



LSC Development Committee Minutes
April 23, 2019

1. Mission Statement and Attendance- Laura opened the meeting at 8:00 pm EDT by reading the Mission Statement.
2. Attendance: **Laura Matuszak (chair), Paul Thompson, Bob Crunstedt**, Pam Cook, **Shelly Rawding, Kile Zeller, Greg Evershed, Eric Stimson, Jake Simmons (athlete), Annika Ruehlicke (athlete), Jane Grosser (staff lead)**, Patrick Murphy (Staff), **Jessica Cooper (LSC Consultant)**, Cherita Gentilucci (LSC Consultant). **Bold indicates present on zoom call.**
3. Additions/ approval of the agenda- **The agenda was approved as presented**
4. Consent Agenda
 - a. Minutes of the March meeting
<https://www.dropbox.com/s/vgb75vlfad3vzzp/03%20LSC%20Development%20Committee%20Minutes%20Conference%20Call%20032619.docx?dl=0>
 - b. LEAP Report
<https://www.dropbox.com/s/e69wy8jporvspgr/03%20March%202019%20LEAP%20report.docx?dl=0>
 - c. Alllead N Serve Meeting Minutes- Was pulled from the agenda for discussion of a few questions contained within as follows: There will not be a taskforce in place for the Mighty Mid meeting, Paul and Laura from the Workshop subcommittee will help develop the content and details for this workshop. Budgets have been submitted to MJ for 2020 and contain no new budget items from the committee. **Motion to approve this agenda item, 2nd passed.**
 - c.i. Clarification on the role with the mighty workshop
<https://www.dropbox.com/s/44eldd1ymqr0g77/Allead%20N.%20Serve%203.25.19%20Committee%20Call%20Minutes.docx?dl=0>
 - d. Analytics Meeting Minutes
<https://www.dropbox.com/s/rimein8ijm2wcbd/Minutes%20-%20Analytics%20041619.docx?dl=0>

Motion: To approve the consent agenda A,B,D, 2nd, passed.

5. Committee and Work Groups Process Planning
 - a. Committee Succession Planning- Laura and Pam are both scheduled to come off the committee in September 2019, Paul in September 2020, Bob in September 2021. There is some confusion around national committee P&P's. Jane to circle back with Cathy Durance and will report at the next meeting.
 - b. Work Groups Process Planning
 - b.i. Meeting minutes posted in DropBox
 - b.ii. **Subcommittee Meeting call schedules**
LEAP subcommittee: 2nd Wednesday of each month 5:00 pm Eastern
Analytics subcommittee: 2nd Tuesday, of each month 8:30 pm Eastern
Workshop subcommittee: TBD- Paul to lead this effort
6. Committee Tasks Review
 - a. Analytics- minutes were posted including current projects: Next meeting May 14th

- b. LEAP: Subcommittee will have a report for May meeting.
 - c. LSC Resources Library Sub-Committee (Bob)
 - c.i. General Chairs Handbook- is posted on website under LSC Resources- Shelly will review for content. Will report in May
 - c.ii. Volunteer Leadership Handbook (Laura, Jake and Annika)- is posted but missing an athlete section. Jake and Annika have committed to work on those efforts. Will report in May
 - d. Workshops:
 - d.i. Spring Zone Workshops 2019 (Shelly/Bob)- All in place, ready to go!
 - d.ii. Convention 2019-update (Jane)- Room and AV requests have been submitted to USA Swimming. Committee needs to develop the following sessions:

<https://www.dropbox.com/s/kf3qekqp0ljda4y/2019%20Convention%20Outline.docx?dl=0>

Business meeting: PPT and handout for all the services we offer to support our mission.
Lead: Laura Matuszak

General Chairs Luncheon: 30-minute networking session following lunch outlined.
Lead: Workshop group with specific appointment TBD

Bright Ideas awards: will be the same as last year
Lead: Shelly Rawding

Mighty Reunions sessions: updating the content of these meetings. Paul suggested that the goals and projects be updated for the Mighty 2500 group to reflect the coach focus from last November as well as prepare the Mid/Mega group for their sessions in November of 2019 and 2020.
Mighty 2500 lead: Greg Evershed
Mighty Mid lead: Paul Thompson
Mighty Mega lead: Bob Crunstedt
 - d.iii. Bright Ideas Contest 2019 (Shelly)- flyers ready to distribute at Zone workshops, electronic version being sent with next batch of LSC communications. The committee is hoping to receive at least 40 entries.
 - d.iv. Mighty Mid Workshop 2019 (Jane)- Analytics group working to revise time standard comparison segment. All other details are in place as this point.
7. Other Business- Jake is planning a LEAP presentation for the athletes at convention. Jane will send the PPT to him tomorrow. Jake also asked to be a part of the Mighty Mid workshop in November and will be added to that group.
8. Closing

FULL COMMITTEE MEETING SCHEDULE:

Tuesday, May 28th at 8:00 PM (EST)

Tuesday, June 25th at 8:00 PM (EST)

Tuesday, July 23rd at 8:00 PM (EST)

LEAP Subcommittee meeting schedule:

Wednesday, May 8th at 5:00 pm EST

Wednesday, June 11th at 5:00 pm EST

Wednesday, July 9th at 5:00 pm EST

Workshop subcommittee meeting schedule:

TBD

Analytics subcommittee meeting schedule:

Tuesday, May 14, 8:30 pm EDT