



Meeting of the Executive Committee

August 10, 2023

1:00 p.m.

CIF Southern Section Office, Los Alamitos, CA

Minutes

1. OPENING BUSINESS	DISPOSITION	ITEM
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A. Call to order by Jim Perry, President of the Council

The meeting was called to order at 1:02 pm. Jim Perry welcomed everyone back and proceeded with introductions.

B. Pledge of Allegiance

C. Roll Call

The following members of the Executive Committee were not present: Mitch Brunyer, Dr. Monica Colunga, Ann Fitzgerald, and Mary Jane Hibbard. Mike Middlebrook (CIF Southern Section Assistant Commissioner) was not in attendance.

President Jim Perry asked that members participate in introductions, stating their area of representation.

D. Introduction of Guests

Eric Sondheimer, columnist from the Los Angeles Times was in attendance.

E. Adopt Agenda

Adopted

President Jim Perry requested a motion to move Item 5A1 before Item 1F1 to approve the appointment of a new member to the Executive Committee. There was a motion and second to adopt the revised agenda. The motion carried 15-0-0.

The result of Item 5A1 can be found in their original place in the agenda.

F. Approval of Minutes

Approved

There was a motion and second to approve the minutes of the May 11, 2023, Executive Committee Meeting. The motion carried 15-0-0.

2. PUBLIC COMMENT

- A. Recognition of anyone wishing to address the Executive Committee. Speakers must limit remarks to three minutes.

There was no one present wishing to present during Public Comment.

3. NON-ACTION ITEMS

- A. STATE FEDERATED COUNCIL NON-ACTION ITEMS

Currently there are no CIF State Federated Council non-action items.

- B. SOUTHERN SECTION NON-ACTION ITEMS

There are no CIF Southern Section Council non-action items currently.

4. ACTION ITEMS

- A. STATE FEDERATED COUNCIL ACTION ITEMS

Currently there are no CIF State Federated Council action items.

- B. SOUTHERN SECTION ACTION ITEMS

Currently there are no CIF Southern Section Council action items.

5. NEW BUSINESS

- A. Appointment for 2023-2024 Executive Committee Approved 15-0-0

1. ACSA Representative 5A1

There was a motion and second to approve the appointment of Erika Tejeda, Principal, Liberty High School, as the ACSA Representative for the 2023-2024 school year. The motion carried 15-0-0.

- B. 2023-2024 CIF Southern Section Goals Approved 15-0-0 5B

Commissioner of Athletics Mike West presented the CIF Southern Section Goals for the 2023-24 school year, highlighting the new goals for the year. The goals can be found in the Executive Committee Agenda for this meeting. There was a motion and a second to accept the goals as written. The motion carried 17-0-0. It should be noted, Cleveland Johnson and Dr. Thompkins requested information about De Pauw University study being conducted in examination of the use of backstroke start ledges (swimming). In addition, he asked about the continuing relations with the officials' organizations and where we stand currently. The Southern Section has agreed to, in conjunction with the NFHS, conduct a study through the research department at De Pauw University in Indiana, that will examine the depth at which backstroke ledges may be used. The result of this study will affect a potential rule change at the national level in the sport of swimming. We continue to foster relations between our officials' groups and schools by enforcing the CIF statewide sportsmanship policy as well as assisting in the growth of organizations.

5. NEW BUSINESS (Cont.)

C. Financial Report

Mitch Carty

Mitch Carty distributed the latest Profit and loss for the 2022-2023 school year, and it appears at the end of these minutes. This information is pre-audit and will be updated at the January meeting. Revenue met or exceeded most budget items. Many of expenses on the P&L were paid for by the grant we received from the state of California. While some sport expenses were over the forecasted budget, it is due to the anticipation of larger crowds thus costing more to execute the events themselves.

D. Marketing Report

Jacquelyn Gibson

Gearing up on ordering awards and Gatorade. New divisions have been added in many sports. Our corporate sponsorship obligations are being inventoried and executed as football will be starting within a week.

E. Communications Report

Thom Simmons

Information is forthcoming regarding the corporate sponsorship deal signed yesterday, August 9, 2023. More details in relation to this contract will be shared at the next Executive Committee meeting. The CIF Southern Section historical database is being created and digitized. A plethora of information will be accessible from our public website (via link) for all consumers to enjoy.

6. REPORTS

A. NFHS Summer Meeting Reports

Monica Colunga
Jim Perry
Mike West
Dr. Paula Hart Rodas

Dr. Paula Hart Rodas attended the “Executive Round Table” breakout session at the NFHS Summer Meeting where conversation focused on competitive equity playoffs. Other states sought information from her on our processes which she was happy to share. She also attended the “Benching Bad Behavior” session which encouraged schools to enlist kids with “social capital” as influencers in driving crowd behavior at high school sporting events.

Mike West (for Dr. Monica Colunga, absent) Officials Fees...in certain states, official’s fees mirror percent increases of teachers eliminating the need for “negotiations”. Other states have individual leagues determine the official’s fees for their schools. Across the board there is a variety of ways those fees are determined. Activity associations are prevalent across the country and more states are moving toward the “Athletics and Activities Association” model. This is a current goal of Ron Nocetti and the State CIF.

6. REPORTS (Cont.)

A. NFHS Summer Meeting Reports (Cont.)

Mike West reported on the need for emergency procedures, especially the creation of Emergency Action Plans on all campuses which will be a major focus this year. He reported the existence of important updated information regarding concussion protocol he encouraged the group to review the new standards. Commissioner West will assist in bringing some of the current information to the CIF Southern Section Symposium for consumption.

Jim Perry reported on the many ways divisions are being determined per sport across the country. We are leading the charge in the department of competitive equity with our processes being sought after by other states. He also attended "Bench Bad Behavior" and believes in the power of student influence to help manage our fan bases in gyms, on fields and in stadiums.

B. President's Report

Jim Perry

Thanked Mitch Carty for his involvement in the contractual negotiations for the incoming and outgoing commissioners. Rob Wigod was retained to finish work on negotiations involving TV contracts for the upcoming years which were finished on August 9. Mr. Perry is presenting in school districts seeking guidance on CIF Southern Section issues. The audiences consist of administrators, athletic personnel, and coaches.

C. Treasurer's Report

Rich Imbriani

Rich Imbriani thanked Mitch Carty for his work over the summer during the hiring process of the new CIF Southern Section Commissioner and also for his detailed in the information provided for the treasurer's report (contained at the end of these minutes). Courtesy cards will be issued to schools who have completed the registration process for the 2023-2024 school year. CIF Southern Section school dues will be covered by the grant as will golf entry fees and various venue expenses for championships. The CIF Southern Section is encouraging schools to sign up for ACH accounting as it will streamline the process for which monies are exchanged between the schools and the Southern Section Office.

D. Commissioner's Report

Mike West

Commissioner West welcomed Jerry DeFabiis as the newest Assistant Commissioner of the CIF Southern Section. He also thanked former Commissioner Rob Wigod for his work in setting up the organization for success financially and otherwise ensuring a smooth transition for the new staff and for our member schools. Commissioner West encourages and emphasizes the presence of Certified Athletic Trainer on every campus. Providing enhanced opportunities and a better salary will make the position more professionally attractive. The Commissioner expressed the importance of the student experience with a focus on sportsmanship, so students are remembering high school athletics as a positive experience. The NASO conference was hosted by California in the Southern Section. Our continued attendance and support of the organization will be important moving forward. Commissioner West would like to expand the offerings at our Southern Section Symposium to include more offerings for the various staff members who service athletics. By extending the conference across two days, we may be able to include an official's and/or athletic secretary track within. Commissioner West appreciates the continued support and patience as he grows into his current position.

6. REPORTS (Cont.)

D. Executive Committee Member Reports

Todd Arrowsmith attended the National Conference and wanted to highlight the magnitude of what the CIF Southern Section provides students and the difference those opportunities make in a student's high school experience. He was touched by the recipients and presentation of the "Spirit of Sport" and "Heart of the Arts" awards and appreciated the reminder of how students are affected by what we do as educators.

7. ADVANCE PLANNING

A. DATES

1. September 21, 2023 - CIF Southern Section Executive Committee Meeting, CIF Southern Section Offices, Los Alamitos, CA 1:00 p.m.
2. September 25, 2023 – Champions for Character Awards Dinner, The Grand Conference Center, Long Beach, CA 6:00 p.m.
3. September 28, 2023 – CIF Southern Section Council Meeting, The Grand Conference Center, Long Beach, CA 9:00 a.m.
4. October 9, 2023 – Athletic Administrators Summit, Riverside Convention Center, Riverside CA 7:30 a.m.
5. October 18, 2023 – CIF Southern Section Hall of Fame/Distinguished Service Awards Luncheon, The Grand Conference Center, Long Beach CA 11:30 a.m.
6. January 12-14, 2024 – CIF Southern Section Executive Committee Meeting/Retreat, Mar Monte Hotel, Santa Barbara, CA, 9:30 a.m.
7. January 30, 2024 – CIF Southern Section Council Meeting, The Grand Conference Center, Long Beach CA 9:00 a.m.

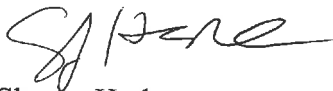
B. SUGGESTED AGENDA ITEMS

There were no items suggested for the next agenda.

8. ADJOURNMENT

There was a motion and a second to adjourn the meeting. By unanimous voice vote, the meeting was adjourned at 3:18 p.m.

Submitted by:



Sharon Hodge
Executive Assistant

Approved by:



Mike West
Commissioner of Athletics

Council Voting Report

First Name	Last Name	Keypad	Adopt Agenda Vote	Item 5A1 Appointment – ACSA Rep	Item 1F1 Approval of May 11, 2023 Minutes	Item 5B CIF Southern Section Goals
			1	2	3	4
Jamal	Adams	1	Yes	Yes	Yes	Yes
Todd	Arrowsmith	2	Yes	Yes	Yes	Yes
Dr. Alexis	Barile	3	Yes	Yes	Yes	Yes
Mitch	Brunyer	4				
Dr. Monica	Colunga	5				
Rob	Dearborn	6	Yes	Yes	Yes	Yes
Ann	Fitzgerald	7				
Gil	Gomez	8	Yes	Yes	Yes	Yes
Mary Jane	Hibbard	9				
Demetre	Howard	10	Yes	Yes	Yes	Yes
Rich	Imbriani	11	Yes	Yes	Yes	
Cleveland	Johnson	12				Yes
Kai	Lyles	13	Yes	Yes	Yes	Yes
Matt	Maeda	14	Yes	Yes	Yes	Yes
David	Parkes	15	Yes	Yes	Yes	Yes
Jim	Perry	16	Yes	Yes	Yes	Yes
Dr. Paula Hart	Rodas	17	Yes	Yes	Yes	Yes
Alicia	Seevers	18	Yes	Yes	Yes	Yes
Erika	Tejeda	19	Yes	Yes	Yes	Yes
Reggie	Thompkins	20	Yes	Yes	Yes	Yes
Total 1 = Yes			15	15	15	15
Total 2 = No			0	0	0	0
Total 3 = Abstain			0	0	0	0
Total Voters			15	15	15	15
Total Yes + No			15	15	15	15
% Yes			100.00%	100.00%	100.00%	100.00%
% No			0.00%	0.00%	0.00%	0.00%
Pass Threshold			50.00%	50.00%	50.00%	50.00%
Pass/Fail			Pass	Pass	Pass	Pass

C.I.F. SOUTHERN SECTION
Profit & Loss Budget vs. Actual (NOT FINAL)
 July 2022 through June 2023

	Actual	Budget	+ / - Budget
Ordinary Income/Expense			
Income			
SPORTS REVENUE	4,689,145.82	4,245,700.00	443,445.82
APPAREL CONTRACT	150,000.00	132,300.00	17,700.00 New Leduc contract
FRIENDS OF GOLF GRANT	47,000.00	47,000.00	0.00
INTEREST (Investments)	155,391.86	65,000.00	90,391.86 Long term investments
PUBLICATIONS	62,378.66	62,400.00	-21.34
SPORTS FEES	765,225.00	725,500.00	39,725.00 Grant off-set
SUPPORT/MARKETING INCOME	1,370,524.06	1,365,000.00	5,524.06 In-Kind estimated
TV -WEB RIGHTS CONTRACTS	648,249.00	410,700.00	237,549.00 NFHS incentive \$150K
CHAMPIONS FOR CHARACTER	91,868.00	68,900.00	22,968.00 Golf tournament +++
SPECIAL EVENTS	87,150.00	67,600.00	19,550.00 Summit + Grant off-set + HOF
Total Income	8,066,932.40	7,190,100.00	876,832.40
Cost of Goods Sold			
Cost of Goods Sold	52,555.52	51,168.00	1,387.52
Total COGS	52,555.52	51,168.00	1,387.52
Gross Profit	8,014,376.88	7,138,932.00	875,444.88

C.I.F. SOUTHERN SECTION
Profit & Loss Budget vs. Actual (NOT FINAL)
 July 2022 through June 2023

	Actual	Budget	+ / - Budget	
Expense				
SPORTS EXPENSE	3,257,378.12	3,005,214.00	252,164.12	Venues + officials + game expenses
AREA LIAISONS	44,890.13	43,700.00	1,190.13	
AUDITOR	21,700.00	20,000.00	1,700.00	Contract set post budget approval
AWARDS	85,894.29	41,300.00	44,594.29	UPGRADE: Medals & Runner Up patches
BANK/INVESTMENT CHARGES	7,368.24	6,800.00	568.24	
BUILDING MAINT. & UTILITIES	40,658.22	37,200.00	3,458.22	
COUNCIL	85,740.97	53,200.00	32,540.97	Exec Comm expenses
DEPRECIATION EXPENSE	80,000.00	75,600.00	4,400.00	Not yet final
DONATIONS	47,376.00	49,600.00	-2,224.00	
GENERAL OFFICE	36,277.50	27,600.00	8,677.50	Cash on hand to be moved into 23-24
INSURANCE & LEGAL EXPENSE	28,332.18	32,200.00	-3,867.82	
MISCELLANEOUS EXPENSE	14,336.95	2,374.00	11,962.95	Arbiter \$11K, History Project \$1.5K
OFFICE SUPPLIES & SERVICES	114,357.62	122,700.00	-8,342.38	Supplies & Services
OFFICE TRAVEL	72,487.13	38,500.00	33,987.13	NFHS 7/8 in Hawaii
PENSION EXPENSE	0.00	0.00	0.00	Post audit entry
PRESS/MEDIA	31,787.64	12,400.00	19,387.64	Scorebook Live \$30K
PRINTING/DUPLICATING	18,654.31	18,700.00	-45.69	
PUBLICATIONS EXPENSE & WASTE	31,394.41	28,300.00	3,094.41	Rule books to schools, committees & disposal
SALARIES, MEDICAL, RETIREMENT, PAYROLL TAXES	3,126,232.05	3,089,144.00	37,088.05	Vacation accrual + OT + Scale adjust
SALES/USE TAX EXPENSE	1,700.69	2,100.00	-399.31	
SPECIAL EVENTS EXPENSE	94,441.24	71,100.00	23,341.24	Potential Grant off-set
SUPPORT/MARKETING EXPENSE	168,332.43	174,200.00	-5,867.57	In-Kind estimated
TAXES - GENERAL	1,801.20	3,100.00	-1,298.80	Property
TV TO SCHOOLS	157,000.00	125,800.00	31,200.00	Good thing, more \$ to schools
CHAMPIONS FOR CHARACTER EXPENSE	50,330.71	58,100.00	-7,769.29	
Total Expense	7,618,472.03	7,138,932.00	479,540.03	
Net Ordinary Income	395,904.85	0.00	395,904.85	
Net Income	395,904.85	0.00	395,904.85	

C. I. F. SOUTHERN SECTION
Treasurer's Report
Executive Committee Meeting
August 10, 2023

I. CIF-SS ANNUAL AUDIT (2022-23):

- A. Auditors will be on site for fieldwork in October.
- B. Mitch shared “pre-audit” profit & loss earlier.

II. 2022-23 FINANCIAL NOTABLE

- A. GoFan partnership
 - 1. 2022-23 online tickets sold = 518,604 (\$207,442 revenue share)
- B. State of California Grant Distribution
 - 1. \$991,325 distributed in 2022-23
 - 2. \$1,721,000 to distribute in 2023-24

III. MEMBERSHIP SPORTS FEES 2023-24

- A. Dues are forgiven again for fiscal 2024-24, but schools still required to create list of sports and sport fee invoice at \$0 balance.
- B. Sport Fees covered by the State of California Grant distribution (approx. \$775K).
- C. Courtesy Cards issued once sports invoice is created and CIF-SS new year “splash page” items are complete.

IV. FORECAST/GOALS FOR 2023-24

- A. Athletic Administrators Summit registration now open.
 - 1. Again, NO cost to attendees.
 - 2. Covered by State of California Grant distribution (~\$50-70K).
- B. B&G Golf playoff entry fees covered by State of California Grant distribution (~\$85-90K).
- C. Select playoff venue expenses covered by State of California Grant distribution.
- D. Electronic Banking Relationship Project
 - 1. CIF-SS continues goal to “on-board” as many section schools as possible to accept ACH transfers (from CIF-SS to school) in an effort to reduce physical checks, mailing and stale checks.
 - 2. Third-party vendor is Bill.com

V. HAVE A GREAT YEAR!!!

Prepared by:
MITCH CARTY, Chief Financial Officer