



CENTRAL WISCONSIN OFFICIALS ASSOCIATION

2111 South Washington Avenue

Marshfield, WI 54449

Mark.Derfus@unitedfcs.com

April 11th, 2018

Presiding: Scott Belanger, President

Present: Scott Belanger, Sayer Jackson, Mark Derfus, Tony Hollander, Keith Kubisiak, Dennis Mach, Richard Olson, Graeme Williams, Al Ashbeck, Steve Chaney, David Weir, Mike Grote, Chris Renzelmann, Jim Alfonso, David Welles, Adam Brzezinski, Mark Gotta, Mark Decker, Pete Nievinski, Todd Mayr, Curt Johnson, Steve Tarras

Called to Order: 6:06pm

Reading of By-Law changes added to the Meeting Agenda: Sayer Jackson

2017 Annual Meeting Minutes - Opportunity for membership to ask questions after reviewing minutes from April 19, 2017. These minutes were sent out in an email to all of membership for review.

Motion: Accept the minutes from 2017 Annual Meeting (Kubisiak), Second (Decker).
Motion carried by voice vote

President's Remarks (Scott Belanger):

- Verbally recognizing crews at state:
 - Girls Basketball: Franklin Searer, Nick Pilsner, Jason Wolfe
 - Boys Basketball: Andy Krautkramer, Randy Rasmussen, Larry Buchberger
 - Football: None
- Overall a solid year for the CWOA, well represented at state tournament and in playoffs.
- Accomplished goal of replenishing financial funds

Financial Report (Mark Derfus):

- As reported – Attached
- Clarified that the beginning balance this fiscal year was \$2,549.88 (question asked by Decker)
- Clarified that the \$200 to the TK Foundation goes directly to Jenny to support a scholarship for an Antigo student (question asked by Kubisiak)
- Clarified how much money the association has right now - \$4095.45 (question asked by Williams)

Motion: Accept the financial report (Mach), Second (Grote).
Motion carried by voice vote



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Financial Audit

- Financial Audit that was discussed at last annual meeting – Derfus did research on the cost to have that performed and it would have been \$2,500 by a firm or \$1,000 by an enrolled agent (EA). Mark brought both of those options to the board and the board agreed to pass on the financial audit due to the high costs. This information was presented to membership during the financial report.
 - Was an item submitted on the agenda to change the by-laws and not have an audit done? (Decker) – No, the board decided unanimously to not have it done due to the high costs. The board will be submitting an agenda item for the 2019 annual meeting to adjust the Treasurer’s duties as listed in the by-laws to remove the item that requires a financial audit by an accredited third party due to the high costs
 - Alfonso made a comment that he feels the external audit is not necessary and that he trusts the officers in their position to handle their duties
 - Nievinski suggested that we form an internal financial audit committee. This will allow us to fulfill the audit portion, maintain accountability and not pay an extreme amount of money. This idea was supported by membership

Motion: Form an Ad-Hoc Committee to internally review association finances (Nievinski), Second (Alfonso).

Motion carried by voice vote

Sport Committee Reports

- Football – Keith Kubisiak
 - Three meetings, all went well
 - Talks of bringing video reviews in-house – option is still under review and he will keep membership posted
 - Total expenses for the football year were \$507.36, and he covered the \$7.36 over budget from his own pocket
 - The plan is to keep meetings similar to how we have done it in the past as meetings seemed to be very beneficial to members
- Basketball – Sayer Jackson on behalf of Justin Haupt who was not able to be present
 - Three meetings, attendance started extremely well with 55+ at first meeting and tapered off toward the end of the year
 - Looking to improve content of last meeting
- Soccer – David Welles
 - No meetings this year



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- No games this season yet due to weather, they might get out on the fields in the next couple weeks

Website Update – Keith Kubisiak

- Website is evolving, allowing for members to register for upcoming basketball clinic and pay association dues online
- The website is going to the main hub for taking due payments moving forward as it is very trackable through PayPal and it is easy to generate reports
- We can still handle paper checks if members prefer to pay via that method
- Still looking for more basketball content to add to the site, please send it his way if you have anyway

Sport Meeting Dates for 2018-2019

- Football – August 15th, September 12th, October 10th
- Basketball – November 14th, January 9th, February 6th
- Soccer – TBA (1) Spring & (1) Fall
- Meeting dates were read aloud to membership

Proposed Changes to CWOA By-Laws – CWOA Board

- See amendment A for details regarding changes to the by-laws
- Changes# 1 & #2 were read aloud and the board provided context for these changes
 - Clarified that our by-laws cover the fact that we do not refund dues if members are disciplined or leave the association (question asked by Decker)
 - The new process for disciplinary action follows this time line. If a complaint is filed against a CWOA member, the Disciplinary Hearing Committee will investigate the situation (not involving board members) and will impose a penalty toward the member. If the member wants to appeal, the board will then review the process to that point and either uphold, change, or overturn the Disciplinary Committee’s imposition (question asked by Alfonso).
 - The board clarified that this process is different than the past, as the by-laws required the board to review the Disciplinary Committee’s recommendation and also be the ones to hear the appeal. In the situation we had this year, all board members reviewed the recommendation from the committee and thus there was nobody to hear an appeal so the case was dropped. This situation spurred the review and changes of the by-laws (question asked by Ashbeck).



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Motion: Accept by-law change #1 (Nievinski), Second (Alfonso)

Motion carried by voice vote

Motion: Accept by-law change #2 (Kubisiak), Second (Chaney)

Motion carried by voice vote

- Change #3 was read aloud and the board provided opportunity for discussion.
 - Derfus clarified that we are increasing dues to provide more for the association members (potentially in terms of apparel, Hudl, etc.) (question asked by Mach)
 - According to Decker, the last due increase the association had was probably 7 or 8 years ago

Motion: Accept by-law change #3 (Ashbeck), Second (Chaney)

Motion carried by voice vote

Tom Kislow Memorial Fund Donation

- Context on last year changing the \$500 to \$200 donation and ensuring the money stays local. Instead of giving the money to the TK tournament, the money was given directly to Jenny to ensure it supports a scholarship for an Antigo student
- Kubisiak suggested keeping the donation where it is at now
- Derfus noted that after speaking directly with Jenny, he feels much better and confident about where and how the donation is being used

Motion: Accept \$200 Donation to Tom Kislow Memorial Fund (Decker), Second (Mayr)

Motion carried by voice vote

Hudl – Steve Chaney, Keith Kubisiak, & Sayer Jackson

- Context on the progression of Hudl in the CWOA
 - What is Hudl? Video sharing software that makes it extremely easy to obtain film from coaches. It also provides options to share plays within a crew, draw on plays and create playlists
 - 2016 - Steve Chaney – purchased Hudl out of pocket and had crews utilizing it pitch in
 - 5 crews that used it, there was an association account to share films with high school teams
 - Film and video clips were instrumental in association meetings, used for education and learning during meetings and individual crews
 - Do other associations use it? Some associations in IL and Southern WI use it
 - What is the date of the fee? August to August. Hudl rep is local out of Green Bay.



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- Several football officials showed support for Hudl and what it provided the association and their crew
- 3 Options were presented to membership:
 - Option 1: Approve the use of \$800 of association funds to purchase Hudl regardless of the outcome of agenda item J.
 - Option 2: If item J is approved, use \$5 of football only due increase to offset approx. \$385 of \$800 Hudl cost
 - Option 3: If item J is approved, use \$10 of football only due increase to offset approx. \$770 of \$800 Hudl Cost
- A few members had questions regarding the different options, specifically options 2 & 3, where would the remaining cost come from? It could come from crews using it, or the board could approve the remaining cost as it is under \$500 – yet to be determined. The offset amount is also variable based on Football membership.
- Clarified that Hudl would ONLY be available to active CWOA members. If crews had non-members on them, there is no way for us to stop them sharing video, but non-members would NOT be granted a login/account (question asked by Mach).
- Clarified that previously basketball officials did not show an interest in getting Hudl, but the board could potentially approve the \$400 for each new sport as the amount is under \$500 (question asked by Alfonso).

Motion: Accept Option 1 to purchase Hudl (Chaney), Second (Grote)

Motion carried by voice vote

Apparel Items – Sayer Jackson on behalf of Justin Haupt

- Seeking \$1,000 to support officials purchasing CWOA apparel. Details of how the money will be allocated have not been figured out. Also pushing for an Eastbay apparel store so officials can purchase CWOA apparel as well as officiating gear at a discounted price. The idea is to have a wide range of items ranging from budget items to high priced name brand items. Only CWOA apparel would be financially supported by the association
- Option 1: Approve the use of \$1,000 of association funds regardless of outcome of agenda item J
- Option 2: Approve the use of \$1,000 of association funds from due increase to supply the \$1,000 for this initiative
- Discussion on previous apparel purchases – the CWOA blue polos that were purchased 3 to 4 years ago were \$25 per shirt and roughly 100 were purchased – that was approx. \$2,500 expense. (Decker and Renzelmann)



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- Johnson, Decker, and Derfus spoke in support of more CWOA branded items and representing the association proudly
- Several officials expressed concerns about how the money would be allocated and they were concerned with approving this agenda item without a plan in place

Motion: Decline both options, but allow for a special meeting to revisit this funding once a more detailed plan is in place (Kubisiak), Second (Johnson).

Motion carried by voice vote

Online Rummage Sale/Resale – Side Discussion

- During the apparel agenda item discussion another topic of discussion came up. Chaney suggested we look at an agenda item in the future that supports helping newer officials purchase gear when they are starting out. This was mildly supported by membership
- Decker suggested we go the “online rummage sale” route where officials could buy used items that current officials no longer use/want
- Kubisiak suggested using the Facebook page to keep inventory and would into this further.
- This is an item to potential revisit in future meetings

Officer Election

- Presidential Nomination – Tony Hollander only nomination

Motion: Suspend nominations and unanimously cast a vote (Mayr), Second (Nievinski).

Motion carried by voice vote – Tony Hollander elected as President

- Secretary Nomination – Steve Chaney only nomination

Motion: Suspend nominations and unanimously cast a vote (Mayr), Second (Nievinski).

Motion carried by voice vote – Steve Chaney elected as Secretary

- Member At-Large – Adam Brzezinski only nomination

Motion: Suspend nominations and unanimously cast a vote (Mayr), Second (Nievinski).

Motion carried by voice vote – Adam Brzezinski elected as Member At-Large



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Formation of Committees – Scott Belanger

- The board will be reviewing all committees and appointing members who are interested to committees. Our committee chairs will be remaining in their posts for 2018-2019. If you are interested in serving on a committee, please email the board expressing your interest.
- Sport Committees (Football, Basketball, Soccer)
- By-Laws Committee
- Disciplinary Hearing Committee
- Internal Financial Audit Committee (Ad-Hoc)

Open Floor for Discussion on New Business

- Olson – Interest in being a part of or potentially forming a committee for Baseball/Softball and having that become a sport recognized by the CWOA. It was noted that the board can approve adoption a new sport at any time given there is a committee in place willing to oversee that sport.
- Discussion on sports recognized by the CWOA and what is payed for. Currently, if you are only registering as a Baseball/Softball official you DO NOT owe dues as those sports are not recognized sports of the CWOA. The same would go for Volleyball, Wrestling, etc. The only sports that require members to pay dues are those that are officially recognized with sport committees – Football, Basketball, & Soccer.

President's Closing Comments – Scott Belanger

- Thank you to membership for support during his term.

Motion: Adjourn the 2018 Annual Meeting (Mayr), Second (Nievinski).

Motion carried by voice vote

Meeting Adjourned: 7:50pm



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Amendment (A)

CHANGE #1

Page 3

Current bylaws addressing Disciplinary Action

ARTICLE III – BOARD OF DIRECTORS

K. **BOARD DUTIES.** The Board of Directors shall:

1. Rule on membership status, make interim appointments when necessary, and call any special meetings deemed necessary.
2. Be responsible for the maintenance the Corporation Website (www.mycwoa.com).
3. Appoint committees and committee chairpersons as needed.
4. Review the recommendation for disciplinary action referred from the Disciplinary Hearing Committee, hear any appeal on the recommendation, and approve the final disciplinary action. A board member involved in any previous step in the disciplinary action process shall be excused from the review and appeal action.

Proposed Changes to Bylaws addressing Disciplinary Action.

ARTICLE III – BOARD OF DIRECTORS

K. **BOARD DUTIES.** The Board of Directors shall:

1. Rule on membership status, make interim appointments when necessary, and call any special meetings deemed necessary.
2. Be responsible for the maintenance the Corporation Website (www.mycwoa.com).
3. Appoint committees and committee chairpersons as needed.
4. Will hear and rule on appeals requested by members under disciplinary action.



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CHANGE #2

Page 6 & 7

Current bylaws addressing Disciplinary Action

ARTICLE V – COMMITTEES

B. DISCIPLINARY HEARING COMMITTEE. Shall be appointed by the Board of Directors and consist of three members at large who are not members of the Board of Directors or Sports Committee. Any deletions or additions to the committee will be approved by the Board of Directors.

1. **Purpose.** To review reports and complaints against members, conduct disciplinary hearings, and recommend appropriate disciplinary action to the Board of Directors.
2. Any member of the Disciplinary Hearing Committee who has a complaint filed against them shall be replaced by the Board of Directors for that hearing.
3. Duties:
 - a. Review reports and complaints.
 - b. Hold disciplinary hearing.
 - c. Recommend disciplinary action to the Board of Directors, if required.
 - d. Provide written notice to accused member of recommended action.
 - e. Maintain a disciplinary file.
 - f. Prepare a report for the annual meeting.
4. Depending on the severity of the act, the Disciplinary Hearing Committee may recommend any of the following four (4) actions:
 - a. Warning. Issuance of a letter of warning. The warning letter shall be removed from the disciplinary file after two (2) years without further incident.
 - b. Probation. The official's name shall be removed from the Corporation's roster and website for one (1) year in the involved sport. The sports committee will not actively assign or recommend this official.
 - c. Suspension. The official shall be removed from the Corporation's roster and website for two (2) years in the involved sport. Reinstatement is at the discretion of the Board of Directors.
 - d. Expulsion. Expelled as a member of the Corporation.
5. The member may appeal the recommended disciplinary action to the Board of Directors.



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CHANGE #2 (continued)

Page 6 & 7

Proposed Changes to Bylaws addressing Disciplinary Action.

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B. DISCIPLINARY HEARING COMMITTEE. Shall be appointed by the Board of Directors and consist of three members at large who are not members of the Board of Directors or Sports Committee. Any deletions or additions to the committee will be approved by the Board of Directors.

1. **Purpose. To review reports and complaints against members, conduct disciplinary hearings, and administer or impose disciplinary action against members.**
2. Any member of the Disciplinary Hearing Committee who has a complaint filed against them shall be replaced by the Board of Directors for that hearing.
3. Duties:
 - a. Review reports and complaints.
 - b. Hold disciplinary hearing.
 - c. **Provide written notice to accused member of recommended action.**
 - d. **Provide written notice to member of imposed action and appeal process.**
 - e. Maintain a disciplinary file.
 - f. Prepare a report for the annual meeting.
4. **Depending on the severity of the act, the Disciplinary Hearing Committee may impose any of the following four (4) actions:**
 - a. Warning. Issuance of a letter of warning. The warning letter shall be removed from the disciplinary file after two (2) years without further incident.
 - b. Probation. The official's name shall be removed from the Corporation's roster and website for one (1) year in the involved sport. The sports committee will not actively assign or recommend this official.
 - c. Suspension. The official shall be removed from the Corporation's roster and website for two (2) years in the involved sport. Reinstatement is at the discretion of the Board of Directors.
 - d. Expulsion. Expelled as a member of the Corporation.
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CHANGE #3

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Current bylaws addressing Dues and Assessments

ARTICLE VII – DUES AND ASSESSMENTS

A. **DUES.** Annual dues for all regular members of the Corporation shall be established by a majority vote of the membership present at the annual meeting upon recommendation of the Board of Directors. All dues shall be payable by **July 1** following the annual meeting. Failure to pay dues will prevent the individual's access to and information from the Corporation Website. Dues are as follows:

1. \$25 for one (1) sport.
2. \$40 for two (2) or more sports.
3. A \$10 late fee will be charged if yearly registration is received after July 1. This fee is waived for new members.

B. **REFUND.** No dues will be refunded for any reason.

CHANGE #3

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Proposed Changes to Bylaws addressing Dues and Assessments

ARTICLE VII – DUES AND ASSESSMENTS

A. **DUES.** Annual dues for all regular members of the Corporation shall be established by a majority vote of the membership present at the annual meeting upon recommendation of the Board of Directors. All dues shall be payable by **August 1** following the annual meeting. Failure to pay dues will prevent the individual's access to and information from the Corporation Website. Dues are as follows:

1. \$30 for Basketball only.
2. \$30 for Soccer only.
3. \$30 for Basketball
4. \$35 for Football only.
5. \$55 for Two or more sports.

B. **REFUND.** No dues will be refunded for any reason.

CWOA Financial Report 2017/2018

	Income		Expense		
Feb-17	\$ 139.59	pay pal transfer	\$ 1,004.00	Mike Murphy reimbursement	
Jun-18	870.24	pay pal transfer	\$500.00	Kubi Football Chair expense	
Jun-18	\$ 330.00	mem dues	\$149.99	Referee info, Haupt	
Jul-18	\$ 182.36	pay pal transfer	\$120.90	Referee info, Haupt	
Aug-18	\$ 785.00	mem dues	\$18.34	Referee info, Haupt	
Aug-18	\$ 619.93	pay pal transfer	\$6.70	post officie debit	
Aug-18	\$ 110.45	pay pal transfer	\$10.00	DFI Filing yearly	
1-Sep	\$ 23.97	pay pal transfer	\$200.00	Jenny Kislow	
5-Sep	\$ 535.00	mem dues	\$271.45	The Bar	
2-Oct	\$ 95.00	mem dues			
17-Nov	\$ 225.00	mem dues			
1/4/2018	\$ 25.00	mem dues			
2/5/2018	\$ 25.00				
	\$ 6,376.83		\$ 2,281.38	Acct. Balance	\$ 4,095.45