

**COMSA**  
**Executive Meeting - Minutes**  
**November 2, 2005**

**Those in Attendance:**

Heather Hagadorn (Chair), Bob Patten (Vice Chair), Susan Nolte (Treasurer), Kathy Garnier (Secretary), Marcia Anziano (Registrar), Pete Schwenker (Officials), and Will Amos.

The meeting was called to order at 7:01 pm at the Highlands Ranch Library in Littleton, Colorado.

Motions approved:

MSA'd to approve the COMSA 2005-06 budget as presented.

MSA'd to approve Will Amos as the new Records Chair.

**Topics of Discussions:**

1. Officers Report:

a. Chair: Heather Hagadorn

1. Thanks to Marcia Anziano for her time served as president. Cindy Hawkinson will remain as Past President until elections in April 2006. Bob Patten will serve as Vice Chair until April 2006 and will fulfill the requirements of state meet coordinator for the 2006 State Meet. Need to make sure website is current for the changes to BOD effective November 1, 2006.
2. It was discussed and approved for Will Amos to become the new Records Chair. Congratulations to Will on his new position. Chris Nolte will continue as the Awards Chair.

b. Treasurer's Report: Susan Nolte

1. Current financial balance as of 11/2/2005 of \$11,527.18 in checking and \$22,635.47 in savings for a total of \$34,162.65. Pending expenses include newsletter and Slover expenses.
2. 2005-06 final budget was presented to be approved. The registration fee revenue was assumed to be split 55/45 between renewing at \$30 annual fee and new (i.e. lake swimmers) at \$35 annual fee.

c. Vice Chair: Bob Patten

1. For the State Meet, there were questions about ability for on-line entries with payment with Pay Pal. Not available at this time.
2. Susan will look for and process invoices for DU pool rentals for postal and March Short and Sweet fees.
3. T-shirts for state meet: Susan will track down previous artwork and get this to Bob. Also needing a count on inventory on hand.
4. Heather will assist Bob to update the task list for the state meet requirements.

d. Secretary: Kathy Garnier

1. Team Reps have been contacted to request that they update the website information on the places to swim for their teams.

e. Registrar: Marcia Anziano

1. Ordered 250 caps for renewal incentives.
2. Ordered 3,000 envelopes for 2006 registrations.
3. The new registration forms along with a website write up have been sent to the Webmaster.

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4. Processed and paid for 2 club applications (CMS and Air Force) to be recognized under COMSA. Applications submitted to the National Office on 10/26/05.
  5. Corrected addresses in database from returned mail in preparation of renewal labels being printed out.
  6. October database closed out and changes submitted to National Office. Database backup file will be supplied to Secretary.
- f. Past Chair: n/a
2. Chair Reports:
- a. Awards: n/a
  - b. Coaches: n/a
  - c. Fitness: Laura Smith has resigned from this position.
  - d. Officials: Pete will be getting red officials shirts. He has contacted the meet directors for upcoming meets. He will bring the meet kit to the Postal Swim. He is looking for new faces to help out.
  - e. Records: Will has been using the USMS top 10 listing to fill in record updating. He will send corrections to Mel to update the web listing. Results from COMSA meets should be sent to Will. Printed results (historical) from meets will be accepted to update records. Question whether a USA meet swim would be accepted for records. If meet results are provided to the Records Chair they will be considered for COMSA records.
  - f. Safety: n/a
  - g. Sanctions: DAC, HR, Montrose, Boulder Pentathlon, Loveland, DU Short & Sweet and State meets have all been sanctioned. Looking into HR and DU LCM meets for next summer.
  - h. Top Ten: n/a
  - i. Webmaster: n/a
  - j. Newsletter: Looking for articles for updates for Worlds, Wingshadow 10K Swim, include a copy of consolidated entry form, nomination forms. Marcia will write an article for the DAC meet.
  - k. Long Distance/Open Water: Postal-needs check to pay DU for pool rental. Needs more volunteer paddlers for Wingshadow 10K Swim.
3. Other:
- a. Focus on Fundamentals clinic: equipment needs include a wireless microphone (Will will check into this) and possibly a overhead projector that DU could possibly rent.
  - b. The agenda for the State Meet needs to be included in the program.
  - c. 2006 Meeting Schedule and Location:
    1. Jan. 7, Team Meeting at Highlands Ranch Pool after the meet;
    2. Feb. 1, Executive Meeting at TBD
    3. May 3, Executive Meeting at DU
    4. July Team Meeting TBD
    5. Aug. 2 Executive Meeting at DU
    6. Oct. 4 Executive Meeting at TBD
    7. Nov. 1 Executive Meeting at TBD
  - d. Chatfield: Cindy will continue to coordinate volunteers for lake swims.

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- e. Next LD swim is the Postal swim at DU on January 15<sup>th</sup>. Will discuss possible dates and location for 5k/10k at the next meeting and for the newsletter.

Next meeting scheduled for January 7, 2006 at Highlands Ranch Recreation Center after the meet at approximately 11 am. This will be a Team Meeting.

MSA to adjourn meeting at 8:33 p.m.

Submitted by Kathy Garnier, Secretary