

TFA Retreat Minutes, June 8, 2022

Present: Kim Falco, Kirsten Nash, Davy Holmes, Joseph Uhler, Brian Alford, Stef Cambra, Ryan Lovell, Lacy Cannon, Aaron Timmons, Nathaniel Council, Kelsey Vincent, Tasha Jones, Preston Stolte

Start Time: 8:41AM

- I. Welcome - Nathaniel welcomed the group and set norms for the meeting.
- II. TSCA Officers- Lacy Cannon & Ryan Lovell are introduced and in attendance to merge the conversations of TFA & TSCA. Cannon shared TSCA's work to update the website & explains how the Job Postings section functions. Lovell introduces a three prong approach for the governmental affairs committee: 1. Professional Communications as a required course 2. Creating talking points with alumni in the wider business community to urge their support 3. A back up plan SBOE to grant Oral Interp to be an English Language Credit and Fine Arts Credit. This plan will be pursued in Septebmer. Another plan is to explore College Board to get the required course/promote Oral Interp/Debate as AP courses. Cannon explains the initial cost of lobbying and it is not financially feasible. Lovell gives access to the drafts of the TSCA Convention schedule. The schedule includes new times for TFA Business Meetings, panel times, and new member opportunities. Council urges the EC to set the standard for professional behavior in our TFA Business meetings at Convention. Nash suggests sending basic Parlimentary Procedures to the body ahead of time. Nash asks about TSCA's alumni base that could serve in some lobbyist roles and would like to make sure the panel procedure is more solidified so people know ahead of time when they are on a panel. Cannon shared ideas for how the two groups can work better together. She mentions combining officer retreats or planning them closely to coordinate. In terms of Committees, TSCA will move away from the google form and hand out forms instead. They suggests the EC recommend names for TSCA committees to help build capacity. Falco suggests handing out forms in panels that relate to the committee topic. Cannon asks that each region send a member to the New Member Dinner to set up the mentorship process. Lovell expands on the mentorship process by announcing the President will be checking in with Mentors and that TSCA would like to host mini conferences around the state to reach more people. Nash suggests holding Mentorship Zooms throughout the year to accommodate the changing needs of the coaches. Cannon says the new schedule would allow more presence of TSCA at TFA Business Meeting. Nash asks that there be a stronger connection between high school and college programs and sites the programs Uhler and Nash used to secure judges at TFA State.
- III. Secretary Report- No report at this time.
- IV. VP Report- No report at this time.
- V. Treasurer Report- Alford shares the updated bottom line. Expenses coming up include scholarships and the Texas Party. New business items to be discussed further down the agenda. Nash and Alford work together to streamline the finance folders for better

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document keeping. Council and Stolte discuss the ramifications of scholarships being considered a cost of the State Meet.

- VI. Region Representative Reports
 - a. Region 1- Vincent reports a couple of schools pending payment for their IQT.
 - b. Region 2- Timmons reports job openings in Region 2 and updates on a school pending a tournament date.
 - c. Region 3- Holmes reports job openings in Region 3.
 - d. Region 4- Alford reports for Hennessey that Region 4 has nothing to report.
 - e. Region 5- Falco reports a lack of attention to deadlines in the region is making tournament planning difficult. The group discusses late fees for IQT applications and the need to maintain updated principal/bookkeeper information.
- VII. Archivist Report- Nash reminds the group to drop documents in the TFA EC Folders.
- VIII. Social Media Report- Cambra updates the group on upcoming posts that will include travel photos, preparation photos, tournament interviews, and suggests a TFA Ad for the National book. Texas Party information will be sent out today on Social Media. Council will also send an email to the body with details. Cambra would like to include a 'Meet the Officers' segment that will include a picture, bio, and resource link from each of the officers.
- IX. IQT Coordinator Report- Not present.
- X. New Business
 - a. Committee Assignments
 - i. Equity (Previously inactive?)
EC - Aaron Timmons
 - ii. Scholarship
EC - Tasha Jones
 - iii. Public Relations
EC - Stef Cambra
 - iv. Professional Relations
EC - Kirsten Nash
 - v. Debate Topic Selection- ELIMINATED
 - vi. Hall of Fame
EC - Preston Stolte
 - vii. Finance
EC - Brian Alford
 - viii. Constitution
EC - Kim Falco
 - ix. World Schools
EC - Davy Holmes
 - x. TFA Mission/Vision Committee
EC - Kelsey Vincent
 - xi. Coach Retention/New Coach Mentorship
EC - Nathaniel Council

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- b. TFA State Host 2023 Bids- Council shared current TFA Host site bid in Slack with the Group and addresses the schedule constraints of this site. Stolte speaks to the Sunday Rule. The group discusses the logistics/scheduling of a tournament that starts on Friday. The group decides to explore hotels that could accommodate Thursday competition.
- c. DEI Training/DEI Officials - Council would like for the Equity committee to handle the rotation of DEI Officials/Trainers and to have training yearly. Timmons will make connection with his contact. Council recommends a constitutional recommendation for DEI annual training.
- d. EC Onboarding - Council shares the section of constitution regarding Onboarding:
 - i. Section 5: All members of the Texas Forensic Association Executive Council will be required to receive formal training, consistent with educational 501c3 nonprofit organizations and their boards of directors. Formal training should focus on, but not be limited to, best practices and legal requirements for fiscal oversight; equity and inclusion; fiduciary responsibilities of Council members; organizational record keeping; succession processes. The Executive Council **will take bids from a firm to conduct the training** and elect the firm no later than **December** of that calendar year. The training should be initiated no later than **April 1** of each school year. If members are added to the Executive Council after the training occurs, they must receive training immediately before serving on the Executive Council. A report to TFA members outlining the bid process and training process should be made no later than **April 1**
 - ii. Council discusses the purpose of onboarding and the language in the constitution. Stolte suggests legal obligations be included in training. Timmons speaks to the intent of the amendment and what it would look like in reality. Council points out the timeline required in the constitution suggests the Equity Committee be in charge. Nash suggests the constitution be reviewed by a lawyer. Nash motions for Alford to approach an attorney with the intent of getting a bid to review and make recommendations of the TFA constitution and be on retainer. Second by Stolte. All in favor: unanimous.
- e. Website Redesign- TFA's current website expense is \$325 - \$375 monthly. Cambra shares insight on what the process would look like for updating the website. The group discusses alternative host sites. Nash motions to give Cambra a month to research website alternative options with a fee schedule. Alford seconds the motion. All in favor: unanimous
- f. IQT System- Council addresses the official point collection process and stresses the importance of having an official record. Nash discusses the thirty day protest time period that use to exist. The group has general discussion regarding Tabroom's ability to record points. Stolte shares the long term status of our current point calculating system. Nash cautions that the current system can not roll over without being adjusted. The group discusses the scenarios in which incorrect results were uploaded and agrees on a 30 day verification system. Holmes

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suggests a google doc that Tournament Directors complete to verify their numbers, type of tournament, upload profit loss statement, and upload their results. Council suggests a 24hr turnaround from end of tournament to uploading information. Timmons addresses concerns over the process that was used to verify entries in the 2022 State tournament. Stolte suggests adding a line to the process that states a school that misrepresents their tournament type/results risks not hosting a tournament in the future.

- g. Sponsorships- Council would like to see a structure for handling sponsorships. Nash says there is a process that has been used before and shares concerns about naming events after establishments. The group discusses the pros and cons to the different types of sponsorships. Cambra and Alford ask about a year round store. Bonfire and Custom Ink are both options that could meet this need.
- h. Tournament Book- Council would like to ensure the tournament book happens and suggests payment for this service. Council suggest Nash as the creator because of their expertise and wants to ensure they are compensated for their time. Stolte suggests opening the application process to the body. Nash informs the group of the responsibilities associated with the creation and printing of the book. Council asks Nash to create a job description for the position. Nash suggests doing a physical and virtual version.
- i. Qualification Points- Alford asks how many tournaments are wanting to host virtually. Uhler says there is currently 1 school. Timmons suggests leaving the points at 10 because we are attempting to grow the activity and asks about data from 2021-2022 of qualifications at 10 points vs 12 points. The group discusses issues that are challenging recruitment efforts across the state. Timmons motions to keep the qualification point number at 10 for 2022-2023 season. Nash seconds. All in favor: unanimous.
- j. Insurance- Council points to the constitution that directs the EC to have insurance. Alford has approached a professional for these sources. Timmons clarifies the depth of the needed insurance. Council says we will have Event Insurance for TFA State. Timmons asks what the role of TSCA is in legal matters associated with TFA. Alford clarifies who responsibility it is to make payments.
- k. School Recruitment- Council shares the current number of member schools is 300 out of the 2813 public/413 private schools. Council suggests our goal be a 10% increase in participating schools. Stolte asks if we could offer first year members 1 year free membership. Falco shares a Region strategy in their area has been to allow schools that host the opportunity to attend other tournaments for free.
- l. TFA State Responsibilities- Uhler shared a document with the EC that outlines responsibilities of the State Coordinator, Host Site, and TFA President. Nash motions to reimburse Uhler for the cost of extra days spent in Corpus Christi to prepare for TFA State and that the EC cover costs in the future for TFA State Coordinator stays. Alford seconds. All in favor: unanimous. Uhler asks if we want to continue the opening ceremony. Group discusses adaptations of the system.

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Clarification of responsibilities is made regarding film crew, tabroom, and receipt collection.

- m. Scholarships- Stolte brings up the problematic nature of scholarships awarded for winning events. Jones speaks to the incentive to participate in TFA that scholarship opportunities afford. Timmons mentions the objective nature of the scholarship. Nash suggests the lawyer review our process.
- n. Regional Sweepstakes- Council suggests a system to award Regional awards to regions without state points. Stolte mentions the need to balance the sweepstakes system between debate and IEs. The group discusses alternative methods of awarding Regional Sweepstakes in the event that a region does not receive points.
- o. Awards- Cambra suggests awarding educators beyond the Hall of Fame award. Nash suggests this be a charge of the Hall of Fame committee. The group discusses different types of awards and ways to be more inclusive. Cambra, Jones, and Alford will work on details for awards that will recognize programs of varying sizes.
- p. Rotational order- Stotle discusses the need to determine host sites in advance. Falco clarifies the rotational order: 1,2,4,5,3. The group discusses 2024 & 2025 potential host sites.
- q. Tournament Schedule- Nash suggests a committee that would explore innovative ideas for our tournament schedule to grow our organization.
- r. Finances- Alford suggest a few methods for cutting costs at TFA State including eliminating event directors. Nash suggests trimming tab staff in general. Alford addresses the turn around time between officer transition, tfa state, and iqt fee deadline. They suggest including the option of paying the fee along with TFA State fees. Protests- Alford clarifies the process for filing protests. Nash clarifies the difference between formal and informal protests.
- s. Constitutional Amendments- the group discusses the following
 - i. DEI protests codified in the constitution as part of the ombudsman process.
 - ii. Treasurer's Duties surrounding TSCA money for insurance and the fiscal year of the organization
 - iii. Presidential terms- strike the line about president serving more than 1 consecutive terms.
 - iv. Top 10 IE Sweeps winners added
 - v. Interp introductions need to be original content.
 - vi. 3 Bids for services with expenditures over \$750 unless sole source to be approved by EC.
 - vii. Presidential spending limit of 3.5k for the year without EC approval.

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- viii. Mileage reimbursement. Nash moves that until the body can approve the mileage rate EC will reimburse at a rate of .50 a mile.
Second by Council. All in favor: unanimous
- t. Next meeting- June 28th will be the EC's June meeting date and the EC will reconvene on TFA State and committee assignments.
- u. Motion to adjourn made by Tasha Jones. Second by Kelsey Vincent. All in favor: unanimous.

End Time: 5:48PM