

1. PURPOSE AND CORE OBJECTIVES

Purpose

Section 1. These Policies may cover matters not specifically covered by the Bylaws of Alaska Local Masters Swim Committee (Alaska LMSC). These Policies may be amended by majority vote of the Alaska LMSC Board of Directors (Board).

Section 2. These Policies are intended to supplement the Code of Regulations and the Rules of Competition of United States Masters Swimming (USMS). The USMS Regulations and Rules shall take precedence in cases where a conflict exists between Alaska LMSC Policies and the USMS Regulations and Rules.

Core Objectives

Section 1. Three Core Objectives shall reflect the mission of Alaska LMSC: To Service Our Members, Educate Our Members and Grow Our Members.

Section 2. Alaska LMSC policies shall be adopted to support the Core Objectives.

Section 3. The Core Objectives may be amended by majority vote of the Board.

2. DELEGATES TO USMS CONVENTION

Section 1. The Alaska LMSC wishes to encourage Alaskan members to become involved in USMS administration and to represent the Alaska LMSC in national committee meetings and the USMS House of Delegates. The LMSC's goal is to maximize it's representation by sending the maximum number of persons with voting privileges. Attendance by other members without voting privileges will be considered on an individual basis based on merit and the Alaska LMSC budget.

Section 2. Qualifications

A Current member of Alaska LMSC.

B Actively involved in the LMSC during the year prior to the convention, including attendance at Board meetings.

C Evidence of leadership within USMS and/or Alaska LMSC.

D Able to represent a broad base of Alaska LMSC interests.

Section 3. Responsibilities

A Become familiar with delegate information.

B Attend all House of Delegates meetings, all zone functions, national committee meetings as assigned, and all other meetings intended for all convention attendees.

C Submit a report to the Board if requested by the Chair.

D Attend Alaska LMSC Board meetings and continue active participation during the year following the convention.

Section 4. Selection

A Members of the USMS Executive Committee, Board of Directors, and Rules, Legislation, and Long Distance Committees are automatically appointed delegates.

B Nominations for other Alaska delegates will be accepted to the chair a minimum of one month prior to the convention registration deadline.

C Each person wanting to be considered for Alaska LMSC delegate status and/or for Alaska LMSC reimbursement should submit a letter to the chair at least one month prior to the registration deadline.

DThe Chair will select Alaska LMSC delegates and those requesting cost reimbursements at a regular Board meeting or via email prior to the convention registration deadline. An alternate will be chosen to attend if delegates who are selected are subsequently unable to attend the Convention.

3.REIMBURSEMENT OF EXPENSES

A. Without Board Approval – Expense categories identified in the Board-approved annual budget do not require additional Board approval for reimbursement. If an expense will exceed the amount budgeted in the annual budget, the Board must approve the expense prior to purchase and reimbursement.

B. Convention Delegate Reimbursement

(1) Positions Eligible for Reimbursement

(a) All official Alaska LMSC delegates.

(b) All USMS appointed delegates-at-large.

(c) All persons with delegate status as a result of his/her positions within USMS, e.g. member of Rules, Legislation, or Long Distance Committees, etc.

(d) All USMS Ad Hoc Committee Chairs.

(e) Northwest Zone Chair if a member of Alaska LMSC.

(f) Any other persons desiring to attend the convention may petition the Alaska LMSC Board for full or partial reimbursement.

(2) Costs Eligible for Reimbursement

(a) Convention registration fee.

(b) Travel: 1/2 of Round trip transportation expenses to the convention site, not to exceed a reasonable amount, as approved by the Alaska LMSC Board.

(c) Round trip ground transportation from the airport to convention hotel.

- (d) Lodging expenses: 1/2 of the rate for a double occupancy room, not to exceed a reasonable amount, as approved by the Alaska LMSC Board.
- (e) The person seeking reimbursement must submit receipts verifying his/her fees to the treasurer.

C. USMS National Relay Entry Reimbursement - Relay costs for Alaska LMSC club swimmers competing at National or International competitions shall be reimbursed by Alaska LMSC to the representative paying the relay fees at the competition. Proof of competition shall be given to the treasurer if necessary for reimbursement.

D. Deadline for Reimbursement

Any board member seeking reimbursement for expenses must submit paperwork and/or receipts to the treasurer as soon as possible but no later than one (1) calendar year of the date of the event or program in which the member is seeking reimbursement.