

UWA ANNUAL MEETING MINUTES April 21, 2010

(shortened meeting minutes)

To include UWA Bylaws and Officer duties below.

Meeting conducted by Rick Heninger.

- Everybody Welcomed by Rick Heninger.
- Thanks to Craig Goudie for weather forecasts-Present Check or prize to him...
- Thanks to Kenny Farnsworth for winter forecasts.
- Thanks other volunteers and officers
- Thanks to all those paying dues and getting involved and talked about volunteerism.
- Talk about the nature of the UWA Kiting and Windsurfing... Challenges of Kiting/Insurance... The main idea was that individual corporations are set up for this, so let them throw the kiting events. Complicated issue obviously.
- BYLAWS Especially Financial... Needed for Bank Acct. and for Paypal acct. to be posted on the website along with parliamentary procedure etc.
- Website- Policies have been working to help reduce the labor involved with maintaining the website.a
- Kiting Reps interested
- Covered the Utah Lake Commission Dick Beuhler Director Utah Natural Resources, David Grierson In charge of Bridge thing, Reed Price Utah Lake Commission Chair.
- Other Lakes Represented Rush-Dry, Grantsville-Barely wet/cold, Deercreek-Respect safety/signage for safety/fence-age/, Sulphur Creek-Careful if you kite it, -- Snowkite sites Home Depot, Richardson Flats, Skyline-Beautiful, Strawberry-Keep eyes open for left items, others. Basically respect what we have and don't ruin it for others by being careless or unappreciative of someone's willingness to grant the access. Be cognizant of other kilters being careless and TELL THEM. Most likely they just don't know.
- Summer 2010 Schedule overview.
- Officer Nominations- Current officers were all confirmed.
- Sailing/Kiting Sites-Open Forum- Lots of stuff said... Sorry minute taker got caught up in the conversation and forgot to take notes.
- PLEASE SPEAK UP IF YOU WANT TO GET INVOLVED AND HAVE GOOD IDEAS FOR THE UWA.
- Meeting concluded.
- Watched Videos.

**Last update Feb 9<sup>th</sup> 2011.**

Utah Windriders Association

Parliamentary Procedure & General Officer Duties

Confirmed at Annual Meeting in April 2010

Procedure and requirements for officer election:

-At the UWA Annual Spring Meeting new officer prospects can be nominated and nomination seconded. WHEN WILLING nominee must be present at the meeting to accept or reject the nomination. Upon acceptance a vote by raise of hand will be held. A majority vote places officer into office. After nomination proceedings, all officers currently in office will be confirmed by a move on the floor to maintain current officers. Then a raise of hand vote will confirm current officers. PLEASE VOLUNTEER!

-Outside of the Annual UWA meeting if a case of resignation of an officer or nomination of a replacement, the replacing officer is nominated and the nomination will be seconded and nominee will perform that office until the next annual meeting and be confirmed at the annual meeting. If no one is nominated, the president resumes the role until she/he can find a replacement to appoint to that office. Confirmation of that replacement happens at the following UWA annual meeting.

-For the offices of President, VP Windsurfing, VP Kiteboarding, Social Chair-Windsurfing, Secretary-Treasurer, Membership Chairman, and Kiteboarding Community Liaison there will be a UWA vote after the nomination at the annual meeting held each spring. Previous year officers may choose to serve on the UWA Board as long as they would like unless they cause all kinds of ruckus! ;)

-For website chair and committee members, there will be a vote at the executive committee meeting that will be held annually near the end of the winter season a month or two before each spring UWA annual meeting. The executive committee will oversee the website committee and its director.

-Because of the windsurfing history of the UWA, the President of the Utah Windriders Association should have some experience in both windsurfing and kiteboarding. But that will be decided by the vote of the body.

-As of 2008, the VP for Kiteboarding is also the kiteboarding Social Chair. The UWA Social Chair as of now is generally the UWA Social Chair. Until a change in these descriptions is needed, they will be defined this way.

Website Policy:

-User names for all new registrants as of 2007 will be required to use full first and last names as their user names. It was a request that previous members and registrants change their usernames from nicknames to at least include full first and last names.

-Any person consistently warned for posting offensive or attacking posts will be banned from the site for a year.

-As of Feb 2011, annual dues are not enforced for website access. But it is assumed that they are voluntarily paid if a UWA member is using the forecasts given by Craig Goudie in the Summer months, and Kenny Farnsworth in the winter. See the Membership/Pay Dues link on the website to pay your dues. Thanks.

Executive Meeting:

-This is held annually 2-4 months before the annual spring time UWA meeting. To talk about where the UWA is going and to discuss business that would be boring or unnecessary at the Annual UWA Membership meeting. Issues: Website, Membership, Financial, Legal, Social, Community, Organizational, and whatever else comes up.

Annual Membership Meeting/Movie Night:

-This is to place officers. Confirm officers. Announce events. Talk about epic sessions of the year and other issues. Meet people. Have fun mostly... Share adrenalin and fun filled videos created by UWA members.

Financial/Checking account

-2 signatures required for each check written under \$300. Limit 4 per month.

-For expenses over \$300, at least 4 out of, the President, VP Windsurfing, VP Kiteboarding, Social Chair, Treasurer, Membership Chair must agree to the expense.

-For Expenses that are 40% or more of the UWA liquid holdings (savings/checking/paypal) the UWA body will vote either online or at the annual meeting and a simple majority vote will determine decision.

#### Renewed Memberships

-January 1<sup>st</sup> and after of every year will determine annual membership renewal. Payment from annual meeting to annual meeting is standard.

-As of Feb 2011, annual dues are not enforced for website access. But it is assumed that they are voluntarily paid if a UWA member is using the forecasts given by Craig Goudie in the Summer months, and Kenny Farnsworth in the winter. See the Membership/Pay Dues link on the website to pay your dues. Thanks.

#### Officer General Descriptions of Duty

The descriptions of officer duties are general and aren't limited to what is stated but are a guideline to be followed for volunteers willing to give their time to the UWA. Please put IF AVAILABLE or ABLE before most of the responsibilities. For Paypal and Bank account purposes these were drawn up and posted.

Last update Feb 9<sup>th</sup> 2011.

#### President:

- Be kind enough to take the job.
- Be the general spokesperson for the UWA.
- Preside over the UWA.
- Approve of all posted, public information representing the UWA.
- Help other officers with whatever they need help with.
- Work with Website chair and committee to better the website and approve of decisions.
- Approve of decisions made by other officers that effect the UWA and website.
- Organize annual executive meeting in late winter 1-2 months before the annual meeting.
- Try to track down "SWAG". Prizes for events. Assign out "SWAG" assignments.
- Organize annual UWA meeting/movie night and delegate for assistance from other officers. Assign somebody to take minutes at meeting and be responsible for publishing minutes.
- Help to organize fun and productive events weather, participant, and circumstances provided.
- Be responsible for attending or delegating others to attend community meetings pertinent to windsurfing or kiteboarding.
- Take place of other officers upon resignation of that officer for whatever reason. Appoint others to that position until the next annual meeting.
- Assure that all who need to be reimbursed for money spent are paid as soon as possible.

- Track Paypal acct. and follow up with Treasurer on bills. Website/Domain/etc.
- Set a good example as an ambassador of the UWA and the sport.
- Be laid back enough to do what's most important, enjoy the sport!
- Be open to brainstorm and suggest new ideas...

VP Windsurfing/Windsurfing Chairperson:

- Be kind enough to take the job.
- Help President with duties when available.
- Take over office of President if the UWA president is assassinated, dies of natural causes, or resigns. 😊
- Organize UWA windsurfing participation in the Utah Summer Games and other race type events. Work with VP Kiteboarding and President in this.
- Help to organize fun and productive events weather, participant, and circumstances provided.
- Help other officers with their duties in whatever way possible.
- Work with Website chair, President, and committee to better the website with suggestions. (If technically able.)
- Attend annual executive and UWA meetings and work with President to organize annual meeting.
- Fulfill "SWAG" assignment. Getting prizes for events. Assigned by President at Exec. Meeting.
- Be willing to attend community meetings.
- Be 1 of 3 signers on checks.
- Set a good example as an ambassador of the UWA and the sport.
- Be laid back enough to do what's most important, enjoy the sport!
- Be open to brainstorm and suggest new ideas...

VP Kiteboarding/Kiteboard Chairperson:

- Help President with duties when available.
- Organize UWA kiteboarding participation in the Utah Summer Games and other race type events. Work with VP windsurfing and President in this. Or delegate this to other kiter.
- Help other officers with their duties in whatever way possible.
- Work with Website chair, President, and committee to better the website with suggestions. (technically if able)
- Attend annual executive and UWA meetings and work with President to organize annual meeting.
- Fulfill "SWAG" assignment. Getting prizes for events. Assigned by President at Exec. Meeting.
- Be willing to attend community meetings.
- Set a good example as an ambassador of the UWA and the sport.
- Be laid back enough to do what's most important, enjoy the sport!
- Be open to brainstorm and suggest new ideas...

UWA Social Chair:

- Help President and others with duties when available.

- Organize UWA Sulphur Creek campout each late summer and other ideas for events that come to mind Yuba, Mojave.
- Help to organize fun and productive events weather, participant, and circumstances provided.
- Help other officers with their duties in whatever way possible.
- Work with Website chair, President, and committee to better the website with suggestions. (technically if able)
- Attend annual executive and UWA meetings and work with President to organize annual meeting.
- Fulfill "SWAG" assignment. Getting prizes for events. Assigned by President at Exec. Meeting.
- Set a good example as an ambassador of the UWA and the sport.
- Be laid back enough to do what's most important, enjoy the sport!
- Be open to brainstorm and suggest new ideas...

#### Secretary-Treasurer:

- Help President and others with duties when available.
- Be the address for the UWA checking account.
- Be 1 of 3 signers on the checking account.
- Track Paypal acct. and work with President to allocate funds and pay bills that are due; website/domain name etc.
- Attend annual executive and UWA meetings.
- Bring checkbook to all meetings and events when possible.
- Bring a simple financial statement to Executive meeting and Annual UWA meeting.
- Announce financial standing at beginning of each Annual Meeting.
- Alert President of any financial issues.
- Set a good example as an ambassador of the UWA and the sport.
- Be laid back enough to do what's most important, enjoy the sport!
- Be open to brainstorm and suggest new ideas...

#### Membership Chair:

- Help other officers with whatever when available.
- Approve new membership registrants as they join the club via the website.
- Work with President and VP's to better organize membership list. An ongoing task.
- Alert President or VP to any inappropriate behavior or response to registration process.
- Work with Website chair, President, and website committee to better the website with suggestions. (technically if knowledgeable)
- Set a good example as an ambassador of the UWA and the sport.
- Be laid back enough to do what's most important, enjoy the sport!
- Be open to brainstorm and suggest new ideas...

#### Historian/Photographer:

- Help others with duties when available.

- Take photos at all UWA events and if unavailable, DELEGATE to somebody else to take the photos. Maybe appoint a couple of assistant UWA photographers. ;)
- Keep the historical information up to date. i.e. Push website committee members to keep archives protected and work with website chair and committee to keep all historical items protected and up to date.
- Set a good example as an ambassador of the UWA and the sport.
- Be laid back enough to do what's most important, enjoy the sport!
- Be open to brainstorm and suggest new ideas...

#### Website Chair :

- Work with President and committee to maintain security and stability of website.
- Approve with the President of major changes that are made by members of the website committee.
- Alert committee members and President of any major problems with the website.
- Be available for updates etc. to the website.
- Set a good example as an ambassador of the UWA and the sport.
- Be laid back enough to do what's most important, enjoy the sport!
- Be open to brainstorm and suggest new ideas...

#### Website Committee Member: (preferably founders and highly knowledgeable technical computer people)

- Committee Members are defined as Administrators and are assigned by the President and the Website Chair.
- 5 members max counting the chair. UWA President is a member.
- Have access to the php side of the website but also the 1and1 directory side.
- Work with President and committee to maintain security and stability of website.
- Get approval by the President and Website Chair any major changes with the website.
- Alert committee members and President of any major problems with the website.
- Set a good example as an ambassador of the UWA and the sport.
- Be laid back enough to do what's most important, enjoy the sport!
- Be open to brainstorm and suggest new ideas...

#### Moderators:

- Moderators can volunteer and are approved by any of the executive committee. Preferably people with some computer/moderating/website experience.
- Monitor website activities within the forums they have been assigned to.
- Follow the Moderator Rules that are posted below.

#### 5 BASIC RULES FOR MODERATING:

**1. Please DO NOT delete crucial informational "archive" posts.** People use those informative posts to refer people back on.

**2. Do delete spam and duplicate posts.**

**3. Do delete posts on the BUY/SELL FORUMS that are KNOWN by you to be sold or are obviously old (over 3 months). Equally stated: Do not delete posts younger than 3 months that aren't sold.** We will post somewhere these rules so people don't get upset when their 3 year old ad is deleted! However, a couple people emailed me that their relatively recent ad was deleted. Some people type with one finger and they are only on a computer because they went to the library...

**4. Anything questionable call the Website Director or the President of the UWA.**

**5. Speling corektions, syntacks, gramer, and stuf. Use yer best jujemant on weather to ficks peeples misstaks. But you can ficks misstaks on dates of sailing and things that sumbody wood yusually want ficksed! Sumtimes the speling misstaks are all part of ading karakter and shood be lepht allone!**