

Committee Name:	Recognition & Awards	Session #:	Report #:
Committee Chair:	Ray Novitske	Vice Chair:	Sally Dillon
Minutes recorded by:	Ray Novitske	Date/time of meeting:	May. 21, 2016 7:00 p.m. EDT

Motions Passed:

1. MSA that Carolyn develop a revision to the committee description in the Rule Book that removes the requirement that representatives from other committees be members of our committee and makes it a suggestion instead.

Number of committee members present: 9	Absent: 4	Number of other delegates present: 0
Committee members present: Ray Novitske (Chair), Sally Dillon (Vice Chair), Rich Burns, Megan Lassen, Laura Val, Cheryl Gettelfinger, Chris Campbell, Carolyn Boak, Ted Haartz, Tracy Grilli – ex officio		

Minutes

The meeting was called to order at 7:00 p.m.

1. Roll call was taken and a quorum established.
2. Ransom J. Arthur Award
 - a. Sally reported on our Ransom J Arthur MD recipient Nadine Day. After a local presentation was made, Nadine decided to fly to the Spring National meet to be present during the public presentation.
 - b. The National Office did a good job this year immediately announcing the recipient in the USMS national media outlets.
 - c. Possible changes to the voting and selection process for the award was discussed, including a revision of the Recognition & Awards Committee policies for the RJA award. Sally will lead a subcommittee that will review and recommend revisions, to be completed within 30 days. The subcommittee will include Cheryl, Laura, Carolyn, and Megan. Committee members should send their comments to Sally for consideration.
3. Dorthy Donnelly Service Award – nothing to report.
4. June Krauser Communications Award – no updates to the nomination form are needed.
5. Club of the Year Awards – we received one nomination to date.
6. International Masters Swimming Hall of Fame
 - a. Tom Boak has been nominated by our committee as Honor Contributor to IMSHOF, utilizing helpful information from Mel Goldstein and Carolyn. We might informally reach out to IMSHOF representatives while at the convention to suggest the development of published nomination criteria for the future.
7. Promoting nominations for 2016
 - a. Another great graphic ad designed by Rich was included in the Spring Nationals meet program that calls for nominations.
 - b. Megan agreed to email a call for nominations reminder to LMSC Chairs, Vice Chairs, and Award Chairs. Special appeal will be made for the Communications and Club of the Year Awards. Rich will reformat the ad he produced for inclusion as a graphic attachment in the email. Links to the nomination forms will be included in the email. Sally and Ray will provide messages that were sent in previous years, and Tracy agreed to provide a list of LMSC emails.
8. Award pages on the USMS web site
 - a. Ransom Arthur Award bios were written and uploaded to the USMS web site for the recipient award pages. The History and Archives committee agreed to review them for content, after which the National Office will review them for adherence to official style guidelines and format. Award recipient bios will now be needed for the remaining service award pages for DDSA, Communications, and Club of the Year. The goal is to complete these before the convention. Each committee member will be assigned a year of DDSA recipients to write a one to two paragraph bio on each recipient. Completed RJA bios can be used as a guide. If a member is not able to complete his assignment, Ray will be notified and will assign the writing to another person. Ray will send recipient nomination letters if we have them.
9. Increasing local recognition for service
 - a. Thank you note cards for use by LMSCs allowing customized messages of appreciation are not on the USMS web site for download, but should be. Sally will send the current file out to the committee for review before being uploaded.

[continued]

- b. The committee discussed branded merchandise to be used for local recognition. Coordination with Kyle Deery and LMSC Development Committee has been ongoing. Our committee agreed that merchandise should not be generic USMS branded, but should be branded for use as appreciation for service. Items selected should be useful and functional. Sally asked the committee to send comments and suggestions to her within one week regarding samples and ideas that were distributed before the meeting.
10. Review of committee policies
- a. The Committee description in the Rule Book (507.1.10) states that members from several other committees be included in the Recognition and Awards membership. Due to increasing difficulty in getting representation from the required committees and due to better coordination between committees through the vice presidents, it was felt that the requirement is no longer necessary. And, all committees that award service awards are not presently represented on our committee.
 - b. MSA (Ray/Laura) that Carolyn develop a revision to the committee description in the Rule Book that removes the requirement that representatives from other committees be members of our committee and makes it a suggestion instead. The proposal will be sent to our committee for approval before being submitted to the Legislation Committee for consideration.
11. New Business
- a. The Officials Committee has been in contact with Ray about initiating a service award for officials, but no action is expected prior to the convention.
 - b. Volunteers to assist in writing press releases in the weeks leading up to the convention will be solicited during the last conference call to be held at the end of summer.

The meeting was adjourned at 8:11 p.m. EDT
