTS Peer to Peer call series
2. Restart the ALTS in-person instructor certification program
3. Continue to gather LMSC ALTS contact information
4. Continue to populate the ALTS database
5. Publicize and support the 2022 SSLF grant cycle
6. Continue to support the ALTS community as programs reopen (mentorships)

Breadbasket Zone

Committee Members
Robin Tracy, Chair

Members Present at 2020 Virtual Annual Meeting
Robin Tracy, Maryanne Barkley, Hannah Cohen, Will Gosnold, Jenny Hodges, Bruce Hopson, Elizabeth Nymeyer, Katherine Olson, Lori Payne, Dave Seamen, Carrie Stolar, Erin Sullivan, Anthony Thompson

Introduction
The Breadbasket Zone meeting was conducted through a zoom meeting in September, 2020. We will continue to use our Facebook page to communicate, USMS Breadbasket Zone. The Zone Meet was scheduled to be held in MN in early April, as a State/Zone meet, but was not held due to Covid restrictions.

Discussions and Projects Since Last Annual Meeting

1. Carrie Stolar, MN, coordinated LMSC grants to assist LMSC's with matching funds for return to swim in 2020-2021.
2. Sue Nutty, NE, volunteered to organize the Breadbasket Zone Virtual Meet in Mar/Apr 2021.

Action Items

1. 2021 Virtual Breadbasket Zone Meet was not held due to Covid-19 pandemic. Will discuss 2022 Virtual Meet.

Agenda

1. Compilation of the 2022 Virtual Swim Meet.
2. Discussion on LMSC Standards.
3. Any new business.

Breadbasket Zone Meeting

Tuesday, September 7, 7:00-8:00pm | Zoom Registration Link

Colonies Zone

Mollie Grover, Chair; Douglas Sayles, Vice Chair

Members: All annual meeting attendees registered within the Colonies Zone

Ex-Officio: N/A

Introduction

It has been a pleasure to serve as the Colonies Zone Chair for the last four years. I have now termed out and will be handing over the Zone to a more than capable new Chair, regardless of who is elected this year.

We have a high performing zone with members from 10 LMSCs: Virginia, Potomac Valley, Maryland, Delaware Valley, New Jersey, Metropolitan, Adirondack, Niagara, Connecticut, and New England, all with members who are heavily involved in USMS.

Discussions and Projects Since Last Annual Meeting

1. LMSC Standards Survey and Results
   - 1.1. All LMSC Chairs and Treasurers were surveyed on the LMSC standards. Standards that were not met were promptly corrected by impacted LMSCs where possible. Those LMSCs that have missed the same mandatory standard(s) two years in a row will be put on a remediation plan.
   - 1.2. Remediation for missed standards is an on-going project for both the LMSC Development Committee and VPLO.

Action Items (for Annual Meeting)

1. Voting for new Colonies Zone Chair
2. Discussion regarding 2021 - 2022 Zone Championships
3. Discussion of COVID-19 and impacts on LMSCs

Agenda

1. Call to Order and Introductions
2. Voting for new Colonies Zone Chair
3. Discussion regarding on-going COVID-19 pandemic
4. New Business and Events Announcements
5. Adjourn

Colonies Zone Meeting

Tuesday, September 7, 7:00-8:00pm | Zoom Registration Link

Great Lakes Zone

Lisa Brown, Zone Chair

Committee Members

Great Lakes Zone LMSC chairs:

Lisa Brown Great Lakes Zone Chair (Indiana)

Pete Tarnapol OHIO Masters Vice Chair

CJ Rushman Kentucky Chair

Jerrilynn Bayless Indiana Chair

Phil Dodson Illinois Chair

Mike Kristufek Allegheny Mountain Chair

Mary Schneider Wisconsin Chair

Fares Kesbati - Michigan Chair

Jay Definis- Lake Erie Chair

Introduction

Great Lake Zone has had an interesting year and we are glad to be swimming again in the Great Lakes. Thank you all for your leadership to keep our swimmers in the water!

Discussions and Projects Since Last Annual Meeting

- Long held GLOW monies were awarded to Illinois Masters and Lake Erie for their Open Water events. This has closed the GLOW series fund account.
  - $1,617.74. Each is award 1/2 or that amount for this year or future Open water Great Lakes Zone events.
  - Brogan Open Water Classic in July and Central Illinois Masters Swim Team (CIMST) to have the Annual Central Illinois Open Water Swim each received $808.87

Thank you Great lakes LMSC's to help those group make open water events happen!

Action Items-Feedback from LMSC's

- Covid relief programs in the LMSC's. Which LMSCs awarded any relief to their clubs?
- What LMSC's have hosted events and are there any scheduled for the remainder of the year.
- Fitness event participation?
- Try Masters swimming participation?

Agenda

Great Lakes Zone Events:

- Long Course Nationals October 7-10 Cleveland Spire Institute
- Big Shoulders September 11 Chicago

Feedback from LMSC's:

- Covid relief programs in the LMSC's. Which LMSCs awarded any relief to their clubs?
- What LMSC's have hosted events and are there any scheduled for the remainder of the year.
- Fitness event participation?
- Try Masters swimming participation?
- ALTS programs
- ALTS certification 4 course this fall: Louisville mid-October 2021
- Peer to Peer calls happening monthly

Great Lakes Zone Meeting

Tuesday, September 7, 7:00-8:00pm | Zoom Registration Link

Northwest Zone

Committee Members

Aaron Norton, Chair

Ken Winterberger (AK, also Zone Treasurer), Matthew Bronson (IW), Donn Livoni (MT), Tim Waud (OR), Linda Chapman (PN), Jim Clemmons (SR), and Bruce Schroeder (UT)

Ex-Officio: At-Large Director Paige Buehler (IW), Secretary and Awards Sally Dillon (PN), Webmaster Hugh Moore (PN), Zone Record Keeper Steve Darnell (OR)

Introduction

The Northwest Zone covers an area of 1,175,954 square miles, which includes all of Alaska, Idaho, Montana, Oregon, Utah, Washington, and 3 counties in Nevada. There are seven LMSCs as Idaho, Oregon, Washington, and part of Nevada combine to form four of them: Inland Northwest (IW), Oregon (OR), Pacific Northwest (PN), and Snake River (SR). With the increased demand for used jets in the corporate aviation market during the pandemic, we voted to sell the Zone Jet (donated by Breadbasket Zone in 2016) to fund our greener bullet train. During the pandemic, we have not been able to travel, so the train's "in the barn".

The NW Zone roster currently lists 95 USMS members serving on the LMSCs' leadership teams. The Zone conducted teleconference calls in December, March, and June and will videoconference in September at the USMS Annual Meeting. While all leaders within the zone are invited, conference calls typically have 12-15 attendees. As of August 12, the zone has 3,146 members (283 fewer than last year – a 8% drop) and 37 clubs (6 fewer than last year). Four LMSCs have workout groups: Alaska (5), Montana (3), Oregon (23), and Pacific NW (24). Snake River is the smallest LMSC with 86 members and 2 clubs; Pacific NW is the largest with 1,302 members and 4 clubs.

Discussions and Projects Since Last Annual Meeting

- NW Zone policies were updated to create two new zone positions: secretary and awards. Additionally, policies were updated to revise the zone's financial procedures. Sally Dillon was appointed (and approved by the zone) to be the secretary and has temporarily taken the awards role until someone else is interested.
- Zone championship meets for 2020 were canceled and none were scheduled for 2021 due to COVID-19 pandemic.
- Oregon LMSC hosted online webinars focused on Natural Water Swimming.
- The Ransom Arthur Award was presented to NW Zone member Bob Bruce (OR).

- PNA submitted legislation proposals for delegate consideration at the Annual Meeting.
- NW Zone website hosting: The northwestzone.org website was moved off the USMS web servers this year and renewed the domain for five (5) years.

Action Items

- NW Zone policies revised

Agenda

- Call to order and introductions
- Actions taken between meetings: Approved the December, March, and June meeting minutes via email
- Reports:
    a. Chair – Aaron Norton
    b. Treasurer – Ken Winterberger
    c. Webmaster – Hugh Moore
    d. Zone record keeper – Steve Darnell
    e. At Large Director from the Northwest Zone – Paige Buehler
- Old Business
    a. Zone Chatter – need volunteer editor
- New Business
    a. Bid rotation and prospective bids for 2021 and 2022 events
        a. 2021 SCM
        b. 2022 Events
    b. Election of NW Zone Chair
    c. Reports on Try Masters Swimming Month
    d. Zone Slack channel use during annual meeting
- USMS Annual Meeting "hot topics"
- LMSC reports – brief summary of accomplishments and noteworthy news during the past year
    a. Alaska
    b. Inland NW
    c. Montana
    d. Oregon
    e. Pacific NW
    f. Snake River
    g. Utah
- Other business, as time allows
- Adjourn

Northwest Zone Meeting

Tuesday, September 7, 9:00-10:00pm | Zoom Registration Link

Oceana Zone

Sally Guthrie, Chair

Introduction

The Oceana Zone includes the Pacific and Hawaii LMSCs. From one end to the other the zone is over 2,700 miles, the greatest end to end distance of any zone. The zone committee meets annually during the USMS Annual Meeting and conducts other business, as needed, by phone, email or a virtual program such as Zoom. This year, due to the ongoing pandemic, the meeting will be conducted on a virtual (Zoom) platform.

Discussions and Projects Since Last Annual Meeting

1. The ongoing 2020-21 pandemic prevented normal functioning of most LMSCs during this time. Consequently, the annual survey of LMSC standards was not conducted by the LMSC Development Committee in 2020.
2. Malcolm Cooper, who has led the Hawaii LMSC for many years, opted to step down as Chair this year. The new Hawaii LMSC officers include: Anne Rillero (Chair), Kevin Drake (Secretary), Elizabeth Colwell (Treasurer), Toni Sinnott (Membership Coordinator), and Malcolm Cooper (Sanctions).
3. As of 7/29/2021 there are 8,139 USMS members in the Pacific LMSC compared with 8,425 members at the same point in 2020 (decrease 3.4%). In Hawaii, as of 7/29/2021 there are 383 USMS members compared with 390 members at the same point in 2020 (decrease 1.8%).

Action Items

- Approval of 2020 Zone meeting minutes.
- Election of new Oceana Zone Chair for 2-year term.

Agenda

Thursday, September 10th, 5pm Pacific Time (2pm Hawaii Time)

- Introductions
- Approval of Last Year's minutes
- Reports of the LMSCs
- Election of Zone Chair
- Review of proposed rule/legislation changes that may be of interest to the Zone
- New Business
- Adjournment

Oceana Zone Meeting

Tuesday, September 7, 9:00-10:00pm | Zoom Registration Link

South Central Zone

Nicole Christensen: Chair

Committee Members
The South Central Zone is comprised of representatives from the Arkansas, Gulf, North Texas, Oklahoma and South Texas LMSCs. All delegates from the LMSCs within our Zone are considered Committee members.

Introduction
Welcome to the 2021 South Central Zone Annual Meeting. Thank you to all volunteers, coaches and members who kept our swimmers connected, informed and in the water.

Discussions and Projects Since Last Annual Meeting

- Multi – pool Short Course Zone Championship meets organized for May 2021 – Five locations – Houston, TX; San Antonio, TX; Frisco, TX, Owasso, OK and Little Rock, AK
- Jesse Coon Award Nominating committee formed and 2019 and 2020 winners selected. Dotty Burke for 2019 in Arkansas and Kris Wingenroth for 2020 in the Gulf
- Zone web sites continued development at https://usmssouthcentralzone.org/
- Updated Short Course Zones Champs meet records finalized and posted
- Request for Long Course Zones Champs meet sent out. No one bid on meet.

Action Items

- Call for 2022 Short Course and Long Course Zone Champs meet bids
- Review and update Zone Champs Meet Bid Packet
- Zone Chair Election for 2 year term
- Call for Zone Vice-Chair
- Call for 2021 Jesse Coon Award Nominees

Agenda

- Call to Order/Roll Call
- Discussion/Review of May Zone Champs Meets and take aways
- Upcoming Zone Champs meets – review bids received. Secure, at a minimum, the Short Course Zones Champs meet for Spring 2022
- Zone expenses – domain, web hosting, Jesse Coon awards – how to handle now and in the future
- Set deadline to received Jesse Coon nominations – communicate to all LMSC membership
- LMSC Reports – each report including, but not limited to:
    a. Current LMSC membership numbers with comparisons to 2019 and 2020
    b. Upcoming events – sanctioned and ones that are planned. Get on Zone calendar
    c. Recent LMSC events – what, when, how well received? This can include competitions, socials, fitness events and open water

   d. Successes that you want to share
   e. Challenges that you need help with
7. Zone Chair Election
8. Zone Vice-Chair discussion and possible election
9. New Business
10. Adjourn

South Central Zone Meeting

Tuesday, September 7, 7:00-8:00pm | Zoom Registration Link

Southeast Zone

Ed Saltzman, Zone Chair

Committee Members
The committee is comprised of representatives from each of the seven LMSC's within the Zone: Florida, Florida Gold Coast, Georgia, North Carolina, South Carolina, Southeastern, Southern. The Zone is bouncing back in a post pandemic environment and is averaging 85.8% Y-T-D 2021 member registration compared to pre-pandemic numbers. Swim meets are beginning to pick up where they left off and the Zone will play host to the 2021 USMS SCY National Championship in Greensboro, NC in July.

Introduction
The Southeast Zone Committee meets annually, in person, or virtually, at the USMS Annual Meeting to conduct business and discuss issues relevant to the Zone. The Zone operates between annual meetings via email amongst the Zone chair and the LMSC chairs.

Discussions and Projects Since Last Annual Meeting

1. The Zone completed its name change and re-branding from the "Dixie Zone" to the "Southeast Zone". The new website is up and running and the old site has been turned down. All records and Zone documents have been updated and display the new Zone logo.

2. Zone Championships were not held during 2020 and the first half of 2021 due to the pandemic. We will be taking bids for the 2022 Zone Championships during this year's virtual annual meeting.

3. Several Southeast Zone newsletters were published over the course of the last few months to keep our LMSC's informed of hot topics within the Zone.

Action Items

- Consider YCF Masters (Orlando, FL) offer to host a 2021 SCM Zone Championship October 15-17, 2021 concurrent with this year's Rowdy Gaines Masters Classic.
- Select Zone Championship hosts for 2022 (SCY, LCM, SCM, OW).
- Solicit nominations and hold an election for the Southeast Zone Chair to replace the current Zone Chair who has reached his term limit.

Agenda

- Roll Call / attendance.
- Zone Reports (Chair, Webmaster, Top Ten, and Records).
- LMSC Reports (LMSC Chairs – FG, FL, GA, SC, NC, SE, SO)
    - How is your LMSC running?

    - Any major problems or issues you would like to discuss, or get feedback on how other LMSC's are addressing?
- Consider YCF Masters (Orlando, FL) offer to host a 2021 SCM Zone Championship October 15-17, 2021 concurrent with this year's Rowdy Gaines Masters Classic.
- Accept dates for 2022 meets to be placed on the Zone calendar.
- Solicit and vote on Southeast Zone Championship hosts for 2022
- Introduction of the candidates for Southeast Zone Chair – each candidate will have 5 minutes to address the members
- Conduct election of new Southeast Zone Chair and announce results
- Discuss re-activating the Zone Top Ten Patch program
- Old Business
- New Business
- Adjourn

Southeast Zone Meeting
Tuesday, September 7, 7:00-8:00pm | Zoom Registration Link

Southwest Zone

Kenny Brisbin

Introduction

The Southwest Zone includes Arizona, New Mexico, San Diego-Imperial, and the Southern Pacific LMSCs. The committee meets annually at the U.S. Masters Swimming Annual Meeting and conducts other business as needed by email.

Southwest Zone Meeting Agenda

1. Call to Order/Attendance
2. Welcome Everyone
3. Approval of 2020 minutes
4. Statement from candidates for Southwest Zone Chair
    a. Conduct Elections - Zoom Polling

5. LMSC Report
    a. Arizona
    b. New Mexico
    c. San Diego Imperial
    d. Southern Pacific
6. Zone Championship Meet Selection for 2022
    a. SCY
    b. LCM
    c. SCM
    d. Open Water

7. New Business
8. Adjourn Meeting

Southwest Zone Meeting

Tuesday, September 7, 9:00-10:00pm | Zoom Registration Link

FINA Representative

Mel Goldstein

Chairman Masters Technical Committee

The Covid 19 pandemic continued to have its effect on international masters' events, as many events were cancelled throughout 2020. The FINA World Masters Championships scheduled for the Summer of 2020 was postponed and has been rescheduled for May 31-June9,2022. The FINA World Masters Championships will be held in Fukuoka and two additional cities on the Island of Kysushu. Plans for the championship are on schedule and it should be a well-attended, and exciting championships.

On June 5, 2021 at the Fina Congress in Doha a new FINA President, Husain Al Musallam was elected along with other FINA Bureau members. These elections created changes in a few FINA Technical Committees, most notably the FINA Masters Technical Committee. Mel Goldstein was named Chairman, for the remainder of the present committee's tenure through the FINA World Masters Championships in 2022, in Fukuoka. New committees will be formed by the new president and ratified by the FINA Bureau in Fukuoka. This appointment bodes well for US Masters Swimming. The FINA Masters Committee has been in existence for over 40 years, while USMS has been a leader in International Masters swimming, they have never had a chairman of this committee. This opens the door for future USMS FINA representatives to ascend to this position.

During my tenure as the USMS FINA Liaison I have been a proponent of master's Program Development, with successful coaches and swimmers clinics in Argentina and Paraguay. The committee continues pursue master's Program Development and will host a least one clinic for Coaches and Swimmers later this year or early next year.

International Gay and Lesbian Aquatics Liaison

Jessica Seaton

IGLA did not take place in 2021 due to Covid 19. The IGLA Board is focused on resolving concerns around the 2022 Gay Games in Hong Kong, and considering bids for IGLA 2023.

International Swimming Hall of Fame Liaison

Jack Groselle

ISHOF (International Swimming Hall of Fame)

ISHOF has developed a new program, "One in a Thousand" to help it through this difficult time. Between the COVID-19 and being under construction, it's a hard time for ISHOF. If you want to help ISHOF, just click on the link below. You can join and help out for as little as $10 a month. I have attached the info below. Our goal is to get 1,000 aquatic people to join to get us through this pandemic. Every little bit helps!

https://www.swimmingworldmagazine.com/news/international-swimming-hall-of-fame-asks-if-you-are-one-in-a-thousand/

Be sure and watch the video to see what is happening at ISHOF!

National Board of Review

Juliet Cox

USMS National Board of Review Chair

Patty Miller graciously served as Interim Chair of the National Board of Review between September and November 2020. I became Chair in mid-November 2020.

NBR Hearing Panelists

The pool of NBR hearing panelists currently is complete. The available panelists are:

- Tom Boak (South Texas LMSC)
- Nathan Dean (Potomac Valley LMSC)
- Arlette Godges (Southern Pacific LMSC)
- Laura Groselle (Florida LMSC)
- Karen Chuang Harris (Pacific LMSC)
- Ian King (Pacific LMSC)
- Chris McGiffin (New Jersey LMSC)
- Tom Moore (Minnesota LMSC)
- Sandi Rousseau (Oregon LMSC)
- Meg Smath (Kentucky LMSC)
- Paul Smith (Arizona LMSC)
- Erin Sullivan (Nebraska LMSC)
- Diana Triana (South Texas LMSC)
- Greg Weber (South Carolina LMSC)
- Sarah Welch (Pacific NW LMSC)

Each of these panelists except for Tom Boak participated in one grievance hearing between September 2020 and August 2021. I also participated in one hearing as a panelist before becoming Chair.

Grievance Activity

The NBR has addressed and resolved five grievances since September 2020. In each case, the Interim Chair or I appointed a three-person hearing panel. Each panel received information and argument in writing, held a hearing by videoconference, and prepared a written decision. The USMS National Office maintains records from each of these grievances.

Three grievances were administrative grievances initiated by USMS CEO Dawson Hughes, regarding USMS members who are ineligible to participate in USA Swimming. A fourth grievance also was an administrative grievance initiated by Mr. Hughes, regarding a USMS

member who used racially offensive language in communicating with a USMS employee. The fifth grievance was by one USMS member against another, regarding a conflict during a USMS club workout.

Other Activity

In late 2020, Sarah Welch chaired a special committee to review the NBR's function and procedures and to make recommendations for improvement. The committee produced a report that the Board of Directors received and considered in February 2021. The LMSC Development Committee and Coaches Committee have begun to develop some training programs based on the committee's recommendations. As NBR Chair I also intend to develop some protocol improvements based on gaps or problems the committee identified, and possibly also to recommend some rule changes. I have not yet focused on these tasks, however.

National Senior Games

Bill Tingley

Due to the disruptions caused by the pandemic, and out of an abundance of caution, National Senior Games Association made the decision to postpone the 2021 Ft Lauderdale National Senior Games to May 10-23, 2022.

Swimming will be conducted at Plantation Central Park Aquatic Complex in Plantation, FL, May 13-16, 2022. **Order of Events Link**

By postponing the Games to 2022, NSGA's hope is that COVID fears will be greatly reduced and more athletes will be comfortable with travel, training and participation.

Adjustments to the qualification and registration process that NSGA adopted in response to the pandemic will remain in place for The Games in May of 2022. In addition, NSGA has extended the qualifying period through December 31, 2021. Athletes who meet the sport/event qualification standards at a qualifying state senior games in 2021 will qualify for the National Senior Games in May of 2022. **Adjusted Qualification for the National Senior Games Link**

The various State Senior Games, which are the qualifying games, COVID continues to impact each state differently so the ability to stage events in 2021 varied by state or region. The state qualifying senior games are independently managed and have been directly communicating with athletes about the status of their events in 2021. Swimmers should directly contact the state senior games office(s) in any location(s) where an athlete plans to participate in any remaining state games in 2021. **State Games Link**

The National Senior Games has been recognized by the host LMSC for the last 10 games. The New Mexico LMSC was our host LMSC in 2019 and all of the times achieved by USMS registered swimmers, both national records and Top 10 swims, were reported to USMS in 2019. Some state Senior Games have applied for and have received USMS recognition during the pandemic. NSGA will apply for a USMS Recognition from Gold Coast LMSC in the near future.

UANA Representative

Mel Goldstein

Chairman Masters Technical Committee
Union Americana de Natacion (UANA) is the Continental governing body under FINA that encompasses North America, South America, Central America, and the Caribbean nations (44 Federations). United States Aquatic Sports represents one of the four zones under the UANA banner. The logos shown are under UANA banner.

The UANA Pan American Masters Championships scheduled for 2020 was postponed until 2021. The Covid 19 pandemic continued into 2021 in many countries, and the Championships were again postponed and scheduled for July 21-28,2022. Athletes who entered were given the option of receiving a refund or to remain in the system until the championships in 2022. The refund process is now complete, and the LOC is now planning for a successful championship with registration re-opening January 1, 2022.

The Covid 19 pandemic has tested our resolve, and many events scheduled have been cancelled or postponed. To fill the void of no competition, the UANA Masters Technical will host virtual events in Swimming, Artistic Swimming, Open Water, and Diving from September 1- October 17, 2021. In addition to the virtual events a "UANA Masters Town Hall Meeting" webinar was held in August to discuss the State of Masters Swimming in the Americas and future events.

The postponement of the championships in 2021, resulted in a change of future championships. The UANA Pan American Masters Championships scheduled for Trinidad / Tobago in 2022, will be in 2024, and the championships scheduled for Buenos Aires in 2024, will now be held in 2026. The exact dates for these championships will be announced.

TABLE OF PROPOSED AMENDMENTS TO THE USMS GLOSSARY AND PART 1 RULES OF COMPETITION

The following proposed amendments to the USMS Rules of Competition were submitted to the Rules Committee in accordance with Articles 601.2, 601.4.1, 601.4.5, and 601.4.7.

The committee action prior to the annual meeting is indicated as "recommended" or "not recommended". Committee actions may be reconsidered at the annual meeting before presentation to the House of Delegates.

Amendments which are recommended by the committee require a majority vote of the House of Delegates to adopt. Amendments which are not recommended by the committee require a 2/3 vote of the House of Delegates to adopt.

Changes from the August pre-convention version are highlighted in yellow.

Number	Section	Description	Committee Action
R-1	104.5.2B	Proposed rule modifications for 2021 Long Course National Championship meet **At the request of the proposer, R-2 has been withdrawn.**	Recommended
~~R-2~~	~~104.5.4A(2)~~		Withdrawn
R-3	104.5.5A(7)		Recommended
R-4	104.5.10C		Recommended
R-5		Withdrawn by Rules Committee	
R-6		Withdrawn by Rules Committee	
R-7		Withdrawn by Rules Committee	
R-8	104.1	Add language from Part 5 regarding dates for LMSC and Zone championship meets	Recommended
R-9	104.5.3C(2)	Modify options for requiring national qualifying times in distance events at national championship meets.	Not recommended
R-10	105.1.2	Allow for extension of Top 10 season dates, if warranted	Not recommended
R-11	105.1.2(A)	Extend 2021 LCM Top 10 season end date	Recommended
R-12	106.4.3	Change lane numbering requirement from "mandatory" to "predicated upon facility availability"	Not recommended
R-13	108 (new)	Move content related to technical rules for sanctions and recognitions from Part 2 to Part 1 **Note: R-13 is an indivisible package with L-2.**	Recommended
HK-1	102.11.4F	Housekeeping	Recommended
HK-2	103.10.2	Add numbering for readability	Recommended
HK-3	103.11.3	Add numbering for readability	Recommended
HK-4	103.14	Add numbering to match Rule Book style	Recommended

HK-5	103.17.3F	Add numbering to match Rule Book style	Recommended
HK-6	103.18 multiple	Add titles for consistency with other sections	Recommended
HK-7	104.5.10	Add numbering for readability	Recommended
HK-8	105.3.9A	Add numbering for readability	Recommended

Pending USA Swimming Amendments that affect USMS Rules

Number	Section	Description	Committee Action
U-1	107.1.2 107.4	Clarification of responsibilities for swimmers with a disability	Recommended
U-2	107.3.1 106.15	Update of language to align with USA Swimming	Pending USA Swimming HOD action

PROPOSED CHANGES TO THE USMS GLOSSARY AND PART ONE

The following proposed amendments to the USMS Rules of Competition were submitted to the Rules Committee in accordance with Articles 601.2, 601.4.1, 601.4.5, and 601.4.7. If adopted by the House of Delegates, these amendments will take effect immediately upon the adjournment of the 2021 annual meeting on September 26, 2021 and be in force until the end of the 2021 Long Course National Championship Meet on October 10, 2021. These amendments WILL NOT appear in the 2022 *USMS Masters Swimming Code of Regulations and Rules of Competition*.

RECOMMENDED

The following proposed amendments are recommended by the rules committee to the House of Delegates and require a majority affirmative vote by the House of Delegates for adoption. If adopted, these amendments will be in force until the end of the 2021 Long Course National Championship Meet on October 10, 2021 and WILL NOT appear in the 2022 *USMS Masters Swimming Code of Regulations and Rules of Competition*.

R-1 **104.5.2B** Championship Committee page 33 Add

Committee Action:	**Recommended**		
HOD Action:	Adopted	Adopted as Amended	Defeated

104.5.2 **Format**— A four-day or five-day national championship meet shall be conducted. The Championship Committee shall set the order of events for each national championship meet.

A A national championship order of events shall not be repeated for at least two years.

B The Championship Committee shall publish the order of events no less than six months before the national championship meet begins.

(1) Article 104.5.2.B shall not be applicable for the 2021 Long Course Meters National Championship meet. This provision will take effect immediately following the conclusion of the 2021 annual meeting and will not be included in the 2022 USMS Masters Swimming Code of Regulations and Rules of Competition.

C In odd-numbered years, men's events shall be odd-numbered. In even-numbered years, men's events shall be even-numbered.

Rationale: Due to the uncertainty of pandemic restrictions, it was not possible to generate an order of events 6 months in advance of the meet start date.

R-2 was withdrawn by a unanimous vote of the Championship Committee after the August 1 deadline to publish proposed amendments to the House of Delegates.

R-3 104.5.5A(7) Championship Committee page 35 Add

Committee Action:	**Recommended**		
HOD Action:	Adopted	Adopted as Amended	Defeated

104.5.5 Seeding

A General procedures for seeding (also see article 102.10)

(Article 104.5.5A(1) through (6) remain unchanged)

(7) There will be no splitting of age groups into a.m. and p.m. sessions.

(a) Article 104.5.5 (7) shall not be applicable for the 2021 Long Course Meters National Championship meet. This provision will take place immediately following the conclusion of the annual meeting and will not be included in the 2022 USMS Masters Swimming Code of Regulations and Rules of Competition.

(Article 104.5.5A(8) remains unchanged)

Rationale: To reduce the number of persons on deck at any given time, the Championship Committee is requesting the ability to conduct multiple sessions per day, if necessary, where the sessions would be based on age groups.

R-4 104.5.10C Championship Committee page 38 Add

Committee Action:	**Recommended**		
HOD Action:	Adopted	Adopted as Amended	Defeated

104.5.10 Personnel (also see article 103)

(Article 104.5.10A and B remain unchanged.)

C Other personnel—The minimum other personnel at each session of a USMS national championship meet shall include the following:

Two timers per lane for each course, each using a backup button, and at least one timer using a stopwatch,

One recall rope operator for each course if a recall rope is used, and

One safety marshal for each end of each pool in use for warm-ups.

A sufficient number of administrative officials (including timing equipment operators) shall be assigned to ensure that rules and procedures regarding seeding, official time determination, results, and certification of records are followed. Where overhead video cameras are used, the referee shall make further modifications as appropriate and shall ensure that timers' duties in articles 103.11.2A and D and 103.11.3B are assigned to other meet personnel.

(1) One timer may be utilized at the 2021 LCM National Championship meet for safety reasons (to maintain social distancing). Floating backup timers may be provided in order to provide secondary timing should the electronic system fail. This provision will take place immediately following the conclusion of the annual meeting and will not be included in the 2022 USMS Masters Swimming Code of Regulations and Rules of Competition.

Rationale: When implemented, this change will only affect the number of timers. It is not possible to socially distance timers whose duties require them to be in close proximity at the end of a race. This change allows the Championship Committee the flexibility to require the number of timers that are appropriate given the situation at the time of the event.

R-11 105.1.2 Championship Committee page 44 Modify

Committee Action:	**Recommended**		
HOD Action:	Adopted	Adopted as Amended	Defeated

105.1.2 Deadlines – Times to be considered for records and Top 10 times shall be achieved and submitted as follows:

Long Course Meters times shall be achieved on or before September 30 (*table)*

A Times to be considered for records and Top 10 times shall be achieved on or before October 10, 2021, for Long Course Meters. This provision will be implemented immediately following the conclusion of the annual meeting, expire at the conclusion of the LCM National Championship meet and will not be included in the 2022 USMS Masters Swimming Code of Regulations and Rules of Competition.

Rationale:

- If approved or acted upon in a favorable manner, the deadline extension (ten days total) will incorporate the LCM national championship meet results within the USMS 2020/2021 season.
- FINA will be utilizing the USMS LCM national championship meet results in their 2021 compilation for Top Ten.
- USMS established precedent for this requested action when it extended the 1988 LCM season from Sept 30 to October 15 in order to include the FINA World Masters Championships results that were held in Brisbane, Australia, Oct 10-15, 1988.
- Due to the method competitor ages are calculated (age as of Dec 31), no swimmer will age up due to the extension.

The following proposed amendments to the USMS Rules of Competition were submitted to the Rules Committee in accordance with Articles 601.2, 601.4.1, 601.4.5, and 601.4.7. If adopted by the House of Delegates, these amendments will take effect on January 1, 2022.

RECOMMENDED

The following proposed amendments are recommended by the rules committee to the House of Delegates and require a majority affirmative vote by the House of Delegates for adoption. If adopted, these amendments will take effect on January 1, 2022.

R-8 **104.1** Rules Committee pages 31-32 Add

Committee Action:	**Recommended**		
HOD Action:	Adopted	Adopted as Amended	Defeated

104.1 Meet Categories and Dates

USMS national championship meets shall be awarded in the following categories and held during the following dates:

104.1.1 Short Course (25) Yards or (25) Meters—Between April 15 and May 31.

104.1.2 Long Course (50) Meters—Between August 1 and September 15.

104.1.3 Other Dates—With the approval of the Championship Committee, other dates may be considered.

104.1.4 Dates of LMSC and Zone Championship Meets— When planning dates for LMSC championship meets and zone championship meets, see 502.10 and 503.5, respectively.

Rationale: Add the reference numbers 502.10 and 503.5 to Article 104, the nationals meet section, because people scheduling and running meets don't know where to find the rule about LMSC and Zone championship dates conflicting with nationals.- Also add a title to 104.1.3 for consistency with the titles of the other sections in 104.1.

***R-11** is located above with the other proposed amendments dealing with actions required for the Long Course Nationals Championship meet (R-1 through R-4).*

NOTE: R-13 IS CONSIDERED AS AN INDIVISIBLE PACKAGE WITH L-2 UNDER THE PROVISIONS IN ARTICLE 601.4.5.

R-13	**108 (new)**	Rules Committee	page 52	Add
Committee Action:	**Recommended as an indivisible package with L-2**			
HOD Action:	Adopted	Adopted as Amended	Defeated	

ARTICLE 108:
Sanction and Recognition of Pool Events

108.1 Sanctions

Times achieved at sanctioned events are considered for USMS records, USMS Top 10 times, FINA Masters world records, and FINA Masters Top 10 times. All swimmers entered in sanctioned events shall be USMS members or shall be members of a FINA Member Federation.

108.1.1 Sanction Requirements—Sanctions shall be issued, withheld, or withdrawn in accordance with article 202.1 and the following requirements:

A Sanction applications shall be accompanied by the meet announcement.

(1) The meet announcement shall include the statement "Sanctioned by (LMSC name) for USMS Inc." and may include the statement "Sanction number _____." Entry forms and programs may include these statements.

(2) The meet announcement shall include ONE of the following statements for each course used for competition during the meet:

(a) The length of the competition course without a bulkhead is in compliance and on file with USMS in accordance with articles 105.1.7 and 106.2.1.

(b) The length of the competition course has been measured and is NOT in compliance with USMS articles 105.1.7 and 106.2.1: Times achieved in the meet will NOT be eligible for USMS Top 10 and records.

(c) The length of the competition course is not on file with USMS. Eligibility of times achieved in this meet will be contingent upon pool length measurement and approval with USMS; if bulkheads are present, their placement must also be confirmed by measurements at the meet (USMS articles 105.1.7 and 106.2.1).

(d) The length of the competition course is in compliance and on file with USMS in accordance with articles 105.1.7 and 106.2.1, but as a bulkhead course, is subject to length confirmation. Eligibility of times

for USMS Top 10 and records will be contingent on verification of bulkhead placement.

(3) The meet announcement shall include a description of the timing systems intended to be used at the meet (see articles 103.18.5-103.18.9) and one of the following statements for each course:

(a) Times from this competition will be eligible for world record, USMS record, and Top 10 consideration.

(b) Times from this competition will be eligible for USMS records and Top 10 consideration, but not for world records.

(c) Times from this competition will be eligible for USMS Top 10 consideration, but not for world or USMS records.

(d) Times from this competition will not be eligible for world record, USMS record, or Top 10 consideration.

If a change in primary timing system is necessary before or during the meet, the meet director shall ensure that all swimmers are notified of the change.

(4) The sanction fee shall consist of a national fee established by the House of Delegates. Each LMSC may also establish a local fee.

B Entries shall not be accepted before the sanction has been issued. Paper forms shall not be distributed, online entry systems shall not be activated, and the event shall not be listed as sanctioned on the USMS Calendar of Events until the sanction has been issued.

C If an individual or organization has failed to conduct a sanctioned event in accordance with applicable USMS rules and administrative regulations, or as stated in the meet announcement, a sanction may be withheld or withdrawn in accordance with articles 202.1.1F and G.

108.2 Recognized Events

Times achieved by USMS members at recognized events other than USA Swimming or FINA meets shall be considered for USMS records and Top 10 times if a designated USMS observer is present and verifies in writing that the conduct of the competition conforms to the relevant USMS swimming rules and administrative regulations. (See Appendix B for the required Observer's Report.) USA Swimming and FINA sanctioned meets do not require observers (see article 202.3). USMS membership is not required for swimmers entered in recognized events.

108.2.1 Recognition—Recognition shall be issued, withheld, or withdrawn in accordance with 202.2 and the following requirements:

A The conduct of a recognized event shall conform to relevant USMS swimming

rules and administrative regulations, including but not limited to the following:

(1) Starts, Strokes, and Relays (article 101) or Guidelines for Officiating Swimmers With a Disability (article 107)

(2) Swimwear Design (article 102.12.1)

(3) Determination of Official Time (articles 103.17.3, 103.18.1, 103.18.2, 103.18.3, and 103.18.4)

(4) Timing System Requirements for Records and Top 10 (articles 103.18.5-103.18.8 and 103.18.10)

(5) Records and Top 10 Times (articles 105.1, 105.2.1, 105.2.2, 105.3.2,105.3.3, 105.3.4, 105.3.5, 105.3.6, 105.3.7, and 105.3.9)

(6) Minimum Standards for Facilities (articles 106.2.1, 106.2.3A, 106.3, 106.11.1, 106.11.2, 106.12, 106.13.2, 106.14, and 106.16)

(7) Relay leadoff split times that conform to articles 103.18.1 and 105.2.2A will be considered for events listed in article 102.5. USMS membership is not required for the other members of the relay team and the relay event itself need not conform to article 102.5.

B World records can be set only in FINA- or USMS-sanctioned competitions, not recognized events.

C If an individual or organization has failed to conduct a recognized event in accordance with applicable USMS rules and administrative regulations, or as stated in the meet announcement, a recognition may be withheld or withdrawn in accordance with articles 202.2.1E and G.

Rationale: Putting the pool-competition-related information from Part 2, including the pool-meet sanction and recognition information, into Part 1 will make it easier for meet hosts, officials, and swimmers to find all the pool information they need in one part of the rule book.

The following are housekeeping items for the proposed L-2/R13 indivisible package:

Articles 102, 103, 301, Appendix B

102.3.3 If a sanctioned meet is conducted by an organization whose age eligibility requirements differ from USMS (see article ~~202.1.1G~~ 202.1.1E), the age groups listed in articles 102.3.1 and 102.3.2 may be adjusted to conform to the minimum and maximum ages eligible to compete in the meet.

102.5.2 Any event (series of races in a given stroke and distance) conducted at a sanctioned meet must be offered for all age groups listed in articles 102.3.1 and 102.3.2 and both genders. Sanctioned meets conducted by organizations whose age eligibility requirements differ from USMS (see article ~~202.1.1G~~ 202.1.1E) must comply with article 102.3.3. Events may be repeated with the same stroke and distance as different event numbers at a meet. Any of the following events may be conducted.

102.5.4 Nonconforming events may be offered in accordance with the provisions of article ~~202.1.1G(3)~~202.1.1E(3). For open water and long distance events, see Part 3.

103.18 Official Time

103.18.1 An official time shall be achieved in a USMS-sanctioned competition or a USMS-recognized event in accordance with all applicable rules (articles ~~202.1.1G[1]~~ 202.1.1E(1) and ~~202.2.1E~~108.2.1A). It may be achieved in:

301.3 Membership, Representation, and Sanctions

Membership, representation, and sanctions for open water and long distance events shall be governed by all applicable rules under articles 201, 202 and 108, and 203.

OBSERVER'S REPORT FOR RECOGNIZED MEETS OTHER THAN USA-S OR FINA MEETS

5th row up from the bottom of the table:

Requested relay leadoff times may come from relays where other members are not registered with USMS, and relay event does not conform (~~202.2.1 E [7]~~ 108.2.1A(7))

Statement after signature line:

A designated observer shall submit this form to verify in writing that the conduct of the competition conforms to the relevant USMS swimming rules and regulations as required by articles 108.2 and 202.2 of the USMS rule book. Completed forms should be sent to the Top 10 recorder of the LMSC. Attach a copy of this form to record applications

HOUSEKEEPING AMENDMENTS

The following proposed amendments are recommended to the House of Delegates by the Rules Committee and require a simple majority vote to be adopted.

HK-1 **102.11.4F** Rules Committee page 14 Modify

Committee Action:	**Recommended**		
HOD Action:	Adopted	Adopted as Amended	Defeated

102.11.4 Postponement or Cancellation

(Articles 102.11.4A through E are unchanged)

F Entry fees for teams or swimmers may be refunded, in whole or part, at the discretion of the meet director, upon cancellation of a meet or particular event. The decision of the meet director on refunding may be appealed to the officers of the LMSC for ~~(~~local or regional meets~~)~~ or the USMS Championship Committee for ~~(~~national championship meets~~)~~.

Rationale: Housekeeping

HK-2 **103.10** Rules Committee pages 22-23 Modify

Committee Action:	**Recommended**		
HOD Action:	Adopted	Adopted as Amended	Defeated

103.10 Judges

Shall have jurisdiction over the swimmers immediately after the race has begun.

103.10.1 Chief Judge

A An overall "chief judge" may assign and supervise the activities of all stroke, turn, and takeoff judges and may report their decisions.

B If desired, any judging category may have a designated "chief."

C Any "chief" may act as liaison for the judges and may serve simultaneously in one of the judging positions, and shall assign those judges within the category.

103.10.2 Stroke Judges

A Shall operate on both sides of the pool, preferably walking slightly behind the swimmers during all strokes except freestyle, during which events they may leave poolside, at the referee's discretion~~;~~.

B ~~s~~Shall ensure that the rules relating to the style of swimming designated for the event are being observed.~~; and~~

C ~~s~~Shall report any violations to the referee on signed slips detailing the event, the heat number, the lane number, and the infraction observed.

103.10.3 Turn Judges

A Shall operate on both ends of the pool~~;~~.

B ~~s~~Shall ensure that after the start and when turning or finishing, the swimmer complies with the rules applicable to the stroke used~~; and~~.

C ~~s~~Shall report any violations to the referee on signed slips detailing the event, the heat number, the lane number, and the infraction observed.

103.10.4 Jurisdiction of Stroke and Turn Judges—Before the competition begins, the referee shall determine the respective areas of stroke and turn responsibility and jurisdiction, which may include joint, concurrent, and coordinated responsibility and jurisdiction. The referee shall ensure that all swimmers shall have fair, equitable, and uniform conditions of judging.

103.10.5 Relay Takeoff Judges

A Relay takeoff judges shall be assigned by the referee and shall:

(1) ~~s~~Stand so that they can clearly see both the feet of the departing swimmer(s) as they leave the starting platform and the touch of the incoming swimmer(s).~~, and shall~~

(2) ~~j~~Judge whether the swimmer is in contact with the platform when the incoming swimmer touches the end of the pool.

B If dual relay takeoff judging is used, the lane and side takeoff judges shall independently report infractions in writing without the use of the infraction hand signal. A relay shall be disqualified only if the lane takeoff judge has reported an infraction and the assigned side takeoff judge has confirmed the same infraction.

C When automatic relay exchange judging equipment is in use~~,~~:

(1) ~~t~~The system printout will provide the information to judge relay exchanges.

(2) Integrated backup timing cameras may be reviewed by the referee to confirm the automatic system's results.

(3) When backup timing cameras are not available, automatic relay exchange equipment may only be used to confirm or overrule an infraction noted by the relay takeoff judges.

103.10.6 Place Judge(s)

A One or two place judges may be positioned on the side of the course near the finish to judge the order of finish of all swimmers.

B If two place judges are used, they shall independently record the order of finish of all swimmers.

C A place judge shall record a tie if a place distinction cannot be made. The referee, starter, or another official may also serve as a place judge.

D Judging results may only be used to corroborate the places determined by the ranking of official times or to determine places in the event of a malfunction.

Judging may not be used to change the results produced by ranking the official times.

Rationale: Change overly long paragraphs and sentences to lettered and numbered sections for easier reading.

HK-3 **103.11.3** Rules Committee pages 23-24 Modify

Committee Action:	**Recommended**		
HOD Action:	Adopted	Adopted as Amended	Defeated

103.11 Timers

103.11.3 Lane Timers—Officials assigned as lane timers may simultaneously operate two dissimilar devices (one watch and one button) but not two similar devices (two watches or two buttons). It is not within a lane timer's jurisdiction to judge if the swimmer's touch conforms to the applicable finish rules or if a relay takeoff infraction has occurred unless assigned concurrent responsibility as a lane timer and turn judge or relay takeoff judge. Each timer shall:

A Be in position at the start to have an unobstructed view and shall start the watch at the instant of observing the visual starting signal. If the visual starting signal is not observed, the watch shall be started upon hearing the sound of the starting signal.

B Stand directly over the assigned lane at the finish to observe a touch above, at, or below the surface of the water and stop the watch and/or push the semiautomatic system button when any part of the swimmer's body touches the wall. When overhead video cameras replace timers, this responsibility shall be assigned to other meet personnel.

C Report:

(1) the watch time to the head lane timer or the designated recorder~~;~~.
(2) if a late or missed pad touch is observed~~; and,~~.
(3) if requested, present the watch for inspection.

Lane timers shall not clear their watches until the command, "Clear watches," is given or the referee signals that the next heat is ready to start.

Rationale: Number sections for easier reading.

HK-4 **103.14** Rules Committee page 23-24 Modify

Committee Action:	**Recommended**		
HOD Action:	Adopted	Adopted as Amended	Defeated

103.14 Announcer

The announcer shall make any announcements requested by the referee, the clerk of course, or the meet management. Announcements may include:

A event

B number of heats

C lane, name, and club affiliation of competitors

D results.

Rationale: USMS style in rule book to add lettering to the list of items.

HK-5 **103.17.3F** Rules Committee page 27 Modify

Committee Action:	**Recommended**		
HOD Action:	Adopted	Adopted as Amended	Defeated

103.17.3 Determination of Official Time

(Articles 103.17.3A through E remain unchanged)

F Adjustment for malfunction equally affecting an entire heat

Table 1—Example of Heat Malfunction

(a) Systems used:

(1) Primary—Automatic (late manual start confirmed)

(2) Secondary—Semiautomatic, three buttons (button times not valid)

(3) Tertiary—Manual, one watch (valid)

(Table remains unchanged)

(b) Adjustment calculation:

(1) Add the differences between the pad and watch times (total = 24.50).

(2) Divide the total by the number of lanes to determine an average (24.50 ÷ 8 = 3.0625).

(3) Drop the digits after the hundredths place (leaving a heat adjustment of 3.06).

(4) Add the adjustment factor for the late start of the primary system to each pad time to obtain the official time for that lane (e.g., lane one, 52.12 + 3.06 = 55.18).

Rationale: USMS style to use numbers and letters in the rule book, not bullets. See examples on page 50. Housekeeping.

HK-6	103.18.1, .2, .3, .8, .9, and .10	Rules Committee	pages 27-30	Modify
Committee Action:	**Recommended**			
HOD Action:	Adopted	Adopted as Amended	Defeated	

103.18 Official Time

103.18.1 **Achieving Official Times—**An official time shall be achieved in a USMS-sanctioned competition or a USMS-recognized event in accordance with all applicable rules (articles 202.1.1GF[1] and 202.2.1E). It may be achieved in:

(Articles 103.18.1A – D remain unchanged)

103.18.2 **Automatic Recording of Split Times—**Upon a recommendation from the meet host, the meet referee may approve the automatic recording of individual initial splits and relay leadoff splits for official times without the requirement for a written request subject to the following conditions:

(Articles 103.18.2A – E remain unchanged)

103.18.3 **Official Time for Event or Stroke—**An official time for an event or stroke can be achieved only in that event or stroke, or in an initial distance of such event or stroke (e.g., backstroke time must be achieved in a backstroke event or a butterfly time can be achieved in an individual medley event). Regardless of the stroke(s) used, times achieved in freestyle events can be recorded only as freestyle times.

103.18.4 **Timing Resolution (Timing Accuracy)—**All timing systems, including stopwatches, shall have a resolution of 0.01 second. Times from all systems shall be recorded to hundredths of a second. The digits representing thousandths shall be dropped with no rounding.

103.18.5 **Records and Top 10 Times Using an Automatic Primary Timing System**—Secondary and tertiary times may be used to determine the official time as follows when the automatic primary timing system fails, provided the procedures in article 103.17.3B are followed. See article 103.17.3D for overhead video backup.

(Articles 103.18.5A – G remain unchanged)

103.18.6 **Records and Top 10 Times Using a Semiautomatic Primary Timing System**—Semiautomatic times are used to determine the official time as follows (or backup times when the semiautomatic primary timing system fails), provided the procedures in article 103.17.3B are followed.

(Articles 103.18.6A – D remain unchanged)

103.18.7 **Records and Top 10 Times Using a Manual Primary Timing System—**Manual times are used to determine the official time as follows, provided the procedures in article 103.17.3B are followed.

(Articles 103.18.7A – C remain unchanged)

103.18.8 **Certified Pool Length—**Only those results from events conducted in pools officially certified for length in conformance with article 106.2.1 shall be acceptable for record applications or Top 10 submissions.

103.18.9 **Timing System Eligibility—**Except when the primary system consists of watches, backup timing shall be provided for all competitors. No swimmer shall be required to reswim a race due to equipment failure that results in unrecorded or inaccurate time or place. It is the meet director's responsibility to provide the proper timing systems so that swimmers can expect to achieve official times that will satisfy the requirements of articles 103.18.5-103.18.7. The meet announcement shall include a description of the timing systems intended to be used at the meet and one of the following statements for each course:

(Articles 103.18.9A – D remain unchanged)

103.18.10 **Recording Backup Times—**Secondary and tertiary times shall be recorded but shall not be used except to corroborate or correct missing or inaccurate primary/secondary results.

Rationale: Add titles for consistency with the titles of the other sections in 103.18.

HK-7 **104.5.10** Rules Committee pages 37-38 Modify

Committee Action:	**Recommended**		
HOD Action:	Adopted	Adopted as Amended	Defeated

104.5.10 **Personnel** (also see article 103)

A **Meet director**—The meet director shall follow the swimming rules of USMS Inc. and the policies and procedures established by the Championship Committee with regard to the planning and execution of the requirements for a national championship meet.

B **Officials**

(1) Meet referee

(a) The meet host may nominate a meet referee subject to qualification standards established by the USMS Officials Committee.

(b) This nomination is subject to approval by the chairs of the Championship and Officials Committees.

(c) If there are no nominations from the meet host, the chairs of the Championship and Officials Committees shall jointly appoint the meet referee.

(d) The meet referee shall develop a leadership team (administrative referee, head starter, and chief judge) and submit the names to the chairs of the Championship and Officials Committees for approval.

(2) Minimum requirements—The minimum requirements for the following positions assigned for each session shall be:

(a) One deck referee for each course~~,~~.

(b) One starter for each course~~,~~.

(c) One chief judge for each course.

(3) **Sufficient number**—A sufficient number of stroke and turn judges shall be assigned in order to provide fair and equitable jurisdictions per article 103.10.4. Their assignments should meet the following minimum requirements:

(a) Two turn judges at each end of each course, each judge with a jurisdiction that does not exceed five lanes per judge~~,~~.

(b) One stroke judge on each side of a 50-meter course~~,~~.

(c) One official at the 15-meter mark of each course for all starts and turns except breaststroke.

(4) **Additional Officials**—In addition to the officials listed above, it is strongly recommended that additional officials be assigned in order to provide adequate relief for all officials during each session.

(5) **Certification**—All officials shall be certified by a USMS-approved certifying body ~~(Appendix B)~~ in the capacity to which they are assigned.

C **Other personnel**

(1) **Minimum other personnel**—The minimum other personnel at each session of a USMS national championship meet shall include the following:

(a) Two timers per lane for each course, each using a backup button, and at least one timer using a stopwatch~~,~~.

(b) One recall rope operator for each course if a recall rope is used~~, and~~.

(c) One safety marshal for each end of each pool in use for warm-ups.

(2) **Sufficient number**—A sufficient number of administrative officials (including timing equipment operators) shall be assigned to ensure that rules and procedures regarding seeding, official time determination, results, and certification of records are followed.

(3) **Overhead video cameras**—Where overhead video cameras are used, the referee shall make further modifications as appropriate and shall ensure that timers' duties in articles 103.11.2A and D and 103.11.3B are assigned to other meet personnel.

D **Availability of officials**—In the event of insufficient personnel, the meet referee may modify or combine assignments, except that the deck referee and starter may not be the same person and lane timers may not operate two similar timing devices simultaneously.

Rationale: Arrange in additional numbered and lettered sections for easier reading. Add titles to 104.5.10B (4) & (5), and delete the reference to Appendix B in 104.5.10B(5) since Appendix B no longer lists USMS-approved certifying bodies.

HK-8 **105.3.9A** Rules Committee page 41 Modify

Committee Action:	**Recommended**		
HOD Action:	Adopted	Adopted as Amended	Defeated

105.3.9 The following requirements for USMS record applications ~~are~~must be fulfilled:

A When a record is claimed in meets other than USMS national championship meets~~,~~:

(1) an official USMS record application form (Appendix B) shall be

(a) ~~c~~Completed and signed by the designated officials~~,~~.

(b) ~~t~~Transmitted immediately following the performance with all supporting data to the records and tabulation chair for the LMSC in which the event was sanctioned or recognized.

(2) Supporting data shall include

(a) ~~o~~Official meet results~~,~~.

(b) ~~t~~The timing system printout and/or copy of the entry card with timers' signatures~~, and~~.

(c) ~~a~~A copy of the heat sheet~~. The heat sheet~~ which shall show the swimmer's name, heat number, and lane number in which the record was achieved.

(3) The LMSC may assign this responsibility to the LMSC records chair or to the meet director.

Rationale: Arrange long paragraph in numbered and lettered sections for easier reading.

NOT RECOMMENDED

The following proposed amendments are not recommended by the rules committee to the House of Delegates. The HOD may still adopt these amendments despite the rules committee recommendation with a 2/3 majority affirmative vote.

R-9 104.5.3C(2) Kentucky LMSC pages 33-34 Modify

Committee Action:	**Not Recommended**		
HOD Action:	Adopted	Adopted as Amended	Defeated

104.5.3 Event Limit

(Article 104.5.3A through C(1) remain unchanged.)

(2) Event limit—When qualifying times are in effect, competitors may enter and swim in a maximum of three individual events without meeting the established qualifying times. Competitors may also enter up to three additional events (or two if the maximum event limit is five) in which they have in the past two years achieved a time equal to or better than the qualifying times for those events. The Championship Committee may choose to specify one or more of the following entry limitations for the 800/1000 and/or the 1500/1650 freestyle:

~~**(a)** Each competitor may enter only one of these events.~~

~~**(b)**~~**(a)** Each competitor may enter both of these events.

~~**(d)**~~**(b)** One of these events may be restricted to only competitors who ~~meet~~ enter with a time at or better than the qualifying times and can show proof of entry time from the USMS database in that event.

(c) Only competitors who ~~meet~~ enter with a time at or better than the qualifying times and can show proof of entry time from the USMS database in both events may enter both events.

~~**(d)** One of these events may be restricted to only competitors who meet the qualifying times in that event.~~

(d) If the 800/1000 and the 1500/1650 freestyle are scheduled on two different days, competitors who enter with a time at or better than the qualifying times and can show proof of entry time from the USMS database in both events shall be able to enter both events.

(e) Proof of entry times for competitors from a FINA federation outside of USMS shall follow procedures set by the Championship Committee.

Rationale: With the increase in participation in long distance and open water swimming, USMS should not completely disallow the swimming of both of the two pool distance events from both of its national championships. Considering the restrictions in time for running these distance events, the time has come to prove entry time in our national championships. This proposal uses the existing USMS database to prove time, which will also prove that a competitor has swum the

event in a local or regional meet before entering the national championship. Proof of time from a database is used in the Olympic Trials, USA Swimming's national championships, the U.S. Open, and some Pro Series meets, as well as in NCAA Division I national championship and conference championship meets for entry into all events. The current version of Club Assistant has the ability to show times from the USMS database. With a few tweaks, proof of time could then be done in the online entry. This proposal only affects four of the 46 events in the short course national championship and four of the 42 events in the long course national championships.

Rationale for Not Recommend: The Rules Committee felt that restricting when swimmers were able to achieve NQTs for distance events compared to the remainder of the events typically offered at National Championship meets was not in the best interest of USMS at this time. Currently, NQTs can be achieved by simply being timed with a stopwatch at practice. This proposal would require distance swimmers to achieve NQTs at a sanctioned or recognized event, thereby limiting opportunities for swimmers to achieve distance freestyle NQTs.

R-10 105.1.2 Gulf LMSC page 39 Modify

Committee Action:	**Not Recommended**		
HOD Action:	Adopted	Adopted as Amended	Defeated

105.1.2 Deadlines—Times to be considered for records and Top 10 times shall be achieved and submitted ~~as follows:~~ according to the following table. In the case of a USMS National Championship or a FINA World Masters Championship being held after the deadline for the specific course, the Board of Directors may approve an extension of the Top 10 season deadline if it serves the best interest of USMS.

Course	Times Shall Be Achieved On or Before:	Times Shall Be Forwarded to Records and Tabulation Chair Or Designee By:	Season
Short Course Yards	May 31	June 30	June 1– May 31
Long Course Meters	September 30	October 20	October 1– September 30
Short Course Meters	December 31	January 26	January 1– December 31

Proposed amendment to be effective immediately.

Rationale: There may be certain situations where the date of a USMS National Championship or a FINA World Masters Championship falls after the specified USMS season deadline for that course. The Board should have the ability to consider and authorize the extension of the season

deadline for Top 10 times if the Board decides doing so would be in the best interest of USMS. Currently there is no mechanism for making such an adjustment except through an emergency rules suspension and/or a HOD amendment to the rules effective for one year only. This is a cumbersome, time consuming, and difficult process. This proposed amendment would allow for an adjustment to the deadline for Top 10 times to be made more easily and efficiently and only applies if the Board of Directors feels it would be in the best interest of the USMS members.

Rationale for Not Recommend: The Rules Committee felt that carving out a single exception for the Board of Directors to be able to make a change without the input of the committee of jurisdiction and/or the House of Delegates was not in keeping with the spirit or intention of article 506.3.10 and its granting of emergency powers. Additionally, the proposal from the Championship Committee (R-11 above) is a more targeted change for just 2021, which will hopefully be the only year that the Top Ten dates will need to be shifted.

R-12 106.4.3 Pacific LMSC page 44 Modify

Committee Action:	**Not Recommended**		
HOD Action:	Adopted	Adopted as Amended	Defeated

106.4 Pool and Bulkhead Markings

106.4.3 **Lane Numbers –** The lanes shall be numbered from right to left as the swimmers stand facing the course from the starting end of the pool. If the event is started at the turning end of the course, no change in the lane numbering shall be made; i.e., the lanes shall be numbered the same on both ends of the course. Lane numbers shall clearly identify the lanes to officials stationed at each side of the course. ~~[M]~~ [M*]

Rationale: With the current rule being mandatory, pools that have permanent lane numbering (embedded in concrete, permanent adhesion to starting blocks, etc.) are potentially excluded from obtaining sanctions for meets. Allowing LMSCs the ability to waive the requirement could allow for a broader spectrum of venues where meets could be held.

NOTE: This rule change would align with USA Swimming rule 103.5.4 (page 48 of current USA Swimming Rule Book)

Rationale for Not Recommend: The Rules Committee did not feel that a rule change was necessary in this case, as lane numbers can be flipped for meets by simply affixing temporary numbers to the blocks so that they are numbered as this rule requires.

USA SWIMMING AMMENDMENTS THAT AFFECT USMS RULES

Pursuant to article 601.4.7, Amendments to USA Swimming articles 101, 102, and 105 shall automatically be adopted by USMS unless the USMS House of Delegates votes to reject those amendments.

Amendments to USA Swimming article 103 (USMS article 106, facilities standards) may be recommended by the Rules Committee for adoption by the USMS House of Delegates.

The following amendments will be submitted by the USA Swimming Rules and Regulations Committee to the USA Swimming House of Delegates for consideration at the 2021 annual meeting.

Number	Section	Description	Committee Action
U-1	107.1.2 107.4	Clarification of responsibilities for swimmers with a disability	Recommended
U-2	107.3.1 106.15	Update of language to align with USA Swimming	Pending USA Swimming HOD action

RECOMMENDED

The following USA Swimming amendments are recommended to the House of Delegates by the Rules Committee and will automatically be adopted unless the House of Delegates votes otherwise.

U-1 Article 107.1.2 and 107.4 pages 48-50 Modify

Committee Action:	**Recommended**		
HOD Action:	Adopted	Adopted as Amended	Defeated

107.1.2 Responsibilities

A Swimmer—The swimmer (or the swimmer's coach) is responsible for notifying the referee, prior to the competition, of any disability of the swimmer and of the requested modification. The swimmer/coach shall provide ~~any~~ personal assistant(s) or any equipment (tappers, deck mats, etc.) if required.

B Referee—The referee's responsibilities include:
(Articles (1) and (2) are unchanged.)

(3) Modifications—Aids to speed, pace, buoyancy and endurance are not permitted (see articles 102.12.1E and 102.13.10). Some of the modifications that the referee may make to accommodate the swimmer with a disability are:
(a) A change in starting position.
(b) Reassignment of lanes within a heat (e.g., exchanging lanes two and seven).
(c) Allowing the swimmer to have a personal assistant(s).

107.4 Cognitively Disabled

The swimmer may be permitted to have ~~an~~ a personal assistant on the deck when necessary. No other specific rule modifications are required other than patience and clarity in communicating instructions.

Rationale: Amended to conform with USA Swimming proposed language.

PENDING USA SWIMMING HOD ACTION

U-2 107.3.1 and 106.15 pages 49 and 47 Modify

Committee Action:	Recommended	Recommended as Amended	Not Recommended
HOD Action:	Adopted	Adopted as Amended	Defeated

107.3.1 Visual Starting Signal—Swimmers who are d~~D~~eaf and hard of hearing ~~swimmers~~ require a visual starting signal (i.e., a strobe light and/or starter's arm signals). The referee may reassign lanes within the swimmer's heat (i.e., exchanging one lane for another) so that the strobe light or starter's arm signal can more readily be seen by the swimmer who is deaf or hard of hearing ~~swimmer~~. Standard starter's arm signals are shown in Figures 1 and 2. A recall rope is required in the event of a recall, provided the meet host is notified by the entry deadline that a swimmer who is deaf or hard of hearing ~~swimmer~~ will be participating.

Note: Amendments to Article 106 (Facilities Standards) may also be recommended to the House of Delegates by the Rules Committee. The following article should also be modified for consistency.

106.15 Loudspeaker Starting System

An electronic sound-generating device shall be provided to give the starting and recall signal. Loudspeakers may be mounted underneath or on the side of each starting platform, between every two platforms, on each side of the racing course, or positioned behind the starting platforms in such a manner that equitable dispersion of sound to all lanes is assured. The device shall also activate a strobe light or similar visual signal located on the starter's side of the course approximately 15 feet forward from the starting end, to indicate the start to manual timers and swimmers who are deaf and hard of hearing ~~swimmers~~ (also see article 107.3). The starting system may include an underwater recall speaker and final-lap signal option. [NC]

Rationale: *Will be updated once the USA Swimming HOD takes action on this proposal.*

CHANGES TO CONFORM TO USA SWIMMING FACILITIES STANDARDS

Pursuant to USMS article 601.4.7, changes USA Swimming article 103 (facilities standards) may be recommended by the Rules Committee for adoption by the USMS House of Delegates.

There are no amendments to the USA Swimming facilities standards proposed for the 2021 annual meeting.

CHANGES TO CONFORM TO FINA RULES

Pursuant to USMS Article 601.4.8, if amendments to the FINA Masters Technical Rules are adopted between annual meetings of the House of Delegates, the corresponding portions of Part 1 shall be automatically adopted by USMS, except that such amendments may be altered, amended, repealed, or changed by a nine-tenths vote of the Rules Committee and a majority vote of the Executive Committee.

There are no pending FINA amendments to consider for the 2021 annual meeting. The next FINA Congress is scheduled for May 2022 in conjunction with the World Aquatics Championships.

TABLE OF PROPOSED AMENDMENTS TO PART 3

The following proposed amendments to the USMS Rules of Competition were submitted to the Long Distance Committee in accordance with Articles 601.2, 601.4.1, 601.4.5, and 601.4.7. If adopted by the House of Delegates, these amendments will take effect on January 1, 2022.

The committee action is indicated as "recommended," "recommended as amended," or "not recommended." Committee actions may be reconsidered at the annual meeting before presentation to the House of Delegates. Comments are invited from delegates at the annual meeting on all proposed amendments.

Amendments that are recommended by the committee require a majority vote of the House of Delegates to adopt.

Amendments that are not recommended by the committee require a two-thirds vote of the House of Delegates to adopt.

Amendments that are presented as an "indivisible package" will be considered as a whole with a motion to adopt all of the changes in the entire package.

Number	Section	Description	Committee Action
LD-1	301.2.1 303.4.2 (203.1.1C, 507.1.8, 507.1.11)	Delete the Open Water Committee as a standing committee of the House of Delegates and realign responsibilities with the Long Distance Committee. **Note: LD-1 is an indivisible package with L-7.**	Recommended
LD-2	301.1	Define Event Host and renumber appropriately	Recommended
LD-3	305.2-305.8	Clean up Long Distance Pool Events definitions and renumber. Clarify that LDC administers only *long distance* postal events.	Recommended
LD-4	307.7.6	Clarify that 102.12.1 determines swimwear requirements for long distance postal national championships.	Recommended
LD-5	307.7.8B	Clarify timeline for protests	Recommended
LD-6	308.1.6	Allow long distance pool records to be set outside of postal events	Recommended
LD-7	308.1.6C-D	Clarify rules for long distance pool records	Recommended
LD-8	303.12.1	Correct internal reference	Recommended

PROPOSED AMENDMENTS TO PART THREE RULES

The following proposed amendments to the USMS Rules of Competition were submitted to the Long Distance Committee in accordance with Articles 601.2, 601.4.1, 601.4.5, and 601.4.7. If adopted by the House of Delegates, these amendments will take effect on January 1, 2022.

Note: LD-1 is considered as an indivisible package with L-7 under the provisions in article 601.4.5.

LD-1 301.2.1, 303.4.2C Long Distance & Open Water Committees p. 63, 68-69 Modify

Committee Action:	Recommended		
HOD Action:	Adopted	Adopted as Amended	Defeated

301.2 Guide to Operations

301.2.1 Open Water Guide to Operations—The ~~Open Water~~ Long Distance Committee shall develop and maintain a guide for conducting open water events for the use of USMS open water officials and event hosts. The guide shall contain the governing policies, management of rules, and links to education applying to open water swims.

303.4.2 Rules for Category I Swimwear for Open Water Events

C Exemptions to the restrictions in articles 303.4.2A–B may be granted to a swimmer, on a case by case basis, by the chair of the ~~Open Water~~ Long Distance Committee or designee. Exemptions will be granted only for conflicts due to the swimmer's verified religious beliefs or verified medical conditions.

(1) Procedures for applying for an exemption will be published by the ~~Open Water~~ Long Distance Committee and posted on the USMS website.

(2) No exemptions to these restrictions will be granted for swimwear that would give a swimmer a competitive advantage.

(3) The decision of the ~~Open Water~~ Long Distance Committee chair may be appealed only to the entire ~~Open Water~~ Long Distance Committee, whose decision shall be final and binding on all parties.

Rationale: The promotion and development functions of the Open Water Committee are now being carried out by the National Office staff and the Open Water Safety Coordinator, making this standing committee of volunteers unnecessary if the other functions can be assumed by the Long Distance Committee.

Note: The following articles also need to be modified for consistency in Part Two and Part Five. Amendments to Part Two and Part Five are within the jurisdiction of the Legislation Committee.

LD-1 and L-7 are submitted to the HOD as an indivisible package to be considered by the House of Delegates as a whole.

203.1 Sanctions

[The preamble, article 203.1.1A, and 203.1.1B are unchanged]

203.1.1 Sanction Options—USMS shall offer sanction options as defined below.

[Paragraphs A and B are unchanged]

C Other Sanctions—The Board of Directors shall consider and may approve other sanction options recommended by the Long Distance Committee~~, with input from the Open Water Committee,~~ that allow sanctioning of events that include USMS and non-USMS members.

507.1 Standing Committees

[Articles 507.1.1 through 507.1.7 are unchanged]

507.1.8 Long Distance Committee—The Long Distance Committee shall oversee the rules and administration of open water and long distance events. The committee shall solicit and review bid proposals and select the sites for the long distance championship events. The committee shall work in a coordinating and advisory capacity with event hosts and make recommendations to enhance the quality of long distance championship events. The long distance committee shall promote the development of and participation in open water swimming. The committee shall develop educational resources for open water participants and event directors. The committee shall increase awareness about open water swimming and identify opportunities to promote USMS. The committee shall maintain records and select the Long Distance All-American and Long Distance All-Star Teams. The committee shall assure that the competitive rules in Part 3 of the USMS rules and regulations provide for fair and equitable competition in the best interests of all USMS members and that these members are informed of current rules, interpretations, and changes. The committee may initiate and shall accept, consider, and report proposed amendments, with the committee's recommendations, at the annual meeting of the House of Delegates, in accordance with the provisions of Part 6. When necessary, the committee shall interpret and render opinions regarding any provision of the rules and regulations of USMS within the committee's jurisdiction as defined in article 601.1. The committee shall consist of the committee chair and no more than 16 additional members. ~~The Open Water Committee chair shall be an ex officio member of the committee.~~

[Articles 507.1.9 and 507.1.10 are unchanged]

~~**507.1.11** Open Water Committee—The Open Water Committee shall promote the development of and participation in open water swimming. The committee shall develop educational resources for open water participants and event directors. The committee, with input from the Long Distance Committee, shall prepare guidelines pertaining to the management of USMS open water swimming for approval by the Board of Directors. The committee shall increase awareness about open water swimming and identify opportunities to promote USMS. The committee shall consist of the committee chair and sufficient members to execute the committee function. The Long Distance Committee chair shall be an ex officio member of the committee.~~

[Renumber the remaining paragraphs in article 507.1]

LD-2 301.1 Long Distance Committee p. 63 Modify

Committee Action:	Recommended		
HOD Action:	Adopted	Adopted as Amended	Defeated

301.1 Organization

301.1.1 The conduct and organization of open water and long distance swimming for Masters shall be governed by USMS through its Long Distance Committee and LMSCs. The chair and committee members shall be appointed as provided in articles 507.1 and 507.1.8.

301.1.2 Event Host – In open water or pool events, the organization that is granted a sanction and is responsible for the administration of the event.

Rationale: Define Event Host because it is referred to several times in part 3. Renumber appropriately.

LD-3 305.2-305.8 Long Distance Committee p. 73-74 Modify

Committee Action:	Recommended		
HOD Action:	Adopted	Adopted as Amended	Defeated

305.2 Definitions

305.2.1 Long Distance Pool Event - A long distance pool event is any swimming event that contains ~~a~~ one or more distance-based swims~~(s)~~ of more than 1650 yards (1508.8 meters) in length or ~~a~~ time-based swims~~(s)~~ equal to or longer than 60 minutes in time. Freestyle rules shall apply. Long distance pool events may be conducted in a designated pool or as a postal event. Except for national championship swims, the event host shall designate the time/distance of the swims and the sizes of the pools in which they may be swum.

~~**305.3 Pool**~~

~~A long distance pool swim may be based on the time to swim a fixed distance or the distance swum over a fixed time. These swims may be conducted in a designated pool or as a postal event.~~

~~**305.3.1 Event Host**—Except for national championship swims, the event host shall have the discretion to decide the time/distance of the swim(s) and, in the case of postal swim(s), the size(s) of the pools in which the event is to be swum.~~

~~**305.3.2**~~ **305.2.2** **Distance-Based Swims**—The object of a distance-based swim is to determine who can swim a specific distance in the shortest amount of time.

~~**305.3.3**~~ **305.2.3** **Time-Based Swims**—The object of a time-based swim is to determine who can swim the greatest distance in a specific amount of time.

~~**305.3.4**~~ **305.2.4** **Postal**—A postal event is a competition in which swimmers participate at a place of their choosing and submit the time or distance achieved to a central location for tabulation. The Long Distance Committee shall have jurisdiction only over postal events that meet the requirements given in 305.2.1.

~~**305.4**~~ **305.3** **Cumulative Relays**

Cumulative relays are composed of groups of swimmers from the same USMS-registered club entered in the individual swim. Cumulative relay swims may be contested on a total time/distance or point system basis.

~~305.5~~ 305.4 Sequential Relays

Sequential relays shall consist of two or more swimmers from the same USMS-registered club as specified in the entry information. The relay members shall rotate in the same order throughout the event. The time or distance each swimmer is required to spend in the water shall be specified in the entry information. The composition of mixed-gender sequential relays is governed by article 302.5.2. Relay exchanges are governed by articles 101.7.3C and 101.7.3F.

~~305.6~~ 305.5 Age Groups

Age groups in individual and relay events for men and women shall be the same as the standard USMS age group scoring divisions (listed in article 303.2.3).

~~305.7~~ 305.6 Awards

If awards are given, they shall be of equal value for men and women and for all age groups.

~~305.8~~ 305.7 Protests

Any protest arising from a long distance pool swim (other than national championship swims—refer to article 307.7.8) shall be made to the referee within 30 minutes after the release of results at the venue. If results are not released in a timely manner, a protest may be made to the event director in writing within three days after all swimmers are notified of the release of results. If the protest is not resolved, the protester may appeal in writing promptly to the LMSC. If the LMSC does not satisfactorily resolve the protest, the protestor may appeal in writing promptly to the USMS Long Distance Committee chair.

Rationale: Clean up Definitions section. Move old Pool (305.3) and Event Host (305.3.1) pieces into the Long Distance Pool Event definition, and clarify that freestyle rules apply. Move definitions for distance-based swims (305.3.2), time-based swims (305.3.3), and postal (305.3.5) from 305.3 into Definitions. Clarify that the Long Distance Committee administers only long distance postal events and does not have jurisdiction over other postal events. Renumber 305.4-305.7 to reflect the deletion of 305.3.

LD-4 307.7.6 Long Distance Committee p. 79 Modify

Committee Action:	Recommended		
HOD Action:	Adopted	Adopted as Amended	Defeated

307.7.6 Swimwear

A Open Water

~~A~~ (1) Only swimmers wearing category I swimwear as defined in articles 303.4.1 and 303.4.2 may compete in national championship swims.

~~B~~ (2) At the discretion of the event host, swimmers wearing category II swimwear as defined in articles 303.4.1 and 303.4.3 may participate in events containing

national championship swims but shall be excluded for the purposes of articles 307.8–308.1. In addition, category II competitors shall have a separate start time, unless drafting is prohibited under article 303.9.6.

B Postal: Only swimmers wearing swimwear as defined in article 102.12.1 may compete in national championship postal swims.

Rationale: Eliminate the conflict between this article (307.7.6) and article 306.1 and clarify the intent of the rule. Article 306.1 states that "Long distance events conducted in pools must comply with all applicable pool event rules in Part 1 of this rule book and in article 305, except as noted in article 306." Because swimwear is not mentioned elsewhere in article 306, the rule that defines swimwear for postal swims, by default, is article 102.12.1. This conflicts with current article 307.7.6 which would permit category I open water swimwear to be worn for postal national championship swims.

LD-5 307.7.8B Long Distance Committee p. 79-80 Modify

Committee Action:	Recommended		
HOD Action:	Adopted	Adopted as Amended	Defeated

307.7.8 Protests

A Any protest arising from an open water championship swim shall be made to the referee within 30 minutes after the release of results at the venue. If results are not released in a timely manner, a protest may be made to the event director in writing within three days after all swimmers are notified of the release of results. If the protest is not resolved, the protester may appeal in writing promptly to the Long Distance Committee chair.

B Any protest arising from a postal championship swim shall be made to the event director in writing within three days after all swimmers are notified of the release of preliminary results or amendments to the preliminary results. If the protest is not resolved, the protester may appeal in writing promptly to the Long Distance Committee chair.

Rationale: Clarify that protests must be lodged within three days of notification of preliminary results being posted or amended.

LD-6 308.1.6 A Long Distance Committee p. 82 Modify

Committee Action:	Recommended		
HOD Action:	Adopted	Adopted as Amended	Defeated

308.1.6 ~~Postal Swims~~ Long Distance Pool Swims

A ~~Postal~~ Long distance pool records can be made only in fresh water. No ~~postal swim~~ records will be recognized in any kind of sea or ocean water.

Rationale: Allow records for the 3000, 6000, 5K, and 10K to be set in any long distance pool event as defined in article 305, not only in postal events.

LD-7 308.1.6C-D	Long Distance Committee	p. 83	Modify
Committee Action:	Recommended		
HOD Action:	Adopted	Adopted as Amended	Defeated

C Swimmers applying for a USMS ~~postal~~ long distance pool record in an individual or relay even must submit a copy of their split sheets in addition to their event entries.

D An individual may use the split time in one long distance pool event to establish a USMS record in a different long distance pool event if:

(1) The split is swum as an initial distance within an event.

(2) The swimmer completes the full distance or time of the sanctioned event.

(3) The intent to record a split time is brought to the attention, in writing, of the event director at the time of entry in the longer event, and

(4) A stopwatch or electronic timing system is used to record the record split in accordance with article 306.6.

E A relay team may use their split times in one long distance pool event to establish a USMS record in a different long distance pool event if:

(1) Each split is swum as an initial distance with an event.

(2) Each swimmer completes the full distance or time of the sanctioned event.

(3) The intent to record a split time for each swimmer is brought to the attention, in writing, of the event director at the time of entry in the longer event, and

(4) A stopwatch or electronic timing system is used to record the record split in accordance with article 306.6.

Rationale: Specify that records in pool events covered in article 102.5.2 cannot be set using splits from a long distance pool event. Clarify that when attempting to set a record using a time-based split in a distance-based swim, or vice versa (see articles 305.3.2 and 305.3.3 for definitions), the entire sanctioned event must be completed.

LD-8 303.12.1	Long Distance Committee	p. 73	Modify
Committee Action:	Recommended		
HOD Action:	Adopted	Adopted as Amended	Defeated

Any protest arising from an open water swim (other than national championship swims—refer to article ~~307.8~~ 307.7.8) shall be made to the event referee within 30 minutes after the release of results at the venue. If results are not released in a timely manner, a protest may be made to the event director in writing within three days after all swimmers are notified of the release of results.

If the protest is not resolved, the protester may appeal in writing promptly to the LMSC. If the LMSC does not satisfactorily resolve the protest, the protestor may appeal in writing promptly to the USMS Long Distance Committee chair.

Rationale: Housekeeping; correct internal rules reference.

TABLE OF PROPOSED AMENDMENTS TO THE USMS GLOSSARY, PART 2, and PARTS 4–6 of the USMS CODE OF REGULATIONS

The following proposed amendments to the USMS Code of Regulations are submitted to the House of Delegates for consideration at the annual meeting in accordance with articles 601.2, 601.4.1, 601.4.5, and 601.4.7.

The committee action is indicated as "recommended," "recommended as amended," or "not recommended."

Amendments that are recommended by the committee require a majority vote of the House of Delegates to adopt.

Amendments that are not recommended by the committee require a two-thirds vote of the House of Delegates to adopt.

Amendments that are presented as an "indivisible package" will be considered as a whole with a motion to adopt all of the changes in the entire package.

Number	Section	Description	Committee Action
L-1	Glossary	Add the terms "heat sheet" and "meet program" to the glossary.	Recommended
L-2	202.1 and 202.2	Delete parts of article 202 with the intent of moving these parts to Part 1 for sanctions and recognitions for pool events. **Note: L-2 is an indivisible package with R-13.**	Recommended
L-3	402.4	Add a nondiscrimination statement to the Code of Conduct.	Recommended as Amended
L-4A	506.1.1, 506.2.1	Substitute amendment to clarify Board of Directors membership and nominating processes. *(Submission after the Deadline)*	Recommended
L-4	506.1.1, 506.2.1-506.2.3	Codify aspects of the Election Operating Guidelines in the Administrative Regulations.	Not Recommended
L-5	506.2.4	Clarify term limits for members of the USMS Board of Directors.	Recommended as Amended
L-6	506.7.6	Codify the mechanism for development of policies pertaining to USMS elections.	Recommended as Amended
L-7	507.1.8 and 507.1.11	Delete the Open Water Committee as a standing committee of the House of Delegates and realign responsibilities with the Long Distance Committee. **Note: L-7 is an indivisible package with LD-1.**	Recommended

PROPOSED CHANGES TO THE USMS GLOSSARY, PART 2, and PARTS 4–6

The following proposed amendments to the USMS Rules of Competition were submitted to the Legislation Committee in accordance with articles 601.2, 601.4.1, 601.4.5, and 601.4.7. If adopted by the House of Delegates, these amendments will take effect on January 1, 2022.

L-1 Glossary Legislation Committee pages xii and xiii add

Committee Action:	**Recommended**		
HOD Action:	Adopted	Adopted as Amended	Defeated

Heat Sheet—A list of events with names of swimmers, heat assignments, lane assignments, ages, affiliations (e.g., club, workout group, and/or LMSC), and seed times.

Meet Program—Information provided to swimmers, coaches, and officials pertinent to the operation of a meet, which should include entry lists with names, ages, and affiliations (e.g., club, workout group, and/or LMSC), but may also include heat sheets and/or other information.

Rationale: Clarify terms referenced in Parts 1 and 2. Heat sheet is referenced in articles 104 and 105 with specific requirements. Meet program is referenced in article 202.

Note: L-2 is considered as an indivisible package with R-13 under the provisions in article 601.4.5.

L-2 202.1 and 202.2 Rules Committee pages 55-59 modify

Committee Action:	**Recommended as an indivisible package with R-13**		
HOD Action:	Adopted	Adopted as Amended	Defeated

ARTICLE 202:

Sanction/Recognition of Pool Events

202.1 Sanctions

~~Times achieved at sanctioned events are considered for USMS records, USMS Top 10 times, FINA Masters world records, and FINA Masters Top 10 times. All swimmers entered in sanctioned events shall be USMS members or shall be members of a FINA Member Federation.~~

202.1.1 Sanction Requirements—Sanctions shall be issued, withheld, or withdrawn in accordance with the following:

A Applications for sanction shall be made to the LMSC within which the event is to be held. The LMSC may establish a reasonable deadline to receive applications for sanction prior to the competition that will be in compliance with article 102.5.7.

Sanction applications shall be accompanied by the meet announcement. After receiving a sanction application, the LMSC may transfer its sanctioning authority to another LMSC, provided both LMSCs and the applicant agree to the transfer in writing. Upon approval, all fees and sanction obligations shall be transferred to the accepting LMSC.

(1) The entry forms, except those for postal events, shall contain the language of the liability release as stated in USMS policy (see *USMS Guide to Local Operations*, Sanctions section). All swimmers shall have signed the liability release before participating.

~~**(2)** The meet announcement shall include the statement "Sanctioned by (LMSC name) for USMS Inc." and may include the statement "Sanction number ." Entry forms and programs may include these statements.~~

~~**(3)** The meet announcement shall include ONE of the following statements for each course used for competition during the meet:~~

~~**(a)** The length of the competition course without a bulkhead is in compliance and on file with USMS in accordance with articles 105.1.7 and 106.2.1.~~

~~**(b)** The length of the competition course has been measured and is NOT in compliance with USMS articles 105.1.7 and 106.2.1: Times achieved in the meet will NOT be eligible for USMS Top 10 and records.~~

~~**(c)** The length of the competition course is not on file with USMS. Eligibility of times achieved in this meet will be contingent upon pool length measurement and approval with USMS; if bulkheads are present, their placement must also be confirmed by measurements at the meet (USMS articles 105.1.7 and 106.2.1).~~

~~**(d)** The length of the competition course is in compliance and on file with USMS in accordance with articles 105.1.7 and 106.2.1, but as a bulkhead course, is subject to length confirmation. Eligibility of times for USMS Top 10 and records will be contingent on verification of bulkhead placement.~~

~~**(4)** The meet announcement shall include a description of the timing systems intended to be used at the meet (see articles 103.18.5-103.18.9) and one of the following statements for each course:~~

~~**(a)** Times from this competition will be eligible for world record, USMS record, and Top 10 consideration.~~

~~**(b)** Times from this competition will be eligible for USMS records and Top 10 consideration, but not for world records.~~

~~**(c)** Times from this competition will be eligible for USMS Top 10 consideration, but not for world or USMS records.~~

~~**(d)** Times from this competition will not be eligible for world record, USMS record, or Top 10 consideration.~~

~~If a change in primary timing system is necessary before or during the meet, the meet director shall ensure that all swimmers are notified of the change.~~

~~**(5)**~~**(2)** The sanction fee shall consist of a national fee established by the House of Delegates. Each LMSC may also establish a local fee.

~~**B** Entries shall not be accepted before the sanction has been issued. Paper forms shall not be distributed, online entry systems shall not be activated, and the event shall not be listed as sanctioned on the USMS Calendar of Events until the sanction has been issued.~~

~~**C**~~**B** Approval of sanctions shall be made by the LMSC's authorized representative, and a record thereof shall be retained for two years.

~~**D**~~**C** Sanctions issued to one organization cannot be transferred to another.

~~**E**~~**D** No sanction of any event shall be granted with the word "Olympic" or the word "Paralympic" or any derivative thereof used in any manner in connection with said event unless consent is obtained from the USOPC.

~~**F**~~**E** All sanctioned events are subject to the following conditions:

(1) The conduct of a sanctioned event shall be in strict compliance with applicable USMS swimming rules and administrative regulations, or when the sanctioned event is held simultaneously in conjunction with a USA Swimming sanctioned meet, with applicable USA Swimming rules and administrative regulations.

(2) In order to be in compliance with FINA Constitution article C 7.3, an LMSC may grant exceptions to specific USMS swimming rules and administrative regulations when sanctioning a FINA Masters championship held within the United States of America.

(3) Sanctioned events may include nonconforming swimming events so long as they are conducted in a safe manner. Nonconforming swimming events are events not defined in article 102.5, article 307.2.2G–J, or that would typically result in the disqualification of participants as defined in article 102.13. USMS records and Top 10 times shall not be maintained in nonconforming events except for initial distances and relay leadoff split times for distances that are also events defined in article 102.5.

(4) Sanctioned events may be conducted in facilities not meeting the

dimensional tolerance for required pool length, but the results of those events shall not count for USMS records and Top 10. It must be noted in the meet information that events conducted in these facilities are noncompliant.

(5) All swimmers shall provide proof of current Masters membership acceptable to the LMSC. At the discretion of the meet director and exclusive of national championship meets, a swimmer may enter indicating "number pending," as long as proof of membership is presented prior to the swimmer's participation in the event.

(6) A swimmer's valid affiliation and age shall be displayed after the name in the meet program.

~~G~~F A sanction may be withheld from any individual or organization that has failed to conduct a prior sanctioned event in accordance with applicable USMS swimming rules and administrative regulations, or as stated on the ~~entry form~~ meet announcement.

~~H~~G Sanction may be withdrawn for failing to conduct the event in accordance with applicable USMS rules and administrative regulations and other stated requirements on the ~~entry form~~meet announcement up until the conclusion of the event.

202.2 Recognized Events

~~Times achieved by USMS members at recognized events other than USA Swimming or FINA meets shall be considered for USMS records and Top 10 times if a designated USMS observer is present and verifies in writing that the conduct of the competition conforms to the relevant USMS swimming rules and administrative regulations. (See Appendix B for the required Observer's Report.) USA Swimming and FINA sanctioned meets do not require observers (see article 202.3). USMS membership is not required for swimmers entered in recognized events.~~

202.2.1 Recognition—Recognition shall be issued, withheld, or withdrawn in accordance with the following:

A Application for recognition of events within the jurisdiction of USMS shall be made to the LMSC within which the event is to be held, and applications shall be accompanied by the recognition fee. The recognition fee shall consist of a national fee established by the House of Delegates. Each LMSC may also establish a local fee. The LMSC may establish a reasonable deadline to receive applications for recognition prior to the competition.

B Approval of recognitions shall be made by the LMSC's authorized representative, and a record thereof shall be retained for two years.

C Recognition issued to one organization cannot be transferred to another.

D No recognition of any event shall be granted with the word "Olympic" or the

word "Paralympic" or any derivative thereof used in any manner in connection with said event unless consent is obtained from the USOPC.

~~**E** The conduct of a recognized event shall conform to relevant USMS swimming rules and administrative regulations, including but not limited to the following:~~

~~**(1)** Starts, Strokes, and Relays (article 101) or Guidelines for Officiating Swimmers With a Disability (article 107)~~

~~**(2)** Swimwear Design (article 102.12.1)~~

~~**(3)** Determination of Official Time (articles 103.17.3, 103.18.1, 103.18.2, 103.18.3, and 103.18.4)~~

~~**(4)** Timing System Requirements for Records and Top 10 (articles 103.18.5-103.18.8 and 103.18.10)~~

~~**(5)** Records and Top 10 Times (articles 105.1, 105.2.1, 105.2.2, 105.3.2,105.3.3, 105.3.4, 105.3.5, 105.3.6, 105.3.7, and 105.3.9)~~

~~**(6)** Minimum Standards for Facilities (articles 106.2.1, 106.2.3A, 106.3, 106.11.1, 106.11.2, 106.12, 106.13.2, 106.14, and 106.16)~~

~~**(7)** Relay leadoff split times that conform to articles 103.18.1 and 105.2.2A will be considered for events listed in article 102.5. USMS membership is not required for the other members of the relay team and the relay event itself need not conform to article 102.5.~~

~~**F** World records can be set only in FINA- or USMS-sanctioned competitions, not recognized events.~~

~~**G**~~**E** A recognition may be withheld from any individual or organization that has failed to conduct said competition in accordance with applicable USMS swimming rules and regulations, or as stated on the ~~entry form~~ meet announcement.

~~**H**~~**F** Recognition for any meet held outside the jurisdiction of USMS, and not sanctioned by a FINA Member Federation, shall be obtained from the Executive Committee.

~~**I**~~**G** Recognition may be withdrawn for failing to conduct the event in accordance with applicable USMS rules and administrative regulations and other stated requirements on the ~~entry form~~ meet announcement.

(Articles 202.3 and 202.4 remain unchanged.)

Rationale: Putting the pool-competition-related information from Part 2, including the pool-meet sanction and recognition information, into Part 1 will make it easier for meet hosts,

officials, and swimmers to find all the pool information they need in one part of the rule book.

R-13	**108**	Rules Committee	page 52	Add
Committee Action:	**Recommended as an indivisible package with L-2**			
HOD Action:	Adopted	Adopted as Amended	Defeated	

ARTICLE 108:
Sanction and Recognition of Pool Events

108.1 Sanctions

Times achieved at sanctioned events are considered for USMS records, USMS Top 10 times, FINA Masters world records, and FINA Masters Top 10 times. All swimmers entered in sanctioned events shall be USMS members or shall be members of a FINA Member Federation.

108.1.1 Sanction Requirements—Sanctions shall be issued, withheld, or withdrawn in accordance with article 202.1 and the following requirements:

A Sanction applications shall be accompanied by the meet announcement.

(1) The meet announcement shall include the statement "Sanctioned by (LMSC name) for USMS Inc." and may include the statement "Sanction number _____." Entry forms and programs may include these statements.

(2) The meet announcement shall include ONE of the following statements for each course used for competition during the meet:

(a) The length of the competition course without a bulkhead is in compliance and on file with USMS in accordance with articles 105.1.7 and 106.2.1.

(b) The length of the competition course has been measured and is NOT in compliance with USMS articles 105.1.7 and 106.2.1: Times achieved in the meet will NOT be eligible for USMS Top 10 and records.

(c) The length of the competition course is not on file with USMS. Eligibility of times achieved in this meet will be contingent upon pool length measurement and approval with USMS; if bulkheads are present, their placement must also be confirmed by measurements at the meet (USMS articles 105.1.7 and 106.2.1).

(d) The length of the competition course is in compliance and on file with USMS in accordance with articles 105.1.7 and 106.2.1, but as a bulkhead course, is subject to length confirmation. Eligibility of times for USMS Top 10 and records will be contingent on verification of bulkhead placement.

(3) The meet announcement shall include a description of the timing systems intended to be used at the meet (see articles 103.18.5–103.18.9) and one of the following statements for each course:

(a) Times from this competition will be eligible for world record, USMS record, and Top 10 consideration.

(b) Times from this competition will be eligible for USMS records and Top 10 consideration, but not for world records.

(c) Times from this competition will be eligible for USMS Top 10 consideration, but not for world or USMS records.

(d) Times from this competition will not be eligible for world record, USMS record, or Top 10 consideration.

If a change in primary timing system is necessary before or during the meet, the meet director shall ensure that all swimmers are notified of the change.

H Entries shall not be accepted before the sanction has been issued. Paper forms shall not be distributed, online entry systems shall not be activated, and the event shall not be listed as sanctioned on the USMS Calendar of Events until the sanction has been issued.

I If an individual or organization has failed to conduct a sanctioned event in accordance with applicable USMS rules and administrative regulations, or as stated in the ~~entry form~~ meet announcement, a sanction may be withheld or withdrawn in accordance with articles 202.1.1F and G.

108.2 Recognized Events

Times achieved by USMS members at recognized events other than USA Swimming or FINA meets shall be considered for USMS records and Top 10 times if a designated USMS observer is present and verifies in writing that the conduct of the competition conforms to the relevant USMS swimming rules and administrative regulations. (See Appendix B for the required Observer's Report.) USA Swimming- and FINA-sanctioned meets do not require observers (see article 202.3). USMS membership is not required for swimmers entered in recognized events.

108.2.1 Recognition—Recognition shall be issued, withheld, or withdrawn in accordance with article 202.2 and the following requirements:

A The conduct of a recognized event shall conform to relevant USMS swimming rules and administrative regulations, including but not limited to the following:

(1) Starts, Strokes, and Relays (article 101) or Guidelines for Officiating Swimmers With a Disability (article 107)

(2) Swimwear Design (article 102.12.1)

(3) Determination of Official Time (articles 103.17.3, 103.18.1, 103.18.2, 103.18.3, and 103.18.4)

(4) Timing System Requirements for Records and Top 10 (articles 103.18.5–103.18.8 and 103.18.10)

(5) Records and Top 10 Times (articles 105.1, 105.2.1, 105.2.2, 105.3.2,105.3.3, 105.3.4, 105.3.5, 105.3.6, 105.3.7, and 105.3.9)

(6) Minimum Standards for Facilities (articles 106.2.1, 106.2.3A, 106.3, 106.11.1, 106.11.2, 106.12, 106.13.2, 106.14, and 106.16)

(7) Relay leadoff split times that conform to articles 103.18.1 and 105.2.2A will be considered for events listed in article 102.5. USMS membership is not required for the other members of the relay team and the relay event itself need not conform to article 102.5.

B World records can be set only in FINA- or USMS-sanctioned competitions, not recognized events.

C If an individual or organization has failed to conduct a recognized event in accordance with applicable USMS rules and administrative regulations, or as stated in the ~~entry form~~ meet announcement, a recognition may be withheld or withdrawn in accordance with articles 202.2.1E and G.

L-3 402.4.5-402.4.6 Diversity and Inclusion Committee page 94 modify

Committee Action:	**Recommended as Amended**		
HOD Action:	Adopted	Adopted as Amended	Defeated

402.4 Unsporting Conduct

The following shall be considered unsporting conduct as it relates to Part 4:

[Sections 402.4.1–402.4.4 are unchanged]

402.4.5 Any intentional nonconsensual physical contact, obscene language or gesture, or other threatening language or conduct directed toward members, volunteers, ~~or~~ staff, or bystanders in connection with ~~a~~ USMS ~~event~~administrative activities, events, or workouts.

402.4.6 Any discrimination~~,~~ or harassment~~, or expression regarded as offensive~~ based on an individual's age, gender, race, ethnicity, ~~culture~~ national origin, religion, sexual orientation, gender identity, gender expression, genetic~~s~~ information, mental or physical disability, protected health and medical information, or any other status protected by federal, state, or local law, where applicable, directed toward members, volunteers, staff,

or bystanders in connection with ~~a~~ USMS administrative activities, events, or workouts. Application of Part 1: Swimming Rules regarding age groups, gender categories, swimwear, and guidelines for officiating swimmers with disabilities ~~activity. Age requirements for USMS membership~~ shall not be considered ~~a~~ as violations of this article.

[Renumber the remaining sections of article 402.5]

Rationale: Part 4 protects USMS members, volunteers, and staff from physical or sexual harassment by a USMS member. The addition will extend this protection to groups typically protected in the workplace, at schools, and other institutions. The groups listed match those used in USA Swimming's code of conduct and commonly found in employee manuals.

Committee Notes: Amended from the version submitted by the Diversity and Inclusion Committee to substitute the terms "national origin" and "genetic information" for "culture" and "genetics" consistent with equal opportunity and anti-discrimination laws and policies. Amended "activity" to be "USMS events, administrative activities, and workouts," which is consistent terminology with existing language in the rules and regulations.

Note: L-4A is a submission after the deadline under the provisions in article 601.2.3 and approved by a two-thirds-majority vote of the Legislation Committee.

L-4A 506.1.1, 506.2.1 Legislation Committee page 96 modify

Committee Action:	**Recommended**		
HOD Action:	Adopted	Adopted as Amended	Defeated

506.1.1 The voting members of the Board of Directors of this corporation shall consist of:

A Each voting member of the Executive Committee.

B An at-large director from each zone~~, ., nominated by that zone and elected by the House of Delegates., .~~

506.2.1 An ~~A~~at-large director~~s~~ from each zone, nominated by that zone, shall be elected by the House of Delegates at annual meetings held in even-numbered years. Their terms of office shall commence at the close of the annual meeting of the House of Delegates at which they are elected.

Rationale: L4-A is a substitute amendment for L-4 that clarifies language on the nomination and election of board members, but does not add EOG guidelines to code.

L-4 506.1.1, 506.2.1-506.2.3 Pacific Northwest LMSC page 96 modify

Committee Action:	**Not Recommended**		
HOD Action:	Adopted	Adopted as Amended	Defeated

506.1.1 The voting members of the Board of Directors of this corporation shall consist of:

A Each voting member of the Executive Committee.

B An at-large director from each zone~~, ., nominated by that zone and elected by the House of Delegates., .~~

506.2.1 An ~~A~~at-large director~~s~~ from each zone, nominated by that zone, shall be elected by the House of Delegates at annual meetings held in even-numbered years. Their terms of office shall commence at the close of the annual meeting of the House of Delegates at which they are elected.

506.2.3 The current election operating guidelines shall govern the nomination and election proceedings. These guidelines shall be consistent with the following:

A An at-large director candidate shall be nominated by a member from within the zone of candidacy.

B A candidate for at-large director shall be a member of an LMSC within the zone of candidacy.

C A current at-large director in one zone who is nominated for at-large director in a different zone shall include nomination and reference letters with the nomination packet.

D Each zone shall meet, consider all of its nominations, and determine to endorse or not endorse each candidate from that zone.

E A list of candidates and endorsement status from each zone shall be provided to the HOD prior to the election.

Rationale: The stricken clause in 506.1.1(B) belongs in 506.2, which covers election of at-large directors. The additions to 506.2.3 codify important requirements for EOG.

Committee Notes: The committee does not recommend adoption of this proposed amendment on the rationale that it is not a good practice to codify some parts of the operating guidelines and not other parts. L-4A is offered as a substitute amendment to clarify language without codifying the EOG provisions.

L-5 506.2.4 Pacific Northwest LMSC pages 96-97 modify

Committee Action:	**Recommended as Amended**		
HOD Action:	Adopted	Adopted as Amended	Defeated

506.2.4 Each at-large director is eligible for election for no more than two consecutive terms, regardless of the nominating zone. No person ~~so~~ elected for two ~~successive~~ consecutive terms is eligible for reelection ~~as an at-large director~~ until ~~after the lapse of~~ two years have elapsed following the term of office to which that person was last elected~~, even if that person was nominated by more than one zone during those two terms~~.

Rationale: Clarifies that an at-large director can be elected from another zone after an initial two-year term but can serve only two consecutive terms as an at-large director.

Committee Notes: Amended from the version submitted by Pacific Northwest to clarify language and terms.

L-6 506.7.6 Pacific Northwest LMSC pages 99 modify

Committee Action:	**Recommended as Amended**		
HOD Action:	Adopted	Adopted as Amended	Defeated

506.7.6 Elections Committee—The Elections Committee shall:

A Propose policies pertaining to the conduct of elections for ~~USMS~~ officers and ~~Board member~~ at-large directors ~~elections~~ for approval by the Board of Directors.

B ~~be~~ Be responsible for conducting elections of officers and ~~Board members~~at-large directors, in accordance with election operating guidelines.

The members of the Elections Committee shall not have conflicts of interest with such elections. Candidates for election are not eligible to serve on the committee.

Rationale: Election operating guidelines are referred to in several places in the rules (506.2.3, 506.3.9, 506.7.6), but there is no mention of development or approval of those guidelines. This proposal specifies that election operating guidelines are developed by the Elections Committee and must be approved by the Board of Directors (as is done for financial policies in 506.7.3). The proposal also reformats 506.7.6 for clarity.

Committee Notes: Amended from the version submitted by Pacific Northwest to clarify language and terms.

Note: L-7 is considered as an indivisible package with LD-1 under the provisions in article 601.4.5.

L-7 507.1.8 and 507.1.11 Long Distance and Open Water Committees pages 101-102 modify

Committee Action:	**Recommended as an indivisible package with LD-1**		
HOD Action:	Adopted	Adopted as Amended	Defeated

507.1 Standing Committees

[Articles 507.1.1–507.1.7 are unchanged]

507.1.8 Long Distance Committee—The Long Distance Committee shall oversee the rules and administration of open water and long distance events. The committee shall solicit and review bid proposals and select the sites for the long distance championship events. The committee shall work in a coordinating and advisory capacity with event hosts and make recommendations to enhance the quality of long distance championship events. The Long Distance Committee shall promote the development of and participation in open water swimming. The committee shall develop educational resources for open water

participants and event directors. The committee shall increase awareness about open water swimming and identify opportunities to promote USMS. The committee shall maintain records and select the Long Distance All-American and Long Distance All-Star Teams. The committee shall assure that the competitive rules in Part 3 of the USMS rules and regulations provide for fair and equitable competition in the best interests of all USMS members and that these members are informed of current rules, interpretations, and changes. The committee may initiate and shall accept, consider, and report proposed amendments, with the committee's recommendations, at the annual meeting of the House of Delegates, in accordance with the provisions of Part 6. When necessary, the committee shall interpret and render opinions regarding any provision of the rules and regulations of USMS within the committee's jurisdiction as defined in article 601.1. The committee shall consist of the committee chair and no more than 16 additional members. ~~The Open Water Committee chair shall be an ex officio member of the committee.~~

[Articles 507.1.9 and 507.1.10 are unchanged]

~~**507.1.11 Open Water Committee**—The Open Water Committee shall promote the development of and participation in open water swimming. The committee shall develop educational resources for open water participants and event directors. The committee, with input from the Long Distance Committee, shall prepare guidelines pertaining to the management of USMS open water swimming for approval by the Board of Directors. The committee shall increase awareness about open water swimming and identify opportunities to promote USMS. The committee shall consist of the committee chair and sufficient members to execute the committee function. The Long Distance Committee chair shall be an ex officio member of the committee.~~

[Renumber the remaining paragraphs in article 507.1]

Rationale: The promotion and development functions of the Open Water Committee are now being carried out by the National Office staff and the Open Water Safety Coordinator, making this standing committee of volunteers unnecessary if the other functions can be assumed by the Long Distance Committee.

Note: The following articles also need to be modified for consistency in Part 2.

203.1 Sanctions

[The preamble, article 203.1.1A, and 203.1.1B are unchanged]

203.1.1 Sanction Options—USMS shall offer sanction options as defined below.

[Paragraphs A and B are unchanged]

C Other Sanctions—The Board of Directors shall consider and may approve other sanction options recommended by the Long Distance Committee~~, with input from the~~

~~Open Water Committee,~~ that allow sanctioning of events that include USMS and non-USMS members.

Note: The following articles also need to be modified for consistency in Part 3. Amendments to Part 3 are within the jurisdiction of the Long Distance Committee.

LD-1 301.2.1 & 303.4.2 Long Distance and Open Water Committees pages 63, 68-69 modify

Committee Action:	**Recommended as an indivisible package with L-7**		
HOD Action:	Adopted	Adopted as Amended	Defeated

301.2.1 Open Water Guide to Operations—The ~~Open Water~~ Long Distance Committee shall develop and maintain a guide for conducting open water events for the use of USMS open water officials and event hosts. The guide shall contain the governing policies, management of rules, and links to education applying to open water swims.

303.4.2 Rules for Category I Swimwear for Open Water Events

[303.4.2A and B are unchanged]

C Exemptions to the restrictions in articles 303.4.2A–B may be granted to a swimmer, on a case by case basis, by the chair of the ~~Open Water~~ Long Distance Committee or designee. Exemptions will be granted only for conflicts due to the swimmer's verified religious beliefs or verified medical conditions.

(1) Procedures for applying for an exemption will be published by the ~~Open Water~~ Long Distance Committee and posted on the USMS website.

(2) No exemptions to these restrictions will be granted for swimwear that would give a swimmer a competitive advantage.

(3) The decision of the ~~Open Water~~ Long Distance Committee chair may be appealed only to the entire ~~Open Water~~ Long Distance Committee, whose decision shall be final and binding on all parties.

TO: House of Delegates
FROM: Dawson Hughes, Susan Parker
DATE: September 2021
SUBJECT: Business plan assumptions for 2022

Before covering 2022 business plan assumptions, it's important to recap the high-level results of the adjustments made in 2021 in response to the pandemic. These changes are the basis of the increase in members and activities included in business plan assumptions for 2022.

The 2021 2nd quarter forecast suggested a net operating loss of -$25K, which is $218K better than the revised plan of -$243K. The forecast is $528K better than the original approved 2021 budget of -$552K. The chart below shows the significant changes compared to the original 2021 budget that resulted in the improved bottom line.

	Forecast	Revised Plan	Favorable/
Activity (000s omitted)	**2021**	**2021**	**Unfavorable**
Revenues			
Membership			
# of members	48,500	42,500	Favorable
Registration revenues	+$333	+$100	Favorable
Advertising/Partnerships	+$73	+$100	Unfavorable
Government Grants (SBA PPP)	+$275	+$275	= revised plan
Budget Neutral			
Events			
National pool championships	2 events	none	Favorable
National open water championships	4	none	Favorable
College Club Swimming	1 regional	none	Favorable
Pool sanctions/recognized	150	none	Favorable
Open water sanctions	30	none	Favorable
Expenses			
Compensation	+$110	+$78	Unfavorable
SWIMMER- print all issues	+$57	+$63	Favorable
Marketing campaigns	+$38	+$70	Favorable
Volunteer			
In-person Board meeting	+$25	+$25	= revised plan
Annual meeting	-$70	-$70	= revised plan
Net Operating Loss	**-$25**	**-$243**	**Favorable**

2022 BUSINESS PLAN ASSUMPTION OVERVIEW

The board and the Finance Committee have reviewed and provided input on the following assumptions that'll be used to prepare the 2022 USMS budget in the coming months. USMS is on the road to recovery, and membership numbers and events are expected to increase in 2022.

An overriding assumption is that USMS can and will return to a membership close to 52,500 by the end of 2022 and continue to rebuild from there. The 2022 assumptions were developed with the idea that USMS would continue to weather the effects of the pandemic while continuing strategic investment in the future and revisiting long-term strategies to support the USMS Mission and Vision.

During the 2021 annual meeting, it's expected that some committees will discuss and potentially propose initiatives to include in the 2022 budget. At this time, the assumptions included in the business plan support typical committee activities with cost-conscious recommendations and adaptations for post-pandemic activities.

While reviewing these assumptions, it should be noted that USMS reserve levels have grown to $3,948,000 and forecasted membership will end 2021 at close to 50,000. Considering the reduced number of events nationwide, staggered pool re-openings, and the cascading effects of the pandemic on aquatic facilities, USMS can be proud of our initial and ongoing response.

The current assumptions in this plan result in a net operating budget deficit of -$135K before depreciation.

Draft Business Plan Summary	2022
Revenues	$3,450,900
Expenses	$3,586,300
Net Operating Income/(Loss) before depreciation	($135,400)
Depreciation	$224,400
Net Operating Income/(Loss) after depreciation	($359,800)
Net Other Income/Expenses	$7,400
Net Income/(Loss)	($352,400)

HOD Action Items for 2022 Budget: None. No changes in fees from 2021>2022

SUMMARY OF 2022 BUDGET RATES		2022			2021
MEMBERSHIP FEES		**USMS**	**LMSC**	**Total**	
Membership Fees	**full year**	**$48.00**	**$12.00**	**$60**	No Change
Membership Year Plus Fees *	**Offered July 1 - Sept 30, 2022**	**$79.20**	**$19.80**	**$99**	No Change
CCS Bridge Membership		$25	$0	**$25**	No Change
Club Fees		$48	$12	**$60**	No Change
Workout Group Fees		$48	$12	**$60**	No Change
One Event Fees		$12	$3	**$15**	No Change
**$31.20 national / $7.80 LMSC applied to 2022, full year fee applied to 2023.*					
EVENT/SANCTION CHARGES	**Sanctioned or Recognized**				
Pool Meet	sanctioned	$50			No Change
Pool Meet	recognized	$100			No Change
Open Water Swim (min charge = $200 and max charge= $1,000)	sanctioned	$100 plus $5 per			No Change
Open Water Swim	sanctioned national	$5 per, +$3 surcharge			No Change

2021 BUDGET ASSUMPTIONS

Compensation: The compensation budget assumptions were reviewed by the Compensation and Benefits Committee. Market increases in benefits are included.

Staffing will be maintained at current levels of 14.3 full-time equivalents.

Insurance costs: The general and umbrella liability premiums are variable based on the number of members, events, and general insurance market. Applications for the premium year beginning Oct. 1, 2021, are in-process, and actual costs will be available for the detailed draft budget. Assumed increases are included in the plan with a range of 10–25%.

Membership revenue: Assume 52,500 members.

- 47,500 full-year members. $60 fee is split 80%/20%, the USMS portion of the fee is $48 and the LMSC portion is $12.
- I5,000 Year-Plus members. Offered from July-October. $99 fee is split 80%/20%, the USMS portion of the year plus fee is $79.20 and the LMSC fee is $19.80.

- Introduce new USMS+ add-on package option for $199 (before 12/31/2021)/$229 (beginning Jan. 1, 2022). The price is inclusive of the traditional USMS membership. The net new revenue (after expenses) above the traditional membership ($60) will be split 80%/20% (USMS/LMSC). Membership+ to include:
    - All “virtual” national events
    - Member package (card, cap, branded item selection)
    - 3 webinars-motivational, goal setting, Olympians
    - Patches and Community badge
    - Foundation donation

The USMS-College Club Swimming (CCS) Bridge Membership for 2022 is for 75–100 members and a fee of $25 each.

Digital Capabilities: The digital capabilities will continue to be upgraded with a change in the membership database of record in 2022. The technical leadership, support, and guidance for the digital transformation and ongoing development will continue through contracted resources. This relationship has proven effective both from a cost management and development progress standpoint. The contractor support costs are variable depending on the number of projects and changes/updates needed to support existing services.

Communications/ Publications: Assume 50% of members choose the digital version of *SWIMMER*.

- A digital content upgrade is planned for the first half of 2022 to improve the online magazine delivery.
- Member-only access to content expanded.

Program Services: New club development strategy for 2022

- Identify existing clubs with untapped potential growth and provide support.
- Identify facilities for new Masters clubs and provide start-up support.
- Identify coaches with interest and potential to connect with new opportunities.
- Repurpose budget amounts similar to previous club development budget levels for new strategy.

Coach and instructor training program's goal is to be able to continue to deliver high-quality training that's revenue neutral or positive, including staff and contract resources. The coach training program will also be used to recruit interested Masters coaches with potential to lead and grow Masters clubs that can be viable for the long term. Other training may be available to LMSCs or clubs on a break-even or better basis.

- Level 1 Coach Certification will be presented online. This change increases the course availability and lowers the cost of training. Gold Club applicants may more readily meet the certified coach requirement.
- Level 2 and 3 Coach Certifications, Clinic Courses for Coaches, and ALTS Instructor classes:
    - In-person instruction with regional resources in conjunction with club development strategy
    - Additional classes available when requested and supported by LMSCs

Mentorship Program

- Connect experienced Masters coaches with new coaches for information sharing. Match will be made with geographic proximity considered.

National Coaches Clinic

- Wet-side specific
- Revenue neutral or better

Events:

Assume the return of all national events. Planned to be budget neutral or positive. No changes in fees.

- Pool national championships - 2
- Open water national championships - 6
- College Club Swimming – 4 regional and 1 national championship
- LMSCs resume local pool and open water meets
- Virtual challenges
    - Fitness Series
    - Go the Distance
    - National event – tbd

Events expenses:

- National pool championships planned with support for related expenses.
- Championship, Long Distance, and Officials Committee travel for liaison function.
- Open water event registration incentives to provide data collection for one-event members.

Adv/Partnership: Assume revenues increase 10% over 2021 forecast.

- 14 Partnerships including joint partnerships with USA Swimming.
- Similar advertising, royalty, and in-kind revenue as previous years.

Marketing costs: Include broad range of member/program/event support:

- Digital advertising support for:
  - New club development strategy
  - Increased event-specific marketing
  - Try Masters Swimming
  - 1–2 other large-scale campaigns.
  - Ongoing membership engagement by using social media, coach/ALTS programs
- New member and USMS+ welcome kits
- Partner support for Nationals and headquarters visits.

College Club: Assume a roughly break-even scenario based on the planned number of club registrations and related activities.

- Maintain program until more university facilities loosen restrictions.
- Registered clubs ~135 clubs
- Registered swimmers ~4,000 to 5,000
- Targeting 2023 to bring CCS registration into the national registration system. (Currently registered through outside vendor)
- The CCS activities will include the leadership summit, event support, and virtual attendance at the annual meeting.

Admin-Volunteers: Changes in the purpose and focus of in-person meetings

- Volunteer Relay 2022.
- One in-person board meeting
- Virtual annual meeting

Admin-National: Assume return of business operations and support of USMS events.

- Savings from reduced headquarters office space ~$43K
- Hybrid office/remote work for staff
- Includes pre-pandemic normal travel

Depreciation: Increase based on 2021 and planned 2022 digital transformation implementation - $224K annual total. This is a non-cash expense. The digital transformation capital investment will be depreciated over a five-year period. 2022 will be the largest amount and it will decrease each year until the project is fully depreciated.

Capital: **Request $75K** to complete the final stage of the multi-year digital transformation investment.

The 2017 approved digital transformation project will be completed in 2022 and will involve the implementation of a new membership relationship management (registration) system targeted for the first half of 2022. The new system will run in parallel with the legacy system to ensure a successful and seamless transition.

Digital Transformation Capital Investment (,000s)			
Approved Project - 2017	**Original $$**	**Timeframe/Phase**	**Actual $$**
Sitecore License (perpetual 5 yr life)	$70	Phase I - 2018	$306
Phase 1 Implementation	$175	Phase 2 - 2018/2019	$232
Phase I	$245	Phase 2 - EOY 2019	$107
Phase 2	$150	Phase 2 - EOY 2020	$83
		Phase 2 - Implement Community 2021	$103
Phase 3	$544	Phase 2/3 - Forecast 2021	$215
		Phase 3 - Estimate 2022	$150
Sub-total Digital Transformation	**$939**	**Total Project Forecast to Complete**	**$1,197**
Adjustments to add to capital budget:		**Software in Progress as QTR2 2021**	
Reclass IT leadership exp>capital	$83	Phase 3: CRM (Registration)/Other	$146
Community SaaS expense>capital	$100	(Included in Phase 2/3-Forecast 2021)	
Sub-total adjustments from operating	**$183**	**PROJECT FORECAST OVERAGE**	
Total Digital Transformation Projects	**$1,122**	**Forecast vs Approved-2017**	**$75**

Request $25K for replacement of partner signage. USMS uses two different types of signage for sponsorship fulfillment at nationals. The replacement was delayed during the pandemic. These were last purchased in 2012 and 2014.

2021 BUDGET PREPARATION TIMELINE FOR 2022 BUDGET

Item	Description	Due Date	Responsible Party	Volunteer Review
1	Prepare budget production schedule for distribution by the CEO/CFO to the BOD, FC, C&B and staff. (All committee chairs need to be informed of worksheet distribution and due dates. Some committees schedule meetings to discuss the next year's budget.)	7/15/2021	CEO/CFO	
2	Staff meetings- discuss strategic plan and budget initiatives that support plan. TBD	On-going	CEO	
3	The CEO shall present a strategic update to the BOD, including a discussion of new and continuing strategies and programs to be included in the budget.	8/21/2021	CEO	BOD
4	The FC shall review draft budget assumptions and the strategic plan.	8/27/2021	CEO/T/FC/ CFO	T
5	All proposed fees subject to 508.2 shall be submitted to the FC Chair.	9/1/2021	FC	FC
6	The CEO, with recommendations from the Compensation and Benefits Committee, shall prepare the staffing plan for the budget year and for the five-year plan, and the compensation and benefit plan for the budget year.	9/3/2021	CEO/C&B	C&B
7	The CEO and/or CFO shall post the budget year strategic plan, including an executive summary of all new initiatives, together with the proposed membership, sanction, and recognition fees for the budget year.	9/16/2021	CEO/CFO	P/T
8	The CEO, CFO, Treasurer and FC Chair shall present to the FC the 2nd quarter financial report and annual forecast for the current year, and shall update the FC and attending delegates on USMS' financial condition and continuing and new initiatives for the budget year, including answering delegate questions, and recommend fee changes subject to 508.2 for BOD approval.	9/23-27/2021	CEO/CFO/T/ FC	T/FC Chair
9	The BOD shall approve fees subject to 508.2 to recommend to the House of Delegates for approval.	9/23-27/2021	BOD	P/T
10	The CEO, CFO, and FC Chair shall present the budget year assumptions, goals, and objectives to the HOD, including a review of new initiatives for the budget year. The HOD shall approve fees subject to 508.2 for the budget year	9/23-27/2021	CEO/CFO/FC	T/FC Chair
11	The CFO shall distribute third quarter USMS financial results and budget year worksheets to all parties responsible for revenue or cost center budgets >$2,000. The CFO and FC shall review all Committee requests for new initiatives or budget changes >$1,000 prior to inclusion in the budget.	10/15/2021	CFO/T/FC	T/FC
12	All Committee Chairs and National Office budget holders shall submit budget requests, including any assumptions and factors that impact the five-year plan, to the CFO. All budget requests for new initiatives shall be accompanied by documentation detailing their goals/objectives/outcomes.	10/22/2021	CC/NO/CEO/C FO	T/FC Chair
13	The CEO, CFO, Treasurer, and FC Chair shall complete a review of the draft budget including strategic plan initiatives.	10/22 to 10/29	CEO/CFO/T/FC Chair	
14	The CEO shall submit the following to the FC and the BOD: business plan; organizational goals; summary financial plan; funding priorities; summary of all travel for the National Office and volunteers; and draft annual budget. The CEO is required to submit a no-deficit Net Ordinary Income Budget unless pre-authorized by the BOD.	10/29/2021	CEO	FC/ T/ P
15	The FC shall review the draft budget to ensure that the allocation of resources is appropriate for the organizational goals and funding priorities set forth by the BOD. The FC shall also make any necessary changes to reach a budget with a no-deficit Net Ordinary Income unless pre-authorized by the BOD.	1st and 2nd week of Nov.	FC	T
16	The FC shall approve the draft budget to be submitted to the BOD.	11/12/2021	FC	T
17	BOD shall review and approve the draft budget submitted by the FC unless further information or changes are requested by the BOD.	11/15/2021	BOD	T/P
18	The National Office staff shall post the approved budget on the USMS website	11/22/2021	CFO	T
19	CFO shall break down the budget by quarter or month in the accounting software, and provide copies to the CEO, BOD, and FC. The CFO shall update the two-year financial forecast consistent with the approved budget and review with the Treasurer. Either the CFO or Treasurer shall present the forecast to the BOD at their winter meeting and provide a copy to the FC		CFO	T

KEY

HOD = House of Delegates
BOD = Board of Directors
P = President - Peter Guadagni
T = Treasurer - Teddy Decker
CC = Committee Chairs
C&B = Compensation and Benefits Committee
FC = FC & FC Chair
NO = National Office
CEO = Dawson Hughes
CFO = Susan Kuhlman Parker

Proposed Standing Rules of the USMS Annual Meeting of 2021[A]

Rule 1

The first item of business of each session of the House of Delegates shall be the secretary's report of the number of certified delegates[B] and others registered as present.

Rule 2

The secretary shall be the arbiter of certified membership in the House of Delegates. Certification and membership decisions of the secretary may be appealed to the Executive Committee. Decisions of the Executive Committee may be appealed to the House. Within the session of the House of Delegates, once a member has been certified, that member may only be de-certified by a two-thirds vote of the House.

Rule 3

All meetings of the House of Delegates are open to the public[C]. However, the privilege of speaking in the House is limited to: 1) certified members of the House of Delegates or 2) guests of the president. The president shall provide the secretary with a list of guests of the president prior to their speaking in the House. Guests of the president shall not be allowed to speak to or vote on any motions; however, guests may respond to "Requests for Information" if recognized by the presiding officer.

Rule 4

Action items contained within annual reports or meeting minutes that require action by the House of Delegates shall be presented as main motions to the House of Delegates. Acceptance or approval of reports and minutes does not bind the House of Delegates to actions described within the report.

Rule 5

No member shall speak in debate more than once on the same question, or for longer than two minutes, without suspension of the rules granted by a two-thirds vote of the House of Delegates. A motion to suspend the rule allowing a member or members to speak more than once or for longer than 2 minutes, if made during debate on a question, requires a second, is non-debatable, and is only in force while the question is before the House of Delegates. However, a member or guest of the president, at the direction of the presiding officer, may respond to a request for information from a member who has the floor.

Rule 6

Motions shall be made by the presiding officer or by a member recognized to speak[E]. Original main motions and amendments to them shall be submitted in writing via email or other electronic means to

the clerk of the House of Delegates prior to debate on the motion. Written submission may be waived by vote or consent of the House.

Rule 7

All motions in the House of Delegates shall be recorded in writing with the name and affiliation of the maker.

Rule 8

If a motion to call the question is made and accepted by two-thirds of the House, any member with a virtual hand raised shall be recognized to speak for the allotted time.

Rule 9

Elections shall be run in accordance with the USMS Election Operating Guidelines including modifications in the 2021 Emergency Elections Procedures for a Virtual USMS Annual Meeting.

Rule 10

Items may be grouped together in a consent agenda and presented by the presiding officer. Items may be removed from a consent agenda at the request of any member. After a suitable amount of time to remove items, the remaining items shall be adopted by vote or unanimous consent. Removed items shall be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the presiding officer.

Rule 11

Zoom functionality shall be used to:

1) Request recognition to speak[(E)] (nonverbal feedback – raise hand); members will be called upon to speak based on the order in which they have raised their hands, and a clerk of the house will monitor the list of members with raised hands and notify each when it is time to speak.
2) Remove items from a consent agenda (nonverbal feedback – raise hand).
3) Raise privileged and incidental motions (enter motion in chat[(F)]).
    a. Participant chat is limited to “hosts and panelists only”.
    b. Chat other than raising privileged and incidental motions or seconding a motion shall be disregarded.
4) Seconding motions may be done by anyone other than presiding officer (enter second in chat to hosts and panelists[(F)]). Note: Primary and other motions made by the presiding officer will be seconded by a pre-assigned individual.
5) Vote on motions [(G)] (Zoom polling).

Standing Rules notes and protocols

Notes related to Virtual HOD

A. Please refer to Using Zoom for the 2021 Virtual Annual Meeting for information on how to use Zoom during the annual meeting.
B. HOD members will be considered "certified" when they log into the Zoom webinar.
C. Meetings are open to the public via live streaming using ***YouTube***.
D. A presiding officer may group items which are expected to be non-controversial (approval of committee reports) or similar in nature (legislative proposals with the same recommendation status) in a consent agenda. Any item presented as part of a consent agenda should be distributed with the agenda package in sufficient time to be read by all members prior to the meeting. The proposed grouping of items in a consent agenda should be communicated to members before it is to be considered.
E. The raise-hand, non-verbal feedback is used to request permission to speak, raise objection to a unanimous consent proposal, or request that an item be pulled from a consent agenda.
F. A "chat to hosts and panelists" message is used to raise points of order or by a non-panelist member to second a motion.
G. Results of voting by Zoom polling will be displayed by a meeting host and announced by the presiding officer.

Who's Who

U.S. MASTERS SWIMMING

USMS Leadership and Staff 2021

An abridged directory

Board of Directors

President
Peter Guadagni

VP Administration
Chris Colburn

VP Local Operations
Ed Coates

VP Community Services
Chris Campbell

VP Programs
Donn Livoni

Secretary
Greg Danner

Treasurer
Teddy Decker

Immediate Past President
Patty Miller

At-Large Director
Breadbasket
Carrie Stolar

At-Large Director
Colonies
Jeff Strahota

At-Large Director
Southeast
Britta O'Leary

At-Large Director
Great Lakes
Mel Goldstein

At-Large Director
Northwest
Paige Buehler

At-Large Director
Oceana
John King

At-Large Director
South Central
Kris Wingenroth

At-Large Director
Southwest
Jill Gellatly

Non-Voting Board Members

Chief Executive Officer
Dawson Hughes

Legal Counsel
Maria Elias

Committee Chairs

U.S. MASTERS SWIMMING

Audit
Elyce Dilworth

Championship
Jim Clemmons

Coaches
Kenny Brisbin

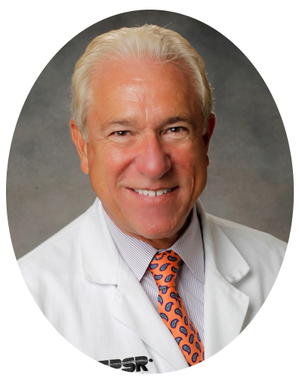
Comp. & Benefits
Erika Braun

Diversity & Inclusion
Sarah Welch

Elections
Erin Sullivan

Finance
Guy Davis

Fitness Education
Mary Jurey



Governance
Dr. Jim Miller

History & Archives
Skip Thompson

Investment
Ralph Davis

Legislation
Charles Cockrell

LMSC Development
Maddie Sibilia

Long Distance
Ali Hall

S. MASTER WIMMIN

Membership
Sue Nutty

Officials
Teri White

Open Water
Phyllis Quinn

Recognition & Awards
Charis Anderson McCarthy

Records & Tabulation
MJ Caswell

Rules
Mollie Grover

Sports Medicine & Science
Christopher Rieder

Swimming Saves Lives Foundation
Jay DeFinis

Ad Hoc: ALTS Programming
Carrie Stolar

Zone Chairs

Breadbasket
Robin Tracy

Colonies
Mollie Grover

Great Lakes
Lisa Brown

Northwest
Aaron Norton

Oceana
Sally Guthrie

South Central
Nicole Christensen

Southeast
Ed Saltzman

Southwest
Robert Mitchell

Appointments & Liaisons

ISHOF Liaison
Jack Groselle

National Board of Review Chair
Juliet Cox

US Aquatic Sports Representative
Peter Guadagni

UANA Masters Athlete Representative
Ed Tsuzuki

FINA Representative/UANA Masters Technical Committee
Mel Goldstein

UANA Masters Technical Committee
Nadine Day

USMS Liaison to IGLA
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National Swims Coordinator
Mary Beth Windrath

Robert's Rules of Order – the Basics

The purpose of "Robert's Rules of Order" includes the following:

- Ensure majority rule
- Protect the rights of the minority, the absentees and individual members
- Provide order, fairness and decorum
- Facilitate the transaction of business and expedite meetings

Basic Principles

- All members have equal rights, privileges and obligations
- Full and free discussion of every motion is a basic right
- Only one question at a time may be considered, and only one person may have the floor at any one time
- Members have a right to know what the immediately pending question is and to have it restated before a vote is taken
- No person can speak until recognized by the chair or a clerk of the house
- Personal remarks are always out of order
- A majority decides a question except when basic rights of members are involved
- A two-thirds vote is required for any motion that deprives a member of rights in any way (e.g., cutting off debate)
- Silence gives consent. Those who do not vote allow the decision to be made by those who do vote
- The chair should always remain impartial

Role of the Presiding Officer

- Remain impartial during debate - the presiding officer must relinquish the chair in order to debate the merits of a motion
- Vote only to create or break a tie (or 2/3 for matters requiring a 2/3 vote) – exception: the presiding officer may vote on any vote by ballot
- Introduce business in proper order
- Recognize speakers (this responsibility may be delegated to a clerk of the house)
- Determine if a motion is in order
- Keep discussion germane to the pending motion
- Maintain order
- Put motions to a vote and announce results

General Procedure for Handling a Motion

- A member must obtain the floor by being recognized by the chair
- Member makes a main motion
- A motion must be seconded by another member before it can be considered
- If the motion is in order, the chair will restate the motion and open debate (if the motion is debatable)
- The maker of a motion has the right to speak first in debate
- The main motion is debated along with any Subsidiary motions (e.g. “I move to amend the motion by ...”, Privileged motions (e.g. “I move to postpone the motion to ...”) and Incidental motions (e.g. “I move to divide the question.”)
- Debate on Subsidiary, Privileged and Incidental motions (if debatable) takes precedence over debate on the main motion and must be decided before debate on the main motion can continue.
- Debate is closed when:
    - Discussion has ended, or
    - A two-thirds vote closes debate (“Call the question”)
- The chair restates the motion, and if necessary clarifies the consequences of affirmative and negative votes
- The chair calls for a vote by stating “the poll for the motion has been opened, please cast your vote in favor or opposed” . After a suitable pause to allow for voting, a clerk of the house will close the poll.
- A clerk of the house reports the tally of votes and the chair announces the result

General Rules of Debate

- No members may speak until recognized by the chair
- All discussion must be relevant to the immediately pending question
- No member can speak more than once to each motion
- No member can speak more than three minutes
- All remarks must be addressed to the chair – no cross debate is permitted
- It is not permissible to speak against one’s own motion (but one can vote against one's own motion)
- Debate must address issues not personalities – no one is permitted to make personal attacks or question the motives of other speakers
- The presiding officer must relinquish the chair in order to participate in debate and cannot reassume the chair until the pending main question is disposed of

- Members may not disrupt the assembly
- Rules of debate can be changed by a two-thirds vote

Robert's Rules Help Get Things Done!

- **Make Motions** – that are in order
- **Obtain the Floor** - properly
- **Speak** – clearly and concisely
- **Obey** – the rules of debate
- And most of all, be courteous! That's **always** in order!

Recommended Books

Robert's Rules of Order, Newly Revised, Tenth Edition, 2000
Robert's Rules of Order, Newly Revised, In Brief, Thomas J. Balch, 2004
Robert's Rules for Dummies, C. Alan Jennings, 2004
A-B-C's of Parliamentary Procedure. Co, Channing L. Bete, 1998

Recommended Web Sites

www.robertsrules.com | www.rulesonline.com | www.parlipro.org | www.robertsrules.org | www.roberts-rules.com