

# **AWSA MIDWEST REGION**

## **POLICIES AND PROCEDURES**

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# MIDWEST REGION POLICIES AND PROCEDURES

## 1. REGIONAL COUNCIL

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### 1.1. Regional Policy

- The AWSA Midwest Regional Council (Council) has the authority to set, change and enforce policies and procedures within the bounds of the AWSA Midwest Region Bylaws and the AWSA Bylaws, by 2/3 majority vote.
- Membership only directs the Council, therefore, Council must vote on issues voted on by the membership, to make them official policy.

### 1.2. Council Members

- Each State Federation shall determine its' Council representative and selection shall be in accordance with the bylaws of each State Federation.
- Council members must be active USA-WSWS members and they must be AWSA full or associate members. They must be US citizens.
- State Federations may establish other qualifications for their Council Representative as they deem appropriate.
- The NCWSA Midwest Director shall be an ex-officio member of Council with voice and without vote.

### 1.3. Membership

- "Full" members are USA-WSWS members that are legal residents of the Midwest Region (per USA-WSWS membership records) and designate AWSA their primary sport discipline.
- "Associate" members are USA-WSWS members from other sport disciplines that compete, officiate, and/or participate in AWSA events and programs, but are not full members. Associate members are eligible to vote
- Per the AWSA bylaws, the EVP may grant associate member status, on an annual basis, to individual USA-WSWS members that request this status.

## 2. TOURNAMENTS

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### 2.1. Midwest Regional Tournament

#### 2.1.1. Tournament Authority

- Council shall have complete control of the Midwest Region Tournament (Tournament).
- The Executive Vice President (EVP) will be the Council representative in all decisions regarding operations of the Tournament.

#### 2.1.2. Tournament Dates

- Council shall determine the dates of the Regional Tournament.
- Generally the Regional Tournament shall be held the first weekend in Aug or one week before Nationals, which ever is latest in the year.

#### 2.1.3. Mandatory Requirements

- The site shall provide all necessary technical equipment for a Class L or equivalent tournament.
- The hosting club will provide trophies, medals, or plaques for the first five (5) places of each event for each division and for overall in each division. The quality of the award shall be commensurate with standards set by the Council.
- The hosting club will provide room accommodations during the Tournament for the appointed Tournament officials listed below. The number of nights shall be the same as the length of the Tournament. In addition, officials noted with an asterisk (\*) will receive accommodations for an additional night preceding the Tournament.
  - Chief Judge \*
  - Assistant Chief Judge(s)
  - Appointed Judges
  - Chief Driver \*
  - Chief Scorer \*
  - Assistant Chief Scorer
  - Technical Controller \*
  - Safety Director
  - Assignment Coordinator
- The hosting club will provide meeting rooms of adequate size for the Summer Council meeting, the officials meeting and the Midwest Annual Membership meeting.

#### 2.1.4. Customary-Optional Requirement

- Provide a Saturday Night Awards Banquet. Skiers and officials shall receive complimentary banquet tickets.

#### 2.1.5. Host Site Selection

- Council shall select the Regional Tournament host site for the following ski year at the winter Council meeting (e.g. the 2014 host site shall be selected at the 2013 winter Council meeting).
- Council shall select the Regional Tournament host site by majority vote.
- Council may award the Regional Tournament to a host site for consecutive years.

**2.1.6. Bid Process**

- Bids for the Regional Tournament shall be solicited by the EVP a minimum of 90 days before the selection. Solicitation shall be via the Midwest website and via communication to the state federation representatives. The solicitation shall include a copy of the Midwest Region Tournament Contract and shall specify any specific site requirements.
- Bids for the Regional Tournament shall be submitted to the EVP no later than 30 days prior to the winter Council meeting where selection is to be made.
- Bidding host sites may make bid presentations to Council at the winter meeting.
- Bids shall include a preliminary budget for the Tournament and a proposal for entry fees.

**2.1.7. Classification**

- The Regional Tournament will be an AWSA sanctioned record capability tournament.
- The class of each event (E,L,R) shall be the same as that years' Nationals, unless determined otherwise by Council (2011).
- Council shall determine event class (E, L, R) no later than the winter Council meeting prior to the Tournament (2012).

**2.1.8. Officials**

- Council shall determine the number of officials required based upon length of the event and the number of lakes that will be utilized in conducting the Tournament.

**2.1.9. Skier Qualification**

- Council shall establish skier qualification requirements for each division by event.
- Qualification to ski the Regional Tournament:
  - Skiers that placed in the top 5 (slalom, trick, jump or overall) at the previous year's Regionals are automatically qualified to ski the current year Regionals, even if there has been a change in the skiers age division (2012).
  - Otherwise, qualification shall be based on the AWSA National Rankings List. Skiers achieving a ranking level 6 in slalom, trick, jump or overall, except Men 3 and Men 4 slalom, which requires ranking level 7, on the official "cut off date" automatically qualify for Regionals in that event. Council shall establish the official "cut off date" annually.
  - After the "cut off date" skiers who did not achieve a qualifying ranking level may still qualify for Regionals in any event or overall through any of the following last chance qualifying methods.
    - Increasing his average equal to or above the "cut off average" (COA), prior to closing registration for his event. At the cut off date, the National rankings list average of the last ranked skier in each division in slalom, tricks, jump, and overall will be established as the COA for that level;
    - Achieving a score equal to or above the COA at their State Championships or at any class C, E,L,R event between the cut off date and Regionals; (2009)
    - Placing in the top three (3) at their State Championship;
    - Holding a valid Open/M55K rating; or
    - Qualifying for Nationals at the cut off date.
  - Under exceptional circumstances an individual skier(s) qualification may be decided by the EVP and appointed regional judges, ties will be broken by the chief judge (2010)

**2.1.10. Tournament Entry Fees and Entry Deadline Dates**

- The Council shall approve Tournament entry fees and any discounts.
- The Council shall approve Tournament entry deadline dates. Unless changed by Council, the deadline dates shall be (2013):
  - The Tournament entry deadline shall be the Tuesday following the cutoff date (see 2.1.9).
  - The Tournament entry deadline for skiers qualifying by State Tournament placement (see 2.1.9), where their State Tournament is conducted after the "cutoff" date, shall be the Tuesday prior to the Tournament.

**2.1.11. Scheduling, Practice and Miscellaneous**

- The EVP shall have final approval of the schedule with input from the Chief Judge and the Host Tournament Director.
- Each event shall be seeded using the AWSA National Rankings List for the Midwest Region. The seeding score will be based on the most current AWSA National Ranking List available prior to the tournament.
- Out of region skiers shall ski first in their event(s) and are not eligible for placement.
- The EVP will mediate all registration problems that apply to the entry of a skier in the Regional Tournament.
- Junior Events shall be scheduled to finish before the awards banquet.
- Practice on unused water before and during the tournament shall be at the option of the tournament sponsor and offered equally to ALL contestants.

- The Technical Controller and Chief Driver shall have priority over practice at the tournament site on the day before the tournament.
- The Regional Tournament is exempt from regional sanction fees.

#### 2.1.12. **Towboats**

- AWSA shall determine the boat manufacturers qualified to pull the Regional Tournament.
  - The EVP in conjunction with the Chief Driver and Tournament Director shall determine the minimum number of towboats required from each manufacturer.
  - Council shall determine the towboat event assignment (boat draw) process at the winter meeting.
    - Use the AWSA Water Ski Nationals boat draw (with minor variances if necessary) or
    - Use the Midwest Region boat draw process (2013)
- The Midwest Region towboat assignment process:
  - Event assignment shall be done by dividing the scheduled events into groups equal to the number of the manufacturers qualified to participate. Each group shall be of approximate "equal weight" relative to number of skiers in each event and prestige of the divisions. The Chief Judge and Chief Driver shall create the event groups.
  - Towboat selection shall be done by the Chief Judge and Chief Driver by random draw. The draw for towboat use shall be done publicly and posted the day before the competition begins.
  - Towboat selection for 57-kph jump events shall be by random draw from manufacturers providing a high horsepower towboat. If no high horsepower boats are available, the 57-kph jump events shall be included in the event groups detailed above.

#### 2.1.13. **Special Awards**

- Tommy Dorwin Award - This award may be presented to anyone each year at the Regional Championships. The purpose is to reward a person, who through unselfish hard work and dedication, volunteers above the call of duty to the successful completion of the tournament. See Appendix IV Awards for selection details
- Mary Jo Powers Officials Award - This award may be presented to a rated Judge, Driver, Scorer, Safety or Technical official each year at the Midwest Championships. The purpose is to reward an official, who through unselfish hard work and dedication, contributes above the call of duty to the successful completion of the tournament. See Appendix IV Awards for selection details

### 2.2. **Other Tournaments**

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#### 2.2.1. **Scheduling Tournaments**

- State Federations shall have full autonomy to schedule tournaments in their respective state, except there shall only be one state tournament per state and no other tournament will be sanctioned in that state on that weekend.
- State Federations are encouraged to hold scheduling meetings prior to the Council winter meeting to coordinate and schedule tournaments and activities for the upcoming ski year.

#### 2.2.2. **Sanction Approval**

- Sanctions for AWSA Tournaments conducted in the Midwest must be approved by the EVP.
- AWSA tournament sanction applications submitted after January 1 requires approval of the State Federation President or Council Representative prior to EVP sanction approval.
- Tournament sanctions shall not be approved if a sponsor has unpaid sanction fees or is not in good standing with the Council or with AWSA for any reason.

#### 2.2.3. **Sanction Fees**

- Council will establish and approve regional sanction fees to be collected for each AWSA sanctioned tournament conducted in the Region.
- Regional sanction fees are due prior to EVP sanction approval.
- Regional sanction fees:
  - \$75 AWSA Class C and higher tournaments
  - \$30 NSL, U-Can-Do-It Challenges, Fun, etc
  - \$300 Maximum sanction fee for a **single site** per calendar year.
- Sanction fees include a tournament announcement in the Midwest Regional Guide (see 12.2 for details). Regional sanction fees apply regardless of whether the tournament is in the regional guide, except the NSL, U-Can-Do-It Challenges, and Fun sanction fee will be waived if the event is not in the guide.

#### 2.2.4. **Tournament Operational Guidelines**

#### 2.2.5. **Miscellaneous Tournament Guidelines**

### 3. **SELECTION OF EVENT OFFICIALS**

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#### 3.1. **General**

- Council shall select Midwest appointed and assigned officials for the Regional and National Tournaments by written ballot.
- The Regional representative of the Judges/Scorers Committee shall send an invitation to Midwest three event regular and senior officials in the fall, asking them to submit their name if they are interested in working the Regional and/or National tournament(s). The Regional representative of the Drivers Committee shall send a similar invitation to Midwest two and three event senior drivers.
- There is no limit on the number of consecutive years an official or driver can be appointed or assigned to the Regional or National tournaments.(2013)

### 3.2. Regional Tournament

- Council shall appoint the following years Chief Judge, Chief Scorer and Chief Driver at the summer Council meeting.
- The Tournament Director shall submit the Chief Safety Director and the Chief Technical Controller names to Council for approval at the winter Council meeting closest to the Regional Tournament.
- The Regional representative of the Judges/Scorers Committee shall submit the list of interested officials to Council at the winter Council meeting preceding the event. Council shall select the Assistant Chief Judges, Appointed Judges, and the Assignment Coordinator from the names submitted.
- The Chief Scorer, Chief Driver, Chief Safety Director and the Chief Technical Controller shall select their respective Assistants. The Assistant Chief Driver shall be selected from the appointed drivers.
- Council shall select the appointed drivers using the following guidelines:
  - Council will select up to **nine (9)** appointed drivers, (2009).
  - Driver qualifications:
    - Two or three event senior driver
    - Approval of the drivers' committee representative. This approval shall be based upon the previous years driving record (based on the Midwest drivers "blue card"); review of video from a current or previous year record tournament; and a review of driver statistics as required under AWSA rule 1.13.
    - Blue cards must be received by the driver committee representative by October 31<sup>st</sup>.
  - **When necessary and with approval of the Chief Judge, the Chief Driver may fill driving assignments with non-appointed, qualified drivers (2011).**

### 3.3. National Tournament

- Council shall nominate appointed and assigned judges; appointed and assigned scorers; appointed drivers; and announcer(s), to represent the Midwest at the AWSA National Tournament, from the list of interested officials.
- National tournament appointed drivers shall be selected from the list of appointed Regional tournament drivers.
- Drivers must be three event senior drivers.

## 4. RECORDS

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### 4.1. General

- Council has final approval of regional records.
- Records are recognized for performances by skiers who, at the time of the performance, are legal residents of the Midwest Region per USA-WSWS membership records.
- Skiers are responsible for submitting performances to be considered for regional records. Performances submitted will be validated against official AWSA or IWWF scorebooks
- Single performances may be recognized in two or more categories if it meets the requirements for each.
- Skiers are responsible for submitting proof of performance to the Record Coordinator, for records other than Regional Championship Records.
- If a rule or guideline change causes an existing record to be incomparable with current conditions, the record may be moved or adjusted to meet the new conditions or it may be retired.
- Regional records will be published on the Midwest website and in the Regional Guide.

### 4.2. Midwest Regional Championship Records

- Midwest Regional Championship Records may only be set at the Midwest Regional Tournament by skiers eligible to place in the tournament.

### 4.3. Midwest Tournament Records

- Midwest Tournament Records are performances at any AWSA sanctioned class C or higher tournament held in the Midwest Region.

### 4.4. Midwest Skier Records

- Midwest Skier Records are performances by a Midwest skier at any AWSA or IWWF sanctioned Record Capability tournament, regardless of tournament location.

### 4.5. State Records

- State Federations shall have jurisdiction over their respective records.

### 4.6. Regional Ranking List Champions

- At the end of each AWSA ski year the Council shall recognize Regional Ranking Champions.
- The form of recognition shall be determined by Council.

## 5. MEETINGS

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### 5.1. Annual Membership Meeting

- As prescribed in the Bylaws, the annual membership meeting shall be held within the bounds of the Region during the regional tournament.
- The agenda shall be approved by Council at the summer Council meeting and shall be posted on the website and at the regional tournament site.

### 5.2. Council Meetings

- As prescribed in the Bylaws, Council shall meet (summer meeting) within ten (10) days prior to the annual membership meeting.
- Council shall meet (winter meeting) within 30 days prior to the AWSA Board winter meeting.
- Meeting dates and location shall be determined by Council.
- Council meetings are open to all Midwest members (except executive sessions).
- The EVP shall submit an agenda to Council 10 days prior to the scheduled meeting.

### 5.3. Minutes of Meetings

- Minutes of each membership and council meeting shall be prepared.
- Minutes will be reviewed by the EVP and posted on the Midwest website by the 30th day following the meeting.
- Minutes are considered pending until approved by Council.

## 6. ELECTRONIC BALLOTING PROCEDURES

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### 6.1. General

- The EVP shall determine when electronic balloting is required.

### 6.2. Resolution

- The author of an issue for Council consideration shall present the issue in resolution form.

### 6.3. Discussion Period

- The EVP shall send the resolution, in electronic form, to Council for an online discussion. The discussion period shall be determined by the EVP and generally shall run ten (10) days.

### 6.4. Ballot

- At the end of the discussion period, the EVP shall prepare an electronic ballot, to be sent to the Council for voting. The time span for the Council to vote on the ballot shall be set by the EVP.

### 6.5. Ballot Results

- The EVP shall notify Council of the final ballot results
- The EVP shall send the ballot as presented, the voting record, and the ballot results to the Secretary for inclusion in the official records of the Region.
- Electronic ballots shall be ratified at the next scheduled Council meeting.

## 7. ELECTIONS

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### 7.1. General

- This section pertains to the election of the EVP; the AWSA National Directors and the alternate AWSA National Director; and USA-WSWS Director and alternate USA-WSWS Director.
- The election shall be conducted by official ballot. Such ballot will be published on the Midwest Region website; published in the Midwest Regional Guide and/or published by other means determined by Council.
- The official ballot will indicate the names of the nominees submitted by the Nominating Committee and will provide space for write-in candidates.
- Write in candidates must meet the qualification requirements of the position. To be considered an official write in candidate, the individual must notify the EVP of their intent to run for a position on the Council no later than ten (10) days prior to the summer Council meeting.
- Ballots shall be submitted in writing. Electronic ballots are valid when electronic voting is authorized by Council.
- Council shall determine when and how electronic voting will be used.

### 7.2. Nomination Procedures

- A Nominating committee composed of at least three (3) members from the Region shall be appointed by the EVP no later than sixty (60) days after the summer council meeting. As far as practical, the members of this committee should geographically represent the Region.
- The Nominating Committee shall attempt to secure two qualified and willing candidates for each position being contested.
- The nominating Committee shall submit the slate to Council 30 days prior to the Winter Meeting.

### 7.3. Teller Committee Procedures



- A Tellers committee of at least three (3) members from the Region shall be appointed by the EVP no later than sixty (60) days prior to the Annual Council Meeting. The EVP shall designate the committee chair.
- A roster of full members eligible to vote shall be obtained by the Tellers Committee from USA-WSWS. The EVP shall provide the Tellers Committee with the list of associate members eligible to vote.
- To be valid, ballots must be received by the Tellers Committee as follows:
  - Written ballots submitted in person must be received by 2:00 pm on Saturday of the Regional Tournament.
  - Absentee ballots submitted in writing must be received at the designated address by 5pm on the date designated by the Council, generally the Tuesday before the Regional Tournament.
  - Electronic ballots must be received by 5:00 pm on the date designated by the Council, generally the Tuesday before the Regional Tournament.
- The Teller's Committee shall ascertain that ballots are valid and make a count of the ballots. The Chair has the responsibility for safekeeping of the ballots.
- The winners of the elections shall be announced at the annual Membership meeting.

## 8. APPOINTMENTS

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### 8.1. Council Officers

- The EVP shall appoint a treasurer and secretary, for one-year terms.

### 8.2. Other Appointments

- The EVP shall appoint a regional record coordinator, for a one-year term.
- The EVP shall appoint a regional guide editor, for a one-year term.
- The EVP shall appoint a webmaster, for a one-year term.

## 9. COMMITTEE ASSIGNMENTS

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### 9.1. National Committees

- The EVP shall recommend, and the Council shall approve, Region members as candidates to serve on all AWSA Standing National Committees, except the Executive Committee.

### 9.2. Regional Committees

- Nominating committee- see Elections-Nominating Procedures.
- Tellers committee- see Elections-Teller Committee Procedures.

## 10. AWSA & USA-WSWS DIRECTOR QUALIFICATIONS

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### 10.1. AWSA National Director Qualifications

- Mandatory Qualifications of Candidates for Board membership:
  - U.S. Citizenship
  - Current valid USA-WSWS and AWSA membership
- In addition, they must meet two (2) of the following qualifications:
  - Current or previous AWSA Director
  - Current or previous voting member on an AWSA Standing Committee
  - Current or previous voting member of an AWSA Regional Council
  - Current AWSA: Regular or Senior Judge, Scorer, or Driver; Technical Controller; or Regional or National Safety Director.
- Desirable Qualifications: In addition, the following background factors are to be considered as desirable for Board membership, and are to serve as guidelines for Regional Elections:
  - Ability to travel and attend AWSA Board meetings
  - Good knowledge of the functions of AWSA
  - Good organizational background
  - Good character and personality traits
  - Ability to communicate well
  - No conflicts of interest
  - Active in the sport of water skiing in some capacity

### 10.2. USA-WSWS Director Qualifications

- The candidate will be required to meet the qualifications for ASWA National Director.
- In addition the candidate must have served no less than two (2) full years on the AWSA Sport Discipline Board, as a voting member, prior to election to the USA-WSWS Board per USA-WSWS Bylaws

## 11. MIDWEST REGION WEB SITE

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### 11.1. General

- A regional website will be maintained for the purpose of promoting water skiing in the Region and to provide timely and relevant information to members of the Region.

### 11.2. Advertising

- Advertising shall be allowed on the regions web site and rates shall be determined by the Webmaster and EVP with final approval by Council.
- Advertising rates-tbd

## 12. REGIONAL GUIDE

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### 12.1. General

- If the regional guide is published in hardcopy, a copy will be sent to all Midwest AWSA members.
- Council shall establish event announcement and advertising fees.
- The regional guide shall be posted on the regional web site.

### 12.2. Event Announcement Fees & Deadlines

- AWSA Sanctioned Events
  - Event announcement fees are included in the regional sanction fee.
  - To be included in the Regional Guide, tournament announcements have the following deadlines (2012):
    - December 15: The USA-WSWS online sanctioning process must be INITIATED for each tournament no later than 5 PM on December 15. Tournaments initiated after that date/time will incur a \$25 late fee.
    - December 31: Tournaments initiated in the USA-WSWS online sanction system after 5PM on December 31 are **not guaranteed to be in the Guide**. At the sole discretion of the Guide Editor, such events may be included if they will not adversely affect publishing deadlines.
    - January 10: Tournament sanctions should be FINALIZED in the USA-WSWS online sanction system no later than 5PM January 10. Tournament sanctions finalized after Jan 10 **may not be included** in the Regional Guide. At the sole discretion of the Guide Editor, such events (and related online corrections) may be included if they will not adversely affect publishing deadlines..
    - January 10: **Regional sanction fees** must be RECEIVED no later than January 10; the date final announcement copy is due. Tournament announcements **will not be included** in the Regional Guide if sanction fees are received after January 10.
  - The Guide Editor is authorized, at their sole discretion, to modify any or all of these deadlines for an individual event or all events, so long as they will not adversely affect publishing deadlines.
- Non AWSA Sanctioned Events
  - Tournaments or events not sanctioned by the Region (ie ABC, NSSA, NCWSA, WSWD, AKA, AWA, etc) will be charged the following fees for an announcement similar to the AWSA sanctioned event announcement.
    - \$100 NSSA
    - \$75 ABC
    - \$60 AKA, AWA,
    - \$30 NCWSA, NWL, WSDA, etc
  - Non AWSA sanctioned events must adhere to the AWSA sanctioned event deadlines outlined above.(2012)

### 12.3. Advertising

- Council shall set regional guide advertising rates.
- Standard Rates:
  - \$30 Business Card
  - \$100 ¼ page
  - \$200 ½ page
  - \$350 full page.
- Advertising must be furnished camera ready and is the responsibility of the advertiser.

## 13. JUNIOR DEVELOPMENT

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### 13.1. Midwest Junior Elite Team

- The Midwest Junior Elite Team will be selected annually at the Midwest Regional Tournament.
- The Midwest Team consists of 16 members (8 girls & 8 boys). (2009)
- The Team shall be selected from Girls/Boys 2&3 skiers with at least one-year eligibility remaining.
- Selection is based on a formula that averages the Regional Tournament performance and the skier's National Rankings Average as of the current Regional Championship. Each score is weighted equally (50/50). (2009)
- The first selection for each division shall be the Overall skier with the highest three (3) event Overall NOPS score based on the above mentioned formula. The second selection for each division shall be the skier who skis a minimum of two events with the highest two events NOPS scores. The third selection shall be the skier with the

highest single event NOPS score (S, T or J) using the above mentioned formula. The fourth selection shall be the next skier with the highest three (3) event NOPS Overall score (S, T and J) that has not already been selected to the team. (2009)

### 13.2. Midwest Region All Star Team

- The Midwest All-Star Team will be chosen and announced at each Regional Tournament.
- The team will consist of six members and one alternate comprised of Boys and Girls 2 and 3.
- To be eligible for the Regional All-Star Team, the skier must:
  - be a U.S. citizen
  - be a member of USA Water Ski and in good standing
  - be a current skier in Boys 2, Boys 3, Girls 2 or Girls 3
  - be committed to attending and skiing in that year's Nationals.
- The skier's NOPS points will be used for the selection process. Skiers will be chosen based on their regional seeding as 60 percent and their regional performances as 40 percent. The strongest three-event athletes will be chosen first, followed by two-event athletes and then single event athletes. Each of the four divisions will be represented on the team, with gender distribution at either 3/3 or 4/2.
- Members of the 12-member National Junior Team and members of any other national or international teams are not eligible. Members of the 24 member National Junior Development team are eligible.

### 13.3. Midwest Junior Team

- The Midwest Junior Team shall be selected annually at the Midwest Regional Tournament.
- The Team shall consist of all Girls/Boys 1-3 skiers that compete in the Midwest Regional Tournament.

### 13.4. USA Water Ski Code of Conduct

- The USA Water Ski code of conduct applies to junior skiers selected to the Midwest Region Elite and All Star teams.

### 13.5. Junior Development Awards:

- **Junior Scholarship Awards (2009)**
  - Recipients shall be selected annually at the Regional Tournament.
  - The scholarship that donates the highest money shall be awarded to the skier with the highest Overall NOPS score. The scholarship with the second highest money shall be awarded to the skier with the second highest Overall NOPS score, etc.
  - If the skier with the highest Overall NOPS is a Girl skier, the second scholarship shall be awarded to a Boy skier and vice versa. Additional scholarship awards shall alternate between Girl division and Boy division skiers.
  - The sequence for scholarship awards shall be finalized at each summer council meeting.
  - **Current Scholarship Awards:**
    - Correct Craft Award
    - Jeff McCullough Award
- **Junior Most Improved Awards**
  - Objective: To give more awards to juniors, especially to those who may not have medaled but have improved substantially in their skiing efforts.
  - Most improved awards will be given in all three events to all junior divisions.
  - Athletes must be in a division for one year in order to compare results
  - The regional championship seeding score from the current ski year will be compared with the same seeding score of the previous ski year to determine improvement.
  - A skier would only receive the award once in a division. However, this is up to the discretion of the region's chairperson.
  - Ties will be broken by giving it to the older skier or if the same age, by giving both of them an award.(an extra one would need to be ordered and distributed later).
  - The region's committee will decide if every junior is eligible or if only those who do not medal at the regional championships will be eligible. (In large regions, excluding the medalists from these awards spreads more awards to more skiers. However, smaller regions may not have enough skiers in a particular division to do this.)
  - The awards will be given out at the junior development party or whenever the committee of the region feels is appropriate.

## 14. FINANCIAL

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### 14.1. Fund Balance

- The Region should maintain a fund balance of 1.5 times the average of the proposed budget for the current fiscal year and the actual expenditures for the prior two fiscal years.

### 14.2. Investment Policy

- All moneys shall be kept in interest bearing accounts insured by an agency of the Federal Government or other appropriate insurance.

**14.3. Financial Statements**

- The Treasurer shall prepare a financial report and accompanying budget in a format acceptable to Council for approval at the winter meeting.
- The financial report and budget shall be made available to the membership within 30 days of Council approval.

**14.4. Reimbursement of Expenses**

- Expenses shall be reimbursed when: 1) the item is budgeted, or if not budgeted, approved by the EVP and a majority of the National Directors; 2) proper documentation submitted, i.e. invoice and 3) approved by the Treasurer.
- EVP expenses shall be approved by a National Director.

**14.5. Volunteer Travel Expenses**

- Council shall consider reimbursement of travel expenses as part of the annual budgeting process. Reimbursement is limited to travel to attend AWSA meetings as Regional representatives, subject to the following guidelines:
  - The EVP, AWSA National Directors, USA-WSWS Director, and the IAC and Rules committee representatives may be reimbursed up to \$300 annually for documented travel expenses.
  - Other National Committee representatives or Regional members traveling on Regional business may be reimbursed up to \$300 annually for documented travel expenses, if budgeted or approved in advance by the EVP.
  - Regional and National Tournament Officials shall not be reimbursed for travel expenses
  - Mileage will be reimbursed at the mileage rate allowed for charitable tax deductions.

**14.6. Junior Development Clinics**

- The Region will reimburse each state federation for expense shortfall up to \$250 each year for conducting a junior development clinic in their state.
- State federations must submit expense documentation to the Treasurer for reimbursement.

**14.7. AWSA Official Clinics**

- The Midwest Region will reimburse each clinic host for expense shortfall up to \$100 for conducting a sanctioned AWSA Officials clinic. This includes drivers, judges, scorers, safety and technical clinics.
- Combined clinics qualify for a multiple reimbursement, except for combined judges/scorers clinics. Combined judges/scorers clinics may qualify for multiple reimbursements with prior EVP approval.
- Clinic hosts must submit expense documentation to the Treasurer for reimbursement.

**15. MISCELLANEOUS**

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**16. APPENDIX**

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- 16.1. APPENDIX I Midwest Regional Calendar**
- 16.2. APPENDIX II Standard Bid Form for the Regional Tournament**
- 16.3. APPENDIX III Regional Tournament Checklist**
- 16.4. APPENDIX IV Awards**

**ATTACHMENT I**  
**MIDWEST REGION POLICY & PROCEDURES**  
**MIDWEST REGION CALENDAR**  
**(Revised January 2014)**

**WINTER COUNCIL MEETING**

- Select Regional host site for following ski year (18 months)
- Regional Tournament – current year
  - Approve event classification
  - Approve schedule of events
  - Approve Appointed Officials and Drivers and the Assignment Coordinator
  - Approve Chief Safety Director and the Chief Technical Controller (submitted by Tournament Director)
- Select National Officials and Drivers – current year Nationals
- Approve current year budget
- Select time and place for summer Council meeting
- Select time and place for annual membership meeting (at Regionals)

**JANUARY**

- Regional Guide announcements due

**FEBRUARY**

- Post minutes of Winter Council meeting
- Post Budget and previous year financials

**MARCH**

- Post Election Ballots Online
- Post Regional Guide Online

**APRIL**

- 

**MAY**

- 

**JUNE**

- EVP appoints Teller Committee

**JULY**

- Associate Members must be approved by EVP (10 days prior to annual meeting) to vote
- EVP submits summer meeting agenda to Council
- Time and place of Annual Membership Meeting posted on website.
- Absentee and electronic ballots due--5pm the Tuesday prior to Regionals

**SUMMER COUNCIL MEETING**

- Council approves the following items for the following years Regional Tournament:
  - Select Chief Judge, Chief Scorer and Chief Driver
  - Approve skier qualification requirements
  - Approve “cut off dates”
  - Approve entry fees & discounts
  - Approve entry deadline dates
  - Approve towboat assignment process
- Approve Annual Membership Meeting Agenda
- Set Winter Meeting Time and Place

## **REGIONALS**

- Scores for junior skiers applying for the Midwest Junior Team must be submitted to designated location by noon Saturday
- Ballots cast in person are due at the designated location by 2pm Saturday

## **AUGUST**

- Elect EVP
- Elect one (1) National Director and one (1) Alternate National Director
- Elect USA-WSWS Director – odd numbered years
- Hold Annual Membership Meeting
- Select Junior Elite and Junior All-star Teams
- EVP appoints a treasurer and secretary
- EVP appoints a regional record coordinator, a regional guide editor and a webmaster
- Council members sign USA-WSWS Code of Conduct and Ethical Practices

## **SEPTEMBER**

- Post minutes of Summer Council and Annual Membership Meetings

## **OCTOBER**

- EVP appoints nominating committee
- EVP solicits bids for hosting the following year (18 months) Regional Tournament
- Driver must submit “blue cards” by Oct 31 to be considered for Regional Driver
- Judges and Scorers representative solicits regions officials for interest in representing the Region as regional and national officials

## **NOVEMBER**

- EVP submits recommended Midwest committee representatives for all national committees
- EVP appoints members and a chair for regional committees

## **DECEMBER**

- Regional Tournament bids due to EVP (30 days prior to Winter meeting)
- EVP submits winter meeting agenda to Council
- Nominating committee submits candidates to EVP

## ATTACHMENT IV AWARDS

### THE MARY JO POWER REGIONAL WATER SKI OFFICIALS AWARD

This award may be presented to a rated Judge, Driver, Scorer, Safety or Technical official each year at the Midwest Regionals. The purpose is to reward an official, who through unselfish hard work and dedication, contributes above the call of duty to the successful completion of the tournament.

The administration of the award will be carried out by an AWSA National Director for the Midwest Region. This includes counting of the ballots, unless he or she is a possible recipient, in which case a registrar will count the ballots.

The Chief Judge will not be allowed to receive this award and no one may vote for themselves. To prevent this, each person must sign their ballot. If a ballot is received unsigned, it will be voided.

The selection will be made by majority vote of the following:

- Chief Judge
- Chief Scorer
- Chief Driver
- Assistant Chief Judge(s)
- Assistant Chief Scorer(s)
- Assistant Chief Driver(s)
- Appointed Judges
- Qualifications Judge
- Judges Assignment Coordinator
- Chief Technical
- Assistant Chief Technical
- Chief Safety
- Assistant Safety

The following is a basis for determining recipient.

1. A judge/driver/scorer/safety/technical official who outstandingly represents himself/herself and AWSA.
2. A judge/driver/scorer/safety/technical official who exhibits selfless dedication hard work, and compassion.
3. A judge/driver/scorer/safety/technical official willing to work with all tournament personnel.
4. A judge/driver/scorer/safety/technical official who is willing at all times to accept extra burdens and challenges.
5. A judge/driver/scorer/safety/technical official who shows complete impartiality.

Keep these factors in mind as you work the tournament so that you will be ready to vote by noon Sunday. Please turn your votes into Award Committee Chairman.

I vote for: \_\_\_\_\_

Signature: \_\_\_\_\_

## TOMMY DORWIN SPORTSMANSHIP AWARD

This award may be presented to anyone each year at the Midwest Regionals. The purpose is to reward any person, who through unselfish hard work and dedication, volunteers above the call of duty to the successful completion of the tournament.

The administration of the award will be carried out by an AWSA National Director for the Midwest Region. This includes counting of the ballots, unless he or she is a possible recipient, in which case a registrar will count the ballots.

There are no restrictions to receive this award but no one may vote for themselves. To prevent this, each person must sign their ballot. If a ballot is received unsigned, it will be voided.

The selection will be made by majority vote of all appointed and assigned officials/workers using numeric order of importance below.

1. Anyone who shows outstanding sportsmanship.
2. Anyone exhibiting selfless dedication hard work and compassion.
3. Anyone willing to work with all tournament personnel.
4. Anyone who helps to encourage others.
5. Anyone who accepts extra burdens and challenges.

Keep these factors in mind as you work the tournament so that you will be ready to vote by noon Sunday. Please turn our votes into Award Committee Chairman.

I vote for: \_\_\_\_\_

Signature: \_\_\_\_\_