

## 2018 NAWGJ REGION 3 BOARD MEETING MINUTES 7/13/18

### 1. Welcome and Call to Order (sign confidentiality form)

- Meeting called to order 6:08 PM
- Special welcome and introduction to Kelly Shane, new SJD of New Mexico

### 2. Roll Call: AR, CO, KS, NM, OK, TX, WY

- AR, CO, KS, NM, OK, TX present

### 2. Read & Approve Minutes of July 14, 2017 Meeting & sign

#### APPROVAL OF MINUTES

MOTION: Nichole Otterson: I move to approve the minutes from the July 2017 meeting in Milwaukee, Wisconsin

SECOND: Jeana Ely

APPROVED

### 4. Executive Board Reports: (Judges Cups- how are states doing, fundraisers, memberships, etc.)

-AR:

- Successful 2017-2018 season
- Five new judges and a record of seventeen total number of judges.
- Two State Clinics planned
- No Judges Cup planned this year
- Continued focus on funding education and testing for all judges

-CO

- Strong 2017-2018 season
- Financially strong despite Compulsory numbers down for Judges Cup
  - After analysis, are moving Xcel Bronze and Silver to a fall "Great Outdoors" event with already over 400 athletes registered
- Financial planning for National Symposium with judges' travel stipend
- Continuing to improve CO NAWGJ Digital Library
  - Developed innovative means to view NAWGJ videos (with permission from Judy Dobranski) on CO website via Google Drive
  - Direct links to scripts
- 9/10 Regionals: Great feedback on the wonderful hospitality provided by CO NAWGJ

-KS

- Good financial shape and positive 2017-2018 season
- Developing specific and accountable New Judge Mentoring Program

- Hosted first JC ever in an outside venue
- Planning financially for National Symposium to assist all judges with fees and travel expenses
- Level 8 Regionals: Positive feedback on hospitality and single rooms for judges
- Planning for two regional meets this coming season in Kansas – L8 and Xcel
- Planning for 2019 National Judges Cup hosted in Kansas
- Continuing to work on judges' professionalism, with focus on uniforms last season

- NM

- Held three small Judges' Cup meets
  - Compulsory with Theme
  - Optional Critique
  - Xcel
- Financial priority of saving for National Symposium expenses

-OK

- Strong financial shape
- Members received \$500 for testing, travel, clinics, and books
- Paid NAWGJ membership fees for 21 active judges
- Membership up to 36 judges – encouraging involvement for all
- Sent Level 7 team to National Judges Cup
- Also sent Level 6 team to NJC, as there is currently no Regional Meet for level 6's
- Working on volunteers for 2019 NJC to assist Kansas
- Hosting both L 9/10 and L7 Regional this season; working on filling volunteer slots
- Relationships between coaches and judges continuing to improve
- Implemented 4-judge panels for state meets

-TX

- GAT affected by Hurricane Harvey
  - Gibson donated athlete bags afterwards
- Budget tight
  - Number of judges increasing from approximately 90 to 150
  - Four Judges Cups held but cancellations of entries due to Harvey
  - Large expenses for National Judges Cup, therefore chose club to represent L7 team for NJC
- College Club Nationals – three gyms
  - OK helped with judges
  - Great experience for all
- Xcel Extravaganza
  - Hosted in spring before Xcel Regionals to fill gap before regional competition
  - Included Compulsory entries
  - Good profit which freed up funds to assist with volunteers at Regional meets

- WY (Not Present)

## 5. UNFINISHED BUSINESS:

**A. RJD funding:** Membership break down (\$60.00) - RJD receives \$12, SJD's get \$5. In past SJDs of Region 3 have agreed to let RJD have their \$5/member. So RJD gets a total of \$17 per member. (This is a way for RJD to get funding. Other ideas?)

- MOTION: Carol Williams - I move to continue existing Region 3 funding policy of the region retaining the states' \$5.00.
- SECOND: Jeana Ely
- PASSED- UNANIMOUS

**B. 2018-19 Budget Approval (sign);** vote on paying RJD to attend Congress: Travel expenses.

- Confirmed support for initial set-up costs allocated for GymJas to be well worth the cost; cost will go down in 2019
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- MOTION: Katherine Gatschet- I move to approve travel expenses for National Congress for RJD Marilyn
- SECOND: Jeana Ely
- PASSED – UNANIMOUS
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- MOTION: Nichole Otterson- I move for Region 3 RJD and SJDs to meet annually at Region 3 Congress.
- SECOND: Kelly Shane
- PASSED: UNANIMOUS
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- MOTION: Jana Caldwell – I move to approve the proposed 2018-2019 Region 3 budget
- SECOND: Jeana Ely
- PASSED – UNANIMOUS
- Budget Approved additionally via signature of all members present

**C. Financials/Minutes: Per Diem: (\$64.00 \$34.00 \$18.00 \$12.00)**

Reminder: 1099 Deadlines – End of year.

Spend down by sending judges to symposium

Make sure states have 5 Yr, plan for large sums of money, spending down,

- If there is a balance greater than your start up balance for next year, then spend down funds

Do not put anything in “other” on quarterly, find itemized line

USE check register in REAL TIME

Financial review by financial assistant that they have reviewed once a month to have 4 eyes on quarterly Support for WV

- Receipts and financial reports need signed off
- Quarterly reports require original signature
- If sending digitally, send two folders with everything to Marilyn (1.Report, Special Events, Bank Statements, 2. Receipts, etc.)
- Please make effort to send reports in a timely manner

**D. Education Committee:** Projects: Good, Better, Best; want good models; will have illustrations of 6/7 vault

**E. Website: Website Committee** - Website committee to recommend Web Content & Committee to be developed with minimum of 1 of the 3 persons from the board in addition to the Website Director (replace Judy H.)

What Postings on Region 3 NAWGJ page? Any educational presentations you would like to share

- Testing link

**F. Helping Hands Donation: Help to Symposium**

What have you done to help other states; what else could they do to help with Helping Hands Funds

- Continue to encourage your board to donate

**G. Constitution Committee: Ann, Cindy, Barb**

Term Limits: Constitutional Change – Directors and Officers have term limits

- Working on balancing turnover with prevention of entire new leadership, therefore will be staggered
- Working on term limits addressing governing boards in future

Operating Code: Motion for Term Limits came as a recommendation from the Constitution Committee

Will be addressing term limits for the Executive Board and State Governing Board

**H. Symposium- 7/11-14/18 @ Renaissance-the Worthington Hotel, Ft. Worth, TX**

**Encourage states to work with SGB members to financially support members to attend Symposium**

- All states working hard to fundraise for this educational opportunity for their judges

SJD Workshop on Wednesday afternoon to Thursday at 12:ish

New SJD come in Tuesday for Wed. AM Meetings.

Nat. Board: Sunday 7/7/19–committee mtgs Sunday PM and Mon. AM; Board Mtg Monday PM & Tuesday.

Theme Committee – Gymopoly, Rodeo, - breakout/SJD (New Frontiers: Steering our path Forward)

Program Committee (for presenters) Jan, Evelyn, Cookie, Pat, Donna (Application for Jed Talks)

Door Prize Committee – Bonnie, Marilyn, Cindy

Coaches to talk Technique

Presenters: Tech – Pat P, Connie M., Linda T, Marian D, Cookie, Cheryl H., Carole B, Tom Koll, Tom Forester

Banquet Committee: Barb, Robin, Denise

Budget Committee: Patty S, Judy D., Evelyn (Gifts- roller bags, I pad pens, etc)

RFP for Recognition at National Symposium: Submit projects that are sharable – existing projects are also eligible

Lunch & Learn: 3 -10 min. presentations during lunch; brown bag:

What's it like to judge the Olympics; how to deal with Difficult People; Jed Talks; Q & A with President

**Discipline/Consequences Committee: (Ad Hoc) Cindy, Denise, Robin**

Consequences Committee will be providing more guidance to SJDs for Canon Violations

## **6. NEW BUSINESS:**

**A. Awards:** Develop Regional Hall of Fame/Lifetime Awards

- MOTION: Kelly Shane- I move to establish Region 3 Award, criteria TBD
- SECOND: Jana Caldwell
- PASSED - UNANIMOUS

Green Flag award - New Award to be named annually for a member-at-large who has made major contributions to NAWGJ or to the enhancement of judging. Each Region will submit one person as their regional award winner and a national winner will be named from that group

**B. Elections:** SGB applicants go only to RJD

**C. Best Practices for NAWGJ website and social media:** NAWGJ Social Media/Posts & websites may not be used for personal or business gain without written permission from National Governing Board

Guidelines for the Best Practices: Top Ten Tips from Evelyn-catalysts; Blogs- if making money can't say NAWGJ; state NAWGJ can advertise Judges' Cup – any website or social media should only benefit NAWGJ treasuries

**D.. JAS Committee:** Donna, Denise, Patty, Evelyn

- One Regional position still open- application deadline extended

**E. Discussion of approaches to USAG:** Testing Task Force: Cookie, Ann, Marilyn

Searching for better method of accountability that produces a positive affect on our learning & becoming better judges,

**F. Discussion of USAG Region 4/8 – private rooms**

NAWGJ supports judges having their own rooms; should be paid by meet directors (not NAWGJ - doesn't benefit entire membership).

**G. Forms:** change 'employment' to 'engagement' on the NAWGJ Contract

Due Dates changed: NAWGJ Regional Yearly Statistical Analysis & Regional Judging Director's Report Form Reporting period for statistical report will be July 1, 2017 - June 30, 2018 but due in November with all other reports,

July 1, 20\_\_ - June 30, 20\_\_; Due to RJD 11/20 by SJD; RJD due date to all indicated 11/30; Inventory Report due to RJD 11/20, July 1 of 2017 to June 30, 2018 due 11/20/\_\_;

Financial review by financial assistant - they have reviewed (receipts/all) once/month to have 4 eyes – sign off quarterly. A line with a check box will be added to the Quarterly Report for the financial assistant to sign.

Quarterly Reports: checkbox- I certify that I have reviewed all financial statements, receipts, etc.-signed by Financial Assistant. Every Board must have financial assistant that must check all monthly /quarterly bank statements.

Motion: accept electronic signatures on electronic fillable forms with the exception of the financial assistant signature on the Quarterly Financial Report. (added to #4 on SJD Duties-OC)

## **H. Documents:**

Document Review: 10 left to do (August/September) Can submit all on Google Doc in future.

Documents Due - Inventory report, statistical analysis, SGB Form

**I. National Congress:** NAWGJ Annual Open Mtg.: Thursday, August @ 9, 4:30 at Congress in Providence, RI

## **7. Adjournment**

- MOTION: Kelly Shane – I move to adjourn
- SECOND: Nichole Otterson
- MEETING ADJOURNED 8:51 PM

### **10 Issues to Think About When it Comes to Your Social Media Policies.**

1. Copyright and trademark infringement. Your organization could get sued for copyright infringement due to an article, photo, music, or video it posted on one of its sites without the permission of the copyright holder. Tip: Understand the fair use doctrine. Trap: Expecting attribution to offer protection against charges of infringement.
2. Fundraising and foreign state registration requirements. Your organization might need to register in any state in which it is engaged in charitable solicitations (36 states and the District of Columbia require registration). Tip: Check out The Unified Registration Statement (<http://www.multistatefiling.org>). Trap: Disregarding registration laws and their application to funds raised through the Internet or social media (see the Charleston Principles).
3. Events and foreign state qualifications to do business. Your organization might need to file with the secretary of state or other state business agency in each state in which it is doing business (see, for example, the California Secretary of State's explanation of the requirements under California law – <http://www.sos.ca.gov/business/be/faqs.htm#form-question7>). Tip: Think about whether you are responsible for an event organized through your social media channels and whether it triggers the need to qualify to do business in a foreign state. Trap: Organizing an event then claiming it's not your responsibility.
4. Volunteers (and agents of the nonprofit) or independent supporters. Your organization could be responsible for the actions of its volunteers and agents, particularly if it didn't screen, train, or adequately supervise them. Tip: Recognize that the more you control individuals, the more likely they are your agents and the more likely you may

be liable for any of their negligent actions. Trap: Directing individuals or committees to act in the nonprofit's name and not providing any rules or limits to their authority.

5. Supervision of agents of the nonprofit (authorized communications, confidentiality and privacy issues, harassment/discrimination, defamation, bullying). Your organization should make sure that its employees, volunteers and others do not use the organization's social media sites to misrepresent what it does, divulge confidential or private information, violate laws designed to protect employees, or defame others. Tip: Provide written rules and guidelines to make clear what is and is not acceptable in an agent's use of social media. Trap: Relying on an agent's common sense to avoid violating any laws.

6. Advocacy and rules regarding lobbying and political activities (for agents of the nonprofit and users of the nonprofit's social media and communication platforms). Your organization may be able to best advance its mission by dedicating resources to advocacy and, to the extent permissible, lobbying and political activities. Tip: If your organization is a public charity, check out the resources offered by the Alliance for Justice/Bolder Advocacy (<http://www.afj.org/our-work/issues/bolder-advocacy>) – you might be able to do much more in this area than you think. Trap: "liking" political candidates or publishing unsolicited comments with political messages on a moderated site, either of which may jeopardize a charitable organization's 501(c)(3) status for violating the prohibition against electioneering.

7. Collaborations with other organizations and partnership/joint venture issues. Your organization should take steps to ensure that it understands its legal commitments and potential exposures to liability when entering into any collaboration, whether formal or informal. Tip: Make sure you recognize whether you want your obligations to your collaborative partner(s) to be enforceable. Trap: Unintentionally creating a legal partnership in which each partner may be completely liable for harm created by the other partner.

8. Ownership of social media accounts. Your organization should understand whether or not it owns or has controlling rights over social media accounts it has instructed employees or volunteers to manage. Tip: Where appropriate, state in a writing acknowledged by your employees that your organization owns or has the controlling rights over specified social media accounts. Trap: Claiming ownership of a social media account in which the individual was given no rules or terms of use to freely publish anything of personal interest, which could result in the organization being deemed responsible for harm caused by something published.

9. Employee use of social media and protected activities. Your organization's employees have rights to engage in certain activities that are protected under law. It takes more than common sense to know these rights as an employer. Tip: Understand that complaints about management and the board on social media sites may be protected from retaliation — see *The NLRB and Social Media Policies* (<http://www.nlr.gov/news-outreach/fact-sheets/nlr-and-social-media>). Trap: Adopting overbroad policies that restrain employees from exercising their rights to engage in concerted activities for mutual aid or protection.

10. Violations of policies. Your organization's policies should include rules (not just guidelines), and these rules should be fairly and reasonably enforced. Tip: Develop internal and external response strategies for violations of policies. Trap: Failing to emphasize the importance of your social media policies and train your staff and volunteers accordingly. E

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