

**Atlantic Indoor Association  
Ashburn, VA and Raleigh, NC**

**Summer Caucus  
June 24, 2018**

**In Attendance:**

***Virginia (North):***

Carly Philp (EBOD/JMU), Antares Leask (EBOD), Suzie Brooks (EBOD), Grant Butters (EBOD/South County), Andy Schlaf (EBOD/Broad Run), Doug Casteen (Judges Coordinator) Neil Landini (Powhatan), Stephanie Walters (John Champe), Gina Corbin (Tuscarora), Michelle Moses (Potomac Falls), Nancy Ro (Contest Coordinator/South Lakes HS) Adam Forman (Thomas Jefferson), Tim Nguyen (Chantilly), Brookville HS, Liberty University, Jefferson Forest HS

***North Carolina (South):***

Rachel Williams (EBOD/Assembly Line), Sandra White(EBOD), Les Simms (Cumberland Independent/EBOD), Laurie Cuffney (EBOD/Middle Creek), Aaron Tucker (EBOD/Carolina Gold (Alchemy Independent), Carson (First Flight), Luke Oglesby (ECU Winterguard), Tyler Tharrington (Fike), Hannah Thornton (Tar River Independent), Bob Kepler (Holly Springs), Nikki and Scott Booth (Franklinton High School)

**I. Call to Order:** 1:00 pm

**II. Whole Circuit Proposals:**

1. Submitted by Andrew Schlaf from Broad Run High School (line 2; Sheet: Whole Circuit)

Proposal:

This is an addendum to the bylaws.

Under Article IV - Meetings

Addition of a point under section A to read:

- a. The caucus meeting in June and the general meeting in September will be run following the most recent edition of "Robert's Rules of Order, Newly Revised" in all cases to which they are applicable.

Rationale:

We need to fix the problem that we have of not following this procedure. In the past I have been told it is in the rules and regulations so not to worry about this. Our meetings need to follow a better structure and need to follow the rules of order to be more effective.

Financial Impact:

Any potential costs associated with securing a more appropriate venue.

Regional Proposal or Whole Circuit:

Whole Circuit

Discussion:

- Anything in the by-laws has to be followed exactly and can be held

**Friendly Amendment:**

**None**

**Vote:**

**To move forward to the fall meeting.**

**Yea – 6 Nay – 16 Abs – 1**

**Motion fails**

2. Submitted by Andrew Schlaf from Broad Run High School (line 3; Sheet: Whole Circuit)

Proposal:

By-law change:  
Under Article VIII

Add:

F. Parliamentarian

1. Will be appointed prior to or at the beginning of each caucus and general meeting by that region's President.

2. Will be responsible for knowing and maintaining Robert's Rules of Order Newly Revised as well as the documents that govern AIA.

3. Will work with the secretary of their respective region to track and update changes to documents that were made at the general meeting.

4. In the event of a committee which revises governing documents of AIA, the EBOD of each region may select a Parliamentarian to head that committee.

Rationale:

In order to make meetings run more smoothly and make sure that we are following Robert's Rules of Order.

Financial Impact:

None

Regional Proposal or Whole Circuit:

Whole Circuit

Discussion:

Our current by-laws already allow for this option, but it is not currently required

**Friendly Amendment:**

**To remove the word Robert's  
accepted**

**Vote:**

**Move forward to the fall meeting**

**Yea – 12 Nay – 7 Abs – 4**

**Motion carries**

3. Submitted by Miles Strebeck from North EBOD (line 4;Sheet: Whole Circuit)

Proposal:

"Revise Article IX, E. Sound Tech/Announcer, 1. to  
"These individuals are coordinated by the Contest Coordinator.""

Rationale:

There are no VPs for Color Guard/Percussion, and the CG/Percussion Coordinators do not perform this responsibility. This change is what we do in practice.

Financial Impact:

None

Governance Board Opinion

add "or designee by the EBOD of each region"

Regional Proposal or Whole Circuit:

Whole Circuit

Discussion:

None

**Friendly Amendment:**

**add "or designee by the EBOD of each region"  
accepted**

**Vote:**

**To move forward to the fall meeting**

**Yea – 24 Nay – 0 Abs – 1**

**Motion**

4. Submitted by Miles Strebeck from North EBOD (line 5;Sheet: Whole Circuit)

Proposal:

Strike the sentence "Each scholastic group must be approved by one school and compete under that sponsoring school name only." from Rules and Regulations 3.1.

Rationale:

WGI policy already covers this (Color Guard Rulebook 1.2.1.) The current AIA policy overrides the WGI rulebook and prevent a scholastic group from competing as the name of the district, which is allowed by WGI. We should use WGI's policy.

Financial Impact:

None

Regional Proposal or Whole Circuit:

Whole Circuit

Discussion:

None

**Friendly Amendment:**

**None**

**Vote:**

**To move forward to the fall meeting**

**Yea – 25 Nay – 0 Abs – 0**

**Motion carries**

5. Submitted by Miles Strebeck from North EBOD (line 6;Sheet: Whole Circuit)

Proposal:

Strike rule 3.2.

Rationale:

What is the purpose of this rule? WGI covers it in the Rulebook. Specifically, it states "Color guards should make every effort to compete in the class for which they are most suited." and later, "All Color Guards are subject to review for potential misclassification"

Financial Impact:

None

Regional Proposal or Whole Circuit:

Whole Circuit

Governance Board Opinion

3.2.1 becomes 3.2

Discussion:

None

**Friendly Amendment:**

**3.2.1 become 3.2**

**Accepted**

**Vote:**

**To move forward to the fall meeting**

**Yea – 25 Nay – 0 Abs – 0**

**Motion**

6. Submitted by Miles Strebeck from Oakton HS (line 7;Sheet: Whole Circuit)

Proposal:

"Amend Article V - Officers, F. 2. to

"Futhermore, that individual may be barred from ever holding an elected position on the EBOD, as determined by the ED.""

Rationale:

I'm not sure why this provision is in here. Has this ever been exercised in the past, and if so, who made the determination that someone could be barred. I want to clarify who has the authority to "ban for life".

Financial Impact:

None

Regional Proposal or Whole Circuit:

Whole Circuit

Governance Board Opinion

amend to "as determined by the Governance Board"

**No representative so removed from agenda**

7. Submitted by Miles Strebeck from Oakton HS (line 8;Sheet: Whole Circuit)

Proposal:

Amend rule 5.2.1. to read "Color guard units may be reclassified up through three weeks prior to Circuit Championships."

Rationale:

This change sets the end of the reclassification period as it relates to circuit championships and not from the beginning of the season. As Championships can change from year to year due to Easter and the start of the season may also change, it sets the end of reclassification in relation to the end of the season.

Financial Impact:

None

Regional Proposal or Whole Circuit:

Whole Circuit

**No representative so removed from agenda**

8. Submitted by Miles Strebeck from Oakton HS (line 9;Sheet: Whole Circuit)

Proposal:

Strike this sentence from 5.4. "The unit must provide a videotape of the performance in question." (IF THIS SENTENCE STILL EXISTS IN THE RECLASSIFICATION LANGUAGE)

Rationale:

I do not know if this sentence was changed during the September 2017 meeting. If it remains unchanged in the current and correct rulebook, I would like to strike it. Color guard units may not have the copyright permissions to videotape their own performance. If a unit wishes to appeal the determination to reclassify them, they can present alternative evidence, or a videotape of a rehearsal with similar production value. The onus of proving that the unit has been misclassified remains on the unit director, and s/he should not be required to produce something s/he may not have.

Financial Impact:

None

Regional Proposal or Whole Circuit:

Whole Circuit

Governance Board Opinion:

do not support

**No representative so removed from agenda**

9. Submitted by Miles Strebeck from Oakton HS (line 10;Sheet: Whole Circuit)

Proposal:

Each unit, not organization, should receive two director's passes for the duration of the season.

Rationale:

Organizations with multiple units usually have directors for each unit. This simplifies and clarifies the process of issuing directors passes, especially when organizations arrive at different times/dates for their initial performance. It is a benefit to each unit to have two director's passes.

Financial Impact:

Loss of sales of additional director's passes, a few fewer tickets purchased at show sites.

Regional Proposal or Whole Circuit:

Whole Circuit

**No representative so removed from agenda**

10. Submitted by Miles Strebeck from Oakton HS (line 11;Sheet: Whole Circuit)

Proposal:

"Add to By-laws, Article III - Membership, C.

""(For a member to be in good standing, a unit must have:

a. had at least one unit compete in the most recent season of competition;

b. have a zero balance with AIA; and

c. accept and abide by the Rules and Regulations of AIA.""

Rationale:

There should be a clear mechanism so that units are clear that they must abide by our rules and regulations, specifically Section 6 regarding the Code of Conduct and Responsibility. This provision will allow AIA to take disciplinary action against units that violate the Rules and Regulations for reasons such as harassment, poor treatment of a show host, poor treatment of volunteers, staff, other units, etc or in some way make AIA a less positive experience for our members.

Financial Impact:

None

Regional Proposal or Whole Circuit:

Whole Circuit

**No representative so removed from agenda**

11. Submitted by Miles Strebeck from Oakton HS (line 12;Sheet: Whole Circuit)

Proposal:

"Revise ByLaws Article II, A. from ""AIA has two regions; North and South. Members may choose to compete in either region."" to

""AIA has two regions: North and South. Members may associate with either region. "

Rationale:

As written, this clause is restrictive and could be read to mean that units could only compete in one region and not both. This languages eliminates that concern by getting at the nature of the sentiment, which is that units associate with one region for championships, voting, etc; but may compete in whichever shows they prefer in AIA.

Financial Impact:

None

Regional Proposal or Whole Circuit:

Whole Circuit

**No representative so removed from agenda**

12. Submitted by Miles Strebeck from Oakton HS (line 13;Sheet: Whole Circuit)

Proposal:

Strike the word "equally" and "each" from By-laws, Artivle VI - Governance Board, B. 1. so that it reads "This budget will be split by region"

Rationale:

Budgets are unequal due to many factors. While it may have been necessary to have split it equally when the regions were separated, it is not equal now.

Financial Impact:

None

Regional Proposal or Whole Circuit:

Whole Circuit

**No representative so removed from agenda**

III. Whole Circuit New Business

1. Submitted by Rachel Williams from Governance Board (line 15;Sheet: Whole Circuit)

Proposal:

AIA should undergo a full financial audit, to be scheduled by Fall Caucus

Rationale:

Since the regional split, it had become apparent that we need to analyze our current financial structure and consider a professional opinion on how to restructure our finances, in order to ensure full compliance with 501c3 fiscal policy.

Financial Impact:

cost of audit, currently unknown

Regional Proposal or Whole Circuit:

Whole Circuit

Discussion:

None

Friendly Amendment:

None

Vote:

**To move forward to the fall meeting**

**Yea – 25 Nay – 0 Abs – 0**

**Motion carries**

2. Submitted by Rachel Williams from Governance Board (line 16 and 17; Sheet: Whole Circuit)

Proposal:

A full restructure of Article VIII Sect A : Executive Treasurer.

Rationale:

Since the regional split, it has become apparent that we need a better system for the management of funds and resources. This will ensure that both Executive Boards and the Governance Board have all the necessary financial information required to efficiently run the circuit in a manner that is both beneficial and transparent to member units while maintaining compliance with all current 501c3 fiscal policies. This proposal gives both Eboards access to financial resources while also providing a system of checks and balances to expediently manage local and circuit wide expenses and incomes.

Restructure

A. Treasury

1. Executive Treasurer

The executive treasurer will be responsible for overseeing all financial transactions conducted by AIA and ensuring AIA's continued compliance with all 501c3 fiscal policy. The ET should be an experienced professional in a financial field, hired each year by the Governance board. The yearly contract should initiate at Fall Caucus and terminate at the following Fall Caucus. Responsibilities of the ET include but are not limited to:

A. Assisting with creation of annual budget

B. Balancing all accounts receivable and payable.

C. All payments made by ET must be approved by two members of the Governance Board, one member from each region.

D. Ensuring that both regions operate in accordance with the yearly budget.

E. Should attend meetings at the request of the Governance Board.

F. Provide all relevant information and assist with filing all appropriate state and federal tax documents.

2. Regional Treasurer

Each regional Executive Board shall appoint a Regional Treasurer to manage the daily fiscal responsibilities of the circuit. The RT should be appointed at the Fall Caucus for a



one year term, terminating at the following Fall Caucus. Responsibilities of the RT include but are not limited to:

- A. Assisting with the creation of annual budget.
- B. Executing and reporting all accounts receivable and payable.
- C. All payments made by a RT must be documented, receipted, and reported to the Executive Treasurer.
- 1. All payments made by the RT that are not directly in line with a line item of the annual budget or exceed a set amount, to be determined annually by the ET and GB, must be approved by one member of that regions Executive Board.
- D. Ensure that the regions finances operate in accordance to the annual budget and report all transactions to the ET
- E. Should attend meetings at the request of the regions Executive Board.
- F. Provide all relevant information and assist with filing all appropriate state and federal tax documents.

Financial Impact:

None, already a line item for this

Regional Proposal or Whole Circuit:

Whole Circuit

Discussion:

None

Friendly Amendment:

None

Vote:

To move forward to the fall meeting

Yea – 25 Nay – 0 Abs – 0

Motion

- 3. Submitted by Grant Butters (line 18; Sheet: Whole Circuit)  
Would like to see us not have a fall meeting. Proposals submitted online and can leave feedback. This meeting seems redundant.

Discussion

- The summer meeting also has components that need to be taken care of and done during the summer.
- Clarification up North that the preference is to have the entire meeting during July
- The September meeting allows us to consider and address changes that are coming down from WGI and double check that we are staying in alignment.

**Withdrawn**

- 4. Submitted by Andrew Schlaf from Broad Run High School (line 19; Sheet: Whole Circuit)  
Proposal  
Strike current 7.0 Rules of Order and replace with a new 7.0

7.0 Regulatory Procedures

7.1 AIA meetings will be conducted in the manner following Robert's Rules of Order Newly Revised.

7.2 These Rules and Regulations may be amended and revised when necessary by a majority vote of the Primary Voting Body (PVB) at the Fall General Meeting. Proposals for changes must be submitted to the ED before the summer caucus meeting for them to be reviewed at the caucus meeting.

Discussion

- Suggestion that this should be an addition to the by-laws

**Withdrawn**

5. Andrew Schlaf from Broad Run High School

Proposal

Amend Article XI to read: A. These bylaws may be amended when necessary by two-thirds majority of the Primary Voting Board (PVB). Proposed amendments must be submitted to the ED prior to the summer caucus meeting, at which they will be discussed.

Rationale

Do not have a clear outline for how rules and regulations are amended and voting on.

**Vote:**

**To table for further development**

**Yea – 24 Nay – 0 Abs – 1**

**Motion carries**

Whole Circuit Meeting Adjourned 1:40 pm

IV. Regional Meetings

A. South Region Meeting

Call to Order: 1:40 pm

1. Submitted by Scott Booth from Franklinton High School (line 2;Sheet: South Region)

Proposal:

Rule/regulation color guard class A2. Color guard performance order at championships should be seeded based on the units final score at a local show.

Rationale:

With championships being divided in regions, and no prelims/finals format seeding performance order rewards units for their achievements during the regular season. Having performance order as a random draw really makes championships just like any other local show.

Financial Impact:

None

Regional Proposal or Whole Circuit:

Whole Circuit

Discussion:

- WGI seeds when a class surpasses 15 units

**Vote:**

**To move forward to the fall meeting**

**Yea – 1 Nay – 5 Abs – 4**

**Motion fails**

South New Business

1. Aaron Tucker from South EBOD

**Proposal:**

Put into by-laws and rules and regulations that the voting roster will be cut off at after the call to order and tracking of what organization votes for what.

**Withdrawn**

Meeting Adjourned 2:05 pm

- B. North Region Meeting

Call to Order 1:40 pm

1. Submitted by Jim Mutcheler from Jefferson Forest High School

**Proposal:**

I would like to suggest AIA add an I&E portion to championships. This can be done in between prelims and finals with the winners announce during the awards ceremony. I would suggest this be categorized by independent and scholastic.

**Rational:**

It would give some of our performers additional drive to improve on their skills and also create some comradery between the different programs.

**Financial Impact:**

Additional costs for judges

**Regional Proposal or Whole Circuit:** North Region Specific

**Discussion:**

Done in other circuits. Could we do it on a different day than championships? Could we get directors to volunteer to judge rather than bringing judges? Have an entry fee. Where do we hold the event? After championships? Educational day with clinics possibly? Ask membership for thoughts. How would we do logistics? Split between Independent and Scholastic

**Vote:**

**Table to have Board put together a proposal for September**

**Yea – 15 Nay – 0 Abs – 0**

**Motion passes**

2. Submitted by Miles Strebeck from Oakton High School

Proposal:

At Color Guard Championships in the North, classes of more than 15 units should be split into divisions.

Rational:

We already have divided A class into three parts and Regional A class into two parts on the basis that these classes were too large to adjudicate fairly and it was more beneficial to the students to not be announced in a place lower than the teens. We can follow the lead of other circuits such as NTCA, FFCC, and WGASC to lower the number of units in a class. Even at WGI regionals and Championships, they limit the class size of a prelims run to no more than 12-14 units in order for each group to be fairly adjudicated.

Financial Impact:

Additional cost of medals and trophies.

Regional Proposal or Whole Circuit:

North Region Specific

**No representative so removed from agenda**

#### North New Business

1. Submitted by Doug Casteen – In lieu of Miles Strebeck

Proposal:

At Color Guard Championships in the North, classes of more than 15 units should be split into divisions.

Rational:

We already have divided A class into three parts and Regional A class into two parts on the basis that these classes were too large to adjudicate fairly and it was more beneficial to the students to not be announced in a place lower than the teens. We can follow the lead of other circuits such as NTCA, FFCC, and WGASC to lower the number of units in a class. Even at WGI regionals and Championships, they limit the class size of a prelims run to no more than 12-14 units in order for each group to be fairly adjudicated.

Financial Impact:

Additional cost of medals and trophies.

Regional Proposal or Whole Circuit:

North Region Specific

Discussion:

Redistribute the 5 classes better. Bottom is very heavy. Split the giant classes so there isn't a 23<sup>rd</sup> place. Could make judging easier, seeding did help but it didn't prejudge the competition, we had groups that went on early that were in contention for medals. It

can be hard to judge across such big classes. We would need more awards and medals. Educationally it is important to teach the kids that they can come in last place. It could be a random assignment to the split. We should look at the distribution of groups in classes. Emotionally 23<sup>rd</sup> place is hard to take, but when there is growth it can be even better for the students. More support is needed for groups perpetually at the bottom. Need to support color guard as a whole since it is not judged on the VBODA sheets for state marching assessment. Rounds could clear up some of the judging concerns in a huge group. Could we go back to prelims-finals? Could put harder class guidelines. We discussed “sorting hat” shows. It is not going to make feelings better. If students are getting last it is on the instructor to help students deal with that.

**Vote:**

**Move forward to the September Meeting**

**Yea –0 Nay – 15 Abs – 0**

**Motion fails**

Meeting Adjourned 2:15

*Minutes submitted by Andrew Schlaf/Laurie Cuffney*

*AIA North Secretary/AIA South Secretary*

*June 24, 2018*

Fall WGI Meeting September 7<sup>th</sup> 2018

Fall AIA Meeting: September 23<sup>rd</sup> 2018