

Committee Name:	Executive Committee	
Committee Chair:	Ed Coates	
Minutes recorded by:	Carrie Stolar	Date/time of meeting: 12/07/2024 8:00 pm ET

Actions Taken:

1. Approved: The Oct. 7 EC meeting minutes.
2. Concurred: The president's appointments of standing committee chairs for 2025.
3. Approved: The changes to the Rule Book Appendices as presented.

Number of committee members present: 9	Absent: 1	Others present: 0
Committee members present (list all, including chair and vice chair): Ed Coates — President; Julie Dussliere – VP of Administration; Kenny Brisbin – VP of Community Services; Crystie McGrail - VP of Local Operations; Robin Smith – VP of Programs; Carrie Stolar – Secretary; Jill Gellatly – Treasurer; Katie Kenyon – Legal Counsel; Peter Guadagni - Immediate Past President.		
Not Present: Dawson Hughes – CEO.		

Minutes

The meeting was called to order at 8:01 pm ET.

1. Agenda review and conflict of interest (Ed): No changes to the agenda or conflicts of interest.
2. Approval of Oct. 7 minutes (Carrie): **MSA for approval of the Oct. 7, 2024 EC meeting minutes.** Discussion: none. **The motion passed unanimously**
3. Standing Committee Chairs for 2025 (all): The selection of the standing committee chairs requires EC approval. Once approved, Ed will work with the VPs and the committee chairs to finalize the staffing of the committees. Ed shared his chair selections with the EC. Legislation: Stephanie Gauzens; Rules: Mollie Grover; Records and Tabulations: MJ Caswell; Diversity and Inclusion: Jeff Commings; Coaches: Molly Hoover; History and Archives: TBD; LMSC Development: Doug Sayles; Recognition and Awards: Beth Nymeyer; Championships: Erin Sizelove; Long Distance: Catherine Rust; Officials: Mike Abegg. **Motion to concur with the president's appointments of the standing committee chairs for 2025.** Discussion: none. **The motion passed unanimously.**
4. Rule Book Appendix (Ed): The Rule Book Appendix is under the purview of the EC as described in Part 6. The Rule Book working group is recommending changes to the Appendices. The working group's philosophy is that appendices should support something contained in parts 1- 5. Lists and other unrelated items should be housed on the website. The recommended changes are as follows:

Appendix Section and page	Description	Recommendation
A - 115	Records – Refers to 2017 change when we stop printing national records and discusses where to find world and national records	Remove – already on website
B – 117-137	Information for meet directors and officials, pool length reporting forms, record application forms, etc.	Keep and update with update as necessary.
C -139-140	National and International event schedule	Remove – on website
D – 141-143-	LMSC abbreviations and codes, zone maps and championship bid map	Remove – on website or moved to procedures

E	USMS Directory, BOD, zone chairs and LMSC chairs, USMS Committee name listings	Keep Board and Committee listings as they are referenced in Part 5. Remove zone chair and LMSC chair listings as they are available on the website.
F- 151-163	USMS History- Award winners and Hall of Fame inductees, national and world championship locations and annual meeting locations	Remove – all information available on website

Motion to approve the changes to the Rule Book Appendices as presented. Discussion: none. **The motion passed unanimously.**

5. Committee priorities (Ed): Ed reviewed the priorities for each committee for 2025 with the EC. The next steps will be to share the priorities with the committee chairs and post for the BOD in January.

The meeting was adjourned at 9:02 PM ET.

Respectfully Submitted
Carrie Stolar, Secretary