

USMS CONVENTION – Greensboro, NC - 2005

Committee Name: HISTORY AND ARCHIVES Session # (if more than one meeting): _____ Cmte. report #: **08**

Minutes recorded by: Marcia Cleveland Date/time of this meeting: Thursday Sept. 15, 2005, 3-4:15 PM

ACTION ITEMS

1. **MSA the History and Archives Committee requests publication of the Pool and Long Distance All American and All Star rosters in the USMS National Publication, *USMS SWIMMER*.**

Committee Chair: BARBARA DUNBAR

Vice Chair(s): MEEGAN WILSON

Number of committee members present: 6 Absent: 4 Number of other delegates at this meeting: 9

Committee members present: **Barbara Dunbar (chair), Marcia Cleveland, Carl House, Dennis Wilson, Sally Ann Dillon (Executive Liaison), Bill Volckening (Ex-officio)**

MINUTES

History and Archives chair Barbara Dunbar called the meeting to order at 3:03 PM.

1. Introduction of committee and welcome to new delegates
2. The History and Archives (H&A) Committee previously approved the Minutes from Sept. 16, 2004, meeting.
3. The 2005 year-to-date Financial Report and the proposed 2006 Budget were presented.
4. On May 26, 2005, H&A was given the tools and procedures for adding and editing stories and oral histories on the H&A pages of the USMS website. Meegan and Barbara began adding new stories and editing existing ones. The primary emphasis continues to be the acquisition of stories about the older All American swimmers and very prominent volunteers whose contributions have profoundly affected masters swimming.
5. The maintenance and updating of the pool All American (AA) and All Star (AS) lists are being handled by the Records and Tabulation Committee. The maintenance and updating of the Long Distance AA & AS lists are being performed by the Long Distance Committee. Additional work remains to be done with the online Relay AA roster.
6. A review of documents archived at the USMS physical repository indicated that automatic archiving of certain documents was not proceeding as planned. Steps were taken to remedy this. Missing documents were added to the archives. The status of archived materials and archive services will continue to be reviewed and evaluated.
7. During the year, work continued on the following ongoing projects: archive research; documentation of USMS history; story collection; list of Olympians participating in USMS update; collection of photo images and permission forms; Rule Book project; indexing of swimmers subject matters and photos found in the National Publication; and more.
8. The SwimGold directory and data on the USMS website continues to be used by H&A and other USMS committees.
9. H&A's proposal for archiving some stories or profile features from *USMS SWIMMER* was discussed during a June 7, 2005, telephone conference with USMS President Jim Miller, Editorial Board member Lynn Hazlewood, webmaster and Editorial Board member Jim Matysek, and USMS Editor and Editorial Board member Bill Volckening. The Editorial Board requires that *USMS SWIMMER* stories be archived/reproduced exactly as they appear. Editorial Board members indicated that access to the feature stories and profiles from an issue would occur about 2-4 months after publication. H&A can link to items published on the USMS SWIMMER web pages. H&A budgeted for converting the published *USMS SWIMMER* stories into a pdf format and in the precise layout as they appear in the magazine.
10. The web project dealing with Swimmer Information continues to be a work in progress. Problems have arisen with some swimmer IDs, swimmer name-permanent ID links, duplicate IDs, and missing "legacy swimmer" names and IDs.
11. H&A would like USMS to post a list of prioritized web development projects with periodic progress updates.
12. H&A web projects including the Photo Gallery, adding images to stories, denoting deceased members, Olympians in USMS, ISHOF Honorees active in USMS, General History, Rule Book, and modifications to nearly completed H&A web projects such as a stories page navigational system are being worked on by the webmaster as time permits.
13. H&A has offered to help proof the 1972-1992 Top Ten list which have been transformed into electronic files by John Bauman and to locate the pre-1993 Top Ten errata for inclusion and to help with the related swimmer ID project.
14. H&A currently does not have a 2004 published pool and long distance All American and All Star rosters for archiving at the USMS physical document repository since the editorial board of *USMS SWIMMER* decided not to publish the 2004 roster. Prior to convention, the voting members of H&A expressed a unanimous opinion that the AA and AS rosters must be published by the national publication, *USMS SWIMMER*.
15. **MSA the History and Archives Committee requests publication of the Pool and Long Distance All American and All Star rosters in the USMS National Publication, *USMS SWIMMER*.**

The meeting was adjourned at 4:20 PM

TASKS FOR THE UPCOMING YEAR

1. Continue work on all existing projects; follow up and updates on pending and existing web projects.
2. Coordinate and work with other committees and the webmaster to solve "legacy swimmer" duplicate ID problem.