

## **Minutes of the Annual Meeting of Wisconsin Masters Swim Committee (WMSC)**

**October 7, 2023**

**Board Members Present:** Mike Murray, Elyce Dilworth, Melodee Liegl, Mary Schneider, Jennifer May, Jerry Lourigan, Melinda Mann, Carl Millholland

**Swim Members Present:** Julie Hall, Peter Dehart, Jenny Dehart, Reid Pezewski

**Excused Absences:** Tim Capps, Susan Wagner, Fred Russell, Jeanne Seidler, Jennifer Vallo

The meeting was called to order by Mary Schneider.

### **WMSC Board Reports**

**Chair – Mary Schneider**

- Conduct Annual Meeting
- Publish notices of Annual Meeting
- Write Chair column for newsletter, as well as a number of articles throughout the year
- Send monthly emails to members
- Hold Executive Board meetings for administrative decisions or changes to policies
- Attend USMS Convention as a voting delegate
- Attend USMS Relay
- Served as Event Director for WMSC sanctioned Open Water Event
- Recruit candidates to serve on the board of WMSC or as Committee Chairs
- Communicate with members or other LMSCs on various issues
- Review spending to budget
- Work with Treasurer on annual budget

**Vice Chair - Tim Capps**

No report

**Secretary – Jennifer May**

The Secretary took minutes on 8Oct22 for the Annual Meeting of WMSC.

**Treasurer – Mike Murray**

- On a monthly basis: Reconcile USMS statement to bank statement, reconcile bank statement, checking and savings, publish to financial statements to Finance Committee.
- Generate financial statement for: USMS annually, WMSC Annual meeting.
- Receive, audit, approve and reimburse expenses in a timely manner.
- Wrote reimbursement checks: Club, WOG, Coaches.
- Assist WMSC Chair.

### **WMSC Committee Chair Reports**

**Sanction Chair – Melinda Mann**

- Wisconsin Masters sanctioned 9 Pool and 1 Open Water event this past season.
- This was the first year for Wisconsin to host a masters open water event.

- This year meet directors were instructed to submit all meet documents to the Sanctions Chair prior to requesting a sanction to ensure accuracy before publication. This step was initiated because of the difficulty encountered when trying to make changes after an event was already sanctioned.

### **Registration Chair – Julie Paque**

The membership coordinator position has radically changed this year. The majority of the registration tasks are now done by the National Office. It was not a smooth transition. I now have the following duties:

- Answer members' questions and explain how to make address changes, etc. online
- Fill out transfer request form for National Office to process
- Obtain one event spreadsheet from meet directors and forward to National Office
- Send out emails to members

We need to determine how to handle the comped registrations, since I can no longer register or renew members. Also, if anyone needs stamps for WI Masters business, see me before purchasing any. I did not realize I wouldn't be sending out thank you letters to those donating money, so I have extra.

### **Open Water/Long Distance Chair - Jennifer Vallo**

Wisconsin Masters Swimming hosted a new sanctioned open water race, The WOW Swim (Wisconsin Open Water Swim), on Saturday June 24 at Fox Brook Park in Brookfield, WI. We had 70 registrants, 50 participants and plan to make the race an annual event.

USMS sponsored the following Open Water National Championships in 2023: June 3: 2-Mile Cable-Charlottesville, VA July 9: Ultramarathon Distance-Portland, OR July 15: Marathon Distance-Applegate Lake, OR August 12: Middle Distance-Lake Oahe, SD September 16-17: Long Distance-Mission Viejo, CA September 16-17: Sprint Distance-Mission Viejo, CA

USMS Open Water National Championships scheduled for 2024: dates tbd USMS sponsored several virtual and fitness events throughout the year to help keep us motivated and in the pool.

USMS will again sponsor ePostal events for 2024: January 1-31: 1-Hour ePostal May 15-September 15: 5k/10k ePostals September 15-November 15: 3000/6000 ePostals

I'm planning to continue my featured newsletter article this year with more 'Meet your Wisconsin Masters Committee Officers' and more in-depth open water race reviews.

### **Communications Chair – Carl Millholland**

**Webmaster -** Maintain Wisconsin Masters Swimming website, ensuring that the site stays active, updating calendar events, results, records, newsletters and news items of interest to the LMSC membership and other Wisconsin swimmers. Ensure that Home Page announcements are current and relevant. Presently, Andrew Babcock maintains the Records page and has access to the Club Assistant authoring tool.

**Newsletter Editor -** Publish and distribute Wisconsin Masters Swimming newsletter, which includes registration information about and links to upcoming swimming events. Gather and edit material from the LMSC Chair and other board members, collect reports covering past swimming events. Include submissions and interviews from LMSC swimmers regarding training, swimming accomplishments, trips and other adventures.

### **Auditor** – Elyce Dilworth

I reviewed the monthly financial reporting packages and the year-end financial statements which are submitted to USMS. I also filed the Form 990-N with the IRS and completed the annual report for the WI Dept. of Financial Institutions.

### **Coaches Rep** – Fred Russell

A few new accomplishments for the past year:

- I was contacted to help several new workout group coaches. I had a few new coaches ask me questions and I answered them. For a couple others, I contacted or tried to contact them for various topics from attending meets to getting certifications.
- Worked with two new WISC National Coaches, Josh Lefebber and Anne Berres-Olivotti.
- Returned me (since 2019) to the National scene to both Irvine and Sarasota.

Finally, I continued to send out emails of three workouts a week to about a hundred contacts. (These have been really important to swimmers who train alone or small groups without a coach).

Anyone wishing to get on the Workout Mailing List, just contact me.

### **Fitness Committee** – Melodee Leigl

Hosted the 2022 Water Warriors with 20 participants this year. This year gift cards from Swim Outlet and were given to all participants (5 participants received \$50 because they participated every year since I took over and the remaining 15 all received \$25) – I think everyone liked this idea!

Also provide updates on my marathon swimming adventures for the Newsletter.

Volunteered for the Wisconsin Open Water Swim event in June.

### **Top Ten Recorder** – Jeanne Seidler

No Report

### **Safety** – Jerry Lourigan

No report

### **Officials** – Susan Wagner

- I have recruited officials and scheduled Officials for the Masters Meets in Wisconsin.
- As part of this position, as well as being an Official, I read the manual and share rule changes and updates with other officials who work the Wisconsin Masters Swim Meets.
- I promote Masters Swimming as I network in the swimming world as an Official

### **Discussion:**

#### **1. Announcements from the Chair, Mary Schneider**

- 2022 – 2023 meets saw increased participation
- Fun events and relays were well received
- Membership for 2023 increased over 2022 (489/460)
- No tabled motions from last year.

#### **2. Elections**

- There were no nominations from the floor for any of the officer positions. Officers were voted in by acclamation.
- Chair – Mary Schneider
- Vice-Chair – Open
- Secretary – Jen May

- Treasurer – Mike Murray

#### Appointment of Committee Chairs

Communications – Carl Millholland

- Newsletter -Carl Millholland
- Webmaster – Reid Pezewski

Registrar – Julie Paque

Coaches – Fred Russell

Sanctions – Melinda Mann

Long Distance/Open Water – Jen Vallo

Safety – Jerry Lourigan

Officials – Susan Wagner

Fitness – Melodee Liegl

Top 10 Recorder –Jeanne Seidler

Auditor – Elyce Dilworth

### 3. New Business

- Executive Committee approved a new policy for Convention and USMS Meetings, specifically the Relay. For people who do not have a hotel roommate, the LMSC will pay for a single room. The policies have been updated.
- The meet schedule will be very similar to last year. The schedule has been posted and the Executive Committee will approve the final schedule once available.
- Budget proposals include (see Appendix A):
  - Pay for the official's USMS membership
  - Noted that we need to continue to spend down the WMSC reserves. It was suggested that the Finance Committee look at options and come back with suggestions.
  - Donation to Senior Games was noted. This money can be allocated to Senior Games should they follow suggested stipulations to ensure safety. Stipulations will be discussed by the Finance Committee.
  - Carl to finalize the "Welcome Package" before November 1.
  - Amend the budget to grant meet hosts \$1500 per meet for the 2023-24 season.
- Determined that it is important to maintain work-out groups and no further investigation is needed.
- Carl to make a call for volunteers in the newsletter and website.
- Mary to send an email to meet hosts and the board to determine if they want a hard copy rule book.
- Peter and Jenny Dehart offered to be Green Bay representatives for those who may have questions about USMS. Carl will connect with the Dehart's to share his swim clinic information.
- Date for next year's annual meeting – 5Oct2024

#### Approved Motions:

- The 2022 annual meeting minutes, Officer and Chair reports, election of officers and appointment of committee chairs were approved by acclamation.  
Chair - Mary Schneider  
Vice Chair – open  
Treasurer – Mike Murray  
Secretary – Jennifer May
- Jen May moved and Elyce seconded the motion for the Finance Committee to review options and suggestions for spending down the reserve money.
- Jen May moved and Elyce seconded the motion to approve the 2024 budget with the following conditions: Finance Committee to discuss stipulations for the Senior Games donation, reducing costs with the meet hosts and prize/rebate for meet swimmers during meets.
- Mary moved and Jen seconded the motion to grant current meet hosts, \$1500 for the 2023-24 season.

Mary called for a motion to adjourn the meeting. Jen moved and Jerry seconded the motion. Motion was approved, and Mary adjourned the meeting at 10:21 am.

Respectfully submitted,  
Jennifer May  
Secretary, WMSC

Appendix A

#	WMSC 2024 Budget				
1		2023		2024	
		Budget	8/8/23	Budget	%
2	<b>Income Categories</b>				
3	Donations		100		0.0%
4	Interest Earned	40	25	40	0.4%
5	USMS Pool Sanction Fee	-		-	0.0%
6	USMS Open Water Sanction Fee	-		-	0.0%
7	WMSC Sanction Fee	-		-	0.0%
8	One Event Registration - USMS	225	711	675	6.0%
9	One Event Registration - WMSC	-		225	2.0%
10	Registrations - Clubs & Work Out Groups	-		-	0.0%
11	Registrations - Individual	5,873	4,242	7,000	61.7%
12	Meet Income WOW Swim		3,150	3,400	30.0%
13	<b>Total Income Categories *</b>	<b>6,588</b>	<b>8,228</b>	<b>11,340</b>	<b>100.0%</b>
14					
15	<b>Expense Categories</b>				
16	ALTS Stipends to Trainers	750		750	2.1%
17	ALTS Classes for Swimmers	500		500	1.4%
18	Water Warrior	600	625	625	1.8%
19	Medals for State Meet	250		1,000	2.8%
20	Coaching Certification	1,250	125	500	1.4%
21	Coaching Grant \$500	500		1,000	2.8%
22	USMS Relay Event - Annual	1,500		1,800	5.1%
23	USMS Convention	-		-	0.0%
24	Insurance OWS Paid to USMS	450		600	1.7%
25	Memorials for Deceased Members	50	100	50	0.1%
26	Newsletter	50		50	0.1%
27	Office Expense	50	41	100	0.3%
28	One Event Registration - USMS	225	62	675	1.9%
29	Rule Book	20		20	0.1%
30	Web Site and ISP Fees	180	270	180	0.5%
31	Wisconsin Corp Fee	25	25	25	0.1%
32	<b>Intentional Spend Down of WMSC Reserves</b>				0.0%
33	80+ swimmers			350	1.0%
34	USMS Membership for Officials			420	1.2%
35	Pool Sanction Paid to USMS	450	350	450	1.3%
36	Open Water Sanction Paid to USMS	50	100	100	0.3%
37	Total Registration Expense (excludes One Event)				0.0%
38	Cover Club and WOG registration fee	182		980	2.8%
39	Pass Thru to WISC	2,500	2,300	2,500	7.1%
40	Stroke Clinic(s)	2,000	-	2,000	5.7%
41	Local Open Water Swim	1,000	2,400	3,000	8.5%
42	Start New WOGs	1,000		1,000	2.8%
43	One Time Reimbursement of OVET	75		75	0.2%
44	Pay USMS Coaches fee for WMSC Coaches	1,000		1,000	2.8%
45	Grant for each day of a swim meet *	4,500	3,500	13,500	38.3%
46	"Welcome" Package to newly registered swimmers	1,000		1,000	2.8%
47	Donation to Senior Games with stipulations			1,000	2.8%
48	<b>Total Expense Categories **</b>	<b>19,657</b>	<b>10,098</b>	<b>35,250</b>	<b>100.0%</b>
49					
50	<b>Income less Expenses</b>	<b>(13,070)</b>	<b>(1,870)</b>	<b>(23,910)</b>	
51					

#	WMSC 2024 Budget				
1		2023		2024	
		Budget	8/8/23	Budget	%
52	<b>Comments &amp; Assumptions</b>				
53	Assume 500 swimmers registered for 2024				
54	Assume 10 stipends for coaches				
55	Assume 3 stipends for ALTS Trainers				
64					
65		2022	2023	2024	2025
66	Cash On Hand in July 31	31,096	41,770		