

MCSL Team Reps Meeting Minutes 04-10-2008

1. **Call to Order:** Meeting was called to order by President Sally MacKenzie at 8:08 at the Executive Office Building Cafeteria in Rockville. Reps from every team except Chevy Chase Rec, Franklin Knolls, Hillandale, Mohican, Oakview, Olney Mill and Somerset were in attendance.

2. **Vendor Presentations:** Brian Crilly introduced three MCSL advertisers for 2008 – Underwater Wear, International Flag Supply and Lia Sophia Fashion Jewelry – each of which presented their services. He also introduced Ethan Basset, representing the Mattie Stepanek Foundation, who discussed the planned swim-a-thon.

3. Around the Table

Automation – Mike Lincoln and Linda Raab

Team Manager

- MCSL will continue to use Team Manager 4 this season.
- Teams, who have purchased but lost their copies of, Team Manager should obtain a replacement copy from Hy-tek for \$25.00 plus shipping. The order form can be downloaded at <http://www.hy-tek.com/store/Swim-Order.pdf>. You can call or fax to place your order. Replacement copies cannot be downloaded.
- You need to download maintenance updates periodically by clicking “Check for Updates” on Team Manager’s main menu.
- The Board recommends that each team allocate \$105.00 for Team Manager 5 in their 2009 budget. At the beginning of the 2009 season, the Board will decide whether to continue using Team Manager 4 or switch to Team Manager 5.

Meet Manager

- MCSL will continue to use Meet Manager 2. The Board is not aware of pending major updates to this program.
- If a team has lost its copy of Meet Manager, order a replacement copy from MCSL by e-mailing automation@mcsl.org. There is a \$10.00 charge, make check to Montgomery County Swim League.
- As with Team Manager, you need to download maintenance updates periodically by clicking “Check for Updates” on Meet Manager’s main menu.

2008 Templates and Events Files—Meet template files and event files for 2008 “A” meets are on the League website for downloading.

Handbook

- Will be on the web before the next Rep’s meeting
- Will have expanded discussion of automating “B” meets including templates to download similar to “A” meets

Clinics

June 3, 7-9 pm at MLK & June 10, 7-9 pm at Germantown

Website - Bob Hincke (Web@MCSL.org)

- Please check your Team Data as listed on the web page and submit any necessary changes to web@mcsl.org. If you're copying last year's info, please bold the changes. Also delete any coaches' names who are not returning
- Check your team officials as listed on the site. Officials' division assignments have been updated for 2008. Remember official certifications are good for two years only.

Awards -- Debi Mengerling (Awards@MCSL.org)

- 2008 "B" meet ribbon order forms are available. Ribbons will be distributed at the May meeting.
- "A" meet ribbons will also be distributed at May meeting, but paperwork to run meets (dq cards, relay cards, etc.) will be distributed at June meeting.

Official Clinics – Denice Wepasnick

- Make sure you check your officials certifications posted on web site and notify officials who need to recertify before the season starts.
- Clinic schedule is posted on website.

Rules -- Dave Mengerling (Rules@MCSL.org)

- Referees attending Advanced Referee clinic must have been previously certified as a referee. No new referees can receive certification at this clinic.
- Division Job Forms are to be completed for each division and handed in at end of meeting. Forms are to include phone numbers and emails for all contacts assigned, including Division Host, Divisional Assistant, Relay Host, Relay Assistant, All Star Officials Coordinator, Automation Liaison, and Publicity coordinator.
- Please be sure to recruit 5-6 officials from each division to work the All Star meets.

Treasurer -- Jim Garner (Treasurer@MCSL.org)

- Please pay your team dues – only 35 teams have paid thus far.
- Colorado starting systems – any team in need of new starting system equipment, including the starter unit, tripod, charger, extra speaker, etc. should send their request to Jim by early May. Costs are similar to last years and will be lower if at least six orders are submitted. Your team will be invoiced for the order. Jim suggests checking out your starter equipment now to be sure it's working.

Secretary – Robbye Fox (Secretary@MCSL.org)

- To ensure your spamblocker doesn't block emails with meeting minutes & reminders, please add Robbye's e-mail address to your address book.

- 47 people have joined the Team Rep Yahoo group so far. The Yahoo group is for the exchange of information regarding various aspects of team management. To register for the site, send an email to: MCSLTeamRepsInfoEX-subscribe@yahoogroups.com. BE SURE TO STATE YOUR NAME & TEAM AFFILIATION.

President – Sally MacKenzie (President@MCSL.org)

- In honor of 50th anniversary, suggested that each team post a team history on its website. Check out Little Falls website for ideas.
- 50th anniversary logo is available on website for download.
- New coaches should attend June meeting for a separate coaches' meeting.
- New "B" meet managers should attend the May meeting for a brief training.
- New "A" meet managers should attend the June meeting for a brief training.
- Division meet selections – things to consider when selecting the location for your divisional meets are pool size/depth, parking, deck space, noise constraints, etc.
- Each Division is asked to designate a publicity coordinator for the season to be willing to forward information about meets, etc. to Dave Coyne for use in 50th anniversary publicity materials.

**50th anniversary Hall of Fame -- Pam Ambrose
(Pam.Ambrose@montgomerycountymd.gov)**

- Hall of Fame nominations are pouring in – keep them coming
- If you're interested in serving on the Ad Hoc selection committee, please notify Pam ASAP.
- Information about Hall of Fame nominations is posted on the website, but please realize that it is the team reps' responsibility to spread the word to their team, coaches, etc. about the call for nominations.

Division meetings began at 8:30pm

Next meeting, Thursday, May 8, 8pm EOB Cafeteria.

BE SURE TO HAVE SOMEONE ATTEND TO COLLECT YOUR MCSL HANDBOOKS AND RIBBONS! Materials not collected will be distributed among the board members and it will be your responsibility to track them down.