

**APPENDIX K:
CENTRAL ZONE CHAMPIONSHIP MEET
MEET DIRECTOR'S SUMMARY REPORT**

INSTRUCTIONS: The Meet Director shall complete this Report and submit it to the Zone Directors and the Championship Meet Coordinators within twenty (20) days after the Meet.

1. Positive aspects of the meet: _____

Officials, Coaches, athletes, and spectators were friendly, supportive and worked with us to accommodate changes when possible. Not all requests could be accommodated. Competition went smoothly. Referee worked with Coaches on rectifying questions quickly as they arose. Many seemed to be having a good time at the facility and in town.

2. Suggestions for improvements: These are specific for WF site.

At least 4 stations for premeet sales and pickup of pre-ordered tickets. More credit card stations for on-site ticket sales during prelims. Assign locker rooms if possible. Work with facility on concessions options to have sandwiches and smoothies. Better outdoor signage for parking and buses, work with city on traffic flow for leaving parking lots. More flexibility in check-in times for teams to accommodate travel delays/ early arrivals. Host team figure out live-stream if facility does not. A volunteer dedicated to online updates. Block off awards area until all are on stands and parents can get pictures taken. Serve meals 30 min earlier.

3. Suggestions to help future meet hosts: _____

Have extra floater volunteers at each session to "do anything". Not sure it's possible to have "too many" volunteers on check-in day.

4. Suggested changes to meet format or procedures: _____

Suggestions on getting participants for the premeet conference calls. Allow the timed-finals sessions to be seeded for the meet program; prelims and finals can be picked up with their presold program as they enter. Use seed times, even if non-conforming, for the 800 and 1500.
