LMSC for Virginia Annual Meeting 2025 **Saturday, November 15th, 2025**
5:00 P.M.

Meeting held by Zoom

I. **Welcome** from Chair Carl Ingebretsen and Quorum Call
The meeting started at 5:06 p.m. Members and representatives present included Carl Ingebretsen, Becca Latimer, Nancy Speer, Angela Howsmon, Chris Stevenson, Brendan Griffin, George Sushkoff, Alice Phillips, LaTonya Moyer, Caycee Buscaglia, Brent Kintzer, Barbara Boslego, and Becca Nelson

II. **Approval of Minutes** from March 2, 2025 and Nov. 3, 2024
These minutes of the meetings can be found on our LMSC webpage. Chris made a motion to pass, George seconded the motion, all members approved.

III. Officer Reports

A. **Chair** (Carl Ingebretsen): Carl's report included: 1. Stated that this was a year of discovery for him, a year to learn more about USMS and how it is governed. Carl thanked all the Board members and Committee Chairs for their help this year. 2. Carl started a quarterly email to all LMSC members, which contained information on upcoming meets, records broken, and any other valuable details for our LMSC members. He reported that there was a good response from members to these quarterly emails. 3. Carl attended the National USMS Conference with Jim and Patti Miller. 4. He nominated LMSC member Caycee Buscaglia for the 2025 Colonies Service Award and Caycee became the recipient of this award. Congratulations Caycee!

B. **Vice Chair** (Joni Briganti): None

C. **Secretary** (Nancy Speer): Minutes will be sent to our Chair Carl Ingebretsen for approval. Once our LMSC Treasurer Becca turns in the final 2026 Budget, Nancy will include this in the minutes and send the minutes to the LMSC Group email, as well as to the USMS office and our Website Administrator George for our website.

D. **Treasurer** (Rebecca Latimer): The 2026 Budget draft was discussed later in our meeting. (See Section VIII).

IV. Committee and Board Reports

A. **RELAY**: Jim Miller and Becca Nelson attended RELAY this year. Becca reported that RELAY was a great experience for her. She has started a new team from her Adult Learn to Swim Community at Shepherd University in West Virginia, and she had little previous knowledge about USMS. Becca said making connections and contacts at RELAY will be invaluable to her as she moves forward with expanding her team.

B. **Finance:** Becca sent her finance report to Carl to look over and Carl reported all looked correct.

C. **Long Distance** (Dave Holland) 2025 Open Water LD chair report.pdf

D. **Officials** (Brendan Griffin) 2025 Officials report.docx
Brendan led a discussion based on his attached report, including the effort to get more USA swimming officials to become dual certified with USMS.

E. **Fitness/Coaches** (Alice Phillips) 2025 Fitness/Coaches report.docx Alice reported that most swimmers are hearing about USMS Fitness events from their coaches or from the USMS website.

F. **Membership/Top 10/Records** (Chris Stevenson) 2025 Membership Report.pdf Chris referred members to his attached report. He pointed out that our LMSC member count is now approximately what our pre-Covid numbers were. Chris also reported that Liberty University's College Club team will be sending him results from their meet, as well as bulkhead measurements from their pool.

G.**Website Administrator** (George Sushkoff) 2025 Webmaster and Social Media Report.docx George referred members to his attached report.

H.**Safety** (Jim Miller)

I.**Review** (Sylvia Musselman): No items to review,

J. **Diversity, Equity, and Inclusion** (LaTonya Miller): LaTonya reported that she was the League Director for the Grown Up Swimming program in her Richmond area this past summer. She had 24 swimmers with 2 teams. LaTonya would like to expand this program next summer, with more teams. She reported that the Grown Up Swimming program is expanding all over the country. In the mid-Atlantic region, there are more programs being formed, with the hope that interest will then spread to the Northeast. Becca Latimer mentioned her mother was involved in the Grown Up Swimming program in the Charlotte, N.C. area and really enjoyed swimming in the 5 meets that were held there.

K. **Sanctions** (Angela Howsmon) 2025 Sanctions Report docx Angela pointed out the detail in her report that there is one pending LMSC swim meet for sanctioning. The final sanctioning can not occur until USMS finalizes the language and procedures for gender verification. Angela contacted USMS this past week, but the process is still on hold. There was also a discussion about the Jan. meet that will be held in Richmond. Angela said she has not received a request for sanctioning from them yet. Caycee said she would talk to the meet director to see when they plan on turning in their paperwork for sanctioning. George said that currently, he has put this Jan.meet on the calendar as a place holder, but there is no active registration link for this meet as of yet.

L. **Club Reports**: Barbara Boslego (VMST President), reported that at the VMST sponsored meet held in Va. Beach on November 8th, there were 100 swimmers that competed. She communicated that from that total, several were new swimmers to USMS. Barbara said there were two full heats of the 1500 freestyle event, and everything seemed to go smoothly throughout the meet.

V. **Unfinished Business**

A. **Meet Director Funding**: Discussion was held on how best to support Meet Directors as well as the swimmers for any meets held in our LMSC. Last year, our LMSC budget provided a $1000 stipend to any new meet directors to help them with expenses to put on a meet, and $500 to any meet directors who have put on a meet previously. Carl stated that he is looking at the Jeff Rouse Center in Stafford County as a facility to host USMS meets next Fall, but he communicated that the facility is very expensive to rent. Having the stipend could help cover the costs to rent facilities. In 2025, our LMSC hosted 4 swim meets. Discussion was held that since our LMSC does not host many meets, the stipends included in our budget should not be too difficult for us to cover. Chris added that some meets make a good profit and they most likely do not need a stipend to help with costs. He wants to make sure the swimmers are benefitted as well, not just the meet directors or the team itself. Becca said that some Open Water entry event fees seem high. There was further discussion on what other LMSC's do: Becca said that the N.C. LMSC has provided a zero entry fee for swimmers as a way to give back to swimmers. Barbara commented that it may not be helpful to make it a zero entry fee because then there is no "skin in the game," and swimmers may decide to skip the meet at the last minute.

Two suggestions were made for this coming year: 1. Becca suggested that a pilot, or trial program, could be done. We could keep the current budget set at $1000 for new meet directors and $500 for meet directors who have put on a meet previously, and keep track how this goes this year. 2. Chris and Becca also suggested that we talk to other LMSC Chairs in surrounding areas, like N.C. and MD., and ask what they do to support meet directors as well as swimmers, in keeping costs down for meets.

B. **New Website Host:** George communicated that the problem he has now with our current website host is that he does not have true administrator access. He recommends using "HostGator,"which has many functions included in their price. George outlined the benefits of using this new website host in his Webmaster and Social Media report under Section IV. Carl made a motion to accept George's recommendation of the new website host, Nancy seconded, all approved.

C. **Coaching Clinic**: Alice led this discussion, which included the format for the Coaches Clinic as well as the location. She also referred members to her "Fitness/Coaches report" under Section IV. Alice stated that there would need to be work done to promote the clinic and we would need to decide on any snacks and refreshments that would be available. Carl liked the idea of what was done in the past, having a stroke clinic with the coaches clinic. This would be done in one weekend, which would include ALTS Certification, Level 1, 2 and 3 Coaches Certification, and also a stroke clinic. Discussion was held on the location of the pool, with Caycee suggesting the Quest pool could be an option, with the possibility of using the outdoor pool if the clinic was held earlier in September. The RVA pool has been used in the past and would have openings in September. Discussion was also held if the LMSC should consider a different area than Richmond, thinking that may encourage swimmers from other areas to participate, but it was decided that Richmond is a central meeting location for NOVA as well as Va. Beach, which are the areas where many of our swimmers are from. Further discussion was held on how much our LMSC contributed to the cost of the Certifications. In the past, our LMSC covered 100% of the clinic fee for Level 1 and ALTS training. For Coaching Levels 2 and 3, our LMSC covered 50% of the cost to individuals. Caycee also commented that our LMSC covered 100% of the stroke clinic to swimmers new to USMS.

VI. **Board and Committee Appointments**

A. Discuss: How best to fill positions for the next 2 year term: Search Committee?
Carl asked if members thought a search committee could be helpful in filling LMSC Board and Committee Chair positions in the next term. Caycee suggested that Carl put any openings in his Spring email to members, asking for interest. Also, this could be brought up at the stroke and Coaches clinic, to see if there was interest. Carl said for anyone who wishes to rotate off a current position, to contact him.

VII. **New Business**

A. **2025 USMS Standards**

Three substandard areas that needed to be addressed:

*2.4.4 Board Members are USMS members: (Now complete)

*2.5.1 Officers pledge to follow USMS Financial Operating Guidelines: (Now complete)

*2.5.5 Officers disclose financial Conflict of Interest: (Now complete)

B. **Bylaws Update** (see end of minutes for addendum to Bylaws update)

C. **Awards and Recognition:** Should we establish an LMSC award? Carl led this discussion, saying he would like to be able to have more recognition for VA LMSC members. Several Board/Committee members reported that they remember our LMSC had a yearly award pre-Covid, but it has not happened since then. Suggestion was made by Becca that when we ask other LMSC's what they

are doing for event fees, we could ask what they do for any LMSC awards they may have, such as a Fitness award, a Volunteer Service award, or something else.

Colonies Award: Caycee Buscaglia recognized for 2025 Colonies Service Award
National Awards: Service, Coaches, DEI, Fitness, Officials, Open Water Service

D. **Membership Survey:** Discussion was held on how best to serve our LMSC members, which includes a broad stroke of competitive swimmers, fitness swimmers, lap swimmers, and triathletes. Carl suggested that perhaps sending out a survey to our members, asking for their comments, would help in this endeavor. Barbara suggested that if we have a survey, it may also be helpful to let any Unattached swimmers know that there are opportunities to join a team if they would like. Carl said he will take the lead on putting together a survey and first sending it to the LMSC group on Google Docs to add input. Then he will disseminate it to all LMSC members.

E. **Fitness Activities** (VA. Virtual Event, USMS Go the Distance, Virtual Championships) Discussion was held on how best to get USMS fitness events advertised. Alice suggested that usually coaches communicate to their teams. Another idea was shared that fitness events could be put in Carl's quarterly emails until we have a Communications Coordinator to share information.

F. **Additional Events** (SCY, SCM, LCM, Open Water)

1. The swim coach at Randolph Macon (Brent Kintzer) is interested in hosting a meet in May 2026. Brent led the discussion on the possibility of hosting a meet in May 2026 at Randolph Macon College. This would be an incentive to his college swimmers to still be in the water and train for this meet. He would invite Randolph Macon alumni swimmers, and include Masters swimmers too. Carl mentioned that this year, SC Nationals will also be held in May so there may be low attendance from Masters swimmers for a RMC meet.There was a discussion of having the meet in the fall. Brent said he would look into this idea.

G. **West Virginia/Western Virginia events:** Carl led a discussion for ideas on how best to support swimmers on the western side of Virginia and in West Virginia, which may include joining with USA Swimming. Chris pointed out that as of right now, there are only 30 West Virginia swimmers signed up in our LMSC. Barbara said that some of those swimmers are on VMST.

H. **Discussion of Sanctioning Process** 2025 From Barbara Boslego.docx Barbara talked from her perspective, that when she put on a VMST meet for the first time, it was very challenging, and it would be helpful if there was someone in the LMSC to support first time meet directors, walking with them through the process.

VIII. **Discussion and Approval of LMSC Budget for 2026** 2026 Budget FINAL.pdf Discussion was led by Becca, looking at each line item in her attached budget draft. Once the budget is finalized, the LMSC Board and Committee Chairs will vote on the budget by electronic voting. The finalized budget will be added to the minutes and posted on the LMSC website..

IX. **Resolutions/Orders:** None

X. **Adjournment**: The meeting was adjourned at 7:13 p.m.

Addendum to VII. New Business:

B. **By Laws Update**

1. Section 3, Board of Directors, Paragraph D., Additional Members of the Board of Directors, Number 2, Newsletter Editor: The Newsletter Editor shall publish an LMSC newsletter on a schedule established by the Board of Directors and delivered to members by mail, electronic mail, or both, as determined by the Board of Directors
   Recommendation: Delete Newsletter Editor as a member of the Board of Directors.
   Rationale: Virginia LMSC has not had a newsletter since July 2023. I believe there are better ways to disseminate information to the membership rather than a newsletter.
   Caycee made a motion to pass, Nancy seconded, all approved

2. Section 3, Board of Directors, Paragraph D., Additional Members of the Board of Directors, Number 2
   Recommendation: Replace Newsletter Editor with a Social Media Coordinator which will have the following responsibility:
   "The Social Media Coordinator shall manage the Virginia LMSC Facebook and Instagram accounts to support connections with members, clubs, and meet directors to highlight events and activities throughout our LMSC."
   Rationale: This position will modernize our communication with members, clubs, and meet directors.
   *Discussion was held on how best to get information regularly to LMSC members. Alice felt that Social Media may not be the best way to disseminate information, such as a schedule of LMSC upcoming meets. The group felt that giving the title "Communications Chair" or "Communications Coordinator" may be best. Carl made a recommendation for this title to be Communications Coordinator.
   Alice made a motion to pass, George seconded, all approved.

3. Section 3, Board of Directors, Paragraph C., Standing Committees, Number 7
   Recommendation: Diversity, Equity, and Inclusion Chair was approved in 2021, but was never added to the bylaws. Recommend adding the DEI Chair as a standing committee with the following responsibility:
   "The Diversity, Equity, and Inclusion Chair will help promote Masters swimming as an activity open to all adults, which will include helping to establish USMS programming in facilities that do not currently have any such programs, and support the establishment of programming in underserved communities."
   Rationale: Approved in 2021, but never added to the bylaws.
   Alice made a motion to pass, George seconded, all approved.

4. Section 4, Executive Committee, Paragraph A, Membership, Number 3, "Five other members from the Board of Directors, as appointed by the LMSC Chair."
   Recommendation: Eliminate Number 3, "Five other members from the Board of Directors, as appointed by the LMSC Chair."
   Rationale: Coordinating the schedules of ten members to establish a committee meeting to carry out time sensitive matters, or approving expenditure of funds not in the budget, is difficult for a volunteer organization. The elected officers and the membership Chair are diverse enough to represent the LMSC to make decisions between annual meetings.
   Chris made a motion to pass,, Nancy seconded, all approved.

Respectfully submitted,

Nancy Speer
VA LMSC Secretary