

**NATIONAL ASSOCIATION OF WOMEN'S GYMNASTICS JUDGES
NATIONAL GOVERNING BOARD MINUTES
NEWPORT BEACH, CALIFORNIA
July 12, 2016**

Call to Order

The meeting was called to order by President Evelyn Chandler at 1:30 pm (PDT). She welcomed all members present, including the new Region 8 RJD, Cookie Batsche, and the new National Education Director, Janice Eyman. She then called for a roll call for the record.

The following members were in attendance:

President: Evelyn Chandler
Vice President: Mary Lee Martin
Secretary: Barbara Tebben
Director of Finance: Patty Shipman
Region 1: Cindy Lord
Region 2: Ann Heppner
Region 3: Marilyn Blilie
Region 4: Robin Smith
Region 5: Donnalyn Trevethan
Region 6: Pat Panichas
Region 7: Bonnie Synol
Region 8: Cookie Batsche
National Judges Cup Director: Patty Shipman
National Librarian: Judy Dobransky
National Education Director: Janice Eyman
National Collegiate Assigner: Donnalyn Trevethan

APPROVAL OF MINUTES

The minutes from NGB conference calls on March 16, 2016 and May 24, 2016 were read and approved.

Motion: Robin Smith
Second: Bonnie Synol
Passed: Unanimously

EXECUTIVE BOARD REPORTS

President – Evelyn Chandler

Evelyn, accompanied by Donnalyn Trevethan, traveled to Indianapolis in February to meet with USAGym's Women's Junior Olympic Program Director Annie Heffernon, Vice President of Member Services Cheryl Jarrett, and Vice President of Program Development Luan Peszek.

Evelyn attended the National Junior Olympic Joint Committee Meeting in May. If our organization has a suggestion(s) for changes to the compensation package, the board will finalize it at the January meeting and submit the suggestions to USA Gymnastics at that time. Evelyn and Donnalyn Trevethan also attended the NACGC/W (College Coaches) meeting in May.

Evelyn represented NAWGJ at the USA Gymnastics Advisory Council in San Jose prior to Congress and held the annual Open Meeting on Saturday at Congress.

Vice President – Mary Lee Martin

Mary Lee conducted elections for Region 8 Regional Judging Director, as well as for three At-Large Directors: National Judges' Cup Director, National Librarian, and the new National Education Director. She also provided support for the many SJD and SGB elections held in Regions 2, 4, 6 and 8.

She noted that SJD's should be sending her their State Governing Board rosters, for insurance purposes.

National Secretary – Barbara Tebben

Our membership jumped to over 2,200 members this year, a gain of over 130 active members since July 2015. Our renewal date for all is now July 31 and our goal is for all judges to renew their memberships no later than August 31. Assigners need to be reminded that members who have not renewed may not be assigned to meets until memberships are in good standing. Barbara continues to renew group memberships and answer membership questions from SJD's and individual judges.

She will also explore more membership and communication options available from the Wild Apricot site.

Director of Finance – Patty Shipman

NAWGJ received a determination letter from the IRS in January confirming our 501 (c) 3 Status. Patty emphasized that this status is NAWGJ's most important asset.

Patty distributed an updated Balance Sheet and Profit and Loss statement. She filed the Form 990 Tax Return for FYE October 31, 2015 and issued disbursement checks for two periods ending January 31, 2016. Patty also presented the proposed Budget for FYE 10/31/17.

Patty continues to assist States, especially those with new SJD's, with their bank accounts, Quarterly Financial Reports and other financial questions.

AT-LARGE DIRECTOR REPORTS

National Librarian – Judy Dobransky

Judy noted that a major source of Library revenue going forward is the making and selling of specialized DVD's, as well as products from miscellaneous vendors. She said that flash drives are slowly replacing DVD's as the favored format.

Judy also completed new practice videos for the NCAA website, which will be available to college judges later this fall.

National Judges' Cup Director – Patty Shipman

Patty reported that the NJC held in Covington, Ohio was our second biggest meet in history, by numbers of competitors (1,335). Seventeen State Teams competed. However, the shortage of judges and lack of hospitality were concerns.

The 2017 National Judges Cup will be held in Virginia Beach, Virginia January 6-8.

The Board noted that our meet is the only Judges' Cup that USAGym will accept as volunteer hours for CPE for the National/Brevet Course requirements, provided that judges do not receive any stipend.

National Website Director

Although officially retired from the position, Judy Hoeflerlin was asked to accept a two-year appointment as National Website Director.

Cindy Lord: I move that Judy Hoeflerlin be appointed to a two-year term as National Website Director.

Second: Bonnie Synol

Passed: Unanimously

STANDING COMMITTEE REPORTS

Education Committee: Jan Eyman, Ann Heppner, Donnalyn Trevethan, Pat Panichas, Cookie Batsche, Judy Dobransky and Robin Smith

Jan reported that the Committee plans to send an education survey to all members via Wild Apricot to better understand what kinds of educational tools and assistance to provide. They also requested an initial amount of funding.

The Board discussed the Committee's ideas, which included lectures, educational and skill videos for the website, development of a mobile APP, and the institution of effective mentor programs. The Committee also hopes to coordinate video work with the NAWGJ Library.

Constitution Committee: Mary Lee Martin, Ann Heppner, Barbara Tebben

Mary Lee emphasized that all SJD's should have a printed copy of the State Judging Directors' Guide: Constitution, Operating Code and Election Guidelines. Also, our NAWGJ Mission Statement will be added to the title page of the Constitution, Operating Code, and Election Guidelines.

The Committee proposed the following revisions:

- 1) Under SJD Duties in the Operating Code, adjust State Governing Board meeting notification time to three weeks for SGB members and two weeks for State Members.
- 2) In the Election Guidelines, synchronize the terms of the five At-Large Directors. All terms would begin April 1 and end March 31.
- 3) In the Financial Policy, insert an addition regarding donations to the Disbursement of Funds Guidelines: *To protect our nonprofit status, do not use State or Regional funds for purposes not reflected in our Mission. For example, don't help an individual in need. Instead, pass the hat at an event but don't pass that money through your account. Don't help their cause with State or Regional funds.*

The Constitution Committee moves to accept these changes to the Operating Code and Election Guidelines.

Second: Marilyn Blilie

Passed: Unanimously

JAS Committee – Donnalyn Trevethan, Evelyn Chandler, Pat Panichas, Mary Lee Martin, Barbara Tebben

Four applications were received for one Regional Assigner position. The JAS Committee voted to replace outgoing assigner Denise Coats-Lauriat with Kelly Dornon Heimsoth (Iowa).

Collegiate judging sessions are being presented at National Congress and each Regional Congress this year, with the goal of improving judging consistency across the country.

Also, the JAS Committee recommended that an NCAA assigner may not assign a judge to a D-1 meet who already has seven D-1 assignments without obtaining permission from the National Collegiate Assigner. This directive would not apply to non-judging meet referee assignments or Conference meet assignments.

The JAS Committee moves to accept this recommendation, as well as the choice for the new Assigner.

Second: Mary Lee Martin

Vote: 10 in Favor, 1 Opposed

Meeting Recessed 5:10 p.m. PDT

President Evelyn Chandler called the meeting back to order on Wednesday, July 13, 8:30 a.m. PDT.

(STANDING COMMITTEE REPORTS, continued)

Site Committee - Bonnie Synol, Ann Heppner, Marilyn Blilie

The Site Committee will choose a site in Region IV for the 2017 NGB Meeting and State Judging Directors' Workshop July 11-16. A vote will be taken via conference call Monday, August 22 at 8 p.m. EDT.

AD HOC COMMITTEE REPORTS

Consequences Committee - Cindy Lord, Bonnie Synol, Robin Smith

The Committee established procedures for both members and Officers to return to Good Standing after having been removed from Good Standing. They developed two forms for inclusion in the Code of Professional Responsibility, copies of which must be sent to the respective RJD and the National Secretary.

The Consequences Committee moves to add the following two forms to the Code of Professional Responsibility: *Notification of Removal of Good Standing* and *Petition for Return to Good Standing*.

Second: Robin Smith

Passed: Unanimously.

Helping Hands Committee - Robin Smith, Cindy Lord, Ann Heppner

The Committee distributed an updated spreadsheet of its activity for 2014-2016. This year, the Committee paid the airfare for SJD's in Hawaii and Montana to attend the SJD Workshop. They also plan to fund a clinic in North Dakota this fall.

The Helping Hands Committee moves to fund a judges' clinic in North Dakota Fall 2016, expenses not to exceed \$2000.00.

Second: Pat Panichas

Passed: Unanimously.

Five-Year Plan Committee - Cookie Batsche, Cindy Lord, Marilyn Blilie, Robin Smith, Pat Panichas, Judy Dobransky, Jan Eyman, Patty Shipman, Evelyn Chandler

A Long Range Plan, covering the years 2016-2018, will replace the previous Five-Year Plan. This plan will help the National Governing Board and State Governing Boards guide their spending according to our Mission. The Committee distributed a spreadsheet listing the goals and activities for the five categories of the Plan, including Education, Communication, and Professionalism. National Governing Board members were assigned tasks to initiate facilitation. They are encouraged to gather ideas from Officers and judges in their States and Regions.

Regional Reports

Each RJD gave a report on her Region's activities the past year.

OLD BUSINESS

Elections

Evelyn reminded the RJD's that States must ask permission for co-SJD's to run for office.

Document Review

Some States either did not send their books to the designated reviewer, or the books were not sent to the correct reviewer. We will discuss this with the SJD's at their meeting.

NEW BUSINESS

2018 Symposium

The Site Committee reported that Dallas is their premier choice for the 2018 Symposium, based on costs for airfare and hotel, as well as proximity to an airport. The Board will finalize their plans when more information is available from USAGym regarding 2018 dates for testing and Regional Congresses.

The Committee moves to accept the proposed site for Symposium 2018 (Dallas).

Second: Robin Smith

Passed: Unanimously

Motion to adjourn: Bonnie Synol

Second: Pat Panichas

Meeting adjourned 11:10 a.m. PDT

RECONVENE THE MEETING SUNDAY, JULY 17, 2016

The meeting was called to order by President Evelyn Chandler at 8:05 a.m. PDT.

Budget Approval

Ann Heppner: I move to approve the Budget for FYE 10-31-17.

Second: Robin Smith

Passed: Unanimously

Increase in Per Diem Allowance for NGB Meeting/SJD Workshop

Based on participants' inquiries, the Board considered increasing the total per diem allowed for this meeting, effective immediately, noting that per diem should only be taken for meals not provided.

I move to determine per diem for the NGB Meeting/SJD Workshop based on the current IRS rate for the local site.

Motion: Cookie Batsche

Second: Bonnie Synol

Passed: Unanimously

Other Discussion Items

National Assigning System

The Board discussed the possibility of instituting a national assigning system. This was put forth to January, 2017, as more research is needed.

Florida's Travel and Reimbursement Policy for Judges

President Chandler offered the Florida policy as an example of State-implemented rules for travel reimbursement and per diem. NAWGJ State Governing Boards are strongly encouraged to work with their USA Gymnastics State Boards to work out what is best for their State.

Motion to adjourn: Bonnie Synol

Second: Pat Panichas

Meeting adjourned 9:25 a.m. PDT