



**UNITED STATES LIFESAVING ASSOCIATION
BOARD OF DIRECTORS
MEETING AND
EDUCATIONAL
CONFERENCE
AGENDA**

**Red Lion Hotel on the River – Jantzen Beach
909 N. Hayden Island Drive
Portland, OR 97217
503-283-4466**

November 4-6, 2010

MEETING SPONSORS:

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Wednesday, November 3, 2010 – Registration & Reception

4:00 p.m. – 6:00 p.m. Registration –Registration Desk

6:00 p.m. Welcome Reception – Presidential Suite Room 256

- B. Vice President -**
- C. Secretary -** (Ms. Nikki Bowie)
- D. Treasurer -** (Mr. Rob Williams)
- E. Executive Delegate -** (Mr. Charlie Hartl)
- F. Advisor -** (Mr. Tim Gallagher)
- G. Liaison Officer -** (Mr. Peter Davis)
- H. Medical Advisor -** (Dr. Peter Wernicki)
- I. Legal Advisor -** (Mr. Chip More)

VII. Regional Council Activity Reports

- A. Great Lakes -** (Mr. Joe Pecoraro)
- B. Gulf Coast -** (Mr. Tony Pryor)
- C. Mid-Atlantic -** (Mr. Ed Zebrowski)
- D. Northwest -** (Ms. Cathy VonWald)
- E. Pacific Islands -** (Mr. Ralph Goto)
- F. South Atlantic -** (Mr. Tom Gill)
- G. Southeast -** (Mr. Gerry Falconer)
- H. Southwest -** (Mr. Mike Beuerlein)

VIII. Contracted Staff Liaison Report - (Mr. Ed Zebrowski)

IX. Committee Chair Activity Reports

A. Regular Committees

- i. Certification -** (Mr. Tony Pryor)
- ii. Competition -** (Mr. Ed Zebrowski)
- iii. Heroic Acts- Recognition, Awards and Presentations -** (Ms. Adrienne Groh)
- iv. Junior Guards -** (Ms. Reenie Boyer)
- v. Membership -** (Ms. Charlotte Graham)
- vi. Public Education -** (Ms. Denise Blair)
- vii. Ways and Means -** (Mr. Rob Williams)

B. Working Group Committees

- i. Bylaws/Policy and Procedures -** (Mr. Chip More)
- ii. Equipment Research and Assessment -** (Mr. Dave Foxwell)
- iii. Grant Writing -** (Mr. James McCrady)
- iv. Lifesaver Education -** (Mr. Tim Gallagher)
- v. Magazine Publication -** (Mr. Mike Bartlett)
- vi. National Curriculum -** (Mr. Kim Tyson)
- vii. Original Founders -** (Mr. Dave Shotwell)
- viii. Public Information/Publicity -** (Mr. Tom Gill)
- ix. Sign Standards -** (Mr. Ralph Goto)
- x. Statistics -** (Mr. Rick Gould)
- xi. Website -** (Mr. Rob Williams)

X. Board of Directors Meeting adjourned until 11:00 a.m. on Saturday, November 6, 2010

Committees listed below and on Saturday are time-certain. Additional committee meetings will be scheduled at the pleasure of each respective committee chair. These include: Advisory, Bylaws, Educational DVD, Equipment Research and Development, Grant Writing, Lifesaver Education, Magazine Publication, National Curriculum, Original Founders, Public Information, Sign Standards, Statistics and Website.

11:00 a.m. – 12:00 p.m. – Committee Meetings

Heroic Acts: Weyerhaeuser

Junior Guards: Crown Zellerbach

Working Group Committees: White Stag or as convenient - on your own

12:00 p.m. – 1:00 p.m. –Lunch

1:00 p.m. – 3:00 p.m. - Committee Meetings

Certification Committee: Weyerhaeuser

Competition Committee: Crown Zellerbach

Working Group Committees: White Stag or as convenient - on your own

3:00 p.m. – 5:00 p.m. – Committee Meetings (2 hrs or as long as committee desires)

Public Education Committee: Weyerhaeuser

Executive Committee: Crown Zellerbach

Working Group Committees: White Stag or as convenient - on your own

Friday, November 5, 2010 – USLA Educational Conference

Location: Clackamas/Multnomah

***Business attire is required of all Delegates at the Educational Conference (per USLA policy)**

8:00 a.m. – 9:00 a.m. Registration /Information - Clackamas/Multnomah

8:30 a.m. – 9:00 a.m. Breakfast - Clackamas/Multnomah

**9:00 a.m. – 9:45 a.m. River Rescue AMR – Taneka Burell-Means, River Rescue Program Specialist
Cold water rescue and integration of lifesaving on Oregon Rivers.**

9:45 a.m. - 10:00 a.m. Break

**10:00 a.m. – 10:45 a.m. Roundtable discussion on the integration of lifesaving into Fire/EMS – Pete
DeQuincy and various guests**

10:45 a.m. - 11:00 a.m. Break

**11:00 a.m. - 11:45 a.m. E.M.I.L.Y (Emergency Integrated Lifesaving Lanyard) Program – Chief Joshua
Williams**

11:45 a.m. - 12:15 p.m. E.M.I.L.Y Demonstration

12:15p.m. – 1:00 p.m. LUNCH

AFTERNOON ACTIVITIES (Optional)

Option 1 - Surf trip to the Oregon Coast with Rudy VonWald. Wetsuit rental will be available for around \$20.

Option 2 - Tour of Portland Breweries on the Brewbus.

*Information on both can be found at www.lifeguardsforlife.org

Saturday, November 6, 2010 – USLA Board of Directors & Committees

8:30 a.m. – 9:00 a.m. Breakfast – Clackamas/Multnomah

8:30 a.m. - 9:30 a.m. – Committee Meetings

Executive Delegates: Weyerhaeuser

Membership Committee: Crown Zellerbach

Working Group Committees: White Stag or as convenient - on your own

9:30 a.m. – 10:30 a.m. – Committee Meetings

Ways and Means Committee: Weyerhaeuser

Working Group Committees: Crown Zellerbach

11:00 a.m. Board of Directors Meeting – Clackamas/Multnomah

Working Lunch: Box lunches -

XI. Call to Order - Mr. B. Chris Brewster

XII. Committee Action Reports (Motions and voting limited to Officers and Regional Delegates)

A. Regular Committees

i. Executive Committee - (Mr. Brewster)

ii. Certification - (Mr. Tony Pryor)

iii. Competition - (Mr. Ed Zebrowski)

iv. Executive Delegate - (Mr. Charlie Hartl)

v. Heroic Acts – Recognition, Awards and Presentations - (Ms. Adrienne Groh)

vi. Junior Guards - (Ms. Reenie Boyer)

vii. Membership - (Ms. Charlotte Graham)

viii. Public Education - (Ms. Denise Blair)

ix. Ways and Means - (Mr. Rob Williams)

B. Working Group Committees

i. Bylaws/Policy and Procedures - (Mr. John More)

ii. Equipment Research and Assessment - (Mr. Dave Foxwell)

iii. Grant Writing - (Mr. James McCrady)

iv. Liaison - (Mr. Peter Davis)

v. Lifesaver Education - (Mr. Tim Gallagher)

vi. Magazine Publication - (Mr. Mike Bartlett)

vii. National Curriculum - (Mr. Kim Tyson)

viii. Original Founders – (Mr. Dave Shotwell)

ix. Public Information/Publicity - (Mr. Tom Gill)

x. Sign Standards - (Mr. Ralph Goto)

xi. Website - (Mr. Rob Williams)

XIII. Old Business (Motions and voting limited to Officers and Regional Delegates)

A. Election of Vice President

i. Nominations Received – Reenie Boyer by the Southwest Region; Peter Davis by the Pacific Islands Region;

B. “Shall the USLA Bylaw Article V, Section 2-A concerning definition of a Professional Member be amended to state “To qualify as a Professional Member, an individual must: (1) Be a direct, active, seasonal or retired individual (delete employee), including a chief, director or equivalent, who has worked in the capacity as a lifeguard for an ocean, bay, lake, river or rescue service.”?”

C. Proposed Bylaw change concerning athlete amendments. Attachment 2.

XIV. New Business (Motions and voting limited to Officers and Regional Delegates)

XV. Open Forum and Announcements (Any USLA member may raise issues. Motions and votes limited to Regional Delegates.)

XVI. Future Meetings

A. 2011 Spring: South Atlantic, April 28 - 30

B. 2011 Fall: Pacific Islands, November 3-5

XVII. Privilege of the Chair

XVIII. Adjournment

6:00 p.m. Closing Banquet – Washington/Clark

DRAFT

ATTACHMENT 1

United States Lifesaving Association

Executive Committee

Committee Action Report

Date: November 5, 2009

Committee Chair: B. Chris Brewster

Committee Members:

B. Chris Brewster – President

Rob Williams – Treasurer

Nikki Bowie – Secretary

Tim Gallagher – Advisor

Chris Graham – Executive Delegate

Peter Davis – Liaison

Dr. Peter Wernicki – Medical Advisor

Chip More – Legal Advisor

David Robinson – Northwest Region Representative

Tom Gill – President South Atlantic Region

Joe Pecoraro – President Great Lakes Region

Joe McManus – President Southeast Region

Rob McGowan – President Southwest Region

Ed Zebrowski – President Mid-Atlantic Region

Tony Pryor – President Gulf Coast Region

1. Discussion Items (Not requiring Board of Directors approval)

- 1.1. Budget – Mr. Williams expanded on his presentation to the Board of Directors stating that the projected income over expenses for 2009 will be approximately \$75,000.
- 1.2. American Lifeguard – Mr. Brewster reported on the ongoing issue with the company named “American Lifeguard Association” that trains lifeguards and is often confused for the USLA. Our attorneys have sent a cease and desist letter with the company responding with some rebuttals. There is no resolution at this time.
- 1.3. Nationals 2009 – Mr. Zebrowski provided an update on the 2009 National Championships hosted by Ft. Lauderdale. The income to USLA was approximately \$20,000.
- 1.4. Nationals 2010 – Discussions are ongoing with Huntington State Beach Lifeguard Association as relates to the host agreement. Mr. Zebrowski is working with Mr. Gus Avila to craft an agreement, which will then be brought to the Executive Committee for approval.
- 1.5. Nationals 2011 – Mr. Brewster reported that Cape May, NJ is interested in hosting the 2011 National Championships pending signing a host agreement and that he had spoken with Captain Buzz Mogck regarding this.
- 1.6. Nonprofit Status – All of the Regions, with the exception of the Mid-Atlantic Region, are independently incorporated under the 501 (c) 3 charitable nonprofit status. Our attorneys and the Legal Advisor are working with the President of the Mid-Atlantic Region to address the Mid-Atlantic incorporation issue, so that all Regions are recognized as charitable nonprofits.
- 1.7. Bank of America – Bank of America has terminated the USLA Affinity Card program, under which the USLA receives a percentage of charges made cards held by USLA members. Mr. McGowan asked if charges made to the Bank of America Affinity Card would still be credited to the USLA. Mr. Williams reported that the USLA would receive no further royalties from the Bank of America and is in the process of researching another affinity card for the USLA.
- 1.8. Executive Committee Meetings – Mr. McGowan expressed the view that Executive Committee Meetings should not be held during Board of Directors Meetings, under his reading of the Bylaws and Policies and Procedures. No specific action was taken.

2. Action Items (Requiring Board of Directors approval)

- 2.1. Finis – The Finis contract expired in July 2009. Mr. Zebrowski inquired if the company would be willing to extend the contract another year and they agreed. “Shall the Executive Committee recommend to the Board of Directors that the Finis Agreement be continued for an additional year?”

ATTACHMENT 1

Motion from Mr. Zebrowski, 2nd by Mr. McManus. MPU.

- 2.2. Mr. Williams reported that he received several checks from Jay Butki given to him by Mr. Scott Hubbell earmarked for the National Team. Discussion was held on whether this item needed a motion to accept the funds as presented. The consensus was that since the amount was minimal, around \$100, that there did not need to be a motion.
 - 2.3. Corporate Membership – “Shall the Executive Committee approve the application for Corporate Membership developed by Dickstein Shapiro?” Motion by Mr. McManus, 2nd by Mr. Williams. Mr. Brewster stated that the only issue he has with this is that a corporation may want to be a member and we may deem them as undesirable to be a Corporate Member. Mr. Brewster intends that when we receive an application, he will forward a notice to the Executive Committee and ask for any concerns. There would be no need to vote on each application, but an opportunity to voice concerns about the company. MPU
 - 2.4. Event Bulletin Board – “Shall the use of the Event Bulletin Board on www.usla.org be restricted to the USLA, Regions, Chapters, and currently certified agencies?” Motion by Mr. Pecoraro, 2nd by Mr. McGowan. Discussion: The website currently lists the following entities as able to post: the USLA, Regions, Chapters and affiliated agencies. There is no definition of an affiliated agency and this would merely replace the word “affiliated” with “certified”. Mr. Zebrowski expressed concern that agencies that are affiliated with a certified chapter, but not certified themselves, would not be able to post on the website. Mr. More suggested changing the wording as such that in order to post an event, an agency must be within the sphere of influence of an active USLA chapter and that the chapter has to approve the post. The earlier motion was withdrawn. A new motion was made by Mr. Gallagher, 2nd by Mr. Pecoraro that use of the Even Bulletin Board on www.usla.org be restricted to the USLA, Regions, Chapters, and lifeguard agencies within the sphere of influence of an active USLA chapter, subject to approval of the chapter. MPU
 - 2.5. Isaac Sports Group Proposal – Mr. Zebrowski presented a background on the ISG and the proposal “...to provide marketing and communication services to the USLA in order to promote and increase public awareness of the USLA and its programs, promote and market the USLA National Championships, increase member benefits and generate increased revenue through sponsorships, advertising and fundraising.” Discussion: Mr. Gill stated that we have never had anyone at this level, with the contacts he has and this is a step that we have to try. Mr. Gallagher agreed and that, for the amount we are paying over two years it appears that we are getting a bargain. Mr. Williams questioned what happens if the economy does not do well next year? Is there a way to encumber more of the payment into the 2009 budget when we know that we have the money? Also, is there a guarantee that we will receive money as opposed to in-kind product and will we have to deal with earmarking? Mr. McGowan expressed concern that there was not time to discuss this proposal with his region prior to the meeting. Mr. More produced a list of questions raised by the Executive Committee to be discussed with ISG: non-assignment clause; rights of hosts of the National Games to raise funds; a sunset clause on marketing commission; oversight and prior review; sole source/exclusivity; standard contract elements; earmarking avoidance and regular status reports. “Shall the Executive Committee recommend to the Board of Directors that it approve a contract with the Isaac Sports Group?” Motion by Mr. Zebrowski, 2nd by Mr. Gill. Mr. Williams questioned whether there was a background check on what the company has done for its other clients and other contractual issues. There was a motion to table until New Business by Mr. McGowan, 2nd by Mr. Graham. The motion to table failed with 2 in favor, 9 opposed and 1 abstention. The motion was amended to state “Shall the Executive Committee recommend to the Board of Directors that it approve a contract with the Isaac Sports Group subject to the
 - 2.6. review and approval of the Legal Advisor in accordance with the issues raised at the Executive Committee?” Motion passed with 9 in favor and 3 opposed.
3. Workshop Items
- 3.1. Host Agreements – Mr. Zebrowski discussed host agreements. Specifically, what do we do when the host does not hold up their end of the agreement? This is a topic that will be handled by the new competition subcommittee.
 - 3.2. Child ID Program – Mr. Davis received a proposal regarding a program that allows parents to ID their children in their own homes and the information does not go into a database, but stays in their home.

ATTACHMENT 1

The proposal was from the FBI and the AFCA for the USLA to enter into a partnership. The group is asking for the USLA endorsement and the use of our logo. Mr. Davis made a motion stating "Shall the Board of Directors pursue a formal relationship with the AFCA/FBI National Child ID program subject to review and approval of the Legal Advisor?" Mr. McManus was the 2nd. MPU.

- 3.3. USOC Affiliation – Mr. Brewster and Mr. More have been in discussions with the USOC Director for National Governing Body Development and his legal advisor about the USOC rules and previously expressed USLA concerns. Mr. Brewster believes that there are areas in which they are willing to work with us to a certain degree but they can only go so far, from their perspective without compromising their longstanding minimum standards. Mr. More reported that the USOC would not accept the idea of adding to the size of our existing Board to satisfy their requirements. We were left with two options that Mr. More highlighted. Option one (this option has been previously been submitted to the Board): change the Board and in effect the Competition Committee, to have 20% athlete participation. In this case, athletes from each Region would select a proportion of their regional board representatives to ensure the 20% requirement. There also needs to be 20% voting representation on the Competition Committee. Option two: Change the voting makeup of the Executive Committee to have 20% athlete representatives. In this case we would suggest that the Executive Delegate on the Executive Board become an athlete representative and then to add three additional athlete representatives to the Executive Committee. We would recommend no more than one athlete representative per region to ensure balance and to ensure broad representation. The highest vote-getter would be the athlete representative on the Executive Board. This person and the next highest vote-getter would be voting members on the Competition Committee. The other two would be non-voting members on the Competition Committee. The term "athlete" has yet to have been defined. Mr. Pecoraro stated that the USLA is a lifesaving organization and questioned why we would let the USOC tell us how to run our organization and turn us into an athletic organization. Dr. Wernicki asked who elects the athlete representatives and it would have to be by the athletes themselves. Mr. Brewster took a straw poll as to whether he should continue to pursue this issue and if so, which option. First question by Mr. Brewster "Would you like to see us proceed to work up one or both of the options?" Six would like us to continue to proceed. Three people were against. Second question posed by Mr. Brewster "Which option should we proceed with?" The second option to change the makeup of the Executive Committee was the proposal selected.
4. Adjournment

ATTACHMENT 2

Section 4 – Officers of the United States Lifesaving Association

A. USLA Executive Board

The Executive Board of the USLA Board of Directors shall be comprised of the USLA President, Vice President, Secretary, Treasurer, ~~Executive Delegate~~Athlete Representative, Past President/Advisor, and Liaison Officer.

B. Executive Committee

(1) Membership

In order to provide for important and necessary regional representation on all matters that pertain to the business, actions and practices of the Association, an Executive Committee shall be established. The Executive Committee shall be comprised of the USLA Executive Board as defined under Section 4 (A) of this article, ~~and~~ the USLA Regional Presidents or their appointed designees, and three Athlete Representatives.

(2) Authority of the Executive Committee

The Executive Committee shall have the authority to act on behalf of the USLA Board of Directors between Board of Director's meetings.

This authority shall exclude the power:

- a) To adopt or amend the USLA or Regional Bylaws; or,
- b) To modify or expunge specific actions of the Board of Directors; or,
- c) To undertake any other action that has been denied the Executive Committee by the Board of Directors.

The Executive Committee shall secure Errors and Omissions/Fiduciary Liability coverage for the USLA Treasurer and any other USLA officer as deemed necessary and appropriate. (Amended November 7, 2009)

(3) Voting Privileges

Each member of the Executive Committee shall be entitled to one vote and have equal voting privileges on issues before the Committee.

(4) Executive Session

When in the best interests of the USLA any member of the Executive Committee or their designated representative, with agreement by the majority of the Executive Committee, may hold discussions in executive session on matters of immediate interest and importance. Executive session discussions shall be reported to the Board of Directors as soon as possible or as soon as such reporting can be accomplished without negatively impacting the best interests of the USLA. Only members of the Executive Committee or their designated representatives may attend executive session.



ATTACHMENT 2

C. Election of Officers

- (1) The USLA President, Vice President, Secretary, ~~and~~ Treasurer ~~and Executive Delegate~~ shall be elected by a ballot of the USLA Board of Directors every second year in odd numbered years.
- (2) Election shall be by secret ballot of each individual director and a simple majority vote will elect. All votes by proxy must meet the requirements of Article IX, Section 4.
- (3) The Past President/Advisor position shall be filled by the immediate predecessor to the current President if the immediate Past President elects to serve. If the immediate Past President is unable or unwilling to serve, an Advisor shall be appointed by the President elect and confirmed by a simple majority vote of the USLA Board of Directors.
- (4) The Liaison Officer shall be appointed by the President elect and confirmed by the Board of Directors. A majority vote is required to confirm the appointment.

D. Election of Athletes Representatives

- (1) A total of four Athlete Representatives shall be elected in the same years as the Election of Officers.
- (2) Election shall be by email ballot of qualified electors who have provided valid email addresses to the USLA and demonstrated their qualifications.
- (3) Nominations for Athlete Representatives shall be open from August 15 in odd numbered years, through September 15, and elections of qualified nominees shall be open from October 1 until October 20. Any USLA member with voting privileges may nominate a qualified person to be an Athlete Representative, including, if qualified, themselves.
- (4) To qualify to as an elector or as an Athlete Representative, a person must:
 - a) have participated as a member of the National Team representing the United States at the World Championships within the 10 years preceding the election; or,
 - b) represented the United States on an international team selected and sanctioned by the United States Lifesaving Association in a multi-national lifesaving competition; or,
 - c) have participated in no less than three National Lifesaving Championships sanctioned by the United States Lifesaving Association; and,
 - d) must be a current member of the United States Lifesaving Association with voting privileges.
- (5) The qualified nominees with the highest numbers of votes shall be elected, with the following exceptions:
 - a) There shall be no more than one Athlete Representative from any USLA Region, so only the qualified nominee with the highest number of votes from any single USLA Region shall be elected.
 - b) There shall be no fewer than one male and one female among those elected, so if the highest number of votes received, after regional diversity is achieved as specified in the foregoing clause, are for members entirely of one gender, then the fourth Athlete Representative shall be the person of the opposite gender who received the highest number of votes among qualified nominees of that gender and who is from a Region that is not represented by the first three elected.

~~D.E.~~ Appointment of the Legal Advisor, and Medical Advisor

The Legal Advisor and Medical Advisor shall be appointed by the President and confirmed by the Board of Directors. A majority vote is required to confirm the appointment.



ATTACHMENT 2

E.F. Terms

- (1) The term of office for the President, Vice President, Secretary, Treasurer, ~~Executive Delegate, and~~ Liaison Officer, and Athlete Representatives shall be for two years with no limit on the number of terms.
- (2) The term of office for the Past President/Advisor shall be two years. If the President is reelected for successive terms the President elect may choose to retain the Past President/Advisor or appoint a director to fulfill the Past President/Advisor's responsibilities. Said appointment must be confirmed by a simple majority of the Board of Directors.
- (3) The term of service for the Legal Advisor and Medical Advisor shall correspond with the term of office of the President with continuing approval of the Board of Directors.
- (4) A vacancy in office of an officer or appointee, excepting an Athlete Representative, shall be filled by the Executive Committee until the next meeting of the Board of Directors at which time an election will be held for the balance of the term. If an Athlete Representative is unable, unwilling, or unqualified to serve, then the next qualified person who would have been elected at the most recent election of Athlete Representatives will be offered the position, retaining the proscription on more than one representative per Region and requirement of no less than one representative of each gender, until a qualified person accepts the position.

F.G. Quorum

A majority of the Executive Committee members shall constitute a quorum for the transaction of business.

G.H. Duties of the Officers

- (1) President – The President shall be the Chief Executive Officer of the Association and shall:
 - a) Preside at all meetings of the Members, Board of Directors and Executive Committee.
 - b) Have general charge of the business of the Association and execute, with the Secretary, in the name of the USLA, all deeds, bonds, contracts and other obligations and instruments authorized by the Board of Directors.
 - c) Subject to the approval of the Board of Directors, appoint such standing or special committees and subcommittees as outlined in Article XI, Sections 2 and 3.
 - d) Prepare the official annual report to the Board of Directors on the activities and affairs of the USLA.
 - e) Prepare a written report on the state of the Association including all duties and activities of the President for each meeting of the Board of Directors.
 - f) Be the Second Delegate to the International Lifesaving Federation (ILS) unless otherwise determined by the Board of Directors.
 - g) Have such other powers and perform such other duties as may be prescribed by the Board of Directors.
- (2) Vice President
 - a) The Vice President shall be vested with all the powers and shall perform all the duties of the President in the absence or disability of the President.
 - b) The Vice President shall also have such other powers and shall perform such other duties as may be prescribed by the Board of Directors.
 - c) Prepare a written report including all duties and activities of the Vice President for each meeting of the Board of Directors.
- (3) Secretary
 - a) The Secretary shall keep a full and complete record of the proceedings of the Board of Directors, Executive Committee and meetings of the Members; shall keep the seal of the Association (corporation) and affix same to such papers and instruments as may be required in the regular course of business; shall make and serve notices as may be



ATTACHMENT 2

necessary; shall retain a membership roll; shall distribute the minutes of the Board of Directors, Executive Committee and meetings of Members within thirty (30) days; shall maintain an updated copy of the Bylaws and Policies and Procedures; shall determine a quorum and the number of votes needed to pass on any item; shall verify Directors in good standing and perform all other duties incidental to the office of the Secretary.

- b) In the case of absence or disability of the Secretary, or refusal or neglect to act, notices may be given and served by the President or the Vice President, or by any other person authorized by the President, Vice President or Board of Directors.
- c) The Secretary shall have such other powers and duties as may be prescribed by the Board of Directors.

(4) Treasurer

- a) The Treasurer shall receive and safely keep all funds of the Association and deposit same in such bank or banks as may be authorized by the Board of Directors. USLA funds shall be disbursed only in accordance with the provisions of the Bylaws and the rules established by the Board of Directors on checks of the Association, signed as directed by the Board of Directors.
- b) The Treasurer shall control the keeping of the books and accounts of the Association and shall be responsible for the preparation of complete financial statements of the USLA. The financial statements shall consist of a balance sheet, income statement and other financial statements as may be required of this Association and shall be prepared annually or as otherwise directed by the Board of Directors. A record and accurate account of all receipts and disbursements shall be compiled by the Treasurer. All financial records shall be maintained on a calendar year January 1 to December 31. (Amended April 24, 2008)
- c) The Treasurer shall prepare a written financial status report for each meeting of the Board of Directors.
- d) The Treasurer shall cause the receipts and disbursements of the Association to be audited annually by a recognized firm of Certified Public Accountants authorized by the Executive Committee. A full written financial report shall be made annually at the spring meeting of the Board of Directors.

(5) ~~Executive Delegate~~ Athlete Representative

- a) The Athlete Representative shall represent the interests of lifesaving athletes, as well as the general viability and vitality of the United States Lifesaving Association as a whole~~Executive Delegate shall investigate and attempt to resolve those issues that arise during the daily operations of the USLA.~~
- b) The ~~executive Delegate~~ Athlete Representative shall prepare a written report including all duties and activities for each meeting of the Board of Directors.

(6) Past President/Advisor

- a) The Past President/Advisor shall advise and assist the President in the administration of the Association.
- b) The Past President/Advisor shall coordinate the activities of all committees as may be determined by the President.
- c) The Past President/Advisor shall prepare a written report including all duties and activities for each meeting of the Board of Directors.

(7) Liaison Officer

- a) The Liaison Officer shall maintain liaison and interface with all national and international organizations and shall be responsible for maintaining open lines of communication between the USLA and other national and international organizations.
- b) The Liaison Officer shall coordinate all exchanges between agencies.
- c) The Liaison Officer shall be the First Delegate to the International Lifesaving Federation unless otherwise determined by the Board of Directors.



ATTACHMENT 2

Article XI – Committees

Section 1 – Appointment

The President, subject to the approval of the Board of Directors, shall appoint such standing and special committees, as may be necessary to carry out the goals and objectives of the USLA. The Committees shall include members from all geographic regions, where applicable. The Competition Committee shall include one voting member from each USLA Region and a nonvoting chairperson, appointed by the President, subject to the approval of the Board of Directors. The three Athlete Representatives who received the highest number of votes at the most recent election of Athlete Representatives shall also be voting members of the Competition Committee.

Section 2 – Standing Committees

The following shall be considered standing committees: Membership, Public Education, Certification and Ways and Means. No Standing Committee shall be chaired by the USLA President, Vice President or Secretary.

Section 3 – Special Committees

The following shall be considered special committees: Competition, Heroic Acts, Junior Lifeguard, Magazine Publication and Website.

Additional committees and professional advisory boards may be created by the President or Executive Committee with the approval of the Board of Directors.

No Special Committee shall be chaired by the USLA President, Vice President or Secretary.

Section 4 – Nomination's Chairperson

A. Selection

At the Spring meeting of the Board of Directors, in each odd numbered year, the President shall appoint a Nominations Chairperson to solicit nominations for and interest in nationally elected and appointed officers.

B. Notification

The Nominations Chairperson shall notify the Secretary at least thirty (30) days prior to the election of candidates for national office. The Secretary shall include a copy thereof in a mailing to all Regional Boards of Directors, Directors and Officers. Said mailing may be accomplished by electronic means.

C. Additional Nominations

Any Director may make nominations from the floor at the time of the election.

