



State Chairman Elections Nominations Requested

Criterion for nominations:

All nominees must be Professional Members of the Women's Program at least 21 years old and in good standing for a minimum of two (2) consecutive years immediately prior to the nomination.

A member in good standing is defined as a person who has complied with all aspects of the program as outlined in the *Rules and Policies*. Special circumstances involving residency criteria for any State or Regional Chairman position can be petitioned to the Regional Administrative Committee (RAC), in consultation with the National Administrative Committee Chairman (NACC), if necessary.

Prior to being placed on the ballot, all nominees must sign a document that verifies that they have read and understand the duties and responsibilities of the office for which they have been nominated and submit their resumes to their Regional Administrative Committee Chairman.

Current elected officers seeking re-election must be compliant with all their duties and responsibilities.

1. Must have been active within that State's program for a minimum of two (2) consecutive years.
2. It is strongly recommended that the candidates have
 - a. financial skills,
 - b. organizational skills,
 - c. communication skills,
 - d. a working knowledge of the program,
 - e. a willingness to fulfill the duties and responsibilities of the position.

Duties and responsibilities of the SACC:

The State Administrative Committee Chairman (SACC) is responsible for the overall organization of all designated qualifying events and programs within their State. The State Administrative Committee Chairman (SACC) shall work in close cooperation with the Regional Administrative Committee Chairman (RACC), Regional Junior Olympic Committee Chairman (RJOCC), the Regional Technical Committee Chairman (RTCC) and the Regional Xcel Committee Chairman (RXCC) to facilitate State programs. Any problems that cannot be solved by the State Administrative Committee Chairman (SACC) should be submitted to the appropriate regional personnel.

- A. Be directly responsible to their Regional Administrative Committee Chairman (RACC).
- B. Serve as a voting member of the Regional Administrative Committee (RAC).
- C. Must submit all committee meeting agendas and subsequent minutes to their respective Regional Administrative Committee Chairman (RACC) prior to distribution.
- D. Serve as the USA Gymnastics Women's Program consultant for that State and answer any correspondence directed to that office.
- E. Send copies of correspondence to the appropriate regional personnel.
- F. Be responsible for overseeing the Junior Olympic and Xcel Sectional and State Championships in their state, at least once per year.
- G. Conduct the annual state meeting of Women's Program Professional members.
- H. Publish yearly reports to the membership for the fiscal year starting July 1st and ending June 30th.
 - I. Assure that these competitions follow USA Gymnastics *Rules and Policies*.
- J. Attend the State Championships meets or send a state committee member as the USA Gymnastics representative.
- K. Provide State Administrative Committee (SAC) representation at all sectional meets and above.
- L. Make recommendations to the Regional Technical Committee Chairman (RTCC), the Regional Administrative Committee Chairman (RACC) and the Regional Junior Olympic Committee Chairman (RJOCC) concerning petitions into the Regional Competitions.
- M. Establish procedures to raise operating funds for the state, if necessary. The State Administrative Committee Chairman (SACC) may, with the approval of the State Administrative Committee (SAC), determine and/or collect competition and/or club fees for the purpose of raising operating funds for the state. All fees will be retained in the State account for use as determined by the State Administrative Committee (SAC).
- N. Publish minutes of all State Administrative Committee Meetings.
- O. Shall be accountable for all state funds and publish each year the financial statement reflecting activity as of July 1 – June 30, as provided by USA Gymnastics Chief Financial Officer.
- P. Provide for a State Administrative Committee, the number and type of positions to be determined by each state administrative chair and term lengths to be decided by the committee, in order to best serve the needs of the program in the state.
- Q. Inform the Regional Administrative Committee Chairman (RACC) and other appropriate Regional Administrative Committee members of any actions contrary to the Rules and Policies of USA Gymnastics. The Regional office shall inform the appropriate National Chairman of any problems. When appropriate the NACC will inform the National Office which will take corrective measures as necessary.

- R. Maintain a website and disseminate information as necessary (or as directed by the Regional Administrative Committee Chairman (RACC)). This shall include new information related to the USA Gymnastics program, results of competitions, dates of events and official bulletins from committees.

- S. The SACC or a designated proxy will attend National and Regional Congresses and all designated meetings, with travel and expenses funded by the state account.



Nomination Form
State Administrative Committee Chairman

Duplicate as needed

Name of Nominee:

Address of Nominee:

City: _____ State: _____

Zip: _____

Home Phone: _____

Email: _____

RETURN TO: Regional Administrative Committee Chairman (RACC)

Region 5: Dave Stiles – d.b.stiles@comcast.net

RETURN NO LATER THAN: FEB 28TH

Nomination forms can also be found on your Regional Website