

Minutes

Kentucky LMSC Fall Meeting

December 6, 2009

Chair Meg Smath (WILD) called the meeting to order at 12:18 p.m. EST at Lakeside Swim Club in Louisville. Others attending were Mike Lemke—Vice Chair (SLM), Robin Segnitz—Secretary (WILD), Dave Burgio—Treasurer (WILD), Susan Ehringer (SLM), Bill Tingley (LAKE), Michelle Ward (SLM), Tom Mester (SLM), Vicki Catlin (BEST), Pam Kimmel (WILD), Pam Luebbe (LAKE), Barry Whaley (LAKE) and Jan Goff (LAKE). Meg declared a quorum was present. Joanne Tingley attended the meeting as a guest.

Minutes of the previous meeting. The minutes of the meeting held March 21, 2009, were approved.

Treasurer's report. Melinda Schmitt prepared her final financial reports on October 29, and turned over the position of treasurer to Dave Burgio on October 30. Dave began by reviewing the 2009 Kentucky LMSC Budget Report, a copy of which is attached. Registration income for the LMSC was down at the time this report was prepared, which is usually the case at this time of the year. However, registration income is currently on the increase because we are beginning to get swimmer registrations in for next year. Dave pointed out that there are no unusual expenses indicated in the report. Convention expense was under budget, office expenses are down and we have not had any newsletter expenses over the course of this year. Dave has eliminated our bank account fee, and our cancelled checks are no longer being returned to us. We did not have rule book expenses because they were not ordered by anyone. He also pointed out that USMS individual fee expense was down. Dave indicated that a loss is not unusual for the LMSC at this time of the year.

Meg explained that nobody had been designated to purchase rule books. Going forward, Pam Luebbe will be ordering eight regular rule books and eight mini-rule books. This number will be increased if more teams register.

Dave then moved on to review the attached financial statement, entitled KY-LMSC Balance Sheet Previous Year Comparison, which was generated through the end of October. The balance sheet indicates that our asset balances are up 14.5 percent over the previous year, which includes accounts at both US Bank and Hilliard Lyons. Dave is looking into having the Hilliard Lyons account moved to US Bank. According to Bill Tingley, we do not have to have an action item in order to move the account.

Dave stated that he will be consolidating reports for the next meeting. Meg is now an authorized signer on the US Bank checking account. Dave also made arrangements for our checking accounts to be viewed electronically. Designated individuals will be able to review the accounts online when needed. Our bylaws indicate that we must have a budget prepared by the end of the year. Dave will be meeting with Meg in order to work on the budget, and then Robin Segnitz will be sending it out by email once it has been prepared.

Susan Ehringer expressed that she would like to have printed deposit slips ordered for use when we receive paper registrations. Dave indicated that he would provide some deposit slips to Susan and Pam Luebbe after the meeting, but also explained that anyone can make a deposit to our checking account if they have the account number.

Registrar's report. According to Susan Ehringer, 90 percent of our registrations for the year 2010 are being done electronically. Susan asked that we stress to swimmers that they must check the boxes for "Swim Kentucky Masters" and their own workout group (team) when registering. She mentioned that she will also be sending out a reminder this week to register for 2010. Everyone will have the ability to update information on their registration, including items such as name, address, date of birth and phone number.

Pam Luebbe explained that we have five teams already registered for 2010. She does not have team registrations from Baptist East Swim Team, Danville Masters Swim Club and Lake Cumberland Masters Swimming. Pam emphasized that swimmers cannot register with their team for 2010 unless the team is registered. Susan mentioned that we have interest from Southern Indiana YMCA for starting a Masters team.

Top 10 report. Bill Tingley mentioned that we had five individuals and one relay that made the 2009 SCY Top 10. We had 69 individuals and 35 relays that made the 2009 LCM Top 10. Bill was also pleased to inform us that we had two relay teams and one individual, Jerrod Kappler, who made All-American for the 2009 LCM season. Bill said that times recorded from the Lakeside Mile will be our entire 2009 SCM Top 10.

Bill emphasized that meet directors need to work on the details while the meet is actually taking place. Please make sure that timers and computer operators know what is going on so that correct times are posted and correctly submitted.

Sanctions report. Bill Tingley expressed great concern about the cancellation of the Louisville Invitational this year. Meg Smath explained that Mark Gill is looking for other persons to take over the entire Tyr Grand Prix series. Mark cancelled the Louisville Invitational because he said he did not have enough officials to run the meet. Meg said that C.J. Rushman has expressed interest in taking over the job of meet director for the Louisville Invitational.

Bill stated that he has a problem issuing a sanction to an organization or individual that has not previously complied with sanction rules. Susan Ehringer expressed that the cancellation of the meet reflects poorly on both the Kentucky LMSC and SwimLouisville Masters. Part of the sanction includes following the rules of U.S. Masters Swimming, which includes having officials that can work during the meet. Susan asked if we should have standards listed on the sanction form. Meg feels that we should have a written confirmation of officials being lined up when a sanction is applied for. Vicki Catlin expressed that we should probably have communication with the individual or organization in advance to ensure that the criteria will be met. In this case, all options were not explored.

Pam Luebbe should be contacted to assist in locating and contacting officials in the future. A statement to this effect will also be added to our sanction form. The Kentucky LMSC directed Meg to send a letter to Rob Butcher, executive director of U.S. Masters Swimming, explaining that we were not consulted about the lack of officials prior to the meet being cancelled. Bill and Meg both agreed that we need to have a policy manual, which would include when and how a meet sanctioning should occur.

Bylaws proposal. Meg explained that some changes needed to be made to the bylaws of the Kentucky Local Masters Swimming Committee, the problem being that the bylaws state that the LMSC runs Swim Kentucky Masters. The proposal to the bylaws is to delete article 2.3, which stated that “The Kentucky LMSC shall form and operate a club called Swim Kentucky Masters.” **Vicki Catlin made the motion, Pam Kimmel seconded, to delete the paragraph of article 2.3. The motion was approved.**

Meg explained that she also did some housekeeping in updating the bylaws, including correcting grammar such as capitalization and commas. Another addition is that a notice of meeting is to be in writing, by either U.S. Postal Service or by electronic means. **Pam Kimmel made the motion, Dave Burgio seconded, to approve the housekeeping changes. Motion passed.**

Meg also explained that a standing committee was added, the Coaches Committee. **Bill Tingley made a motion, Dave Burgio seconded, to approve the changes to the wording of article 9 by adding the Coaches Committee as a standing committee. Motion approved.**

Officials chair’s report. Pam Luebbe stated that she would have assisted in helping with the Louisville Invitational if she had known about it. Pam reported that we have an option to require an official’s certification through U.S. Masters Swimming, but several delegates did not feel it was necessary because our officials are certified by other means, including USA Swimming, YMCA, NCAA or KHSAA.

Fitness chair’s report. Tom Mester had nothing to report.

Safety chair’s report. Mark Rogers had nothing to report.

Mini-meet chair’s report. Tom Mester reported that we had a successful LCM mini-meet, in which 75 swimmers participated. We will hold the LCM mini-meet again in July of 2010 at Lakeside Swim Club. There will be no SCY mini-meet as of this time.

Newsletter editor’s report. Meg Smath explained that nothing has been done at this time, but that she does have information sent from Randy Hansborough. She will be sending the newsletter out electronically.

Records chair’s report. Brad Schmied did not attend the meeting or provide a report. Robin Segnitz mentioned that LC Nationals has not been fully uploaded into the database, but that Brad has been doing a great job of keeping our records updated.

Open water chair's report. Mark Gill is no longer a member of the Kentucky LMSC. Meg Smath appointed Robin Segnitz as the new Open Water Chair.

Old business. Mark Rogers reminded everyone that some funds had been budgeted for the Western Kentucky Green Gators to purchase the new version of the Meet Manager software, but he explained that he really feels like they do not need to purchase the new software. Most delegates agreed that they should upgrade their software, and the LMSC can afford it. **Bill Tingley made a motion, Susan Ehringer seconded, to approve funds for WKGG to purchase the Meet Manager upgrade. Motion passed.**

New business.

Convention reports. Bill Tingley reported that the FINA textile swimsuit rule is still in limbo, and that current technology suits can still be worn at the WKGG swim meet on January 11. No other convention reports were given. However, convention reports can be found online on the U.S. Masters Swimming website, www.usms.org.

Great Lakes Zone Open Water Championship. Mike Lemke reported that the committee working on the Great Lakes Zone Open Water Championship hopes to have a final plan to disseminate in January. The development of this open water series is a work in progress.

Adjournment. Barry Whaley made a motion, Pam Luebbe seconded, to adjourn the meeting. The motion passed, and the meeting was adjourned at 2:30 p.m.

2009 KY-LMSC Budget Report - October - 2009

1/1/2009 through 12/31/2009 Using 2009 KY-LMSC Budget

10/29/2009

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| Category Description | 1/1/2009 Actual | - Budget | 12/31/2009 Difference |
|----------------------------------|--------------------|------------------|--------------------------|
| INCOME | | | |
| Convention Housing Reimbursement | 0.00 | 450.00 | -450.00 |
| Individual Registrations | 5,140.00 | 8,942.00 | -3,802.00 |
| Interest Income | 0.00 | 50.00 | -50.00 |
| Misc. income | 0.00 | 0.00 | 0.00 |
| Returned Check Reimbursement | 0.00 | 0.00 | 0.00 |
| Sanction Fee | | | |
| Cardinal Swim Meet - SCY | 118.50 | 118.00 | 0.50 |
| Lakeside Mile | 0.00 | 54.00 | -54.00 |
| Lakeside Summer Meet | 190.50 | 217.00 | -26.50 |
| Mini Meet LCM | 90.00 | 91.00 | -1.00 |
| SwimLouisville.com meet | 78.00 | 67.00 | 11.00 |
| U of L - TYR Grand Prix SCM | 0.00 | 156.00 | -156.00 |
| Wildcat Invite | 144.00 | 126.00 | 18.00 |
| WKGG Meet | 123.00 | 123.00 | 0.00 |
| Other Sanction Fee | 0.00 | 0.00 | 0.00 |
| TOTAL Sanction Fee | 744.00 | 952.00 | -208.00 |
| Transfers | 6.00 | 0.00 | 6.00 |
| TOTAL INCOME | 5,890.00 | 10,394.00 | -4,504.00 |
| EXPENSES | | | |
| Capital Equipment | 250.80 | 0.00 | -250.80 |
| Computer | | | |
| Capital | 0.00 | 200.00 | 200.00 |
| Repair | 0.00 | 100.00 | 100.00 |
| Software | 79.69 | 200.00 | 120.31 |
| Supplies | 63.07 | 100.00 | 36.93 |
| Other Computer | 0.00 | 0.00 | 0.00 |
| TOTAL Computer | 142.76 | 600.00 | 457.24 |
| Convention Expenses | | | |
| Housing | 2,203.50 | 2,500.00 | 296.50 |
| Registration | 1,200.00 | 1,200.00 | 0.00 |
| Transportation | 1,198.19 | 1,800.00 | 601.81 |
| Other Convention Expenses | 0.00 | 0.00 | 0.00 |
| TOTAL Convention Expenses | 4,601.69 | 5,500.00 | 898.31 |
| Executive Committee | | | |
| Phone | 0.00 | 75.00 | 75.00 |
| Other Executive Committee | 0.00 | 0.00 | 0.00 |
| TOTAL Executive Committee | 0.00 | 75.00 | 75.00 |
| LMSC Meetings | | | |
| Fall | 0.00 | 75.00 | 75.00 |
| Spring | | | |
| Other LMSC Meetings:Spring | 0.00 | 75.00 | 75.00 |
| TOTAL Spring | 0.00 | 75.00 | 75.00 |
| Other LMSC Meetings | 0.00 | 0.00 | 0.00 |
| TOTAL LMSC Meetings | 0.00 | 150.00 | 150.00 |
| Miscellaneous | 0.00 | 100.00 | 100.00 |
| Newsletter | | | |
| Fall Reregistration Issue | 0.00 | 900.00 | 900.00 |
| Spring Summer Issue | 0.00 | 600.00 | 600.00 |

2009 KY-LMSC Budget Report - October - 2009

1/1/2009 through 12/31/2009 Using 2009 KY-LMSC Budget

10/29/2009

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| Category Description | 1/1/2009 Actual | - Budget | 12/31/2009 Difference |
|----------------------------------|--------------------|------------------|--------------------------|
| Other Newsletter | 0.00 | 0.00 | 0.00 |
| TOTAL Newsletter | 0.00 | 1,500.00 | 1,500.00 |
| Office | | | |
| Bank Fee | 132.00 | 120.00 | -12.00 |
| Copies | 9.70 | 25.00 | 15.30 |
| Deposit item return | 0.00 | 0.00 | 0.00 |
| Paper Supplies | 10.93 | 50.00 | 39.07 |
| Postage | 49.14 | 60.00 | 10.86 |
| Other Office | 0.00 | 0.00 | 0.00 |
| TOTAL Office | 201.77 | 255.00 | 53.23 |
| Rule Books | 0.00 | 100.00 | 100.00 |
| SKY Account | 744.00 | 952.00 | 208.00 |
| USMS Club Fee | 0.00 | 30.00 | 30.00 |
| USMS Individual Fee | | | |
| Other USMS Individual Fee | 2,110.00 | 3,432.00 | 1,322.00 |
| TOTAL USMS Individual Fee | 2,110.00 | 3,432.00 | 1,322.00 |
| USMS LMSC Fee | 0.00 | 30.00 | 30.00 |
| USMS Miscellaneous | 40.00 | 0.00 | -40.00 |
| USMS Transfer | 10.50 | 0.00 | -10.50 |
| TOTAL EXPENSES | 8,101.52 | 12,724.00 | 4,622.48 |
| OVERALL TOTAL | -2,211.52 | -2,330.00 | 118.48 |

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12:35 PM
11/03/09
Cash Basis

KY- LMSC
Balance Sheet Prev Year Comparison
As of October 31, 2009

| | <u>Oct 31, 09</u> | <u>Oct 31, 08</u> | <u>\$ Change</u> | <u>% Change</u> |
|---------------------------------------|-------------------------|-------------------------|------------------------|---------------------|
| ASSETS | | | | |
| Current Assets | | | | |
| Checking/Savings | | | | |
| US Bank Checking Acct. | 3,577.05 | 2,844.36 | 732.69 | 25.8% |
| US Bank SKY | 1,495.43 | 623.56 | 871.87 | 139.8% |
| Total Checking/Savings | <u>5,072.48</u> | <u>3,467.92</u> | <u>1,604.56</u> | <u>46.3%</u> |
| Total Current Assets | <u>5,072.48</u> | <u>3,467.92</u> | <u>1,604.56</u> | <u>46.3%</u> |
| Other Assets | | | | |
| Hilliard Lyons | 7,927.80 | 7,883.90 | 43.90 | 0.6% |
| Total Other Assets | <u>7,927.80</u> | <u>7,883.90</u> | <u>43.90</u> | <u>0.6%</u> |
| TOTAL ASSETS | <u>13,000.28</u> | <u>11,351.82</u> | <u>1,648.46</u> | <u>14.5%</u> |
| LIABILITIES & EQUITY | | | | |
| Equity | | | | |
| Opening Balance Equity | 4,451.15 | 4,451.15 | 0.00 | 0.0% |
| Retained Earnings | 9,890.73 | 18,924.31 | -9,033.58 | -47.7% |
| Net Income | -1,341.60 | -12,023.64 | 10,682.04 | 88.8% |
| Total Equity | <u>13,000.28</u> | <u>11,351.82</u> | <u>1,648.46</u> | <u>14.5%</u> |
| TOTAL LIABILITIES & EQUITY | <u>13,000.28</u> | <u>11,351.82</u> | <u>1,648.46</u> | <u>14.5%</u> |