

Eagan Athletic Association – Board Meeting Minutes
Thursday, September 27, 2012
Eagan Room, Eagan City Hall

Past President -		Director of Baseball –	
<u>Dave Unmacht</u>	<u>Absent</u>	<u>Tom Sieberlich</u>	<u>Absent</u>
President -		Director of Basketball –	
<u>Ken LaChance</u>	<u>Present</u>	<u>Torrey Ernst</u>	<u>Present</u>
Vice President -		Director of Football –	
<u>Jim Howe</u>	<u>Present</u>	<u>Ben Leiran</u>	<u>Present</u>
Treasurer -		Director of Lacrosse –	
<u>Kate Boyle</u>	<u>Present</u>	<u>Jan Johnson</u>	<u>Present</u>
Secretary -		Director of Rugby –	
<u>Kurt Urdahl</u>	<u>Present</u>	<u>Eric Curtin</u>	<u>Present</u>
Director of Coach Development -		Director of Soccer –	
<u>Susan Schaumann</u>	<u>Present</u>	<u>Mike Mulrooney</u>	<u>Absent</u>
Director of Facilities -		Director of Softball –	
<u>Lynn Estes</u>	<u>Present</u>	<u>Dana Anderson-Glass</u>	<u>Present</u>
Director of Marketing -		Director of Track –	
<u>Brad Ruitter</u>	<u>Present</u>	<u>Micahel Linder</u>	<u>Present</u>
Director of Program Initiatives -		Director of Volleyball –	
<u>Sharon Stumpf</u>	<u>Present</u>	<u>Ann Kluender</u>	<u>Present</u>
Director of Web Strategy & Support -		Director of Sport Programs –	
<u>Cory Powell</u>	<u>Present</u>	<u>Dean Kraus</u>	<u>Absent</u>
Administrative Assistant –		Eagan Parks & Rec Department-	
<u>Amy Lokensgard</u>	<u>Present</u>	<u>Jonathan Moore</u>	<u>Present</u>

Guest – Sonja Rippe

Special Guest: Sonya Rippe, City of Eagan Parks & Rec

- Sonya Rippe is the Recreation Facility Manager with The City of Eagan Parks & Rec. Eagan Parks & Recreation is responsible for the coordination and use permitting for all park and athletic facilities. Sonya shared the 2012 Athletic Facility Schedule Guide with the Board. She has 4 areas of focus for 2013:
 1. Improve application
 2. Improve User Guide – make it available online
 3. Make changes in the fee schedule – most likely the fees will increase

4. Meet with Sport Directors in December and January. She is anxious to start new relationships.

Sonya also stressed the importance for Sport Directors to get a better understanding of the Vendor permits and to fill out tournament applications PRIOR to the start of the tournament and get them submitted to the City for approval.

Sport Program Business

Program Updates:

- **Eric Curtin** – Rugby is in the off-season. Eric is trying to grow more interest in the program. He will be scheduling clinics in January.
- **Michael Linder** – Track is in the off-season. Michael is looking at ways EAA can help support the middle school program which will also help the high school program. His Board is also looking at ways to grow the numbers. Kathy Windell has volunteered to run the day to day meets in 2013.
- **Ben Leiran** – The football program had fewer teams than planned and Ben seems to think that part of that is due to all of the concussion awareness information that is now available. 400 new helmets were used and the numbers of identified concussions were fewer than last year. Scheduling went well. All in all it has been a smooth and safe season.
- **Jan Johnson** – Jan was happy to be able to express her gratitude to Sonya Rippe and Jonathan Moore in person for well-maintained fields all season long. In 2013 Jan wants to focus on finding qualified coaches and to improve relationships with the Booster Club.
- **Ann Kluender** – Volleyball had record numbers – 181 kids. The season is still underway, but all is going well. The Travel program will be done in October and In House will be done the week before MEA.
- **Dana Anderson-Glass** - Fall Travel is closing this weekend. EAA will be hosting a few tournaments and move indoors for the winter.
- **Dione DeMarteleare** – The In House program added a Pre-Kindergarten level for the fall season. There were 943 registrations. The In House program will end on October 14th and the Travel program will end on October 7th. There were no weather or field issues. Terri Abbot will be resigning her duties as Treasurer and Tina Gorden will take her place on December 15th.
- **Torrey Ernst** – Travel tryouts are complete and the season will begin the week of October 15th. A coaching clinic is scheduled for October 14th. The In House

program has 34 teams – one more than last year. Registration for In House 4th-6th grade will open in mid-October.

Storage Shed Space Allocation Recap (Lynn Estes):

- Lynn shared a master layout plan of the new shed at Lexington/Diffely. Shelve installation is now underway. Lacrosse will be moving out of Northview and Baseball will be moving out of the high school and both moving into the new shed soon.

Volunteer Background Checks (Sharon Stumpf)

- Sharon is still researching the best options for Background Checks on our volunteers. She has called several neighboring athletic associations to see what type background checks they are collecting on their volunteers and how much money they are spending. We are still considering NGIN – more to come at the next meeting.

Concussion Awareness Program (Sharon Stumpf)

- EAA hosted a Concussion Baseline Testing session on September 25th at Eagan High School. 458 baselines were administered by the Institute for Athletic Medicine (IAM). 92% of participants paid a \$5.00 donation. A few Board members also took this test just to see what was involved and it was recommended for other Board members to go through this process at a future baseline testing session.

On-Site Medical/Athletic Trainers (Sharon Stumpf)

- Sharon is narrowing down her search to two companies: IAM and Blueline Medical Services. Both costs are the same and they are quite a bit alike. Sharon has information available if anyone is interested in reading about the two companies.

Administrative Business:

Approve August EAA Board Meeting Minutes (Action)

- Lynn Estes made a motion to approve the August 2012 Board Meeting Minutes, second provided by Cory Powell. Motion carried. August Board Meeting Minutes approved.

Executive Committee – Ken LaChance

- **2013 Board Positions Discussion**
 - There are several open positions on the EAA Board of Directors effective January 2013. A vote will be cast on December 6th 2012. The open positions are:
 - President Elect (1yr)
 - Vice President

- Treasurer
- Director of Coach Development
- Director of Sport Programs
- Director of Web Strategy & Support
- Director of Basketball
- Director of Soccer
- Director of Track
- Director at Large (1yr)
- Director at Large (1yr)
- **Capital Campaign Discussion**
 - Board members are currently developing an easy process for people in the community who want to make a financial contribution to the Eagan Athletic Association. Instructions will be put on the website. People will be able to take a full tax reduction. More to come at a later Board Meeting.
- **Finance Committee – Jim Howe/Kate Boyle**
 - **August 2012 Financial (Action)**
 - Lynn Estes made a motion to approve the August 2012 Financials, second provided by Brad Ruitter. Motion carried. August 2012 Financials approved.
 - **FY 2011 Audit (Action)**
 - Kate briefly discussed the audit performed by Malloy Montague Karnowski Radosevich (MMKR) which included the Lawful Gambling Fund of Eagan Athletic Association for the years ended December 21, 2011 and 2010 AND Financial Statements for Eagan Athletic Association for years ended December 31, 2011 and 2010. This audit firm gave a management letter with ideas how to tighten controls. Many of their ideas are already in place. Kate Boyle made a motion to approve the gambling audit, second provided by Susan Schaumann. Motion carried. Gambling Audit approved.

Marketing & Technology Committee – Kurt Urdahl/Brad Ruitter

- **Buffalo Wild Wings Sponsorship Update**
 - The partnership between EAA and Buffalo Wild Wings continues to be positive and successful. This arrangement will continue through February 28, 2013. EAA has entered into a similar arrangement with Fantastic

Sam's Hair Salon located at 2705 Cliff Road in Eagan. Fantastic Sam's will contribute \$2.00 for every salon service purchased. Just present the flier that is posted on the website at the time of your visit to make sure EAA receives the donation.

- **Newsletter**
 - Another newsletter will go out sometime early in 2013.
- **NGIN Renewal Update**
 - Currently, we are getting a bid from NGIN on the Background services they offer. More to come at the next meeting.

Reminders:

- Executive Committee Meeting: Sunday, October 14th @ 7:30pm
- Marketing & Technology Committee Meeting: Thursday, October 18th @ 8:00pm
- Finance Committee Meeting: Monday, November 12th @ 7:00pm
- **Next EAA Board Meeting: Thursday, December 6th @ 7:45pm**

Meeting adjourned at 9:54pm