

Executive Board Meeting of the North Carolina Junior Classical League  
January 28<sup>th</sup>, 2017 @ Queen's Grant High School  
10:00 am

**Members Present:** Laura Schoeck, Kate Ballard, Campbell Robinson, Olivia Rostagni, Leo Rangel, Elle Trejo, Caris Gross, Edlyn Niimi, Tani Trejo, Ben Henkel, Christy Tucker, Amanda McCartney, Lydia Schoeck, Zach Litzinger, Anna Trejo, Aislinn Niimi, Karen McQuaid

**Members Absent:** Melissa Lido, Parker Klinck, Travis King

- I. Call to Order – Laura Schoeck at 10:07 am
- II. Reading of Minutes from September 17<sup>th</sup> Meeting
  - A. Motion made by Caris Gross to skip reading of the minutes, seconded by Magister Henkel, motion passes
- III. Officer Expectations Reminder
  - A. Important to respond to emails
  - B. Officers need to help out at Regionals and State Convention
- IV. Financial Report – Karen McQuaid
  - A. Not a lot to report
  - B. Worked with attorneys to establish that NCJCL was formed in 1952
  - C. W9 forms
    1. Some schools are not able to pay membership dues unless they have W9 forms
    2. Schools should be allowed to register and pay once the W9 forms are worked out
    3. NJCL may be able to submit W9 forms to the schools
  - D. Did not receive bill from insurance agency for Fall Forum
- V. Officer Reports for the 2016-2017 Board
  - A. President – Laura Schoeck
    1. Please respond to monthly officer reports by the middle of the month
      - a. These have been very helpful for communication
    2. Southern region Certamen competition was cancelled
      - a. Next year there will be one held at Duke
      - b. Will help next president communicate for next year's competition
    3. Will plan on releasing agendas well before the meetings
    4. Remind 101 has been helpful
  - B. 1<sup>st</sup> Vice President – Elle Trejo

1. Contacting schools, in particular Providence High School, who will be joining soon
- C. 2<sup>nd</sup> Vice President – Leo Rangel
1. Coin Wars
    - a. Last to first place: Kate, Leo, Elle, Anna, Campbell, Olivia, Laura, Caris
    - b. \$144.73 total raised
  2. Service Project at UNC
    - a. Will communicate with UNC's Paws program
    - b. Still unsure of where funds raised will go
- D. Parliamentarian – Caris Gross
1. Compiled all election information, and is posted on the website
  2. Sent out email to all sponsors about students running for office
    - a. Will send more information in the following weeks
    - b. Maybe add an advertisement for running for office on the website
  3. Deadline for filing for candidacy is March 7<sup>th</sup>, after Regional Certamen
    - a. State of Emergency deadline is March 21<sup>st</sup>
  4. Officers should reach out to students at Regionals about running for office
    - a. While officers are score/timekeeping they should talk to students about running for office before rounds start
  5. Make running for office seem more open and accessible
    - a. Place for sponsors to write whether or not they have students interested in running
    - b. Set up a meeting or lunch just for sponsors and encourage them to recruit their students
- E. Secretary – Aislinn Niimi
1. The minutes from last meeting have been posted on the website.
  2. Used a voice recorder to record the meeting to make editing the minutes easier; was a success
- F. Torch Editor – Parker Klinck
1. Absent, Laura Schoeck read his officer report
  2. Started the February edition of the Torch, needs information about brackets
    - a. Certamen information will come out February 9<sup>th</sup>
  3. Miscommunication about printing the Torch at Fall Forum
- G. Co-Historians – Kate Ballard and Olivia Rostagni

1. Organized pictures from Fall Forum, will take more at State Convention
    - a. Deadline for chapter photos and memorabilia is the Pre-Convention deadline
  - H. Publicity Officer – Campbell Robinson
    1. Emailed Proclamation request to new governor
  - I. Technology Coordinator – Zach Litzinger
    1. Updating website when information is received
    2. State Convention page needs to be updated
    3. Certamen page needs to be updated
  - J. Middle School Representative – Anna Trejo
    1. Have been sending out monthly membership emails, and contacted two local middle schools
- VI. Coordinator Reports
- A. Certamen – Travis King
    1. Certamen handbook rules
      - a. Have been working on handbook, but changes will take effect next year
    2. Wants schools to send him the number of Certamen machines they have
      - a. Machines should be labeled to they don't get lost
    3. Certamen Regional Competition
      - a. Certamen registration deadline is February 16<sup>th</sup>
      - b. All officers should help clean up at Reagan High School after Regionals
      - c. Certamen coordinator should receive a stipend
        - i. Motion made by Magister Henkel to give a \$400 stipend to the Certamen coordinator, seconded by Caris Gross, motion passes
    4. There are no descriptions in the Constitution for adult board members, it might be a good idea to include this in the future
  - B. Fall Forum – Ben Henkel
    1. Recap
      - a. The Viva Voce lecture was very popular, and having two coordinators step in worked
      - b. Magistra Lido may be Fall Forum coordinator next year; there is interest by another teacher to be Fall Forum coordinator
      - c. Fall Forum and Classics Day may be coordinated this year

- d. Closing was a mess; in the future if we cannot book the Elliot Center, outside might be better
  - 2. New Certamen Machines
    - a. It might be a good idea to buy three or four new Certamen machines for NCJCL use only
    - b. Motion made by Aislinn Niimi to purchase up to four Certamen machines with a cost of up to \$3000, seconded by Caris Gross, motion passes
- C. State Chair – Ben Henkel
  - 1. Looking into Nationals Registration
    - a. Cost is \$100 cheaper this year
  - 2. Travel Plans
    - a. About 8 and a half hours by van from Durham, NC to Troy, AL
  - 3. Wants to add the position of Academic Chair to the Executive Board
    - a. Will vote on Constitution change in the next meeting
  - 4. Wants to attend Indiana State Convention to see how Indiana JCL is run
    - a. Requests funding for travel expenses
    - b. Motion made by Christy Tucker to approve up to \$250 for Magister Henkel's travel expenses, seconded by Leo Rangel, motion passes
    - c. Other possible state meetings or conventions to visit: SC or TN
- D. Motion made by Karen McQuaid to move Membership Report before State Convention on the agenda, seconded by Magister Henkel, motion passes
  - 1. Three new high schools have just joined
  - 2. Reviewed list of schools who usually register in the fall but have not yet registered
  - 3. Reviewed list of schools who usually register in February but have not yet registered
  - 4. We currently have 1149 members, and 41 chapters. Last year we had 1759 members and 51 chapters
  - 5. 65% of members and 75% of chapters have registered so far, some large chapters are missing
  - 6. Some schools who have not registered have gone through a change in Latin Teachers.
  - 7. Proposed announcing chapters with membership increase, largest chapter, new chapters, etc. at State Convention opening assembly

- E. State Convention – Christy Tucker & Amanda McCartney
  - 1. Things that have been done or are in progress
    - a. Contacted professors at UNC about seminars
    - b. Trophies and medals are ready to be ordered
    - c. Rooms are booked or ready to be booked. We have the Great Hall for opening ceremony, and gym for closing ceremony
    - d. Spreadsheet for contest results is ready to go
  - 2. Proposed announcing some contest results on social media during Convention
  - 3. New Scan-Tron machines
    - a. Current machine takes too long
    - b. Will ask other schools for several scan-tron machines to borrow
    - c. Officers will need to help sort scan-trons
  - 4. Schedule
    - a. Preliminary Schedule given to Board Members and discussed
  - 5. Registration Forms
    - a. Place for sponsors to add what days they are coming
    - b. Place to add what events sponsors would like to judge
    - c. Place to add if they are running any state officers
  - 6. State Officers will need to help with Convention prep
    - a. Officers should give State Coordinators their competition schedules so they can create a duty roster for offices
  - 7. Closing Ceremony
    - a. Officers to send list of what has been done in the past to Magistra Tucker
  - 8. Handbook
    - a. Some changes and clarifications have been made
    - b. Changes will be sent out in an email to sponsors next week
    - c. High Schools can only send one student per grade to the essay contest
    - d. Rule has been clarified about turning in receipts or going over price limit for costume contest
    - e. Proposed including on the waiver a statement about reading the handbook
  - 9. Contest Chairs
    - a. Still working on who will be in charge of which contests
  - 10. Pie-in-the-Face for Coin Wars

- a. Aislinn Niimi will bring a tarp
- b. Paper towels, shower cap, and poncho are needed

VII. Nationals

- A. Will wait until February for further discussion

VIII. New Business

A. Constitution and Bylaw revisions

1. Article IV, Section 3 (Qualifications of a Sponsor): Change from “his” to “his/her”
  - a. Motion made by Caris Gross, seconded by Lydia Schoeck, motion passes
2. Article V, Section 5, Part A (Campaigning): Change to “Active Campaigning may not begin until after the General Assembly on Friday of the NCJCL State Convention. Any campaigning via social media networks or any other means before the end of the General Assembly will result in disqualification from the election.”
  - a. Motion made by Caris Gross, seconded by Leo Rangel, motion passes
3. Article V, Section 6, Part B (Election Procedures): Change from “his” to “his/her”
  - a. Motion made by Caris Gross, seconded by Lydia Schoeck, motion passes
4. Article VI, Section B, E, F, G, I, J (Officers going to Nationals): Change from “Attends the National Convention” to “This office plays an important role at the National Convention, and so it is highly recommended to attend.”
  - a. Motion made by Caris Gross, seconded by Magister Henkel, motion passes

IX. Future Dates

- A. Executive Board Meeting – February 25<sup>th</sup> at Riverside High School at 10:00 a.m.
- B. Pre-Convention Contest Deadline: February 15<sup>th</sup>
- C. Regionals – March 4<sup>th</sup> at Reagan High School
- D. State Convention – March 31<sup>st</sup> – April 1<sup>st</sup> at UNC Chapel Hill

X. Adjournment – Laura Schoeck at 1:50 pm

- A. Motion made by Aislinn Niimi, seconded by Magister Henkel, motion passes