



Membership / Registration Committee Meeting Notes
July 15, 2025
1:00 p.m. (MT)

NOTES

1. Call to order
 - a. 1:02 pm MST Angela
 - b. Attendees: Angela Monty, Moriah Tyrell, Mary Ellen Tynan, Tracy Meece, Laurie Benton, Loren Fischbach, Vanessa Brewer, Susan McDonald, Karyn McCannon, Denise Thomas, Eric Stimson, Megan Vallance
2. Approve Agenda - approved
3. Approve Meeting Notes from June 17, 2025 - approved
4. SWIMS 3.0 Upcoming Release – Eric
 - a. OME updates with upcoming meets with Nationals and Sectionals coming up
 - i. Coaches and entries
 - b. LSC merges with LE/OH
 - i. Working with New Unattachments Link and Migrating Athletes
 - ii. Renaming OH- OO (Old Ohio) and retiring LE
 - iii. Merge completed on September 1
 - iv. Not bringing over expired clubs or members
 - c. Implemented Club Excellence with Open Water
 - d. When a club's Head Coach is changed, it pings Team Services Advisors. It needs to send a notification to the LSC
 - e. Tweaks to FINA (AQUA) and NULL DOBs
 - f. Working on Running Reports and Utilizing Reports for what they should be used for/Who can access what
 - i. Where can you find the Reports Overview from Ty?
 1. Find that report Demo in LSC Leaders Call from July 10th
 2. https://www.youtube.com/watch?v=7ltie2I3TB8&list=PLJUznzZd1j8Vm1VBI40_QRfsm9SsS669x&index=1
5. Times Operational Policy Manual – Eric
 - a. Updating the Manual- Cleanup

- b. A lot of conflicts with Rulebook and the Manual - Conversations with Legal/Ellery
 - c. Recategorizing Approved Meets/Times
 - i. NCAA, Foreign Times
 - ii. Who are you representing? What times count? Should they count as records?
 - iii. Times should be used for OME Purposes only
6. LSC/Zone Meet Recon Process – Angela
- a. All the changes in SWIMS, who should LSCs contact when conducting pre-meet recons? What are the best practices for conducting pre-meet recons?
 - i. Reach out to meet hosts/meet administrators making sure they are completing the proper processes
 - ii. Meet Director is who should reach out to all the different clubs
 - iii. Meet Ref and Meet Director are copied on all emails when reaching out to all clubs invited to meets
 - iv. Start communication during sanction invitation (early) and copy in all people who are involved in the sanction for the meet
 - v. For not in good standing- in LSC: their LSC will reach out to Club and Athlete, but outside of LSC, the meet director will reach out
 - 1. Make sure meet host is held responsible as well as the Athletes and Coaches knowing that LSCs only have access to information in their LSC, and not anything outside of their LSC
7. End of 2024-25 Registration Year Reminders – Angela
- a. Sharing LSC Communications for Best Practices
 - b. Reminding clubs and club administrators about Bulk Renewal and offering period dates
 - c. Email reminders will be sent about opting in/out of Bulk Renewal
8. USA Swimming Annual Summit – Angela/Eric/Denise
- a. Finding ways to incorporate LSC Development and Membership services
 - b. What should be Breakout sessions and what should be Lecture?
 - c. Bring in Marco to talk about Certifications and have everyone involved in updates with certifications
 - d. Wanting FULL ENGAGEMENT and not just PowerPoint lectures
 - e. Smaller working groups and dive deep into what people want to know more about
 - f. Presenting topics that we find Registrars are struggling with
 - i. Send out survey to registrars again and have them prioritize what they want more information on and need help with
 - ii. What others do day to day vs one off situations
 - iii. Finalize tracks and detailing our track “setlist”



9. Registration / Membership Guide Update – Working group

- a. Making great progress!
- b. It will be available at the Summit. The working group will have it finished by September 1

10. Upcoming Meeting Dates

- a. Thursday, August 14, 2025, 1:00pm MST

11. Announcements

- a. Speedo Junior National Champs July 30 – August 3, 2025, Pre-Meet Recon (Susan McDonald)
- b. TYR Summer Champs Irvine Aug 5-8th 2025, Pre-Meet Recon (Vanessa Brewer)
- c. Membership Webinar? Wednesday July 30th, 2025

12. Adjournment

- a. Angela 1:59 pm MST