

Committee Name:	LMSC Development	Session #:	Report #:
Committee Chair:	Paige Buehler	Vice Chair:	Tom Moore
Minutes recorded by:	Jerry Clark	Date/time of meeting:	May 21, 2014 8:30pm EDT

Motions Passed:

1. MSA – Minutes from March 16, 2014

Number of committee members present: 12	Absent: 4	Number of other delegates present:
Committee members present (list all, including chair and vice chair): Paige Buehler, Lynn Morrison, Erin Sullivan, Leianne Crittenden, Lori Payne, Mary Hull, Michael Moore, Tim Waud, Randy Crutchfield, Tyler Blessing, Jerry Clark, Chris Stevenson (VPLO)		

Minutes

The meeting was called to order at 8:34pm EDT.

1. Minutes from the March 16, 2014 meeting were approved as submitted.
2. Lynn Morrison gave the Mentoring Subcommittee report.
 - a. Peer to Peer teleconferences for Officials (4/22) and Secretaries (5/14), both of which were lively and informative. Upcoming calls are Communications (6/1 – Jerry facilitates), Top Ten in July (Jeff facilitates), Fitness in August and Registrars in September. Lynn asked for volunteers to facilitate the August and September P2Ps. Erin asked how we might get more people on these calls; Lynn suggested that this is the first year of having these calls and we should expect attendance to increase as people begin to realize the value of participating.
 - b. Convention Grant process was discussed. Anna Lea had provided the latest information about how much money each LMSC has, what their 2013 revenues and expenditures were and the number of members in each of them. This will help Mentoring decide at July 11 meeting which LMSCs to offer grants for sending people to the 2014 convention. Lynn presented a color coded chart providing information about LMSC grants in the past year. Zone Chairs are expected to advocate for LMSCs in their Zone needing financial assistance to send convention delegate(s).
 - c. Next meeting of the Mentoring Subcommittee is June 11 at 8:30pm EDT.
3. Education Subcommittee report – Tim Waud
 - a. Subcommittee is still finalizing workshops for the convention with top ideas being (1) dual sanctioned meets; (2) managing an LMSC budget; (3) creating adult learn to swim programming; (4) LMSC bylaws; and (5) an unopposed peer to peer networking session.
 - b. Paige spoke about the high quality of the speaker on the first of two webinars about drawing volunteers into USMS activities called “Generational Trends and Issues in Volunteer Engagement.” She encouraged all of us to join the next webinar on Tuesday June 3 at 8:30 pm as it should be very informative. One of Paige’s take home points was that the word “Committee” is a turn-off to prospective volunteers, especially so with younger members. Chris asked to be prompted so he can encourage other USMS board members to participate.
 - c. Tim commented that the July webinar will be a tour of the Guide to Operations and that the October webinar will be about financial guidelines for LMSCs.
 - d. Next meeting of the Education Subcommittee is June 4 at 8:00pm EDT.
4. Practices and Standards Subcommittee Report- Paige Buehler in Tom’s absence.
 - a. The Recommended Best Practices process is currently stalled
 - b. The LMSC Standards compliance process is wrapping up with Paige and Jeff rolling up the data from the LMSCs (via SurveyMonkey) and information from Anna Lea Matysek and Mary Beth Windrath from the systems of record and National Office. Returns from the LMSC survey continue to be received. At this date, approximately 42 LMSCs had responded. **Paige** will email the zone chairs another list of LMSCs

still missing to encourage those LMSCs that have not yet responded to do so. Goal is to have the “scorecards” to the LMSCs by month end.

5. Committee Policies - Paige
 - a. Paige brought up the matter of policies that govern this committee, saying that those posted on the website are not the ones we approved last summer. **Chris S.** will update the July 2013 policies on the USMS website. Leianne asked if we might want to consider a diversity policy with regard to presenters and knowledge experts. Paige responded that diversity is good. Any ideas for a diversity policy would be considered; meanwhile the Mentoring and Education subcommittees should continue to consider soliciting diverse points of view when asking for volunteers.
6. LMSC Standards review cycle – Paige
 - a. Goal is to have changes to the LMSC Standards policy at a point to be reviewed as part of the LMSC Development Committee meeting at convention prior to submitting recommended changes to the USMS Board of Directors.
 - b. Paige asked us (all LMSC develop committee members – especially zone chairs when communicating with their LMSC chairs) to read through the Standards to look for any that might be amended or removed. She pointed out a couple that are out of date due to changes in process (membership renewal notification standards).
 - i. Lynn suggested that we divide up the Standards so that we’re only responsible for reviewing a portion.
 - ii. **Randy** will review the Finance.
 - iii. **Paige** has been a registrar and will review the Registration and Communications standards.
 - iv. Michael mentioned that we should solicit information from the LMSC chairs as well. **Paige** to include process when communicating scorecards to LMSC chairs
 - v. **Tyler** will to solicit a lead for a group of LMSC Chairs to also review and make suggestions for the committee to consider prior to convention.
 - c. It would be good to have standards as a topic of discussion at each P2P to gather up potential amendments throughout the year. [**Paige** to add to the P2P Process Doc].
7. Rule Changes - Paige reminded us that our committee can submit proposed Rule changes and asked us to think about any that we might recommend changes to. Deadline to the Rules Committee is July 10.

The meeting was adjourned at 9:30pm EDT
