

2026 PSCFA Cool-Off - Coaches Meeting Agenda

April 25, 2026 - 1:00 pm

Cypress College

9200 Valley View Dr., Cypress, CA 90630

Room Humanities 217

Proxy Votes:

- I. Approval of 2025 Coaches Conference [Meeting Minutes](#)
- II. Coaches Conference Bids Appendix A – 2026
 - A. Omni Rancho Las Palmas - Rancho Mirage
 - B. Hilton - Palm Springs
 - C. Embassy Suites - Temecula
- III. PSCFA Executive Board
 - A. Vice-President Elections – 2-year term
 1. Mikayla Holzinger
 2. Other nominations
 - B. Secretary - “3” year term (1st-year shadow, 2 years secretary, 1-year mentor)
 1. Jen Page
 2. Other nominations
- IV. Tournament Calendar
 - A. Appendix B: 2026-27 Tournaments/Dates
 1. Updates - you can update it [here](#).
 - a. Please, note if the tournament is to be held virtually (synchronous/asynchronous) or if it is still an undetermined modality.
- V. PSCFA- 2026-2027 -Tournament Hosts Bids
 - A. Seminar: September 19 or 26, 2026 (??)
 1. OCC?
 - B. Warm-Up: September 26-27, 2026
 1. El Camino College
 - C. Fall Champs: December 4-6, 2026
 - 1.
 - D. Spring Champs: February 19-21, 2027
 - 1.
 - E. Cool-Off, April 24 – 25, 2027

1.

VI. Treasurer's Report
Appendix C

VII. Discussion Items - Being Brought to the Coaches Conference in September

VIII. Action Items
A. Nick Matthews - Appendix D

IX. Website Manager
A. F.R.E.D. update

X. Announcements

Appendix A

Coaches Conference bids

Property	Location	Room Rate (including taxes/fees)	Parking	Meeting room rental
Omni Rancho Las Palmas	Rancho Mirage	\$229.00 (\$287.52)	\$11	\$2600 + tax
Hilton Palm Springs	Palm Springs	\$199.00 (\$235.86)	\$30	\$2700 + tax
Embassy Suites Temecula	Temecula	King: \$269.00 (\$301.80) 2 Double: \$289.00 (\$324.24)	\$10	\$1700 + tax

RFP was for a room block of 64 room nights (32 rooms/night) with 80% attrition, meaning the organization is responsible for covering unsold rooms if fewer than 27 rooms/night are booked through the block.

The room block is smaller than last year because we cannot afford a repeat attrition bill. If the room block fills, we can request more rooms, but additional rooms may not be at the same price.

Nick's thoughts

- Y'all know the Omni. Not much to say about that.
- Hilton Palm Springs is slightly cheaper (especially if you're carpooling) and a slightly shorter drive. It's not a bad location, very walkable to a lot of restaurants and shops.

- Embassy Suites Temecula has the highest effective nightly rate but offers *significantly* cheaper meeting space, free cooked-to-order breakfast, and two free drink tickets per adult per day (so the new coaches reception largely pays for itself). Lots of restaurants around including Old Town Temecula a short drive away.
 - San Diego folks: most of y'all have an out-of-county + 50 mile perimeter rule and Temecula is outside that. But feel free to double check your APs. (Cal States shockingly have a 25 mile rule).

Appendix B

PSCFA Tournament Calendar
2026-2027

[Please Update The Calendar](#)

Appendix C

C.R.E.A.M. (Cool-Off Retrospective: Expenditures, Assets, & Metrics)

Highlights:

- Our overall financial position remains satisfactory. We are well below the \$45-50k danger zone for non-profits. We have suitable reserves and we continue to reduce our on-account balance.
- We are running a deficit this year.
 - Fall Champs was our only revenue-positive event.
 - The Coaches Conference was exceptionally expensive due to a **~\$3000 attrition penalty for not filling our room block**. All the PSCFA officers also had to have the organization cover their rooms (but these would have turned into attrition penalties anyway, so there was no impact to the organization).
- For 2025-2026, we have collected 100% of fees assessed for the Coaches Conference, Warm-Up, Fall Champs, and Spring Champs. **There are zero delinquent invoices from this season.**
- There was only one instance of a school failing to meet with me on their fee collection day.
- Pretty much all of our finances are digital now. Less paper waste and no more storage unit.

2025-2026 PSCFA revenues and expenses (unaudited)

Event name	Total fees	Settled	Unsettled	Revenue (minus waived fees and credit)	Expenses	Net
Coaches Conference	\$ 1,940.90	\$ 1,940.90	\$ -	\$ 1,940.90	\$ 8,427.49	\$ (6,486.59)
Warm-Up	\$ 6,343.00	\$ 6,343.00	\$ -	\$ 5,531.00	\$ 6,575.92	\$ (1,044.92)
Fall Champs	\$ 30,623.00	\$ 30,623.00	\$ -	\$ 28,606.00	\$ 20,888.14	\$ 7,717.86
Spring Champs	\$ 17,562.00	\$ 17,562.00	\$ -	\$ 15,916.00	\$ 17,317.36	\$ (1,401.36)
Cool-Off			\$ -			\$ -
Overhead			\$ -		\$ 3,524.91	\$ (3,524.91)
Total	\$ 56,468.90	\$ 56,468.90	\$ -	\$ 51,993.90	\$ 56,733.82	\$ (4,739.92)

Bank of America total account balance:

4/20/2026: \$32,775.43

4/20/2025: \$35,283.68

On-account balances held by PSCFA:

End of 2024-2025: \$13,601.56

Current 2026: \$8,070.34

School credits (future liabilities):

End of 2024-2025: \$2692.00

Current 2026: \$3668.50

Appendix D

Treasurer proposals for Cool-Off:

Proposal 1: Bylaws—Special Association Awards

V. The PSCFA Speech and Debate Scholars Award

A. PSCFA remains committed to the promotion of the academic excellence of our students. By January 1, the President will send out an email accepting applications for the Scholar Award.

B. Students who have participated in at least three tournaments during the academic year prior to February 1, and who have a cumulative GPA of 3.75 or better are, eligible to be named to the PSCFA All-Conference Academic Team.

C. The Director of Forensics of any PSCFA School shall ~~provide a letter~~ **submit an online form** containing the names of eligible students by February 1. The ~~letter form~~ shall list the three or more tournaments. The submission shall also include a copy of a transcript for each student verifying his or her GPA. The ~~letter form~~ shall be sent to the ~~President~~ **Treasurer** of PSCFA.

D. Awards will be presented at Spring Championships. The cost of the plaque (\$15 \$30) shall be included in the fees for the school. If the school does not attend the Spring Championship tournament, a check made payable to “PSCFA” will be sent to the ~~Executive Secretary~~ **PSCFA Treasurer**.

E. The PSCFA President will send a letter of commendation to each institution’s President and school newspaper within 30 days.

Rationale:

- Collecting Scholars award nominations via online form will make it easier to keep track of nominations. It will also reduce the likelihood of mistakes on the plaques, particularly with respect to students’ preferred names being used.
- Since the Treasurer orders the plaques it makes more sense for them to collect and verify the nominations directly.
- The cost of the Scholars plaques has risen. We are currently charged \$25 + tax per plaque. Increasing the fee to \$30 will ensure the organization is not subsidizing this award.

Proposal 2: Bylaws—Annual Dues

SECTION 1. Annual Dues

The annual dues shall be paid at the Fall Champs Tournament. **Schools not participating in Fall Champs shall pay annual dues at either Spring Champs or the Cool-Off, whichever they attend first.** The annual dues entitle member schools to attend all PSCFA tournaments and obtain PSCFA membership roster. Annual dues amount to \$50 per school per year.

Rationale: We historically have assessed dues at Fall Champs as this is our most well-attended tournament. However, all schools competing in PSCFA tournaments should pay dues for the academic year regardless of whether they attend Fall Champs or not. This provision would clarify that annual dues can be collected at Spring Champs or Cool-Off, as appropriate.

VIII. RESPONSIBILITIES OF JUDGES

A. All Hired Judges & ICC's (Institution Contracted Critics) must sign PSCFA Judge Payment Form (W-9) and specific tournament paperwork to receive payment by check or Zelle.

a. Any school paying tournament fees via credit card shall be assessed a 4.71% surcharge for all ICC judge payments.

B. Schools with individuals who earn more than ~~\$599~~ \$1999 per academic year in ICC judging fees will be charged \$25 per overage to cover Tax Form 1099 preparation.

Rationale:

- We pay most judges through Zelle now.
- When a school pays fees through FTN, Danny charges PSCFA a 4.5% processing fee. (This is separate from the 4.5% processing fee charged to individual schools). Functionally, this means that if a school has ICC judges and pays via credit card, PSCFA loses 4.5% of what they paid the judge. Setting up a 4.71% surcharge on the front end will offset this. (And yes, that 4.71% surcharge would be on top of the 4.5% FTN surcharge...if you have lots of ICC judges and your program isn't able to light money on fire, you might want to consider paying us via cash or check instead of credit card).
- The IRS is increasing the 1099 threshold to \$2000 starting in tax year 2026.

III. FEES

Fall and Spring Champs Fees

School Fee - \$35.00 for 1-5 students

\$40.00 for 6-10 students

\$55.00 for 11+ students

Facilities Fee- \$35 per school

Wellness Fee -

~~\$20.00 for 1-5 students~~

~~\$25.00 for 6-10 students~~

~~\$30.00 for 11-15 students~~

~~\$35.00 for 16-20 students~~

~~\$40.00 for 21-25 students~~

~~\$45.00 for 26-30 students~~

~~\$50.00 for 31-35 students~~

~~\$55.00 for 36-40 students~~

~~\$60.00 for 41-45 students~~

~~\$65.00 for 46-50 students~~

~~\$70.00 for 51-55 students~~

~~\$75.00 for 56-60 students~~

~~\$80.00 for 61-65 students~~

~~\$85.00 for 66-70 students~~

~~\$90.00 for 71-75 students~~

~~\$95.00 for 76-80 students~~

~~\$100.00 for 81-85 students~~

~~\$105.00 for 86-90 students~~

~~\$110.00 for 91-96 students~~

~~\$115.00 for 97+ students~~

Wellness Fee: \$6 per student per day.

B. Warmup and Cool-Off Fees

School Fee - \$25.00 for 1-5 students

\$30.00 for 6-10 students

\$35.00 for 11+ students

Individual Events - \$6.00 per entry slot

Duo Interpretation - \$12.00 per team

Wellness Fee: \$6 per student per day.

Rationale:

- Wellness is the largest tournament cost by a significant margin—more than double that of trophies. Inflation has steadily driven up the cost of food.
- While entry fees help to cover overall tournament costs, the current wellness fee structure underfunds the wellness budget.
- o Only \$1210 in wellness fees were collected at 2025 Fall Champs versus \$6690.50 in wellness costs.
- o We also do not currently collect any wellness fees at the Warm-Up or Cool-Off. The Warm-Up ran a \$1000+ deficit this year.
- The fee structure is also regressive. The largest schools pay the least per student.
- o Example: a school with 43 students would pay \$60 (\$1.40 per student) while a school with 8 students would pay \$25 (\$3.13 per student).
- o Additionally, the fee is charged per student regardless of how many days they attend. The student who eats meals on all three days is charged the same as the student who only attends one day.
- A \$6/student/day surcharge would significantly raise revenues to pay for wellness.
- o At Fall Champs it would have raised an additional \$4000 (\$5232 total) compared to the current fee structure.
- o At the Warm-Up it would have eliminated the deficit the tournament ran.
- Would this fee increase raise costs for schools—yes. That school with 43 students would have gone from paying \$60 to paying \$312.

Proposal 5: Rules and procedures—Tournament host

II. Tournament Host

Food for judges and the tab room

The tournament host will provide vegetarian-friendly meals for students, judges and the tab room. PSCFA will reimburse a maximum of ~~\$7000~~ \$10000 for Fall Champs and ~~\$6000~~ \$8000 for Spring Championship Tournaments; ~~\$3000~~ \$3500 for Warm-Up; and \$3000 for Cool-Off Tournaments. Host school will provide receipts for these expenses. ~~Tournament Hosts for Fall and Spring Champs will be allocated \$500 plus wellness fees to provide snacks (e.g., fruit, bagels, water, etc...) for students (Warmup Host will receive \$200 for this purpose).~~ The Host will provide the food at a time and distribute in a manner which best ensures all coaches and judges are given the opportunity to receive the food (as close to a time between rounds as possible). The Executive Treasurer and/or Secretary is authorized to provide an extra \$200, if there are extenuating circumstances.

Rationale:

- I do not recommend passing this proposal unless Proposal 4 is also passed.
- Struck the language re: separate snack budget for students. Added language to clarify that students are served meals, which is current practice.
- Inflation has made it extremely difficult for hosts to stay within the current budget. Increasing the wellness budget will allow tournament hosts to provide higher-quality food options for all participants.