

## Meeting Minutes

November 10th 7pm 2024

**In attendance:** Jen L., Courtney, Leah, Staceyann, Mara, Brenna, Trent, Cailey, Audrey, Dakia, Sarah, Katie R, Tammy

**Absent:** Bailey, McKenna, Missy

1. Jen called the meeting to order at 7:00\_\_ PM.
2. Review old minutes [Minutes October 6, 2024 Agenda.docx](#)  
Courtney made a motion to approve the minutes. Brenna seconded the motion.  
Minutes approved.
3. Treasury report
  - a. checking:  
[https://drive.google.com/file/d/1188yBJrTfgZs\\_kDCTMfSuNMXGAEqwJqK/view?usp=drive\\_link](https://drive.google.com/file/d/1188yBJrTfgZs_kDCTMfSuNMXGAEqwJqK/view?usp=drive_link)
  - b. [https://drive.google.com/file/d/1P3kppC1ehHPk5XHGGj02JCwdxNBjqu1y/vi ew?usp=drive\\_link](https://drive.google.com/file/d/1P3kppC1ehHPk5XHGGj02JCwdxNBjqu1y/vi ew?usp=drive_link)
  - c. CD's: see above documents
    - Payments for registrations for fall competition are still coming in. Judges' payments are also not paid yet.
    - Sarah wondered about the donation payments. Audrey stated that it was paid to DSU for their help during the coaches convention.
    - Jen questioned if we could break down the payment lines to be more specific. Audrey will look into this to customize further.
    - Audrey received a check from a credit card company written out to Billie Ann for the amount of \$14. This was from leftover points from the previous credit card. Right now there is not much we can do with it until it would be signed and the cash would be given to NDCCA.
      - Sarah suggested that we just let the \$14 go.
      - Dakia motions to give the money back to Billie Ann; Brenna seconded it. Motion passed. Staceyann will send the check back to Billie Ann with a note just to cash it.
4. Email response (Coach Kitchen)- Jen
  - a. We will not be responding to her email since attorneys are involved, and we will work through the process with our attorneys before we release information to the rest of NDCCA membership.
5. Documents sent to attorney

- a. [https://drive.google.com/file/d/1Q-knOx1doi5FYMURULy4-rWhFmqMGmfC/view?usp=drive\\_link](https://drive.google.com/file/d/1Q-knOx1doi5FYMURULy4-rWhFmqMGmfC/view?usp=drive_link)
- i. [https://drive.google.com/file/d/1NeRrIAgWwwVjKKLeWc4PXP0uj1CDCRL/view?usp=drive\\_link](https://drive.google.com/file/d/1NeRrIAgWwwVjKKLeWc4PXP0uj1CDCRL/view?usp=drive_link)
- ii. [https://drive.google.com/file/d/1-U0xp9-fD2G1Wj7fmbjth8nHiu9RIODS/view?usp=drive\\_link](https://drive.google.com/file/d/1-U0xp9-fD2G1Wj7fmbjth8nHiu9RIODS/view?usp=drive_link)
- iii. [https://drive.google.com/file/d/1iwF9k3qcPi5Vd1H3B4IXsoLYRIwYVGDx/view?usp=drive\\_link](https://drive.google.com/file/d/1iwF9k3qcPi5Vd1H3B4IXsoLYRIwYVGDx/view?usp=drive_link)
- iv. [https://drive.google.com/file/d/1UtIVgtx53bv7i4v\\_-JVz3zQK36-ZAXSj/view?usp=drive\\_link](https://drive.google.com/file/d/1UtIVgtx53bv7i4v_-JVz3zQK36-ZAXSj/view?usp=drive_link)
- v. [https://drive.google.com/file/d/1UM6jP7M3RR1bCt4RAVYcGvylv8gIKQ2T/view?usp=drive\\_link](https://drive.google.com/file/d/1UM6jP7M3RR1bCt4RAVYcGvylv8gIKQ2T/view?usp=drive_link)
- vi. [https://drive.google.com/file/d/1m1oSq9GVyWtyPYkRn3q42rD6nAjy6db/view?usp=drive\\_link](https://drive.google.com/file/d/1m1oSq9GVyWtyPYkRn3q42rD6nAjy6db/view?usp=drive_link)
- vii. [https://drive.google.com/file/d/1u-5rCPPpYFS90J1FxKARom52W9qxTzFo/view?usp=drive\\_link](https://drive.google.com/file/d/1u-5rCPPpYFS90J1FxKARom52W9qxTzFo/view?usp=drive_link)

1. Sarah wanted clarification about the Hebron poms situation since it is not in the April minutes.
  - a. Audrey clarified that it was discussed after committee work and there wasn't any follow-up after the discussions.
2. Courtney reminded board members that our attorney requested that the documents shared today should be confidential.
3. Sarah stated that she doesn't feel like the actions that have been taken are not right. She doesn't agree how it has all happened without the rest of the board's knowledge.
  - a. Jen reiterated that the executive board met with Billie Ann and that meeting ended abruptly.
  - b. Audrey added that the executive board spent much time with the evidence and decided to offer Billie Ann a chance to resign gracefully. We all know how much Billie Ann has dedicated to this organization. No one is

doubting or denying that. With the information the executive board had, we did what we thought was best. Because a lawyer was involved on Billie Ann's behalf, we then consulted our lawyer. Our hope is that Billie Ann will resign at the end of the fall season.

- c. Tammy wondered when the executive board met with Billie Ann and how long we allowed for her to respond.
  - i. The executive board met with Billie Ann on September 2nd. At that time, we requested that she resign. After many emails back and forth, the executive board members were served with a letter from her attorney.
  - ii. Courtney also added that the executive board had requested to meet with Billie Ann after the initial meeting on September 2nd. Billie Ann did not show up.
  - iii. Trent mentioned that at our board meeting, we had voted to place Billie Ann on suspension. Audrey stated that we did while we continued to gather additional evidence, which confirmed the Human Kinetics questions.

## 6. Competition update

- a. Staceyann feels like things are ready to go.
- b. Sarah stated that 22 teams are registered and about 190 athletes involved. A lot of teams are involved in timeout and quite a few in gameday, even with the new format.
- c. Livestream is the goal. Staceyann is working on this. She will send out the link the week of competition.
  - i. The comp committee will reach out to dance to see how they stream.
- d. Sarah requested a list of hotels for Minot since there are many events occurring in Minot during those dates. Jen will send an email the day after fall competition and the week after.
- e. Smartwaivers are working alright but it takes time. Sarah has sent multiple emails this week to make sure coaches know who has turned in their medical release forms.

7. Insurance update - competition and board

- a. Competition insurance is in place. Board insurance will be put in place after the current situation.
8. Memberships on the website: Memberships had to be approved before payment could be made. Cailey and Audrey have fixed that and those affected have been notified.
9. Sarah made a motion to adjourn the meeting. Staceyann seconded the motion. Meeting adjourned at 8:07 PM.

Meeting minutes respectfully submitted by Leah Ness

Next meeting: schedule next board meetings - December's board meeting 7pm, December 8th.