

NATIONAL ASSOCIATION OF WOMEN'S GYMNASTICS JUDGES

Executive Committee Meeting Minutes

Meeting Date: September 2, 2026

Call to Order

President Teresa Barnard called the session to order on September 2, 2026, at 7:00 AM PT.

In Attendance:

- **President:** Teresa Barnard
- **Vice President:** Bonnie Synol
- **Director of Finance:** Robin Ruegg
- **Secretary:** April Brandon

Location: Virtual

Executive Summary

The Executive Committee convened to discuss operational updates, legal risk mitigation strategies, financial endowment oversight, and proposed updates to organizational bylaws.

Key Decisions & Discussion Topics

1. Website Membership & Payment Processing

- **Migration Goal:** Shift membership management directly to the primary NAWGJ website.
- **Fee Structure:** Due to legal prohibitions against credit card surcharges in certain jurisdictions (e.g., CT, MA, ME), NAWGJ may possibly **absorb transaction fees** (~\$1,200/year across ~400 renewals at ~\$3 each)
- **Long-Term Plan:** A modest \$3 membership fee adjustment will be evaluated for future cycles to offset absorbed processing costs.
- **Vendor Follow-Up:** Clarifications regarding group renewal capabilities and debit processing options are currently underway with the web vendor.

2. Management Updates

- The President will notify GymJas platform management directly to prevent system disputes.
- Reminders issued to SJDs regarding strict adherence to member data privacy and accurate pay sheet enforcement.
- **Unclaimed Funds Inquiry:** A solicitation from "Laos, Razo, and Associates" will be vetted directly at Bank of America prior to releasing any organizational information.
- **Trademark Oversight:** The 6-year trademark renewal deadline falls in 2026. Responsibility for tracking and submitting renewals will be integrated into the Secretary's standard operating duties.

3. Governance & Bylaws Modernization

- **Term Limits Threshold:** Proposed raising the minimum active member threshold for term limit enforcement from **15 to 25 judges** per state to alleviate strain on smaller states.
- **Website Director Role:** Reclassifying from an elected office to an **appointed position** to simplify recruitment and satisfy insurance guidance.
- **Attendance Enforcement:** Eliminating language stipulating "automatic suspension" for missed meetings, replacing it with standardized **disciplinary action procedures**.
- **Election Schedule:** Proposed advancing election start dates by one month to prevent overlap with Judges' Cups (RJD/SJD elections to launch April 15; State Committee elections to launch June 15).(It's mostly for assigning purposes.) RJD/SJDs would assume office on April 15th. SC members would assume office on June 15th.

4. Finance & Estate Bequest

- **Martha Dunn Estate Distribution:** Confirmed pending receipt of **~\$397,622.77** (NAWGJ's 10% share).
- **Investment Strategy:** Capital will be allocated into **laddered CDs** (\$100k increments across 3, 6, 9, and 12-month terms) to preserve capital liquidity.
- **Endowment Governance:** Establishing a dedicated Endowment Committee under the Finance Committee. A focus group including former officers will assist in drafting governance parameters.

5. Contracts & Operational Planning

- **Congress Speaker Terms:** Standardized compensation established at flat rates.. Complimentary hotel rooms will be granted for speakers delivering three or more sessions, and registration fees will be waived.
- **GymJas Legal Review:** Engaging a sports officiating attorney to review standard GymJas contracts regarding independent contractor classification, with updates targeting the 2027–2028 season.
- **Kansas City Site Visit:** Site visit scheduled with local tourism and event partners to coordinate upcoming national meetings.

6. Motions

- Jennifer Mann was approved to be Co-SJD in Maryland by the Executive Committee.
- Robin Ruegg moved to consult a sports attorney to evaluate GymJas independent contractor contracts for future updates. Motion unanimously approved.

Adjourned 8:35 am

Assignment / Task	Responsibility	Target / Status
GymJas/ Rating Entry: Notify Sjds to check organizations ratings before meets	President	Immediate
SJD Communications: Send SJD meeting invites + reminders on privacy, pay sheets, and expenses.	President	Pending
Vendor Technical Call: Clarify group renewal debit capabilities and multi-select functions.	President / Secretary	Scheduled
SJD System Access: Add Jennifer Mann (MD Co-SJD) to the official record and assign portal access.	Secretary	Completed
Member Census: Run state-by-state renewal reports to evaluate 25-member term limit threshold.	Secretary	In Progress
Bylaws Amendments: Draft language re: Appointed Web Director, 25-judge threshold, and attendance.	Bylaws Committee	Draft Stage
Banking Verification: Visit BofA branch to vet legitimacy of "Laos, Razo, & Associates" letter.	Finance Director	Pending

Trademark Renewal: Coordinate with Evelyn Paradis and clarify self-renewal procedures.	Secretary	Pending
Legal Counsel: Engage sports attorney to review GymJas independent contractor terms for 2027–28.	President	In Progress
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Financial Allocations: Finalize bylaws distribution report and execute state/region funding transfers.	Secretary	Pending