

**Montana USAW Annual Convention  
Crown Plaza Hotel ~ Billings, MT  
April 29 & 30, 2011**

**First General Session - Friday, April 29, 2011**

**Call to Order:**

MT-USAW President Dan Buckley called the Annual Meeting of MT-USAW to order at 6:00 p.m.

**Roll Call:**

The following E-Board Members and MT-USAW Teams were in attendance for the First General Session:

**E- Board Members Present:**

President: Dan Buckley

Vice President: Jerry Arneson

Treasurer/Secretary: Kim Dallas

Registration Chair: Angie Buckley

Head Official: Blake Love

Law & Legislation: Mike Challeen

Coaches Chairman: Jeremy Shields

Cadets Chairman: Steve Komac

Girls Chairman: Rich Vazquez

Juniors Chairman: Ken Thompson

**E-Board Members Absent:**

Head Pairer: Amber Shields

Kids Chairman: John Stillwagon

Open/Espoir Chairman: Caleb Schaeffer

**Clubs Present:**

Billings Wrestling Club

Blitzkrieg Wrestling Club

Bozeman Hawk Wrestling Club

Bozeman Mat Dogs Wrestling Club

Conrad Wrestling Club

SBAWA/Butte Wrestling Club

Kalispell Wrestling Club

Libby Wrestling Club

Lil Copperhead Wrestling Club

Lolo Wrestling Club

Missoula Wrestling Club

Missoula Eagle Wrestling Club

Northern Montana Wrestling Club

Renegade Wrestling

USA Team Cobra

**Minutes:**

The Minutes of the 2010 Annual Meeting were presented for review. The minutes were unanimously approved as presented.

**President's Report:**

MT-USAW President Dan Buckley expressed to the MT-USAW Governing Body the following topics:

- Split seasons
- Scheduling
- State Tournaments and Folkstyle Tournament
- Grow our own organization. Build interest, enthusiasm and numbers for MT-USAW.
- Kalispell Tournament
  - Les Gutches and Mike Zadick attended as clinicians
  - Kalispell is working to develop a relationship with the Little Guy Program

Committee Nominations: Jerry Arneson

Scheduling Committee: Dan, Jerry and Komac

**Treasurer's Report (2010 – 2011):**

Kim Dallas presented the MT-USAW Budget Report.

As of April 18: Checking balance is \$38,545.50 and Savings/CD Account is \$23,828.61.

Kim also reported that MT-USAW recently underwent an annual audit and review of its financial statements. The last time an audit had not been completed in 5 years. An audit was initiated where it was determined that there had

been a misappropriation of funds. The audit has been completed and it was determined that all funds have been accounted for. A complete copy of the audit is kept on file by the Treasurer.

**Pairings Report:**

Angie Buckley reported that MT-USAW had 22 Chartered Clubs; 1,306 competitors cards were purchased through 4/27/2011; 299 coaches and 17 events were hosted. Angie's report is kept on file with these minutes.

**Law & Legislation:**

Mike reported that the Standing Rules need to be updated to the website on a regular basis.

**Kids:**

No Report.

**Cadets:**

Komac reported that there were more high school/older wrestlers this year. Also, breaking the training camps into 2 shorter sessions appeared to be well accepted by athletes, parents and coaches. And, team members can petition out of training camps through high level camps offered at college institutions. Komac's report is kept on file with these minutes.

**Girls:**

Rich will be asking for additional funds/increase in budget to be used for promoting girls wrestling and hope to bring in women coaches for clinics.

**Coaches:**

Jeremy reported that there were 31 coaches bronze certified. One concern was the certification of officials. This may be taken care of when the rules clinic requirement resumes.

One incident where a coach had a claim placed against him with the National office. The National office sent the issue back to us at the state level. There was a police investigation and found the charges unfounded, thus ending the investigation. Jeremy's report is kept on file with these minutes.

**Cultural Exchange:**

Bennetts reported that the Germans will be here for a week in June and July. Activities are planned, but open to additional things to do, places to go and see.

**Juniors:**

Ken reported that there are three programs available to assist Junior in training: 1) Regional Training Camps, 2) Western Junior Duals and 3) Fargo. Training camps are important and wrestlers are encouraged to attend. Need more communication regarding Junior Duals. Ken's report is kept on file with these minutes.

**Officials:**

Blake reported that there was no state rules clinic this year. Coaches and officials expressed an interest in implementing them again next year. Several mini clinics were provided, but many expressed that it is not the same.

There were 13 adult officials with a total of 21 officials at the MT-USAW State Freestyle/Greco tournament to run 10 mats. Our adults are strong but more are needed. Clubs are working to educate their coaches as to proper coaching and corner decorum. This is appreciated! A copy of Blake's report is kept on file with these minutes.

**Pairings:**

Amber reported that only 2 pairers were relicensed this year, with MT-USAW.

Trackwrestling is now being used more and we will continue to grow the system. A copy of Amber's report is kept on file with these minutes.

## **Second General Session - Saturday, April 30, 2011**

### **Call to Order:**

MT-USAW President Dan Buckley called the Annual Meeting of MT-USAW to order at 9:00 a.m.

### **Roll Call –**

The following E-Board Members and MT-USAW Teams were in attendance for the Second General Session:

### **E- Board Members Present:**

President: Dan Buckley

Vice President: Jerry Arneson

Treasurer/Secretary: Kim Dallas

Registration Chair: Angie Buckley

Head Official: Blake Love

Head Pairer: Amber Shields

Law & Legislation: Mike Challeen

Coaches Chairman: Jeremy Shields

Cadets Chairman: Steve Komac

Girls Chairman: Rich Vazquez

Juniors Chairman: Ken Thompson

### **E-Board Members Absent:**

Kids Chairman: John Stillwagon

Open/Espoir Chairman: Caleb Schaeffer

### **Clubs Present:**

Billings Wrestling Club

Blitzkrieg Wrestling Club

Bozeman Hawk Wrestling Club

Bozeman Mat Dogs Wrestling Club

Conrad Wrestling Club

East Helena Wrestling Club

Kalispell Wrestling Club

Libby Wrestling Club

Lil Copperhead Wrestling Club

Lolo Wrestling Club

Missoula Wrestling Club

Missoula Eagle Wrestling Club

Northern Montana Wrestling Club

Renegade Wrestling

SBAWA/Butte Wrestling Club

USA Team Cobra

### **2010 – 2011 Committee Agendas & Proposals:**

#### **Budget:**

Amend budgeted amount of line item Cadet/Junior Nationals/Boys:

- Motion was made to transfer \$1000 from the SB Duals to Cadet/Junior Nationals/.
- This transfer will be a one-time funding and will be revisited and voted on annually at each MT-USAW Annual Meeting.
- Motion was seconded. MOTION PASSES.

Amend budgeted amount of line item Girls Team:

- Motion was made to increase the amount for the Girls Team from the current \$500 to \$3,000.
- Motion was seconded. MOTION PASSES.

Additionally, the following recommendations were made based on the recently completed audit of the MT-USAW. Kim Dallas motioned and it was seconded. Unanimously approved. MOTION PASSES.

#### **For consideration beginning with the 2011 – 2012 Budget Year**

Within the audit and review, Rudd recommended that MT-USAW develop a stronger system of internal controls by implementing the following procedures:

1. Receipts should be required for all expenditures prior to the delivery of a check for the expenditure.
2. Checks received should be endorsed with an endorsement stamp when received.
3. Care should be taken to make sure all checks received are written out to MT-USAW and not individual board members or other organizations.
4. MT-USAW should require two signatures on all checks, or establish an amount for which two signatures are required.
5. MT-USAW should instruct the bank not to allow cash withdrawals on the organization's accounts.
6. Checks received should be copied prior to deposit and the copies attached to a copy of the deposit slip.

7. MT-USAW should request from the bank that all bank statements be sent to the Treasurer and another board member on a monthly basis.
8. The board should review the bank statements, checks, deposits and financial statements at each board meeting.
9. W-9's should be kept on all stipends given, including those for the coach's clinics, and 1099's issued whenever the amount paid in any given calendar year exceeds the threshold set by the federal government (currently \$600).
10. Checks should be copied and attached to supporting documentation, or at the very least, the check number, date of the check, and amount paid written on the supporting documentation.

The MT-USAW Executive Board met on Friday, March 11 to review and discuss the recommendations listed above. During this meeting, I recommended the following additions/clarifications:

#1: Receipts should be required for all expenditures prior to the delivery of a check for the expenditure.

ADDITION/CLARIFICATION: Any MT-USAW Chairperson or Committee requesting funds must provide receipts prior to receiving payment.

1. Funds will not be issued directly to the person overseeing an event/activity/committee.
2. If an advance payment is needed, arrangements can be made by working with the MT-USAW Treasurer.
  - a. If an advance of funds is needed, the MT-USAW Chairperson/Committee requesting the funds must submit a "Request for Funds" form to the MT-USAW Treasurer and to be approved by the MT-USAW President/Vice President. This form will identify who is requesting the funds, how the funds will be used, etc.
  - b. The Chairperson/Individual requesting the Funds will be required to fill out a W-9 Form.
3. Receipts and/or unspent/remaining funds must be submitted/returned to the MT-USAW Treasurer immediately following the conclusion of the event.
  - a. If receipts and/or unspent/remaining funds are not promptly submitted/returned to MT-USAW, that Chairperson/Committee will lose its "funding advance" privileges.

#4: MT-USAW should require two signatures on all checks, or establish an amount for which two signatures are required.

ADDITION/CLARIFICATION: That MT-USAW establish an amount in which two (2) signatures are required, with that amount to be \$250 or greater. If it is not feasible for a check to be routed for signature or if the amount is being paid by debit card in place of the check, an email will be sent by the Treasurer to both the President and Vice President requesting authorization to make the payment using the MT-USAW debit card. The request will have to be approved by both the President and Vice President. The email authorization will be attached to the receipt and the bank statement it matches.

~ Recommendation: It is recommended by the Executive Board that the President, Vice President and Treasurer have check signing authority.

#9: W-9's should be kept on all stipends given, including those for the coach's clinics, and 1099's issued whenever the amount paid in any given calendar year exceeds the threshold set by the federal government (currently \$600).

ADDITION/CLARIFICATION:

1. A 1099 will be issued to anyone who receives a payment(s) from MT-USAW in excess of \$600 per calendar year.
  - a. Travel reimbursement costs do not fall under the 1099 requirement.
2. A W-9 is a request for a taxpayer identification number. On the form, the individual or company will clarify whether they are an individual, corporation, partnership, etc.
3. No payment will be made without a W-9 on file with the MT-USAW Treasurer.
  - a. Persons requesting travel reimbursement will also be required to submit a W-9; however QuickBooks will distinguish between travel and stipend.

The MT-USAW Executive Board unanimously approved all recommendations/additions/clarifications as outlined above and requested that I submit to the General Body for consideration at the MT-USAW Annual Meeting to be held April 29 & 30 in Billings.

**Motion/Request for Approval:** I respectfully request and motion that the General Body of MT-USAW approve the recommendations as well as the additions/clarifications as outlined above.

I would also suggest that a section specific to these recommendations be added to the MT-USAW Standing Rules, outlining this information. I encourage that this be done as quickly as possible and a copy of these newly revised Standing Rules be posted to the MT-USAW Website and distributed to all Clubs.

A copy of this report is kept on file.

**Registration – None**

**Cultural Exchange - None**

**Pairings Officials - None**

**Kids, Cadet, Juniors, Espoir/Open, Girls - None**

**Coaches - None**

**Law & Legislation / By-Laws:**

Athlete Aid:

A wrestler cannot apply for Athlete Aid at any tournament where MT-USAW is partially or fully funding team gear. May 2011 – Billings. MOTION PASSES.

Gordon Smith Award:

Proposal to change the process of how the Gordon Smith Award nominee(s) are selected. A committee will be established to review and adopt. MOTION PASSES.

Coaches:

Brutality and Conduct Rule – how the situation should be handled. An example was provided but not specific guidelines for adoption.

Committee to be formed to address procedures relating to misconduct. Committee will be comprised of: Coaches Rep, Head Official, Vice President, 2 General Body (Joe – Billings and Andrew – Butte). MOTION PASSES.

**Officials:**

Blake submitted request that a national license or MOA for a Folkstyle Tournament to be considered an “adult” official. MOTION PASSES.

**Scheduling:**

The following schedule was accepted by the MT-USAW Governing Body:

Saturday, January 14, 2012	
Sunday, January 15	Blitzkrieg Wrestling Club, Folkstyle, Livingston
Saturday, January 21	USA Cobra, Red/Blue Folkstyle, Townsend
Sunday, January 22	
Saturday, January 28	East Helena Wrestling Club, Folkstyle
Sunday, January 29	Conrad Red/Blue Folkstyle
Saturday, February 4	High School Divisionals – Various Locations
Sunday, February 5	NMWC Folkstyle, Great Falls
<b>Friday &amp; Saturday, February 10 &amp; 11, 2012</b>	Montana High School State Wrestling Tournament Billings, MT
Saturday, February 18	SBAWA Cyclops Tournament, Butte
Sunday, February 19	

Saturday, February 25	Kalispell Wrestling Club, Folkstyle
Sunday, February 26	Missoula Wrestling Club, Folkstyle
Saturday, March 3	Lil Copperhead Wrestling Club, Folkstyle, Anaconda
Sunday, March 4	
Saturday, March 10	MT-AAU State Folkstyle Tournament, Great Falls
Sunday, March 11	
Saturday, March 17 (St. Patrick's Day)	
Sunday, March 18	
Saturday, March 24	Montana Open, Billings Cadet/Junior Qualifier, Billings
Sunday, March 25	
Saturday, March 31	Billings Wrestling Club, Freestyle
Sunday, April 1	
Saturday, April 7	Helena Wrestling Club, Freestyle & Greco
Sunday, April 8(Easter Sunday)	
Saturday, April 14	Smith McCarthy Tournament, Butte
Sunday, April 15	
Saturday, April 21	USA Cobra, Red/Blue Freestyle & Greco, Townsend
Sunday, April 22	
Saturday, April 28	MT-USAW State Freestyle and State Greco Tournament, Kalispell
Sunday, April 29	
Friday & Saturday, May 4 and 5	MT-USAW Annual Meeting, Missoula

**Elections:**

Treasurer:	Kim Dallas was elected.	Term will end in 2014
State Official:	Blake Love was elected.	Position is elected annually
Pairings Official:	Amber Shields was elected.	Position is elected annually
Coaches Chairman:	Jeremy Shields was elected.	Position is elected annually
Law & Legislation:	Mike Challeen was elected.	Position is elected annually
Kids Chairman:	John "Bear" Stillwagon was elected.	Position is elected annually
Cadets Chairman:	Steve Komac was elected.	Position is elected annually
Juniors Chairman:	Jeremy LaPorte was elected.	Position is elected annually
Cultural Exchange:	Dave Bennetts was elected.	Position is elected annually
Girls Chairman:	Rich Vasquez was elected.	Position is elected annually
Esplor Chairman:	Caleb Schaffer was elected.	Position is elected annually

With no additional business, the 2011 Annual Meeting of MT-USAW was adjourned at 11:30 a.m.

Respectfully Submitted,

Kim Dallas  
MT-USAW Secretary/Treasurer