

Minutes of the Annual General Meeting of the Potomac Society of Rugby Football Referees

December 16, 2013

Cleary Hall, Gonzaga High School, Washington, DC

Society Members in Attendance:

Derek Ryan, Mike O'Brien Sr., Mike O'Brien Jr., Evan Kelly, Riaan van Greuning, Ken Fraine, Tom Lyons, Pat Walsh, Buzz McLain, Jeff Jurin, Paul Rosenzweig, Mike Hill, Russell Cramer, Andy Burke, Brei Gussack, Basheer Benhalim, Bill Weeks, Leila True.

(Note: No relationship between the 2 Mike O'Brien's, Jr. Sr. used for clarity only)

Proxy Votes

Brei Gussack: Steve Shilling, Jason Wallach; **Dale Hensley:** Peter Walz;
Jeff Jurin: Mike Walsh; **Ken Fraine:** William Gardner; **Mike O'Brien the Elder:** Vincent Panigot;
Mike O'Brien the Younger: Mark McBride; **Basheer Benhalim:** Ross Crunkhorn;
Derek Ryan: Clayton Lively, Joe Drummond, Jake Still. **Riann Van Greuning:** Mark Handel

Minutes

President Brei Gussack Announces Quorum

Welcome and opening remarks, makes announcement of the Agenda.

Paul Rosenzweig presents Brei with a plaque from the exchange with the Durham.

Also presents to Brei a goblet from a past tournament in which the society entered a tournament and took last place.

REPORT FROM REFEREE DEVELOPMENT OFFICER ANDY BURKE

40 Refs were looked at this past year (coaching, evaluation, formal and informal)

Thanks to Jeff Jurin who took the Coaching of Match Officials course in the Spring and filled a large need for the society.

Buzz McClain also took the course and was requested to do more in the coaching area for our ref society due to his skills in this area.

No physical meeting of the Rugby Development Committee, thinks that meetings will be a good thing.

Promotions:

- C3 to C2: Evan Kelly and Mike O'Brien Jr.
- C4 to C3: Steve Israel, Bill Weeks, Clayton Lively, Pete Walz and Anthony DeCesare

REPORT FROM TRAINING OFFICER KEN FRAINE

- 2 Spring Trainings
- 4 Fall Trainings
 - August 19th training session
 - Beep test with 18 participants
 - Reviewed new scrum procedure, led by national panel ref Kurt Weaver
 - General agreement it was helpful discussion/clarification of new engagement process

We had one additional beep test in the fall. Additional beep tests are planned for the Spring, it will likely be held in the Sterling area. Riaan is the only member of the society with testing credentials to administer the test. This is an area of improvement given the increased focus on fitness testing by USA Rugby and MARR.

Classes offered this year:

- 2 - L1 course in the spring and one last winter
- 1 – Coaching of Match Officials Course

Regular training has been at the Big Board on H Street.

Other types of training: On the field Maryland vs Clemson match.

- Evan Kelly was at the center for the warm up match.
- Web Based Video review and Q&A with Zinzan's game tape of National D2 Championship.
- First use of web based collaborative training.

REPORT FROM TREASURER RIAAN VAN GREUNING

The proposed budget for 2014 has allotted more money for exchanges for development and to cover the additional cost of NASO insurance.

The financial position in next year we need to review our certificate of deposit and we need to address this account in the future. Piedmont REIT investment performance was discussed as we have lost 4k in the last few months. We receive quarterly dividend checks and we need to decide whether or not we will move the funds or ride it out as the Real Estate Market recovers.

Tom Lyons discusses why we aren't making deposits towards future investments given available funds. Discussing the role of the society as a resource for investment towards the development of rugby.

Jeff Jurin discussed how we can better utilize these funds and suggests engaging professional investment management advice. Paul Rosenzweig has suggested that the board create investment

guide lines for the board. If no member of the society has the expertise we can engage someone to assist.

Riaan van Greuning (RVG): the board has been very conservative with spending. Riaan has kept the budget in line with cash flow and not in excess of funds.

Tom Lyons: has an additional question regarding kit. Why do we have a surplus for kit? RVG explains the entire budget for kit was not used, therefore budgeted funds rolled over to 2014 proposed budget, so that a more substantial kit order could be placed in 2014.

Mike O'Brien Sr.: questions what is considered a healthy cash balance, Riaan stated that other societies have similar cash balances to the Potomac Society.

Riaan van Greuning: We are by far the cheapest society in the country. In Riaan's opinion we are going to move towards some form of compensation and mileage for referee fees as this is the direction of all societies nationally. One of the large concerns for the society is that our average age is well above 40. We have very few refs under 30. When Steve Shilling proposed a ref payment fee, Riaan did a study that said we would have to increase game fees to 175 in order to pay our referees in addition to the benefits the society is currently providing its members (e.g., mileage, exchanges, kit, cipp fees, etc...).

Brei Gussack: Ultimately compensation reimbursement is probably coming. However, she suggested alternative possibilities (other than a paycheck) for reinvesting in members of the society.

Tom Lyons: The society should have liquidity in our investments to assist with growth and development. Helped Severn River money to redo their fields and to the DC Suburbs summer camp to assist in the development of rugby. From a long-term standpoint the clubs in the area have lacked the foresight or desire to hold capital. Tom Lyons suggests that holding our cash for the correct opportunity is extremely important to develop the game, opportunities will arise as Rugby grows.

Pat Walsh requests that we provide multiple financial statements over the years as opposed to just this year. Riaan agreed to provide actuals over the last 5 years.

When **Riaan** put the budget together over the last few years he has only included modest increases in accounts.

Riaan discussed Game Fees and moving closer to other societies in the country.

Russell Cramer: with the balance we have why are we increasing the fee?, RVG answer: that is the direction this society is moving and the country as a whole. No increases for some time, a smoother trend with small increases vs. a large jump. Riaan also clarified that we are not increasing fees further, but that the society did increase fees earlier in 2013.

Mike O'Brien Sr.: Suggests that we have a very clear outline of how funds are approved for charitable purposes outside of the society. Guidelines for what is / is not funded in the interest of transparency. What is deemed worthy?

Riaan van Greuning: Notes that any decisions for money spent outside the budget will need the approval of the entire body.

Paul Rosenzweig: moved to accept the 2013 Budget report, it has been seconded by **Derek Ryan**. The budget has been accepted by unanimous consent.

REPORT FROM ALLOCATIONS OFFICER MARK HANDEL (in absentia)

Complete Allocations report can be found at

<http://pr.arbitersports.com/Groups/107639/Library/files/Allocations%202013%20Report.pdf>

Copies were distributed via email in advance of meeting and hard copy distributed at meeting.

Brei Gussack provides brief remarks on Allocations Report.

Cancellations are running about 10% of the games covered. Brei suggested that arbiter's default setting of having referees marked "available", and that referees must block out when they are not available might be contributing to the problem. Nonetheless, too many referees are canceling their games. The magnitude of this problem has become unacceptable and the board will be examining ways to address the problem. The board will explore altering the default setting of available to unavailable, as well as punitive consequences for cancellations, or rewards for reliable referees.

There was a brief discussion of the large number of U19 matches, and that the society did a commendable job covering the vast majority of them. It was noted that U19 matches are almost entirely scheduled during the weekdays, with a handful on the weekend, and that we cannot support any additional Saturday games, but weekday afternoon games are difficult because many referees are not available due to work conflicts.

Tom Lyons moved to accept Tiggs Report, Riaan Seconded. The members voted to accept the report.

REPORT FROM PRESIDENT BREI GUSSACK

- **Outbound Exchanges**
 - E. Mids: Dale Hensley, Mike O'Brien Sr.
 - Cape Fear: Mike O'Brien Jr
 - Saranac: Leila True, Steve Verna, Tigg, Mike OBrien Jr., Ken Fraine
 - Battleship: Pete Godfrey, Andy Burke (attended as a coach)
 - St. Paddy's: Pat Walsh
 - Level 2 Coaching of Match Officials: Riaan van Greuning
 - 7s Qualifiers (Richmond, Wilmington): Jake Still, Mike OBrien Jr, Evan Kelly
- **Appointments**
 - National Panel (2013 & 2014): Tom Lyons, Ed Gardner (Zinzan)
 - CRCs (AR): Riaan van Greuning, Brei Gussack, Ken Fraine, Mike O'Brien Jr., Jake Still
 - NSCRO men's semi: Mike O'Brien Jr.
 - Co-Referee Manager: Tom Lyons
 - 7s Championships (Pittsburgh in August)
 - Co-Referee Managers: Tom Lyons, Tigg

- Joe Drummond, Ken Fraine, Jeff Jurin, Evan Kelly, John Kimmer, Bob Leamon, Mike O'Brien, Derek Ryan, Roberto Santiago, Jake Still, Jason Wallach
 - Ambo Shield @ PPL (AR): Mike, Jake, Evan; (Ref Mgr: Tigg)
 - Women's Premier League Finals (AR): Jake, Mike
 - USAR Collegiate 7s Championships (ARs): Derek Ryan, Jake Stil, Evan Kelly, Mike O'Brien Jr.
 - IRB Women's 7s (AR), Women's Collegiate Sweet 16s, NSCRO Women's Finals: Brei Gussack
 - MARR Div1 games: 21 of 37 matches assigned to Potomac referees
 - Evaluators
 - NP: Paul Rosenzweig & Mark Koiwai
 - MARR: Steve Verna, Bob Hausler, Tigg Handel
 - Nat'l & MARR appointments: Paul Rosenzweig, Mark Koiwai, Steve Verna, Bob Hausler, Tigg Handel
- HP Camps
 - Summer Camp: Evan Kelly, Jake Still, Mike O'Brien Jr
 - Fall Camp: Riaan van Greuning, Jason Wallach, Brei Gussack
- Coach Certification
 - Level 1: Andy Burke, Jeff Jurin, John Bridges, Brei Gussack, Buzz McClain, Riaan van Greuning
 - Level 2: Riaan van Greuning
- Educator Certification
 - Educator course: Tom Lyons, Brei Gussack
- Mark Handel attended the NASO Conference. Complete report available at pr.arbitersports.com
- NASO (Nat'l Association of Sports Officials): NASO insurance was voted for and approved at a Special Meeting prior to the AGM.
 - Individual Coverage for Referees, independent of USA Rugby coverage
 - General Liability for Society
 - D&O for Board of Directors

Report Closed.

NEW BUSINESS

Proposal for Consideration at Potomac Society of Rugby Football Referees' Annual General Meeting to be held on December 16, 2013

Current Bylaws

11. Duties of the Recruitment Officer — The Recruitment Officer shall serve on the Referee Development Committee. He/she shall focus on bringing new officials into the Society and work with local rugby organizations to identify potential officials. He/she shall assist beginning officials with their orientation within the Society and their initial development as officials.

Proposed Bylaws

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local rugby organizations to identify potential officials. He/she shall assist beginning officials with their orientation within the Society and their initial development as officials.

Tom Lyons moves to accept the proposal, Second by Ken Fraine

Motion carries by a unanimous vote of the body.

NOMINATIONS FOR BOARD

All nominations unopposed. Bashir Benhalim is not running for Secretary for 2014.

- President - Brei Gussack
- Treasurer - Riaan Van Greuning
- Secretary - None
- RDO - Andy Burke
- Recruitment - Jake Still
- Allocations - Tigg aka Mark Handel

Motion to close nominations for President by Paul Rosenzweig. Moved to accept by acclamation. Riaan seconds the motion. Motion to close nominations for Treasurer by Pat Walsh second by the body. Excluding the position of secretary.

Mike O'Brien Sr nominated himself for the position after there were no volunteers.

Paul Rosenzweig moves to close all nominations and vote by acclamation, seconded by Leila True. Motion was accepted by the body by a unanimous vote.

2014 OVERVIEW & DISCUSSION

Outbound Exchanges:

- New Orleans in Winter of 2014
- Southern California
- St. Paddys Tournament in March
- Possibly National 7s Qualifiers
- Cape Fear
- Saranac
- Durham
- Battleship
- A possible two-week exchange in South Africa with a rugby academy is under consideration.

Inbound Exchanges:

- Durham

- Refs for the April 12-13 youth tournaments (Gonzaga's Jesuit Tournament, MD Exiles Youth Tournament)
- Derek Ryan and Jeff Jurin volunteered to be exchange coordinators for the April 12-13 youth tournament.

Courses:

- Level 1 Coed on Jan. 25 at Towson
- Possibly a Level 1 Women's (partnering with USA Rugby)
- Possible Level 1/2 Coaching of Match Officials on April 11/12, in conjunction with youth tournaments and USA Rugby (might be invite only)
- Level 1 7s in Late Spring 2014
- Level 2 15s in 2014
- Level 1 15s Late Summer 2014
- Monthly AR/TG webex

Training:

- Special one-day training camp, led by USA Rugby High Performance Referee Manager, Richard Every
- Monthly beep tests. Discussed preferred timing (weekend v. after work/before live meeting). Several members stated a weekend test was best during the off-season, but there was no consensus about preferred timing in-season.
- More webconference video-based trainings (in addition to regular live meetings)
- Possible HS-specific training being developed and delivered by Zinzan & Mike O'Brien Sr.

As a group we discussed other ways to reinvest in our membership and society, including a Winter Social, suggested by Tom Lyons, additional developmental exchanges, hiring professional videographer to record games, kit, and hiring fitness trainer.

Meeting adjourned.