

<b>Committee Name:</b>	Rules Committee	<b>Session #:</b>	Teleconference #1
<b>Committee Chair:</b>	Charles Cockrell	<b>Vice Chairs:</b>	Mollie Grover/Claire Letendre
<b>Minutes recorded by:</b>	Christina Fox	<b>Date/time of meeting:</b>	Thursday 2/1/18 8pm EST

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**Motions Passed:**

None

<b>Number of committee members present: 13</b>	<b>Absent: 6</b>	<b>Number of other guests present: 0</b>
<b>Committee members present (list all, including chair and vice chair): Charles Cockrell, Mollie Grover, Claire Letendre, Julie Dussliere, Christina Fox, Judy Gillies, Laura Groselle, Karen Harris, Matt Hooper, Barb Protzman, Bob Seagraves, Jessica Seaton, Teri White</b>		
<b>Ex Officio and EC: Bill Brenner, Jessica Porter, Peter Guadagni,</b>		
<b>Committee Members Absent: Carolyn Boak, Kathy Casey, Marilyn Fink, Jay Thomas, Steve Unruh, Rand Vaillancourt</b>		

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**Minutes**

The teleconference was called to order at 8:02 pm EST.

The following topics were covered during the teleconference:

1. Committee Introduction/Key Assignments/Rule Books
  - a. Charles thanked both new and returning members for serving on the committee and briefly introduced new and ex officio members on the call.
  - b. Leadership roles and key assignments for 2017-2018.
    - i. Co-Vice Chairs: Mollie Grover and Claire Letendre
    - ii. Secretary: Christina Fox
  - c. USMS Rule Books have been mailed; some committee members had not received a copy; Bill and Jessica will follow up and re-send.
  
2. Plan for the year/Meeting Schedule and Processes
  - a. Charles reviewed the plan for the year ([Draft Plan for 2018](#)) and indicated that the goal was to have discussion and recommendations from the committee for all proposed rule changes prior to convention (Aug 15) so that convention time could be used to discuss 'big picture' items.
  - b. Charles noted that the deadline for submission of proposed rule changes to the committee is now Jun 10<sup>th</sup> and to meet this deadline and above goal, it proposed to have 2-3 meetings between Jun and Sep.
  - c. There was discussion regarding the proposed meeting schedule, meeting times and processes.
    - i. Charles proposed the option of having 1-2 longer meetings in spring and summer; option will be discussed at upcoming meeting.
    - ii. Charles will send out a Doodle poll with potential dates and times for March meeting.
    - iii. Karen asked about the possibility of recording meetings; Bill Brenner will look into whether this is an option with call software.

### 3. Key Projects

Some key projects for the upcoming cycle were discussed.

- a. Differences section
  - i. Charles proposes reorganization of the Differences section in tabular form to make more succinct and user friendly and has generated a draft in this format ([New Format for Differences](#)). Teri White (Officials) indicated this would be useful and welcome.
  - ii. Charles, Mollie, Kathy, Matt, Christina, Laura and Claire will continue to work on this.
  - iii. There was discussion on the need for the full rule references in this section and on the availability and use of USMS Rule books v. USA Swimming Rule books at meets; Teri indicated that officials will be emphasizing the use of USMS Rule books at Masters meets so full rules should be available.
- b. Review of Article 104 (National Championship Meets)
  - i. There have been a number of changes to this section in recent years and it is proposed review this section with the Championship Committee and update for consistency, correctness etc.
  - ii. Barb and Carolyn will work with Championship Committee on this and Charles asked for a first review before the Mar meeting, if possible.
- c. Meet announcement requirements
  - i. This information is in various places in the rule books and both Rules and Legislation are looking at this issue.
  - ii. One suggestion is to pull all information into one place but Charles mentioned that this would be a large task and is not sure we want to do this at this time; Marilyn has identified all references ([Meet announcement references](#)) if the committee decides to go this way.
  - iii. Charles mentioned that another option may be to put the information in the Guide to Operations and requested feedback from National Office (Bill, Jessica) on this option.
  - iv. Marilyn and Matt will work with Legislation on options for this project.
- d. Officials positions in Article 103
  - i. Personnel requirements and position description (officials and other) in Article 103 need review and updating; Teri will assist with this.
- e. Rules Committee Blog
  - i. Continue to provide rules-related articles and add past situations and resolutions (from Kathy) to the blog.
  - ii. Christina, Matt, Mollie and Kathy volunteered to work on this with Charles.
- f. Working List of Proposals
  - i. The current working list of proposals is in [Draft plan for 2018](#).
  - ii. Charles requested any additional proposals from the committee by Mar to start drafting the package.
  - iii. Charles will send out notification to LMSCs in March timeframe for proposals.
  - iv. Charles and Kathy are proposing a Legislation (L) proposal for Rules to take ownership of Appendix B.

### 4. Action Items

- a. Charles to send out Doodle poll for March meeting dates to committee.
- b. Bill to follow up on options for recording meeting.
- c. Jessica and Bill to follow up on Rule Books.
- d. Charles to send out notification to LMSCs requesting rule change proposals.

The teleconference was adjourned at 9:10 pm EST.

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