



Membership / Registration Committee Meeting Notes

January 15, 2025

12:30 p.m. (MDT)

In attendance: Angela Monty, Vanessa Brewer, Susan McDonald, Moriah Tyrell, Loren Fischbach, Laurie Benton, Tracy Meese, Eric Stimson, Denise Thomas, and Megan Vallance

Agenda: Approved

Meeting Notes: December 11 Meeting Notes approved

Onboarding New Committee Members: No new committee members in attendance - not applicable

Swims 3.0 Updates/Release:

- Add LSC affiliation to roles
- Add more text about unattached dates and attach dates
- In reporting, add attach dates and in TU.
- Add age of athlete members on reports and on member record
- Add wording when club is using ACH for renewals that shows payments can take 7-10 days to clear
- Mobile App – provide clear account creation/linking process information, as it is on a computer
- Reporting roles – program new reporting roles to give access to various reports, which are beyond the standard roles
- January 29 next big release: schedule LSC webinar to discuss release items and send out release notes
- Ask for access to Staging and Development sites to test things and view things
- Stripe: occasionally member ID numbers are being recognized as member names, so it does not let you check out. We have been able to change the member's ID, but we are looking at how to address this as more cases appear
- Upcoming releases: to include an OMR shift, making it obvious how to register, renew and locate IDs
- APT notification: released to head coaches, club administrators and club registrars to see upcoming 18-year-old APT requirements.
 - Provides names of athletes who are turning 18 in the next 30 days.
 - It will have other information to help if having issues with accounts, APT not showing on account, etc.

Megan Vallance, Coordinator, Member Services is introduced and provided information about herself

Transfers: must adhere to the rule in the rulebook and cannot deny transfers based on non-payment. Each LSC manages these differently, but all LSCs must manage them promptly and efficiently.

Membership fees:

- Non-athlete registration: according to our bylaws, are under one type, as non-athletes (coaches, officials, others, Jr coach and Jr official) LSCs look at them as each different type of membership, and charges fees for each membership type.
- Athlete membership types are defined, and not lumped under one category, so LSCs can charge their own fees for each athlete membership type.
- Decide the timeline where each LSC charges the same fee for all their non-athlete membership types. This must be brought to the board for approval, and it would be initiated in the next membership year. Tracy and Susan will take the lead on moving forward with this.
- Question: Does changing the fee, making the process easier but how does this affect LSC and club programs?

Seasonal Membership: potentially changing seasonal membership to just one registration type, 150 days from the time of registration.

- What is the purpose of Season 1 and Season 2?
- Seasonal membership is used to identify certain times during the membership year, where clubs can offer seasonal for 150 days.
- Are there any advantages for a club to set their seasonal dates; not a good idea to give them one more thing to do.
- Does there need to be a cap on what the LSC's charge? It certainly should not exceed 50% of USAS fee.
- There should be written policy on what LSCs can charge per membership type.

Club renewals – lets really emphasize the importance of renewing clubs to avoid the unnecessary steps in getting the club renewed, and the member renewed. Be more proactive in getting the notifications out with the help of the LSCs. Possibly change the expiration date where it does not fall at the end of the year, make it 365.

Clubs not in good standing – It is important for LSC's to review their club's standings, and if a club is not in good standing due to head coach not in good standing or other reasons, they need to contact the head coach and club contact.

Share Point – does not work for everyone, so we need on place to store the documents which we are looking at One Drive

LSC Registration Newsletter – updating it and will get it out by the end of January.

Upcoming Meeting Dates – February 11 at 1 pm (MT)

Announcements – Will be scheduling Webinar after release.

Adjournment – 2:05 p.m.