

## MID-ATLANTIC DIVISION

Meeting held October 27, 2015 4:00 PM

Attending: Dan Sharadin, Commissioner; Ohio University, Anna Winstead; University of Pennsylvania, Jenna Weber; West Chester University, Shelby Shaffer; Penn State University, Joy Aumiller; University of Pittsburgh, Victoria Zitzka, Addrienne Fyock, and Abi Rubio; Carnegie Mellon University, Michelle Wu, Patty Stragar, Sam Wang

Teams decided to rotate based on institution rather than geography. The sites and dates were selected as follows:

- February 13-14 - West Chester
- March 19-20 - Carnegie Mellon
- April 9-10 - Ohio University

Hosts were reminded to complete the Pool Reservation Form, found under the Forms section on the website. Hotels will be reserved once these forms are submitted.

The Commissioner mentioned that all necessary forms for Team Leaders are found on the website under the Forms Tab. This includes the Participation Agreement that needs to be submitted by the Club Supervisor before December 15. Likewise, Team Leaders need to turn in their Media Guide Info using the form on the website by the fall. Emails for players should be included so athletes can be notified when games within the division will be streamed.

All coaches were urged to complete an Evaluation Form about the officials following each of the competitions. This form is found under the Forms tab of the website. If you are unsure of which referee you are evaluating, go to the officiating section and click on their picture for easy identification.

Teams were encouraged to send in pictures or story leads to promote their programs and enhance the interest of the website. Likewise, Team Leaders should take advantage of the Player of the Week program and nominate athletes each week, regardless of whether the games are within the CWPA league play or non-conference. Those selected receive awards.

The Commissioner mentioned the requirement for Team Leaders to review the Team Orientation webinars. The program consists of three webinars and can be accessed via the Membership Page. There is also an optional fundraising webinar that provides some great tips.

Teams are reminded to update their contact information using the link on the Membership page.