

Masters Swimming Ontario
Board of Directors Meeting
Date: Saturday, January 27, 2007
Location: YMCA,
Brockville, Ontario

Present :

Sally O'Brien	President
Lesley Mason-Ward	Treasurer
Olenka McKee	Meet coordinator
Michael Heath-Eves	Vice President
Marion Wyatt	Director
Cindy Bertelink	Director

Committees, Representatives and Staff :

Steve Goodwin	Swim Ontario
Christopher Smith	MSC/Officials
Brian Croker	Registrar
Jacqueline Odlum	Recording Secretary

Regrets:

Hillary Richardson, Jim Talbot

Guest:

Geoff Camp

01. Call to order at 11:45 a.m. with Sally O'Brien presiding.

02. Adoption of the Agenda

Motion: To adopt the agenda with the amendment to include report from Chris Smith
Moved by: Marion Wyatt; seconded by Michael Heath-Eves

Carried

03. Motion: To approve the minutes of MSO Board meeting on November 25, 2006

Moved by: Olenka McKee; seconded by: Lesley Mason-Ward

Carried

04. Business Arising from the Minutes of November 25, 2006

1. Collection of dollars for OSOA

Motion: Olenka will prepare an invoice based on the meet report at \$2 per swimmer for general meets and \$5 per swimmer for Provincials, to be issued to host clubs for remittance to the MSO Treasurer; three times per year these dollars will be sent to OSOA.

Moved by: Olenka; seconded by: Lesley

Carried

2. Newsletter – to be discussed later
3. Rule book – Chris to cover later
4. OSG award – Geoff and Jacqueline to discuss further (presentation at banquet at Provincials)
5. Incentives regarding increasing attendance at AGM. The suggestion was made to have the Swim Ontario and MSO AGMs at the same time in September – this will not work for us as we have no information at that time. It was agreed that we would have the September meeting together with the SO conference with specific speakers for masters. The AGM will remain in November – we only need 6 clubs to constitute a quorum so it was suggested that we have it in conjunction with the Etobicoke meet on November 11th.
6. Swim Direct – to be covered in VP report

Board Reports

President – Sally O'Brien

Thanks to Olenka, the Provincials are finally sanctioned and the package is out there. The question of data base is still not clear. I've had many discussions about the data base & Swim Direct hopefully more discussion at this meeting will bring us to at least more insight into it all. A condolence card was sent to Mary Brinklow, a past board member, on the sudden passing of her husband. I have telephoned a London Dolphins club member in the hope of obtaining another board member or 2 from that district. Letters have also been sent via email this time to Milton, Brantford, Guelph and Ancaster. The Milton address is no longer in service and I have not had any response from any of the others as yet. Perhaps we will have to approach people personally to get them involved. Hillary has injured her back but is still hoping to get those surveys announced in the newsletter and to get some feedback from them.

Vice President's Report January 18, 2006

1. COP

*A face to face meeting of the Council of Provinces (COP) (10 Representatives) was held in Montreal, December 9 and 10, 2006. The primary purpose of the meeting was to discuss how this body, which advises MSC on matters the Provinces wish to see implemented can be as effective as was originally intended. **Copies of the minutes and action items have been circulated to the MSO Board by e-mail Jan 17, 2007.***

Recommendations of COP

1. a) *Accept the work of the Officials/Rules Committee.*
b) *PMO's are to advise member clubs that a new rule book is being produced.*
c) *PMOs are to encourage Masters Swimmers to become Masters Officials.*
2. a) *Encourage all PMOs to use Swim Direct to register their swimmers.*
b) *MSC is to be encouraged to interface Swim Direct and mymsc.ca.*
3. a) *COP representatives should promote the MSC election process as set by the MSC Elections Committee by ensuring member clubs are aware of the process through their Provincial notifications.*
4. *COP members are encouraged to get involved in committees (i.e. Health and Fitness, Open Water, Marketing, Rules and Officials, Competition, Coaching, Elections).*
5. *MSC be encouraged to review the mymsc web site with respect to language access, budgets, etc.*
6. *Create a formal structure for the COP.*
7. *Encourage MSC to value Canadian issues as the priority but continue to gather information from international sources to improve the Canadian organization.*

8. *COP Representatives to investigate how each PMO runs a National Swimming Championship, what events would they provide, how the event is insured.*
9. *All PMOs are to be encouraged to submit a calendar of event to Lindsay Paterson for incorporation into a National Calendar on the mymsc website.*
10. *The mymsc web site master is to be encouraged to incorporate articles on "How to start a Masters club", "How to run a Meet" etc. so that all PMOs can share information.*
11. *Recommend that MSC Board accept the work and recommendations of all the working committees.*

In January 2007 it has been suggested that all Masters Clubs be registered on MYMSC. The COP has been asked to encourage all Provincial Clubs to register and provide a Club Contact. MSO should check its list of registered clubs with those registered on the MYMSC. See list of Registered and Unregistered Clubs at MYMSC.

2. Swim Direct Registration

Seven out of ten Provincial Swim Organizations use the Swim Direct program to register and track results of their swimmers. MSO does not use this program relying on an Access based program. It has been suggested that MSO commence to use Swim Direct to bring it into alignment with the majority of Swim organizations in Canada.

COP encourages all Provinces to utilize Swim Direct.

There are several advantages for switching to Swim Direct:

Swim Direct data can be uploaded to Hytech programs (Team Manager and Meet Manager) to run swim meets;

*Swim Direct Data can be downloaded to the new **My MSC** data base.*

Disadvantages seem to be minimal:

Swim Direct runs on a Windows and Explorer platform and will not run on the Netscape and MAC platform.

Cost is not known at present and research of this issue is ongoing. There is no definitive answer at present though the indicators are from \$0 to \$2.00 per swimmer.

An initial Registration Load Fee of \$500 plus an Annual registration maintenance fee of \$1.00/swimmer are quoted on the Swim Direct website. More research has to be done here.

Each Province appears to handle registration differently. As a point of interest in Quebec, FNQ charges its Masters Clubs an annual fee of \$150 plus a maintenance fee of \$50. Each club nominates a Club Registrar who registers Club administrators, training facilities information, coaches and swimmers into Swim Direct. Benefits to FNQ's Masters program include mailing address labels, monthly data base export to MYMSC, e-mail address export, data base export to Splash(read Hytech for Ontario), meet validation report and history of times. FNQ reports that Swim Direct has provided a superior registration and monitoring system.

Downloading MSO's current Data Base to Swim Direct should not present unusual problems as it can be done using software commonly available. For example FNQ downloaded its information in 2003 automatically with computer knowledgeable volunteers steering the transfer.

If approved (not sought at this time) a target date for MSO to switch might be June 1, 2007 or at latest before the AGM in November, 2007.

Michael said that COP members are advisors who act as liaison between the Provinces and MSC. MSC is the elected body with fiduciary role. PMOs have a voice at the table but no legislative power. Michael is going to get the cost of Swim Direct finalized (could be \$2 per swimmer to register, \$500 initial cost and \$1 annually) and make recommendation as to when the switch over should take place (June 1st or September 1st). We would need to be up and running prior to September 1st as that is our year beginning.

Treasurer's Report – Lesley Mason-Ward

We currently have \$12,011.83 in the Bank of Nova Scotia and a closing balance (as of Dec 31,2006) in ING of\$38,582.79. I shall be moving more money to ING because they offer great interest rates - we are now getting about \$115 per month instead of the \$50 we received when I took over!!

To date, this swimming year (sept 1 onwards) Brian has deposited \$20,044 to our account - but I have not yet received the deposit slips to indicate the source of this money (I assume it is not his, personally!!) We do owe Brian money for the phone connection on behalf of MSO, and when he has time to get the details sorted out we will be reimbursing him for the costs back to last May when Bell got us all scrambled by insisting on this being labelled a business line - further complicated by Brian's subsequent move!

We have paid Insurance for the year and the "donation" to Swim Ont., and the first installment of money to MSC has been dealt with, so the only major current accounts payable are the second installment to MSC and the cost of medals/ribbons.

I would like to recommend that adequate honorarium be voted by the Board for the sanctions officer. Much work has been conscientiously beavered by Olenka in this capacity and I do not feel comfortable accepting an honorarium for Statistician while she is ignored....

Marion has asked for a more detailed financial statement to be presented at meetings. See new business.

Competition – Olenka McKee

FALL 2006

This part of the 2006 – 2007 season is now complete, the results were submitted and reports received. The season was successful just some 'hiccups' that experience will solve.

2007

POOL

All requested meets have now been sanctioned including the 2007 Ontario Provincial Championship (11 meets so far)

OWS

At present there are 5 listed – Bright's Grove not yet sanctioned

- June, July and August hosted by Technoport
- St. Mary's which has been sanctioned – included in this is the \$5 per swimmer for support of the officials – supported by Bryan Finlay

CLARIFICATION TO LAURENTIAN

On the issue of financial support previously given to the officials group, the OSOA, from the profits generated at the Ontario Masters Swimming Championship I wrote this to Laurentian to clarify any misconceptions.

Until this fall there were no guidelines in place for the funding of OSOA and the amount of funding was at the discretion of the hosting organization and the meet manager. The Brock hosting group decided to fund the OSOA to the amount of 20% of the 2006 meet profits which turned out to be \$4000

In the fall of 2006 the MSO board decided to take a proactive response to the issue of funding officials, to acknowledge the great partnership between Masters swimmers and the officials who work our meets. A formula based on swimmer participation was adopted by the MSO board: \$ 5 / swimmer at a provincial championship event and \$2 / swimmer for non-championship events. As many meets had already been sanctioned and meet packages approved this new funding formula will only go into effect September 1, 2007

Realizing that there may be fewer swimmers in attendance at the Sudbury meet, the distribution of profits is at the discretion of the organizing committee MSO would encourage a show of support to the OSOA

Olenka has been working with Sudbury to correct typos. There was some concern regarding officials which has now been resolved. Jacqueline will pick up the ribbons from Bryan Finlay in London and bring them to Sudbury.

Craig Zimmerman is working on an on line facility which would mean clubs could book their meet date and send the details of officials later. Etobicoke and Aurora will do the 2008 Provincials but no one has bid for 2009 yet.

Leadership – Hillary Richardson

No report

Health and Lifestyle – Jim Talbot

No report

Communication – Marion Wyatt

Current Goals for this meeting

1. To have an up to date list of Club Contacts for communications purposes
 - a. To use this contact list for the Club Survey in January
2. To develop a News letter for the purpose of communications between the board and its clubs and members
 - a. The goal to have a news letter out by Dec 15

Progress on Goals

1. The registrar has provided the current list of club acronyms and emails
 - a. This was completed by late December
 - i. There are still a few emails that are not current as clubs change email addresses
 - ii. Some are no longer valid
 - b. My suggestion is that we develop a way of having club email addresses generated by our web site This will eliminate the constant loss of contact with clubs as they change their club contact people
 - c. The survey has not been sent using the club contacts
2. The newsletter is still not complete as yet.
 - a. My proposal is to have a 1 page newsletter in very simple graphics so that it can be accessed by any computer platform
 - b. The news letter design is as attached
 - c. The News letter will go out within 2 weeks of the board meeting every 2 months
 - d. Each section will reflect the board committee and a short report and any comments of interest will be included
 - e. The section will be sent for approval to the board member for that section and any editing or changes can be made by him/her at that time before publication

New Goals

1. News letter deadlines
 - a. Deadline for Newsletter draft completion Feb 5
 - b. Deadline for committee approval and changes of Content Feb 9
 - c. Deadline for Newsletter publication Feb 11
3. Club list completion deadlines by February 11 to include
 - a. Club Name
 - b. Contact Name
 - c. Phone #
 - d. Club Acronym

Marion will put the information regarding the on-line surveys in the newsletter (sample following). It is planned to send this out within two weeks of the Board meeting.



Important Deadlines

Staying in Touch with our Swimmers

We are in the process of developing by monthly newsletter to keep your board in touch with all the master swimmers at all levels in Ontario

With this in mind we are asking that if you change your club contact during the swim year that you notify our registrar at _____

This will ensure that your club or in the case of unattached swimmers the swimmers themselves get information in a timely manner

What you can expect from your News Letter

Included will be a report for each of our board members

This Report will outline activities and plans for the future development of Master swimming in Ontario

It will list items of interest

News on upcoming Health and Life Style issues

News on Competition

It's main goal is to communicate to all our members

It will be short and sweet

President's Report

Health & Life Style

Competition

Communications

Staff Reports.

Registrar – Brian Croker (as of January 25, 2007)

Clubs -	77
Mail memberships -	1
Total swimmers -	2424
Unattached swimmers -	30
Club swimmers -	2386

8 OSG Members (Beth Whittall, Ted Roach, Geoff Camp, Michael Stroud, Brian Croker, Pat Niblett, Chris Smith, Bryan Finlay)

Some clubs are “waiting” to register later.

Major loss this year of clubs, mainly small clubs

Espanola, Cobra, Borden, Glendon, Hawkesbury, Huron Hurricanes, Ottawa Pinecrest, Orleans O’Aces, Pickering, Owen Sound, Royal Military College

Website – Craig Zimmerman

No report

External Representatives

Swim Ontario – Steve Goodwin

The agenda for the SO conference in September will be on their website. Olenka asked for sessions to include items of importance to Masters. Steve suggested that the Hall of Fame should include Masters – Rick Hannah is the chairman. We need a list of criteria for this award and this will be addressed by the Leadership Committee. It was suggested one person a year would be appropriate. Steve is running a team championship (like an additional Provincials) at Etobicoke on April 21/22 long course.

MSC/Officials – Chris Smith

I am sorry that this is a bit late, however the OSOA Board met by teleconference on Monday night and I did not want to report until after their meeting, in case there was anything that you should be aware of, which there was.

The Ontario Swimming Officials Association represents all swimming officials in Ontario. It is affiliated with Swim Ontario and has two representatives from each of Ontario’s six regions plus a MSO rep, myself. It is responsible for the training and qualification of officials. It has prepared over the years most of the training material that is used across Canada. As you all know OSOA has a very close working and supporting relationship with MSO.

OSOA only meets three times a year, January, April and September, so we have a lot to cover at our meetings. Although it went for over three hours we did manage to keep alert and got a lot covered. We received reports from the six regions of Ontario and I was most interested in the report from North-East which includes Sudbury. I have passed comments made by the OSOA Board member from Sudbury regarding the Masters Provincials on to Olenka and Sally.

We spent some time on Rule interpretation, still the backstroke and breaststroke issues and believe we have clarity on this, although we recognize that FINA does not seem to have reached clear decisions on them. We will try and sort that out.

We also had a very good discussion on Masters Rules and since some of you may not be familiar with the issues, I will give you some details on them. There has been some confusion in the past regarding Masters rules and the officials who work at our meets strongly recommend that this be eliminated. The Board of OSOA, last night unanimously supported some recommendations to you for your consideration, except that I abstained. From discussions with other officials from across Canada I know there is general agreement with them.

The Rule Book as far as the officials are concerned should have everything in it that they need on deck to run a meet, other material such as "Guidelines" for running a Championship, etc., should be available as a "Policy" which can be downloaded from the website. The Rule Book should be in a hip pocket format. The Rules should, like the SNC Rules for age group and elite swimming, be consistent across Canada, as Masters Rules are in other jurisdictions.

Currently there is for Ontario Masters meets a MSC Rule Book which was last updated in 2003 which does not have the "swimming rules", instead refers the reader to the SNC Rule book for swimming rules, but does give Masters exceptions. There is in the SNC Rule Book a Masters Appendix which is completely obsolete and has several errors. Finally there is the MSO Hand Book which includes swimming rules, last updated in 2002.

The 2005 FINA Rule Book contains Masters Rules. Since then and due primarily to pressure from officials around the World FINA agreed to a separate, all inclusive, FINA Masters Rule Book. This was prepared by the FINA Masters Technical Committee primarily through the work of Ed Evely, a Masters swimmer and official from Newfoundland. This document was prepared and subsequently approved by FINA this past fall, it should be printed and available soon.

We have been informed by the Chair of the SNC Technical Committee that concerns themselves with the SNC Rules for age group and elite swimmers that they have no interest or jurisdiction over Masters Rules in Canada, they consider that Masters Rules fall under the jurisdiction of MSC.

Changes were made to FINA Rules in September, 2005. SNC reprinted their Rule Book in October 2005 to include these changes. Since MSC was aware of Ed's work on the FINA Masters Rule Book and the proposed major change to the format of the way Masters Rules were presented, they decided that they would not print at that time but wait until the FINA Masters Rules were approved then they would copy, where ever practical, the FINA format and just include Canadian additions, clarifications or deletions, if any.

A MSC Rule Book Committee has been established which includes Ed and myself, plus other level 5 officials from across Canada who work at numerous Masters meets and are Masters swimmers. Although the FINA Masters Rules are not published, Ed can advise the Committee on the format. This work has now started. Funds are available through the generosity of OSOA to print it.

OSOA recommends to the board of MSO that;

They support the production of a new MSC Rule Book based on the new FINA Masters Rule Book, including all information that might be required by an official on deck, and that it be prepared as soon as possible by MSC for use at all Masters competitions in Ontario.

The MSC Rules as outlined in this rule book be the only Masters Rules used at all Ontario Masters competitions.

The MSC Rule book be in a "hip pocket" format.

In addition to the above we discussed the on line sanctioning process used by Swim Ontario, there was complete agreement that it does not work. I do not believe this is because it is on line but because of the way it was set up.

Chris emphasized that the rule book would be for the whole of Canada and combine kids and masters with the information required by the official on deck.

Motion: To accept the reports as presented
Moved by: Marion; seconded by: Michael

Carried

New Business

1. Sanctioning on-line - Sally to discuss with Craig
2. Revising forms and letters – Sally to discuss with Craig
3. Remuneration for sanctioning officer – it was agreed that incidental expenses such as paper and cartridges should be claimed. No remuneration at this time.

Motion: To set up a budget committee to establish an annual MSO budget. To be organized by Olenka, Michael and Lesley.

Moved by: Michael; seconded by: Marion

Carried

4. Archiving stats – it was agreed that we should be getting rid of old information before looking into the question of storage. A thorough clean-out is recommended. Financial data to be kept for 7 years.
5. “No Time” on entry forms – some people are doing this to get clean water or to leave early. Even if swimmers must put in a time, some will use a slow time. Hy-Tek could solve this in that it will automatically pick your previous time. The Board will include a reminder in the next newsletter asking people to put in correct times.
6. Chris Smith reviewed his report – he went over the history of MSO/MSO and appealed to MSO to fully support MSC in the new structure.

Next Meeting – scheduled as a teleconference call on Saturday March 3rd at 9:00 a.m. Details to be sent out closer to the meeting.

Motion to adjourn by Olenka at 4:31 p.m.