

**NEISA Executive Committee Conference Call Meeting Minutes
January 24, 2018**

Action Items

1. NEISA Specific Action Items

- a. Assad to share concerns with Showcase Committee about no-show penalty/exemption with scheduling conflicts
- b. Assad to confirm location of Norfolk Team Race/Exclusion Zone
- c. Bresnahan/Assad to send out Eligibility Hardship Waiver
- d. Mollicone, Pizzo and Assad to continue to work Revised Penalty for In-Conference No Shows in February committee work
- e. Executive Committee to review NEISA Rules and Regulations
- f. Callahan to fill 2 remaining umpire spots for Team Race
- g. Assad to continue research into 5 year term for Commissioner bylaw change
- h. Vice President Lynn to launch Developing Team Facebook page

2. NEISA Action Items involving the ICSA

3. ICSA Action Items

- a. All-American Committee Research into Crew of the Year Award

Motions

- 1. Motion to move into reading of annual minutes and approve as written
 - a. Passed unanimously

Next Call: April 11th at 11am

Meeting Minutes:

I. Call to Order

A. [Roll Call](#)

Executive Committee			Other Attendees	
Position	Name	Roll Call	Name	School
Commissioner	Justin Assad	Present	Amanda Callahan (G)	RWU
President	Charlie Welsh	Present	Jeffrey Bresnahan (G)	Conn
Vice President	Peter Lynn	Present	Caroline Patten (G)	UVM
Secretary	Paige Clarke		Skip Whyte (G)	URI
Treasurer	Alden Reid		Quentin Chafee (G)	Brown

Schedule Coordinator	Frank Pizzo	Present		
Boats and Safety	Fran Charles			
Special Projects	Brian Swingly			
Competition Committee	Greg Wilkinson	Present		
N. Region Rep	Diana Weidenbacker	Present		
C. Region Rep	Mike O'Connor	Present		
S. Region Rep	John Mollicone	Present		
N. U. Rep	Nellie Stidham	Present		
C. U. Rep	Ally Schwerdtfeger	Present		
S. U. Rep	Brian Nelson			
At Large	Kylie Freitas	Present		
At Large	Cam McManus	Present		

II. Commissioner's Report - Justin Assad

A. Review of Annual Meeting Minutes

1. Motion to move into reading of minutes and approve as written
2. Seconded by Mike O'Connor
3. Passes unanimously

B. Review of [ICSA Midwinter Meeting](#)

1. Sent out report to maybe NEISA listserv (might have just been the coaches listserv) but it is also up on the NEISA website now
2. Summary: going item by item, feel free to ask any questions as we go

C. Item 1: ICSA governance, most important

1. Report from President, Mitch Brindley: ICSA plans to use some of the account's investment money to hire a firm that specializes in college sports to analyze the ICSA with a focus on governance and enforcement
 - a) This has been a concern of NEISA's over the years, a productive way to look at the sport as a whole and figure out areas to improve on and look at how we govern ourselves and best practices moving forward

(1) Excited to hear about this plan

- b) Sounds like there won't be an additional fee to ICSA member schools at the moment for this particular exercise as it will be funded out of the account
 - (1) This was some of the big news that came out of the meeting
- 2. Can anticipate showcase events being slightly more expensive than previous interconference regattas, which were \$30. We're looking at showcase events being \$50 for each team that enters.
 - a) We are looking at a tiered increase in dues in the ICSA some time within the next couple of years
 - (1) Similar to what we did in NEISA where the teams that are utilizing the ICSA most will see increases in dues to the organization and the least involved teams will see really minor increases to their dues.
 - b) Over the past 40 years, ICSA dues have increased once
 - (1) We have outpaced the professionalism of the group and the organization as a whole
 - (2) Seems participating has eclipsed the organization so it's our hope that raising dues will enable us to bring the association along with it

D. Showcases

- 1. Discussion Topic 1: how to ensure the consolation round of showcase is just as strongly attended as championship
 - a) Some sort of penalty for sailing first round but not second
 - b) During previous discussion, talked about mirroring interconference no-show penalty/maybe you're ineligible for showcase the following year
 - c) Committee is working on it for annual meeting in the spring, welcome NEISA feedback
 - (1) Feedback: Thought is that if you knew before the event that you could only sail one event, maybe due to a requirement to be on campus/need to have that weekend off, would this end up being different
 - (a) I understand the thought that you don't want it to become the ACTs, but if people declare beforehand that regardless of what happens, they cannot sail the next round, does this change? It should be considered in discussion

- (2) Assad: Ok - I will share this with the committee, not sure how they will respond, may say they might like to go to next eligible team but we will see what they say
 - (a) My concern is that we want to see the consolation regatta be an 18 team full regatta that looks like the championship with the next group of teams, priority in big picture
 - (b) I will talk about that, maybe some sort of exception if indicated beforehand
- (3) Unknown: Some of us have mandatory weekends on campus, for fundraising events and such, so by not being allowed to go to either because you can't attend the second round because of an event that is funding the team
 - (a) Mandatory weekend when we have to be on campus because it funds $\frac{3}{4}$ of our season
- (4) Assad: I understand, I will bring it up to the committee and we'll see what they say

E. All-American Committee Research into Crew of the Year Award

- 1. Discussion in general at the Coach's Symposium was women's sailing in general.
 - a) Topics: treating women's sailing as equal priority to Co-ed and treating crews to the same priority as skippers
- 2. Talk of this award was born out of this discussion, I think it's a good thing that people are looking into that

F. Competition Committee

- 1. Significant discussion of the competitor imbalance at Team Race Nationals
 - a) Examining options to improve quality, no recommendations as of yet
 - b) I tried to push them to get them to get a sense of what the timeline was like for that
 - (1) Assad: Do not think we can anticipate a change before this year's Nationals. Greg, do you have any idea what the timeline is like for that?
 - (a) Wilkinson: No, I do not
- 2. Positive Change: Fowle Trophy point allocation will weight Women's Nationals and Coed Nationals evenly
 - a) Putting our money where our mouth is in terms of valuing women's sailing

3. Spectator Discussion

a) ODU is organizing a spectator area for Nationals, sounds like a great idea, there will be alcohol there - kind of like a beer garden setup - so we had a bit of discussion about who's allowed in and how to manage the area

(1) Not a lot of conclusions

b) Led us to talk about whether this is something we can do in NEISA once a season/year as an alumni event that is broadly open to all NEISA alumni and create more of a spectator feel around our events

(1) We've had some discussion

4. National Championship Exclusion Zone

a) Not covered specifically at meeting, got it in a side conversation and wanted to include it because it has been a sensitive item in the past

b) ODU still plans to run the Norfolk Team Race that they have been running for a few years and this year they're not running out of ODU but they're running it out of Hampton Yacht Club and won't be in waters for Nationals and it will be in different boats

(1) I think this is okay, I added this in here because I wanted to be transparent about sharing this information

c) For what it's worth, I voiced that I didn't think it was fair to do it because in that scenario, there was no way that every team has access to the event but I don't think that's going to ultimately impact whether they host the event or not

(1) Unknown: Is the event in the exclusion zone?

(2) Assad: No I think the exclusion zone will be drawn specifically to not include this area where the event will be run

(a) Assad: A little confusing, I think their intention is to run the regatta off of the Hampton dock, which if you're at ODU is to the North. Mitch said it was very unlikely that Nationals would be sailed up there. They only practice in that part if it's blowing 35-40, but that's where we ended with that.

(3) Pizzo: Justin I'm pretty sure Hampton Yacht Club is pretty far from where ODU sails, it's not at Norfolk Yacht and Country, it's at Hampton, so different boats, different setup.

(i) Assad: Ok, good

- (ii) Yeah, it is a ways away, you can't even see it.
- (4) Assad: Ok, well I might have it wrong because the way Mitch described it to me I thought it was...I might have it wrong that it's Hampton Yacht Club, I might have said that incorrectly, it might be...I'll check
 - (i) Unknown: Yeah it might be at Norfolk Yacht and Country, that's a lot closer.
- (5) Assad: Yeah, that's the one where all the high school teams practice, I think the direction is North in the cove, right?
 - (i) Yeah if it's at Norfolk Yacht and Country Club they're going to be sailing in the same area that Nationals would be in, it's right down the road from them but Hampton is a totally different setup/venue
- (6) Assad: I will check with Mitch, let's say they're running it out of Norfolk Yacht and Country Club (that's kinda the way he described it to me) sorry, think they're intending to run racing right off the dock in a zone he said we wouldn't be sailing in for Nationals
 - (i) Legler: Yeah, that's fine I'm looking at Google Maps, on Lafayette River which kind of runs East-West, would have to sail a few miles down to get to where ODU sails which is in more open-water.
 - (b) Assad: Roger that

G. Eligibility

1. Created a hardship waiver to accommodate extenuating circumstances.
This waiver is very restrictive and requires that you have to withdraw from school or become a part-time student to become eligible
2. Don't have a lot of details on this, seems like a logical change to me
3. Assad: Jeff, did you guys work on this with the committee?
 - a) Bresnahan: What you described was it, the idea was sparked from a case where someone got a 5th year of eligibility. It's written in a way that adheres to NCAA rules where someone wouldn't be able to just transfer schools and get eligibility, have to have hardship waiver and meet criteria of an injury or some type of situation where you had to leave school - can get some time back, but not all of it.

(1) Will look for a copy to send to you, Justin, that can then be sent out, pretty spelled out.

4. Justin: Great that was my understanding on it and seemed like a good change

H. Grad Students Discussion

1. Has come up a few times over the years, were able to defeat the procedural rule change to allow graduate students
2. Able to pass NEISA bylaw change to specify college sailing as an undergraduate sport.
3. We think this is a really positive change, it doesn't mean we could never allow grad students, but the threshold for changing a bylaw is higher than that of a procedural rule and as a result we hope it'll make sure we're not subject to the changes from one year to the next on what some of our student-led conferences might think is best, think this will be better for college sailing in the long term and significant discussion on both fronts, able to get passed

I. 8 year term limit

1. Discussed, did not vote on it, but it's part of what we hope the consulting firm will consider while re-evaluating ICSA, practical and part of what they look at and practical adjustment for us in terms of moving in the right direction for rotating leadership
2. Do think, part of the reason I didn't bring that to a vote was because the way it was written was for all ICSA officers, but we need to identify what we want - distinguish between someone like Sherri Campbell who has been our Graduate Treasurer for a while and has valuable institutional knowledge, whereas I know a significant group in the conference feels a rotation in executive leadership would be a good thing so that's where we're at with that. I think we will get a good recommendation back from that consulting firm - supposed to happen over the next 6 months, correct me if I'm wrong Greg
3. Wilkinson: Don't have a timeline, Mitch and I had a call earlier this week with a firm and should have their proposal by the end of this week or next week which is where we'll get pricing, a timeline, etc. so we'll see how that goes
 - a) Trying to engage a firm as soon as we possibly can, this will be the first time getting a look at a timeline but I'd be very surprised if it was anything like 6 months, but it might be something like 3 months
4. Justin: Ok great, you mean that 6 months would be long for it?

- a) Wilkinson: Yes, I think so. In terms of hiring someone and engaging, it is a top priority and trying to get it done as quickly as we can.

J. Sailing World Rankings and Best Path Forward

1. Lot of discussion, able to work on it with MAISA as they were similarly concerned
2. The direction we hope to move in is to a panel of coaches from a bunch of different conferences, which would be 3 NEISA/3 MAISA/2 SAISA/1 Pacific Coast /1 Mid-West. We would have each conference nominate people to be on the panel.
3. There will be a more specific timeline of when rankings will happen which we think is a little more logical following the ebb/flow of racing in the country
 - a) For instance, looking at the new Fall schedule, we will have a preseason national ranking, and first September ranking will be a conference only ranking as the only racing will be in conference during that period of the year. I has some tweaks like that but we think the overall product is going to be a lot better
 - b) Have had some concern from NEISA on it and I think the other thing about it is that our intention is to create a little more of a narrative around the ranking
 - (1) Ex: each season, one person on the committee in NEISA may be assigned to write a little blurb on each ranking period (only 3 of them) so it's pretty achievable - but it could talk about a team that entered the top 20 that wasn't in it before or some sort of notable change
4. This is the goal - put a little more of a story behind the rankings as well as a bit of quality control by having a panel of educated people doing the ranking each week
 - a) Legler: I think this is a great idea, I did the rankings for about 30 years, initially by myself and then with a total of 3, and about ½ the time they gave us space for text to comment on why someone moved into the top 20 or why someone is now #1 or why someone moved up a lot, and it was always well received but it was just a question of whether or not the magazine had room for the text. This sounds exactly like what you're talking about and it was very well received.
 - b) Assad: Thanks. I think of those often when talking about this because the preseason prognostications that you used to write were

awesome and gave a really good view into all the NEISA teams and not just the top 5 NEISA teams in the nation but rather all the teams in the conference. A priority for me was to bring back visibility for the whole conference and not just the top teams. Really positive.

K. Reporting System for ICSA

1. No conclusion on this - Mitch will take to some counsel because we had concerns about legality issues and clients and the ICSA President will look into making sure that if we create something like this we are doing so in a manner that is complicit with all that stuff, but on the whole, there is general support for the concept that we should have a system for people to report anything they feel is inappropriate, unsafe, or anything like that. So, that's the breakdown on the ICSA Meeting.
 - a) Wilkinson: Justin, we took that up today - first step, look into already existing grievance protocols (US Sailing already has one in place), check at least 2 other sports - tennis was mentioned, and hopefully not reinvent the wheel and we should have something soon (I would think).

L. This concludes the report from the ICSA MW Meeting

M. If anyone has questions about the Symposium/MW Meeting

1. Felt it was excellent, they ebb and flow from year to year and can't always be perfect but I felt this one was valuable - discussion was good and I thought we had a great representation overall

III. Scheduling Coordinator's Report - Frank Pizzo

A. NEISA Interconference Scheduling - continue to copy Frank on emails!

1. Danielle Richards is back and has been in communication which is great
2. I will continue to handle NEISA Interconference Scheduling, so be sure to copy me and Danielle to all NEISA Interconference - even out of conference events we're participating in - just in case she isn't in communication to keep scheduling rolling

B. Oberg Trophy

1. 3 divisions this Spring, it had the wrong note on it

C. Open Regattas - Early Season

1. Have been emailing out about open events for early season, still have openings
2. Schedule is a living document
3. If anyone has questions, email/speak up

- a) Legler: Easter weekend (3/31-4/1) has a lot of stuff but the weekend of 4/14-15 is very light. Is there any chance any events are going to be added there? Good news that Oberg is 3 division, that helps.
- b) Pizzo: There are a lot of out of conference events going on that weekend, right? There's Navy Spring @ Navy, Thompson @ Conn College, Owen @ KP, President's Trophy, 3 division Oberg, 1 day invite at Tufts, don't know if there are other teams begging for more there.
- c) Assad: Ken, maybe poll and find a few other teams looking for more events and we can try to find a host for that weekend?
- d) Legler: Maybe we'll end up taking one of those spots at Navy Spring, but thanks for looking.

D. Schedule Update - Midweek Regattas

- 1. 2 midweek fly regattas, dates have been added to the schedule, April 12th and one other on the schedule
- 2. If you want to add these, check out the schedule and email me

IV. Old Business

A. John Mollicone - National Championship Progress from Midwinter Meeting

- 1. Sounds like we're going to be doing it out of Sail Newport, similar to when it's been hosted out of Newport in the past except it'll be out of Sail Newport, wouldn't involved the New York Yacht Club at all.
- 2. Lot of the planning is contingent on getting a 2nd fleet of Laser Performance boats from Laser Performance and their help on that as well as help from other teams (particularly other RI teams) in running Nationals in 2019
 - a) Two really important things - if they don't come together, probably going to pass on hosting it
- 3. Brown will provide a fleet of Z420s, so trying to find a 2nd fleet
- 4. Dates: couldn't find proposal but similar to past years
 - a) Team Racing Nationals happening on the Saturday, Sunday, Monday of Memorial Day Weekend, going into womens and coed around it
 - b) Assad: I think the coed event ends on the 31st. We did feel pretty confident based on our discussion with Mitch and LP that they're going to step up and help us get a 2nd fleet which I would say was a positive thing out of that meeting.

5. Callahan: Random question, if LP is potentially going to be providing a fleet of boats would they potentially be doing that in other conferences that said they can't host?
 - a) Assad: I think that for this particular championship their feeling is that it's pretty...actually I shouldn't speak for them because I don't know for sure but I think that in this particular instance they think they can find a high quality fleet for the championship. I know they've thrown around the idea of chartering St. George's boats and having LP cover that expense and they've also looked at chartering some of the other LP fleets. I think that some of that is in the discussion, the other conferences probably don't benefit from the geographical advantage like they do in New England, that'd be my short response, but I don't know LP's stance on it.
Good Question.

B. Championship Committee Updates - Justin Assad

1. Brian isn't on the call, has a key meeting today. Usually gives some New England Championship updates so we know what to expect as we get closer to those regattas. I thought it'd be a good time to do the same, maybe we'll start with Connecticut College - Jeff do you want to bring us up to speed on how things are looking?
2. Bresnahan: Conn College is excited to host not only the Fowle, New England Team Race Championship, but also the Staake, the lead in to qualify for the last two so we've been working on those two events. Before break I had a conversation with Amanda just because she took over, but we haven't touched base about umpires but we'll need umpires for both of them.
 - a) In Southern New England normally if teams have a trailer they're good about bringing boats. I have two brand new trailers so I can always go down and pick up a boat. Harvard in the past has offered to bring a boat so we're working on that.
 - b) We have a chief umpire in place already. Things are good. As discussed at the last meeting, it'll be in 18 FJs from Connecticut College and 6 FJs from the Coast Guard Academy.
3. Assad: Thanks Jeff. I have a brief report from Brian Swingly. He has [4 judges lined up](#) for the women's: Sue Reilly, Becca Dellenbaugh, Martha Pitt, Solomon Tarlin
4. Only major update, everything else will be standard Coast Guard Academy fair. Most of us have been to plenty of events there so we know what to expect.

5. "Amanda is crushing her new assignment" verbatim from Brian's email in regards to Amanda Callahan's new role as Judge Coordinator
6. John Mollicone: Coed Update
 - a) With help from Amanda, we have 3 judges so far: [Peter Bailey](#), [Kelsey Wheeler](#), [John Moulthrop](#) and will have a 4th soon
 - b) Hope to be functioning out of the new building by the Dellenbaugh but certainly by the New England Champs, we will be out of the new facility
 - c) Day 1: A Division - FJs/ B Division - Z420s, Day 2: switch
 - d) Still going to try to do coaches on the water, probably will need help from Southern New England teams with power boats, will figure out about a month or so out with boats
 - e) All substitutions will be from the dock - none on the water
 - f) Excited to host, could be the first event out of the new center but hoping it's the Dellenbaugh

C. Revised Penalty for In-Conference No Shows

1. On the agenda, haven't made progress with it. John, Frank and I still need to get together on this, I dropped the ball on getting this organized so we'll work on that with Committee work in February and hopefully will have something for the April meeting
2. Something to note is that when we get to the updates for NEISA Rules and Regs, which is upcoming, I corrected them to reflect the discipline that should follow the discipline where the no-show occurs
 - a) Ex: If you no show at women's in the fall you should only be restricted from attending women's events in the Spring, not **all** regattas

V. **New Business**

A. Approve updates to [NEISA Rules and Regs](#)

1. As I said over email, I think most of you got that, my intention is to give the executive committee a week to review those NEISA Rules and Regulations. I just got the changes from the annual meeting this year - had a lot of adjustments and just got them all up today - so I would like to give the executive committee a week to review that and will call for a vote a week from today to either approve or not approve the new Rules and Regs. They're up there for everyone to review.
 - a) Included new Performance Ranking system, changes to the Team Race Draft and everything else that happened at the annual meeting

2. I encourage everyone to take a look, make sure they look correct and let me know if anything looks incorrect/inconsistent so I can fix it. Be sure, just to review, we don't like to govern the conference with meeting minutes. The appropriate way to govern is to have those changes reflected in the Rules and Regs and then to have them be a governing document at all these regattas which is why we try to govern this way.

B. NEISA Strategic Meeting - Amanda Callahan

1. Meeting took place in December at Roger Williams
 - a) Don't want information from it to just live with people that were in attendance, so the meeting minutes are up on the [website](#), but here are some of the takeaways:
 - b) In order for NEISA to get to where we want it to be, more money needs to be brought in
 - (1) The schools in the conference are not the source of this
 - (2) We need to do a better job creating pathways or look into bringing in sponsorships
 - (3) I put together a business type model for these classes to explore maybe a cheaper way to do it aside from hiring a consultant. For undergrads on the call, if your school offers a sportsmarketing type class, please get in touch with me!
 - (a) Reach out if they have a marketing class also
 - (4) Pretty much want to look at different companies we could approach for sponsorship and with some of the money, we have loads of ideas about what we could do
 - c) Go check out meeting minutes!!!! We want people to look at them
 2. Assad: Thank you. Amanda did a great job taking these notes and assembling them and reminding me that they should be on this call because although we are fortunate in our conference to have professionals who can devote the time to try to make college sailing better for everyone, we want input from everyone and want to be transparent throughout the process. That is the main goal. Amanda put together a great proposal for sponsorship so if we have schools out there with sports marketing majors it would be a great idea for somebody to pursue.
 - a) Callahan: I forgot to mention from the Strategic Meeting we had, Jeff, the President, did bring award winning corn chowder which was very much appreciated.
 - b) Assad: Could be one of the best parts of the meeting
 3. Peter Bailey: I had a question regarding the Strategic Planning meeting. In the past, people have asked if undergrads are involved with Competition

Committee type meetings and I was thinking after seeing some of the To-Do's in the back that maybe, not every undergrad, but some selected, could be helpful in the strategic planning like identifying schools that have varsity-potential and things like that.

4. Assad: Yeah, there's no question that undergraduates can be helpful with that stuff Peter, but it can be a little challenging. I don't think that our intention is to eliminate undergrads from these discussions; it's that we tend to have these meetings during weekdays which I know is challenging for undergrads but I would say that I think part of the goal is to get this up in front of everybody and if there are people, undergrads or otherwise, who want to help achieve these goals we are certainly an inclusive organization and we want people that are willing to do the work. So, if there are people out there who have recommendations of people they think could be good in terms of helping with this stuff, I can't overemphasize, have those people reach out and get in touch with me, Amanda, or one of the executive committee members and we'll steer them in the right direction to get them working.

C. Judge Coordinator's Update - Amanda Callahan

1. Trying to get a jump on the organization and have all the umpire teams assembled before we start up in March
2. Umpires for Championships: Team Racing/Women's/Coed
 - a) Just 2 shy of filling Team Racing
 - b) already 100% for Women's
 - c) 125% for Coed
3. About 50% for other events that we're looking to make great with solid umpire teams
 - a) SNETR, Staake, Friis, Marchiando, Women's Team Race @ MIT
 - (1) For the Women's Team Race @ MIT the goal is to have an all female crew - so far looking really good, still looking for more
4. In good shape, still have to circle back with folks who answered but didn't have their schedules ready yet
5. Can always use more contacts- some schools are great about sending emails of recent alums, if you have alums that are good with rules, send them my way
6. Umpire Tracking Document
 - a) Wilkinson: Is your umpire tracking document on a Google Drive or somewhere people can see it?

- b) Callahan: It's live online. I've mostly been sharing it with coaches that are hosting events so they can see who's signed up but I can share it with you too
 - c) Wilkinson: Yeah, that'd be great. I think if you're willing to share it with everyone then any coach that's talking to their alumni about trying to encourage them to volunteer, we can steer them towards the proper events more quickly.
 - d) Callahan: The only concern I did have with sharing it widely is that there are a load of people's email addresses on there - everyone that's a potential umpire (about 100 people) - so I don't know how broadly I want to advertise that
7. Assad: Thank you Amanda for making a lot of progress with judging stuff and it looks awesome.
- a) Legler: Justin, I'm looking at it now and none of Tuft's 3 events have umpires yet but there's only one I'd like to see which is the Duplin if possible, the other 2 are B and C level co-ed events and I'm okay with just doing protests.
 - b) Callahan: I think it's - let me just be clear about that - I think that my task is just to fill the priority events and the major team racing events this season - the Friis, the Staake, the Marchiando, SNETR, and Womens MIT - and you guys can correct me if I'm wrong but I don't think my job, I have the tab for other events on there and there are another 12 or so team racing events, which I do not think it's my job to get umpires for those events, correct me if I'm wrong.
 - (1) Assad: That's accurate, the priority is exactly what you described and I think it's good to be clear about that. You know, not everyone that hosts is on this phone call but I think for looking forward to this Fall, our Championship are obviously the priority, and I think we would include our Showcases in this, so Amanda could be a conduit for helping to fill those judging positions as well as all of our Inter-Conference regattas in the Fall. We should not be relying on Amanda for Inter-Conference regattas, for those events usually the host seeks out judges and if they're struggling they seek out the judge coordinator to help but we shouldn't be counting on the judge coordinator to fill those events unless we've reached out for help in advance

with enough time. I think that's the best way to look at the Fall.

D. By-Law Changes

1. 5 Year Term for Commissioner

a) So when I started working on the Rules and Regs, we voted and approved to have a 5 year term for the Commissioner. I need to do a little research, I think the vote was unanimous, and to me this seems to be a by-law change - it would need to be in the bylaws that we have a 5 year term for the Commissioner. As we know, there's a higher threshold for by-law changes so I need to do a little research because it is not currently in the NEISA Rules and Regs and I want to be transparent so we do it the right way from a procedural standpoint so I wanted to put it on the agenda so we carry it on from meeting to meeting so it's on the front burner but I'm going to do a little more research on my own on this and I'll get back to the conference about the best way to ensure we enact that, certainly before we get the 5 years for me and going forward for everyone.

2. Creation of Championship Committee

a) We can create the committee as a standing committee but I'd like to add it to the by-laws which I think needs to be approved. I added this stuff on the agenda

3. Questions

a) Wilkinson: Justin, where are you on your five-block term? And would it start from when you started or when we pass it?

(1) Assad: I'm going into year 4 here and I think it's my intention that I would not serve more than 5 years in this position whether it's because we start the clock at the beginning of my term or we start it tomorrow so we think 5 years is probably enough for me, but that's kind of my intention in regards to the timeline.

VI. Highlights

A. Reminder to undergrads to stay on the line to review roles and what we need to do to keep everything going smoothly

B. For Feb and March, we will **not** have executive committee calls but we will have small committee work

1. We have a number of small committees working on items of interest and I'll send out reminders throughout the months to keep us moving forward

on this stuff but our next executive committee call will be **April 11th at 11am**

2. We might need to have a call for business between now and then so if we do, I'll organize it over email

C. Motion to Adjourn

1. Seconded, meeting adjourned

D. Wilkinson: After the winter meeting, someone put together an Action Item list - you've seen it - and I think it'd help us in NEISA if we copied that so obviously we have the meeting minutes but a running document that we would only get the executive committee to pay attention to would be helpful because I could go to that, see my committee name and figure out if I'm up to date

1. Assad: We started doing something similar to that
2. Wilkinson: I think your secretary could do that, it's kind of an addition but I don't think it's that much, maybe the first draft
3. Assad: Yeah, I think it's totally achievable, we'll get that going
4. Bresnahan: Really good idea, I'm in a satellite part of the district, good idea. It's calming when you're out of loop and hearing second/third hand
5. Assad: If you look at meeting minutes we have action items list but I do think Google Docs is a better system so there's no reason we can't have that done within the next few weeks, Paige is pretty game time with that stuff

Undergrad Discussion

- E. So I know that Paige couldn't make this call and I think Ryan had a team meeting that he'll try to call in from but I think we have Cam and Kylie, Aly and Nellie, Peter and Charlie on the call. Let's talk through this stuff quickly and thank you guys for staying on, I think this will take 10-15 minutes max but I thought this was a good chance to go through some of the undergrad responsibilities so you guys know what to expect, which will make it easier to achieve everything and get stuff down. First of all, I made some quick notes here

F. Charlie Welsh - President

1. As President, you'll be focusing on the overall direction of the organization so you'll be supporting each of the other undergrad reps in whatever way they need. That's mainly checking in with everyone and keeping them apprised in terms of their timelines on work they need to get done and occasionally having special projects. I know that you had emailed me some goals for the conference which sorry that I haven't responded to, but here are the topics you highlighted:
 - a) Head injury committee

- b) Scoring history, 3 race minimum
- c) Developing sustainable New England Match Racing
- d) Club Team Symposium Handbook

2. Pick the ones most important to you and keep pushing forward with them

G. Peter Lynn - Vice President

1. Biggest thing is support for Developing and Club teams and to act as a buffer in that regard. The big thing is the Developing Team Symposium and the Handbook. The best way to approach this is to work with Nellie, Aly and Brian to look at the handbook and figure out what information is in there that teams don't have, but might want. You may need to query some of the student led teams to figure out what would be helpful.

a) The handbook is a project you'll work on throughout the year and in the Fall, you really kick it into high gear to organize the Symposium and line up speakers and promote it with all of the teams it's targeted for.

b) Lynn: I spoke to Charlie last week, Tyler recently made me an Admin of the Facebook group he created and Charlie and I were talking to make sure the intent/purpose of the page is clear before I launch it so I sent a description of the purpose of the group today outlining it.

(1) Hoping in the next week or so to send to the listserv from the Symposium to get people to add themselves

(2) Assad: If you work on a little checklist on your own to make sure each team has 2 reps for that (good target) and then you can keep an eye on it to prompt teams that don't necessarily sign up on their own by individually targeting people.

(3) Lynn: This is a good way for leaders of these teams to reach out to members of other more established teams and coaches and also a way for me to connect with those teams

(4) Assad: Add myself, Diana, Mollicone doesn't have Facebook, Mike O'Connor and Frank and include Greg too.

(5) Welsh: Wanted to comment on description sent to me, not like a club sailing team FB page but more of a focus on professionalism and performance

(6) Assad: Great

(7) Lynn: That will be in the description of the group on its page

(8) Assad: I'm not super worried about the social side of things; with you guys and myself and other grads in the group we can easily and quickly address it if needed - as a reminder, not a big deal, hey we can't have this stuff in the group, thanks anyways. Presence will be good

(9) Lynn: I can reach out after group is set up to see what specific questions people have

(a) Assad: The Facebook group will be a great resource to figure out what people want addressed next

H. Conference Reps - Nellie (N), Ally (C), Brian (S)

1. Go to meeting minutes agenda from today, click on proposed changes and scroll to appendix 9 which has write-ups on [Executive Committee position descriptions](#)
2. You guys provide a team health report in the April call and basically, emphasized here with the overview, the other great resource is if you go back to the list of [meeting minutes](#) on the NEISA webpage, you see everything from 2017 and under the 2017 April Executive Committee Meeting, you can see last years - the [Northern Region's](#) was exceptional - is what we're looking for as we move forward and a good place to start
3. Crucial for you guys - do it via phone or in person and **not** via email
 - a) Want smaller teams to feel connected to individuals so they can feel comfortable talking to you guys at regattas and reaching out if they need anything
4. Women's team is huge for NEISA- just need 4 girls to sail **ANY** regatta
 - a) Could be a 1 day event, could be a weekday event, doesn't matter as long as they are at any of those so encourage teams that don't have a women's team
5. Devote energy to non-established teams
 - a) Make sure you talk to the teams that need it first
6. Aly: What's the timeline for the health report?
 - a) Totally fine to reach out now and talk to teams to check off boxes
 - b) Fall season just as valuable as Spring
7. Schools organized by state
 - a) Central Region - Massachusetts - Aly
 - b) Northern Region - VT/NH/ME - Nellie
 - c) Southern Region - CT/RI - Brian
 - d) Look at [NEISA Schedule Doc](#), on website under Racing one of the bottom tabs has a contact list for every team which is the best way to get in contact with everyone

- (1) Will try to send out a list of schools by region
- (2) If you don't hear back from schools, myself or Frank can give you most recent contact info - be dogged in trying to get in contact with people

8. Aly: Should we be reaching out to schools listed as inactive?
 - a) No, not unless you personally know someone that is trying to bring the team back, don't worry about inactive schools.
 - b) If you know someone on a team not currently represented and you think they want to enter/re-enter NEISA, like Colby, reach out because it's a way for current undergrads to be super helpful

I. Cam McManus, At Large - Assistant Scheduling Coordinator

1. Reach out to Frank and try to see what ways you can help him.
2. Peter did this job last year and I know that it involved a lot of helping Frank manage communication and Frank will task you as he sees fit. Often he will have you helping schedule regattas.

J. Kylie, At Large - Social Media and Awards Administrative Assistant

1. Exciting job, Aly can fill you in on the overview, but essentially you take charge
2. Target is to manage NEISA instagram and Facebook pages. You will be added as an admin for both and the goal is to post about once per week and you will want to subscribe to each team with the NEISA account to re-post and help bring visibility to other teams in conference, once/twice per week
3. Priority 2: As awards committee gets going, will look to you to publish press releases on the Facebook page each week. We will send them to the NEISA listserv with a picture and you can work with David Thompson (assistant coach at Dartmouth) to get that reposted on instagram and Facebook.
4. Helping out with sports marketing
 - a) Kylie: I discussed this with Aly before break, added as an admin to the instagram account and friended you on FB today to get access to the NEISA page.
 - b) Assad: We are trying to scale up on a whole with ICSA and have every conference match what we do and then to have a College Sailing instagram account/Facebook account post/repost similarly, so I was hoping to charge you guys - Kylie you can lead, do it yourself or task help from Aly - and I will put you in touch with Undergrad Presidents from other conferences to identify social media chairs and help us scale up

- (1) You will need to be the chief organizer but it's totally fine to share the work with a leader from a smaller conference and lead rather than taking charge - people to manage account
- (2) Should keep an eye on it and rally everyone to get things going if needed

K. All ears

1. Step up to next level with developing teams