



U.S. Masters Swimming LMSC Development Committee

LMSC Community Webinar 2022-10-27 “Spending LMSC Cash Reserves / Building a Budget”

Information Sharing & Community Building
for LMSC Volunteers

LMSC Community Facilitators



Tom Moore swims with Minnesota Masters Swimming in the Minnesota LMSC. Tom currently serves on the USMS Diversity & Inclusion committee as well as the USMS LMSC Development committee.

Linda Chapman swims with Puget Sound Masters in the Pacific Northwest LMSC. Linda currently serves on the USMS LMSC Development committee as well as serving as Chair of the Pacific Northwest LMSC.

LMSC Community



- New webinar format for 2022/2023
 - Focused on community building and interactivity
 - All attendees are visible and able to un-mute in order to participate
 - We will begin each meeting with small-group zoom breakout rooms (not recorded)
- Community Building: Small Groups
- Start Meeting Recording after Small Group Breakout Rooms
- New & Notable (Streamlines for Volunteers / Deadlines for LMSCs)
- Today's Topic: "Spending LMSC Cash Reserves / Building a Budget"
- Questions / Comments / Other Topics
- Upcoming Webinars / Recordings of past Webinars

Small Group Community Building



- We will divide into zoom breakout rooms with 3-4 people per group
- Introduce yourself (same questions each month)
 - Name
 - What is your LMSC role? / What are your LMSC roles?
- Share some personal info (different question each month)
 - What is your typical swim practice like?
(facility / how many swimmers / what is coach like / what is workout like / what is your focus)
- Share contact info with your small group (if desired)
 - Type your email & cell phone into the breakout room chat so you can follow up with your small group-mates after today's session

Welcome Everyone!



- The webinar will begin in a few minutes; please stand by as everyone gets connected
- All attendees will be visible & able to un-mute throughout the presentation & discussion
- If you don't have a microphone, you can submit questions via the 'Chat' window



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LMSC Update Facilitators



Tom Moore
&
Linda Chapman



New & Notable (1 of 2)

- Streamlines for Volunteers – October issue came out Friday, 10/14/2022
 - Letter from CEO Dawson Hughes
 - LMSC Initiatives
 - Club Support
 - Event Support
 - Community Support
 - Online Events – Nov 3 peer-to-peer for LMSC Secretaries
 - Volunteer working Calendar
 - 2023 National Committee requests were due 10/14
 - Year-Plus memberships will be converted in beginning of December to 2023
 - Club & Workout Group registration now open
 - Volunteer Spotlight: Maddie Sibilias

New & Notable (2 of 2)



- Upcoming Dates for Volunteers:
 - 2023 Registration opens Nov 1
 - 2023 Rule Book published online Mon Jan 2
 - Top 10 SCY submissions due Thur Jan 26
 - 2023 Election Nominations open Wed Mar 1
 - Ransom J Arthur MD award nominations due Wed Mar 15
 - *Spring Nationals April 27 – 30 @ Irvine, CA*
 - LMSC Financial Statement for 2022 due Sun 4/30
 - LMSC Annual Meeting Minutes for 2022 due Sun 4/30
 - IRS Tax Filing Deadline Sun 4/30

Today's Topic:

“Spending LMSC Cash Reserves / Building a Budget”

- Building a Budget
 1. Past Expenses (what do you spend money on each year)
 2. Priorities (what do you want to invest in?)

Today's Topic:

“Spending LMSC Cash Reserves / Building a Budget”

- Brainstorm: where can LMSC's spend their money?
 1. LMSC Infrastructure
 2. Member Support
 3. Volunteer Support
 4. Coach & Club Support
 5. Swimming Support
 6. Community Service

Brainstorm Ideas for LSMC Spending

1. LMSC Infrastructure, 2. Member Support, 3. Volunteer Support,
4. Coach & Club Support, 5. Swimming Support, 6. Community Service

- 1. LMSC Infrastructure
 - Technology
 - Website Hosting
 - Professional Services
 - Professional Web Manager

Brainstorm Ideas for LSMC Spending

1. LMSC Infrastructure, 2. Member Support, 3. Volunteer Support,
4. Coach & Club Support, 5. Swimming Support, 6. Community Service

- 2. Member Support
 - Events
 - Pool Meets
 - Open Water Events
 - Fitness Events
 - Long Distance / “Postal” Events
 - Newsletter
 - Annual Meeting



Brainstorm Ideas for LSMC Spending

1. LMSC Infrastructure, 2. Member Support, 3. Volunteer Support,
4. Coach & Club Support, 5. Swimming Support, 6. Community Service

- 3. Volunteer Support
 - Pay LMSC Board member USMS registration fees

Brainstorm Ideas for LSMC Spending



1. LMSC Infrastructure, 2. Member Support, 3. Volunteer Support,
4. Coach & Club Support, 5. Swimming Support, 6. Community Service

- 4. Coach & Club Support
 - Pay Club registration fees

Brainstorm Ideas for LSMC Spending

1. LMSC Infrastructure, 2. Member Support, 3. Volunteer Support,
4. Coach & Club Support, 5. Swimming Support, 6. Community Service

- 5. Swimming Support
 - USA Swimming Teams
 - College Teams
 - Lifeguard Certification Training
 - WSI Certification Training / ALTS Instructor Training

Brainstorm Ideas for LSMC Spending



1. LMSC Infrastructure, 2. Member Support, 3. Volunteer Support,
4. Coach & Club Support, 5. Swimming Support, 6. Community Service

- 6. Community Service
 - Free ALTS Lessons
 - Thanksgiving Charity Swim - Food Bank Donations

Managing LMSC Financials

- Financial Operating Guidelines (FOG)
 - Treasurer & Membership Coordinator separate people
 - LMSC bank accounts reconciled at least annually by a person other than one who is authorized to sign checks
 - (or send monthly statements to board & provide bank reconciliations for review)
 - LMSC expenditures in excess of \$5K require LMSC Board approval (or budget approval)
- Reporting Financial Results to the LMSC Board
 - Monthly reports, bank & investment statements
 - Annual & semi annual report
 - Membership statistics
- Reporting annual Financial Results to USMS
 - Linked Spreadsheet

Sample LMSC Budget



LMSC Operating Budget Draft for Calendar Year 2022 Presented 3/6/22

Ver B

	Responsible Party	Approved Budget 2022	Adjustments	Proposed 2022	Actual 2021	Actual 2020
Income						
4000 · Membership fees						
1 Member dues	Chair	22,800		22,800	20,653	18,564
2 Club & team registrations	Chair	420		420	396	504
Total membership fees						
4100 · Meet/Open Water Revenue						
3 OW and One event fees	Chair	1,290		1,290	1,146	0
4 Sanction fees		0		0	0	0
Total meet and open water						
4900 · Other Types of Income						
5 Activity events	Fitness	0		0	0	0
6 Contributions	Chair	1,000		1,000	1,120	922
7 Misc income	Chair					
Total Other income						
4800 · Interest and Dividend Income						
8 Interest income	Treasurer	40		40	30	27
9 Total Income		25,550	0	25,550	23,345	20,017

10 Expenses

5000 · Programs & activities

11.1 State Meet Social, net \$12 per p		3,000		3,000		
11.2 State Meet Hi Point Awards		500		500		480
11.3 State Meet Medals Indv 4-6th		2,000		2,000		
11.4 State Meet Officials rooms	Officials	500		500		
11.5 New Members outreach - clinic/social	Chair	1,200		1,200	745	
11.6 Swimmers clinic	Coach	1,200		1,200	146	56
11.7 New Swim Meet subsidy	Chair	300		300		
11.8 Great Lake Zone, \$1 per	Treasurer	0		0		
11 Sub Total Activity expenses		8,700		8,700	891	536
12 Recognition awards	Awards	350		350	375	256
13 Club/Team support - \$2 per member	Treasurer	3,100		3,100	3,712	8,082
14 Pool & Open Water Sanction Fees	Treasurer	500		500	150	350
15 Sanction Refund	Treasurer	0		0	0	0
16 Board/annual meetings	Chair	300		300	0	165
17 Administrative expenses	Treasurer	500		500	579	290
18 Board & Officials Membership	Chair	1,200		1,200	624	1,260
19 Registrar Expenses	Membership	50		50	0	0
20 Scholarships	Treasurer	180		180	0	920
Total Programs and activities		6,180	0	6,180	5,440	11,323
5500 · Convention						
21 USMS Summit and Conventions	Chair	3,700		3,700	0	0
5600 · Adult Learn to Swim						
23.1 ALTS Certification clinics	ALTS Chr	3,250		3,250		
23.2 ALTS grants and support	ALTS Chr	3,020		3,020		
22 Total Adult Learn to Swim		6,270	0	6,270	0	0
5700 · Coach and Club Development						
24.1 Coaches National Convention	Coach	2,400		2,400		
24.2 Coaches education incl stroke clinics	Coach	1,000		1,000	1,100	
24.3 ILMAS Coaches clinics	Coach	400		400		
23 Total Coach and Club Development		3,800	0	3,800	1,100	0
6100 · Website and social media						
24 Web site PC's and software upgrades	Chair	3,000		3,000	0	0
25 Total Expense		31,650	0	31,650	7,431	11,859
26						
27 Net Operating Income		(6,100)	0	(6,100)	15,914	8,158
28						
29 Non operating income - dividends	Investment	4,240		4,240		
30 Net Surplus (deficit)		(1,860)	0	(1,860)		



Questions / Comments / Other Topics to Discuss?

- Open Forum

Webinars – Upcoming Calendar



<https://www.usms.org/volunteer-central/lmscs/peer-to-peer-calls>

November – *National Native American Heritage Month*

- *Thur 11/3 LMSC Secretary P2P*
- *Fri 11/11 Veterans Day*
- *Thur 11/24 Thanksgiving Day*

December –

- *Thur 12/1 World AIDS Day*
- *Thur 12/1 P2P: no meeting*
- *Thur 12/8 ALTS Community: “TBD”*
- *Thur 12/15 Coaches Community: “TBD”*
- *Sun 12/18 Hanukkah starts*
- *Thur 12/22 LMSC Community: no meeting*
- *Sun 12/25 Christmas Day*
- *Mon 12/26 Hanukkah ends*

January – *National Disability Employment Awareness Month*

- *Sun 1/1 New Year’s Day*
- *Thur 1/5 P2P: no meeting*
- *Thur 1/12 ALTS Community: “TBD”*
- *Mon 1/16 MLK Day*
- *Thur 1/19 Coaches Community: “TBD”*
- *Sun 1/22 Lunar New Year*
- *Thur 1/26 LMSC Community: “LMSC Coach Support and Club Development”*

LMSC Community



Give us Feedback!

What do you think of the new format?

What topics would you like to see us cover?

What other suggestions do you have?

LSMC Development Committee

- Chair: Dave Brancamp (dbrancamp@doe.nv.gov)
- Vice-Chair: Crystie McGrail (crystie.swims@gmail.com)
- Webinars Team:
 - Tom Moore (tom.moore.mn@gmail.com)
 - Linda Chapman (chapman_family@comcast.net)