

**WISCONSIN WRESTLING FEDERATION  
BOARD OF DIRECTORS MEETING**

Wisconsin Rapids Lincoln High School

April 30, 2011

7:00 PM – 9:00 PM

*The agenda for the Board of Directors Meeting was e-mailed to the Board of Directors on April 20<sup>th</sup> by Chairman Dave Black. The April 30<sup>th</sup> Board of Directors meeting is held in accordance to the Wisconsin Wrestling Federation Bylaws, 3.01.3.*

**Board of Directors**

*Present (alphabetical):* David Black, Kevin Black, Duffy Brelsford, Mike DeRoehn, Randy Dusing, Bob Empey, Jamie Hegland, Mark Hemauer, Jeff Jones, Scott Kluever, Eric Lehrke, Jeff Micholic, Steve Paulus, Scott Roffers, Todd Schaaf, Scott Schmitz, Lorraine Smith, Terry Stone, Chuck York.

*Absent:* Mark See

*Quorum:* Yes. The Board of Directors in attendance constitutes a quorum according to *Bylaw 3.01.3.2.*

*Others present (alphabetical):* Lewie Benitz, Scott Benitz, Mary Black and Dennis Nelson.

**Proceedings**

*Meeting called to order:* Dave Black called the meeting to order at 7:00 PM and introduced Dennis Nelson as the moderator of the meeting. A time limit was designated for each agenda item. Nelson kept the board on task and accountable to the time limits.

**Results of a survey sent to participants of the WWF Folkstyle State Tournament.**

A survey was developed and distributed by Survey Monkey to participants of the state tournament who registered on Track Wrestling.

As the local organizing committee president, Bob Empey shared with the board how he approached the organizers at the Alliant Energy Center about the results of the survey. The results revealed that the quality and availability of the bathrooms, quality and availability of concessions and the delay in the tournament due to network problems were the points of contention. Empey explained that the tournament has evolved over recent years and has put more pressure on the building with the increased number of participants and spectators. Empey also proposed that we look at a time schedule change to accommodate the growth.

The tournament director Jeff Jones described that he believed many of the complaints in the survey were as a result of the time delay from the network problems. Jones has also considered schedule changes. He suggested the number of wrestling mats used be considered (from 16 to 18).

The tournament committee will look at the results of the survey and consider the schedule and other changes. Dave Black added that he believes the survey gave our members an opportunity to say what was on their mind in a constructive manner.

**Report from the Dual Team Committee**

A committee was appointed by Chairman Black to determine the criteria and selection process for the Wisconsin National Dual Teams shared the decision of the committee. There were eight people

on the committee (7 board members and 1 non-board member that included the five age level directors, two district representatives and a non-board member coach).

Randy Dusing gave a report on the activity of the committee. The criteria were sent to the Board of Directors. The criteria was approved unanimously via e-mail then published on the WWF website. The selection process is attached in "attachment #1."

Lorraine Smith applauded the criteria because it shows that the WWF desires to be competitive at the national dual meet tournaments rather than providing a large number of individuals an opportunity to gain experience from the events.

Mike DeRoehn addressed the decision to not post the roster on the internet until the tournament started. He explained that in years past the roster changed so many times at every age level and those constant changes created a lot of questions from parents. He believed it eliminated potential problems that could arise in filling those vacated spots (parental input, etc.). The final roster will be posted when it is submitted on Track Wrestling.

#### **Duals update – dates, locations, travel, cost**

Dave Black updated the Board on the finances regarding the National Duals trips. To fly the Cadet team to Daytona Beach, FL would have been \$16,700, so the most cost effective way to Florida is to rent a 55-passenger bus. The team will stop in Williamsburg, KY for one day/night that will include a practice session at the University of the Cumberlands. The organization of the schoolboys and Junior Duals teams will not change from previous years.

#### **Website status**

Dave Black shared a letter from Les Gutches at USA Wrestling about the desire to become more current with social media (Twitter and Facebook). Black discussed a possible collaboration with Riot Sports. Riot sports would be able to manage the WWF website and social media outlets, but they would not input information into the website. Randy Dusing offered his thought about social media by explaining that it has changed the way people receive information. In the past, everyone had to find the information, however, with social media, the information finds you. He believes we need to begin sending and providing more information to our members.

Kevin Black described that the WWF needs to update the website and become more "modern" by engaging members with social media in hopes of becoming the number one wrestling website in our state by being the most up-to-date and relevant avenue for wrestling fans. Bob Empey added that Justin Tritz inputs the information for the WWCA and he updates information instantaneously as opposed to waiting until a volunteer has the time to update the website.

Kevin Black made a motion to table the discussion until the end of the meeting; Randy Dusing seconded the motion. It was voted on unanimously to table the discussion.

#### **Northern Plains – June 16, 17, 18**

Tournament Director Jeff Jones reported that the Kids & Cadets Northern Plains Regional will be held at the Chula Vista Resort in Wisconsin Dells June 16-18. Mel Dow added that registration is set-up on Track Wrestling for Wisconsin athletes. Fliers were distributed to every place winner at the WWF freestyle and Greco-Roman state tournaments in hopes of increasing the number of participants. A blast e-mail will also be sent. Dave Black added that Wisconsin is hosting Northern Plains. The tournament cycles through each state in the region and this year it is the responsibility of Wisconsin.

### **Making a Difference Tournament**

Dave Black shared the idea of a “Making a Difference” tournament as a college fundraiser. Pete Isais from USA Wrestling suggested that it would be a preseason tournament on a college campus – organized by the college wrestling program – and all the profits go to colleges within the state. The recommendation from USAW is that it would be a kid’s Folkstyle event. Mike DeRoehn added that many college coaches have been involved in training camps and regional training sites in previous years. Eric Lehrke thought it would be valuable if the event had a camp element as well.

### **First time card member and Wrestling Nations card as option**

Dave Black explained the new initiative by USAW to provide first time members with the option of purchasing a USAW membership card for only \$10. Athletes desiring to purchase a first time card must go through Tony Black at USA Wrestling. USAW will underwrite the card and WWF will still get the same profit as they do from regularly priced cards. He shared this new option to encourage Board members to inform the public.

### **Elections – who and when**

The Board of Directors positions up for election at the fall Annual Meeting are the at-large members (Dave Black, Mark Hemauer, Eric Lehrke and Chuck York), the Mat Officials Director (Steve Paulus) and the odd-numbered district representatives. The election process for the Board of Directors is explained in Article 4 of the Bylaws. Randy Dusing suggested that the election process be posted on the WWF website and provide an opportunity to nominate individuals prior to the meeting.

### **Northern Plains Duals in Nebraska**

Dave Black, Mel Dow and Bob Empey attended the Leadership Summit in Colorado Springs last fall and discussed the possibility of a Northern Plains dual competition to accommodate the states in the Midwest that could not afford to send a Cadet team to Florida. The event flier was distributed to state leaders and the event format changed to include grades 6-12 with 19 weight classes – significantly different than what was discussed in Colorado last fall. Black asked the Board if this is an opportunity that the WWF should participate in and the discussion was overwhelmingly in favor of not supporting the event as an organization because it is not in the budget and a selection criterion is not in place.

### **Educational opportunities for mat officials, pairings officials and coaches**

Pairings Director Lorraine Smith said that participation of pairings officials is on the rise. Dave Black opened the dialogue about offering clinics to teach individuals how to pair a tournament. Smith said that she is open to it, however, believes a tournament setting is the best place to teach the skills needed to run a tournament. Randy Dusing thought it would be beneficial to inform the general public how to pair a tournament and Kevin Black suggested online educational opportunities.

### **Annual meeting in conjunction with the WWCA**

Dave Black offered the possibility of hosting the Annual Meeting in conjunction with the Wisconsin Wrestling Coaches Association Fall Clinic. Bringing the meeting to a location that already has an abundance of coaches could increase the attendance of the Annual Meeting. It has been held on a Sunday in the past and if in conjunction with the WWCA Fall Clinic, it would be on a Saturday.

The discussion was tabled until the WWF Budget Meeting in September.

### **Equipment – clocks, screens, etc.**

Dave Black asked the Board if the WWF should consider selling the current WWF clocks and purchasing Justin Tritz's clocks. Scott Roffers mentioned that his club had just purchased clocks and they would become ineffective if Tritz's clocks were purchased and used by the WWF. Mark Hemauer commented on the evolution of technology and suggested that the WWF look into the plasma screen option that was used at FloNationals.

Todd Schaaf motioned to table the discussion; Scott Roffers seconded the motion. The vote to table the discussion was unanimous.

Chuck York made a motion for a committee to be made to evaluate the clock options; there was no second on the motion.

Jeff Jones informed the Board that this discussion is the tournament committee's responsibility.

### **Bracketing for future events (line chart instead of pool/vertical pairing)**

Jeff Jones believes it should be pool bracketing until USA Wrestling moves to vertical bracketing for regional and national events. There was no further discussion.

### **Mission and vision statements**

Dave Black expressed concern with the lack of mission statement for the organization. Aside from it being something that will help influence and steer decisions, the WWF needs a mission statement so the members know what direction the organization is desiring to go. With the large possibilities and opportunities for growth, a mission statement will help the WWF focus on what is important to the organization while making decisions.

Jamie Heglund has been involved in writing mission and vision statements for school districts and said that there needs to be more people involved (from outside the Board of Directors) in drafting mission and vision statements. In the spirit of being transparent, members need to be included in brainstorming sessions. Mark Hemauer added that a professional moderator would add value to this process.

Dave Black asked for five volunteers to be a part of a committee to establish criteria on how to begin the process to establish the boundaries for establishing a mission statement. The committee members are (in alphabetical order) Kevin Black, Mike DeRoehn, Jamie Heglund, Mark Hemauer and Chuck York. The committee will determine a chairperson.

### **District Reps – future plans for those that are up for elections**

There was no discussion on this agenda item.

*Steve Paulus excused himself from the meeting.*

### **Status of the State Coach position**

Dave Black opened the discussion by stating that the status of the State Coach position is that we currently do not have a state coach.

Black then asked the Board for input on what the position should look like and shared an idea that was presented to him by a member of the organization to divide the State Coach position into 5 positions. Black described this idea by using an analogy of a high school: the "principal" would be

the state chairperson, the “athletic director” would be the State Coach and below that employee would be four “assistant coaches.”

Lorraine Smith added that Minnesota/USA Wrestling has a well developed system that includes college and senior-level athletes that allows them to run clinics and coach teams.

Mark Hemauer explained that the job has evolved and the organization has changed and it might be time to move forward with a different plan for the job. He believes it is important to consider that we might not need to change the structure because the previous employee did not meet the requirements of the job description. Bob Empey added that the WWF needs to develop a great job description.

Duffy Brelsford commented that the previous job description may set-up the next employee for failure because he/she would be spread too thin. Instead, he suggested that the position be divided into a web of people who can contribute. That would also alleviate potential stress of a vacated position in the future similar to what the WWF is currently facing with no one in the position.

Kevin Black suggested that the WWF needs a group of people to discuss what is best for the organization and should include non-board members in the discussion.

Mel Dow said that our current situation is simply “a breach of trust.” Our stakeholders do not trust what is happening or what took place. We have to make the best decision and move forward, this includes a good mission statement and a great job description. Lorraine Smith added that a search and screen committee with some non-coaches (moms, etc.) would help the organization move forward in a positive way. She suggested that applications must reveal that a candidate is a self-starter because they’re working independently and he/she must possess the administrative skills necessary to be successful in the position. She added that it is imperative that we make the best effort to be transparent.

Jamie Heglund summarized the discussion by claiming that there were issues being discussed: the “here and now; what to do this summer” and “what should this job look like.” He asked the Board if there is a way to solve the here and now and, in the meantime, develop a committee to create the next plan and include the stakeholders (members) in the process. Chuck York added that it is important to go to an application process instead of soliciting individuals because the current position is under-valued. People need to apply and go through an interviewing process and the WWF should require a succession plan as part of the job description.

Lorraine Smith made a motion to make the previous hiring committee a committee to develop the qualifications, job description and state coach structure by June 1<sup>st</sup>; Jamie Heglund seconded the motion; Jeff Jones called for a vote; the vote was unanimous to approve the motion.

Dave Black appointed a committee to select coaches for the National Duals that included (alphabetically) Dave Black, Duffy Brelsford, Mike DeRoehn, Mel Dow, Mark Hemauer and Scott Schmitz. The committee was instructed to select three coaches for each age level (Schoolboys, Cadets and Juniors). Jeff Jones made a motion to accept the appointed committee; Terry Stone seconded the motion; Jeff Jones called for a vote; the vote was unanimous to approve the motion.

**New business**

Mel Dow announced that the WWF had re-established communication with Minnesota/USA Wrestling and together they are looking at hosting the Goodwill Duals for the Novice age group on June 4, 2011.

**New business**

Kevin Black distributed a document that outlined the need for a formal evaluation process by the Board of Directors on the overall health of the organization. See "Attachment #2" for a copy of the document.

**New business**

Dave Black brought forward an e-mail send to him from an individual that requested information about the operations of the WWF, including the budget and meeting minutes (the Board of Directors were forwarded the e-mail). In the e-mail, the individual said the he will be requesting more information. Mark Hemauer suggested that the individual must make the request formally in accordance to non-profit laws through the State of Wisconsin.

**New business**

Lewie Benitz said that the organizing committee needs more volunteer table help for the Greco-Roman tournament.

**Tabled discussion: website status**

Mel Dow made a motion to look into the private sector for the WWF website and present options to the board; Scott Kluever seconded the motion; the motion was approved unanimously.

**Adjournment**

Jeff Jones made a motion to adjourn; Randy Dusing seconded the motion; the motion was approved unanimously at 8:58 PM on Saturday, April 30, 2011.

*Minutes submitted by Secretary, Kevin Black on May 5, 2011.*

**“ATTACHMENT #1”**

**Schoolboy National Duals Selection Process**

Any Schoolboy Double “Freestyle/Greco” State Champ will automatically, make the Wisconsin National Schoolboy Duals team.

In addition any returning “**Schoolboy**” Freestyle/Greco “All American” from the “**ASICS Kids FS/GR National Championships**” will also automatically make the Wisconsin Schoolboy Dual team. Note: this does not include a previous year “Novice All American”

All remaining roster spots will be selected by the “Schoolboy Coaching Committee, which will be made up of the Kids Director, 3 Schoolboy coaches and 1 non-team coach, who will make a professional decision for the remaining roster spots, based on a multitude of factors, including but not limited to, performance at WWF State FS/GR Tournaments, WWF State Folkstyle Tournaments, USAW National Championship Events.

Positive attitude, behavior and character will be taken into consideration as individuals selected are critically important in representing Wisconsin in a positive manner. Please note that being a member the previous year(s) does not imply or guarantee you will be on any age level dual team during the current or future year.

**Any suggestions for potential Wisconsin team members, questions or concerns can be sent to Schoolboy coaching committee at [wi-schoolboyteam@wiwrestlingfederation.com](mailto:wi-schoolboyteam@wiwrestlingfederation.com).**

**Note** – Due to regular and often unpredictable changes that occur each year, final rosters for each team will not be publically available until required by the local organizing committee.

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**Cadet National Duals Selection Process**

Any Cadet Double “Freestyle/Greco” State Champ will automatically, make the Wisconsin Cadet National Duals team.

In addition any returning “Cadet” Freestyle/Greco “**All American**” from the **ASICS/Vaughan Junior & Cadet National Championships** will also automatically make the Wisconsin Cadet Dual team. Note: this does not include a previous year “Schoolboy All American”

All remaining spots will be selected by the Cadet coaching committee, which will be made up of the Cadet Director, 3 Cadet coaches and 1 non-team coach, who will make a professional decision for the remaining roster spots, based on a multitude of factors, including but not limited to, performance at WWF State FS/GR Tournaments, performance at USAW National Championship Events (i.e. FILA Nationals, Fargo, Folkstyle Nationals) and/or past performance at National Duals.

**Please note-winning the State Freestyle/Greco Tournament in a single style guarantees your spot on the roster for the individual National Championships in Fargo**, but does not guarantee or imply your position on the National Duals team.

Positive attitude, behavior and character will be taken into consideration as individuals selected are critically important in representing Wisconsin in a positive manner.

Furthermore the Cadet National Duals, **USA Wrestling** utilizes a “seeding point” system for the current year team based on individuals past performance at major national events. This also plays a role in assembling the team that will be in a position to positively represent Team Wisconsin on the mats and off.

**Any suggestions for potential Wisconsin team members,, questions or concerns can be sent to Cadet coaching committee at [wi-cadetteam@wiwrestlingfederation.com](mailto:wi-cadetteam@wiwrestlingfederation.com)**

**Note** – Due to regular and often unpredictable changes that occur each year, final rosters for each team will not be publically available until required by the local organizing committee

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**Junior National Duals Selection Process**

Any Junior Double “Freestyle/Greco” State Champ will automatically, make the Wisconsin Junior team.

In addition any returning Junior Freestyle/Greco returning “**All American**” from the **ASICS/Vaughan Junior & Cadet National Championships** will also automatically make the Wisconsin Junior Dual team. Note: this does not include a previous year “Cadet All American”

All remaining spots will be selected by the Junior Coaching Committee, which will be made up of the Junior Director, 3 Junior coaches and 1 non-team coach, who will make a professional decision for the remaining roster spots, based on a multitude of factors, including but not limited to, performance at WWF State FS/GR Tournaments, performance at USAW National Championship Events (i.e. FILA Nationals, Fargo, Folkstyle Nationals) past performance at National Duals.

**Please note-winning the State Freestyle/Greco Tournament in a single style guarantees your spot on the roster for the individual National Championships in Fargo**, but does not guarantee or imply your position on the National Duals team.

Positive attitude, behavior and character will be taken into consideration as individuals selected are critically important in representing Wisconsin in a positive manner.

Furthermore, the Junior National Duals, **USA Wrestling** utilizes a “seeding point” system for the current year team based on individuals past performance at major national events. This also plays a role in assembling the team that will be in a position to positively represent Team Wisconsin on the mats and off.

**Any suggestions for potential Wisconsin team members,, questions or concerns can be sent to Junior coaching committee [wj-juniorteam@wiwrestlingfederation.com](mailto:wj-juniorteam@wiwrestlingfederation.com)**

**Note** – Due to regular and often unpredictable changes that occur each year, final rosters for each team will not be publically available until required by the local organizing committee.

# Wisconsin Wrestling Federation Board of Directors Meeting April 30, 2011

## **WHY AN EVALUATION?**

Every nonprofit organization needs to evaluate its current operational environment. In order to make changes that will positively affect the organization, a snapshot of the organization today is needed. This will provide a starting point for developing strategy, implementing change and measuring results. Here are some basic questions to ask as an organization.

- What do you do well?
- What do you do poorly?
- How are you viewed by the constituency you serve?
- How effective are your staff, volunteers and board members in their respective roles?
- What motivates people to help your organization?
- Are you wasting funds on ineffective operations or outdated technology?
- Do you need to invest in new staff or seek other professional help?

## **WHAT DOES AN EVALUATION DO?**

A well-thought evaluation process should provide the following for an organization:

- Recognize strengths and weaknesses
- Identify the opportunities and threats it faces
- Improve its efficiency
- Review the effectiveness of its strategic plan
- Present a professional image
- Identify potential strategic alliances
- Promote a proactive attitude among its members
- Establish a roadmap for self-improvement that will strengthen the organization and help ensure that the organization achieves its goals

## **HOW TO DO AN EVALUATION**

An evaluation should provide an opportunity to critically analyze the following area within the organization:

- Board of Directors (duties, responsibilities, informed, professional, etc.)
- Policy Management (values, mission, bylaws, informative, openness, etc.)
- Financial Management (budget, financial statements, audit, accountability, transparency, etc.)
- Human Resources Management (evaluations, achievement, communications, customer service, etc.)
- Program/Service Delivery (tournaments, education, training opportunities, impact, recruitment, etc.)
- Evaluation (evaluate output, annual planning, same page, etc.)