

Inter-Collegiate Sailing Association of North America, Inc.

Semi-Annual Meeting

Saturday, January 12, 2013 0900 Peaks Hotel, Park City, UT

MINUTES

I) Vice President Samuel Hodges called the meeting to order at 0909 and welcomed the group.

II) Secretary Richards called the roll. Then 14 members of the board listed below were in attendance and a quorum was established. Numerous other interested parties were also present at various points of the meeting. Their names are listed below the members of the board for the records.

Mitchell Brindley President

Samuel Hodges Vice President (SAISA)

Danielle Richards Secretary (PCCSC Graduate)

Sherri Campbell Treasurer

Michael Callahan MAISA Graduate
Della Bradt MAISA Undergraduate

Dave Elsmo MCSA Graduate
Brendan Boylan MCSA Undergraduate
Michael O'Conner NEISA Graduate

Ryan Mullins

Kyle Eaton

Debbi Kenote

William Larsen

Mitchell Hall

NEISA Undergraduate

NWISA Undergraduate

PCCSC Undergraduate

SAISA Graduate (By Proxy)

Clinton Hayes (Stanford University), John Pearce (George Washington University), Charles Higgins (Old Dominion University), Michael Segerblom (University of Southern California), Brian Swingly (U.S. Coast Guard Academy), Matthew Lindblad (Massachusetts Institute of Technology), Justin Assad (Dartmouth College), Adam L. Werblow (St. Mary's College of Maryland), Cara Vavolotis (Old Dominion University), Kevin Reali (Eckerd College), Ward Cromwell (College of Charleston), Hillary Noble (New College), Tim King (University of South Florida), Allison Jolly (University of South Florida), Steve Perry (Zim Sailing), Greg Wilkinson (Boston College), John Mollicone (Brown University), John Vandemoer (Stanford University), Zack Leonard (Yale University), Cappy Capper (University of Minnesota), Frank Pizzo (Bowdoin College), Doug Clark (U.S. Coast Guard Academy), Phillip Gordon (University of Oregon), Meredith Powlison (Sailing World Magazine), Brendan Healy (U.S. Naval Academy), Bill Crane (LaserPerformance)

- III) Secretary Richards called for additions to the agenda from the floor. None were submitted.
- IV) Secretary Richards started to read the Minutes of the 2012 ICSA Annual Meeting. Treasurer Campbell moved to dispense with the reading of the minutes, Kyle Eaton seconded. *M/S/C to approve the minutes as submitted (Attachment 1)*.

- V) President's Report - President Brindley welcomed the group to Utah and thanked everyone for their efforts this past fall. He acknowledged the continued support of our sponsors and volunteers. LaserPerformance just renewed and extended their contract, Gill purchased a set of sails that were used in Texas at the Coed Nationals, Sperry is continuing on as title sponsor of the Women's Championship as is APS. He attended the US Sailing AGM in San Francisco in October/November on behalf of ICSA. Mitch has been named to the US Sailing nominating committee. Continued growth, 220 active teams over 7,000 registered competitors and over 300 multi team events annually. The new website is up and running thanks to the direction of Mike Segerblom an assistance of Danielle Richards and our new webmaster Jared Wohlgemuth. Techscore continues to be refined and updated to meet the needs of all the committee's using that data, many thanks to Matt Lindbland, and Greg Wilkinson for working with Dayan Paez on that. We sent the Naval Academy to the FISU Match Racing event and this summer will be the UK edition of the BUSA tour. Mitch will be soliciting candidates to coach/manage the team. The following teams will receive no show penalties Kansas University @ Fall Fury, New College @ Hood Trophy, Providence College @ Jesuit, U/Conn @ HWS Fall and Northwestern University @ the Captain Hurst. Maine Maritime no show penalty is waived. M/S/C to approve the President's Report as submitted (Attachment 2).
- VI) <u>Treasurer's Report</u> Treasurer Campbell noted that her report has been available on the ICSA website for the past two weeks in addition to being emailed to all members of the board. The report is dated as of December 26th; we are still waiting for the end of year financials however the supplied statement is very close.
 - A) Investment Account Sherri explained that ICSA maintains an investment account with US Sailing through the Olympic Fund which has historically done very well for us. Recently ICSA was notified that US Sailing was going to move their fund to another firm and ICSA will need to move our fund as well. We were notified on Monday that the move is happening this week instead of the originally planned early spring date. Sherri asked the account manager to send the balance of the account to be sent to her office as a check so it can be deposited into the ICSA Savings account while the board decides what action to take. She recommends that ICSA set up an adhoc committee to research what path will be the best for ICSA. Historically the fund has been a reliable source of income for ICSA.
 - B) 2012 items of note As of this meeting we have received no update or check from Bainbridge/Marlow. Sherri will continue to follow up since they received the fulfillment portion of their agreement from ICSA but we have not received our compensation. One new school reimbursement grant request from Stony Brook, a new MAISA school was received and approved. At the end of 2012 ICSA was show a small increase in income over budget due to above average income from the investment account.
 - C) 2013 Budget At this time there are a few unknown elements of the 2013 budget, mainly in reference to sponsorship revenue and TeschScore expenses. There is a projected deficit due to BUSA tour. That is an every 4 year deficit that we plan for. Scoring program invoices are in the development category hence the reason that is such a large number. There is a decrease in PR and media due to the new structure of coverage with the LaserPerformance contract. The website fees have stabilized due to maintenance contract with new webmaster and good historical average of Amazon serving billing. At this time all website related billing is being done directly through Sherri instead of the historical method of Dabney paying them out of pocket and invoicing ICSA when he got around to it. This should help with future budgeting and management of the website. Mitch mentioned that we should look at management fees (intersectional coordinator position) and discuss via the executive committee increasing those.
 - D) Recommendations for individuals to serve on the ad-hoc investment committee should be submitted to Mitch and Sherri by the end of January. *M/S/C to approve the Treasurer's Report as submitted (Attachment 3).*

VII) Secretary's Report – Secretary Richards reminded the Conference Commissioners that 2013 Membership Reports are due by February 15th. Danielle will email all of the Conference Commissioners copies of their 2012 report so they will just need to update it for 2013. Championship Allocations and Conference Membership billing is done via this report so it is important that it is submitted in a timely manner. Pending the receipt of all the membership reports Danielle will try to have the Championship Allocations posted by the 15th of March. If anyone has questions regarding the process they are encouraged to contact Danielle. She reminded everyone to have all of their teams double check their team records on ICSA and make sure they are current. That information is used for all official correspondences.

Teams and individuals requesting reprints of any ICSA awards should contact Danielle. It takes approximately 6-8 weeks to turn around a printing of the award since it is a multi-step process. Brown University was provided with reprints of all the certificates lost in the fire at no charge so they could replace their hall of fame. *M/S/C to approve the Secretary's Report as submitted.*

VIII) Standing Committee Reports

- A) Afterguard Committee Gail Turluck was unable to attend, however she did submit a written report. Secretary Richards summarized the submitted report. Allison Jolly asked if there was a better date or format for the Afterguard Championship that might increase participation. Kyle Eaton commented that he did his two weeks early as part of their annual afterguard event and it was better attended than some recent editions. *M/S/C to approve the Afterguard Report as submitted (Attachment 2).*
- B) All Academic Sailing Team Matt Lindblad provided a summary of the committee's actions over the past year. In 2012 there were enough candidates to name a second team. The announcement was greatly delayed due to issues with the online nomination system. The committee has three proposals:
 - Proposal 1: Remove the limit on the number of nominations that may be submitted from any one institution. This will remove the burden of the school from interpreting the criteria and nominating the best candidate the represent the school. Mike Segerblom asked how the committee looks at candidates. Matt responded that the committee looks at the GPA as a number and not relative to the school. Next they look at a sailor's competitive record in a similar fashion to the All American Committee and they work with the All American Committee to identify these sailors. Then they correlate this and match sailors to the appropriate team, strong students and strong sailors typically make the first team, sailors who are strong in one area and competitive in another are considered for the second team and the conference team. *M/S/C to remove the limit on the number of sailors that may be nominated from one institution.*
 - Proposal 2: Open the nomination period in early spring (February) so all of the nomination material can be submitted in a timely manner and team announcements will be made in the 2nd week of September. Greg asked if there could be a way to have the award announced in June with the All American Awards. Matt explained how the timing of the work occurs and the opinion of the committee that announcing it in July would cause it to be buried in the myriad of summer sailing and it would not be picked up as a major college sailing award. Straw poll was conducted was conducted to see how many individuals wanted to see it announced as close to the academic year as possible. *M/S/C to adjust the nomination period to occur during the spring semester and end prior to March 15th. Team announcement shall be made prior to the second week of September.*

- 3) Proposal 3: To host a historical record of recipients on the website linked off of the ICSA Awards Page. M/S/C to direct the Communications/Website Committee to set up the All Academic Sailing Team historical record on the ICSA Website.
- 4) M/S/C to accept the All-Academic Sailing Team Report as submitted.
- All-America Selection Committee Chairman Werblow started off his report by thanking outgoing MCSA member George Griswold for his years on service on the committee. He then notd that the committee had made an effort at recent championships to incorporate more individuals into the review process for additional perspective. Two issues have come up and been discussed extensively during the previous week. The first relates to the All-Women's team and the criteria used to determine the team. The NEISA representatives have shared their criteria for the All NEISA Team and have pointed out that they only consider nominees for the women's team who have participated in a women's only event and they look exclusively at the women's only event records. Adam noted that this is not how the All American Committee has been working, instead they looks at the entire record of a sailor. You could look exclusively at women's events, at all events or some hybrid of the two. The amount of discussion that followed indicated to Chairman Werblow that this required further study and discussion at the committee level. There was no formal motion at this time.
- D) The second issue that has come up is the timing of the announcement of the All American teams. Since 1994 it has been announced at the banquet's concluding the Women's and Coed Championship. Recently discussion has ensured regarding moving the announcement to a press release issued two weeks after the championship. Most other sports do it after the season ends via a press release. ICSA has enjoyed the fanfare of announcing it with the banquet. Doing it during the nationals puts a lot more emphasis on the nationals, however the committee feels that more time will not necessarily provide a better results. A later deadline will also not necessarily mean more work is put into it. Moving it would allow women competing in the team race and coed nationals to have those events considered. The committee did not have a formal motion to present to the Board at this time.

The board recessed for a short break from 10:12 to 10:38. A quorum was reestablished and Vice President Hodges called the meeting back to order.

- E) Appeals (John Vandemoer) No appeals since the last meeting. General reminder to all coaches to have their sailors register in the ICSA database
- F) Championship Committee (Greg Wilkinson/Danielle Richards) Championship Committee hosted a conference call to get committee members to delegate work and liaise with the different events in addition to taking some duties off Mitch's shoulders.
 - 1) Review 2012 Championships
 - a) Spring Championships @ U/Texas & Austin YC Event went smoothly, Geg and Mitch thanked the University of Texas team for hosting a great event.
 - b) Singlehanded Championships @ Univ of Southern California Mike Segerblom thanked Chris from LaserPerformance for his outstanding work onsite during the event and for helping things run smoothly.
 - c) Match Race Championships @ Fort Worth Boat Club The event went great, only 1 instance of damage, offending school will be billed by ICSA.
 - 2) Final Update
 - a) 2013 Semifinals (MAISA, ODU & Hampton Univ.) Mitch provided an update. The draft NOR being submitted to Greg this week. There is a great deal of support from Hampton University and the city. They will handle ancillary things like flags onsite, food vendors, equipment set up, etc. Agreements have been made with local hotels for a group rate and support. Boats will launch from

Hampton University and Hampton Yacht Club. The report time and competitors meeting will be early in a central location. From there teams will depart to their launching area and then to the rotation area. There will be a single race course; Gary Bodie will be the PRO with support from Hampton Yacht Club and undergrads from both host schools. MAISA will run their Women's Championship the weekend prior onsite.

- b) 2013 Spring Championships (SAISA, USF, & Eckerd) Allison announced that the event will be at the Magnuson Hotel, it is a wet rotation venue. There will be one fleet of Eckerd boats (2008 boats) and one fleet of USF boats (2012). A division will use the sponsor sails and B division will use the host school sails so both divisions will be on the water at the same time. Racing area will be immediately in front of the hotel. Breeze direction is southwest moving west, some surrounding buildings will make it shifty while the sea breeze builds but it should become less of a factor as the sea breeze solidifies. USF Athletic department will provide trainer and media support. Todd Fedysyzen and Danielle are working on judges/umpires. There will be an early report/start time with a long lunch break when the wind dies off followed by afternoon racing in the sea breeze through sunset. Moorings off the beach to hold the boats during breaks. Mike Callahan is liaison with Spring Championship.
- 3) Preliminary Plans
 - a) 2013 Singlehanded Nationals (NEISA, Sail Newport) Sail Newport will be the host venue. John Mollicone and Michael O'Conner will provide race management. Salve Regina and Brown will be the host schools. There will not be a dinner, just an awards ceremony at the end. Contact Michael O'Conner with questions.
 - b) 2013 Match Race Nationals (SAISA & St. Petersburg Yacht Club) SPYC will be the host venue with assistance from USF. They will provide race management and a fleet of 10 sonars.
 - c) 2014 Spring Championships (MAISA, Navy & St. Mary's) –There are no changes from previous PowerPoint approved at the 2012 Annual Meeting. Any questions should be directed to Ian Burman and/or Adam Werblow
 - d) 2014 Singlehanded Nationals (NWICSA) Western Washington University and Bellingham Yacht Club will be the co-hosts. The event will be sailed in Bellingham Bay which is a large open water venue similar to Shilshoe Bay but much shallower. IT is likely be breezy with mild chop and cold. Wetsuits or dry suits are recommended. There is a small regional airport into Bellingham or SEATAC is 90 minutes away. Boats will be provided by LaserPerformance and the current plan is to provide boats for the coaches to use on the water. Scott Wilson is the event chair and they are working on identifying a PRO so they can send that individual to another event for training.
 - e) 2015 Spring Championships (Brown & Salve Regina @ New York YC 5/25-6/3) John Mollicone indicated that the event would similar in organization and format to the 2008 event. Boats will be provided by Brown University and Salve Regina University. Brad Dellenbaugh is involved and a formal update will be available at the AGM.
- 4) Bid Approvals Two bids were submitted for the 2014 Semifinals. One was from the College of Charleston sailed in their two fleets of boats. Actual race course would be determined by conditions. Both fleets would race on the same course. The second bid was from the US Coast Guard Academy. Two fleets of boats at Coast Guard. The board

- was asked to vote by a show of hands. It was 7:5 in favor of Charleston. *M/S/C to approve the Charleston bid as presented for the 2014 Semifinals.*
- Conditions Review Danielle passed around revised editions of the General Championship, Coed Dinghy, Men's Singlehanded and Women's Singlehanded Conditions that incorporated changes previous approved by the Board of Directors. These changes included corrected the singlehanded allocation to account for a fleet of 18 boats, updating the championship entry fees and correct conflicts with the start and practice times.
- G) Communications and Website Mike Segerblom announced that the new ICSA Website was launched on the first day of the singlehanded nationals thanks to the hard work of our new webmaster Jared Wohlgemuth and guidance our of database manager and former webmaster David Dabney. Not everything is up on the new site but the important sections (schedule, results, contacts, and forms) were up. The remaining pages will be worked on in an order relative to their use. We are starting to have issues with our mailing lists, however David Dabney and Mike feel that we can manage through the spring and evaluate other options over the summer when the lists are not as active. At this time we have all of the website/technology billing in the hands of our treasurer and we will monitor expenses over the next year before making any recommendations for changes.
- H) Eligibility George Griswold was not present at the meeting. His written report was reviewed by the board. There was one question presented to the committee regarding the eligibility of a Mexican foreign exchange student attending a US college. The committee did not have sufficient information to render a decision. M/S/C to approve the Eligibility Committee's Report as submitted.
- I) Hall of Fame Gail Turluck was not present at the meeting, her written report was reviewed by the Board. President Brindley reminded the group of the March 15th deadline to submit nominations. *M/S/C to approve the Hall of Fame Committee's Report as submitted.*
- J) Interconference Regattas Danielle reminded the Board that the winter meeting is not the appropriate time to review schedule changes. Requested changes for the 2014 schedule may be submitted at any time for presentation at the Annual Meeting in May. The 2013 Schedule was distributed for reference.
 - Michael Callahan presented the proposed Interconference Schedule Framework that was developed at the 2012 Semifinals Competition Committee Meeting. The framework wipes the fall schedule clean and instead starts with 2 major coed events and 1 women's event on each weekend starting with weekend 5 and going through weekend 8. One major coed event would be in MAISA or NEISA with a Women's event in the same area so a school could travel to both with minimal costs. The other major coed event would be in NEISA if the first was in MAISA and vice versa. The first four weekends would be in conference weekends to build in conference competition and weekends 9-11 would be for championships. This proposal brought up a heated discussion from members of SAISA, and MCSA. The motion was tabled and directed to an Ad-hoc committee chaired by Michael Callahan and open to anyone interested in working on the proposal.
- K) Procedural Rules Kyle Eaton presented the report on behalf of the committee. The proposed Procedural Rules for 2013-2016 were distributed to the board. HE highlighted the changes made to the team race umpire procedure and asked members of the board to carefully review the rules. Any questions/comments/corrections should be sent to Kyle ASAP. M/S/C to schedule a meeting for the week of January 21st to approve the final draft of the Procedural Rules.
- IX) Conference Reports were presented by the representatives in attendance. Some of the highlights were the foundation started by MCSA to assist their teams in traveling to out of conference events, the use of

an annual conference wide afterguard event in NWICSA to foster relationships and gain support for their teams and NEISA's plan to experiment with require teams attending team race events to pay for umpires at those events.

LUNCH BREAK from 12:30-13:30

X) Old Business

A) Techscore Update - Matt Lindblad provided a demo of the current team race edition of Techscore and asked for feedback and direction. He started out by explaining the program management website (Trello) that the committee was using to discuss projects, get an understanding of their scope and price before Mitch would approve. Dayan independently adjusted the page to look and act more like the ICSA website so users don't notice that they have left the original site. The site has also been moved to the Amazon Server which expands as needed and does bill for that expansion but it is minimal (currently averaging \$170/month for all ICSA sites). The team racing project needs more work, individuals can see where it is right now by visiting the team race scoring sub site. The next phase is the public site so individuals can view results and the last phase is the All American report interface. Greg commented that Techscore captures a ton of data; most of it is new to ICSA and not necessarily understood or useful. He asked that ICSA approves any statistical updates (finish percentile, etc) before they are made public. If anyone sees those and has questions please direct them to Matt.

The estimate to get Team Race fully functional by the end of spring is \$11,575. If we say no we don't owe for any of the work done, it is a proof in concept. Sherri noted that since this stated we have made 3 payments \$10,000, \$7,000 and \$14,000 and now we have this pending invoice for the team race module. Sego asked how we handle billing/invoicing when we want to make changes/updates to what we currently have in the fleet race module. The biggest expense from the past year was getting the site ready to run on the amazon servers. The \$11,000 is not currently available in our operating account and would need to come out of the investment account. Greg commented that the All-American report is currently not working since Dayan is working on version 3. Mitch stated that the updated all American report is \$2600 of the \$11,000. Sherri asked how many more major expenses (\$10,000+/-) we are anticipating. Mitch and Matt believe that we are nearing the end and should not expect any more "large" bill's but there is still refinement and development that will be ongoing. Matt went over the current pending team race invoice in detail for the group.

Considerable discussion ensured over future expenses and how we can anticipate them as well as how we budget for and pay for these expenses. Mitch asked if we should consider some form of revenue source from our team race events to offset the pending team race invoice. Sherri commented that she did not think that was necessary at this time. We just increased the interconference regatta billing last spring and that is generating considerably more revenue so for the time being we are ok but ICSA should look for a title sponsor for the page.

Kyle Eaton asked what our ownership status was and are we "married" to Dayan for all changes, updates etc. Mitch noted that we own the program as it exists in its current form and could walk away with what we have right now.

Sego brought up the issue of our databases and their future status. David Dabney has done a great job managing those for years for little to no payment but he needs to move on and Dayan has expressed interest in bringing those under his management so they can better sync with Techscore. We need to start planning for that cost. *M/S/C to approve the pending Techscore invoice for \$11,575*.

B) Sailor Eligibility & Techscore – At the time of the 2012 Spring Championships John Vandemoer, Greg Wilkinson and Danielle Richards met to review ways to clean up the ICSA Procedural Rules regarding eligibility and provide recommendations to the TechScore Committee, Procedural

Rules Committee, Eligibility Committee and ICSA Database Manager to clarify what it means to be registered in ICSA, to be eligible to compete and the associated penalties. *M/S/C to approve the report as submitted and send the recommendations to the appropriate committee's for action and implementation.*

XI) New Business

- A) President Brindley asked the board to approve all of the current sponsorship contracts in place with ICSA. He reminded the board that the contracts were reviewed in detail in December and at any time individuals may submit questions regarding the contracts to him. *M/S/C to approve all sponsorship contracts currently in place.*
- B) NEISA's proposal to adopt the Digital N as the team race course for ICSA was presented with minimal discussion. The group felt it was time to bring our team racing course in line with high school sailing and US Sailing formats. M/S/C to approve the digital N as the default team race course for college sailing and to direct the Championship and Procedural Rules Committee's to incorporate the change into the appropriate governing documents.
- NEISA's proposal to change the Championship Conditions to allow for the transportation of the National Championship Trophies to the site of the Championships was withdrawn after a short discussion regarding the prohibitive costs and logistics as well as the historical significance of the trophies and the implications if they were lost or irreparably damaged. The Board agreed to consider a proposal for new take home trophies for our championship winners that were more reflective of the honor.
- D) NEISA's proposed to have the ICSA Championship/Competition Committee examine the competitiveness of the ICSA Team Race Championship given the existing berth allocation. The Board directed this to the Championship Committee to review and provide a recommendation.
- E) NEISA Proposal to change the Team Race Championship Conditions to allow for 16 teams at ICSA Team Race Championship. <u>The Board directed this to the Championship Committee to review</u> and provide a recommendation.
- F) NEISA Proposal to change the Team Race Championship Conditions to allow for more than three teams from any one conference. <u>The Board directed this to the Championship Committee to review and provide a recommendation.</u>
- G) M/S/C to approval MAISA's proposal that the ICSA president appoint a task force to investigate what is required for College Sailing to be part of the NCAA and direct President Brindley to Chair the Ad-hoc Committee.
- H) MAISA's proposal that the season limit for weekend competition be dropped to 20 weeks from the current 22 weeks as directed to an Ad-hoc committee chaired by Michael Callahan for further review and discussion.
- I) MAISA's proposal that the ICSA Midwinter meeting be held on the east coast every other year was withdrawn without discussion.
- J) MAISA's proposal that ICSA not allow high school students to "try-out" for college teams by sailing in a college practice was **withdrawn** after a short discussion.
- K) MAISA's proposal that ICSA no longer allow a school to pay for the airfare, train, hotel cost of a student athlete who is visiting that school brought up discussion regarding the difficulty of enforcing such a rule in a volunteer organization. *The motion failed.*
- L) MAISA proposed that the names of the national championships should be changed to the College Sailing / XYZ Sponsor Coed/Women's/Team Race/etc National Championship. This change replaces college sailing for ICSA and removes the term "dinghy". After a short discussion mostly highlighting the increased clarity these name changes would bring the question was called. M/S/C to change the names of the national championships should be changed to the College Sailing / XYZ Sponsor Coed/Women's/Team Race/etc National Championship
- M) MAISA's proposals regarding changes to the ICSA Match Race Nationals were *withdrawn*.

- N) Cappy Capper provided a brief summary of the new US Sailing Training Track and the benefits for college coaches. The coaching levels are being restructured and the requirements to move from level to level will change. There will be a "coaches academy" with seminars and different tracks. The group agreed that we should try to host one or two modules at our Annual Coaches Conference.
- O) President Brindley and Secretary Richards reported on discussions they had with the Canadian Intercollegiate Sailing Association. The CICSA is a grass roots/student run organization for colleges in Canada. They wanted to work with ICSA to gain access to berths at Interconference Regattas for CICSA teams, a designated berth at Coed Semifinals and use of the TechScore program. After discussion the board felt that these were all valuable assets to ICSA and teams that wanted to join ICSA in the appropriate conference could be eligible for these benefits but we were not willing to provide them for free. There was no motion and therefore no formal action.
- P) Titusville Match Racing Center has requested "provisional" status for their "Varsity Spring Break Match Racing Weeks". The board had a short discussion relating to the appropriateness of this event in the context of our Interconference Regatta schedule. It was suggested that the group be permitted to send out notices regarding the event on the ICSA and SAISA lists. The request for provisional status for the events was denied.
- XII) President Brindley named the following individuals to the nomination committee:

Samuel Hodges, Chair

Brian Swingly

Dave Elsmo

Adam Werblow

Phil Gordon

XIII) There being no further business the meeting was adjourned at 1518. The ICSA Annual Meeting will be schedule for a time during the Spring Championship with notice to be sent out in April.

Respectfully submitted,

Danielle M. Richards

ICSA Secretary