

MINUTES

DATE  
06/24/09

TIME  
9:00 EDT

LOCATION  
//WWW1.GOTOMEETING.COM/JOIN/621430672

MEETING CALLED BY	Willy Leparulo
TYPE OF MEETING	
FACILITATOR	Willy Leparulo
NOTE TAKER	Scott Ryan
TIMEKEEPER	Scott Ryan / 04/29/08 / 8:00 pm – 8:50 pm CDT
ATTENDEES	Willy Leparulo – President Joseph Wells- Vice President David Del Vecchio - USATT Board of Directors Representative Scott Ryan – Historian Kagin Lee Linda Leaf Matthew Olson

AGENDA TOPIC	Officially pick/nominate a Champ Committee chair
DISCUSSION	Willy discussion on duties of Championship Committee Chair
CONCLUSION	Willy as Championship Committee Chair
ACTION ITEMS	
PERSON RESPONSIBLE	
DEADLINE / VOTE	

AGENDA TOPIC	Officially pick/nominate Technical Delegate
DISCUSSION	Review technical delegates responsibilities and review of champ site details
CONCLUSION	David/Scott technical delegate
ACTION ITEMS	
PERSON RESPONSIBLE	
DEADLINE / VOTE	

AGENDA TOPIC	Assign other positions
DISCUSSION	We have Ed H as Comp. Manager / Linda as assistant Kagin Lee as Referee Scott Ryan - Chief Umpire Volunteer Coordinator, Registration, hotel liason, Banquet, etc.  Volunteer Coordinator/linda - thought mitch did wonderful job / winconsin person familar with area / mitch input and advisory / tj wang/mike genders / linda rely on them organizing grass roots support / linda main contact for volunteer progress Willy - registration, hotel liason and banquet decide later
CONCLUSION	
ACTION ITEMS	
PERSON RESPONSIBLE	
DEADLINE / VOTE	

AGENDA TOPIC	Get started on NCTTA/Waukesha contract
DISCUSSION	how to proceed

	<p>generic agreement / send to linda to look over and what is expected from both parties</p> <p>date for tournament second weekend in april / 04/09 - 11 / 10  ready to go by thursday  forward to usatt tournament coordinator to make sure no conflict</p> <p>contact mike to be sure it is ok and that it is not conflict with usatt tournament and policies</p> <p>get matt the contract / matt had most of his questions answer during conversation</p> <p>date to look over facilities / hotel / matt coordination / trip to Badger Open / 10/19-20/09</p> <p>mariott milwaulkee west hotel / forward contract to nctta / end of week for review</p> <p>banquet at hotel / coordinator at hotel / sales mgr</p> <p>linda question about banquet volunteer / need help from volunteer for organization?</p> <p>willy - can publish as shared doc on google for update and review - task list</p> <p>hotel transportation - coordinate shuttle runs during peak times  transportation coordinator - matt  handicap transportation - matt</p> <p>housing / hotel / banquet / everyone stay at tourn hotel  hotel banquet liason / karrie wilcum  food for volunteers / athletes / staff - box lunches? restraurant at centre court  facilities has banquet rooms / get food service - what mwwest is offering to compare  price point = close to free as possible / check vegetarian food</p> <p>awards - david/scott</p> <p>field of play</p> <p>comp mgr - ed/linda  court layout / need new layout for  need to know exact dimensions / Kagin get measurements in Badger Open / friday before  tournament  Ed might have measurements from last years tournament  VIP seating? NOGO</p> <p>communications - ed brings radios</p> <p>press plan - matt - 1st release of press releases / local tv and radio /  linda talk up with table tennis community / press release to local paper  piggy back on badger open press coverage  kagin - local colleges involved with nctta champ / linda - 2 big colleges madison / univ win  mil  is helping out with tournament. enlist small colleges as well - kagin</p> <p>production  matt and linda / center court mgr as coordination points  get facilities layout and player movement  volunteer coordinator task list</p> <p>medical personnel</p> <p>officials - train umpires early - testing for club / train &amp; practice at badger open</p>
CONCLUSION	
ACTION ITEMS	
PERSON RESPONSIBLE	
DEADLINE / VOTE	
AGENDA TOPIC	Get started on the hotel contract

DISCUSSION	Review for future BOD meeting
CONCLUSION	
ACTION ITEMS	
PERSON RESPONSIBLE	
DEADLINE / VOTE	

OBSERVERS	
SPECIAL NOTES	