

Committee Name: Finance Committee

Committee Chair: Jeanne Ensign

Vice Chair: Laszlo Eger

Minutes recorded by: Helen Naylor

Date of meeting: August 25, 2015

Motions Passed

1. None

Number of committee members present: 15

Absent: 1

Number of others present: 1

Committee members present: Jeanne Ensign (Chair), Jon Blank, Ralph Davis, Elyce Dilworth, Phil Dodson (Treasurer, ex-officio), Don Gilchrist, Harry Greenfield, Peter Guadagni, Susan Kuhlman (CFO, ex-officio), Lucy Johnson, Homer Lane, Jeff Moxie (Assoc. Member), Helen Naylor, Sarah Welch and Laura Winslow. Others present: Nadine Day

Minutes

The telephone conference meeting was called to order at 8:00 pm EDT for the first of two calls to discuss the 2016 draft budget.

1. The chair asked for confirmation of those attending USMS Convention next month. Harry Greenfield and Laszlo Eger will not be in attendance.
2. The discussion began with a review of budget assumptions included with 2016 budget. The highlights of
 - Membership 3.5% increase: we are currently at 2.4% for 2015 but Susan noted that with the 16-month membership option available in September we should achieve the 3.5% for 2015. Nadine noted that the board thought the 3.5% was conservative. Since 80% of our annual members have registered by January, the budget can be adjusted early in the year if necessary. Plus, 2016 is an Olympic year and swimming in general sees a membership bump as a result.
 - Events revenue: discussion on proposed sanction fees tabled until next call awaiting details (memo) from OW Task Force of the Board. In the meantime, Phil and N.O. will discuss alternative budget options should the House of Delegates not adopt the sanction fee proposal.
 - Sponsorship income: discussed recent changes in sponsors and amounts.
 - Compensation & Benefits expense: Discussion tabled until next meeting when Ed Coates, Chair of Comp & Benefits will join the call.
 - Insurance expense: Discussed 4% premium increase, and that it is based on historical, not future, activity. In response to whether bids from new insurance providers were solicited, it was pointed out that in general one doesn't want to shop for insurance too frequently as that can reflect a lack of loyalty. In addition, there are very few providers that offer the kind of insurance we require. Also noted is that it takes five years or longer for large claims to no longer impact premiums.
 - Education: The \$10K placeholder for education is explained in a separate memo addressing Pacific LMSC and USMS partnering for a National Coaching Clinic in November 2016.
3. Discussed increase in expenses for Adult Learn to Swim (ALTS) program as a result of expected increase in certified instructors from 237 in 2015 to 625 in 2016 (266%).
4. Coaches education conference: budget includes \$200/coach to cover hotel, much like the 2015 LMSC Leadership Summit. As USMS is seen as the worldwide leader in adult swimming, one aspect of that is to help other programs as we can; includes attendance of 24 foreign coaches.
5. Officials expense includes \$10k funding for officials staffing at national pool championship meets as officials recruitment has been problematic. It is expected to be less of an issue in 2016 and all the money may not be used.
6. Recognition and Awards: a new initiative came out of the LMSC Leadership Summit to provide inexpensive USMS branded items for purchase by LMSCs to give to their volunteers.
7. Expense due to overlap of leases for the National Office space was discussed. Expense may be less than projected if City of Sarasota, owner of current office space, finds a new tenant before USMS lease expires.
8. In an effort to develop metrics for new programs, Phil has requested that Cost Center Heads for new programs with budgets of \$10k or greater provide goals and objectives to the Finance Committee for consideration at convention. He distributed a memo with guidance to cost center heads of four programs.
9. The chair noted that we are early on in the second 5-year projected \$2/year dues increase (2015 – 2019). We will have an update on our progress at convention.

The meeting was adjourned at 9:17 pm EDT.