

FLORIDA LMSC Executive Board Meeting, December 15, 2022

Chair:	Cheryl Kupan	Session #:	5
Minutes recorded by:	Zena Courtney	Vice Chair:	Kirk Clear
		Date/time of meeting:	Dec 15, 2022, 6pm EDT

Motions Passed:

- 1) Florida LMSC Team distribution \$25 per member disbursement to team of 2 or more members as of 11:59 PM EST on Feb. 28, 2023.
- 2) Send out updated proposed 2023 budget via email by Noon Saturday Dec 17, 2022, with all comments due via 'Reply To All' by Noon on Sunday, and vote via email by Noon Monday Dec 19, 2022.

1) Motions Not Passed: None

Number of Committee members present: 8 Absent: 3 Number of other delegates present: 0

Committee members present: Cheryl Kupan, Kirk Clear, Zena Courtney, Anna Lea Matysek, Meegan Wilson, Scott Bay, Terri Goodman, Cindi Wood

Committee members Absent: Carter Elliott, Christopher Rieder, Sheila Carpenter-van Dijk

1. Florida LMSC Team Distributions and Process

Cheryl provided a 3-page proposal for a \$20-\$25 per member disbursement to the 2023 FL LMSC USMS registered teams of 10 or more members. The distribution will be based on the Team's membership number as of 11:59 PM EST on Feb. 28, 2023. After much discussion regarding team size and reimbursement amount, a motion was made by Anna Lea to accept Cheryl's proposal at a rate of \$25 per member for teams of 2 or more members, seconded by Scott Bay, all in favor, no one opposed. **Motion passed.**

2. 2023 PROPOSED BUDGET

Terri provided a 2023 budget with a FL LMSC team reimbursement line item of \$48,975. Zena Courtney requested an Open Water Sanction Fee of \$500 to be added. If a second race is requested, it would be approved as budget overage. The ZOOM meeting was discontinued, and Cheryl set up a follow-on ZOOM meeting. \$500 was requested for the ALTS and coach certification line items. If other clinics are planned, they will also be approved as budget overage. Anna Lea asked to see report of funds available at the end of 2023 (assets/net worth).

Scott Bay moved that Terri send out updated Budget via email by Noon to 13 members on email list on Saturday, December 17, 2022, with all comments due via 'Reply To All' by Noon on Sunday, and approved by at least the 8 elected Board members via email vote to Zena Courtney by Noon on Monday, December 19, 2023.

Meeting adjourned at: 7:32 pm EDT

After the meeting results: Updated budget showed \$35,094 for total income, \$92,640 for Expenses, with a Loss of \$57,546. LIST 7 of the 8 elected board members voted to approve the budget as revised, shown below.

APPROVE

- X Chair: Cheryl Kupan*
- X Vice Chair: Kirk Clear*
- X Secretary: Zena Courtney*
- X Treasurer: Terri Goodman*
- X Membership Coordinator & Communications: Cindi Wood*
- X Sanctions: Anna Lea Matysek*
- X Top Ten: Anna Lea Matysek*
- (no vote) Newsletter Editor: Sheila Carpenter-van Dijk*

2022 FL LMSC ACTUAL YTD TO BUDGET PROPOSED 2023 BUDGET

	ACTUAL 2022 YTD (Dec 7, 2022)	BUDGET 2022	VARIANCE BUDGET TO ACTUAL (2022)	PROPOSED BUDGET 2023
INCOME				
Club	857	684	173	
Current Year Memberships	26,802	27,600	(798)	\$31,240
Registration	10		10	129
Year Plus Memberships	2,231		2,231	2231
Donations	1,351	750	601	1487
Interest	6	5	1	7
Recognition Fees	-		-	
Sanction Fees Paid to USMS	-		-	
USMS Payment to LMSC	-		-	
Workout Group	14	24	(10)	
TOTAL INCOME	\$ 31,271	\$ 29,063	\$ 2,208	\$35,094
EXPENSES	ACTUAL	BUDGET	VARIANCE	2023 BUDGET
ALTS 25%		450	(450)	50
Awards Banquet	571	725	(154)	650
Coach Ad On			-	
Coach Certification	50	400	(350)	
Convention & Volunteer Relay Fees			-	100
FL LMSC Club Reimbursement				46,100
Registration (Sun Biz)		65	(65)	
Full Rule Book	60	100	(40)	60
Mini Rule Book	150	150	-	150
Gifts	234	600	(367)	300
ISHOF		50	(50)	
Meet Expense (online entry \$5/entry)	7,045	4,320	2,725	9,000
Meet Expense Hosting Nationals				15,000
Office Supplies (Zoom, Stamps, Envelopes)	21	800	(779)	300
Officials	2,375		2,375	5,375
Open Water Recognition Fee		1,000	(1,000)	150
Pool Recognition Fee	500	800	(300)	500
Pool Sanction Fee	850	450	400	1,000
Refund			-	
Reg Ind Refund			-	
Registration Expense (1099)		650	(650)	650
Reg Fees to USMS			-	
SSL/Website	10	65	(55)	
Travel Convention & Volunteer Relay	7,581	10,400	(2,819)	9,000
Uncategorized/Officials Mobile Training Team		1,200	(1,200)	
TOTAL EXPENSES	\$ 19,446	\$ 22,225	\$ (2,779)	\$ 88,385
PROFIT /LOSS	\$ 11,825	\$ 6,838	\$ (4,987)	\$ (53,291)

Net Worth by Year

1/1/2017 - 12/15/2022
Not Customized

	12/31/16	12/31/17	12/31/18	12/31/19	12/31/20	12/31/21	12/15/22
Assets							
Cash							
CHASE CHK	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,787.72	\$50,541.63
Checking	\$10,833.06	\$8,464.75	\$6,250.56	\$10,594.68	\$26,383.19	\$0.00	\$0.00
Total Cash	\$10,833.06	\$8,464.75	\$6,250.56	\$10,594.68	\$26,383.19	\$38,787.72	\$50,541.63
Savings							
CHASE SAV	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,003.32	\$50,009.11
Money Market	\$39,941.86	\$39,956.49	\$36,973.73	\$36,983.90	\$36,989.43	\$0.00	\$0.00
Total Savings	\$39,941.86	\$39,956.49	\$36,973.73	\$36,983.90	\$36,989.43	\$50,003.32	\$50,009.11
Property	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Assets	\$50,774.92	\$48,421.24	\$43,224.29	\$47,578.58	\$63,372.62	\$88,791.04	\$100,550.74
Liabilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Net Worth	\$50,774.92	\$48,421.24	\$43,224.29	\$47,578.58	\$63,372.62	\$88,791.04	\$100,550.74



Proposal: Florida LMSC Team Distributions and Process

With a surplus of cash in the Florida LMSC's (FL LMSC hereafter) bank account (mainly due to Covid and little-to-no spending in 2020-2021), I am asking the Board to approve a \$20-\$25 (tbc) per member disbursement to the 2023 FL LMSC USMS registered teams of 10 (tbc) or more members.

The distribution will be based on the Team's membership number at the close of business (5pm EST) on Feb. 28, 2023.

Requirements:

- 1) Must be a 2023 FL LMSC USMS registered team of 10 (tbc) or more members
- 2) The attached form must be filled out in order to receive a disbursement and will be vetted and approved by the FL LMSC's Chair, Vice Chair, Treasurer and Secretary for authenticity
- 3) A contact person must be named who will receive the funds on behalf of the Team, preferably a Team Treasurer
- 4) A signature is mandatory by the Team's contact person as well as a signature of a Team representative witnessing and confirming that the person who is receiving the funds on behalf of the Team will use the funds solely for the Team (i.e., team Treasurer is the person who fills out the form and will be the contact person and team Chair/President is the second witness signature)
←how best to word this so the person doesn't use the funds for personal use?

How the Team uses the funds is up to the Team, but we will highly encourage them to discuss this with their Team to see where the funds might best be used.

I think this is the right thing to do for our members/teams.

I thank you for your consideration and welcome any & all comments on the proposal.

Dear Florida LMSC Team representatives,

I am happy to share with you that the Florida LMSC Board (FL LMSC hereafter) approved a proposal I made to distribute a large surplus of funds your LMSC has due to Covid and little-to-no spending in 2020-2021.

Details:

- This is a one-time payment by check only
- Disbursement is based on the number of members your team has registered at the close of business (5pm EST) on February 28, 2023
- Your team must be a 2023 FL LMSC USMS Registered team (of 10 or more swimmers)
- Your members must be a 2023 FL LMSC USMS Registered swimmer
- You will receive \$20-\$25 (tbc) per member
- The attached form must be filled out completely and submitted to the FL LMSC for consideration/approval
- How you choose to use the Team's distribution is up to your Team!

Process:

- Simply fill out the attached form carefully (2 signatures are required) and return it to me at: FLChair@usms.org
- Our FL LMSC Treasurer, Terri Goodman, will be in touch with your designated Club Contact (who is mentioned on the form) for further information once your form has been approved

I hope you take advantage of this opportunity and please feel free to share with us (not required) how you plan on using the funds. Thank you all for making this the best LMSC in the USA (I'm biased, I admit it)!

Swimmingly yours,
Cheryl Kupan
Florida LMSC Chair

FLORIDA LMSC TEAM DISTRIBUTION REQUEST FORM

Florida LMSC Club Name:

Club's number of members (as of 2/28/2023): _____

Club Contact Name (person receiving the funds):

Club Contact's email: _____

Club Contact's phone #: _____

*The FL LMSC Treasurer will connect with the Team's Contact to get payment instructions (where to mail the check and made payable to details) ← check with Terri. Would a check be preferred so we can track that the payment was received as well as a copy of the check for proof of payment to have on file with the form?

By signing below, the Club Contact will agree to use the funds received solely for and as instructed by the Team listed above.

[Note: A Team representative must be present to witness you signing this form as well as provide the Witness' signature].

(Contact person's signature)

_____ (Contact person's name printed)

(Witness/Team representative's signature)
name printed)

(Witness/Team representative's



<<Below to be filled out by FL LMSC>>>

(Received by FL LMSC Contact print name)

(Date form received)

(Received by FL LMSC Contact print name)

(Date check mailed)

(Received by FL LMSC Contact print name)

(Date check cleared)