

**ILLINOIS NAWGJ
BOARD MEETING MINUTES
Warrenville, Illinois
August 26, 2015**

I. Linda McDonald called the meeting to order at 7:25 pm CT.

II. Attendance - Kathy Krebs

Present:

Mary Lou Ackman – North Assigner

Brooke Bennett – Judge’s Cup – via GoToMeeting

Hilary Carlson - Education

Kathy Krebs – Administrative Assistant

Christi Kearns – South Assigner – via GoToMeeting

Linda McDonald - SJD

Cheryl Schuh – Web Master

Sue Woloszyk – Treasurer

III. Minutes

A. The minutes from the April 21, 2015 meeting were approved on May 17, 2015 via email vote.

B. The following motion was passed electronically on July 10, 2015 and is added to the April 21, 2015 minutes.

Recommendation that a \$50 per day fee for the Tom Koll Clinic be charged to coaches/clubs and out-of-state judges.

Motion: Deb Tritt

Second: Kathy Krebs

PASSED: UNANIMOUSLY

IV. Welcome/Introductions - Linda McDonald

A. Linda welcomed everyone to the meeting especially the new members, Hilary Carlson and Cheryl Schuh.

B. The Board was reminded that they should vote on recommendations based on how the recommendation will best serve the membership.

C. Board members were reminded to follow the chain of command. All questions should be directed to the SJD first.

D. Comments on Meeting Protocol

- a. GoToMeetings will be the platform that the Board will use for electronic meetings.
- b. An app can be downloaded to the phone in case a Board member will not be able to use the computer as the platform for attending the meeting.

E. Review of Summer SJD Workshop

- a. National NAWGJ will be adding an Education Board member.
- b. It is important that Illinois NAWGJ work closely with the Illinois USA Gymnastics Committee.
- c. Linda explained the insurance policies that exist to protect NAWGJ Board members while they are executing NAWGJ duties.
- d. Meet travel reimbursement policies were explained to the Board. Please refer to USA Gymnastics Rules and Policies for travel reimbursement.
- e. The National Constitution has been revised and is on the NAWGJ website.
- f. Membership renewals should be paid to the National office immediately after Judges Cup.
- g. Roberts Rules of Order will govern all Board meetings.
- h. Board members are asked to be respectful of each other during a meeting.
- i. A new Canon was inserted into the Constitution. The Canon prohibits gambling on gymnastics.
- j. Region 5 states were asked to contribute to Kentucky NAWGJ so that the newly elected SJD could open an account for Kentucky NAWGJ.

F. Forms

- a. All Board members were asked to sign an Ethics/Confidentiality Form.
- b. Linda discussed the necessity of maintaining a binder as a Board member that can be passed on to the replacing Board member.
 1. All Board members shall sign a form stating that they understand that the binder contains information necessary to perform the duties of their position. Such binder shall be kept up-to-date and shall indicate where NAWGJ owned equipment is located

within their residence, work place or other designated domicile.

V. Old Business

A. Guidelines Revisions - Linda McDonald

- a. The Guidelines will be discussed at another meeting.

B. Tom Koll Hotel - Linda McDonald

- a. Room reimbursement was discussed.

C. Tom Koll - Hilary Carlson

- a. Jobs will be reassigned to equalize assignments during the two days of the clinic.
- b. Hilary will research food for the clinic.
- c. Hilary will also investigate chair and table rentals.

VI. New Business

A. Board Member Reports

a. Administrative Assistant - Kathy Krebs

1. Discussed the need for members to send in photocopies of their NAWGJ receipt and the USA Gymnastics membership card.
2. Discussed the Ethics/Professionalism lectures at State Congress.

b. Treasurer - Sue Woloszyk

1. Sue gave a summary of the balances in the Illinois NAWGJ accounts.
2. Discussed the remaining restricted accounts that need to be paid out.
3. Discussed new judge stipend payouts.
4. Reported that 8 name tags for judges were ordered.
5. Restricted fund statements will be sent monthly from now through 10/31/15 to the remaining judges with balances in their accounts.

c. Judges' Cup - Brooke Bennett

1. Brooke discussed the progress of meet preparations for Judge's Cup which is on track and on time.

d. Web Master - Cheryl Schuh

1. Discussed the change of contact information for the web site host.
 2. Cheryl is investigating different web hosts to determine which host will serve the membership the best.
 3. Discussed Board member email addresses.
 4. Discussed adding email addresses to the current host site.
 5. Working on optimizing each page on the website.
 6. Discussed security of the website.
- e. North Assigner - Mary Lou Ackman
1. Demonstrated how to use the new assigning system.
- f. South Assigner - Christi Kearns
1. Explained that the number of available south judges is down.
- g. Education - Hilary Carlson
1. Plans to update practice tests for the web site.
 2. Will organize study sessions for testing.
- B. Budget for 2015 – 2016 - Sue Woloszyk
- a. Discussed the proposed 2015 – 2016 Operating Budget.
 - b. Board members were instructed to review their budget and make recommended changes.
 - c. The deadline for budgets is September 15, 2015.
- C. Helping Hands - Linda McDonald
- a. Discussed making a donation to a state in need in Region 5.
 - b. Discussed making a separate donation to another state in need through Helping Hands.
 - c. **Recommendation to make a donation of \$1,000.00 to Helping Hands and \$500.00 to the Kentucky NAWGJ.**
 Motion: Sue Woloszyk
 Second: Hilary Carlson
 PASSED: UNANIMOUSLY
- D. Joint Illinois NAWGJ/Illinois USA Gymnastics Committee Meeting - Linda McDonald
- a. Linda discussed having a joint meeting with the Illinois NAWGJ Board and the Illinois USA Gymnastics Committee.

E. Next Meeting

- a. The next meeting will be October 15, 2015 at 8 pm CT. It will be an electronic meeting using GoToMeeting.

VII. Motion to Adjourn at 10:03 pm CT.

Motion: Sue Woloszyk
Second: Cheryl Schuh
PASSED: UNANIMOUSLY

Respectfully Submitted,
Kathy Krebs
Administrative Assistant