



Wisconsin Association of Cheer & Pom Coaches, Inc.
Board of Directors Meeting
12.4.2022
Email Update

Members: Adamczyk, Alger, Bruins, Dawson, DeBruin, Franklin, Gilchrist, Greenwald, Jacobson, Kube, LaVelle, Luedtke, Marcellus, Norrish, Je.Pankow, Ju.Pankow, Poeschl, Rahjes, Rindt, Schultz, Ward, Welke, Wolfe

WACPC Mission Statement: Educate, Motivate, Collaborate & Celebrate

WACPC BOARD of DIRECTOR and COMMITTEE MEETING NORMS

TIME	LISTENING	CONFIDENTIALITY	DECISION MAKING	PARTICIPATION	EXPECTATIONS
-Utilize parking lot to stay on time/topic -Limit personal storytelling	-Listen to understand not to respond -Listen to what's being said and not how -Limit interruption	-Use when appropriate -Present as one committee - an individual's votes/opinions should not be shared	-Make decisions based on what's best for most - Maintain decision stance at least until the following year	-Be an active member (i.e. educate self, attendance, preparation) -Follow up on assigned duties	-Be prepared ahead of time -Ask questions in advance if possible via Facebook committee group

I. President's Report

- A. Code of conduct agreement by board of directors and committee members
 - 1. Still need from 9 board/committee members, reminded
 - 2. [Complete here](#)

II. Secretary's Report

- A. [Previous minutes](#) - 10.2.2022
- B. Reminder to committee co-chairs on agenda/minutes storage and posting process was emailed

III. Treasurer's Report

- A. [Financial Report as of 12/1](#)
- B. Account Balances
 - 1. Checking \$103,639.45
 - 2. Electronic \$200,687.30
 - 3. Savings \$150,005.01

IV. Dance Committee Report ([Full Minutes](#))

- A. Event Planning
 - 1. Planning for all dance events in process
 - a) Held dance site director meeting to assign tasks and help everyone understand who does what
 - b) Will hold another one mid-late Dec.
 - 2. Purchased additional Marley for in person All State solo performances
 - a) Using a wood dance floor with marley over top vs. having dancers perform on marley/concrete floor.
 - (1) Being proactive instead of reactive to potential injury and also providing an even playing field where all athletes dance on the same floor.

- B. Communication & Education
 - 1. Mentorship program up and running.
 - 2. Scoresheet coaches corner held mid Nov.
 - 3. Plans to host coaches corner for All State athletes and how to understand the score sheet.
- C. Competition Advancement
 - 1. Creating processes and procedures for lineup creation.
 - a) 3 bowls
 - (1) 1-Started registration after the 12/20 deadline. Will be put at the beginning of the drawing.
 - (2) 2-Teams that are missing pieces of registration after the 12/20 deadline (excluding photos). Will be drawn first.
 - (3) 3- Registration completed prior to the 12/20 deadline (excluding photos). Will be drawn second.
 - b) Utilizing one cheer individual, comp adv committee and dance committee chairs to continue with transparency.
- D. Judge Coordination
 - 1. Training well attended! Around 80 judges trained for 22-23 season
 - 2. Contracting in process for all events.
- V. Cheer Committee Report (No meetings in Oct. & Nov.; email updates instead)**
 - A. Event Planning
 - 1. Event logistics/planning underway
 - a) Considering off site parking/shuttle for buses/drivers
 - 2. Rotation Timing for each event will be as follows:
 - a) JEM (5 minute rotations) - 3 strips, 3 strips, Full Mat
 - b) Prelims (4 minute rotations) - 3 strips, 3 strips, Full Mat
 - c) State (5 minute rotations) - 3 strips, 3 strips, Full Mat
 - B. Communication & Education
 - 1. Mentorship pairings and introductions made
 - 2. Collecting membership feedback re: Coach's Corner logistics
 - a) Updated schedule to be shared soon with focus on individual scoresheets
 - 3. Handbook updates made and posted to the website
 - C. Competition Advancement
 - 1. Planning and support for WACPC endorsed local event pilot sites is underway; contracts have been sent
 - D. Judge Coordination
 - 1. Judge training was a success!
 - a) Evaluation are wrapping up
 - 2. In the process of finalizing judging assignments for pilot sites as well as JEM, Prelims, and State
 - 3. Mascot routine timing has been extended from 1 minute to 1 minute & 30 seconds (reflected in updated cheer handbook located on the website)
- VI. Operations**
 - A. Constitution/Handbook Committee Report
 - 1. WACPC Constitution & Bylaws - 2022 Recommended Revisions
 - a) Approved at General Membership meeting (11.13.22)
 - b) Updated on website ([link](#))
 - B. Finance Committee Report
 - 1. Credit Card approved, will be able to add authorized users as needed

2. Kube added to banking, removed Norrish
3. Contract language approved for sites
4. 10 Samsung tablets purchased
- C. Membership Report
 1. Membership count: 523 as of 12/2
 - a) Last year we had 519
 - b) Couple invoices out for additional members
- D. Ethics Committee Report
 1. Reviewed issues brought forward regarding team recruitment.
 - a) No evidence was found, no action was taken. Party submitting the concern was informed of such.
 2. Reviewed another issue regarding the eligibility of who transferred schools.
 - a) Appeal was approved

VII. Communications

- A. Committee Report - [Minutes 10.25.22](#)
 1. Social Media
 - a) Rindt, Welke, Kube, Dawson, and Wolfe will manage
 - b) Canva brand guide is created for consistent color/fonts
 - c) Will be utilizing a template for coaches to fill out for competition events
 2. Website
 - a) Monitored by execs and cheer/dance co-chairs for changes as needed
 3. Programs
 - a) Adamaczyk, Dawson, Gilchrist, Kube, Welke, Wolfe will manage
 - b) Template created for both JEM events, Dance Regionals, and Cheer Semifinals where respective committees can fill out for the event
 - c) Checklist created for State booklet programs
 - (1) State dance deadline 1/29
 - (a) Lead:
 - (b) Support workers:
 - (2) Cheer dance deadline 2/19
 - (a) Lead:
 - (b) Support workers:
 - d) YIR will be full workgroup, template/checklist to work from
 4. Coaches Corner
 - a) Updates provided with education/communications under cheer/dance committee
 5. Newsletter
 - a) 12/1 newsletter went out

VIII. Events

- A. Fall Conference Committee Report
 1. Post Conference Survey has been sent to attendees.
 2. Final Fall Conference Committee Meeting will be held following the end of the survey to review results and provide future recommendations.
 3. Estimated financial result: a loss of \$3,322.
- B. Apparel Committee Report
 1. Vendor selected for 2023 events
 - a) Reviewed 3 vendors total, all very close

- b) Selected Hummingbird Apparel
 - 2. Design created
 - 3. Alger working with vendor to get stores open for 2023 events as soon as possible
 - 4. Looking into 4 year color scheme rotation to avoid repetitive colors
- C. Sponsors & Vendors Report
 - 1. Successful vendor/sponsors at Fall Conference. Estimated revenue \$3,000 plus contributions (Pom Express, Sargento)
 - 2. Evaluating vendors and available space for upcoming Championship series events per contract language.
- D. Technical Judges Report
 - 1. No update

IX. Recognition Report

- A. Scholarships
 - 1. Submission window is OPEN!
 - a) Application and Evaluation Form links have been posted to the [website](#)
 - 2. Submission window will close March 6, 2023, end of day
- B. Sportsmanship
 - 1. Nomination [link](#) is OPEN!
- C. Hall of Fame
 - 1. No current action
 - 2. Next Steps:
 - a) Review and update process for 2023
- D. Coach of the Year
 - 1. Submission Deadline is December 5th
 - 2. Next Steps:
 - a) Review submission & make selection
 - b) Present to BOD for approval
- E. Scholar Athlete
 - 1. [WACPC SCHOLAR ATHLETE AWARD \(1\).docx](#)
 - 2. Added to the website 12/2
 - 3. Next Steps
 - a) Schedule email/social media blast with announcement

X. New Business

- A. Virtual votes since last board meeting
 - 1. **Welke moves to induct Cindy Hollander (dance), Veronica Bhonnan (cheer), Elite Tumbling (industry), and WOW Factor (industry) as the 2022 WACPC Hall of Fame class. Second by Greenwald. 14 yes, 5 no, 1 abstain, 5 non-vote. Motion carries.**
 - a) [Candidate Bios](#)
 - b) Discussion regarding process/qualifications, outlined [here](#)
 - c) Discussion around contributions by all four recommendations
 - (1) This is what we worked off tying to the E=Mc2.
 - (a) CONTRIBUTION
 - (i) Has the nominee made an outstanding contribution to the advancement of cheer and/or dance in the state of Wisconsin?
 - (b) PROMINENCE

- (i) Have the nominee's achievements in coaching, choreography, music, event production, administration, organizational leadership, or performance distinguished them from his/her contemporaries? Will his/her contribution continue to be valued by cheer/dance participants into the future?

(c) INFLUENCE

- (i) Has the nominee's influence been of major significance to the sport, even though contributions may have been confined largely to a single field of specialization?

(2) These criteria will be applied to the four pillars of the WACPC mission statement, E=MC2; Education, Motivation, Collaboration, Celebration.

d) Other nominees not recommended were discussed

2. Kube moves to approve contracts for Fall Conference at The Wilderness for 2024, 2025, and 2026. Second by Welke. 19 yes, 2 non-vote. Motion carries.

- a) Contracts shared with full board via email
- b) Contract makes note of a deposit - our agreement does not require a deposit (confirmed with Wilderness)
- c) Cancellation before 6 months is no charge (confirmed with Wilderness)
- d) Differences from previous contracts: pricing on these contracts are the same over the three years. However, please note that the room rates have increased approximately \$40 and the meeting ballroom space has increased by approximately \$500 for each ballroom over our existing contracts which were executed several years ago. The food guarantee did increase, however, note that we will hit that regardless.
- e) Discussion around pricing out other venues
 - (1) We did survey the Fall Conference committee but received limited responses regarding future conference locations. The few that responded favored the Wilderness Lodge location because of facilities, etc.
 - (2) One suggestion for Madison area but no venues provided
 - (3) With the cancellation clause in the contract we can still review other locations and cancel 6 months prior without risk. Recommended by the fall conference committee to move forward with signing these contracts to secure a location/dates.
 - (a) Fall conference committee will follow up with a post-conference survey to see if location change is relevant or if we need a larger venue for future events.

3. Ju/Pankow moves to purchase 10 new tablets at a cost no more than \$3,000. Second by Welke. 17 yes, 5 non-vote. Motion carries.

- a) Need to purchase as current tablets are aging and having battery issues. Current tablets will still be needed for ticketing with POS devices as that device requires iOS.
 - b) New tablets to be used for video and playback purposes which would also include all state judging needs.
 - c) Looking to purchase on Black Friday deals android tablets
 - d) Purpose of having larger bulk is to be able to run 2 events on all WACPC-owned devices and not need personal devices of board members or host site.
 - e) Discussion on android vs ios tablets
 - (1) Currently have 7 ipads, to be used for ticketing and replace as needed
 - (2) Android better for storage of video playback
- 4. Kube moves to accept the proposed contract template for WACPC sites for Cheer JEM, Dance JEM, Dance Regionals, and Cheer Preliminary events. Second by Bruins.**
- a) Kube moves to amend the motion for a revised template based on discussion. Second by Rindt. 19 yes, 2 non-vote. Motion carries.**
 - b) Discussion prior to amendment
 - (1) Contract template shared via email
 - (2) Items worth noting:
 - (a) Contact information at the top is to be filled out by the cheer/dance co-chair based on the facility need. (example - remove cheer mats if this is for a dance event)
 - (b) Highlighted options are editable based on the event needs.
 - (c) Facility fee agreement can be a flat rate of pay OR 15% of admissions, but cannot be both. There is not a cap on flat rate.
 - (d) Under responsibilities, workers should be detailed CLEARLY - site is responsible for ___ and WACPC responsible for ____
 - (e) This template was derived from a combination of the State Cheer Watertown Contract, State Dance La Crosse Center Contract, and language from our speaker/judge contracts.
 - (3) Concern about missing language for vendors
 - (4) Concern about clarity around percent of admissions versus facility fee
 - c) Discussion after amendment:
 - (1) Revised contract template shared via email.
 - (2) Will be fully in effect for 2024. Do need to execute a contract for 2023 sites that do not have one but will be flexible to capture arrangements already made with host sites.

XI. Old Business

XII. Next Meeting: March 5, 2023 11am-2pm virtual

Future Meeting Dates

<input checked="" type="checkbox"/> December 4, 2022		BOD Meeting	Email Update
<input type="checkbox"/> January 14, 2023		JEM Cheer	Fond du Lac HS
<input type="checkbox"/> January 21, 2023		JEM Dance	Port Washington HS
<input type="checkbox"/> January 28, 2023		Dance Regionals	Various
<input type="checkbox"/> February 3-4, 2023		Dance State	La Crosse Center
<input type="checkbox"/> February 18, 2023		Cheer Prelims	Oregon High School
<input type="checkbox"/> February 25, 2023		Cheer State	Oshkosh Arena
<input type="checkbox"/> March 5, 2023	11am-2pm	BOD Meeting	Virtual
<input type="checkbox"/> April 1-2, 2023	Time TBD	BOD/Committee Meetings	In Person - TBD
<input type="checkbox"/> May 7, 2023	11am-2pm	BOD Meeting	Virtual
<input type="checkbox"/> June 4, 2023	11am-2pm	BOD Meeting	Virtual