



CALL FOR NOMINATIONS

As the 2023 RACC election has officially closed, the states of WA (R2), MA (R6) and GA (R8) will have vacancies effective July 1st, 2023. To ensure states will have new SACCs in office in time for this transition, the National Office will be opening up a call for nominations for these positions.

STATE ADMINISTRATIVE COMMITTEE CHAIRMAN (SACC)

CRITERIA FOR NOMINATIONS: Article V – Section L of the Women's Program [Operating Code](#)

1. Must be a member of the Women's Program
2. At least 21 years old
3. In good standing for a minimum of two (2) consecutive years immediately prior to the nomination
 - Defined as a person who has complied with all aspects of the program as outlined in the *Rules and Policies*, including having a current (not expired) USA Gymnastics membership.
4. Must have been active within that State's program for a minimum of two (2) consecutive years.
5. 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.

CALL FOR NOMINATIONS

- May 17th (12:00 pm EST) – May 31st (11:59 pm EST).

I nominate: _____ Region: _____

Nominators name: _____ Nominators USAG #: _____

Nominations are to be sent the Regional Administrative Committee Chair **no later than the submission deadline of 11:59 pm EST on May 31st.**

Region 2: Marian DeWane – r2racc@gmail.com

Region 6: Kathy Ostberg – region6usag@gmail.com

Region 8: Deb Kornegay – debgk@me.com

VOTING / ELECTIONS

- June 1st (12:00 am EST) – June 15th (11:59 pm EST)
- State Administrative Committee Chairmen (SACC) shall be elected by a vote of the Women's Program membership within each State.
- Online at www.usagym.org

To ensure that their vote can be counted, each voting member should make sure of each of the following:

- That their address is current (specifically the State)
 - That they know their personal User ID
 - That they know their password
 - That their membership, safety certification and background check must be fully processed and current.
- If you have any questions regarding your voting privileges, please call the USA Gymnastics Member Services – 1-800-345-4719.



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STATE ADMINISTRATIVE COMMITTEE CHAIRMAN (SACC)

TERM OF OFFICE

- **July 1st, 2023 (12:00 am EST) – June 30th, 2026 (11:59 pm EST)**

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 the Regional Administrative Committee Chairman.

Duties and Responsibilities:

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 Development Program Committee Chairman (RDPCC) and the Regional Technical Committee Chairman (RTCC) to effectuate 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 Sectional and State Championships in their state, at least once per year.
- G. Conduct the annual state meeting of Women's Program members, when necessary.
- H. Submit financial reports to the Chief Financial Officer or his designee as directed.
- 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) and the Regional Development Program Committee Chairman (RDPCC) 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.



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- O. Shall be accountable for all state funds and publish each year the financial statement reflecting activity as of July 1 – June 30. Failure to comply with the following policies and procedures results in notification to the Regional Administrative Committee Chairman. Non-compliance may result in removal from office. See Article X – Removal.
 - Credit card expenses must be reconciled with a check request monthly. A period of 90 consecutive days or 3 months of statements without reconciliation results in de-activation of the credit card until the expenses are brought up to date.
 - Financial accounts, including reporting on meets, recording deposits, and submitting credit card expenses must be in good standing for the Chairman to be eligible to run for election in the next term.
- P. Provide for a State Administrative Committee, the number and type of positions to be determined by each state, 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. After due investigation, corrective measures shall be recommended by the National Administrative Committee Chairman (NACC).
- R. The e-mail address published in the Women's *Rules and Policies* Program Directory is required to be current and checked regularly. Failure to respond to communication within 14 days will result in notification to the Regional Administrative Committee Chairman. A letter advising the individual of their failure to comply will be sent. The individual will be given 14 days to respond to the letter. If no response is received, removal will be considered. See Article X – Removal.
- S. Publish a newsletter as necessary (or as directed by the Regional Administrative Committee Chairman (RACC)). This newsletter shall include new information related to the USA Gymnastics program, results of competitions, dates of events, official bulletins from committees.
- T. Send state newsletters to the membership of the state, and to the Development Program Director and the National Development Program Committee Chairman (NDPCC), the National Administrative Committee Chairman (NACC), and the National Technical Committee Chairman (NTCC).
- U. 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.