



LSC Development Committee Mission Statement: "To provide a national network for LSC education and communication and to serve as a resource for LSC leaders."

**LSC Development Committee
Conference Call
August 21, 2018**

1. Attendance: (Names in Bold were in attendance) **Laura Matuszak (chair), Pam Cook, Wayne Shulby, Jon Sommervold, Jake Simmons, Ceallach Gibbons, Paul Thompson, Greg Evershed, Shelly Rawding, Bob Crunstedt,** Arlene McDonald, **Cherita Gentilucci (LSC Governance consultants), Jane Grosser (USA Swimming Staff Liaison) MJ Truex (USA Swimming staff)**
2. Mission Statement- Laura read the committee mission statement to open the meeting.
3. Minutes of the June Meeting for approval- minutes were approved as presented.
4. Additions/ approval of the agenda- The agenda was approved as amended with the addition of adding #6- LSC Development Committee staff liaison transfer.
5. LEAP Report (Jane)- LEAP 1- The August 1 group is progressing smoothly, Sydney is overseeing these LSCs. There are currently 7 LEAP 2 submissions in evaluation and 1 level 3 LSC. Submissions are all with the evaluators and should be completed prior to convention. Giant checks as well as Bright Idea plaques have all been ordered and should be on schedule for presentation at convention. LSCs receiving giant checks will be advised through email by Jane in the next week.
6. Leadership transition- MJ- The staff Liaison position has been handed over to Jane Grosser. This will allow MJ to focus on the D&I committee. MJ will still be present on the calls and at the meetings, she will be available to assist as needed. MJ has taken over the LEARN platform on USA Swimming and will continue to work with us on many of the projects that LSC Development works on. The committee thanked her and was glad to know she will still be around and available to help out. Jane is excited to assume the role of staff liaison and also glad MJ will be around to assist in our efforts.
7. Committee Tasks
 - a. Review attendance tracking assignments for Convention 2018- The iPad has been received along with the software for tracking attendance. It will be floating around our sessions recording attendance at all of our sessions.
 - b. Bright Ideas Contest (Shelly)- Finalists have been notified and have responded positively that they will each have a presentation for the session. Jane will be the "tech" person and supply the projector, computer and set up Kahoot!
 - c. Mighty 2500 Workshop November (Arlene)- taskforce met, they will divide up LSCs and contact personally to secure their attendance. Attendance numbers are due to the USOC by September 18th. All the other details are in the works and progressing smoothly. The agenda is filling out nicely as well.
 - d. Volunteer Handbook Follow-Up (Laura)- Still waiting for information from Joe G. from the AEC- Laura and Ceallach have both been in contact with him and he is aware of our September 15th deadline.
 - e. Policies and Procedures follow-up (Laura and Jane)-This has been tabled until after September 1, when the committee is transferred to staff. MJ noted that after September 1, each committee will have the ability to set their own P&P, term limits, etc.
 - f. Convention Run Through- Laura navigated through the presentations for each of the convention meetings. Laura will send Tim Hinchey a note asking if he would like to open



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our luncheon with a brief statement. The disability committee has asked for 5 minutes to address the GC's during the luncheon, this will be added to the agenda. Cherita will prepare the table discussion questions for the luncheon. All other meetings seemed to be ready to go and have current agendas and PPT's posted in SCHED.

8. Other Business- no other business was presented for the meeting.
9. Closing- Laura inspired the committee to gear up and "do what we do" at convention! One month away!

MEETING SCHEDULE:

September 26th, 2018 8:00 AM (EST) – Business Meeting at USA Swimming Convention in Jacksonville, FL

October 23rd, 2018 8:00 PM (EST)

November 27th, 2018 8:00 PM (EST)

Annual Meeting – January 24th-26th, 2018 in San Antonio, TX – details will be forwarded after convention as definite plans are put in place.