



Club Development Committee Meeting Minutes

Date: December 16, 2020

Time: 11a Mountain

Committee Members

- Kevin Milak Committee Chair
- Olga Espinosa Coach
- Tristan Formon Coach
- Tammy Hopkins Coach
- Liz Kershaw Coach
- John Nelson Coach
- David Orr Coach
- Dana Skelton Coach
- Martha Walstad Athlete
- Topher Bishop Athlete
- Shawn Smith Sr. Dev. Rep
- Juan Caraveo Staff

- 1) Kevin Milak Committee Chair opened meeting at 11:05a MT
- 2) Kevin reviewed committee mission and responsibilities.
- 3) Future of the Committee – Juan/Kevin
 - a. On-boarding of new committee members: Discussion by the group regarding useful information for on-boarding new committee members. Items recommended: contact list, access to prior meeting minutes, historical prospective of committee, member responsibilities, assign existing member as point of contact for new member, meeting format, information of what previous athletes have contributed to committee.
 - b. Kevin gave an historical perspective of the committee: past accomplishments/programs that came out of the committee. Kevin also gave an up-date on current issues: the 12&under tech suit ban-where things currently stand. Juan and Kevin both outlined a vision for the committee:
 - i. Follow the mission and responsibilities set forth by the USA Swimming Board of Directors
 - ii. Establish a regular meeting schedule.
 - iii. Identify key topics impacting age group development: parent engagement, meet formats, etc.



- iv. Develop a strategy for delivering tools/resources to meet member needs.
- 4) Meeting Schedule – Kevin discussed a monthly meeting of the committee. January 13th at 1p Eastern, February 17th at 1p Eastern. Both meetings via Zoom.
- 5) Around the Room Virtual Introductions – All committee members went around the virtual room and introduced themselves, where they are from, their team, their experience in the sport.
- 6) Juan requested all committee members send him their preferred contact information and one thing about themselves outside of swimming. This information will be added to contact list.
- 7) Kevin closed the meeting at 12:00p MT.