

## **NORTH ATLANTIC DIVISION**

Meeting held October 17, 2013 5:00 PM

Attending: Dan Sharadin, Commissioner; Bates College, Emilie Geissinger; Bowdoin College, Theresa Faller; Boston University, Liz Lacy, Scott Flickinger, Allie Delillo, and Cat Xenakis; Yale University, Irene Jiang; MIT, Theresa Oehmke ; Wellesley College, Sally Shepardson and Shivani Kuckreja

University of Massachusetts was mentioned as a possible new team as well.

The league schedule was the first item on the agenda and it was determined as follows:

- March 1-2 - Yale University or Boston University
- April 5-6 - Bowdoin College
- April 12-13 - Championship at Yale University or Boston University

Yale and Boston will need to confirm which weekend they have available before we can finalize the schedule. 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.

Team Leaders need to turn in their Media Guide Info using the form on the website. Emails for players should be included so players 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.

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 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.

The Commissioner encouraged hosts to stream games at their site. The office will send a streaming kit that includes a high definition camera, tripod, and other equipment to make the stream possible at no expense to the club and the team keeps all revenue. Hosts must view an instructional webinar to qualify.

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