



## **NEW ACTION ITEMS**

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1. Michigan will host Big Ten Team Race in the Fall, schedule is being worked on and will be taken care of by Andrew Lenzo.
2. I move to adopt as the “focus” of our board term of the creation of a set of Standard Operating Procedures (SOP) for each executive board position, for active MCSA teams, and for observation and prevention of dropping teams
  - a. Dave Elsmo and Tom S. Will work on a standard format to build the SOP’s from.
  - b. Amendment to above motion motion to build an SOP for teams in regards to their responsibilities for the ICSA and MCSA (timeline, budget, deadlines.)
  - c. Timeline to have these mostly completed by fall
  - d. Motion Seconded: passed
3. What does the Vice Commodore do? Build a how to build and save a team document needed. Dave will help organize.
4. Andrew Lenzo will be heading up a reworking of the MCSA bidding process for hosting MCSA qualifiers. That could work into the team process
5. TellTale has gone by the wayside so we need to get on keeping track of the regatta’s through. Special interests committee will be compiling the telltale.
6. Motion to adjourn; seconded: passed

## **OTHER NOTES OR INFORMATION**

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POST MEETING: Website training for those board members who need it.

NEXT MEETING @ MINNESOTA on 05/04/2013 (MCSA Team Race Championships)