

## WECC Meeting—September 14, 2016

Attendance: David Criswell, Doug Herigstad, Stan Kuick and David Merrill  
Guests: Britt Han from Cottonwood Elementary, Edith Lau from Marie Curie STEM

Meeting called to order at 7:03 pm

--Brief training session between David M. and Doug to make minutes from last meeting accessible to others

--Skip minutes review to address guests' concerns that much sooner.

### 1. Review tournament schedule for 2016-2017

A. Cottonwood I – David M. asked Britt what she needs. She first outlined what she currently has arranged:

- i. Concessions should be covered
- ii. Principle on site to help day of facility

Needs help with trophy selection--Buddy Meagly 509-928-4995

- i. Delivery of trophies negotiable
- ii. he can prepare a copy of what makes for a typical order

[Note: have not yet had to cancel a tournament due to low sign ups]

- iii. you can have a pretty good idea of turnout by Tuesday before tournament and can increase your order then if need be.
- iv. expectation of trophy for first three places already established

Britt asked what she needs to be doing the day of the tournament

- i. arrange volunteers to get kids checked in
- ii. arrange for set up help
- iii. make tents for tables, have ready for set up
- iv. will have help with pairings
- v. arrange for head judge and judges
- vi. clean up—ask kids to help
- vii. collect the money for PTO

David M. provided username and password for group tournament organizers  
Reviewed online registrations and how to process payments and write CSV file and update tournament (increase price)

B. Contact at Orchard now Sonja McDermott 509-539-5019

- i. Invited Sonja to next meeting
- ii. Britt will get in touch since their respective schools are super close

C. What about Richland Rook?

- i. Edith spoke to her success with Pasco schools attending Richland tournaments
- ii. she has a coach ID to sign up a bunch of kids
- iii. covers the cost of middle school and high school kids
- iv. WECC needs to provide invoice for 7-12 kids
- v. no invoice necessary for K-6 since she sends a total check to organizer

D. Gave Edith 21 sets of pieces, 20 boards and 1 demo board for new chess club at Rosalind Franklin STEM Elementary

2. Meeting minutes from August 24, 2016 were approved.

A. Reference to meeting at HAPO on September 06, 2016

i. David Merrill, Stan Kuick, David Criswell and Doug Herigstad met to arrange signatures on account

B. Apologies to Cathy Kuwamoto for failing to meet her on September 01, 2016

3. New business

A. Pasco summer chess continues through October

i. time change: meeting 4-6pm (instead of 3-5pm)

B. TRAC report and contract signing

Stan reports on issues:

i. TRAC can move event—only if you rent one room, mark contract N/A

ii. all advertising must be approved—that's okay, notified of website

iii. additional security—do we want more than one security guard

We do NOT want more security

iv. may require uniformed police officers on site—mark contract N/A

v. insurance is due one month prior to event—typical and okay

vi. concessions—we follow their recommendations

vii. question concerning minimum concession requirements: \$250/per vs. \$6000 total minimum

Ask about final contract upon clarification of these issues in order to sign

Have until September 30<sup>th</sup> to complete contract but don't want to wait last minute

David C. writing deposit check for \$1500 to reserve the facility for 4/21/18

C. United Way fund-raising campaign

i. David M. listed requirements to donate this way

EIN number—address—company name

David M. sharing thank you letter to M.L. Hamilton

4. Financial report

A. Paypal--\$569.37

B. HAPO Credit Union      Checking      \$2122.88

   Savings      \$6333.61

C. 24 month CD C3      \$0.00

D. 18 month CD C5      \$7573.84

   TOTAL      \$16,559.70

18 month CD matures January 09, 2017

David M. moved to transfer \$2000 from savings to checking

Stan seconded.

All in favor.

5. Inventory of Chess Sets

- i. about 360 sets remaining
- ii. started with 450
- iii. given away 90 sets
- iv. will need to purchase more before state tournament and decide if we want to use the same ones prior to the following state tournament held locally in six years

6. Action Items:

- i. Stan needs to finalize contract, get it co-signed and deliver check  
Contact Dawn Johnson about attending next meeting
- ii. David M. will call Julie to contact someone about Richland Rook  
Register SwissSys9 and show us how at the next meeting
- iii. Doug will check on whether or not Friday Knights will continue past October  
Invite Britt, Sonja and Edith to next meeting.

Next meeting at Doug's house: 553 Franklin St / Richland, WA

David M. moved to adjourn, Stan seconded, all in favor.

Meeting adjourned at 8:42 pm.

Respectfully submitted,

Doug Herigstad