

U.S. Masters Swimming — 2024 Meeting Minutes

Committee Name:	LMSC Development Committee	Session #:	3
Committee Chair:	Douglas Sayles	Vice Chair:	Ian King
Minutes Recorded by:	Ian King (edited by D. Sayles)	Date/Time:	March 26, 2024, 8:00 p.m. EST

Motions Passed: None

Number of Voting Committee Members Present: 8	# Absent: 8	# Guests: 0
Committee Members Present: Linda Chapman, Doug Garcia, Ian King, Ann Marshfield, Jacky Merianos, Douglas Sayles, Nicole Christensen, Aaron Schneider Absent: Jenny Hodges, Jill Wright, Sue Ehringer, Arlette Godges, Jason Ellis, Teresa Frias, Karen Harris, Tom Moore		
Ex Officio Present: Bethany Burchill (Manager, Member & Club Services), Crystie McGrail (VP Local Operations)		
Absent: Jessica Reilly (Senior Director, Business Operations)		

Minutes:

1. The committee chair called the meeting to order at 8:03 p.m. EST:
 - a. Will circulate meeting minutes for the past two meetings soon.
 - b. Reminder to review the newly revised [USMS Election Operating Guidelines](#) and deadlines. Please circulate to your respective zone and LMSC leaders.
2. VPLO Update:
 - a. Past USMS President Nadine Day will be inducted into the [Masters International Swimming Hall of Fame](#) during a ceremony taking place in October in Fort Lauderdale.
 - b. The USMS Board of Directors held their winter meeting earlier in March. A meeting recap has been circulated via email in the March issue of [STREAMLINES for Volunteers](#).
3. Subcommittee Reports
 - a. Volunteer Relay Planning
 - i. Tom circulated a draft session/presenter planning grid to the full LMSC DC committee last week. The subcommittee is meeting with national office staff next week to discuss the Relay schedule, session topics, and potential speakers.
 - ii. Discussion regarding ways to help orientate and support first-time Relay attendees — e.g., newbies breakfast table, Volunteer 101 intro session, potentially assigning a “Relay buddy.”
 - b. Volunteer Communications
 - i. In February, Tom circulated a survey to all LMSC DC members gauging their experience with LMSC volunteer roles to inform the assignment of committee members as moderators of volunteer-role-based Community Forums. Each forum shall be populated with relevant content.
 - ii. The national office is automatically subscribing volunteers from each LMSC to their corresponding volunteer-role-based forum. Volunteers will be notified and can opt out.
 - iii. FAQ created on why and how to use the Community Forums. Bethany created a related video for the LMSC DC Committee, which she can modify for all volunteers.
 - iv. More discussion re: how Community Forums work and their capabilities and limitations.
 - c. LMSC Standards Rollout
 - i. Linda posted an outline of their last subcommittee meeting in the LMSC DC forum.
 - ii. Most subcommittee time is spent discussing ideas for rolling out the revised LMSC Standards:
 1. Email LMSC volunteers.
 2. Post a list of rollout-related emails to the LMSC Standards page on the USMS website.
 3. Online presentation with mandatory attendees from each LMSC.
 4. Social media posts.
 5. Considering incorporating gamification features to enhance engagement.
 6. LMSC Standards Timeline / Roadmap chart or infographic.

- iii. Will educate LMSCs on the updated Standards in 2024 prior to circulation of the next formal compliance survey in early 2025.
 - iv. To support compliance with LMSC Standard 2.6.6 (meet announcements of sanctioned events must have all required elements), a small working group will audit a few meet announcements from each LMSC to ensure all required elements are included.
 - v. The LMSC DC chair mentioned an idea for future discussion that one or a few people review and approve all sanction applications nationwide rather than 51 LMSC sanctions chairs.
 - d. Volunteer On-Demand Training
 - i. Existing resources gathered and consolidated.
 - ii. Some clarification about certain resources needed from the national office.
 - iii. This subcommittee is developing a suggested framework for on-demand training, but the national office will create the actual training content.
4. New Business/Questions:
- a. Coaches Committee update:
 - i. Planning is well under way for the National Coaches Clinic.
 - ii. LMSCs should start looking at budgets to send coaches to the NCC and attendees to Relay.
 - b. The next full committee meeting is Tuesday, April 16, at 8:00pm ET.
5. Meeting adjourned at 9:05 p.m. ET.