

2009 WGASC E-Committee Business Meeting

MINUTES

APRIL 26, 2009

10-5 PM

NEWPORT BEACH MARRIOTT

MEETING CALLED BY	LEE CARLSON
TYPE OF MEETING	ANNUAL BUSINESS MEETING FOR THE WGASC EXECUTIVE COMMITTEE
FACILITATOR	SCOTT BILBRUCK
NOTE TAKER	LYNNE KUNSTER
TIMEKEEPER	RICHARD KRAMER
ATTENDEES	SCOTT BILBRUCK, LEE CARLSON, RICHARD KRAMER, LYNNE KUNSTER, and DAN MACK

Agenda topics

10:00 AM HEALTH INSURANCE LYNNE KUNSTER

DISCUSSION	Brought up by Lynne, she questioned whether or not the discussion from 2007 regarding health insurance was ever resolved.	
	Pursuit to the 2009 Circuit Championships, this topic was mentioned at an informal discussion Lynne had with a few of the Advisory Committee members. In response to this inquiry, Scott and Lee both mentioned that they did some research and learned that the economics of going forward with health insurance was not affordable for the organization. There was also the question about "our members being units as opposed to individual people." In addition, this would have required hiring another staff member to handle all collections and claims. Individual health plans are now more readily available for those instructors who teach color guard full time, and in some cases, more economical.	
	Lynne had inquired with the Heffernan Insurance Brokers, who also provide liability and medical policies for color guards and after explaining our situation, the insurance company recommended taking it step-by-step by starting with a survey questionnaire.	
CONCLUSIONS	The questionnaire was reviewed by the E-Committee, answered as best possible and concluded with a few questions left unanswered.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Continue research with Heffernan Insurance and have them review our responses to the questionnaire.	Lynne Kunster	6/30/09
After meeting with Heffernan Insurance, make a recommendation to the E-Committee for further consideration and feasibility.	Lynne Kunster	6/30/09

10:20 AM MEMBERSHIP DEMOGRAPHICS (2006-2009) SCOTT BILBRUCK

DISCUSSION	Scott distributed a booklet for the meeting which was used as the basis for the remaining topics on the agenda. A graph of WGASC's Membership Demographics indicated that the LA/Ventura area continues to grow over the last four years and remains the largest group within the Circuit, followed by Riverside/San Bernardino, Orange and finally, San Diego counties.
	Richard inquired as to how many units actually came from Ventura. After a quick look at this laptop, Scott responded with 8 out of 100 units. Other than LA/Ventura, where there was growth by 10-units, compared to 2008, Riverside/SB increased by 1-unit, Orange decreased by 7-units, and SD decreased by 1-unit.
CONCLUSIONS	Many school districts have imposed new regulations, e.g., preventing some units to compete outside of their county, use of school buses, use of parent vehicles, fuel costs, etc. On the positive side, our membership continues to thrive between 310 and 319 units.

10:30 AM NUMBER OF PERFORMERS GRAPH (2006-2009) SCOTT BILBRUCK

DISCUSSION	This 4-year comparison indicated significant growth in the number of RAA performers that went from 980 to 1327 just since last year. SA dropped off slightly due to units going into SO.
CONCLUSIONS	Greater than 93% of our performers come from A Class. Inter A, SA, and RA JH/MS also show a steady decline in number of performers since 2006, which could also explain the big increase in the RAA class.



10:50 AM

SHOW DATA, SPECTATOR DATA, ALL ACCESS PASS, & SHOW HOST SURVEY

SCOTT BILBRUCK

DISCUSSION	Outside of WGASC hosted events, ticket prices were \$7 at unit-hosted shows. As part of the Color Guard Director's job, Carl Nelson collects this data to analyze what makes a show a success. The data is still too new to come to any conclusions.	
	The number of All Access Passes increased significantly as compared to 2008, but it appears that Show Hosts are not submitting the All Access Pass numbers as they should to take advantage of the reimbursement by WGASC.	
	A Zoomerang Survey was sent out to all 2009 Show Hosts and only 13 responded. The results were discussed and based on feedback; a few suggestions were submitted to Scott.	
CONCLUSIONS	The number of All Access Passes used at Invitationals and Circuit Championships was not collected in 2009, therefore, difficult to determine how many are actually being used. This data to be collected in 2010.	
	Question #6 on the survey – Did the WGASC web site provide information that was pertinent to you as a Show Host? Although the 12 out of 13 replied with "yes" Chino Hills would have liked to add the show titles or team photos to their program which could have increased program sales.	
	Question #7 on the survey – Total number of parent/student volunteers? The responses ranged from 35 to 200 volunteers.	
	Question #28 on the survey – On the day of your show, was the Contest Director easy to communicate with? 13 out of 13 replied "yes" with one suggestion for improvement.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Delegate to Carl Nelson the collection of All Access Passes used at future Invitationals and Circuit Championships.	Scott Bilbruck	6/30/09
Conduct performance reviews with each Contest Director making any necessary adjustments going into 2010.	Scott Bilbruck/Carl Nelson	7/30/09

11:15 AM

CONTEST EXPENSES/INCOME

SCOTT BILBRUCK/DAN MACK

DISCUSSION	Scott reported that the airfares for out-of-town judges were within budget and the cost per ticket was no more than \$338.	
	Dan reported total gate at Circuit Championships was \$65,500 (\$4500 under plan); \$5500 under in expenses; and over in meals due to the Hall of Fame Induction Ceremony.	
	Although different from prior events at UCI's Bren Center, the E-Committee liked the set-up with the black curtains, but recommended that we move the announcer to the side. To use a black back curtain would have been an additional \$700.	
	Although different from prior events at UCI's Bren Center, the E-Committee liked the set-up with the black curtains, but recommended that we move the announcer to the side. To use a black back curtain on the floor would have been an additional \$700 in Bren Center expenses.	
	The use of the MBOS thunder sticks went over well at the Bren Center. The E-Committee thought of using them again at the Invitationals since we still have some left over inventory.	
	Scott recommended that we get out of the program printing process for the Invitationals and allow the hosts to take this on. The Circuit will provide the artwork for the cover (and inside cover). The sponsors Ads will go into the folders given out at the conclusion of the contest. Scott advised that he had already met with the sponsors to notify them of this potential change and they were all fine with the idea. The sponsors agreed to cross-reference each other's logo onto their websites as well. Transferring program creation and printing to the host will allow for more. Other minimum requirements for the program will be included in the host contract (e.g., an AD for promoting WGASC's scholarship and service award program and the back side of judge's sheets).	
CONCLUSIONS	Inventory on medals are down to less than 50 of each. Time to rotate colors in 2010.	
	The E-Committee all agreed that we would continue holding a Friday night HOF Induction Ceremony instead of the Saturday night dinner. Although the HOF was open for anyone to attend at \$30 per person, marketing for the event will need improvement. Going into 2010, the HOF will be covered by WGASC, but guests would need to pay. At the conclusion of the HOV event, we had extra food left, which Tracy made note to better plan for next year.	
	Scott reported that we saved money on trophies this year. Richard suggested that we offer them program AD space to see if a further savings could be achieved for 2010.	
	All Circuit Championship sites for 2010 have been confirmed for April 17-18, 2010: Rancho Cucamonga, Etiwanda, Los Osos, Roosevelt, and Santiago. New air conditioning was installed at Rancho Cucamonga HS, so we shouldn't have the problems we've had in the past.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE



Negotiate with the trophy vendor for 2010 to see if we they would consider discounting our plaques for program Ads in the WGASC sponsored events.	Scott Bilbruck	7/30/09
When advertising for the HOF \$30 per person charge, be sure to inform them that the \$30 included tax, food, and tip.	Kristin Johnson	2010
Make necessary updates to the Invitational Host Contracts requiring them to create and print the programs.	Scott Bilbruck	6/30/09

12:00 PM SHOW SPONSOR REALLOCATION OF MILEAGE & JUDGING SCOTT BILBRUCK

DISCUSSION	Based on feedback and to support the idea of creating a Judges Committee without increasing the budget, Scott presented the idea of reallocating show sponsor paid mileage to judges as indicated below.	
	The 2009 annual income paid by show hosts to judges for mileage is \$7200. The expenses paid back by WGASC for mileage and show host bundles combined is \$7200.	
	The 2010 Proposal is to keep the \$7200 paid by show hosts as is. The expenses would encompass show host supplies- MP3 players, sheets, labels, envelopes - \$3500; Chief Judge Committee at \$75 per show - \$2400; CG Coordinator gas increase - \$300; CG Coordinator pay increase - \$1000 – total of \$7200.	
	A recommendation for the Judges Training was made to bring in “caption facilitators” to hold a clinic at Debut. The E-Committee recommended 4-outside judges, namely, Michael Turner, George Oliviero, Curtis Costanza, and Shirlee Dorrittee. We’re hoping that this will draw more units to attend the Debut/Evaluation Show in 2010. This past year, the judges’ feedback system relied too heavily on one-person and was unrealistic to expect immediate results. In re-thinking this process for improvement, this is exactly what the caption facilitators could also support at mid-season. At Debut, the judges would need to be available for the entire day in order for this education opportunity to be effective.	
	Transfer to paperless (Stage 1): Scores posted on colored sheets will be replaced to a single scoring sheet. Unit instructors are responsible for knowing and understanding the back sheet of each caption. This information would be available online and added to the manual. Each time there is an exchange of recorders; the judges would receive their updated scoring sheet (tote). The only exception would be the T&P Judge who will continue to use paper for penalized units. Each contest director would have laminated set of judge’s sheets for the panel’s reference during the day. This will save the organization more than \$2000 for copying expense. Aside from the Contest Director, the Chief Judge would also have a manual on hand for review, if needed. Show hosts could also include in the Guard Check-In Envelopes.	
CONCLUSIONS	Chief Judge Committee would be comprised of 6-7 judge members (For example: Lee Carlson, Richard Kramer, Robert Solomon, Chris Casteel, Mike Stone, and Mike McCullough)	
	One member of this committee would be at every show; committee would be responsible for reporting number problems and other judge related issues to the Judge’s Education Coordinator; identifying promotions at the end of each part of contest and discussing these promotions with the panel. These will then be reported to the Director of Education. The committee would act as the liaison with instructors at critique and also ensure that the panel is acting as ambassadors to the WGASC. This proposed idea was voted on and approved with the intent that the committee would have to put together a formal list of roles and responsibilities.	
	Richard reported that he would be reminding the judges to not talk about their own guards with others, particularly, when working as a judge. In this instance, the Chief Judge could handle this issue.	
	Lynne brought up an issue from her experience of hosting one of the Eva Shows in 2009. When only 13 guards attend the Evaluation Show, the expenses incurred with the judges were the same as if the judges had worked a 25-guard show. In other words, there is no policy or procedure when a show (typically, an Evaluation Show, Friday night Show, or Sunday Show) has less than 20 guards. In situations like this, the host would more than likely lose money or break even, if they’re lucky. Hosting a show used to be a “fundraising” opportunity, but with rising costs, this is sometimes not the case if you bid on a Friday night, Sunday or Evaluation show. Lee suggested that any show with less than 20 guards could go to a 4-judge panel. Since it’s too late for 2010, a policy change would be necessary for 2011.	
	A recommendation was made to increase the judges’ pay scale since no increase was made for the past 5 to 6 years: 1-25 guards from \$200 to \$225 (11% increase); 26-40 guards from \$275 to \$325 (15% increase); \$7 per guard after 40 units to \$8; and for 65 guards from \$450 to \$525 (14% increase). This would put our Circuit in a closer competitive position with Texas, Indiana, and Florida. T&P, Announcers and Tabulators would be reviewed next year. A motion to pass was made, seconded and passed 4 to 1.	
	Going paperless would be presented at the Judges Meeting today, with plans of transitioning in 2010.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Add to the Judges Meeting AGENDA to warn judges they are “planting seeds” when they talk about their own or other guards to other instructors or judges.	Richard Kramer	4/26/09 Complete
Expand the WGASC website to include a password protected page for use by the judges or Chief Judge Committee to share information.	Scott Bilbruck	7/30/09
Carry out the plan of creating a Chief Judge Committee.	Lee Carlson/Richard Kramer	7/30/09



Write a proposal regarding shows with less than 20 guards and the use of 4-judge panel.	Richard Kramer/Lynne Kunster	2/28/10
Contact Dorrittee, Turner, Costanza, and Oliviero to reserve the Debut Show date for Judges training.	Lee Carlson	4/26/09 Complete
Pull together an IMPLEMENTATION PLAN for 2010 for the Judges Paperless Process (Stage 1)	Richard Kramer/Lee Carlson/ Scott Bilbruck	7/30/09

1:15 PM TECHNOLOGY PLANS/EDUCATION SCOTT BILBRUCK

DISCUSSION	<p>Paperless Process (Stage 2) would include the use of a PDA device (or similar) for both scores and commentary. Information would be downloaded into the computer during breaks.</p> <p><u>Sound System/Soundtracks:</u> Upgrade website to accept upload of unit soundtracks without the use of CDs. This would allow instructors to upload their own music, make any updates to soundtracks on or before Wednesday night prior to scheduled contest. Soundtrack changes made after Wednesday night could still be made by submitting an updated version on a CD. The logic behind this improvement is to eliminate CD "skip" problems. Music would be transferred to the Contest Director's laptops at each site (not the tabulator's laptop) by Wednesday or Thursday before the weekend. Revamp sound systems so that each one is exactly the same.</p> <p><u>WGASC Floors:</u> Over the next few years, a new floor would be rotated in and one old floor cycled out until all floors have been replaced. The first new WGASC floor was replaced at Circuit this year.</p> <p><u>LAPTOPS:</u> Same applies here, where a new laptop would be rotated in each year. Retired laptops could be upgraded and used as the Contest Director/Announcer's laptop for Debut/Invitationals/Circuit Championships.</p> <p><u>Circuit Projector:</u> Could be used at WGASC sponsored events, including MBOS for promotional or educational purposes.</p> <p><u>Spiel Sheet:</u> Adopt spiel sheet revised by Turner for Championships as the template for all shows. No cost to implement. Spiel sheet forms are available online and could be provided or printed out by the Announcer or show hosts. If instructors would make use of the forms online, this information would be helpful to the announcer, audience, and could also be included in the show host program.</p> <p><u>Education:</u> The E-Committee praised Chris Casteel for her contributions in providing excellent educational articles online. Scott mentioned that Chris suggested the idea of surveying the membership next week for their input on education. The E-Committee was in full support and recommended that she go forward with the survey.</p> <p><u>Education (cont'd):</u> After thinking about how we might go about extending the Fall Educational Workshop to more people, the E-Committee discussed the possibility of recording the sessions for those who are unable to attend; or use today's technology by conducting a webinar.</p> <p><u>Education (cont'd):</u> E3 logo will take on a different meaning to emphasize training: Education, Experience, and Excellence</p> <p><u>Website Changes for 2009-2010:</u> Scott announced that the WGASC website is in full redesign with an ECD of 8/15/09; Membership application/renewal ECD is 8/15/09; new MBOS website ECD is May 2009; Education Articles grouped like minutes, ECD 9/15/09; Ability to upload music, ECD 2/15/09 (pending budget availability); Scholarship Application, ECD 11/1/09; Volunteer of the Year Nomination, ECD 11/1/09</p>
CONCLUSIONS	<p>Paperless Process (Stage 2) is not economical to implement at this time. PDA's are currently running about \$700. With the speed of technology improvements/changes, we anticipate the cost of PDAs to come down to an estimated \$200 over the next couple of years. We're hoping to implement as soon as the cost of PDAs become more affordable.</p> <p>The technology plan for uploading soundtracks would be an additional expense to WGASC (e.g., Need to acquire 4-additional laptops (?) for the Sound Systems; webmaster expense to provide the ability for instructors to upload; training needed for the announcers on new technology; connection and compatibility of laptops to existing sound systems; etc.)</p> <p>Create a "checklist" of items for the instructor (e.g., Unit soundtrack uploaded? Is the CD in good condition? Do I have reference copies of the back sheet for each caption? Have I completed my spiel sheet online? Have I educated/reminded my students on how to apply for the WGASC Scholarship? Flash drive or MP3 player? Is the administrative/contact information on the WGASC website current? Did I include additional contacts such as the Band Director, Booster representative, or other instructors?) These are just suggestions to unblank the page.</p> <p>The E-Committee concluded that a webinar (or similar technology) would allow more people to participate in the comfort of his/her home, allow the instructor to teach from home, allow participants to gather, if desired, for questions/answers, or networking ideas and suggestions. This educational approach might also work for all or part of the Instructor Certification program. All agreed to pilot, if feasible, in 2010.</p> <p>Within Chris Casteel's proposal for educational improvements, the E-Committee agreed to add a Website Forum for members to go and post questions. This idea would further the education of our younger instructors and provide a place to ask questions and get answers regarding our activity. Chris would review the questions to determine what is educational and what is not before posting, then forward, if necessary (educational or not) to the appropriate knowledge expert. The E-Committee also thought that a FREQUENTLY ASKED QUESTIONS page (FAQs) might also be helpful classified by Education, Operations, Judging, and Contests.</p> <p><u>Education Article Publication Schedule:</u> After Circuit Championships through September – MONTHLY; September through January Evaluation Show – BI-WEEKLY; January Evaluation Show through Circuit Championships - WEEKLY</p>

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Soundtracks: Check with webmaster on cost for units to upload soundtracks. Server requirements? Determine budget necessary to support this technology update and present to the E-Committee. Would we have to increase membership fees? Is this something that should wait until 2011 due to affordability?	Scott Bilbruck/Carl Nelson	7/30/09
Assign the Marketing and/or Educational Coordinators the idea of using the Circuit Projector for promotional or educational purposes at WGASC sponsored events and report back their ideas to the E-Comm.	Scott Bilbruck/Chris Casteel/Kristin Johnson	7/30/09
Assign the Educational Coordinator to create an Instructor's Checklist. See above suggestions.	Scott Bilbruck/Chris Casteel	7/30/09
Advise Chris Casteel to go forward with preparing an educational input survey for next week's meeting.	Scott Bilbruck	4/27/09 Complete
Research the possibility (to include, alternatives and expense) for conducting an Educational Webinar for the Fall educational workshop.	Scott Bilbruck	7/30/09
Create a FREQUENTLY ASKED QUESTIONS page for the website classified into Education, Operations, Judging and Contests.	Scott Bilbruck	7/30/09
Make the paradigm video available to instructors online. This will also aid the instructor to classify his unit correctly.	Scott Bilbruck/Robert Solomon	8/30/09

2:00 PM BUDGET REVIEW/SCHOLARSHIPS SCOTT BILBRUCK

DISCUSSION	Dan reported that the income shortages as of 3/31/09 do not include \$65k gate income at Circuit Championships, an estimated \$9k in sponsorships, and no show fees. The scholarship campaign of \$2, \$20 or \$200 was not marketed well and should be brought up at the Circuit Meeting next week. Donations to the scholarship fund can still be applied for this year's winners. It was also recommended that we add a scholarship donation line on the WGASC membership form. Lee talked about WGI's scholarship fundraising success with Howie Mogil and his wife. Each and every year Howie is the primary reason why WGI is so successful in raising scholarship funds (sells raffle tickets to the audience at \$5 for 2-arm length and always has some kind of gimmick to capture the audience's attention). He's quite the attention-getter and is quite amusing.
	Fewer scholarships applications were submitted this year as compared to 2008. The quality of some of the applications told us that it would be useful to offer training on how to apply for a scholarship. Scott felt that Peggy would be an excellent candidate to provide this training in the Fall. This would include guidelines on what captures the attention of the reviewer.
CONCLUSIONS	Make new 50/50 scholarship fundraising mandatory for the WGASC sponsored events. Add to show host contracts to donate \$150 to the scholarship fund (if the unit did not make a donation at time of membership sign-up). Show hosts (especially Saturday show hosts) could also run a 50/50 to offset this expense.
	If the budget allows, the E-Committee may consider bringing out Howie and his wife to help sell 50/50 raffle tickets at Circuit Championships.
	The E-Committee agreed with Scott's recommendation of asking Peggy Bilbruck to be an instructor for scholarship application training in the Fall.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Push the scholarship campaign of \$2, \$20 or \$200 at the Annual Circuit Business Meeting next week.	Lynne Kunster	5/3/09 Complete
Revise WGASC Unit Membership application to include a Scholarship Donation line.	Scott Bilbruck	6/30/09
Revise Show Host Contract to include a \$150 scholarship donation requirement.	Scott Bilbruck/Carl Nelson	6/30/09
Update the scholarship application forms for 2010 and forward to Scott. Plan is to make the forms into PDF files and completed applications to be submitted electronically. Application to go online by December 10, 2009.	Lynne Kunster	7/30/09
Talk to Peggy about instructing and preparing educational materials to present at the Fall Education Workshop on how to apply for a scholarship.	Scott Bilbruck/Peggy Bilbruck	8/30/09
Delegate to Kristin Johnson to heighten/improve the promotion of the WGASC scholarship and service awards. Remind the membership that Instructors may also apply.	Scott Bilbruck/Kristin Johnson	8/30/09

2:30 PM INDIVIDUAL & ENSEMBLE COMPETITION CONCEPT SCOTT BILBRUCK/LEE CARLSON

DISCUSSION	Influenced by the Texas Circuit, DCI, and as another opportunity for our performers to compete is the concept of "Individual and Ensemble Competitions." Scott, Richard and Lee have all witnessed the success of this type of pageantry and believe that it is also well-suited for our Circuit. The Woodbridge HS Band Director holds an annual event very similar to this concept and mentioned that it could be very successful for the Circuit to host because of its structure and resources. Lee suggested putting this event into the morning of the Invitationals. The judge(s) would be the T&P and announcer; performers would be judged on equipment, movement and visual all on one sheet (1-judge). Contest would be held in a theatre, cafeteria, or any room with high ceilings with a smaller floor tarp. An entry fee of \$20 per individual or ensemble could be a potential revenue-maker for the organization. Individual rifle would compete against rifle, flags against flags, etc.; ensembles would be limited to 4 and compete against one another; all to use the same guard classifications of A, Open and World. Each performance to be 1-minute to 1.5 minutes. Sample score sheets were also provided to the E-Committee in their handout.	
CONCLUSIONS	This concept has been very successful in Texas and DCI. The E-Committee liked the idea and felt that if we go forward, we should start with low expectations and monitor very closely.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Introduce the Individual & Ensemble Competition concept at the Annual Circuit Meeting next week.	Scott Bilbruck/Carl Nelson	5/3/09
Pull together an Implementation Plan and assess if we have the time and resources to introduce in 2010. Work closely with the Marketing Coordinator after E-Committee approval.	Scott Bilbruck/Mike Stone	8/30/09

2:50 PM MBOS SCOTT BILBRUCK

DISCUSSION	MBOS Judging Panels have all been finalized. Lee suggested that we strongly encourage our members at the Annual Circuit Meeting to participate in MBOS as well. In order for MBOS to grow, we need more support from the membership.	
CONCLUSIONS	A few changes in responsibilities and show scheduling are as follows: <ul style="list-style-type: none"> ➤ Tabulation will be performed by the Announcer; ➤ Digital burning is now the responsibility of the Contest Director; ➤ Eliminated the Riverside King Show, reducing the total number of shows from 5 to 4; ➤ Moved the MHHS show out 1-week, to avoid conflict with SAT testing, Scripps Ranch Show, Rancho Bernardo Show, and Vista's Show 	
The MBOS schedule for 2009 is as follows: <ul style="list-style-type: none"> ➤ October 17, 2009 – DOWNEY HS ➤ October 24, 2009 – ELEANOR ROOSEVELT HS (hosted by Norco HS) ➤ November 7, 2009 – MISSION HILLS HS (hosted by MHHS and Lealta) ➤ November 14, 2009 – ELEANOR ROOSEBELT HS - MBOS CHAMPIONSHIPS 		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Make announcement at the Annual Circuit Business Meeting to promote MBOS to all Band Directors and Unit Instructors in attendance.	Lee Carlson	5/3/09 Complete
Request assistance from Kristin Johnson to help market and promote MBOS as directed by the MBOS Coordinator.	Scott Bilbruck/Mike Stone	7/30/09

3:10 PM INSTRUCTOR CERTIFICATION SCOTT BILBRUCK

DISCUSSION	Copies of the Instructor Certification program were provided in the hand-out. Further discussion between the E-Committee, Advisory Committee, Jenn Johnson and Chris Casteel will need to be planned to resolve all questions and concerns before instituting next season.	
CONCLUSIONS	See below.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Schedule meeting with the Advisory Committee to go over their questions regarding the Instructor Certification program.	Lee Carlson	6/30/09
Determine next steps to be taken pursuant to the E-Committee and Advisory Committee meeting.	Lee Carlson	6/30/09

3:20 PM CALENDAR / PROPOSAL REVIEW GROUP DISCUSSION

DISCUSSION	At this time, the E-Committee reviewed the 2010 calendar and each of the 8-proposals to be presented at next week's Annual Circuit Business Meeting. Proposals were submitted by Chris Velez (4), Tim Mikan (1), Dave Bishara (2), and Mike Stone (1). By 9/16/09, requests for judging availability will go out. Response due date is 10/7/09 in order to publish first set of assignments by 10/19/09.	
PROPOSAL #1	All WGASC units wishing to compete at Circuit Championships must debut within the first 5 weekends of the competitive calendar. Justification: This will allow for Circuit personnel to more clearly identify guards that may be demonstrating skills beyond their current class, giving a larger sample size of color guards with which to make promotion decisions. Submitted by Chris Velez.	
CONCLUSIONS	This would result in a financial impact to the organization. Scott reported 46 guards applied for membership after January 1 st of which most come out with their first performance in March. Allow the body to vote next week.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Revise the RULE CHANGE PROPOSAL FORM to include "Financial Impact" for next year.	Scott Bilbruck	8/30/09
PROPOSAL #2	NO unit may be promoted or reclassified prior to the finish of the 4th weekend of the competitive calendar. Justification: With more groups choosing to debut later in the season the sample size for groups being promoted is relatively small as compared to the class in which they reside. This will allow for a larger sample size to be obtained before making decisions that will affect a group significantly throughout the course of the season. While also not promoting groups that may be more prepared early in the season with less room for growth throughout. Submitted by Chris Velez.	
CONCLUSIONS	Allow the body to vote. NOTE: This proposal was WITHDRAWN prior to the 5/3/09 Annual Circuit Meeting.	
PROPOSAL #3	A guard must show an acknowledgment or salute when asked "Is the guard ready?" Justification: T&P are in question as to when the timing should start. Submitted by Dave Bishara.	
CONCLUSIONS	Allow the body to vote.	
PROPOSAL #4	All judges assigned to Circuit Championships must have judged a minimum of two (2) weekends of WGASC contests. Justification: This will help alleviate the number of "first reads" at Circuit Championships allowing for a more consistent finish to the competitive season. Submitted by Chris Velez.	
CONCLUSIONS	This is already WGASC's general practice. Eric Kitchenman was the only judge at Circuit Championships who had not qualified; however, he was readily available because we were short one-judge in his caption. Kitchenman actually did WGASC a favor. NOTE: This proposal was WITHDRAWN prior to the 5/3/09 Annual Circuit Meeting.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Contact Chris Velez and explain rationale for withdrawing this proposal.	Lee Carlson	5/3/09 Complete
PROPOSAL #5	If a judge has a primary affiliation with a unit in any class, he/she will not be permitted to judge that same class at any point in the season. Justification: Putting a judge in a position to evaluate a "potential" competitor is unfair to both the judge and the units being evaluated. While there is no clear way to determine whether or not a judge might possess bias for one group over another, this rule will help keep potential biases from affecting commentary and scoring. Submitted by Tim Mikan.	
CONCLUSIONS	The E-Committee stated that this proposal would disallow judges such as JC Clarke, Kevin Bell, Robert Hahn, Robert Solomon, Amy Mack, Corkie Keys, and Lorraine Kohagen to name a few. The Circuit does not have enough judges to replace these individuals and the expense of flying in outside judges would significantly impact membership fees. Currently, judges are not allowed to judge if their affiliated unit is in competition at the same location or any guard in the same class at the same location. NOTE: This proposal was WITHDRAWN prior to the 5/3/09 Annual Circuit Meeting.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Contact Tim Mikan to discuss impact to the organization.	Lee Carlson	5/3/09 Complete
PROPOSAL #6	Front boundary line penalty may be waived by the Contest Director if a unit does not fit in the competition area. Justification: None. Submitted by Dave Bishara.	
CONCLUSIONS	The E-Committee concluded that by no means can anyone waive or ignore the 5 foot front boundary line for safety purposes. Allow the body to vote.	
PROPOSAL #7	For the purpose of interpretation, the "competition area" shall measure a minimum of sixty by ninety (60' x 90') feet and does not include entry ramps, hallways, bleachers, or seating areas. Color guards are permitted to utilize the entire competition area for their performance. Color guards may not use "floors" (tarps) larger than sixty by ninety (60' x 90') feet. All WGASC contest sites must have a minimum of sixty-five by one hundred feet	

	(65'x100') feet to accommodate a “safety zone” of five feet (5') on the sides and back using the minimum competition area of ninety feet (60'x60'). NO people may enter the safety zone at any time during the performance. Depending on the performance venue, WGASC can authorize additional competition area and will include that information in the diagram (footprint) to be made available to all competing color guards to identify the competition area. Justification: The current rule is vague and allows for a wide variation in interpretation. This rule would help define space clearly for designers and timing/penalty judges alike. This will allow for a more consistent performer experience at all WGASC contests. Submitted by Chris Velez.	
CONCLUSIONS	Allow the body to vote. NOTE: This proposal was WITHDRAWN prior to the 5/3/09 Annual Circuit Meeting.	
PROPOSAL #8	Creation of WGASC “Novice” Classification. Justification: To better facilitate an educational experience for new or less experienced color guards and instructors. A “Novice” class as outlined below would provide “real time” hands-on education, guidance in training, with a set of standardized basic skill criteria to assist in future growth for both the performers and the instructor/staff. This would be a non-competitive class, with each Novice guard being recognized at the first awards ceremony where they would receive a WGASC Ribbon. Submitted by Mike Stone.	
CONCLUSIONS	Allow the body to vote. The suggested requirements and limitations to the Novice class were very lengthy and require the Advisory Committee to review and make recommendations to the E-Committee.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Advisory Committee to coordinate and review with Mike Stone.	Lee Carlson/Mike Stone/Lorraine Kohagen	7/30/09

Meeting adjourned at 4:55 pm.