

**ILLINOIS NAWGJ
OPEN MEETING MINUTES
Oswego, Illinois
October 3, 2015**

I. Linda McDonald called the meeting to order at 12:15 pm CT.

II. Attendance - Kathy Krebs

Present:

Linda McDonald - SJD

Kathy Krebs – Administrative Assistant

Mary Lou Ackman – Assigner North

Christi Kearns – Assigner South

Hilary Carlson - Education

Brooke Bennett – Judge’s Cup

Sue Woloszyk – Treasurer

Cheryl Schuh – Web Master

II. Welcome/Introductions - Linda McDonald

- A. Linda welcomed the membership to the open meeting and the Tom Koll clinic.
- B. Linda welcomed Tom Koll to the clinic and thanked him for coming to Illinois as the clinician for the Illinois NAWGJ clinic.
- C. Linda thanked Jessica Holtz and Phenom for hosting the Tom Koll clinic.

III. Old Business

- A. Linda reminded everyone to turn in his or her hotel receipts to Sue Woloszyk.

IV. New Business

- A. In Gym Critiques
 - a. Contact Christi Kearns for a contract. The contract includes insurance coverage.
 - b. Contracts are for critiques only, not in gym coaching.

B. Travel Arrangements

- a. Meet travel reimbursement policies were explained. Please refer to USA Gymnastics Rules and Policies for travel reimbursement.

C. Social Media

- a. Members were reminded to be mindful of what is posted on Social Media sites.
- b. Commenting on a meet judged with a note posted on Social Media could be interpreted as soliciting to be asked back to a meet and/or favoritism shown to the host gym.
- c. Meet Referees were reminded to pick up thank you notes from Linda to complete and give to the host gym.

D. Cannons

- a. There are now 17 Cannons
- b. Cannon 17 states that judges may not participate in any wagering activities involving amateur, collegiate or professional gymnastics nor can they provide any information to individuals involved in any type of gymnastics wagering activities.

E. NAWGJ Membership Site

- a. It is each member's responsibility to update personal information on the NAWGJ personal profile page. Information includes:
 - 1. Rating
 - 2. Change of address, email and phone numbers
 - 3. All membership renewal dates for USA Gymnastics and NAWGJ are now July 31 of each year.

F. Helping Hands

- a. Discussed a donation of \$100 and \$500 to a state in need in Region 5.
- b. Discussed making a separate \$1,000 donation to another state in need through Helping Hands.

G. Uniforms

- a. Uniforms are to be worn according to the judge's contract.

- b. The Lands End fleece jackets, NAWGJ sweaters and scarfs are not part of the uniform and should not be worn.
- H. Coaches Are Watching
- a. Be Professional
 - b. Be Prepared
 - c. Be Fair
 - d. Be Consistent
 - e. Score Independently
 - f. No Complaining
 - g. Watch What You Say
- I. Meet Referees
- a. Meet Referees are reminded to send event assignments to the Assigner and the SJD.
 - b. The USA Gymnastics State Committee wants to know what each judge is judging so state selections can be made based on competition assignments.
- J. Assigning – Mary Lou Ackman & Christi Kearns
- a. The new assigning system was explained.
 - b. If a judge accepts a contract they cannot remove themselves from that contract. Only the assigners can remove a judge from a contract.
 - c. Several issues with the assigning system are being addressed and corrected.
 - d. Assigners are working on the December calendar.
 - e. Christi thanked everyone for his or her willingness to travel to judge the South meets.
- K. Treasurer – Sue Woloszyk
- a. Currently finalizing the Budget for 2015 -2016. New budget begins on 11/1/15.
 - b. Final statements were sent to 14 members who still have a Restricted Fund balance. Those members have until October 31, 2015 to submit a request for reimbursement. If they do not submit a request by October 31, 2015 the money in their account will be moved to the General Fund on November 1, 2015.
 - c. A reimbursement form and receipt for Hotel cost (half) must be submitted for Hotel reimbursement.
 - d. Full budget information will be available at Judges Cup.

L. Judge's Cup – Brooke Bennett

- a. Brooke discussed the date, location, entries to date and judges availability to date.
- b. Judges were reminded to enter availability into Assigning System. NAWGJ will need to hire outside help if more judges do not make themselves available to work Judge's Cup.

M. Education – Hilary Carlson

- a. The purpose of education is to train new and current judges.
 - b. New judges
 - need practice tests and other study aides
 - need study groups before the test
 - need mentors when beginning to judge
 - c. Judges moving up
 - need practice tests and study aides
 - need study groups before the test
 - d. Current judges
 - need review sessions
 - need updates in a timely fashion
 - need to help new judges and judges moving up
 - e. What I plan to do
 - Update old tests
 - Make new study guides and tests
 - organize study groups and review sessions throughout the year
 - set up judges with mentors
 - f. I need help with
 - Writing and proofing test questions
 - finding study aids that help new and moving up judges
 - hosting study and review sessions
 - volunteering to mentor new judges and judges new to the state
 - finding new judges!!!
 - giving me new ideas on updated technology; e.g., possibly doing webinars or other ideas to reach you tech savvy people
- FEEL FREE TO CONTACT ME ANYTIME WITH
QUESTIONS & SUGGESTIONS, AT
Hilary Carlson, 328 Briarwood, Bloomingdale, IL 60108
Education Chair on the IL NAWGJ web page (ilnawgj.com)
my email: hilarycarlson@comcast.net
home phone 630-351-9704

cell 708-707-7618

- N. Web Master – Cheryl Schuh
- a. Created email accounts for all board members on the 1 and 1 site.
 1. Email addresses will not change even if board member changes. The password is updated for security purposes.
 2. Any email can also be forwarded to a personal email account.
 3. The email addresses for all board members are listed on the IL NAWGJ website under the About Us and then the Board tab.
 - b. Working on mass email notifications to all users for updates to web site, notices, changes, etc.
 - c. Working on upgrading the web-hosting package.
 1. Checked other web hosting sites.
 2. Checked different web hosting packages for current site.
 - d. Working on upgrading security for the web site and users.
 1. Checking into security for web hosting site with security package offered by 1 and 1.
 2. Working on securing user passwords.
 3. Working on user updates to passwords.
 4. Checking into an external hard drive for backup purposes.
 - e. Updated the Education page to include bullet points listing the dates for all updates for Compulsory, Optionals, and Technical. The links for each of these now opens in a separate tab.
 - f. Working on Judge's phonebook.
 1. Judges can update own information.
 - g. Updating the Web Master binder with all pertinent information for any changes, correspondence and procedures.
- O. Administrative Assistant – Kathy Krebs
- a. Thanked the membership for sending membership info in a timely manner.
 - b. Discussed the procedure for filing an Ethics complaint.
 1. Send an email describing the Ethics violation. Refrain from using profanity or slanderous statements. Stick to the facts.

2. A response will be sent confirming receipt of the complaint. The response may also include the fact that the complaint falls in the category of “bad human behavior” rather than an actual violation of Ethics.
3. The membership was reminded to professionally settle personal differences with other members.

VII. The meeting concluded at 1:15 pm CT.

Respectfully Submitted,
Kathy Krebs
Administrative Assistant