

**ACV Board Meeting
TASO – Austin Chapter
Volleyball June 1, 2017
Holiday Inn, Buda TX 6:30pm**

ACV Board Members

President – Charlie Tamez
Vice President – Roni Downey
Assigning Secretary – Janiece Nelson
Recording Secretary/District Director – David Plaisance **absent**
Treasurer – Bonnie Caddell
At Large Rep1 – Rhiannon Stracener **absent**
At Large Rep 3 – Gilbert Mokry
At Large Rep 2 – Chez Slayton **arrived late**

Non-Voting Board Members: none

ACV Members none came

Special Guest Expected: None

Call to Order 6:41PM

Charlie Tamez

Welcome and Opening Remarks none

President, Charlie Tamez

Approval of Minutes from Previous Meetings: April 2017 edits received were incorporated. Motion to approve by Roni, seconded by Bonnie – all present voted to approve except Gilbert who abstained with no explanation (**Editor's note – I'd asked that their be discussion about having the budget be removed from these minutes that will be published on our website, and therefore available to all, and moved instead to be posted in Arbiter where it would be available to our members**) & May 2017 Motion to approve by Roni, seconded by Janiece – all present voted to approve.

Tabled Agenda Items and Action Items from Previous Meeting: 6:43PM

Proper procedure for Ethic Concerns – ACV Form - Charlie noted this has been tabled for a long time. Charlie created and sent to Kevin Carlyle when he was VP. Charlie couldn't recall if he'd sent it to the board but will forward it regardless. Charlie said a lot of our members didn't know what to do if an official was rude to them; what was the protocol or what steps should they take. Charlie said his form was created to clarify. The form notes what steps they should take and who they should contact for guidance (at large rep first, chain of command to follow). Charlie recommended tabling item since he didn't have it to give to the board. Gilbert asked about situations where officials would report things to them and asked about the official being able to remain anonymous because of backlash concerns. The board responded that anonymity was not possible. Discussion ensued with some examples presented. *Action item – Charlie to further look over procedures for filing an ethics violation*

Review of Action Items 6:47PM – Charlie noted he'd received several responses in email but wanted to review in the meeting for the minutes.

Downey

Work with the trainers on a process for maintaining new members and their training – **Completed as part of her report she'd previously submitted after her meeting with the trainers.**

Draft member attendance recognition plan - **still in progress; target completion is June 28th but likely to be ready sooner**

Communicate to Ian to take down links to the website for information that is in the process of being updated (ex, pay sheets) **Completed**

Check with trainers if they're available to arrive at 6PM for in season meetings to work with new members **Completed**

Check with Charlie about moving June 28 board meeting date **Completed** – (Charlie asked Roni to **slow down as he was taking notes**)

Communicate to Ian the projected start date, desired ready date, and official due date for getting the online system ready for assigning dues and ACV dues. **Completed.** Bonnie was copied because she's also communicating with him about getting the OneDrive put into the website.

Nelson

Check Arbiter if we can use it for Board document collaboration She reviewed and there are places we could put the OneDrive in Arbiter – we'd to reenter the information – Completed.

Update Chapter Assigning Fees document to reflect current season dates she's got the document ready but doesn't think we should publicize it until figure out if we're doing online payments and what the procedure for that is – still in process. Charlie asked if we're going through Ian or using an app. Janiece responded that no decision has been made. Charlie said he'd told her look at apps and Janiece responded that she had. She's ready to go with Venmo but thought it would be better if something was incorporated into the website. Charlie summarized that Venmo was good to go but Janiece clarified that nothing with Venmo has been set up yet pending if we can get something set up through the website. Charlie asked this to be tabled for later discussion.

David

Contact members suggested for TGCA alternate official Completed (per Janiece's communication with David)

Tamez

Propose updated language for Playoff Platter Charlie noted he'd sent it to all and David had incorporated everyone's suggestions. - Completed

Contact board with news about summer league at Hays High – Completed. He didn't contact the board but did send it to the trainers and Roni. The league is playing on Tuesday nights with two to four courts with high school and middle school play. Top Flight Volleyball is hosting. The Austin chapter is welcome to use it as a training site (Hays HS Red gym.

Contact Christle Miersma about consolidated training Completed. Charlie said she decided to hold the training on Wednesday/Thursday but Roni noted the days were Tuesday, Wednesday, Friday, & Saturday. Tuesday would be the GoTo meeting. Wednesday would be our first chapter meeting and scrimmages would be Friday/Saturday. She also wants them to come to the TGCA matches July 10/11. Roni elaborated that based on responses she'd gotten from interested people all they wanted to do was come blow a whistle without putting in time and effort to go through training.

Review document Charlie developed outlining what committee should do and provide feedback Charlie sent it to Roni and Roni distributed. Tabled until Charlie meets with the committee liaisons.

ACV Board

Name alternate officials for TGCA All-Star matches Completed. While three board members volunteered David said he'd rather not use them. Roni noted the trainers didn't want to use new members in this capacity. It was noted that Lee Gresham had approved new members getting free admission.

Trainers

Discuss offering a consolidated training at end of July (Janiece and Charlie to attend if it is scheduled) Completed. Roni needs to get this on the website as part of the interested in joining/last chance info.

District Director: no report

David Plaisance

Treasurer's Report 7:04PM

Bonnie Caddell

Checking balance \$1533.36, Savings balance \$8264.89 for total \$9,818.25. Since last meeting we've received \$120 in dues, \$50 in late fees, and \$39 in delinquent assigning fees back. \$256 has been spent on rent. Bonnie asked about an expenditure of \$106 for the Hampton Inn on the 23rd. Roni and Gilbert responded it was for the new member orientation but Bonnie didn't have a receipt for it. Bonnie received two applications and dues before the meeting that hadn't been processed yet (not included in totals above). Bonnie asked if we wanted to discuss the budget given some board members wanted to review the budget to reduce the deficit or bring it into balance (a zero budget). She raised the question about the scrimmage fee projection being too high. Charlie asked her to be more specific. Roni noted there were concerns raised about being \$6K in the hole and that the scrimmage income projection was too high based on what was currently scheduled. Roni relayed Rhiannon's email suggestion that we cut back on the meeting meals to help balance the budget. Charlie asked for a scrimmage status and Janiece noted Georgetown Eastview wasn't going to hold any scrimmages after their \$2K bill from last year. Bonnie and Janiece noted that based on current scrimmages scheduled we could expect about \$9K in scrimmage income which would increase the deficit to \$7K. Charlie said he'd like to start slashing but was concerned about doing it tonight since we only had five members present. Bonnie passed out copies of the current budget. Gilbert asked for status and Janiece responded we were reducing the scrimmage income expected to \$9K and Janiece noted we needed to

find \$7K. Gilbert said he was happy we were going to revisit. The board started going through the budget line by line. After reviewing the schedule in Arbiter Janiece noted we may get \$10K in scrimmage income which includes the extra hours.

Roni noted all the stipends were already agreed and couldn't be touched.

Charlie started going through the expenditures from the top.

Unpaid assigning fees – suggested to lower to \$100

Donations (flowers) – suggested lowering to \$175. Gilbert asked if we could focus on the larger expenditures first given Rhiannon's suggestion to cut the meeting meals budget would significantly reduce the deficit. Charlie said we'd get to all the items but was fine with however the board wanted to move forward. Line by line from the top was decided.

Travel Reimbursement for officials when schools canceled assignments without notice. Gilbert asked why non-recurring items should be in the budget. It was decided to zero these items and a budget amendment would be made if the expense was realized later.

Legal expenses – no change

Meeting meals – Charlie asked if what we spent last year and noted the members really enjoyed having pizza at the meetings. He wanted to know how much was spent on pizza at regular meetings vs the end of season meeting. Discussion ensued about the benefits. Charlie researched and said it was about \$900 in pizza. Discussion ensued about alternatives for the end of season meeting meal. Charlie suggested lowering the meal budget to \$1500 and offering food at only some of the meetings. Roni agreed and the board agreed.

Uncategorized expenses/awards – Charlie asked what this was for and discussion ensued.

Original budget was for \$500 which included gift cards for Tyler and gifts for officials that went to state. Charlie was surprised we gave him \$100 last year. Charlie noted the members should be helping Tyler clean up. The board voted to lower the amount to \$250.

New member equipment reimbursement of \$50/each. Charlie asked how many new members we expected. Answer was about 30 putting reimbursement at \$1500.

Quickbooks subscription/office supplies – Spent \$457 last year of which QB was \$385. Charlie suggested we set the amount at \$450.

Rental expense for chapter meetings and training locations (which included stipend for Travis which was \$200 and Charlie suggested we lower to \$100 – there's no trade of scrimmage fee for Travis). Charlie asked about these off season meeting rentals. After hearing the breakdown Charlie suggested we lower from \$1500 to \$1300.

Lodging for state meeting – after discussion about actual reservations made the budget was raised from \$400 to \$547 for two rooms two nights.

State Tournament Hospitality – Charlie noted he was against that but if the board wanted to continue. Gilbert noted he was against it too. (By this time Chez had come to the meeting). Charlie noted it wasn't well organized. Discussion ensued – Bonnie noted it was a good thing to do. Chez suggested we cut to zero now and look at it at the end of the season. Group decided to cut it to zero – members present voted 5-1 to cut to zero (Bonnie was lone vote to keep).

Roni noted at this point the board had found \$3075.

Charlie asked if we could cut training supplies/expenses from the \$750 originally budgeted. Charlie asked how much was spent to date – about \$470 was the response. Charlie suggested the trainers could do a PowerPoint presentation and let the members download materials on their own rather than spending more copies. The board lowered the amount to \$500.

Facility Rental and Meals for Training - \$400 budgeted has been spent.

Discussion ensued again about scrimmage income we could expect.

Overall reduction of expenses were set at \$3478.

Gilbert raised his previous point about our fiduciary responsibilities to our members and he didn't want to set a precedent for spending down our savings. Bonnie repeated that the board had previously stated we needed to lower the amount in savings.

Charlie noted this was the member's money and we should be spending it on them; his example was the meals and creating a relaxed atmosphere where the members could enjoy a sit-down and talk to each other.

After reviewing the changes, Charlie motioned to accept the changes/amendments and Chez seconded. All present approved. Bonnie will create a new spreadsheet showing original and revised budget.

Assigner's Report: 7:38PM

Janiece Nelson

She's been contacting schools to get updated contact information (many had wrong people and email addresses). She's heard back from most schools and mostly just private schools are left. Everyone is coming back. We are gaining Weiss HS in Pflugerville, Wagner MS in Georgetown, Pearson MS in Round Rock. Charlie asked how we're gaining schools and all responded these are new schools in the districts we already serve. We've lost Smithson Valley HS and the two MS schools that feed them, but we have the other Comal ISD schools. We did not pick up Fredericksburg HS. Charlie advised Janiece, which is something he told Marilyn, that she's already done her job and she shouldn't do more to help the schools beyond the initial contact. She's asked members to get their availability to her by June 15th mostly to understand where they live, what schools they're close to, and what time they can leave. Roni asked about the assigning process lead time of 2-3 weeks and Janiece said she would continue to do that. Janiece noted that one problem is our policies allow for officials to pay up to 20 days after the invoice before they are late, which means these officials have schedules despite also having past due amounts (example, official doesn't pay first invoice by day 21 after the invoice date, but they're still receiving assignments for 2-3 weeks from day 20 which is up to six weeks past the invoice date). Charlie asked if that was in our policies and procedures (**editor's note – 20 days before an assigning fee invoice is late is in our chapter policies**) and if it is, we could easily change that at a meeting as compared to a bylaw change. Janiece suggested 10 days and Charlie agreed. *Action item – Charlie to think about putting that on the agenda for the first chapter meeting.*

Agenda Items: 7:48PM

ACV Member Past Awards Charlie asked what he wanted the board to do with the awards. Roni volunteered to handle this. Nick Ngoc is the only one that has communicated he wants his clock. Charlie will give them all to Roni.

Consolidated Training (two day session). Completed.

ACV member meeting attendance in process on Roni's plate. A draft will be ready for the board by next week.

October Breast Cancer Awareness Tournament Charlie told Janiece the coordinator's name and schedule for October 7 between 8 and 4:15. Janiece asked for Charlie to email her the information. They're looking for at least three officials to volunteer their time for three courts at Miller MS and possibly another three officials at Goodnight MS (one official per court).

ACV Minutes timetable to be posted Charlie brought up timing of when minutes should be available for our members noting there had been a discussion with David where he said there was no way he could get the minutes out within 3-4 days as is stated in the bylaws but then he's been able to do it. Charlie's priority was that the minutes be available so members could see them whether it was a board meeting or member meeting. He repeated that the bylaws called for the minutes to be out in four days. A question from Gilbert was raised about what kind of meetings and Charlie responded he thought it said chapter meetings which he interpreted meant board meetings and chapter meetings. Gilbert asked if the bylaws implied that or stated it. Roni looked up the bylaws and read from Article IX, Section 6a.

“Section 6 The Recording Secretary of the Austin Chapter shall have the following duties and responsibilities:

- a. He/ She shall record the minutes of all chapter meetings and prepare a written report to the President at the following chapter meeting. An unofficial version of the minutes should be made available to be posted to the Austin Chapter website within four (4) days of conclusion of each General Meeting.

Janiece noted David said he could do quick notes within the four days and Charlie agreed he said that. Roni noted quick notes are an informal version and Charlie said he didn't see anything wrong with that. By getting quick notes within the four days the members would get to see it and

the board would get the full version of the minutes when he gets them to the board. But as long as we have the quick notes within four days that wasn't being non-compliant. He then said he didn't want the full version to take two weeks. Gilbert wanted to alert the members the minutes may be just quick notes and were unofficial until approved by the board. Charlie then said the full minutes should be available within five days after that. Roni asked what David had previously said he could have the minutes available and Charlie's answer was that he said two weeks. Charlie said he wasn't going to allow two weeks. Discussion ensued about what should be the time period in which to expect the completed minutes. Charlie asked the board present for guidance – if everyone agreed with 10 days then fine but if the board didn't agree Charlie would come up with a date. Charlie asked if everyone was OK with getting the minutes out within 10 days. Janiece asked if that meant approved minutes and Charlie said yes. Janiece asked if that meant approved by email and Gilbert asked how the board was going to approve the minutes within that time frame since we wouldn't have a board meeting. Roni raised the point about the email exchange between David and Charlie concerning the fact he wanted to make the minutes available for the members since he'd already gotten all the board feedback and Charlie asked that we table the rest of this until Executive Session. Roni then said we should table the entire discussion about the minutes and Charlie repeated that he wanted to table this and discuss in Executive Session.

Proxy Voting – Charlie has spoken to the bylaw committee and asked them to look at Proxy Voting and they expressed their disappointment they weren't consulted first about possible bylaw changes. **(Editor's note – the bylaws committee was contacted about suggested bylaw changes as early as mid-October).** Charlie said the committee had been working really hard, had read the bylaws inside and out and actually knew the bylaws better than David. **(Editor's note – obviously opinion as to who knows the bylaws better).** Charlie said the Proxy Voting was something he tried to do his first year as President but he was turned down by a bunch of board members because if the members cared, they'd show up to that meeting to vote **(Editor's note – this is what I recall as well. Charlie did try to have proxy voting instituted but wanted it implemented without a change to the bylaws. Minutes of the meeting are not available but if found they will be referenced/added to the record)**. Charlie repeated that he wanted Proxy Voting because it wasn't that the members didn't care but it was because they couldn't make the meeting and members in good standing should be allowed to vote. Charlie said the problem now is that Proxy Voting was put into the bylaws so we have to allow it, however there's nothing written in the bylaws about the process (when is the cutoff, when it opens). **(Editor's note – the bylaw change proposed was to allow proxy voting and not to accompany the method with a process; if passed the method would be determined, and approved, by the existing board.)** Charlie mentioned the other bylaw change that David got passed needs to be looked at as well. Bonnie raised the point about the attempt Charlie made that there was no vehicle to do the proxy voting. Charlie responded that he could have looked for that but because he was shut down by the board it didn't happen. **(Editor's note – Charlie raised proxy voting his first year and this was not raised again.)** Charlie stated his version of the events, that he tried to pass it, was in the minutes available for review. **(Editor's note – no action item mentioned about locating the meeting minutes noted.)** Charlie said we needed to relook at the bylaw that was passed and revamp it to make sure it was understood and he brought up the lack of process that needs to be put into the bylaws. **(Editor's note – whether a process belongs in the bylaws or not is a matter that needs to be discussed, but the president is on record of wanting to shorten the bylaws and the current bylaws committee is on record of wanting to move items out of the bylaws to the Policies – adding a process to the bylaws seems counter intuitive).** Roni asked if we were going to do proxy voting this year and Charlie said we have to because it's in the bylaws. He said we have to come to a consensus with the bylaw committee, with David, and all who support this to make sure that all sides were met and how we're going to do this. Gilbert asked if it was up to the bylaws committee to provide suggestions for the process. Charlie said yes but that it was also David's responsibility since he took the lead on this. **(Editor's note – I've been asking for discussion on this since the beginning of the year and have asked this be taken up by the board. At one time I was told by Charlie this would be handled by the bylaws committee rather than the board).** Bonnie asked if the bylaws committee was going to come back to the board with their suggestions. Charlie asked the bylaws committee about this and their feedback was negative expressing why it wasn't going to work and they said they need to meet with David to understand what he meant. Roni and Bonnie asked what should happen next given we're already in June and nothing has happened. They asked if the committee could at least share with David when they planned to meet so all could get together – *Action item Charlie said he would ask them to do that.* **(Editor's note – through the date of this writing there's been no contact, so I'll reach out to the bylaws committee).**

Volunteers for VB match **Completed.**
Ethic Concerns **Tabled until Executive Session.**

Old Business/New Business: 8:03PM

Charlie and Roni talked on the phone prior to the meeting that we needed to talk about the chapter test.

Roni wanted to make sure everyone understood the purpose of the test was to have us meet our TASO meeting requirements and the test counted as a meeting and the returning member meetings in the summer counted as a meeting leaving us with only three meetings during the season. She refuted member complaints about this process as it's been around for several years. While the original due date may have been earlier than before it was set to correspond to the first June 8 returning member meeting. Discussion ensued about how many folks have taken the test – 65 of 150 have complied with the requirement. Bonnie noted that this part of being an official. Gilbert noted that this was related to our lack of accountability for attending meetings in the past. Discussion ensued about whether we needed to extend the deadline. Charlie expressed he didn't understand why we needed a deadline because his goal was to have as many people join as possible. He also said this was a way for at-large members to get to know their members by having them follow up with members. Roni suggested we extend to June 10 and have the at-large reps continue to work their members for completing the requirement. The penalty about non-compliance was discussed. Charlie noted the test was full of errors and asked what the board was prepared to do for non-compliance. He suggested some ideas/options because we could lose members if we held fast. Charlie said he hadn't taken the test the past four years that he's been the president and this was the first year his at large rep had contacted him. Chez relayed what she'd been hearing from her members. Bonnie reminded that one reason for the test was to have members open the rule book now and throughout the season. Board decided to extend the deadline to June 10 and have the at-large reps contact their members who've not taken it to complete the test by the 10th. *Action item – Roni to send notice of extension to the members.*

Agenda timeliness – Roni raised this concern and the board tabled this to Executive Session.

Executive Board Session(s) as required: started at 8:28PM

Executive Board Session ended at 9:26PM

Charlie asked what other topics for the next meeting needed to be covered.

Roni noted the tabled items.

Janiece raised her interest in changing the date of the next meeting and Roni noted that date was important given we needed to have the webmaster and trainers' report presented.

Charlie responded that would be handled in separate executive sessions on the meeting date after Gilbert asked if both would be in one executive session.

As regards resetting the meeting date, Charlie offered his availability of June 13, 20, and 27 as alternatives. Gilbert said he wasn't available either the 13th or the 20th but was on the 27th.

Janiece noted she wouldn't be available for the 27th. *Action item – Charlie to email board members polling their availability for the three suggested dates.*

Bonnie noted she'd need to cancel the June 28th ASC reservation. *Action item – Bonnie to cancel June 28th*

Charlie motioned the meeting to be adjourned; it was seconded by Roni and Bonnie.

Adjourn Meeting: 9:31PM