

Sent to BOD and Deb McCarthy on April 10, 2009.

Here are the ACTION ITEMS from the LEAP portion of our April 8th meeting:

- 1) **XFred Killian** to provide Officials' Training Schedule document. - done 4/13/09
- 2) **XCherita** to provide feedback/questions to LSC Dev. committee on the wording/meaning and accuracy of the "Number of Officials" query in Volunteer Development – Level 1 section. - done 4/13/09
- 3) **XCherita** to provide feedback/questions to LSC Dev. committee regarding the 2nd year coach test requirement in the "Coach Certification" section of Coach & Club Development – Level 1. – done 4/13/09
- 4) **Patric** to submit a Vision Statement for review by the Board –Business & Organization Success – Level 1. In process 4/15/09
- 5) **Fred Killian** to investigate our compliance with state and municipal business laws and report on any necessary action to the board – Business and Organizational Success – Level 1. In process 4/15/09
- 6) **XDeb McCarthy** to submit information for LEAP and for MA Policy Manual regarding registration verification for MA meets. Done 4/20/09
- 7) **Fred Killian** to incorporate sanctioning procedure from Meet Director's Handbook into MA Policy Manual.
- 8) **XCherita** to submit the following information to the BOD before uploading to SWIMS
 - a. XProcess used to record results from all competitions in the LSC (B&O –Level 1)done 4/13/09
 - b. XWith **Deb McCarthy**, submit information for LEAP and for MA Policy Manual on procedure to apply for Outreach Athlete membership. – B&O – Level 1 done 4/17/09
- 9) **Ruth Ann Joyce** and **Patric Mills** to review process for disseminating safety information and make recommendations for improvement. B&O – Level 1
- 10) **Board** to consider recommendation made by Fred Frank some time ago to make the Diversity Liaison a Board position. On the May BOD agenda
- 11) **Finance committee** to assure that Tax Obligation review is part of the annual audit. – B&O – Level1
- 12) **Coaches Committee** to review Educational opportunities for coaches and recognition of regional and national coach associations. – C&C – Level2
- 13) Recommendation that Senior Championship be a team-scored meet.
- 14) **Coaches Committee** to compile list of "tenured" coaches for recognition. – C&C – Level 3
- 15) **Coaches Committee** to select Age Group and Senior Coach of the Year for recognition at the June 8th HOD meeting.

If anyone remembers anything else that should be on this list, please send me that information and I will add items.

Coaches – I will send you the criteria for Age Group and Senior Coach of the year on Monday. – done 4/13/09

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