

**Mid Atlantic Division  
Meeting held October 25, 2016 4:00 PM EDT**

Attending: Tom Tracey, Assistant Commissioner; Ohio University, Lizzy Bryan and Erin Seymour; University of Pennsylvania, Nya Wilkins; West Chester University, Lauren Padron; Penn State University, Brooke Rothenberger, Alex Strickler and Claire Washabaugh; University of Pittsburgh, Addrienne Fyock, and Abi Rubio; Carnegie Mellon University, Michelle Wu, Patty Stragar, Sam Wang and Maya Holay

The call opened with the Assistant Commissioner reminding everyone that the purpose of the call was to determine potential competition sites and dates as well as run through a series of reminders from the office.

The first item on the agenda was women's nationals since the Mid Atlantic Division was next in rotation to host. Pittsburgh and West Chester both expressed interest but West Chester did not meet the facility requirements. Therefore, Pittsburgh was selected to host the 2017 Women's National Collegiate Club Championship on May 5-7, 2017.

The schedule was the next item on the agenda as well as teams' conflict dates. The Assistant Commissioner reminded the division of the previous season's scheduled sites and dates. Teams were asked who was interested in hosting as well as when their facility was available. There were four of the six teams interested with Ohio University not interested and Pittsburgh declining since they are scheduled to host nationals. Dates were determined as follows:

February 10-12	Penn State
March 25-26	U Penn
April 8-9	Carnegie Mellon (Championship)

If U Penn cannot host the weekend of March 25-26:

February 10-12	Penn State
March 25-26	Carnegie Mellon
April 8-9	West Chester (Championship)

Ohio University expressed a concern if U Penn hosted on March 25-26 because of a possible scheduling issue for some of their players but they would be willing to work it out. They stated it would be much easier if the second option was used.

Hosts were reminded to complete the Pool Reservation Form, found under the Forms section on the website. Schedules can be completed and hotels reserved once these forms are submitted.

The call concluded with the Assistant Commissioner running through a series of updates from our communications, membership services and multimedia departments. Additionally, leadership was reminded that all necessary team forms 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 15th. After the form is submitted, teams have until January 15th to remove themselves from the league without penalty. Likewise, Team Leaders need to turn in their Media Guide Info using the form on the website by January 15th. Emails for players should be included so athletes can be notified when games within the division will be streamed.

The Assistant Commissioner mentioned the streaming program now features a remote announcer and includes graphics in an effort to enhance the broadcast even further. Hosting Institutions can now select if they are interested in streaming games at their location on the Pool Reservation Form. Teams were reminded there is minimal work required of the host as the league office will contact the appropriate departments to set up the stream and arrange the camera operators.

All teams were urged to complete an Evaluation Form about the officials and the tournament following each of the competitions. These forms are 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 as well as use the Referee Assignment page to confirm the names of officials assigned to the event.

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 are featured on the website and several other media outlets utilized by the league.

The Assistant Commissioner mentioned the requirement for Team Leaders to review the Team Orientation webinars as well as involving younger members of their team to be involved in leadership roles. 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.

The Assistant Commissioner discussed the Kap7 Affiliate Program and reminded teams of their 10% discount to all league members on purchases of equipment and apparel. KAP7 is committed to the sport of water polo and always available to teams beyond just their needs for equipment.

Finally, teams were reminded to update their contact information using the link on the Membership page.