

New Jersey LMSC 2023 Annual Board Meeting Minutes

10:00am Sunday, December 3, 2023

Google Meet and Jersey Aquatic Center, 629 Central Avenue, New Providence, NJ

Attendees:

Board Members: Ed Tsuzuki, Paola Morchio, Mike Recchia, Chris McGiffin, Jerry O'Mara, Sara Johnston, Marie Vellucci, Tom Brunson, Linda Brown-Kuhn, Jen Bauman

Visitors: Ester Kim, Lorna Ciadella-Morehead

ACTION ITEMS

- 1. Ester offered to draft a survey to collect member feedback about the newsletter, about fitness events and swim meets (demand, barriers for hosting meets).**
- 2. Chris will ask Club Assistant what data they can provide about views of the newsletter and other njmasters.com user activity**
- 3. Jerry offered to be the second signatory for the LMSC checking account and will work with Mike to complete the necessary steps, contacting USMS, as needed.**
- 4. Mike will provide the LMSC bank account number to Tom so that he can deposit the few checks he receives from members for USMS registration.**
- 5. Mike and Jerry to complete signatures needed to fulfill NJ tax requirement to collect member donations and Mike will send back to NJ with \$10 registration fee before 12/31 due date.**
- 6. Jen will cover transition of Sanctions & Safety position with Lorna, including any follow-ups on pending items related to event sanctions/recognitions**
- 7. Board members will review Laura's recommended website improvements and respond via email if they have any feedback by 12/31.**
- 8. Laura will review website to confirm volunteer contact updates needed**
- 9. Ed will research and share further details with the Board about the RESport.io virtual swim events hosting opportunities.**
- 10. Jerry will confirm the inventory of the remaining CMRP Awards so we can reorder and be ready for next year.**
- 11. The Board will review the August 20th meeting minutes shared by Deirdre and we will review/approve via email.**
- 12. Mike will submit a request for 5 mini-rule books for the LMSC**
- 13. Paola to confirm available banquet dates at Basking Ridge CC in April and May 2024**

MOTIONS

- 1. MSA for Treasurer, Mike Recchia to pursue a 10 Month CD account with our current bank (Citizens) with \$30,000 of NJ LMSC funds to take advantage of an offered 5.5% interest rate [Ed moved, Jerry seconded]**
- 2. MSA to approve the \$400 budget amount for the 50 x 50s @ JAC [Ed moved, Linda seconded]**
- 3. MSA to approve the \$800 budget amount for the 100 x 100s @ JAC [Ed moved, Jerry seconded]**
- 4. MSA to accept and approve the slate of nominees to serve in the LMSC volunteer roles for 2024 [Jerry moved, Marie seconded]**

Meeting was called to order at 10:10am

I. Officer Reports

A. Newsletter (S. Johnston)

- Next Deadline December 1
- 2023 the Issues are as follows:
 - November/December
- What data can Club Assistant provide about views of the newsletter? **Chris to reach out to Club Assistant.**
- Proposal to survey the members and include with an upcoming communication. **Ester offered to draft the member survey.**
- Proposal to explore putting content of the newsletter on our website rather than creating a formatted PDF. No action planned - we will see what the member survey reveals

B. Treasurer (M. Recchia)

	NJLMSC	Financial	Statement			
Beginning Cash Balance		10/16/22				\$48,059.33
<u>INCOME</u>				<u>BUDGET</u>		<u>ACTUAL</u>
USMS Individual				\$180.00		\$197.00
LMSC Donations				\$1,500.00		\$1,150.00
LMSC Individual				\$15,000.00		\$16,546.12
Meet Sanction/Recognition Fees				\$500.00		
Interest Income				\$25.00		\$29.70
Club Collections				\$400.00		\$285.40
Annual Dinner Collections				\$1,500.00		
Special Events				\$500.00		
Merchandise Sales				\$75.00		
Meet Performance Deposits				\$800.00		\$400.00
Open Water Sanction Fee				\$100.00		
TOTAL INCOME				\$20,580.00		\$18,608.22
<u>EXPENSES</u>						
USMS Individual				\$300.00		
Coach&ALTS Certification Grant				\$250.00		\$1,900.00
Registrar Expenses				\$200.00		

Rule Books					\$36.00		
Convention Costs					\$3,500.00		\$3,953.80
Annual Dinner					\$6,300.00		\$1,000.00
Tributes & Awards					\$1,750.00		\$1,065.70
USMS Leadership Summit					\$0.00		
Club Assistant Web Mgt.					\$580.00		
Special Events					\$3,000.00		\$4,660.44
USMS Volunteer Relay					\$2,100.00		\$750.00
Domain Fee					\$10.00		
USMS Meet Sanctions					\$750.00		\$500.00
Miscellaneous Expense					\$200.00		\$355.00
Performance Reimbursement (Sanctions)					\$800.00		\$400.00
USMS Open Water Sanction Fee					\$800.00		
TOTAL EXPENSES					\$20,576.00		\$14,584.94
Cash Balance			10/16/23				\$52,082.61
<u>SPECIAL EVENTS</u>					<u>INCOME</u>		<u>EXPENSE</u>
50 x 50							\$400.00
100 x 100							\$800.00
LMSC Clinic							\$2,875.00
Swim University							
Last Chance Swim							\$150.00
Refreshments							\$585.44
75 x 75							
* The Budget is as of 10-16-2023 and reflects income and expenses received up to that certain date							

- Mike shared a proposal to create an additional NJ LMSC bank account to take advantage of a higher interest rate
 - **MSA for Treasurer, Mike Recchia to pursue a 10 Month CD account with our current bank (Citizens) with \$30,000 of NJ LMSC funds to take advantage of an offered 5.5% interest rate [Ed moved, Jerry seconded]**
- Mike mentioned that we need a new second signatory on the account to replace Sarah Clark.
 - **Jerry offered to be the second signatory and will work with Mike to complete the necessary steps, contacting USMS, as needed.**
- Tom asked if he can use deposit slips for depositing the few registration checks he receives - **Mike to provide the LMSC bank account number to Tom.**

- Chris asked for an update about the NJ Tax requirement to receive donations from members - **Mike and Jerry to complete signatures and send back to NJ with \$10 registration fee before the 12/31 due date.**

C. Membership Coordinators (T. Brunson/C. McGiffin)
Registrar's report, as of 11/29/23:

DATE	2023	2024	
SWIMMER REGS	1086	203	
CLUB REGS	23	18	
WOG REGS	2	2	CMSNJ, PAM
LMSC DNTS \$	1451		

D. Secretary (Open)

- Chris McGiffin sent the following emails to members:
 - NJ LMSC Masters Swimming - Updates (sent Sunday, 10/29/2023 07:25:54PM to 1054 members) to share The September/October Fastlane newsletter, USMS Registration for 2024 USMS membership opens November 1, 2023, 2023 NJ Masters Annual Meeting announcement, Upcoming LMSC events and thank you to Susan Kirk.
 - Re: 2023 NJ Masters Annual Awards Banquet - Sun., 10/1 5:30p (sent Wednesday, 09/06/2023 02:12:39PM to 1009 members)

E. Sanctions & Safety (J. Bauman)

Completed 2023 Sanctioned Events:

1. March Madness Mini Meet (Sunday, March 5, 2023)

draft entry form received 10/15/22

application for sanction approved 10/16/22 [online sanction system]

performance deposit (\$100) [sanction fee: \$0] paid, check date 9/13/23

sanction number assigned: #073-S001

pool measurement certification on file with USMS

Performance deposit refund approved 3/10/23

2. 2023 Colonies Zone SCY Championship (Friday-Sunday, April 14-16, 2023)

draft entry form received 2/1/23

application for sanction approved 2/2/23 [online sanction system]

performance deposit (\$100) [sanction fee: \$0] paid, check date 4/10/23

sanction number assigned: #073-S002

pool measurement certification on file with USMS

Performance deposit refund pending

3. 2023 Somerset County YMCA Masters Last Chance Meet (Saturday-Sunday, May 20-21, 2023)

draft entry form received 1/12/23
application for sanction approved 2/27/23 [online sanction system]
performance deposit (\$100) [sanction fee: \$0] paid, check date 5/15/23
sanction number assigned: #073-S003
pool measurement certification on file with USMS
Performance deposit refund approved on 5/22/23

4. Somerset County YMCA Masters "Summer Tsunami" LCM Swim Meet (Saturday, June 17, 2023)

draft entry form received 4/24/23
application for sanction approved 5/7/23 [online sanction system]
performance deposit (\$100) [sanction fee: \$0] paid, check date 5/15/23
sanction number assigned: #073-S004
pool measurement certification on file with USMS
Performance deposit refund approved on 6/30/23

6. Jason Nessel Memorial Invitational (Sunday, August 5, 2023)

draft entry form received 5/9/23
application for sanction approved 6/27/23 [online sanction system]
performance deposit (\$100) [sanction fee: \$0] - paid, given directly to Mike Recchia
sanction number assigned: #073-S005
pool measurement certification on file with USMS
Performance deposit refund approved on 8/16/23

Upcoming 2023 Sanctioned Events:

1. 2023 Somerset County YMCA Masters Pentathlon Swim Festival (and 25s!) (Saturday-Sunday, December 16-17, 2023)

draft entry form received 5/23/23
application for sanction approved 9/18/23 [online sanction system]
performance deposit (\$100) [sanction fee: \$0] pending
sanction number assigned: #073-S006
pool measurement certification on file with USMS

Completed 2023 Open Water Events:

None

Upcoming 2023 Open Water Events:

None

Completed 2023 Recognized Events:

1. 2023 OCY Unofficial Masters Team Championships (Sunday, March 19, 2023)

draft entry form received 2/2/23
application for recognition approved 2/27/23 [online sanction system]
performance deposit (\$100) + recognition fee (\$100) check date 2/28/23
recognition number #073-R001
pool measurement certification on file with USMS

Performance deposit refund approved 3/26/23

2. Hawks Masters Spring Splash (Sunday, March 26, 2023)

draft entry form received 2/16/23

application for recognition approved 2/27/23 [online sanction system]

performance deposit (\$100) + recognition fee (\$100) paid, check date 2/28/23

recognition number #073-R002

pool measurement certification on file with USMS

Performance deposit refund approved 3/26/23

3. Sussex County Adult Mini Meet (Sunday, October 15, 2023)

draft entry form received 7/25/23

application for recognition approved 9/18/23 [online sanction system]

performance deposit (\$100) + recognition fee (\$100) - using deposit for a 2020 meet that never happened

recognition number #073-R002

pool measurement certification on file with USMS

Performance deposit refund pending clarification of data issues

4. Hawks Masters Fall Classic (Sunday, October 22, 2023)

draft entry form received 8/30/23

application for recognition approved 9/18/23 [online sanction system]

performance deposit (\$100) + recognition fee (\$100) N/A due to event cancellation

recognition number #073-R002

pool measurement certification on file with USMS

This event was CANCELED due to the low number of participants.

Upcoming 2023 Recognized Events:

None

Upcoming 2024 Recognized Events:

1. 2024 Hawks Spring Splash (Sunday, April 7, 2024)

draft entry form received 11/17/23

application for recognition pending [online sanction system]

performance deposit (\$100) + recognition fee (\$100) pending

recognition number pending pool measurement certification on file with USMS

F. Top Ten and Records (E. Tsuzuki)

- The NJ LMSC records have been updated for the following events:
 - Somerset County YMCA Masters Last Chance (SCY) Meet on May 21 at the Somerset Hills YMCA.
 - YMCA Short Course Yards Nationals Championship meet at the newly renovated International Swimming Hall of Fame pool in Ft. Lauderdale, FL on April 20-23, 2023
 - 2023 Summer Tsunami (LCM) meet at the Jersey Aquatic Center on June 17, 2023

- Jason Nessel Memorial Invitational meet in Rahway, NJ on August 5, 2023
- USMS Summer National (LCM) Championships in Sarasota, Florida on August 2-6, 2023
- National Senior Games in Pittsburgh, PA on July 14-17, 2023
- 2023 3000 yard USMS Virtual (postal) Championships
- The NJ LMSC SCY top ten files were submitted on June 21, 2023 and the LCM top ten files (we had 2 LCM meets this year!) were submitted on October 13, 2023
- The NJ LMSC did not sanction (nor recognize) the NJ Senior "Olympics" since they still use the word "Olympics" in their event name.
(<https://www.njseniorolympics.com/>) This is in violation of USMS rule 202.1.1.D The organizing group (specifically, Mike Garamella) has been informed and wishes to use up their "Olympic" awards/medals inventory before they stop using "Olympics."

G. Webmaster (L. Smith)

- Current website is up to date
- Minor formatting changes were completed in 2023 without significant changes to site
- Completed updates on "[Meet Sanctioning Info](#)" page to remove broken links and post updated "[NJLMSC Guide for Meet Directors](#)"
- Recommended changes for 2024 for ease of attendee access and page formatting:
 - <https://www.njmasters.org/page.cfm?pagetitle=Meeting+Documents>: Change format (remove grid format on page)
 - https://docs.google.com/spreadsheets/d/1RF8skbrxYjHOGuZBxWKWkhasdOYWRJ7VEQX8P0_M4ZM/edit#gid=0 - Is this still needed?
 - <https://www.njmasters.org/page.cfm?pagetitle=Fastlane+Newsletter> - Change format (remove grid format, remove references to articles = less scrolling)
- With the changes to volunteer contacts, contact for Lou Abel award nomination form and possibly other items will need to be changed. **Laura will share her findings so we can update the volunteer contacts**

H. Open Water (Open)

- No Report

I. Coaches Chair (D. O'Mara)

- No Report

J. Fitness (L. Brown-Kuhn)

- 50 x 50s - @ JAC on Monday, 1/1/24 - 10am - 12:30pm, using up to 15 lanes Short Course Yards (Bill, Linda, Ed, Chris, Jerry will be there to help)
- No Virtual Shore Swim this year due to a small number of participants.
 - 2023: 16
 - 2022: 15
 - 2021: 18
 - 2020: 17

- A Virtual Swim idea was floated by Jerry, Ed, Paola from the Volunteer Relay. RESport.io is a business that hosts virtual swim events. They charge 5.5% of entry fee or \$1 per swimmer. Is there a minimum number of participants? **Ed to research and share further details about the opportunity with the Board.**

K. Officials (M. Vellucci)

- We now have 424 certified officials nationally of which 235 are starters and 102 are referees.
- The USMS Officials committee passed a motion that it will now allow its committee members to be considered for the USMS Officials award at the convention.
- We had a brief discussion about whether we are in need of NJ Masters meet officials. Consensus was that we do not presently have any issues getting officials. No action planned

L. Event Coordinator (P. Morchio)

Banquet Report:

Basking Ridge Country Club, October 1, 2023 5-9pm

- A total number of 70 attendees plus Special guests Mr. & Mrs. Bruckner Chase
- Attendees: 3 coaches, 46 paying members/guests and 21 complimentary
- 28 door prizes were given away
- We collected \$1195 and paid the venue \$3,700.05 plus \$1,355 to the guest speaker and \$500 door prizes
- The fee to attend the banquet was \$25 for members and guests, \$15 for registered coaches, award recipients and board members were free of charge.
- Overall I believe the food was appreciated by all, it was a buffet style dinner with choices of pasta, salmon and ribs. Cash Bar.
- Ed graciously brought his speaker so we could play music in the background during the event.
- **Jerry will confirm the inventory of the remaining CMRP Awards so we can reorder and be ready for next year.**

II. Old Business

A. Deirdre shared a link to the August 20th meeting minutes. **The Board will review/approve via email.**

B. Question to USMS about Gifting and Discounting USMS Membership:

- NJ LMSC Board was exploring the feasibility to discount USMS registration fees for 18-30 year olds. The NJ LMSC wanted to find out how to implement a \$20 discount from the \$70 membership fee
 - Per email response from USMS, the launch of Salesforce CRM (February 2022) will be the catalyst for greater functionality, including things like gift memberships. There is no estimate on how long it may be before it is available but it is on the USMS IT backlog.
 - Did we disable the ability to apply a discount via the USMS registration system? USMS disabled that functionality when we transitioned to the unified fee.

- C. An "Event in a Box" concept was discussed at Volunteer Relay. Per Jerry, it is a toolbox to help people create/run a meet.
- **Ester to include a question on the member survey to see if there is a demand or barrier for hosting meets.**

III. NewBusiness

- A. 2024 U.S. Masters Swimming Rule Book - LMSC Order Form
- **Mike will submit a request for 5 mini-rule books**
- B. 50 x 50s - @ JAC on Monday, 1/1/24 - 10am - 12:30pm, using up to 15 lanes Short Course Yards and the hospitality room for a cost of \$400.
- **MSA to approve the \$400 budget amount for the 50 x 50s @ JAC [Ed moved, Linda seconded]**
- C. 100 x 100s - *TBD @ JAC Sunday, 2/11/24* from 7am - 12pm, using the full pool (21 SCY lanes) and the hospitality room for a cost of \$800.
- **MSA to approve the \$800 budget amount for the 100 x 100s @ JAC [Ed moved, Jerry seconded]**
- D. Banquet for 2023 Continuous Member Recognition Awards - Date, Location? Speaker? Basking Ridge CC.
- **Paola to confirm available dates at Basking Ridge CC in April and May.**
- E. Nominations for Board Volunteers for 2024
- F. Elections for Board Volunteers ~~ Nominated slate of volunteers
- a) Chair: Jerry O'Mara
 - b) Vice-Chair: Chris McGiffin
 - c) Registrar: Tom Brunson and Chris McGiffin
 - d) Secretary: Chris McGiffin
 - e) Treasurer: Mike Recchia
 - f) Newsletter Editor: Sara Johnston
 - g) Sanctions & Safety Chair: Lorna Ciadella-Morehead
 - h) Top Ten/Records: Ed Tsuzuki
- **MSA to accept and approve the slate of nominees to serve in the LMSC volunteer roles for 2024 [Jerry moved, Marie seconded]**
- G. Appointment of Ad-hoc positions
- i. Webmaster: Laura Smith
 - ii. Open Water Chair: Marie Velucci
 - iii. Coaches Chair: Open
 - iv. Fitness Chair: Linda Brown-Kuhn
 - v. Officials Chair: Marie Vellucci
 - vi. Events Coordinator: Paola Morchio
 - vii. Special Projects Task Force: Ester Kim (Survey members - newsletter, fitness, meets)

IV Next LMSC Meeting

- A. Date ~ Tentatively planned for Sunday, Feb 25th
- B. Time ~ TBD
- C. Place ~ TBD

V. Adjournment

- A. Meeting adjourned at 11:46am