

Minutes of the National Administrative Committee Meeting

June 6-7, 2008 Boston, MA

1. ROLL CALL

National Administrative Chairman Kathy Ostberg called the meeting to order at 3:00 pm on Friday, June 6.

Region 1	Jennifer Krause (excused absence)
Region 2	Meg Doxtator
Region 3	Cori Rizzo
Region 4	Jim Schlott
Region 5	Bobbi Montanari (late due to travel delay)
Region 6	Jen Scannell
Region 7	Lynn Perrott
Region 8	Deb Kornegay
JO Program Director	Connie Maloney
VP of Program	Kathy Kelly
Member Club Director	Loree Galimore
VP Member Services	Kathy Feldmann (via phone)

II. MEMBER SERVICES REPORT

Kathy Feldmann gave an overview of the Background check procedures and answered questions from the RACCs. Kathy will be at the State Chairman Workshop, as will representatives of NCSI. There will also be presentations scheduled at the National Congress. As of February 2008, a person who has already gone through a background check through NCSI for another organization may be able to use that background check, provided that the criteria are the same.

Kathy also indicated that the Safety course, manual and exam are being updated.

III. MEMBER CLUB SERVICES REPORT

Loree Galimore reported that the Tyson Fitness Challenge's goal is to raise a million dollars. If a region wants to participate, there will be a regional contest and the regions can win a clinician for a day.

New safety posters and fliers to the students are now available to member clubs. Also, a new book will be available next week to Member Clubs: *Best practices for the Gymnastics Business*. This book will be available for purchase to non-member clubs. Loree gave the committee members a sample of the new packet distributed to Member Clubs.

IV. RULES & POLICIES

The Administrative committee has sent corrections/additions to Connie for revision of the R & P. The time line is to have the copy ready for print by July 1, 2008.

Connie reviewed the unofficial minutes from the JO, TC and JO/TC meetings and indicated that a JO Update will be distributed at the State Chair Workshop.

The committee discussed the disparity across the country in regards to coaches and judges visibly displaying their USA Gymnastics Professional Membership cards. There were also concerns regarding the safety of wearing a lanyard while spotting an athlete.

Recommendation to change the Women's Rules & Policies, Page 11 Part One, Section III, I. Coaches Duties & Responsibilities, A.

Coaches/Judges must be prepared to produce their current USA Gymnastics Professional memberships card or event-specific credential at sign-in and also in the field of play, if requested, at all USA Gymnastics sanctioned events.

Motion: D. Kornegay

Second: J. Schlott

PASSED

V. JO NATIONALS & LEVEL 9 EAST/WEST CHAMPIONSHIPS

Work is in progress on developing a "Delegation Leader Handbook" for the JO National events. Kathy Kelly requested that the committee review the amended USA Gymnastics Delegation Handbook as it applies to the JO National Championships.

Kathy would like the Regional Administrative Committee Chairmen to take a larger leadership role at the JO National Championships and other events within the region. The Committee discussed ways that their input and leadership could be beneficial and enhance the competition experience.

Committee members discussed ideas for better promotion of our events and the USA Gymnastics staff will bring those ideas back to the events and marketing departments.

VI. REGIONAL CONGRESSES

Kathy Kelly appraised the RACCs of the progress on their Regional Congresses. Region 3, 4 & 8 are completed, and scheduling for Regions 1, 2, 5, and 6 is close to being finalized. Information and schedules are posted on the web site under Education. Final e-mail alerts will be sent shortly. The office requested assistance in getting information from the presenters for the Congress booklets. Rachel will inform the RACCs of the vendors that will be attending.

Region 3 & 8 RACCs are requested to check the clinician count to verify the number of clinicians for meals, due to the fact that they are sharing some clinicians.

VII. TOPS REBATE

Kathy Kelly was requested to look into the disbursement of the TOPS Program regional rebates.

VIII. APPAREL

Clarification: All apparel at JO Nationals must reflect regional identification only. Use of the words "National Team" on regional apparel is not allowed.

Suggestion for signage on apparel to include:

The Regional Logo

Level 10 Regional Team

IX. STATE CHAIRMAN WORKSHOP

Kathy Ostberg reviewed the schedule for the workshop to be held on Sunday, June 22 at the Philadelphia Marriott Downtown Hotel.

8:00 – 8:30	Continental Breakfast
8:30 – 11:15	Meeting for all SACCs
11:15 – 1:30	Hall of Fame luncheon
1:30 – 4:00	Meeting for all SACCs
4:00 – 5:00	Meeting for New State Chairs only

X. REVIEW OF STATE CHAIR HANDBOOK

Kathy Ostberg asked the committee to review the State Chair Handbook and submit to Rachel Brazo for revisions. The office will prepare new books for distribution at the SC workshop.

The Operating Code will also be updated by the Women's Program Committee and posted on the website.

XI. VACANCIES OF STATE OR REGIONAL OFFICERS

Recommendation to the Women's Program Committee to amend the Operating Code, Article IX, Section B, State and Regional Chairmen, (page 16) to:

In the event of resignation or removal of a State Administrative Committee Chairman or any regional officer, an election must be held to fill a vacancy of a state or regional officer if more than one-half of the term remains. If 50% or less of the term remains, an interim appointment will be made, according to the guidelines already listed in the Operating Code.

Motion: L. Perrott

Second: C. Rizzo

PASSED

The meeting was adjourned at 10:05 pm.