



Board Meeting Minutes

Date: 10/11/2015
Time: 2PM
Location: Valentino's, San Marcos, TX

1. Call to order at 2:30 PM
2. Participants:
 - a. Officers present: Oscar Barrera (Chair), Melissa Zentgraf (Vice Chair), Jennifer Wheatley (Treasurer), Don York (Secretary), Bernadette Guerra (Tournament Events Coordinator)
 - b. Officers absent: None
 - c. Other division members present: James Basler (Texas State Fencing Club), Kyle Maysel (past Chair).
3. Old Business
 - a. Oscar reported recent purchases on behalf of the Division:
 - i. A new mask punch was purchased (< \$80).
 - ii. One of the remotes for a scoring box is missing, so a replacement was purchased. We now have five complete sets of scoring boxes with remotes.
 - b. Updated web site:
 - i. The new site was built using the Wix.com tool. It uses drag-and-drop tools and requires no programming or HTML knowledge to update. This will make it simple for any Board member to update and also makes it easy to transition to new officers. The cost for using wix is \$50/year.
 - ii. The web site is ready to publish pending Board approval. There are a few minor updates needed, such as completing the list of division clubs. Melissa proposed publishing the site so it is in the public domain, then update the clubs as we get information.
 - iii. The motion was made, and seconded, to move forward with publishing the site and reimburse Don the \$50 paid for the wix subscription. The officers voted and the motion passed 5-0.
 - iv. A list of division clubs was made with everyone's input. Don will search for these clubs and update the web site with any that are missing from the Clubs page. The complete list of clubs identified are:
 1. Round Rock
 2. UT
 3. Austin Fencer's Club
 4. Texas Fencing Academy
 5. Academy of Arms
 6. Texas State Fencing Club
 7. San Antonio Phoenix Fencing Club
 8. Olympian
 9. Alamo Fencing
 10. Incarnate Word (UIW)
 11. Southwestern University @ Georgetown
 - v. The document section of the web site needs to include the Qualifying Paths document from USFA. Jennifer will forward to Don to upload to the site.



Board Meeting Minutes

- c. Tournament Policy:
 - i. The draft policy was finalized with the following modifications:
 - 1. Tournament dates will be submitted by July 31 each year.
 - 2. Conflict resolution will take place during August.
 - 3. As new tournaments are added during the year, organizers shall make every best effort to provide 30 days' notice.
 - ii. The motion was made, and seconded, to approve the Tournament Policy. The officers voted and the motion passed 5-0.
 - iii. The policy will be published to the Policy page on the web site.
- 4. New Business
 - a. Melissa discussed the Pouj Memorial
 - i. Will be held at Round Rock Sports Center on Nov. 21-22, 2015
 - ii. The t-shirt concession needs to be staffed.
 - 1. Jennifer will ask the UT Fencer's club if anyone will man the t-shirt stand.
 - 2. 4-hour block @ \$10/hr.
 - 3. James will also ask his club.
 - iii. Kyle will look for a t-shirt printer for 125 t-shirts. The design is coming in 10 days. Oscar will send us the old designs to review; maybe we can update one of the old designs.
 - iv. We are short of refs.
 - 1. Melissa to give us a list of who they already have—if anyone has recommendations, let her know. Only need foil and epee; no saber needed.
 - b. 2016 Pouj Memorial
 - i. Tentatively set for Texas State on January 30-31, 2016
 - ii. Head ref? Will ask Gary Vanderwege since it is in his area.
 - iii. Need sponsors!
 - 1. 10 strips
 - 2. \$125 per strip
 - 3. Signage: 2x3 – the Division will have signs made.
 - 4. Need to publicize with the clubs.
 - iv. Bout committee – Division officers; Ovy & Brenda Waddoups
 - v. Will need runners from TX State.
 - vi. Will also need help setting up and tearing down. Kyle will arrange for this help (people needing community service hours).
 - vii. Should there be any compensation to TX State club for hosting? Should it be a % or a flat fee? James will ask his club treasurer.
 - viii. Data Entry: Oscar has asked Matt Delavoryas. He agreed to do whatever we need (data entry or armorer).
 - ix. Armorer: Susan Virginia Grace (Gulf Coast Division) or Michael Mergens. Oscar will contact them to see if either will be the armorer. Bernadette said she will be the backup data entry person.
 - x. Vendors:
 - 1. Sword Masters; who else should be contacted?
 - 2. Most require a minimum number of participants. Oscar will look at numbers. We will table the vendor selection until Oscar gives us a report.



Board Meeting Minutes

- xi. Special Invites: Should we ask a notable fencer or referee? It was decided we will not have a special invite this time.
 - xii. Events: 6 usual events; 3 women's; C & Under mixed Epee.
 - xiii. Youth Events: Y14 mixed Epee and Y14 mixed Foil
 - xiv. Will hold youth event if we get minimum number (15) of fencers by certain date. Oscar to go over the numbers and report back.
 - xv. Entry fees: 1st weapon
 1. \$10 discount for student with ID
 2. Preregistration: \$40
 3. \$10 for each event
 4. \$60 at door for walk-in registration
 5. If preregistered, but did not pre-pay, fee is \$60.
 6. Cutoff date for preregistration: one week prior to tournament (1/20/16).
 7. Total of 9 events
 - xvi. Pay mileage to refs? Yes, per the officers.
- c. J.O. Qualifier
- i. Texas Fencing Academy (north location) 12/6/15
 - ii. Will need at least 4 referees
 1. Melissa to contact Mike Ross and SAPFC
5. The next meeting will be in about one month.
6. Meeting adjourned at 3:53

APPROVAL: Meeting minutes reviewed and approved by the Board members on 12/6/2015.