

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
January 9, 2018**

1. Mission Statement and Welcome our new committee members
 - a. Members present: Laura Matusek (chair), Bob Crundstedt, Greg Evershed, Shelly Rawding, Pam Cook, Paul Thompson, Wayne Shulby, Ceallach Gibbons, Jake Simmons, Jane Grosser, LSC Governance consultant.
 - b. Members absent: Mj Trues, Arlene McDonald, LSC Governance consultant, Cherita Gentilucci, LSC Governance consultant, Jon Sommervold.
2. Minutes of the November Meeting for approval- minutes were approved as presented with no corrections.
3. Additions/ approval of the agenda- no additions were presented, agenda was approved as presented.
4. Review plans and process for the February Meeting- Friday night meeting time will be set aside to discuss the Bylaw taskforce changes. Saturday meeting will take place from 8-5 pm and share dinner together Saturday evening. Reservations are to be made through concur and forwarded to Denise McDonald.
5. LEAP Report (Jane)- see written report. LEAP 2 portal will be updated by the end of next week. All LSCs submitting moving forward at levels 2&3 will submit under the new format.
6. Committee Tasks
 - a. Bright Ideas Contest (Shelly)- suggestion was to add a title to the form and also to indicate if the idea is being implemented or if it's just an idea.
 - b. LEAP Library (Bob)- an additional folder has been added called other resources which lists items outside the LEAP categories.
 - c. Volunteer Handbook (Laura). No additional additions have been submitted. It is posted on the USA Swimming website- committee was asked to review and make suggestions for the February meeting. Ceallach has an athlete volunteer leadership section to add to the handbook, she will forward in February.
 - d. Policies and Procedures Updates (Bob)-1-LEAP evaluation teams/procedures will be updated. Any additional items for LEAP evaluators should be formalized and added to the P&P in February. 2-Formal bright ideas info should also be included. 3-Minutes from task forces should be kept and loaded into Dropbox.4-including the flex membership in LEAP calculations. Others as determined at the February meeting.
 - e. Agenda Items for February Meeting- will include the following: review Mission, Vision, Task, Duties,etc. Look at LEAP, LEAP library task force, bright ideas contest- voting procedures etc. , LSC Volunteer handbook, Convention, Mighty 2500 workshop, athlete leadership workshop, GC newsletter topics, P&P and other items that arise before then. A formal agenda will be sent out by Sunday, January 21, 2018.
 - f. 2018 April Zone Meeting Workshop Updates (Jane)-agendas are set. Keynote speaker for the Western/Central workshop will be Roberta Krause. The keynote for the Eastern/Southern workshop is TBD. Committee will be asked to help spread the word and encourage LSCs to attend.
 - g. Athlete Executive Counsel – Athlete Leadership Camp (Caellach)- **USA Swimming Leadership Summit** which now includes a coach component. April 20-22 in Houston. At Houston Marriott. All other sessions will be at the University of Houston. Registration form will be sent out next week. Info will go to GC, Admin, Staff, Treasurer and athlete email that are available. Asking GC to forward 3 names, one coach, one athlete who will

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both be fully funded, and a 3rd name that will be an athlete and the LSC will pay their travel expenses. Denver based consulting group, Forward Progress, was contracted to facilitate the summit. They will be presenting the leadership programming. Chellach asked the committee's help in promoting the event and encouraging participation by as many LSCs as possible. The workshop is targeting up and coming leaders and is hoping to capture a new demographic and bring them into leadership roles within the LSC. Ceallach will send out a listing to committee members who can browse and help with a personal contact.

7. Other Business- nothing was presented
8. Closing- Laura thanked everyone for their participation and great work being done by the committee. Meeting was adjourned at 9:08 pm

MEETING SCHEDULE:

- Annual Meeting in Colorado – February 2-3, 2018 at Denver Airport Marriott at Gateway Park
- Proposed: February 27th, 2018 if needed (8:00 PM EST)