The meeting was called to order at 7:06 PM by the president, Greg Cunningham

Attendance
Joyce Albert, Joe Bowden, Scott Caron, Josh Cohen, Greg Cunningham, Sue Hennessey, Lisa Honeyman, Jim Honeyman, Sheryl Kaczmarek, Tammie Ruda, Chris Sheldon and PJ Wexler.

Agenda MSDL Board Meeting 9/21/2020

1. Formal vote to fill At-Large position (Tammie Ruda of Walpole will finish out the current term).

   Motion: Cohen
   Second: J. Honeyman
   Result: passed without objection

2. Updated technology guidelines (Joe).

   • We have our general guidelines from our experience with States.
   • We need to update in regards to the NSDA platform - but we need experience to know what to include. We may want to tell people to look at the NSDA documentation rather than duplicating efforts.

   SUGGESTIONS FROM KAZ
   • Kaz worked in PF at Duke and suggested we talk to David Yastremski to get his take on speech-related tips regarding speech. This past weekend the platform was far more stable than the previous weekend. (The problems from earlier were identified and fixed.)
   • Shutting down the computer completely and clearing cookies upon reboot can be helpful if things start to go awry.
   • Using the app on phones is a good solution that takes care of home wifi issues. (Because phones don't need wifi).
   • If judges are having issues, suggest they turn cameras off.
   • Have a tech check time (10 minutes) prior to round time to check sound/video. That way if there is a problem, there is a bit of time to resolve identified issues.
   • Have judge press "start" as soon as they receive their ballot.
   • PF coin flips have been fixed and work now

   Checking Rooms for judges and competitors

   Check "Campus Rooms" screen: You can see who has cameras on. (Green check) Red dot means camera not on.
   BUT, it is also important to visit the rooms to be sure the people are **actually** there. (They could have their computer on but have left).
   Room checkers coming in and out of room may show up on screen. We need instruct people use "Speaker View" and to ignore people coming in to check rooms.
   In rounds with panels of judges, only one will have a green check. So physically visiting the rooms is important to be sure all judges are there and online.

   • Room checker's job: To give limited access: Select "By event."
   -- You can give "Event Admin" access. Then they can only mess with the one event.
   -- "Entry Only" is a sufficient amount of access for people to check rooms off pairings.
   Use another platform like Slack to communicate with each other about missing folks in rooms.

This weekend at the MSDL debate tournament, Joyce & Greg may try out a few things when rooms are not being used.

3.   Updated Judge training (Chris)

   • Until we know more about NSDA Campus, we will use our script from States + some screen shots from our trial tournament. He'll also update the script.
   • Need to be sure to tell judges when to press "start"
   • After he judges at Yale, Chris will update the manual
   • Br. John made a video. Maybe we can reach out to him to get a copy.

4.   Need for league-wide formal judge training prior to either tournament? (Greg)

   • Should be enough to send video to experienced judges (send out Oct 7 after registration closes).
   • Chris will run a league-wide speech judge training some time **before** November 14
   • On Friday, October 9, Joyce and Chris might be able to make themselves available online for questions

   Jim let folks know that the MSDL has purchased a webinar that can be used for judge training.

5.   Debate tournament on 9/26 (Josh)

    • Tim will do judge briefing on 9/26
    • PF Tab: Gabriel & Jim Mennick
    • LD Tab: PJ, Sheryl & Jim Mennick
    Josh will be room checker
    Joe is going to be in charge of Congress
    MSDLdebate@gmail.com for people who are panicking
    There will be an official in the judge lounge, too
    • Josh asked for 3 Zoom rooms (Jim will take care of that)
    • Josh will purchase NSDA campus rooms tomorrow.
    • This tournament is extremely small

6.   Speech tournament on 10/10 (Joyce)

   • Joyce said she'll stop in on Saturday (9/26) to see how things are going. Otherwise, she's all set for now.
   • Extemp prep: we discussed several options, but have not set on one yet

7.   Medal distribution (Greg)

   • Greg ordered 1200 medals @ approximately $3.50 for MSDL tournaments. They should be ready within a week or so.
   • Greg will ask coaches from "big schools" to pick up a bunch of medals. Joyce & PJ will look back at past years to identify approximately how many medals to give to schools to start with.
   • Jocye will track medal distribution on a spreadsheet and also mail the "plaques" that go on the back of the medals to coaches at regular intervals.

8.   Insurance update (Greg)

   • Marc Rischitelli has been enormously helpful in guiding Greg through this process! (Thank you, Marc!).
   • It will cost us approximately $625 for basic liability coverage.

Motion to buy this insurance: Bowden
Second: Albert
Result: passed without objection

9.   Update tournament sanction form (Greg)

• We need forms for the 2 Lexington tournaments and possibly for the M-E tournament. • • We'll need to add a line that says something along the lines of: "This will be an online tournament run by the school." Greg will take care of this.

10.   Novice tournament: Should we utilize student judges, or might this be a good opportunity for adult judges to get some experience with NSDA Campus in a lower-stakes environment? Judge training session?. Student demos and/or roundtable discussion on handling online performances. Since we don't have awards at the Novice, I would see this session as closing out the day. (Joyce)

JUDGING
• On the debate side, there is a desire to have experienced students judge the inexperienced students.
• Requiring adult judges at the novice tournament may make it harder to find enough judges.
• Learning opportunity for student-judges to see what it is like to judge virtually
• Beneficial for novice students to be judged by people who know the events well.
• Each Tabroom staff member can supervise multiple rooms at one time using tabs on our screens, so we can keep "tabs" on what is going on in the rooms.
• What students get back is essentially ballots, not scores. Some rounds may have two judges, some may have one.
• This may be a good chance for knowledgeable judges to learn the platform.

JUDGE TRAINING
• Do we want to try to do this online 'at" the novice tournament this year?
• We are going to take that "off" the plate and Chris's judge training will take its place.

AFTER FIRST ROUNDS
SPEECH
• Examples: OO, EXT, + reading event perform
• Then, maybe a round table discussion? A panel of experienced students talk about "tips and tricks" for students doing tournaments online.
CONGRESS
• Ballot writing session
DEBATE
• Gets in another round

New Business

• PJ announced that he is now teaching in Woburn (Math & History)
• Greg is going to write a letter to post on the NSDA website on behalf of the MSDL as a testimonial to "it doesn't have to be perfect to be good," using our state tournament as an example.

Next meeting: Monday, October 19 at 7:00 PM.

Motion to adjourn: Albert
2nd: Cohen

The meeting was adjourned at 8:47 PM.

Respectfully submitted,

--Lisa Honeyman

Clerk/Secretary