**MIAA Tournament Management Committee**  
*Meeting Minutes*  
April 26, 2017

I. **Call to order** – 10:09 am by Margaret Conaty, Chair

II. **Committee members present:** Margaret Conaty, Sherry Bryant, Desi Vega, David Keir, James O'Leary, David Reid, James Bunnell, Edward Maguire, Tasso Filledes, Mary Ryan, Derek Folan, Dan Buron, Art Reilly, Nairi Melkonian

III. **New Business**

The committee has been charged by the Board of Directors to commence a comprehensive tournament protocol analysis including but not limited to a review and recommendation of the following:

- MIAA Governance document section on Sport Committee Jurisdiction.
- Do sport committee procedures need to be consistent?
- Seeding committee responsibilities/procedures
  - Tie breaking procedure in seedings – consistent sport to sport or otherwise
  - Accessing seedings before official
  - Process of communication by seeding committee(s)
    - Telephone, Twitter, Email
  - Official Seeding postings – timing
- Deadlines and fines
- Alignment process and criteria requirements

Discussion was held amongst the committee as to how to proceed with this charge.

1. Prioritize the different pieces of the charge from the BOD.
2. Clearly define what the TMC does and is responsible for.
3. In the Governance Document add language that defines what the TMC should be involved with such as reviewing and approving Tournament Formats especially for consistency in Seeding procedures, Tie-Breakers, Alignment procedures, Communication, etc. This will give the committee some ability to really govern the Tournaments as the Committee name implies. Otherwise the name should probably be the Tournament Finance Committee.
4. Be the group that individual sport committees would come to if they want to change how they do any of the above.

5. Change the dotted line on the Constitutional Organization chart from a dotted line from TMC to Sport Committees to a solid line and maybe even solid arrows from TMC to the Sport Committees and back to reflect a collaborative relationship with each Sport Committee. There does not need to be top down administration.

6. Re-write language regarding TMC in Question #4 of the MIAA Governance document to reflect the responsibilities of the TMC to have more direct oversight of the Sport Committees.

7. Bring Sport Committee Chairs together with the TMC to gather information and get insight from them as to how they proceed with many of these issues and to formulate a way to make them more consistent among all of the Sport Committees.

8. Consider a survey of the membership regarding many of these issues to get feedback from a cross section of folks.

IV. Next meeting will be held Thursday May 25, 2017 - All sport committee chairs will be invited to attend. We will request that if the Chair cannot attend that a representative of that committee be sent.

V. Motion to adjourn 12:10 pm.

Minutes submitted by: David Keir