

## FLORIDA LMSC Board Meeting, January 19, 2023

<b>Chair:</b>	Cheryl Kupan	<b>Session #:</b>	1
<b>Minutes recorded by:</b>	Zena Courtney	<b>Vice Chair:</b>	Kirk Clear
		<b>Date/time of meeting:</b>	Jan 19, 2023, 6pm EDT

### Motions Passed:

- 1) Approved the October and December 2022 meeting minutes.
- 2) Approved the Treasurer January 2023 report.
- 3) Approved the Membership Coordinator January 2023 report.
- 4) Approved the Committee January 2023 Reports.
- 5) Approved the Florida LMSC Team Distributions and Process.

- 1) Motions Not Passed: None

<b>Number of Committee members present:</b> 9	<b>Absent:</b> 4	<b>Number of other delegates present:</b> 1
<b>Committee members present:</b> Cheryl Kupan, Kirk Clear, Zena Courtney, Anna Lea Matysek, Meegan Wilson, Nancy Kryka, Cindi Wood, Megan Howson, and Scott Bay		
<b>Committee members Absent:</b> Carter Elliott, Christopher Rieder, Sheila Carpenter-van Dijk, Terri Goodman		
<b>Others present:</b> Joan Campbell/FACT		

### January 19, 2023 MINUTES:

The meeting was called to order at 6:00 PM EDT.

#### 1. APPROVAL OF THE LAST MEETING'S MINUTES

Minutes of the October and December 2022 meeting were approved as edited. Motion was made by Scott Bay to approve the minutes, second by Cindi Wood, all in favor, no one opposed. **Motion passed.**

#### 2. TREASURER'S REPORT & 2023 BUDGET (Cheryl for Terri Goodman)

Terri proved three reports: Report 1 was the 2022 Profit & Loss Summary, Report 2 was the 2022 Actual to Budget/2023 budget, and Report 3 was the 2017 -2022 Net Worth by year. The 12/31/22 FL LMSC net worth was \$99,645.05. Terri noted that the 1099 for Membership Coordinator will be sent by January 31, 2023. Anna Lea offered that our surplus resulted by the USMS change to provide the LMSC \$12 per swimmer, versus the previous \$8 per swimmer. Motion was made by Anna Lea Matysek to approve the treasurer reports, second by Scott Bay, all in favor, no one opposed. **Motion passed.**

#### 3. MEMBERSHIP REPORT (Cindi Wood)

Cindi provided a membership report that shows the FL LMSC with 1742 registered swimmers; 936 Men/ 806 Women. This is 644 higher than the 1098 swimmers last year at this time. We have 53 registered clubs, we had 64 clubs registered last year. So far, there are 172 self-identified coaches. Kirk recommended an announcement of the LMSC reimbursement be sent to the clubs. Cheryl offered that she has put it in the next Newsletter but will also send an email. Motion was made by Scott Bay to accept membership report, Zena Courtney second, all in favor, no one opposed. **Motion passed.**

#### 4. COMMITTEE REPORTS:

##### A. AWARDS AND SOCIAL REPORT (CHERYL)

Cheryl announced 10 swimmers will be receiving FL LMSC awards. Cheryl has placed a notice for the Award ceremony in the upcoming newsletter as well as posted on the FL LMSC Facebook page. Each

reward recipient as well as the nominator will receive an invitation to attend the luncheon. The awards will be presented in the Starfish room at the end of Saturday's events at the Valentine's Meet in February 2023.

**B. COACHES (SCOTT BAY)**

Scott Bay offered that the National office published dates for upcoming events. The Coaches' clinic is an every other year event.

**C. NEWSLETTER (SHELIA CARPENTER-VAN DIJK)**

Shelia Carpenter-Van Dijk was absent, and no report was provided but Cheryl reminded the deadline has been extended to January 20.

**D. OFFICIALS & RECORDS (NANCY KRYKA)**

Nancy provided a report. She successfully updated the 2022 LCM records in December 2022. She was excited by the 7 new officials since July 2022, we still need more. More 2023 official clinics are desired, Cindi Wood offered her facility again. Nancy suggested baseball caps instead of shirts be given to officials in 2023. It was approved to provide hats versus shirt for officials, no vote was required as funds are already approved in the budget. Colored caps were recommended as white is hard to keep clean. Gift cards will again be provided to the officials volunteers in 2023. Mini rule books are good to have a meet for reference. The entire updated rule book and mini rule book are available online.

**E. SANCTIONS & TOP 10 REPORT (ANNA LEA MATYSEK)**

Anna Lea presented a list of seven 2023 planned events. Cindi Wood w/Lake Gators Swim Club is trying to get a meet going. Anna Lea suggested that the best time to have a meet is June 2023. Joan offered the March Goodlife Games has had a hard time getting organized due to retirements. The annual June Bumpy Jones meet hosted by the Sarasota Sharks will not happen in 2023 as they will be busy preparing for USMS Nationals on 2-6 August 2023.

**F. WEBMASTER (MEEGAN WILSON)** Meegan trying to keep the website up to date, please let Meegan know of any corrections.

A motion by Anna Lea Matysek was made to approve the Committee reports, second by Kirk Clear, all in favor, no one opposed. **Motion passed.**

**OLD BUSINESS**

Florida LMSC Team Distributions and Process

Cheryl provided an updated form that was discussed. It was recommended that the teams reply on how they spent their funds. Cheryl and Kirk will review the form to add the wording.

**NEW BUSINESS**

Nothing was presented.

A motion by Scott Bay to adjourn, second by Anna Lea Matysek, all in favor, no one opposed. **Motion passed.**

Meeting adjourned 6:47PM

## Thursday, January 19, 2023 Virtual Florida LMSC Meeting @6 pm

### **Agenda**

1. Roll call/intro
2. Approve last meeting's minutes (Annual mtg & Dec. call re: budget & proposal approval)
  1. October 19, 2022 Minutes – Zena Courtney
  2. December 15, 2022 Minutes – Zena Courtney
3. Treasurer Report – Terri Goodman
4. Membership report - Cindi Wood
5. Committee report
  1. Sanctions – Anna Lea Matysek
  2. Records & Officials – Nancy Kryka
6. Old business
7. New business

# FL LMSC- Treasurers Report

## 2023-01-19

### Reports

1. 2022 Profit & Loss Statement
2. 2022 Actual to Budget/2023 Budget
3. 2017-2022 Net Worth by Year

### Sunbiz.org/Division of Corporations

1. Report filed 1/18/2023

### *State of Florida* *Department of State*

I certify from the records of this office that FLORIDA ASSOCIATION, LOCAL MASTERS SWIM COMMITTEE, INC. is a corporation organized under the laws of the State of Florida, filed on June 16, 1982.


The document number of this corporation is 763719.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on January 18, 2023, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Eighteenth day of January,  
2023*



  
Secretary of State

### IRS Form 990-N

1. Needs to be filed by April 15, 2023.
2. Not filed due to IRS site being down



This service will be unavailable due to system maintenance. We apologize for any inconvenience. If more information is available, you can find it by selecting the service from the [Tools page](#).

[Return to IRS.gov home.](#)

# FL LMSC- Treasurers Report

## 2023-01-19

1099 for Membership Coordinator to be sent by January 31, 2023.

LMSC Financial Statement to USMS by April 30, 2023.

2.3.4 Each LMSC shall submit annual financial statements to the USMS National Office by April 30 (*article 502.7: Records and Record Keeping*). The financial statement shall include an income statement with itemized revenues and expenditures and a balance sheet, prepared using sound accounting principles.

Reimbursements are current.

1. Please give 2-3 weeks to receive a reimbursement.
2. If not received timely, please email me.
3. The quickest way to get reimbursed is Zelle. However, if you prefer a check, we are happy to accommodate your request. Please note the USP can have reliability issues.

# REPORT #1

## 2022 Category Summary (P & L)

Last Year: 1/1/2022 - 12/31/2022  
89 Categories

<b>Category</b>	<b>1/1/22 - 12/31/22</b>
<b>Income</b>	
Banking	
Interest	\$6.60
Donations	
Donations (Other)	\$1,361.00
ISHOF	-\$10.00
Total Donations	\$1,351.00
Registration Income New	
Club Membership	\$857.00
Current Year Membership	\$26,802.00
Full Registration	\$14.00
Reg Individual Refund	-\$114.00
Registration Income New (Other)	\$84.00
Registration Other	\$26.00
Workout Group	\$14.00
Year Plus Membership	\$2,230.80
Total Registration Income New	\$29,913.80
<b>Total Income</b>	<b>\$31,271.40</b>
<b>Expenses</b>	
Education	
Coach Certification	-\$50.00
Meet Expense	
Meet Expense (Other)	-\$7,045.00
Recognition Fee	
Pool Recognition Fee	-\$500.00
Sanction	
Pool Sanction Fee	-\$850.00
Total Meet Expense	-\$8,395.00
Office	
Gifts	-\$363.50
Membership Coordinator	-\$766.50
Postage	-\$21.08
Rule Books	
Full Rule Book	-\$60.00
Mini Rule Book	-\$150.00
Total Rule Books	-\$210.00
Web Site/SSL/Hosting	-\$10.00
Total Office	-\$1,371.08
Officials	
Gift Cards-Officials	-\$2,126.00
Officials Name Badges	-\$164.38
Officials Clinic	-\$159.21
Total Officials	-\$2,449.59
Travel & Entertainment	
Airfare	-\$1,092.66
Annual Meet Delegate Fee	-\$1,500.00
Awards Luncheon	-\$571.00
Hotel	-\$725.76
Meals	-\$295.00
Travel & Entertainment (Other)	-\$3,127.30

# REPORT #1 - Continued

## 2022 Category Summary (P & L)

Last Year: 1/1/2022 - 12/31/2022  
89 Categories

<b>Category</b>	<b>1/1/22 - 12/31/22</b>
USMS Clinic	-\$840.00
Total Travel & Entertainment	-\$8,151.72
<hr/> Total Expenses	<hr/> -\$20,417.39
Total	\$10,854.01

## REPORT #2

## 2022 FL LMSC ACTUAL TO BUDGET 2023 BUDGET

	2022 ACTUAL	2022 BUDGET	2022 VARIANCE ACTUAL TO BUDGET	2023 BUDGET
<b>INCOME</b>				
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)	
<b>TOTAL INCOME</b>	<b>\$ 31,271</b>	<b>\$ 29,063</b>	<b>\$ 2,208</b>	<b>\$35,094</b>
<b>EXPENSES</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>VARIANCE</b>	<b>2023 BUDGET</b>
ALTS		450	(450)	500
Awards Banquet	571	725	(154)	650
Coach Ad On			-	
Coach Certification	50	400	(350)	500
Convention & Volunteer Relay Fees			-	100
FL LMSC Club Reimbursement				48,975
Registration (Sun Biz)		65	(65)	65
Full Rule Book	60	100	(40)	60
Mini Rule Book	150	150	-	150
Gifts	364	600	(237)	400
ISHOF		50	(50)	
Meet Expense (online entry \$5/entry)	7,045	4,320	2,725	9,000
Meet Expense Hosting Nationals				15,000
Membership Coordinator	767	750		800
Office Supplies (Zoom, Stamps, Envelopes, Membership Coordinator)	21	50	(29)	200
Officials	2,450		2,450	5,375
Open Water Sanction Fee		1,000	(1,000)	500
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 Certificate/Website	10	65	(55)	65
Travel Convention & Volunteer Relay	7,581	10,400	(2,819)	9,000
Uncategorized/Officials Mobile Training Team		1,200	(1,200)	
<b>TOTAL EXPENSES</b>	<b>\$ 20,417</b>	<b>\$ 22,225</b>	<b>\$ (1,824)</b>	<b>\$ 93,490</b>
<b>PROFIT /LOSS</b>	<b>\$ 10,853</b>	<b>\$ 6,838</b>	<b>\$ (4,015)</b>	<b>\$ (58,396)</b>



## REPORT #3

**2017-2022 Net Worth by Year**

1/1/2018 - 12/31/2022

Not Customized

	12/31/17	12/31/18	12/31/19	12/31/20	12/31/21	12/31/22
<b>Assets</b>						
Cash	\$8,464.75	\$6,250.56	\$10,594.68	\$26,383.19	\$38,787.72	\$49,635.13
Savings	\$39,956.49	\$36,973.73	\$36,983.90	\$36,989.43	\$50,003.32	\$50,009.92
Property	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Assets	\$48,421.24	\$43,224.29	\$47,578.58	\$63,372.62	\$88,791.04	\$99,645.05
<b>Liabilities</b>						
Liabilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Net Worth	\$48,421.24	\$43,224.29	\$47,578.58	\$63,372.62	\$88,791.04	\$99,645.05

# Membership 2023

LMSC 1742

Men	936
Women	806

## LMSC MEMBERSHIP 2022

11/20-1//22I	1098
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## NATIONAL

2023	37,151
2022	56,014
FL TEAMS 2023	53



# FLORIDA LMSC AT A GLANCE

## *Florida 2023*

- 1,742 Members Registered
  - 936 Men
  - 806 Women
  - 10 today
  - 242 this month

## *Florida 2022*

- 2,555 Members Registered
  - 1,334 Men
  - 1,221 Women
  - 4 today
  - 330 this month

## *Florida Clubs*

- 53 registered clubs for 2023
  - 64 registered clubs for 2022
- 173 self-identified coaches for 2023
  - 305 self-identified coaches for 2022



FLMSC

# Florida LMSC Sanctions & Top 10 Report



Anna Lea Matysek, January 18, 2023

## ***Upcoming Meets in the Florida LMSC for 2023***

The Southeast Zone website (<http://southeastzone.org>) contains a list of all meets scheduled in our zone so far for 2023.

<b>Date</b>	<b>Event Title</b>	<b>Course</b>	<b>Sanction Type</b>
February 4	Gulf Coast Games for Life (Senior Games), Sarasota	SCY	Recognition
February 11-12	Clearwater Valentine's Meet, Clearwater	SCY	Sanction
March 5	Swim Melbourne Open Water, Melbourne	OW	Sanction
March 11-12 (tentative)	St Pete Bob Beach Championship Meet, St Pete	SCY	Not yet sanctioned
March 18	Good Life Games (Senior Games), Clearwater	LCM	Recognition
April 23	3 <sup>rd</sup> Annual "Show Your SWAG" (Swamp Water Aquatics Gainesville) Masters Meet, Gainesville	SCY	Sanction
August 2-6	USMS Summer Nationals, Sarasota	LCM	Sanction

**Officials & Records Report-Jan 19, 2023 LMSC Meeting.Submitted by: Nancy Kryka Jan 2023**

	<b>Report</b>	<b>Plan/Request \$4000</b>
Records	2022 LCM completed 12-22 and posted by Meegan on website. Audit of Individual Records completed and posted 9-24.	
Officials – New Certifications	Dave Lyons – Starter 7/22 Joel Meltz – Referee 8/22 Emily Easterly – S&T 10/22 Linda Felton – S&T 10/22 Zena Courtney-S&T 11/22 Linda Smoak-Starter 11/22 Liana van Woesik-S&T 1/23 Carolyn Mizell-S&T 1/23 Tom Walsh-S&T 1/23 Mark Krakower recertified S&T 12/22	Goal to have more Refs and Officials who are USMS certified. 1 new Ref and 7 new Officials since July 2022. Need more!
Officials – Name Tags (\$15)	11 Name Tags given to Sarasota, St Pete, Clermont & Gainesville Officials = \$168. 10 Name Tags mailed to Orlando Officials = \$191. 2022= \$359 total.	2023 Budget: \$190 Request for projected 10 new Officials
Officials – Clinic (\$300 + \$300 + \$0)	Refresher and recruitment clinic held Oct 9 in Clermont, Cindi Wood coordinator, Mike Whaley, Jan Whitlock, Joel Meltz and Nancy Kryka instructors. 10 participants attend. 3 S&T & 1 Starter Certified.	2023 Budget: \$600 for 3 clinics. Request (refreshments, mini rule books, mileage) plus pool rental 3 clinics? St Pete, Gainesville, Villages, NTC, Sarasota? Goal: USMS Certified Officials across our FL LMSC.
Officials – Caps (\$15.52+\$40 setup) or Tervis Tumblers (\$12)	 	\$428 for 25 caps with 1 logo embroidered. \$40 set up fee.  \$300 for 25 Tervis Tumblers with 1 logo.
Officials – Gift Cards (\$25)		2023 Budget: \$2550 Request for = (17 days) Sanctioned Officials \$25 GCs estimate for 6 Officials/Day/LMSC meet.
Officials – Mini Rule Books (\$6)		2023 Budget: \$150 Request for 25 Officials minis. Good to get beginning of the year to be read as a rule refresher, and then have ready to use at the swim meet.
Officials – Thank-you Cards		\$84 for 120 purchased 1/23

## 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), the FL LMSC Board approved a one-time \$25 per member disbursement to the 2023 FL LMSC USMS registered teams of 5 or more members. The distribution will be based on the Team's membership number at 11:59pm EST on Feb. 28, 2023.

### Requirements:

- 1) Must be a 2023 FL LMSC USMS registered team of 5 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. For example, the 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 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.

Dear Florida LMSC Team representatives,

I am happy to share with you that the Florida LMSC Board (FL LMSC hereafter) approved a proposal to distribute a large surplus of funds your FL 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 12:59pm EST on February 28, 2023
- Your team must be a 2023 FL LMSC USMS Registered team of 5 or more swimmers
- Your members must be a 2023 FL LMSC USMS Registered swimmer on February 28, 2023
- You will receive \$25 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](mailto: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)

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



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<<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)