

## Meeting Minutes

December 3rd 7pm 2023

In attendance: Billie Ann, Jennifer, Courtney, Sarah, Staceyann, Brenna, Ranee, Leah, LuAnn, Cailey, Audrey, Dakia, Katie R.

Staceyann called the meeting to order at 7:00 PM.

1. Review old minutes
  - a. Ranee motioned to approve the minutes; Sarah seconded.
  - b. Motion passed unanimously.
  
2. Treasury report
  - a. checking: \$35,683.02
  - b. CD's: \$16,236.65
    - i. Billie Ann communicated that she is still working on the competition report as some costs are yet pending.
    - ii. Ruth requested a more in-depth treasury report with QuickBooks. Cailey updated that she is going to be working on it and getting it updated.
    - iii. Staceyann requested that the updated report be uploaded to the NDCCA Google Drive. Cailey confirmed that it would be done.
  
3. November Competition Update
  - a. Jump off thoughts
    - i. alt class B and class A??
    - ii. go to 2 judges per jumper?
      1. Lots of discussion about how to seamlessly implement this and consider the feedback from fall 2023 competition. Discussion of having individual events on Friday evening.
      2. Jennifer suggested tabling the suggestion of a two-day event until the April meeting and revisiting then.
      3. Sarah suggested intermingling class A and class B within CDR and then finishing with class A. The same set of judges **MUST** be consistent within the class system. Music needs to be played during the jump-off so it isn't so awkward.
      4. What if we put 2 or 4 jumpers of the same class out on the mat at the same time to cut back on time?

5. Does a tech judge need to count the number of jumps? Katie is willing to do that.
6. Staceyann suggests keeping the jump-off alternating with CDR. Music needs to be played to help with awkwardness.

#### 4. Competition Division restructure/clarification on divisions and subdivisions

- a. Discussion on setting a clear-cut line about numbers in regards to small and large divisions to make it simplified for coaches and allows coaches to know exactly what division they will be competing in.
- b. Discussion of possible tumbling versus non-tumbling divisions to be tabled until April.
- c. Should we go to an automatic small and large in class A and a small and large in class B?
- d. Small division includes up to 11 cheerleaders; large is 12+ no matter what at this point. Katie will update Kevin about the split divisions that will ultimately occur.
- e. The question arose about what happens when a team has an extenuating circumstance that results in the team having to switch divisions. Sarah will be working on setting guidelines so teams know what to do prior to the competition. Audrey communicated that in other competitions, teams that may have to drop down still get to compete, and nothing changes in the schedule in those situations.
- f. Cailey stated the point that National competitions have the manpower to take on multiple roles while the NDCCA is limited. Hosting a competition is stressful for those who take on responsibilities.
- g. Sarah made the motion that competition will automatically include a small and large division. Audrey seconded the motion. It passed unanimously.

#### 5. Competition Video- Dwayne is no longer doing it.

- a. If Dwayne would like to video winter competition, NDCCA would be willing to have him.
- b. Leah suggested that NDCCA do something to show him support after his many years of supporting NDCCA competitions.
- c. NDCCA will allow Dwayne to come to us if he wishes to video future competitions.
- d. Raneë suggests of sending a card to him

#### 6. Late comp. fee payments; late medical forms-what to do about it

- a. WF Sheyenne has not paid and all contact has resulted in nothing being paid yet.
    - i. Sarah will send an email to WF Sheyenne and Billie Ann will call Sheyenne's Business Office for clarification on payment.
    - ii. Board discussed continued issues with payments and hosting expectations.
  - b. Board discussed a payment requirement that purchase orders or payment must be paid within 5 days of the competition. If payment is not received by that time:
    - i. Any day after that 5 days will result in a 3% fee for every day thereafter.
  - c. Winter Competition Update
    - i. Registrations must be finalized by January 22nd and ALL paperwork must be submitted by February 1st.
  - d. Communication from registering schools is of utmost importance.
7. Staceyann found that Google Cloud and Google Workspace are secure.
- a. Cost consideration to be explored.
  - b. Medical forms would be secure.
8. What are the attendance expectations for board members 75% vote!
- a. Audrey made a motion to require board members to attend 75% of board meetings; absences in certain circumstances would need to be considered by presidents and vice president. Again, communication is always key.
  - b. Lu suggested establishing more restricted guidelines for larger events like competition.
  - c. Clear communication to Carrie B. and Anya need to be sent since both have been absent multiple times without communication.
9. Parade of athletes switch up- Audrey
- a. Audrey suggested that Parade of Athletes should be switched to the end of competition to alleviate pressure for our athletes.
  - b. Parade of Athletes will now be at the end of competition.
10. Middle school divisions and rules-Audrey

- a. Middle school teams MUST follow middle school NFHS rules.
- b. If grade-levels 6-8 compete in private competition, that is acceptable. However, 6th graders cannot compete at NDCCA competition junior varsity or varsity level. Ultimately, if 6th graders compete on a team, the team MUST register for middle school division.
- c. For registration, NDCCA will need to include a grade level drop down.
- d. If your team is registering using a middle school name, your team must compete in the middle school division.

11. Judges feedback and expectations- Jen L.

- a. Teams identified that there weren't enough written comments. The overall feedback from coaches is that they would like more personalized feedback.
- b. Sarah and Staceyann will communicate this request with competition judges.

12. Non picture trophies-

- a. Medals and trophies- Courtney
  - i. Now that more specific divisions are set, hopefully all teams and athletes will result in trophies and medals on the day of competition.
  - ii. NDCCA gave out 200 medals at Fall competition, and we will work to make sure there are enough for the athletes.
  - iii. Discussion about the cost of awards
    - 1. IF a team earns a plaque, could we also award individual medals? Maybe ribbons with colors coinciding with place?
    - 2. Sarah will talk to Chris.

13. checklist for site directors

14. Feedback

- a. separating all divisions by class A and B
- b. Only 7 cheerleaders competed All-American, so maybe we stick with one division for that?
- c. Sideline is different.
  - i. Brenna stated that Class B cheerleaders feel like this should be separated.

ii. Katie suggested we reconsider this in April. Board will reconsider in April.

15. Other

a. Tumbling

i. Anything initiated on 2 feet is running.

ii. Standing versus running:

1. Standing back handspring and standing back tuck are standing tumbling skills

iii. Anything you need to step into is running tumbling.

1. Katie will update.

b. Lu requests that our meeting minutes be uploaded to our NDCCA website.

16. Jen L. made a motion to end the meeting at 10:14 PM. Every other member seconded.  
Meeting adjourned at 10:15 PM.

Next meeting: schedule next board meetings - January's meeting 7th 7pm???