

Eagan Athletic Association - Board Meeting Minutes			
Thursday, July 31, 2025, 6:30 p.m.			
Eagan City Hall, Eagan Room			
President, Aaron Reykdal		Director of Basketball, Emily Ruhsam	X
Vice President, Dan Sagstetter	X	Director of Cross Country, Ben Weidenfeld	X
Treasurer, Megan Brewster	X	Director of Football, Chris Thole	X
Administrative Officer, Katie Bailey	X	Director of Lacrosse, Jason Oberhamer Proxy: Shannon Braun	X
Director of Business Development, OPEN		Director of Soccer, Mike Langley	
Director of Facilities, Todd Wrucke		Director of Softball, Chris Parnell	
Director of Program Initiatives, OPEN		Director of Track, Sara Delgado	X
Director of Marketing, Elizabeth Kmety		Director of Rugby, Eric Curtin Proxy: Jon Smith	X
Director of Sport Programs, OPEN		Director of Volleyball, Sara Sykora	X
Director of Web Strategy & Support, Mike Peterson		Director of Wrestling, Katie Rowekamp	X
At-Large, Josh Estes	X	Director of Baseball, Eric Kraushar	X
At-Large, Matt Shands	X	Director of Ultimate Frisbee, Alicia Carr	
Financial Assistant, Briana Klaus		Guest: Mike Ramirez, City of Eagan	X
Business Interface Rep, Heather Lorentz	X		
Administrative Assistant, Erikka Anderson		Public Attendees: none	

Meeting Minutes – Thursday, July 31, 2025

X – indicates attendance

Meeting was called to order by Dan Sagstetter at 6:33 p.m.

City of Eagan Update – Mike Ramirez

- NV construction will begin next week.
- City is painting park bins, will need keys so please work with Paul if asked.
- All invoices for spring and summer should be into Megan with EAA.
- Football field and DHMS track should be done and ready.
- NV flag fields should be lined out and ready. Six fields will be there this season.
- Food Truck is one week away. Will get signs printed and try to put them out early. Open at 4pm, hit the food trucks early to avoid lines.
- February would be a good time for a sit down to discuss future needs with Todd Wrucke (EAA Facilities) as primary contact.

Administrative Business:

- May 2025 EAA Board meeting minutes
 - Eric Kraushar motioned to approve the May 29, 2025 meeting minutes and Emily Ruhsam seconded the motion. Motion Carried. The minutes will be posted on the EAA website.

Committee Updates:

- Finance Committee — Megan Brewster
 - 2024 Audited Financials, Form 990 and 990T and findings by LB Carlson
 1. Statement of Financial Position:
 - CD withdrawals at the time of maturity equaled about \$10k for the year.
 2. Statement of Activities and Changes in Net Assets:
 - Tournament revenue decreased about \$16k in 2024 due to decrease in tournament revenue for travel baseball and softball.
 - Facility gym rental costs up mainly due to increased Basketball gym rental expense
 - Coach Stipend expenses were up \$18k due largely to the addition of girl's lacrosse (which was previously managed by another association).
 - Uniform expenses up \$40k due to football, lacrosse and travel baseball.
 3. Notes:
 - Note 1 - N points out that EAA is currently appealing the MN Dept of Revenue's withholding audit related to classification of workers for 2018-2020. Verbiage might need to be adjusted if the case is resolved prior to filing the findings of the audit.
 - Note 3 - F provides details of the addition of recognizing the SE payment processing fees that families pay when registering in the EAA financials. This is a net zero effect on the P&L and just adds transparency of process on financial reports.
 - Note 4 shows the reduction of participation fee from \$25 down to \$20.
 - Note 5 shows the 2024 UBIT amounts calculated and paid
 - Note 6 shows \$28k holding funds for potential shed project. Funds have been set aside since 2014.

4. Other:
 - New Schedule L for 2024 to cover grants and donations to other organizations exceeding \$5k.
 - EAA Board may want to revisit the funds held for various projects due to the time that has passed since set aside. This would require a board vote to release the money.
 - The Internal Control Letter has the same suggestions as prior years: Segregation of duties. The auditors understand that due to the size of EAA it is not feasible to completely segregate duties without adding in multiple staff members; statement has to still be included though.
 - The finance committee has reviewed the documents and recommended them for approval by the EAA board.
 5. Motion to approve 2024 Financial Statements, 2024 Form 990, and 2024 Form 990T as presented by the LB Carlson auditors at the July EAA Finance Committee Meeting was made by Eric Kraushar, seconded by Josh Estes. Motion carried.
 6. Affinity CD maturing August 15, 2025. Megan recommends renewing the CD at the highest rate available for 18 months or less. Getting close to \$250,000 and will need to withdraw \$10,000 first. Motion made by Matt Shands to proceed as stated, seconded by Eric Kraushar.
- Marketing & Technology Committee — Dan Sagstetter
 - Did not have a meeting this month. However, committee has been working on the Food Truck Festival.
 - Unsure about participation in the Halloween Trail Walk this year. Will check back in August. Event is well attended, just not everyone is from Eagan.
 - Executive Committee — Dan Sagstetter, Katie Bailey
 - MN Dept. of Revenue Audit Update – Dan Sagstetter
 - Recent recommendation is more cost effective and EAA has given authority to move forward.
 - Food Truck Festival Committee- Matt Shands
 - Committee has decided on three vendors and will charge \$7/beverage.
 - Aaron will acquire the change from the has two card readers.
 - Non-profit paperwork may need to be filled out for the vendors.
 - EAA location will be right under the pavilion.
 - Patrons will have ID's checked, get a wristband, pay and get tokens then use tokens to get their beverage.
 - EAA will be invoiced after the event from the vendors.
 - Open soccer director – Katie Bailey
 - Candidates identified and discussion are continuing.
 - City of Eagan and District fields/capital plan – Dan Sagstetter
 - Parents should be encouraged to express what they think would be helpful for the City to spend its money on in terms of field and space improvements.

- Space will always be at a premium, looking at ways to be more functional or other options.
- BCBS fields discussion is on-going.

General Updates:

- Facilities Update – Todd Wrucke, absent emailed in update
 - Todd met with the district and discovered they are not taking EAA into consideration with the new building that's going up replacing the concession stand. He followed up with Sam last week and he said that their legal team is reviewing and they're looking at options. Pipe issues may require the shed stays where it is.
 - Suggested using Booster clubs when possible as they are viewed with higher priority with district scheduling than EAA and have more workarounds for space.
 - Sport directors indicated requesting space seems like a shot in the dark when requesting from the district. Can't see any calendar to know what's available up front, which causes a lot of back and forth.

- Scholarship process overview- Heather Lorentz
 - A copy of the current Scholarship Policy was included in the meeting invite for review.
 - All scholarship requests should begin at the EAA level with a completed application submitted to scholarship@eaasports.org.
 - To qualify for a scholarship, family must live within the participation boundaries of EAA and also qualify for free/reduced lunch program or the Dept of Health & Human Services Temporary Assistance for Needy Families. (TANF)
 - If family does not meet the qualifications for EAA scholarship assistance, then the program can offer a program scholarship to go toward the registration fee that is paid for out of their budget.
 - Important to ask questions and understand the need.
 - Ask family what amount they can pay.
 - Larger sports have fund balances to support program funded scholarships, while the smaller sports do not.
 - Once families have received assistance, they tend to continue requesting.
 - EAA budgeted \$4500 for the scholarships this year and have used \$1750 through June. (does not include fall sport data)

- Policy for requesting district space – Heather Lorentz
 - ISD 196 has asked EAA and its fall sports using gym space (basketball and volleyball) to complete a template for each sport with season dates, number of teams, requested nights for practice and duration, preferred practice locations and amount of gym space needed (A/B/Café).
 - This template was distributed to the program coordinators to fill out and then was reviewed by the EAA Admin/BIR and submitted to the district.
 - This is a trial run of this process to see if it makes coordination easier for all involved. Previously, each sport would use the online form or directly email the district, so trying to put all needs in one concise document to refer to.
 - District will provide feedback once we get through one iteration of it.
 - An EAA Permitting Policy is recommended to outline the guidelines and process of requesting space.

Program Updates

Baseball – Eric Kraushar

- Last week of season. August classic coming up. In House Jamboree had 500 kids participating. Meeting with head coaches of travel programs for feedback. Tryouts in five weeks for next season. Meeting with City about field needs. Program is growing. Meeting with softball to come up with a plan. End of season survey will be coming out this weekend. 12U will be doing Cooperstown next year.

Basketball Update – Emily Ruhsam

- Travel and IH 1-3 open. Coach interviews have started and decided to do four paid coaches this year.

Cross Country – Ben Weidenfeld

- 120 runners, if program continues to grow may have to consider splitting up boys and girls.
- Utilizing volunteers from Nike, approximately 15 of them.
- Practice starting next week.

Football – Chris Thole

- Registration is officially closed. Five-year high registration of 599 this season.
- Tackle evals wrapping up this week. Flag evals are this weekend. Coaches orientation will occur after evals are over.
- SMFL in its second year.

Lacrosse – Jason Oberhamer – Proxy: Shannon Braun

- Season is wrapping up. Hosted state tournament at EHS last weekend.

Rugby – Proxy, Jon Smith

- Board member and boys high school rugby coach.
- Four programs –
 - K-5 (Dragons) consistently had 100 kids over past years. People looking for summer and winter programming and might be looking at dome time.
 - MS program more of a jamboree style.
 - Boys program had a tough time getting out of covid and trying to rebuild with 18 kids this year, no seniors so will have core group return next year. Girls program had 27 girls, biggest program in the state. Won 4th straight state title. Won both Division 1 and Division 2 titles.

Soccer – Mike Langley – absent, emailed in update

- Fall season starts week of August 18th. We ended up with 876 players which is down about 60 from last fall but did not offer late registration period. Partnership with Eastview has expanded to include Valley Athletic Association. Splitting up Co-Ed 7/8/9 graders was well received change from the spring.

Softball – Chris Parnell – absent, emailed update

- NAFA went well and had strong revenues. Currently forming fall teams. MN Stars tryouts next week.

Track Update – Sara Delgado

- Offseason, no current update.

Ultimate Frisbee – Alicia Carr – absent, emailed update

- Currently in the off season. Alicia is working with a group of parents and supporters to build a board. Things are going well with that and is optimistic for the extra support for the kids and the program.
- Fall registration numbers looking to match or come close to last year's participation for both HS and MS.

Volleyball Update – Sara Sykora

- Girls travel tryouts are 7/31 with over 100 registered. Expecting cuts as 70 will make a team. Will have 4-12U teams and 3-14U teams.
- Boys travel has a new director in place. Season starts 9/21. Signed up for three tournaments through Northern Lights. Registration is open.
- IH has 191 registered. Have enough boys registered to have four boys teams.
- JO tryout date has been set. Needed to increase their budget due to increase in tournament fees.

Wrestling – Katie Rowekamp

- Budget approved and will be figuring out registration details. Have to be creative this year on how and when program can use wrestling room. Will be losing about an hour a week, may cut down younger group by 15min and overlap with older kids.
- Session 1 is K-5, 2nd is K-8th grade.
- One of the coaches is on the wrestling booster club and asked for EAA Wrestling to get a cut in the tournament profits. Trying to build a relationship with the boosters.

Open Air (all):

- Incident report form when there is an injury. Megan will check with insurance to see if there is a form.
- 100% Advisory Haircuts would like pictures of EAA teams to hand in their business.

Meeting adjourned at 8:45 pm by Dan Sagstetter.

Reminders:

Marketing Committee 7:00 p.m. Zoom (3rd Monday, Odd Months)	Finance Committee 7:00p.m. Zoom (2 nd Monday, Odd Months)	EAA Board 6:30 p.m. City Hall (last Thursday, Odd Months)
September 9	September 8	September 25

Committee Assignments:

Finance

Aaron Reykdal, President (Chair)
Megan Brewster, Treasurer (Vice Chair)
Erik Kraushar, Director of Baseball
Chris Thole, Director of Football
Katie Rowekamp, Director of Wrestling
Emily Ruhsam, Director of Basketball
Alicia Carr, Director of Ultimate Frisbee
Todd Wrucke, Director of Facilities
OPEN, Director of Sport Programs
Katie Bailey, Administrative Officer,
Josh Estes, At Large
Matt Shands, At Large

Marketing

Elizabeth Kmety, Director of Marketing (Chair)
Dan Sagstetter, Vice President (Vice Chair)
Sara Delgado, Director of Track & Field
Chris Parnell, Director of Softball
Sara Sykora, Director of Volleyball
Eric Curtin, Director of Rugby
Mike Langley, Director of Soccer
Ben Weidenfeld, Director of Cross Country
Jason Oberhamer, Director of Lacrosse
Nick McCallum, Director of Bus. Development
OPEN, Director of Program Initiatives
Mike Peterson, Director of Web Strategy & Support