

Eagan Athletic Association - Board Meeting Minutes

Thursday, September 28, 2019

President, J.J. Kirby	X		Director of Basketball, Jackie Boldt	X
Treasurer, Megan Brewster	X		Director of Cross Country, BJ Knight	
Administrative Officer, Trudy Kenney	X		Director of Football, Josh Anderson	X
			Director of Lacrosse, Leslie Defries	
Director of Facilities, Greg Byrne	x		Director of Soccer, Skip Newton Proxy, Amy Kosnick	X
Director of Program Initiatives, Amanda Becker	X		Director of Softball, Jacki Stalboerger	X
At-Large, Dan Schulz	X		Director of Track, Kathy Windels	X
Administrative Assistant, Heather Lorentz	X		Director of Rugby, Eric Curtin	
			Director of Volleyball, Beth Sagvold, Proxy Kris Robb	X
Guest: Jonathan Moore, City of Eagan	X		Director of Wrestling, Lisa Jensen	X
Guest: T.J. Rice	X		Director of Baseball, Jack Esser	X
Guest: MaryBeth Ruthford	X			

Meeting was called to order at 7:32 p.m. by President, J.J. Kirby

Approval of Minutes

Minutes from the July 25, 2019 board meeting were reviewed by all present. Motion to approve the minutes was made by Trudy Kenney and seconded by Kathy Windels. Motion passed. Minutes from the August 11, 2019 board meeting were also reviewed. Motion to approve August minutes was made by Trudy Kenney and seconded by Jack Esser. Minutes can now be posted on the EAA website.

City of Eagan Update – Jonathan Moore

- IH baseball field upgrades to Bridle Ridge, Quarry, Ridgecliff and Muller Parks. Installing new benches and fencing at these locations.
- Quarry Park will reopen in spring 2020 for baseball. It will be used for Soccer in the fall.
- Met with ISD 196/Sandy Sutter and Jim Roberts to go over field agreements. No changes will affect EAA.
- Let the City know when minor repairs are needed on the school fields. Major repairs are school's responsibility.
- Dome discussions continue with a City Council meeting on Oct. 7th to present the five or six suggested sites.
- City is piloting a text alert system for field closures with some adult leagues this fall. It can take forty minutes for their current email system to notify all registered when fields are closed.

Baseball Update – Jack Esser

Individual training has begun at The Cages. Hundreds of kids are participating. Travel teams can practice together there and is parent paid for and organized.

Great tournament season with three better operated and profitable tournaments. Board members were required to volunteer this year.

Safety fences were installed at DHMS fields. Will do two more. Fields are used by both in-house and travel teams and for tournaments.

Offered a 12U tryout for the first time in the fall in order to identify which teams will head to Cooperstown and other big out of town tournaments so they can begin to fundraise. Regular tryout dates for next year have already been scheduled.

Will institute a Player Code of Conduct this spring that must be signed prior to the first practice.

Program has a new Treasurer.

Basketball Update – Jackie Boldt

In house 1st-3rd grade registration just closed with strong numbers. The 4th-6th grade program is open and will close November 1.

Travel tryouts were split into two weekends this year. Overall tryouts are going well with the MN Timberwolves running it. Kids seem happier with the setup. Ran into conflicts with girls fastpitch and football. Program will consider alternatives next year including moving girls to a weeknight tryout and boys to Sunday's. Some cuts are expected.

Paid coaches all signed contracts prior to submitting to a background check and few of them failed the check. Program will do this differently next year.

Cross Country – Amanda Becker

There were 106 kids in the program. Girls went undefeated this year. Holding an end of season ceremony and all kids get a running shirt. Program is looking to re-vamp the K-2 program using Northview Elementary as the only facility.

B.J. has found his replacement as Director of Cross Country, Tina Wrucke. She will be formally introduced at the January meeting.

Football – Josh Anderson

Final regular season games for tackle football are this weekend and all teams are 500 or better. Kids are happy and excited and hopefully this will impact high school football in the future.

Kids from 7th grade teams are combining and going to Iowa to play in a tournament. Need a general Certificate of Insurance? Greg indicated some tournaments provide their own insurance, so may need to check into. Megan or Heather can send the COI to Josh, if needed.

Lacrosse – J.J Kirby

Leslie is stepping down at the end of 2019. Program is struggling to find volunteers to fill board positions. Special funding request was made to the EAA Board for assistance in purchasing new pennies. *Noted there was an email just prior to the meeting to put this request on hold. J.J. suggested other sport programs contribute funds when there is a need from another program. In the past, sports have taken out loans from other sports and/or EAA for such needs.

Rugby – Megan Brewster

Rugby budget was approved at the September finance meeting.

Soccer – Amy Kosnick

Midway through the fall season. Numbers are up for summer and fall 2020 programs. Last weekend was the first fall hosted tournament with good turnout in all four age groups. Hoping to turn into an annual tournament and offer a third tournament for the younger kids.

Program is considering a change to their rec program. Currently kids are grouped 5th-8th grade. Program receives many parent complaints every year about fairness and not playing with friends. Older kids are much stronger and fast than the younger ones, so they try to even disperse the older kids between all the teams. This means those kids often don't get placed with friends and the program gets complaints.

Kids who stay in the rec program and then tryout in high school find they are not prepared. The program would like to cut off the rec program at 6th grade. Options for 7th and 8th graders would then be through

the middle school or competitive rec programs. Change would affect approximately 40 kids and would take effect spring 2020.

The EAA Board stated they support of this suggested change because it aligns with what other sport programs offer.

Softball Update – Jacki Stalboerger

Fall season is wrapping up with a state tournament this weekend. Winter training is now open for 12U. This training is offered to keep these girls in Eagan rather than having them leave to play with other club teams.

Five board members are leaving this year. Have found three replacements so far, with a few more interested.

Track Update – Kathy Windels

Kathy is working on an outline for a transition plan and will present it to Megan and J.J. ahead of the November finance meeting. Next season Kathy will be the meet manager and another person will be acting Director of the program. Meet manager will be a paid position. The next year they will swap roles. Kathy suggest the role of announcer may need to be a paid position as well. Once the roles are finalized, will send out emails to begin recruiting.

Volleyball Update – Beth Sagvold

Currently in season for both in-house and travel programs. Numbers are good in both programs. Travel made cuts in each age group, affecting 3-4 kids in each one. There are six travel teams this year and struggled to find coaches. Paired parent volunteers with a high school student volunteer who has volleyball experience.

Eagan Juniors program is offered in the winter and not affiliated with EAA. Would EAA consider taking this program in? Season runs November-June or July.

Numbers are holding stead in the in-house program. With the new lines and pole holes at GH and PW can now offer a real gym space for that program and received good feedback on those updates. It also serves as a back up space for travel if needed. Offering paid referees again this year. Season ends MEA week.

Beth also noted issues with gym time allocation and the basketball program for the second year in a row. J.J. recommended that next year the gym time allocation occur at a Director level rather than between the volleyball directors and the facility person for basketball to avoid the tension and issues that have been occurring. Recommended each program provides a document of required gym time that is given to each other at the start of the scheduling process. Basketball mentioned having some practices on Sunday's to help with this issue. Jacki Stalboerger stated that her pitching and catching clinics occur on Sunday nights.

Wrestling – Lisa Jensen

Budget was approved at the September finance meeting and registrations are now open. Offering a pre-season camp and are already halfway to the registration goal. Program is still seeking volunteers for their sport board. Lisa will continue to recruit.

Facilities Update – Greg Byrne

Dumpsters will be removed from the shed areas the first or second week in October. Please notify equipment managers within each sport and have them discard items before they are removed.

Ice packs and kits have been re-supplied. Please talk to Greg if you are in need of new ones/replenishment.

Still working with Sandy Sutter on the shed, but waiting for high school baseball to be available to continue the conversation.

Administrative Officer Update – Trudy Kenney

Propose changes to the EAA Background check appeal policy. Concern for the public perception of EAA when waivers are granted for certain offenses. Would like to limit ability to appeal for offenses listed in the EAA Youth Safety Policy #1-3. Trudy will email the executive board with the proposed changes for approval for digital approval.

Program Initiatives – Amanda Becker

- No update given

Finance Committee Meeting Update – Megan Brewster

Rugby and Wrestling budgets were approved at the September meeting.

Auditors came to the meeting and reviewed the documents with the group. Megan provided a few copies of the audit and the 990 forms and asked the EAA Board to ensure the names were spelled correctly. Megan provided a letter from the audit company to the EAA Board of Directors that contains recommendations. Letter was reviewed by all present and available by request from Megan if needed. Trudy Kenney made a motion to approve the audit statements and form 990. Motion was seconded by J.J. Kirby. Motion carried and Megan will let auditors know to file the forms.

Josh Anderson provided an update on CD's. EAA currently has a nonoperating balance that is uninsured at Home Federal. Should look at moving it to a credit union or small bank to purchase a CD. Recommends an Affinity Credit Union 18-month, \$240,000 CD. EAA currently has a \$126,000 CD which will mature in April 2020 and a \$232,000 CD at Genesis that will mature in Sept. 2021 The new CD would be in between these two so every 6-12 months a CD will mature to allow access to funds if needed.

Josh Anderson made a motion to allow Megan Brewster, EAA Treasurer, to obtain the new \$240,000 CD at Affinity Credit Union. Trudy Kenney seconded this motion. Motion was unanimously approved by the EAA Board of Directors. Megan is now approved to open this CD for \$240,000 at Affinity Credit Union.

Marketing & Technology Update –

- No update given.

Executive Committee Update – J.J. Kirby/Trudy Kenney

- **EAA Sponsorships**
 - Dick's Sporting Goods Sponsorship went through. They will offer EAA \$5000 in gift cards which can be dispersed as needed. Would like their logo on the EAA website with a click through link and logos on registration receipts. This goes into effect January 2020.
 - Need to form a sub-committee to determine the distribution process of the gift cards. Trudy Kenny, Amanda Becker, Dan Schulz and Josh Anderson agreed to assist.
 - The Joint Chiropractic is better suited as a sport level sponsor than an EAA-wide sponsor. They want to put their logos on items, have signage at events and have giveaways. If interested in working with that company, please contact J.J. for the contact info.
- **Youth Safety Policy/APS Review**
 - J.J. asked for verification of approval of the wording in the appeal section of the EAA Youth Safety Policy. The EAA Board agreed to keep the wording as is, no change required.
 - Minors and APS Training – Are minors required to do APS training? Insurance policy does not specify anything about an adult, its says everyone. The EAA Board decided that if a minor will be turning 18 during the season then required to do the APS training and ALL coaches should take concussion. All coaches are required to do a background check regardless of if a minor or not. These requirements do not apply to helpers in a group setting. Motion was made by Trudy Kenney to approve this amendment to the policy for minors and seconded by Jackie Boldt. Motion carried.
 - **New Board Member Candidates**
 - J.J. introduced three new candidates to fill open roles on the EAA Board.
 - T.J. Rice – Vice President, MaryBeth Ruthford Director of Marketing and Communications, and Craig Pluff Director of Sport Programs
 - Motion made by Trudy Kenney to elect MaryBeth Ruthford as new Director of Marketing and Communications effective through 2021. Motion was seconded by Josh Anderson. Unanimous approval by EAA Board.
 - Motion made by Trudy Kenney to elect Craig Pluff as new Director of Sport Programs through December 2020. Motion was seconded by Greg Byrne. Unanimous approval by EAA Board. Craig will assist Lacrosse in finding new members as well as with Ultimate Frisbee.
 - J.J. Kirby made a motion to elect T.J. Rice as Vice President through December 2020. Motion was seconded by Megan Brewster. Unanimous approval by EAA Board.

- Trudy is looking for mentors for the newly elected board members to form connections to the EAA Board and act a support person for them. Trudy and Amanda developed a power point orientation mentors can use.

Policy Updates – Megan Brewster/Trudy Kenney

- **Vendor Certificate of Insurance**
 - Greg Byrne indicated that EAA should obtain a copy of the COI even if the City already has it. EAA should be listed as the additional insured on the form. Having a COI indicates a vendor has insurance. Listing EAA as additional insured means if there are any problems then the vendor insurance company would also have to defend EAA
 - Good risk management practice to list EAA as additional insured
 - Greg will send out wording sport directors can pass on to include on their additional insured certificates.
 - J.J. will send out the official Vendor Certificate of Insurance Policy tomorrow to all Board members for an electronic vote.

Other/Open Air

- Central Calendar – Directors access only to add important events such as tryouts or Eagan hosted tournaments. Sports reference this calendar when planning for their upcoming events to prevent overlap with other sports.
- American Heart Association Flyer was distributed to all EAA Board members. It contains information regarding water vs. sport drinks. EAA Board agreed to place on EAA news reel and not disperse in EAA emails.
- Ultimate Frisbee – Alicia Carr reached out to EAA regarding interest in joining this program with EAA. They currently have their own budget and insurance. J.J. enlisted Craig Pluff, T.J. Rice, himself and Megan Brewster to meet with Alicia for further discussion.
- Trudy Kenney presented four banners that were printed free of charge as part of the agreement with EAA. There are four available to put at events. General opinion was more signs were needed as well as some varying in size.
- J.J. will send out an email about Marketing Committee assignments now that there is a Director of Marketing in place.

Motion to adjourn was made by J.J. Kirby and seconded by Beth Sagvold. Meeting was adjourned at 10:10 pm.

Upcoming Meetings

Finance Committee–Nov. 11th, 7pm @ ECC - Boardroom

Marketing/Technology Committee – TBD

Next EAA Board Meeting – Dec. 5th – HOLIDAY MEETING, Lost Spur Golf Course