

Committee Name:	Recognition & Awards	Session #:	n/a
Committee Chair:	Megan Lassen		
Minutes recorded by:	Sally Dillon	Date/time of meeting:	8-18-19 7:00 pm ET

Actions Taken:

1. The minutes of the July 7, 2019 meeting were approved as amended.

Number of committee members present:	16	Absent:	4	Guests:	
Committee members present: Megan Lassen (chair), Ray Novitske (vice chair), Nadine Day, Dawn-Ann Dykes, Cathy Hallman-Kenner, Elizabeth Nymeyer, Ginger Pierson, Laura Val, Carolyn Boak, Sally Dillon, Sonny Nguyen, Lori Payne, Nancy Ridout, Rich Burns, Christine Maki, Chris Colburn (ex-officio), and Onshalee Promchitmart (ex-officio)					
Not present: Marcia Benjamin, Ashley Braniecki, Charis Anderson McCarthy					
Guests: none					

Minutes

The meeting was called to order at 7:04 pm ET.

1. Minutes from the July 7, 2019 meeting were approved as amended.
2. Club of the Year: Laura reported that three nominations were received for the Local division and a unanimous decision has been made. She noted that one of the nominations included photos and graphs, which have not been allowed in the past. Since the same club included the photos/graphs last year, and were not asked to remove them, the committee chose to not hold that against them. There was one applicant for the Regional division and the committee chose to not award for that category. Regarding the photos/graphs, Sally and Ray said that they increased the nomination materials too much; possibly a compromise would be a good idea. Megan suggested the Club of the Year award be added to the list of “revisions” that will need to be done before next year.
3. June Krauser Communications Award: Nancy reported that her committee responded quickly and made an informed selection. There were three nominations and all were outstanding, representing different aspects of communications. It was a difficult decision. The award has been ordered. Nancy noted that the changes made to the nomination form last year made a big difference this year. There were no re-submissions from last year.
4. Dorothy Donnelly Service Award: Megan, Ray, and Patty Miller comprise the selection committee. Patty has been out of the country, but the decision should be made by the end of the coming week. Ray noted that the revised form made a big difference, with the exception of one submission that was very “thin”. After some guidance, that submission was greatly improved. There were 13 nominations.
5. Press release writers for awards: Each year the committee prepares in advance press releases about the various award recipients. Cathy, Rich, Lori, Charis, Carolyn, and Charis volunteered to write press releases; Nancy will write one for the Communications Award. USMS Editor Daniel Pauling will want to edit them. The names of the recipients are to remain a secret until the presentation at convention. Megan has asked Hill Carrow to once again write a poem for the DDSA presentation. He would like to know when it will take place so he can make a reservation to be there. It was suggested that Megan write Patty Miller and copy Chris Colburn as to whether the timing of the ceremony can accommodate Hill’s schedule.
6. New award bios and convention presentation: Ray will put together the slide show. Megan will ask the other award giving committees to provide press releases for their award recipients.
7. Comments and evaluations on 2019 committee activities:
 - a. Revisions on awards: Club of the Year needs revising. Committee to be Laura, Rich, Cathy, and Ginger (Rich to chair).
 - b. Increasing nominations: Not much has been accomplished this year. We need to be more assertive and “seek” nominations. Nominations were down for DDSA and COYA had resubmissions. Communication award didn’t. We need to encourage people to nominate again. Cathy volunteered to provide guidance to those who could use help in preparing a nomination. Cathy will head a subcommittee to increase nominations; others are Dawn-Ann and Beth.
 - c. Hashtag USMS volunteer: Last year we had buttons drawing attention to #usmsvolunteer. It was suggested that we have stickers designed and hand them out to everyone, not just the committee. Beth will send Megan a design that uses USMS colors. Anshalee said the National Office could get them produced.

d. Award web page bios: There are a handful of years yet to be done. The committee polished off a few years but needs to know exactly what is left so we can assign responsibilities. It has become challenging to find information on some recipients who have long-since left USMS.

e. Local recognition/volunteer store: The USMS volunteer “store” is no longer functioning. The focus now is to produce a newsletter about volunteers that can be distributed to LMSC leaders. Ray said Charis was going to provide a draft and he suggested that the subcommittee meet during convention where they can discuss ideas face-to-face. The committee needs to run their ideas by the National Office so we don’t step on their toes. Beth suggested we bring increasing nominations into the newsletter. The subcommittee is Beth, Charis, Ray, Cathy, and Sonny.

f. MISHOF: With the change in the date to submit nominees, it was suggested that the committee meet in the fall to discuss potential nominees. Research about each possible candidate needs to be done before the subcommittee can make a recommendation to the R&A committee. The MISHOF committee members are Ginger, Laura, Rich, and Sally. Carolyn suggested we could hold off a year and let a non-USMS person win. Sally said that some of our nominees were nominated more than once before they were selected, so it’s good to work toward preparing a nominee.

Megan reminded all of the committee communication avenues: Website Forum, chair’s email: awards@usmastersswimming.org, and committee the mailing list recognition-committee@usmastersswimming.org

The next meeting will be in St Louis on Thursday, September 12 at 11:30 AM in Regency F

The meeting was adjourned at 8:27 pm ET.