

WSCCA Board Mtg @ Retreat (In person, Snoqualmie Pass)

6/22/24 10AM

Dana, Megan, Laura, Nikka, Cathy, Traci, Tara, Catherine, Alicia, Kristine, Ashanti, Tanica, Danni

On phone – Jeni, Maddy (also arrived in person), Stacy

Meeting called to order @ 10:13AM

Meeting minutes from conference -

-Cathy motioned to approve minutes from meeting at conference

-Tanica Seconded

-13 Approved, 0 Nay

Board Goals (Dana)

Coaches Education

Small School Support (Financial and/or education)

Board Visibility (camps, games, comps, regional meetings)

Old Business

1. Treasurers Summary (Dana) –

Old desktop version of QuickBooks no longer supported. Dana had issues getting access and migrating data to online version of QuickBooks. Worked with Quickbooks support to troubleshoot. Dana will work with new treasurer to get books caught up on online version.

Multiple people stepped up to be treasurer.

Kim W. offered to do books as bookkeeper through her business. Would need to delegate duties of treasurer & bookkeeper. (approx. 150\$ a month) Accountant firm vs. Someone connected to board.

\$32,591.61 in bank account (\$30,000 given in scholarships-pending, \$25,000 down payment paid towards conference 2025 and final 2024 bill paid)

2. VP Summary –

Looking at adding VP 2 position back. We would need to delegate duties between the two positions.

3. Officer Elections – Elected

- President, Dana
- Secretary, Nikka
- College Director, Kristine
- Member Director, Catherine
- ~~-Finance Director, Laura~~
- Tech & Marketing Director, Madi

(positions appointed by exec board during retreat – Kim M – VP2, Laura S – Treasurer, Mikey – Finance Director)

4. Approval of 2 new interns

- Megan & Stephanie

New Business

1. Treasurers report
 - a. Quickbooks update (Dana addressed earlier)
 - b. Had to extend audit date
2. Conference Survey
 - a. Sound system issues
 - b. Back to back keynotes
 - c. Kim M. & Judges classes received high praise
 - d. Stunt class location (will have extra room)
 - e. Food was good
 - f. Scholarship – want them to talk
 - g. Awards – sound and having winners talk
3. Review Board Roster
 - a. Always use board emails for board business
4. SOP updates
 - a. Updates went out this week to all coaches (social media & emails)
 - b. Additional updates will be voted on at next WIAA board meeting (August 18-19)
5. Set Dates/Times Locations for 24-25 Board Meetings

- a. Exec Board meetings – 1st Monday of every month @ 7PM
 - b. September 15 (In person)
 - c. December 8 (in person)
 - d. January 12 (Zoom)
 - e. March 2 (Zoom)
 - f. May 31 (at Conference)
 - g. 6 weeks from conference (June 27-29)
6. Set Competition Schedule
- a. Kim Kawachi Situation
 - i. Need to reach out to districts HR for dates of employment (KSD & ISD)
 - ii. Future change of wording on application to host
 - iii. Place disclaimer on website and comp websites that comps are ran by school, not WSCCA and comments and concerns should be directed to schools.
 - b. Review order of seniority
 - i. Kim would hold top spot, Laura, Tanica, Kim, Mickey, (rotating) Dana-Angelica-Shana, Emily, Tia-Traci, Katherine, Alejandra
 - ii. 3 new comp directors eligible for 24-25 – Megan, Laura S, Kristine
 - iii. January 4, November 2 (KW hosting varsity for UCA qualifier 11/2)
 - iv. **Proposed** -
 - 1. WEST - Nov 9 (Megan @ Rogers), Nov 16 (Tanica @ GK), Nov 23 (Tia @ RR, Traci @ Foster), Dec 7 (Angelica @ Decatur), Dec 14 (Shana @ AM), Dec 21 (Dana @ BHS), Jan 11 (Kim @ Skyline, Laura N @ GH)
 - 2. EAST - Nov 16 (Ferris), Nov 23 (Pasco), Dec 7 (Mead), Dec 14 (Hanford), Jan 11 (Hanford), Jan 18 (Moses Lake)
 - v. Table talking about restructuring date selections (**December mtg latest**)
 - c. Contact those whose choice dates are unavailable
 - i. Dana to contact those coaches
 - d. Contact coaches for the internship program
 - i. Richland (Eastside) 1st choice
 - 1. Todd Beamer (Westside), Mt Rainier (Westside) - waitlisted
 - ii. Need to intern at Last Chance (east or west)
 - iii. Limit to one person per year to intern, at most
7. Transfer & Addition of elected positions
- a. VP #2
 - i. Tanica motion to be made to add on VP #2 into our bylaws

1. Laura seconded motion
 2. All approved (16), no nays (0)
- b. Treasurer vs Bookkeeper
 - i. Exec board can and will appoint treasurer
 - c. Vendor Rep
 - i. Conflict of interest during conference
 - ii. Conference & Jr state/last chance biggest events
 - iii. Megan & Alicia have volunteered to share role
8. Assignment of Event Directors/Teams
- a. Championships
 - i. Director – Dana
 1. Assistant – Maddy & VP 2
 2. Team – Stacey, TBD
 - b. Conference – Danni & Nikka
 - i. Director -
 1. Assistant – Tanica
 2. Team - TBD
 - c. All-State (March 22nd)
 - i. Director – Alicia
 1. Assistant – VP 2, Alejandra??
 2. Team - TBD
9. Assignment of Detail Teams
- a. Membership – Catherine (Current 254 members)
 - i. Team - TBD
 - b. Rubric Review – Kim M (skills portion)
 - i. Team – Mikey, Dana, 3 Judges
 - c. Scholarship/Grant - Kaysha?/Laura
 - i. Team - TBD
 - d. Recognition – Tanica, Cathy, Traci
 - i. Team - TBD
 - e. Teach & Marketing – Maddie
 - i. Team - TBD
 1. Exec&Director Photos/Bios
 - f. Vendors – Megan & Alicia
 - i. Team - TBD
 - g. Safety & Education – Tara/Tanica
 - i. HS Directors, Rec Director
 - h. BB State – Esha (update?) - non-issue – Cindy Adsit taking over

- i. Bylaw/constitution/Policy Review – Exec Board
 - i. Team – Board to look over
 - 1. CD Seniority – change to 1 year? 2 years? Grandfathering/No grandfathering?
 - 2. Board member/exec member requirements – coaching requirement, 1 event/1 committee involvement
 - j. Website update -
 - i. Menu Update
 - ii. Design Updates

Table –

- 1. Up membership fees
 - a. Include - What do memberships include? (Vendor packages?)
- 2. Scholarship Limits
 - a. Defining scholarship wording
- 3. Visibility of recognition throughout year – posters, scripts for announcements at events
- 4. Board requirements – coaching? Coaching high school specific? Events and committees – meetings AND in person event

Meeting adjourned at 1:07PM.