

WSCCCA Executive Board Meeting
Minutes
April 30, 2006
University Prep, Seattle

In attendance: Mark Cullen - President
Joe Clark-Vice President
Craig Bowen - Treasurer
Doug Fulton - East/West, Scholarship
Patty Ley - Secretary

Meeting began at 9:05.

President' Report - Mark Cullen

Mark spoke first about the recent WSCCCA elections for both advisory board and executive board. Elections were considered very successful with 100 members voting a significant increase over previous elections. Though there were 100 who voted 117 other members chose not to or missed communication. This is an issue the board will continue to address including considering best times for elections. Comments from voters indicated a positive response and positive sense of engagement in the Association process. There is some concern that the District 6 position for the advisory board remains unfilled. Mark made the suggestion to Joe Clark to contact Kevin Rieke of Cascade-Leavenworth as a possible candidate.

Mark next spoke to the transition planning he and Joe are working through over the next few months (until mid July). Both feel very positive about the process. Joe will take over the presidency and its duties effective at the end of today's meeting. Documents, contact information and previous Association history will continue to be transferred to Joe, and Mark will be available for questions over the next few months.

Mark closed by reporting the positive status of scholarships totaling \$2000 sponsored by Brooks and Seafair. The Brooks sponsorship is effective for several years. Letterhead for the Association will need to be updated to recognize board changes, so Mark plans to use a general letterhead to thank both Seafair and Brooks for their support. Joe will continue contact with both groups.

Vice-President's Report - Joe Clark

Joe opened his remarks by indicating his appreciation for his experience on the board and his goal to make the transition to President smoothly. He indicated other goals to continue to advance the Association as well as to establish links on the watfxc.com website to Association history including prior Presidents and the history of honors awarded: Coach of the Year, Hall of Fame and the President's Service Award.

Joe will be meeting next week with Darren Hanson and Michael English of Brooks to discuss the scholarship sponsorship.

Joe plans to meet with Mike Colbrese in order to extend the good relationship with the WIAA Mark has developed over the last six years. He also hopes to schedule meetings with John Crawford and Jeff Page (President of the track coaches association).

Treasurer's Report - Craig Bowen

In his final report after years of service in many capacities, Craig reported the Association is in a strong situation financially. The WSCCCA account balance is at \$3789.93.

The Scholarship account stands at \$4777.95. There also continues to be a \$10,000 CD representing the Jeff Munroe scholarship fund.

Craig also indicated the need to transition to new Treasurer Bruce McDowell (Cedarcrest HS). This will include filing for WSCCCA monies from WSCA's Jerry Parrish and possibly establishing a new bank account for the ease of access for both Bruce and Joe.

Craig reported that all monies donated to scholarships go toward the Association scholarships for seniors, while expenses for the East/West race (rent of Lower Woodland Park, Seattle) come from the WSCCCA account.

The question arose as to the current status as a 501 C3 non-profit and will be pursued by Joe.

Craig expressed both optimism and some concern over scholarship money. With the addition of Seafair and Brooks as major scholarship sponsors, there will be a consistent source of \$2000, however other sources that have been accessed in the past will need continuous contact and may not continue. There is a need to continue developing new sources. Craig did indicate there is a spreadsheet of previous donors on record. Joe suggested the possibility of contacting local Athletic commissions as a possible resource. The minimum goal is to avoid having to use the Jeff Munroe CD principle.

Scholarship Report - Mark Cullen for Jeff Sowards

Jeff had a question for the board - should request forms to coaches for scholarship sponsorship go out now or wait until after state. The general consensus was to send out immediately to avoid the end of year rush of information created by school ending. Jeff has created a mailing list for all high schools and coaches in the state. Sponsorship of scholarships as indicated in the previous report by Craig Bowen will continue to be an ongoing discussion.

Scholarship Application Process - Doug Fulton

Doug provided Senior All-Star certificates to Mark for signatures. He will also email a copy of the Association letter to Mark for modification and printing. Certificates will be sent out as soon as possible to seniors. The letter will encourage seniors to access the web site for the application process. Coaches will receive both an email and a direct mailing to encourage the process.

Doug also indicated Ernie Goshorn hopes to establish a scholarship in memory of Sarah Wirth of Oak Harbor. Ernie will contact family for permission and then seek sponsorship.

East / West All-Star Race Planning-Doug Fulton

Doug has discussed the mechanics of the race with Al Bonney and Tom Anderson (Super Jock and Jill) and will meet with them in two weeks to continue discussion about the Lower Woodland location. Al Bonney has indicated interest in helping to plan the race. Tom Anderson is enthusiastic about the change which moves the race closer to the store location. Ken Emerick (USATF official) will help set up the course.

Joe will be applying for the insurance for the race. WSCA insurance coverage for all-star events begins August 1st, so this should be a one year expense. Joe will contact Tom Anderson or Brooks about the possibility of creating race brochures for distribution at Super Jock and Jill and at the State track meets. The suggestion was made to explore the possibility of including race brochures in coaches' packets at the state meets and making scholarship packets available as well. Discussion about the scholarship packets indicated the web site seemed the appropriate point for

the application.

Joe will make sure Super Jock and Jill has the East and West singlets for display at the store. Brooks will be providing shorts as well as singlets this year. Joe is currently determining sizes needed. After a short discussion by the board, shorts will be black for both teams. Joe will also contact Tom Anderson about possible additional items for an athlete's package for the future.

Doug reported that Tom Anderson has been pleased that the Association has responded to sponsorship concerns by moving the race to Seattle.

A discussion about a possible Friday night gathering of athletes ensued after Mark Cullen reported University Prep would not be available to host due to construction. The suggestion was made that perhaps Super Jock and Jill would be interested in hosting an event. Joe will approach Tom with this suggestion.

Wheelchair Race Guidelines - Mark Cullen for Bill Kemp

Bill Kemp has spent time developing specific guidelines for wheelchair cross-country, especially researching wheelchair divisions and standard rules. Mark presented the board with a copy of these guidelines. Joe suggested it might be valuable to create specific language to adjust the number of awards should the event continue to grow. He will contact Bill about this change.

Offer from Dominic Urbano - Mark Cullen

Dominic Urbano has made the offer and asked permission to offer his services as an awards designer/supplier to Coaches' Association members for a discount and to offer a percentage of the sale to the scholarship fund of the WSCCCA. His initial offer was for 15% discount - 5% to scholarships. The board suggested 10% discount - 10% to scholarships. Joe will reply with permission and thank you for the great gesture.

Transition Planning - All

Mark opened discussion by indicating he will send a thank you to Seafair dated 4/30/2006 as one of his last official acts as President. He has kept records on his computer and will be working with Joe to transfer those records to him. He will also be eliminating nonessential files (ie. drafts of meeting agendas) before transfer. Because a transition period (May 1st through All-Star race) has been established, this will allow for a more efficient (and less stressful) transfer of records. Mark indicated his hope to create a history of Presidential newsletters to include in Association archives.

Joe hopes to initiate a timeline for information similar to the WIAA. Minutes will be sent to the President within seven days of meeting for review and distribution to the board for approval. A summary will then be produced for the general membership to be printed online.

Mark will finalize Constitution document with changes which were approved at the last meeting. Joe hopes to create a link to Association Constitution and by-laws.

Joe Clark becomes President of WSCCCA on May 1, 2006. Joe and Mark discussed a list of things to do.

-- Scholarship review - Mark offered University Prep - accepted because of proximity for Doug and Craig - a date will be forthcoming - July 17th or 18th preferred.

-- Late August executive board meeting - Coach of the Year process to begin - Mark

will supply Joe with compiled results and data from last several years.

- October executive board meeting
- State meet Association meeting - Awards announcements COY and President's Service Award - How can we ensure winners are present? - General report to be sent to coaches week prior to meet in order to streamline meeting. - Include announcement of scholarship winners at the State meet.
- Contact Tom Anderson (Super Jock and Jill) for website payment
- Contact Tom Campbell (Hall of Fame) about coordination with President - What is process for selection - Can Association access bios and photographs for inclusion on website.
- National Coach of the Year nomination is due October 1.
- (Bruce McDowell - treasurer) June 30 deadline for filing for dues with WSCA (Jerry Parrish)

Suggestion by Doug Fulton about process of reviewing or changing bank accounts to consider obtaining credit card or debit card, especially for paying for server costs for website. Suggestion was made to also consider automatic withdrawal. Debit card seemed next best option.

Inauguration of New Executives and Advisory Board

10:58am April 30, 2006: With much pomp and little circumstance the ceremonial passing of the "box" occurred between Mark Cullen and Joe Clark. Mark shared his appreciation for all those coaches he has worked with over the last several years beginning with Tom Campbell's willingness to let him speak at the State meet and continuing through this date. The Board expressed their appreciation to him as well.

New Executive Board - May 1, 2006

- President - Joe Clark (Lakes High School)
- Vice-President - Phil English (Eisenhower High School)
- Treasurer - Bruce McDowell (Cedarcrest High School)
- Secretary - Patty Ley (Gig Harbor High School)