

## GA NAWGJ Board Meeting

Date: Sunday, July 31, 2016

Time: 2:00-5:00

Location: California Pizza Kitchen

Attendance: Marian Dykes, Gwyned Bius, Megan Bauer, Kathlyn Skeslock, Michelle Donovan, Stephen Conwell, Sharon Kelly, Stacey Harris, Kim Joye, Cynthia Davis

Roles Assigned: Leader-Kim Joye; Gatekeeper-Marian Dykes; Timekeeper-Michelle Donovan; Scribe-Cynthia Davis/Megan Bauer

### Agenda

#### Confidentiality Agreements

All members signed confidentiality agreements to be sent to national office.

Enter approval of previous minutes via emails; approvals for gifts via emails

Approval of previous minutes

Gift for Sharon Doyle.- \$303.86

Motion: Gwyned Bius

Second: Kathlyn Skeslock

Passed

Gift for Sheila - \$205.00

Motion: Marian Dykes

Second: Gwyned Bius

Passed

Why are we here? NAWGJ Primary Purpose

Review of NAWGJ Mission- To provide professional development and promote the sport.

#### SJD Meeting Update

Financial compliance/privileges

**--4 eyes compliance--** We need to have another set of eyes on quarterly financial reports. Kim asked for a volunteer to review financial reports and expenses.

Motion for Marian Dykes to review financials before they are submitted to RJD.

Motion: Sharon Kelly

Second: Cynthia Davis

Passed

**Travel reimbursement guidelines** - Review of travel reimbursement procedures and meet ref duties. "Carpool" is not to be used in any communication. Meet Refs should use the verbiage "refer to the R & P for travel reimbursement guidelines". The meet directors have to communicate expectations to the meet ref.

SJD will approach USAG Board regarding communication with meet directors and a possible policy.

Break time requirements - Review of new requirement for a 30 minute break between every session.

**Blast Off Update** (Sharon Kelly. & Kathlyn Skeslock.)

- Journals for athlete gift
- discussed medal options: nice ribbon to match journal: gold.
- Trophies for all around champions
- Deadline Aug 12th and schedule done no later than August 17th
- Set time for GA NAWGJ open meeting - middle of the day
- Asking for donations from judges for food/water/etc
- Stacy will organize judges assignments

**Other Board Position Updates**

**Secretary-** no update

**Assigner-**Changes to JIS for contracts sent, almost finished with HTB, LJO: double checked with gyms regarding request- a master list will be made, Replacements: Contracts need to be created and sent to Gwyned, the person originally assigned to the meet will be required to notify Gwyned of who will be replacing them. - When to book new judges

**Ethics/USAG Liaison-** Implement ideas for judges falling out of good standing status resulted from failure to attend clinics/etc paid for by NAWGJ, verify lists for CPE/In-Gym forms

**Education/Recruiting**

- Good turnout at state clinic with primarily positive feedback on surveys; of note, had a larger turnout of coaches than in previous years
- Will send out clarification document to all judges explaining difference between In-Gym Requirements for State/Regionals vs. CPE In-Gym plus reminder of CPE hours required by level
- Booking schedule for new judges and training TBD based on Blast Off Schedule
- Practice Judging for first year judges: will continue requirement of 3 volunteer sessions (2 sessions of levels 4-5 and 1 session of level 7-8), compulsory sessions can be completed at Blast Off; CPE forms must be signed and returned to Michelle Donovan
- Will plan practice judging and study sessions to coincide with National Course testing in 2017, can earn practice judging CPE hours if sanctioned
- Quizlet now updated with all new changes effective August 1, 2016.

**Hospitality-** blast off food donations in addition to volunteer time

**Website-** Creating a specific YouTube channel for practice judging videos (scripts will be on national usag website), post quizlet links, change some links on website

**Volunteer-** Coordinate volunteer judges for all GA state clinics, training camps, and NAWGJ-sponsored competitions as well as any regional/national competitions held in GA

**Reimbursement of cell phone, Internet and telephone for assigner**

Cannot exceed 25% unless approved by board

Motion: For GA NAWGJ to reimburse the assigner 75% of cellular and internet bill.

Motioned by Sharon Kelly

Second by Cynthia Davis  
Passed

### **Vouchers vs. Pay-sheets**

Cost of printing individual vouchers vs. single paysheet used in other states/regions. Which do we want to use?

Individual Vouchers to be paid for by GA-NAWGJ

Motion: Marian Dykes

Second: Kathlyn Skeslock

Passed

### **National Judges Cup**

Judges for 2017

- Pay for 2 Judges from GA, Travel, Hotel, Meals not provided by meet and \$125 per day Stipend, a volunteer list will be completed at Blast Off, and voting poll will be decided by GA NAWGJ Board based on rating, volunteerism, years of service, compliance, professionalism, official uniform -

Motion: Gwyned Bius

Second: Sharon Kelly

Passed

How can we promote and send team for Level 7 Team Challenge (2018)

Ideas- possibly pay for only the entry fees, a let the clubs get together a team

Tabled

### **Long Range Plan**

Establish a committee: people to volunteer to set a long range mission

- Kathlyn Skeslock, Cynthia Davis, Sharon Kelly, Michelle Donovan

### **New Business**

Discussion around financial incentive for volunteer activities.

Tabled until we have a long range plans to better define benefits to members and possible USAG supplement.

Facebook- Discussion held regarding a policy for meet replacements and the use of Facebook and mass email blasts.

Motion- Facebook is not to be used for obtaining a replacement under any circumstances.

Motion: Sharon Kelly

Second: Michelle Donovan

Passed

Following the motion regarding the use Facebook. The following procedure was developed.

- The originally contracted judge must contact the assignor for a list of available judges.
- The available judges must be contacted in order of seniority and given 12 hours to respond before the next judge is contacted.
- Upon securing a replacement, the originally contracted judge must contact Gwyned for a replacement assignment/contract to be issued.
- If an emergency arises, the assignor should be contacted immediately.
- For state meet replacements, contact the SJD.

Motion: Stacey Harris  
Second: Michelle Donovan  
Passed

By entering your name below, you enter your approval of the minutes to be entered into record.

<b>Board Member</b>	<b>Name</b>	<b>Date Approved</b>
State Judging Director	<i>Kim Joye</i>	8/10/16
Secretary	<i>Cynthia Davis</i>	8/1/16
Assigner	<i>Gwyned Bius</i>	8/4/16
Event Director	<i>Sharon Kelly</i>	8/3/16
Ethics/USAG Liaison	<i>Marian Dykes</i>	8/2/16
Education/Recruiting	<i>Michelle Donovan</i>	8/2/2016
Hospitality Director	<i>Kathlyn Skeslock</i>	8/5/16
Website Director	<i>Megan Bauer</i>	8/7/16
Volunteer Coordinator	<i>Stacey Harris</i>	8/11/2016
Recognition Director	VACANT	
New Judge Representative	<i>Stephen Conwell</i>	08/05/2016