**TEXAS STATE JUNIOR CLASSICAL LEAGUE**

Spring Board Meeting Minutes

May 15, 2021

1. Call to Order and Attendance

Kagan Baker, *Outgoing TSJCL President*, calls the meeting to order at 9:38 AM.

Kagan Baker *Outgoing President*

Emma Schmidt *Outgoing First Vice President*

Monique Hoarau *Outgoing Second Vice President*

Amy Zhou *Outgoing Secretary*

Maddie Ray *Outgoing Historian*

Abby Harn *Outgoing Treasurer*

Bering Edwards *Outgoing Parliamentarian*

Heidi Tamm *Outgoing Editor*

Shruti Siva *Outgoing Webmaster*

Madelynn Mayer *Outgoing Area B Co-Chair Proxy*

J.B. Lilley *Outgoing Area C Co-Chair*

Emma Engler *Outgoing Area D Chair*

Aiden Keenan *Outgoing Area F Co-Chair*

Elijah Kleinman *Outgoing Area F Co-Chair*

Bering Edwards *Incoming President*

Kathy He *Incoming* *First Vice President*

Heidi Tamm *Incoming Second Vice President*

Marco Cheung *Incoming Secretary*

Cayla Van Sickle *Incoming Outreach Coordinator*

Terrence Li *Incoming Area A Co-Chair*

Karah Phang *Incoming Area A Co-Chair*

Will Skaer *Incoming Area B Chair*

Rohit Saralaya *Incoming Area D Chair*

Kushaal Singh *Incoming Area F Co-Chair*

Nisha Vishag *Incoming Area F Co-Chair*

Lauren Dill *State Chair*

William Lee *State Chair, Sponsor of Outgoing Outreach Coordinator, Incoming Secretary, and*

*Incoming Area B Chair*

Mary Beinemann *State Chair, Sponsor of Outgoing Second Vice President, Outgoing Editor, Incoming Second Vice President, and Incoming Area A Co-Chairs*

Kimberly Read *State Chair, Sponsor of Outgoing Area D Chair*

Melisande Santos *State Chair, Sponsor of Outgoing Area C Chair*

Rachelle Hester *Proxy for Sponsor of Outgoing President and Incoming Outreach Coordinator*

Jennie Luongo *Sponsor of Outgoing First Vice President, Outgoing Parliamentarian, and Incoming President*

Nicole Lehmann *Sponsor of Outgoing Treasurer*

Jason Gajderowicz *Sponsor of Outgoing Webmaster*

Patty Gaskamp *Sponsor of Outgoing Area C Chair*

Andy Ellis *Sponsor of Outgoing Area F Chair*

Paula Read, *Sponsor of Incoming Area D Chair*

1. Old Business
	1. Previous Meeting Minutes

Amy Zhou shares the minutes for the Winter Board Meeting, the Pre-convention Board Meeting, and the state convention events.

Kagan Baker entertains motions to open the floor for discussion or move to voting.

Emma Schmidt moves to go to voting in approval of the minutes.

Elijah Kleinman seconds the motion.

The vote passes and all minutes are approved at 10:15 AM.

* 1. Officer Reports by the 2020-21 officers (either in-person or a written report)
		1. Kagan Baker, *TSJCL President*

“Since the Winter Board Meeting, I sent out the official invitation and agenda for the Spring Board Meeting. I helped plan and attended the virtual TSJCL Convention. Ran the Minecraft Build Battle Ludi Event. Helped run the Officer appointments, Reorganized the last three presidents materials into the Presidents Archive. Put together a running document of all Presidential VOE’s and added my own into the presidents archive. Cleared all documents and emails into an archive, sent the presidential gavel to bering, and arranged for the new OutCo to store all of the spirit Items I have in my possession.”

* + 1. Emma Schmidt, *TSJCL First Vice President*

“Since the last board meeting, I prepared for and attended State. To prepare for State, I contacted judges for DI and volunteers for SR. Also, I organized the Dramatic Interpretation entries in the Google Drive. At State, in addition to competing in my contests, I helped with Sight Recitation, compiling the DI and SR results, and read things at the Final GA. Since State, I have been clearing out the 1st VP Google Drive and email and writing my VOE. Finally, I have been working on ordering and delivering the trophies with Ms. Dill. We have ordered and received the Certamen plaques and medals and the Middle School Decathlon medal. We did not need to order new ribbons because we still had the ribbons from the past couple years. I have worked with my peers and Ms. Dill to organize the ribbons by school and will be sending those out in the next week or so. Finally, we are going to order the Publicity Contest award, Officer’s choice medal, and Decathlon High Score plaque within the next week to be sent out in the next few weeks. All the awards should be sent out in the next several weeks!”

* + 1. Monique Hoarau, *TSJCL Second Vice President*

“Since the last board meeting, I have helped plan, host, and attend the TSJCL State Convention. I helped run the Classical Civilization contests, accepted submissions, sent them to judges, and received and announced final results. I also ran the Officers’ Choice Award contest and sent the art entries to my fellow officers in order to choose a winner, who was announced with other Classical Civilization contest results. After State, I wrote my Voice of Experience for the next 2nd Vice President and organized the Google Drive and email account.”

* + 1. Amy Zhou, *TSJCL Secretary*

“Since the Winter Board Meeting, I finalized the colloquia speakers for our convention and managed all communications with them. I coordinated their sessions, made a program for the colloquia, and acted as the host for Madeline Miller’s keynote talk. I also worked with a proxy to take minutes during the events at our state convention. Following the convention, I sent emails of appreciation to all of our speakers, and I have been working on sending out honoraria. In addition, I edited and uploaded minutes for the Winter board meeting, the pre-convention board meeting, the General Assemblies, and the Program of Works.”

* + 1. Abby Harn, *TSJCL Treasurer*

“Since the Winter Board Meeting, I attended the state convention and coordinated the talent show with the Area F Co-Chairs. I wrote and sent prize money checks to the first, second, and third place winners. I have continued to write reimbursement checks for Certamen players who attended the virtual NJCL convention over the summer. I helped interview the incoming TSJCL treasurer and have begun to organize my Google Drive and the treasurers bag. I have also created my VOE Google Slides that will help the incoming treasurer.”

* + 1. Maddie Ray, *TSJCL Historian*

“Since the last board meeting, I helped register events and catalogue the scores for state. I also documented the different events at state and finished the publicity contest. I also read out the results for the events in which I am involved with. I have started working on the state scrapbook to submit at nationals. I wrote my VOE and I also helped hold interviews for the historian candidates in order to appoint the new historian!”

* + 1. Bering Edwards, *TSJCL Parliamentarian*

“Since the Winter Board Meeting, I prepared the Ballot Measures and recruited candidates to run for elected office during State Convention, and while at State, I ran the Program of Works Committee meeting, voting on the Ballot Measures, and the election of new officers. Since State, I have worked with the Webmaster to recruit applicants for every appointed position (and HIstorian), I worked with my mentor and the outgoing President to conduct applicant interviews, and I updated the TSJCL Constitution and Bylaws with the changes that had been approved at State.”

* + 1. Heidi Tamm, *TSJCL Editor*

“Since the Winter Board Meeting, I prepared the Ballot Measures and recruited candidates to run for elected office during the State Convention, and while at State, I ran the Program of Works Committee meeting, voting on the Ballot Measures, and the election of new officers. Since State, I have worked with the Webmaster to recruit applicants for every appointed position (and HIstorian), I worked with my mentor and the outgoing President to conduct applicant interviews, and I updated the TSJCL Constitution and Bylaws with the changes that had been approved at State.”

* + 1. Shruti Siva, *TSJCL Webmaster*

“Since the previous meeting, I’ve worked with the parliamentarian to create a password-protected election page with the relevant information for each candidate and to transition the “Becoming an Officer” page from elected officer information to appointed officer information. I’ve worked with the editor to post the midnight torch to the website during the State Convention. I tabulated and sent out the Multimedia results from the judging sheets, and I read out the Mottoes and Myth results. I’ve also updated the date for the Area C convention and transitioned the various rules and announcement documents from the home page to the Essential Documents page. I’ve submitted currency updates to the Website Contest for each month and posted these updates to the website, I’ve written my VOE for the incoming webmaster, and I cleared out and organized my inbox.”

* + 1. Lauren Dumont and Linh Nguyen, *TSJCL Area A Co-Chairs*

“Since the last board meeting, we have attended the TSJCL Virtual State Convention. There, we organized vocal submissions, judging, and compiled results to be shared with attendees. We also finished our Voice of Experience to give tips and advice for the incoming Area A Co-Chairs.”

* + 1. Chantell Bolden and Cal Leones, *TSJCL Area B Co-Chairs*

“Area B was successful and all awards (plushies/ribbons/trophies) have been sent out. We are still in a state of emergency, there are no Area B nominees for Area B 2022.”

* + 1. Doris Olenkiewicz and JB Lilley, *TSJCL Area C Co-Chairs*

“Since the last board meeting, the Area C Co-Chairs distributed ribbons via mail to all of the winners from the Area C regional convention in March.

We received costume contest submissions before the state convention, checked the formatting and size of videos, created the spreadsheets of participants, placed the videos and receipts into folders, and sent them off to the judges. After the judges were done, we compiled the scores and checked receipts for any penalties.

After state, we assisted with the service project. Twenty-nine letters were received as entries for the service project. The top three schools submitting were announced via Ms. Read’s email to sponsors, along with the feedback from classical civilization contests. The Area C email account has been archived and prepared for the next Area C Chair.”

* + 1. Emma Engler, *TSJCL Area D Chair*

“Since the last board meeting, I have completed my duties associated with and have attended the State Convention. Regarding my Play Contest duties, I collected and sorted entries, emailed judges with their judging Google Forms and answered any questions they had, collected and sorted the judge’s responses, and passed on the results. At the State Convention, I attended both General Assemblies and the program of works, participated in my contests, and watched several colloquia. I wrote my VOE and organized my inbox and Google Drive.”

* + 1. Aiden Keenan and Elijah Kleinman, *TSJCL Area F Co-Chairs*

“Since the Winter board meeting, we organized and successfully hosted the Area F Convention virtually. Afterwards, with the help of the Treasurer, we organized and ran the Talent Show at the State Convention, including collecting submissions, creating and organizing a script for the show, organizing judging and streaming the final product live via YouTube. We also competed at State and announced winners at the GA.”

* + 1. Alivia Mayfield and Kat Sabo, *TSJCL Convention Coordinators*

“On April 23rd and 24th we hosted a virtual State Convention. Everything went smoothly, with everyone carrying out their duties seamlessly. We were very excited to be a part of this year’s Convention and are glad we were able to help provide the TSJCL experience despite the numerous odds that were against us!”

* + 1. TXSCL Report

TXSCL delivered their report with the following stanzas:

“We helped with the state convention.

There’s not much else to mention.

Led by Pres Willi,

More loved than chilli,

The Game Room was the best invention.

‘Twas the eve of the 24th (at night)

On a zoom-laden screen, so bright,

We played Tetris and Jackbox,

Thelo judged all the TikToks,

And our next stanza isn’t so polite.

Brace thineself, unto you we endow

A poem, a rhyme, we wrote just now:

We just heard you say, “Hey!”

Hay’s for horses! Say, “Neigh!”

It is a good thing then, that you are a cow.”

The board recesses for a short break at 10:29 AM.

Kagan Baker resumes the meeting at 10:38 AM.

Kagan Baker hands the gavel over to Bering Edwards.

1. New Business
	1. President’s Remarks, Bering Edwards

Bering Edwards welcomes everyone and expresses his excitement for the year ahead.

* 1. Treasurer’s Report, Abby Harn

Starting Balance (January 9, 2021): $32,674.42

Balance at Hand (May 15, 2021): $40,962.02

| **Income** | **$10,149.45** |
| --- | --- |
| State Convention Registration | $7,385.00 |
| Membership Dues  | $2,764.20 |
| Erroneous Stripe Fee Debit | $(0.15) |
| Adjustment Credit for Erroneous Stripe Debit | $0.40 |

| **Expenditures** | **$1,861.85** |
| --- | --- |
| State Convention (Zoom hosting, Awards, Talent Show prizes) | $1,039.81 |
| Certamen Team Reimbursements for Nationals 2020 | $385.00 |
| Web Hosting Services | $115.09 |
| Shipping TSJCL & TXSCL Officer Pins | $49.95 |
| Storage Unit | $272.00 |

Bering Edwards entertains motions to open the floor for discussion or move to voting on the report.

Elijah Kleinman moves to go straight to voting.

J.B. Lilley seconds the motion.

The motion carries and the report is approved at 10:43 AM.

* 1. Candidacy for National Office, Monique Hoarau and Shruti Siva

Mr. Lee places both potential candidates in a breakout room. After the candidates have presented, their information will be shared on the screen and both boards will discuss.

Monique Hoarau gives her speech first. She is running to be the candidate for NJCL Second Vice President. She discusses her Latin experience and leadership in her school and in TSJCL, as well as some of her accomplishments. She then discusses her experiences in volunteering and organizing service projects.

Shruti Siva shares her presentation. She reminisces over her first NJCL convention and how it affected her. She discusses the website improvements she made as a Webmaster. She then talks about how she wants to implement these changes to other local and state websites. Shruti Siva presents her Website of the Month contest and her ideas to create a stronger community for webmasters.

After a lengthy and thorough discussion (please see 2021 Spring Board Meeting Minutes Supplement), the TSJCL boards approve Shruti Siva as the TSJCL candidate for national office at 11:50 AM.

Bering Edwards announces the results to Monique Hoarau and Shruti Siva.

Ms. Dill praises the board for handling this tough decision so maturely.

Bering Edwards asks whether we want a break for lunch now or later.

Ms. Dill thinks we need a break anyways.

Mr. Lee would like to celebrate the seniors.

The seniors are celebrated and they each tell their future plans to the board.

* 1. Break for Lunch

Bering Edwards entertains motions to suspend the meeting for forty minutes.

Elijah Kleinman so moves.

J.B. Lilley seconds the motion.

The board recesses for lunch for forty minutes at 12:00 PM.

Bering Edwards calls the meeting back to order at 12:46 PM.

* 1. Appointment of officers, Bering Edwards
		1. Treasurer

Bering Edwards recommends Natasha Chamitoff. She seems very open-minded, willing to accept criticism, and very communicative. She’s a great fit.

Bering Edwards entertains motions to open the floor for discussion or move to voting.

Emma Schmidt moves to go to voting in favor of approving Natasha Chamitoff.

Maddie Ray seconds the motion.

The motion carries at 12:49 PM.

* + 1. Parliamentarian

Bering Edwards introduces and recommends Olivia Chen. She seems knowledgeable about setting up a constitution, which is important for next year, and she seems very eager to learn.

Bering Edwards entertains motions to open the floor for discussion or move to voting.

Maddie Ray moves to go to voting in favor of approving Olivia Chen.

Elijah Kleinman seconds the motion.

The motion carries at 12:51 PM.

* + 1. Editor

Bering Edwards introduces Emily Ding. She sent an impressive Torch cover and has lots of leadership, design, and writing experience. He recommends her for editor.

Bering Edwards entertains motions to open the floor for discussion or move to voting.

Shruti Siva moves to go to voting in favor of approving Emily Ding.

Heidi Tamm seconds the motion.

The motion carries at 12:53 PM.

* + 1. Webmaster

Bering Edwards says the role of webmaster is going into a state of emergency. It will be his responsibility to fill the position in the future.

* + 1. Historian

Maddie Ray introduces two candidates who both have extensive experience, have made scrapbooks before, and have great personalities. She is recommending Sofia Gordeev because she seemed to have more knowledge on all of the aspects of being a Historian, including art contests. Kagan Baker agrees with the recommendation. He shares their notes on the interviews.

Bering Edwards entertains motions to open the floor for discussion or move to voting.

Elijah Kleinman moves to go to voting in favor of approving Sofia Gordeev.

Rohit Saralaya seconds the motion.

The motion carries at 12:59 PM.

* 1. Preparations for Nationals, Bering Edwards
		1. T-shirts

Mr. Lee says the State Chairs were floating around the idea of having a design on the Zoom background. We will need a committee to come up with this design, and we also did not have enough designs to present from this year’s T-shirt entries.

Bering Edwards entertains motions to open the floor for discussions.

Elijah Kleinman moves to open the floor for fifteen minutes.

The motion fails.

Heidi Tamm moves to open the floor for six minutes.

Shruti Siva seconds the motion.

The motion carries and the floor is opened at 1:02 PM.

Kagan Baker thinks it would be good for the President to create a committee with all the Area Chairs and some others who like making T-shirts. That can be how we get the T-shirt/Zoom background

Elijah Kleinman agrees with Kagan Baker.

Ms. Dill asks if we had questions about spirit contests at the national convention because it’s in the document that Ms. Luongo shared with the Chairs. She sends a section in the Zoom chat.

Mr. Lee shares his screen with more information about the spirit and service events.

Bering Edwards asks who would like to be on the committee.

Ms. Beinemann asks for clarification if this committee is for shirts only or for both shirts and spirit.

Bering Edwards says just shirts.

The committee in charge of the shirt design will consist of Heidi Tamm, the Area Chairs, Kathy He, and Cayla Van Sickle.

Ms. Dill reminds everyone that officers can just self-appoint themselves to the committee.

Mr. Lee says we’ve had to have a pre-National Convention virtual board meeting to discuss virtual spirit during the pandemic. It’s a good time to present a finalized product and figure out a way to distribute them.

The floor is closed.

* + 1. Spirit themes
1. Budget

Ms. Dill says normally we have props and other items, so we need a budget when we’re in-person. However, we don’t know what kinds of objects would need to be purchased for a virtual convention. This is maybe something we will approve at the pre-convention meeting after the committees discuss things, though they may need a budget to work off of.

Bering Edwards asks to clarify if the committee should be for spirit and T-shirts or just one.

Ms. Dill is seeing T-shirts and spirit wrapped into one thing because they are similar.

Bering Edwards agrees.

Mr. Lee discusses the calendar for spirit.

Ms. Dill says no budget needed for T-shirts

1. Additional planning as necessary

Bering Edwards asks if we need additional planning other than what the committee would do.

The committee was later clarified to be for all Spirit items in addition to shirts.

Mr. Lee says we might want to talk about the Roll Call video, since most of the other daily events are focused on attendees. Roll Call is the only thing done as a group. He shares the Roll Call rubric.

Bering Edwards says the outreach coordinator is normally in charge of our Roll Call at nationals. He asks Cayla Van Sickle to take charge of that.

Cayla Van Sickle says she would be happy to.

Bering Edwards asks if we want to record it as a larger group.

Mr. Lee says it could be creatively done.

Bering Edwards asks Cayla Van Sickle to start planning a video outline and report back at the next meeting.

* 1. GroupMe, Bering Edwards

Bering Edwards wants to create a GroupMe for all of the State Chairs and the new board. He asks the State Chairs who is in charge of the GroupMe chat.

Ms. Read says it is usually created by the president and includes one State Chair to oversee everything, but the TSJCL email is the official means of communication. GroupMe is only used in the case of needing items to be completed quickly. It is not supposed to be the sole form of communication.

Ms. Dill says this is a complementary form of communication. Larger communications should go through email.

Bering Edwards asks for incoming officers to send their phone numbers privately to him in the chat.

Ms. Dill asks if the incoming officers have any questions about using GroupMe.

No one has questions.

Bering Edwards says new officers can ask questions to other officers and State Chairs about stuff in the GroupMe.

The GroupMe chat is created.

* 1. General instructions from the State Chairs

Mr. Lee shares the mentoring assignments:

* Ms. Dill will mentor: President (Bering Edwards), Treasurer (Natasha Chamitoff), and Area F Co-Chairs (Nisha Vishag, and Kushaal Singh)
* Mr. Lee will mentor: First VP (Kathy He), Secretary (Marco Cheung), the Convention Coordinator (TBD), and Area B Chair (Will Skaer)
* Ms. Read will mentor: Second VP (Heidi Tamm), Outreach Coordinator (Cayla VanSickle), the Webmaster (TBD), and Area D Chair (Rohit Saralaya)
* Ms. Beinemann will mentor: Parliamentarian (Olivia Chen), Editor (Emily Ding), and Area A Co-Chairs (Karah Phang, and Terrence Li)
* Ms. Santos will mentor: Historian (Sofia Gordeev), the Convention Coordinator (TBD), and the Area C Chair.

Ms. Dill congratulates the new officers and reminds them that, as officers, they are representing a larger organization and all of its members. They need to conduct themselves appropriately both in-person and online. Also, she mentions to sponsors that their role is just as crucial for contributing to the efforts of running this organization. Hopefully, they will consider themselves, along with the State Chairs assigned to their student officer, as a part of the team. Along with that, sponsors are expected to attend all board meetings and must be in contact with students and State Chair mentors to let them know if there are issues.

Ms. Dill is also working on trying to plan the pre-convention Zoom meeting. All new, incoming officers are expected to attend and be present. For student officers, NJCL attendance registration cost is reimbursed, but it must be paid first before requesting reimbursement.

Mr. Lee says that email transitions will be taken care of today to ensure incoming officers have access to email accounts. The fall planning meeting hopefully will be in-person since this is a constitution revision year. The fall meeting will be a two-day event. The student officers should inform their State Chair mentors about schedule conflicts. If an officer is unable to attend a meeting, the officer must send a proxy.

Ms. Dill adds that it is okay to have a sponsor send a proxy.

Mr. Lee says it’s going to be in-between Austin and San Antonio, if possible. He reminds everyone to keep wearing masks.

Ms. Dill asks everyone to get their vaccines.

Mr. Lee would like this next year to be as normal as possible.

Ms. Dill asks that any information about a school’s regulations and restrictions about student travel be shared with the State Chairs. TSJCL will also reimburse travel costs for those travelling outside of their home city. Students cannot drive themselves.

Mr. Lee has some more general reminders. He says that the officers are representatives of TSJCL. Officers must conduct themselves accordingly in a way that is above reproach. Also, officers may receive emails from teachers and sponsors who do not know they are students. If an officer doesn't feel comfortable replying to an email, forward it to a State Chair who can respond on their behalf.

Ms. Dill says to forward important emails to chairs@tsjcl.org.

* 1. Other New Business

Mrs. Lehmann wants us to know that San Antonio is planning on hosting State in-person next year. We have a 96.5% mark of approval from Alamo Heights High School, and she is excited to host.

Everyone claps.

Mr. Lee says that there are usually three state fellowships related to convention: One before the convention, one in the middle, and one at the end of the convention. The pre-National meeting needs to take place preferably on a Saturday. The dates being considered currently are July 10th or 17th.

Ms. Dill tells everyone this meeting will be on Zoom.

Bering Edwards says July 10th is better for him.

Mr. Lee says it is also the deadline to have a finalized product for the T-shirt committee.

Ms. Beinemann asks if anyone else has any conflicts.

Ms. Dill asks new officers to reach out to sponsors and ask about their schedules.

Natasha Chamitoff is unavailable for the 10th.

Ms. Dill says to put on the calendar that there will be a tentative board meeting between July 14th and 17th. It will be three hours at the most, and if it is on the 17th, it will be in the evening.

Bering Edwards will confirm with the new appointed officers.

1. Adjournment

Bering Edwards entertains motions to adjourn the meeting after new officers meet with their predecessors and mentors.

Kagan Baker so moves.

Emma Schmidt seconds the motion.

The motion carries and the meeting is adjourned at 2:01 PM.

The officers split into breakout rooms and meet with predecessors and mentors.

**Re: checking account signatory changes with the changeover of officers**

**Abby Harn**, as outgoing Treasurer, **should be removed** as signatory from the TSJCL checking account.

**Natasha Chamitoff**, as the newly appointed Treasurer, **should be added** as a signatory on the checking account in Abby Harn’s place.

**Ms. Nicole Lehmann**, Abby Harn’s adult sponsor, **should be removed** as a signatory from the TSJCL checking account.

**Mr. Andrew Ellis**, as Natasha Chamitoff’s adult sponsor, should be added as a signatory in order to assist and oversee Natasha Chamitoff’s role as Treasurer.

**Ms. Lauren Dill,** as State Chair, **Mr. William Lee,** as State Chair, **Ms. Kimberly Read**, as State Chair, **Ms. Melisande Santos**, as State Chair, and **Ms. Mary Beinemann**, as State Chair, **should remain** on the TSJCL checking account as signatories.