

Eagan Athletic Association - Board Meeting Minutes

Thursday, May 20, 2021

President, Trudy Kenney	X		Director of Basketball, Clay Fandre	X
Vice President, OPEN			Director of Cross Country, Tina Wrucke	X
Treasurer, Megan Brewster	X		Director of Football, Josh Anderson	X
Administrative Officer, Nathan Krahn	X		Director of Lacrosse, Jason Oberhamer	X
Director of Sponsorship, OPEN			Director of Soccer, Lori Wohletz	X
Director of Facilities, Greg Byrne	X		Director of Softball, Mike Mondelli	X
Director of Program Initiatives, Amanda Becker	X		Director of Track, Kathy Windels	X
Director of Marketing, Cole Helgeson	X		Director of Rugby, Eric Curtin	
Director of Sport Program, Craig Pluff			Director of Volleyball, Beth Sagvold	X
At-Large, Jacki Stalboerger	X		Director of Wrestling, Erin Day	X
Director of Public Relations, Kathy Jalivay	X		Director of Communications/Secretary of Baseball, Brigitte King (for Rob Emerson, Director of Baseball)	X
Secretary, OPEN			Director of Ultimate Frisbee, Alicia Carr	X
Financial Assistant, Briana Klaus			Director of Coaches, Jeremy Doyle	X
Business Interface Rep, Lisa Johnson	X			
Administrative Assistant, Erikka Anderson	X		Guests: Jonathan Moore	X
			Public Attendees: Aaron Kapaun	X

Public Questions/Open Forum

Aaron Kapaun

Meeting was called to order at 7:30 p.m. by EAA President, Trudy Kenney

City of Egan Update – Jonathan Moore

- Northview Construction starts 6/14, should last 6 weeks, maybe longer depending on weather. Diffley Road closed from Lexington to east of Braddock. Northview lacrosse and baseball fields will be accessible, but access to parking is limited to Dakota Hills Middle School. Baseball and lacrosse directors have been notified. Any updates will be shared with affected sport boards, as needed.
- Per Dakota County mandate, trash receptacles need to be accompanied by recycling containers. Additional trash receptacles will still be provided for tournaments and the mandate should not affect EAA sports in any way.

Approval of Minutes

Motion to approve the minutes from the March 18, 2021, board meeting was made by Amanda Becker and seconded by Cole Helgeson. Motion passed. Minutes will be posted on the EAA website.

Basketball Update – Clay Fandre

Getting ready for summer skill camps. Doing preliminary work administratively to figure out what season will look like. Hopefully things will be back to normal.

Cross Country – Tina Wrucke

Summer miles registration closed once capacity was reached in early May. Season is starting soon. Regular fall season registration will open mid-June. Everything is on track and in person.

Football – Josh Anderson

Working on opening registration soon. Currently ordering equipment from a budget that was already approved. FYI, shed key to be shared with Nick Johnson from the high school since we share a vendor and that shed makes a nice centralized location for deliveries, especially when things are delivered during the school day. Track and softball may be interested in this as well. Just completed a successful football signing day for the high school. Invited 8th graders and their parents (who showed an interest) to attend a freshman orientation signing day.

Softball Update – Mike Mondelli

Season is in full swing, seemingly normal and off to a great start. In planning mode for tournaments in June and July. Anyone interested in being a guest griller, let Mike know he's got a spot for you. Starting to plan for some of the off-season programs. Wild Cat of the Week Award of the Week, sponsored by Rita's. Rita's provided 50 coupons for free kids' Italian Ice. Coaches will nominate players for great play on the field, excellent sportsmanship. Mike is personally appearing to surprise the athlete and parents with the certificate and, with permission, take a photo to post on fast pitch social media. Note from Trudy to Mike and all other sport board directors: this is a great group to pool from for volunteer help...send an email to the group, with position and date needed.

Track Update – Kathy Windels

Bumpy start to track with 2 years off, after 10:30pm ending on 1st Friday night now getting done at 9:15pm. Looks like there will be a full season - hopefully no meets will need to be canceled. Had to quarantine 2 teams and various athletes had to sit out. Players doing great wearing their masks with no questions asked, parents are having a harder time. FYI, track cannot have rain out dates because the track is shared with EHS, lacrosse and track as well as Eastview this year.

Volleyball Update – Beth Sagvold

Wrapping up the end of the season. Seasons are staggered so younger players are done first. Had some COVID effects and teams who had to quarantine but notification came early enough in order to reschedule things so no one lost any practice time and/or was able to pick up a different game. Pictures happened as well. No tournament this year due to gym time changes due to indoor district policies. No spectators but some coaches streamed the games which worked out well. Currently looking ahead to the fall for in-house and travel. One new thing, fall travel has an August tryout so McKenna Melville (D1 volleyball player) will lead summer skills clinics in June. This is a big step forward in working with the high school program to make strides toward travel and getting the kids up to that next level. Volleyball has someone doing communications now so there will be a little volleyball social media presence.

Soccer – Lori Wohletz

Rec program started the first week of May. 200 coaches had to be checked but we got them done! Competitive program was on the field in May with 380 kids... Mother's day weekend was the annual soccer tournament with 160 teams. That number was down but we are the first tournament of the season so may have been affected by covid uncertainties. Mask mandate was lifted. Games happening, fields being used. Season is in full swing. Nathan Krahn inquired about financial success...net \$15k. Up from prior years. Were not allowed to have concessions at the tournament and still met a good number.

Lacrosse – Jason Oberhamer

Things are in full swing currently. One U14, U12, U10 team and two U8 teams. Younger registrations were not affected by the unusual season last year but older registrations have dropped. Youth lacrosse season starts in June when the game portion of the season will start. Uniforms arrive tomorrow. U8/U10 tournament on June 26. Having difficulty communication with District 196. Want to rent the turf fields but still waiting for an answer.

Rugby – No report...Eric Curtain absent

Wrestling – Erin Day

Currently off season. Things won't start until September. Hoping for a normal, longer season. Erin was asked how board member recruiting is going and replied nothing yet. Beth is Erin's mentor and will help do some brainstorming to successfully recruit board members.

Ultimate Frisbee – Alicia Carr

Currently in the middle of the season. All is going well. Middle school tournament is 4 weeks away. High school doing well too. No COVID complications yet. Kids are wearing masks and doing well. High school registration numbers went down but middle school went up significantly. Thinking about an in-house league for middle school age range. Sounds like there is interest in a single sex middle school team.

Note from Trudy: Generally with program updates we only discuss current programs. However, from time to time we have people approach us with other program ideas. Nothing to discuss tonight but we did have someone in-house discuss interest in another club. They were asked to send a mini business plan with what the league would look like, number of kids and other essential details such as seed money, cost, etc. More to follow on this as the proposal is put together. Anyone can approach us at any time, we're just looking to enhance youth sports.

Baseball Update – Brigitte King (for Rob Emerson)

This weekend is EBA'S first tournament. Strong registration across all hosted tournaments. Over 70 teams are coming this weekend. 3 more tournament weekends to come. Partnering again with EHS baseball and United Heroes League to have an equipment drop-off event on June 26. Looking for equipment for all sports. Equipment is donated to military families through United Heroes League which is based in Hastings. Planning first annual golf tournament on August 23 at Mendakota Golf Club, \$150/golfer. More details to come. Biggest news is fall tryouts will be happening this coming year. 11U, 12U, 13U & 14U will be outside on the fields this fall. 9U & 10U will happen in spring. 15U will happen in May with the legion teams. Sept 12, 15, 19 & 23 are potential dates for tryouts.

Executive Committee Update –Trudy Kenney

- Program/coach background checks (Trudy/Nathan/Jeremy/Erikka)
 - Reminder to all sport board directors that every coach needs to have a background check, concussion training is valid for 3 years and APS is valid for 2

years. Erikka Anderson is in charge of managing coach compliance but there is back-up access, Jess Johnson (with soccer) and Trudy Kenney, in the event Erikka is not available.

- o Thank you to Nathan and Jeremy for recent appeal hearings. Point of clarification for communication purposes, if someone's background check flags, Erikka will reach out to whoever is coordinating your coaches for you, Trudy will reach out to the director. Remember not to let any parent volunteers exert pressure to sway our decision. Their overarching goal is to do right by their child, our overarching goal is to do right by EAA. Thank you also to the directors who have had to reach out to the parents who are not happy with EAA's final decision.
 - o Appeal decisions are on record, with Erikka and Jeremy. If nothing new shows up then nothing more is needed, but if something new shows up they go through a whole new appeal period.
 - o Beth Sagvold asked for guidance or conversation around situations where a school coach who is also a program parent offers, last minute, to step in for a missing coach during a tournament. If they are already an active coach would they need to go through EAA checks? If we want to make exemptions, we need to discuss as a group and be sure we have transparency. Question was then asked, "Is it a requirement of our insurance policy that everyone who is volunteer coaching with EAA go through the same background check screening process?" Greg answered, "We indicate in our application to the insurance company that we are doing background checks on everyone." Background check should be a must but could there be discussion around accepting APS training or concussion training from other sites to keep the time barriers lower for coaches? The issue is the SportsEngine platform uses that particular APS training site and allows us to keep record of completion and dates. Safe Sport Act requires us to know the date and have record of that. If we could come up with a way to evaluate the comparable training and we could get the dates, it could possibly work. Trudy suggested discussing more during the Open Air portion.
- Operating Handbook program reminders (Lisa)
 - o Have most of them but am missing baseball. However, Rob emailed today so that is coming soon. They are all saved on file.
 - Passwords for social media (Lisa), access to Zoom (Trudy) access to Survey Monkey (Kathy J)
 - o Quick update on Heather's split position and who is in charge of what. Lisa oversees: social media, emails, scholarships. Erikka: coach and board member compliance items, board meeting minutes. Zoom access contact Trudy. Survey Monkey access contact Kathy J. Social Media access contact Lisa.

- Covid – impacts for families (Nathan), returning to live board meetings (Trudy)
 - State of MN issued new COVID guidelines today. Nathan Krahn had limited time to read through but overall it is a positive step in the right direction. Ultimate question is, how best to push updated information to our families/sports/teams/coaches? Two options; either EAA pushes one size fits all message to everyone or each sport board takes state guidance, evaluates that guidance with respect to what they've been doing the past few weeks and then pushes a sport appropriate communication. Noting that some sports are currently off-season so maybe they don't even need to push a communication. Trudy mentioned page 3 of guidance says, all businesses (including associations) required to develop a program specific plan and then give a template. Have to identify a plan administrator and this person will report COVID cases to MN Dept of Health. Need to have a communication plan that we are rolling out to volunteers. How do we do that and how are we communicating? Final decision: Each EAA sport board will assign a plan administrator and let Trudy/Nathan know by May 30, 2021.

- Update from subcommittee on personally identifiable information/system access (Nathan/Jeremy/Jacki/Rob)
 - No update. Will revisit at July board meeting.

Finance Committee Update – Craig Pluff

- Finances - May 2021 Meeting Minutes update (Craig absent so Megan Brewster spoke)
 - May Finance meeting reviewed and approved 2021-2022 basketball budget. Things to note: basketball tournaments, across the state, are going with a no gate-fee model which means registration fees are increasing to cover the loss of that income. Also, basketball is getting new uniforms since it has been 7 years. Created a fund balance to cover that. New... baseball golf tournament was presented, reviewed and approved.

- Preliminary Audit Information (Megan Brewster)
 - Currently in the midst of an EAA audit with the last batch of questions given at 2pm today. Draft hopefully started next week and 990 to follow. Will be presenting at the July Finance meeting with their results. FYI: 990T needs to be filed as a result of Dick's Sporting Goods sponsorship. Unknown yet if anything will be asked to pay on that.

- Insurance Renewal Status and Proposal (Jeremy Doyle)
 - Insurance renews June 19 (annually). Finance team has been working on getting quotes and meeting with people. Current insurance broker is USI. Armando is our

- rep, who is very unresponsive to giving quotes or updates. Rep Bob Bloomster with JA Price Agency came recommended from multiple other associations.
- He insures a significant number of associations and understands the business model and insurance needs of those associations. Waiting on a quote from him.
 - Recommendation to discuss changing brokers from USI to JA Price Agency and, more specifically, from Armando to Bob. Motion to approve the change of insurance brokers from USI to JA Price was made by Nathan Krahn and seconded by Kahty Jalivay. Motion passed.
 - Second motion to approve is to allow the executive committee to finalize their insurance program so long as it stays in the allotted budget. More specifically, keep the D&O with Travelers. Keep coverage the same, but there may be different carriers, have Bob help us with the coverage analysis. Keep the coverage the same with potentially a different carrier. We don't carry cyber coverage, currently. Recommending that get added to our insurance program. No premium figures back yet. Greg added that getting insurance for associations is very difficult right. They do not want to insure football, rugby or lacrosse. There are special carriers that insure one specific sport but not overarching. Motion to approve is to allow the executive committee to finalize the insurance program, at their discretion. Motion was made by Josh Anderson and seconded by Cole Helgeson. Motion passed.
 - Recommendation, from a coverage perspective is to keep D&O with Travelers, add cyber coverage and no major changes to remaining coverages. Motion to approve was made by Cole Helgeson, seconded by Brigitte King. Motion carries.

Updated Addendum (June 14) Approval given for the following:

- Renew the Travelers policy for the D&O coverage
 - Renew the Hartford crime policy, this has been billed and check mailed
 - Please change our package coverage to add a carrier and reduce our total premium.
 - Combine programs using Michigan Millers and ESP. Copying rugby and lacrosse to ensure their future events are sanctioned and all coaches and participants are registered.
 - Total premium reduction will be \$19,441.
- Photography Contract Update - Greg Byrne
 - Contract has been signed. Contact is Josh Hunt. Copy of contract will come via email.
 - Each sport can do a "photo over time" option for athletes (usually in 8th grade). Each sport director needs to contact Josh Hunt.
 - Lisa and Greg will contact Josh to discuss a plan in order to send a blanket email to parents.

- Northview Shed to be Re-Keyed 7/21/21 - Greg
 - Greg will reach out to sport board directors to see how many keys are needed.
 - May discuss rekeying other sheds as well.

- Vacancy updates, transition plan and search committee (Trudy & Amanda)
 - Currently 4 vacancies: VP, President Elect, Director of Sponsorship and Secretary. Need to decide how to fill them.
 - Active transition plan and/or search committee? Trudy recommends always look internal first
 - Dave Grounds resigned... we needed to remove a position through attrition so no need to fill that third At-Large position.
 - Amanda Becker working on position description, time commitment, etc for vacancies.
 - Sub-committee will be Cole Helgeson, Amanda Becker, Megan Brewster and Greg Byrne. Duties consisting of a couple hours/week to interview and see who would be a good fit.
 - Nathan Krahn suggested sport board directors think about their members for a good cross-section.
 - VP, secretary and director of sponsorship has been posted. Looking for more diverse representation serving on the board.

- Vote on future Soccer proposal (Trudy/Nathan/Kathy/Greg/Craig)
 - Proposed separation date is July 31, 2021.
 - Some things will take place before separation
 - Will sign intent documents once after they've filed the required paperwork to legally change their name and remove Eagan. Wave Soccer Club.
 - Seeking approval to give them earnest money (good faith payment). Some fees associated with changing their name. Suggested \$5000. Going to be transferring their full fund over so this would be making a small advance payment to them; not an additional amount just an advance amount that is already due to them.
 - Scope of the agreement remains the same. Wave will take the competitive piece and the youth academy piece (kids 7 and older). EAA will be responsible for the rec program and that means registration, planning and will have an independent rec board that will take over for the fall.
 - Jeremy Dolye will be interim rec soccer board president for 1 year
 - Executive officers for the new wave club will be Lori Wohletz, Ben Axelrod and Brenda.
 - No use of the words Eagan Wave Soccer Club or EWSC. New items going forward will have a new logo. Can use "formerly known as EWSC" for up to one year. In turn EAA will not refer to their rec program as a club and EAA will not call themselves Wave Soccer nor use their crest.

- EAA is acknowledging that our records policy retention is for 10 years and that there may be notes on our website. Upon separation, we are going to give them the trademark. If the patent is approved before separation we will give it to them. If the patent is approved post separation we would need to address it right away.
- The cooperation agreement will be valid for 5 years. During that time, the Wave group will not initiate, operate or support a specific rec program. EAA will be that program. In return EAA will not initiate, operate or support a competitive program.
- Intend to upgrade the community rec program with volunteer coaches and a volunteer board. We may need support and will seek out resources outside the eagan area to get assistance. No designated 3rd party will be used to run our program for us. As soon as we are ready to do a press release we will announce it to our board. We receive the rights to advertise to any camps within District 196 or within Eagan city limits including Wave. Our intention is to use the high school to do camps for us, if we do our own camps.
- If anyone dissolves a program this part of the agreement becomes null and void.
- EAA will retain ownership of www.eagansoccer.org. EAA will update the website and remove content that has to do with Wave and not the rec program. Starting 30 days prior to the effective date, EAA will provide a link to the Wave group. After separation, they will provide a link to the EAA soccer website and rec program.
- Transfer of funds, will hold back any funds for bills we are aware of that were incurred prior to separation date. July 31st is a Saturday so this date may be subject to change - may happen on or about August 2nd.
- Dome payment, any money that is held back will be applied to their first dome payment. If additional expenses are incurred that we weren't forecasting, they've agreed to pay us. We're not allowed to transfer the dome contract. We can only sublet it to them. The rental space can only be used for soccer. Wave will pay 30 days in advance of when our dome payments are due. Wave will list us on the certificate of insurance and that will be provided to Megan.
- City of Eagan has their own list of priority placement for fields, EAA will not be involved with any city prioritization. Thresher Park will be taken over by Wave. Playmetrics contract will be transitioned to Wave. Soccer admin (Jess Johnson) contract cannot be transferred so will be terminated on 7/16 and then the wave board can start a new contract with her. Currently a sponsorship with Urgency room and the rec program which will continue. Dr Jennifer has a sponsorship with the competitive program which will go with Wave.
- Equipment in the Northview shed will be removed by 7/31.
- Motion made to authorize Trudy to sign execution of the separation contract, based on the parameters listed in the draft, while allowing Trudy to complete any

loose ends involved. Motion was made by Nathan Krahn and seconded by Cole Helgeson. Motion was unanimously passed.

(Note: Jason Oberhamer and Mike Mondelli signed off before voting, Brigitte listed as proxy for Rob Emerson)

- Megan Brewster brought up issues with fund transfer workload and timing. Push out date per Lori, as needed.
- Marketing and Technology Committee (Cole Helgeson)
 - Nothing major to report. Dick's Sporting Goods gift cards expire in 6 months...need to make sure none of the gifts are wasted. Previous board meeting minutes say the marketing committee will determine how to disseminate the 25 gift cards. \$100 increments too much for individually gifting to athletes who are in need of financial assistance. Committee will discuss and report at the next board meeting.

Other/Open Air

- Board meeting – Kathy Windels
 - Would like to have a discussion about board meetings and which parts are public and which are private. At some point do we return to in-person board meetings...when do we feel comfortable meeting in person again? Most responses were in-person. Start with the next meeting in July, may be hard to schedule a location so maybe Sept? Maybe do the parent feedback portion via Zoom then we have a private meeting together in-person. Kathy Jalivay to send info about booking with City Hall or Civic Arena (across from police station). Note: plan is to keep parent portion 30 minutes prior to 7:30 board meeting start time. No parent input option during Dec meeting. Need to do a special meeting to vote and update bylaws to note all of this and remove member meeting language.
- Parent Code of Conduct – Grey Byrne
 - Currently, it seems EAA has no guidance on who can suspend a child from a sport (individual or committee). Either sport board or executive board in charge? Most recent parent code of conduct seems to loosely cover this? Does it cover removing a child? Is it a committee or individual suspending the athlete? Current parent code of conduct guidelines say if a parent is suspected or terminated their entire family is as well. Also states that an EAA disciplinary committee would be formed to take into account fairness and guideline for severity of potential actions. Based on that, we should be covered. Sports directors need to be aware of how that works.

- *Any policies that go into effect in the future, let's be sure to note the date they go into effect.*
- Mental Health Help for Coaches Working with Struggling Athletes – Kathy Windels
 - We need to arm our coaches and directors on how to address this when it happens with a team. Josh Anderson to provide contact info to Kathy Jalivay about Eagan Youth Counselor.

Meeting was adjourned by Trudy Kenney at 10:33pm.

Upcoming Meetings

Finance Committee - July 12 and Sept 13, TBD

Marketing/Technology Committee – July 22 & Sept 23, TBD

Next EAA Board Meeting – July 29 & Sept 30, TBD