



Wisconsin Association of Cheer & Pom Coaches, Inc.
Board of Directors Meeting
October 8, 2023
[Zoom Link](#)
3:25-4:30 pm

Members: Adamczyk, Alger, Bruins, Buchholz, Bump, DeBruin, Franklin, Greenwald, Jacobson, Kube, LaVelle, Luedtke, Marcellus, Nielsen, Je.Pankow, Ju.Pankow, Poeschl, Rahjes, Rindt, Ward, Welke, Wolfe

Present: Alger, Buchholz, Bump, DeBruin, Franklin, Greenwald, Jacobson, Kube, LaVelle, Luedtke, Marcellus, Nielsen, Je.Pankow, Ju.Pankow, Poeschl, Rahjes, Rindt, Ward, Welke, Wolfe

Absent: Adamczyk, Bruins

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. Meeting procedures

- A. Keep comments pertinent, avoid repetition
- B. No computer/phone use during discussions, focus on topics at hand, use internet computer etc. only when researching info pertinent to the discussion
- C. Email info@wacpc.com and president@wacpc.com if you cannot attend meetings.

II. Call to Order 3:28 pm

III. Additions to the Agenda/New Business

- A. Finance Committee Recommendations

1. Ju/Pankow moves to Use DocuSign as our contract integration solution, enrolling for 1 year at the Non-Profit Price of \$17.50/mth (\$227.50). Second by Kube. All in favor, motion passes.

- a) Pricing/details: go.docuSign.com/cobranded/4/impact/
- b) We would enroll 1 user - new box contracting@wacpc.com for all WACPC contracting.
- c) More professional look/feel
- d) Easy to use

2. Ju/Pankow moves to use QuickBooks for all invoicing for 2024 Competition Registration, competition fees to be absorbed by WACPC. Second by Rahjes. All in favor, motion passes.

- a) Estimated maximum loss is approximately \$6,000
 - (1) \$1/per registered person
 - (2) Note that not all registrations are credit card pay
- b) Integrates with accounting system on back end
- c) More professional looking than SportsEngine
- d) Already paying for service through Quickbooks, no extra cost

B. Recording of Routines Recommendation

1. Buchholz moves to eliminate the recording rule and utilize the sportsmanship and ethics statements to guide any potential concerns that arise. Second by Rindt.

- a) Would ask to take due diligence to survey.
- b) Locals - would it be a concern with WACPC ethics if this does not pass
 - (1) Could still come to ethics but potentially could just be a reminder from ethics that it isn't allowed at WACPC events
- c) What would happen if survey comes back that one side wants it and one doesn't
 - (1) Would have to have further discussion at that point
- d) Does the rule/procedure need to be unanimous for both sports
 - (1) Is currently organizational policy
 - (2) Could be changed but should seek membership feedback before doing so

e) Je/Pankow moves to table the motion until we can do a discovery of member feedback. Second by Welke. 10 in favor, 8 no, motion passes.

- (1) Would like to set a deadline of this feedback
 - (a) Survey this week, results by 10/13 or 10/14
 - (b) Questions include cheer/dance coach and if they'd be in favor of eliminating the rule or not.
 - (c) Come from BOD Communications committee
 - (i) WACPC is considering eliminating the policy of videotaping other routines entirely, would you be in support or not?
 - (ii) Consider providing the handbook policy in description or link and reference pages.
 - (iii) Send from membership email
 - (d) Next steps would occur electronically for BOD
 - (i) Cheer is meeting 10/16

C. JV Teams without Varsity

1. Rahjes moves to accept the process outlined below for teams to compete as a JV team without a Varsity team. Second by Greenwald. All in favor. Motion passes.

- a) Use what is in the handbook as is
 - (1) Line of admin approval already included
- b) Process
 - (1) Request from admin to committee chairs
 - (2) Committee chairs would inform execs and discuss recommendation to ethics in event of complaint

- (3) Response/approval would be sent back to admin/coach
- (4) Team may not compete JV and Varsity

D. Medals and Awards

- 1. **Welke moves to change elementary/novice divisions to follow the graduated award scale and seek opportunities to recognize teams in these divisions that did not place. Jacobson seconds. All in favor, motion passes.**
- 2. **Welke moves to change the number of medals awarded to match the number of trophies given with a maximum of 3 medal placements. Second by Greenwald. All in favor, motion passes.**

E. Placement errors

- 1. **Jacobson moves that placement errors caught during the awards ceremony will be corrected and awards will be restarted. After the awards ceremony, the flow of communication outlined below will be followed and the trophy will not be stripped but correct placements will be acknowledged. All results will be final 24 hours after the event concludes. Second by Rahjes. All in favor, motion passes.**
 - a) Flow of communication
 - (1) 3 flows of communication
 - (a) 1st is those impacted (teams/admins) - immediate
 - (b) 2nd is membership
 - (c) 3rd is public
 - (2) Done by at least 1 exec board member and sport lead (event day of lead)

F. Electronic voting procedures

- 1. Questions/concerns regarding procedure surfaced during fall conference motion
 - a) Turnaround timeline without contract need or urgent timeline need
 - b) Would like to have a set guideline on turnaround time
 - c) Concern of number of voting members at time of voting closes
 - (1) No need for 2/3 vote since it was not an amendment or constitutional change, only required 51% quorum
 - (a) Was voting on something we previously adopted
 - (i) Were not asking to change policy long term, just allowing opportunity to allow for this year only
 - d) By-laws allow for electronic vote without a meeting or with notice
- 2. Potential solution presented by Je/Pankow - inform to BOD that this will be taken to constitution/handbook committee.
 - a) [Electronic Voting Guidelines](#)

IV. Adjournment

- A. Kube moves to adjourn at 4:28 pm. Second by Welke. All in favor, motion carries.**

Future Meeting Dates ([Calendar View](#))

<input type="checkbox"/> November 17-19, 2023	Fall Conference	WI Dells
<input type="checkbox"/> December 10, 2023	BOD Email Update	Email
<input type="checkbox"/> January 13, 2024	JEM Cheer	East Troy
<input type="checkbox"/> January 20, 2024	JEM Dance	Port Washington

<input type="checkbox"/> January 27, 2024		Dance Regionals	Various - Watertown/DCE
<input type="checkbox"/> February 2-3, 2024		Dance State	La Crosse Center
<input type="checkbox"/> February 17, 2024		Cheer Prelims	Hartford Union
<input type="checkbox"/> February 24, 2024		Cheer State	Fox Cities Conv. Center
<input type="checkbox"/> April 6-7, 2024	Time TBD	BOD/Committee Meetings	In Person - TBD
<input type="checkbox"/> May 1, 2024	6pm-8pm	BOD Meeting	Virtual
<input type="checkbox"/> May 7, 2024	7-8pm	Districts 1/5/6 Meeting/Election	Virtual
<input type="checkbox"/> May 8, 2024	7-8pm	Districts 2/3 Meeting/Election	Virtual
<input type="checkbox"/> May 9, 2024	7-8pm	District 4 Meeting/Election	Virtual
<input type="checkbox"/> June 5, 2024	6pm-8pm	BOD Meeting	Virtual
<input type="checkbox"/> June 24, 2024	6pm-8pm	Joint Committee Meeting	Virtual