

Eagan Athletic Association - Board Meeting Minutes			
Thursday, September 28, 2023 6:30 p.m.			
Eagan City Hall, Eagan Room			
President, J.J. Kirby	X	Director of Basketball, Troy Tatting	X
Vice President, OPEN		Director of Cross Country, Tina Wrucke Proxy:	X
Treasurer, Megan Brewster	X	Director of Football, Dallas West	X
Administrative Officer, Nathan Krahn		Director of Lacrosse, Jason Oberhamer	X
Secretary, OPEN		Director of Soccer, Mike Langley	X
Director of Sponsorship, OPEN		Director of Softball, T.J. Fletcher	X
Director of Facilities, OPEN		Director of Track, T.J. Rice	X
Director of Program Initiatives, Amanda Becker	X	Director of Rugby, Darryl Sanders	
Director of Marketing, Elizabeth Kmety		Director of Volleyball, Annette Scribner Proxy: Amy Dearborn	X
Director of Public Relations, OPEN		Director of Wrestling, Erin Day	X
Director of Sport Programs, OPEN		Director of Baseball, Rob Emerson	
Director of Coaches, OPEN		Director of Ultimate Frisbee, Alicia Carr	X
At-Large, Matt Lilleboe	X	At-Large, Dan Sagstetter	X
Director of Web Strategies and Social Media, Elizabeth Reddall			
Financial Assistant, Briana Klaus		Guests: Mike Ramirez, City of Eagan	X
Business Interface Rep, Heather Lorentz	X	Guests: Ben Weidenfeld- Cross Country, Katie Rowekamp- Wrestling	X
Administrative Assistant, Erikka Anderson		Public Attendees: none	

Meeting Minutes – Thursday, September 28, 2023

X – indicates attendance

Meeting was called to order by J.J. Kirby at 6:32 p.m.

City of Eagan Update – Mike Ramirez

- Mike Ramirez is new City contact and has there for three months.
- Field Updates:
 - Baseball fields will close on Sunday to begin conditioning for spring.
 - Soccer field conditioning will start MEA weekend.
- BCBS:
 - Development proposal amendment is needed to ensure fields use for EAA.
 - May lose some fields depending on what proposals come in.
 - City council must approve final buyer along with BCBS.
 - City needs to analyze field capacity and where they are underutilized.
 - Determine how to delineate among the three groups - Blast, Wave, EAA.
 - Cannot sustain increasing requests. May be able to improve scheduling to max out capacity usage. It is likely there will be less fields available (maybe 8).
 - Field maintenance is done by the City and fees charged to EAA are not covering their cost.
- Spring:
 - Megan asked for an update at the January meeting on how field space is looking for spring as scheduling begins in March.
 - EAA programs will likely see an increase in rates for field rentals for 2024. City will send approved rates to Megan when established.
 - City would like copies of sport schedules.
 - Softball expressed concern over field charges in 2023 not being consistent with baseball and suggested a tiered fee structure. Also noted clubs are using fields without reserving them which makes it difficult to reschedule games due to weather.

Approval of Minutes

Troy Tatting motioned to approve the July 27, 2023, board meeting minutes. Dan Sagstetter seconded the motion and the vote carried. The minutes will be posted on the EAA website.

Program Updates

Baseball – Rob Emerson – ABSENT (emailed in update)

- Bryan Walz will be transitioning into the Baseball Director role for Rob.
- Tryouts have been completed and teams are formed for the 2024 season for ages 10-14.
- Preliminary work has started by Magic Turf on the four fields at DHMS where the mounds are being rebuilt and infield dirt will be leveled off.
- Received approval from the City to have Magic Turf look at improvements to the infields at Goat Hill fields. They were out there yesterday assessing and should have some information soon.

Basketball Update – Troy Tatting

- In House 4-6 current season runs January – March. Program joined the SSYBL league a few years ago. SSYBL schedules all the games and now has a game scheduled the first week in January.

- Issue with this change is the teams do not have ample time to practice before the first game. Program wants 1-2 practices the last few weeks in December and will take away from travel permit time, not affecting the In House 1-3 program.
- Troy assured the board that he has talked to their facilities coordinator and ascertained that there is enough space on the travel basketball permit in December to give to the program to make it work.
- J.J. Kirby stated that the EAA governing body must weigh in on any changes to season start/end dates before a program institutes new dates.
- No board concerns were raised other than to ensure only travel basketball time is used.
- Troy Tatting made a motion to move the start date for the In House Basketball 4-6 season to December 10th.
 - Dan Sagsetter seconded the motion. Motion carried.
- Tryouts – teams posted yesterday. 286 kids, 29 teams (same as last year) with one more girl team and one less boy team. There were seven total cuts. Independent evaluators were used.
- The Basketball Board is concerned about JO volleyball requiring attendance at their programs/games because they are not in season. Concerned could cause disruption to the basketball program that is in season.
 - J.J. – EAA has seasonality in their sports and the in-season sport does take priority.
 - Amy Dearborn reported that only three players from Eagan JO last year were also signed up for travel basketball and the statement in the registration requiring attendance at games and tournaments has been removed.
 - It was suggested that travel basketball players may be playing for volleyball clubs outside of EAA and may have different rules and requirements affecting travel basketball that are out of EAA's control.
 - Suggested to create a policy or bylaw regarding seasonality and adding a multi-sport athlete statement to EAA's philosophy statement.
 - Amy stated that the JO program is not going to grow in numbers as they can only offer three teams based on gym space.
 - Will do more research and obtain data to determine validity of the claim.

Cross Country – Tina Wrucke

- One week left in the season. A little over budget but has a good fund balance.

Football – Dallas West

- Financially doing well. Received donation from MinnWest bank for \$500.
- SnapRaise Fundraiser raised \$2,200.
- Held two games at US Bank Stadium for 8th graders.
- 6th grade playoffs are in October at EHS. Partnering with Fastpitch Softball with concessions at the fields.

Lacrosse – Jason Oberhamer

- Hosted YLAM championship at EHS.
- 14's won state championship.
- New board members are coming on and will send over for compliance checking. Discussed roles and went over surveys to support multi-sport aspect.
- New this year – option for 8U/10U to sign up for M/W or T/TH team. Main issue was games did not align to the assigned nights and was more informal.

- First year actively participated administratively through the IGH co-op.
 - IGH girls program is likely folding and will rebrand as Eagan Lacrosse.
 - Boys side will stay with IGH and program will ask for an invoice from them for season expenses.

Rugby – Darryl Sanders -ABSENT

- **No Update Given**

Soccer – Mike Langley

- Season wrapping up next week with a Jamboree 3rd-6th grade. Field takedowns happen the next day. Just under 1000 kids were registered.
- Partners with EV for 7th/8th grade and will debrief at the end of the season with coaches. Hiccups in scheduling and different SE accounts, communication issues. Hope to partner again in spring.

Softball – T.J. Fletcher

- Fall ball wrapped up past weekend. 11 total teams.
- 10U/12U winter training is hit and miss and indoor space is already paid for so trying to recruit. Likely not participating in a dome league this year. Coaches have stepped up to assist with winter training.
- New board member Katie Braun is coming on and has helped with concessions in the past. Program sent out a survey and got a couple responses of board member interest so will circle back with them. Program may change up board positions to develop a bit more cross training in roles.
- Dome clinic registrations build requests will be sent over soon.

Track Update – T.J. Rice

- Working on contracts for Lisa and Justin Johnson. May be cutting back on their roles/responsibilities. May take 1-2 years to transition to new meet manager.
- Will bring in new volunteers from the middle school.

Ultimate Frisbee – Alicia Carr

- Middle School wraps up next week. High School has a few weeks left. Alicia does not coach in the fall and is relying on parent insight.
- Program has a healthy fund balance.
- Fall numbers are up. Has been able to delegate some duties to board volunteers.

Volleyball Update – Amy Dearborn

- In House – 16 teams, going well but issues with nets at PW and GH.
- Travel – 7 teams and play games at NL fall league, going well.
- JO tryout registration is open through 10/15. Tryouts are 29th. Season starts end of November and runs to the beginning of April.

Wrestling – Erin Day

- Middle of registration for two sessions, beginners camp and girl's camp. Will be sending out reminders to boost registration.

Executive Committee – J.J. Kirby

- Board Restructuring
 - Trudy will be rolling out of Past President role at the end of the year.
 - J.J. sent an email to all board members with the following suggestions for board restructuring to streamline current board roles. These changes, if approved, would require an update to the current bylaws.
 - Consolidate the Director of Sponsorships and Director of Public Relations into a Director of Business Development role. This person would handle all third-party relationships (Dick's, Sports Star, sponsors, concussion training, etc). This move would eliminate the Director of Sponsorships and Director of Public Relations roles and create a new one.
 - Consolidate the Director of Sport Programs and Director of Coaches roles. The duties of the Director of Coaches, which we've rarely had, are to see to coach development opportunities and help with background checks and appeals. This is all part of a broader Sport Program Director role which can help any program with issues, recruit and train board members and coaches, and possibly parachute into a program if needed. This person could work closely with Program Initiatives for added resources. This move would eliminate the Director of Coaches role.
 - Eliminate Public Relations and President-Elect roles. Will keep these email addresses active, and will assign the President Elect email to the President's successor.
 - Board expressed concern over removal of the President-Elect role.
 - Requirement to serve in another board role prior to entering President-Elect Role
 - Role is good for succession planning.
 - Administrative Officer and Secretary: Combine these roles and eliminate the Secretary board director position. The Administrative Officer remains a vital part of the Executive Committee and will help with building meeting agendas, communications to the board, and may eventually take over meeting note taking.
- Board position nominations for 2024– J.J. Kirby
 - Troy Tatting – Director of Basketball
 - Ben Wiedenfeld – Director of Cross Country
 - Darryl Sanders – Director of Rugby
 - Mike Langley – Director of Soccer
 - T.J. Rice – Director of Track & Field
 - Alicia Carr – Director of Ultimate Frisbee
 - Todd Wrucke – Director of Facilities
 - Matt Lilleboe – At Large
 - Dan Stagsetter – VP
- Audit Update – J.J. Kirby
 - No updates to report.
- SportsEngine Update – Megan Brewster/Heather Lorentz
 - EAA is a legacy customer and SE is asking for a longer term commitment from EAA.
 - Sign a contract for 3-5 years with zero increase in background check fees and annual fees for website. Goes up about 33% if we do not

sign. If we sign guarantee rates for five years and includes the main website upgrade.

- Megan made a recommendation that EAA move forward with a five-year agreement with SE to lock in the current rates and fee and receive the website upgrade.
- \$600 sport-specific website fee, parent website annually \$1,500.
- Sport Directors are also interested in an upgrade to their websites.
- Troy Tatting made a motion for EAA to sign a five year agreement with Sport Engine with inclusion of website upgrades across all EAA websites. Seconded by Jason Oberhamer. Motion passed.
 - Will reach out to SE to inquire about additional website upgrades.
- Non-cash concession payments via Venmo
 - Finance meeting –Venmo now allows nonprofits to use their services. Venmo. It requires going through Paypal and establish an account as a non-profit, which Megan has done. Kaviat is the Charity Profile has to be tied to a personal Venmo account. \$.10 per transaction + 1.9% processing fee.
 - Issue in identifying what the transaction is (Gate Fee, Concessions, T-shirt, etc)
 - There are no policies yet on how to handle it.
 - Cannot have separate Venmo accounts for EAA because it's tied to the tax ID number and can only have one account.
 - Transactions may have to be logged to tie to the Venmo transactions.
 - Could it be used to pay for fees for sports (rather just to take money in?)
 - More research is needed.
- Dick's Gift Cards update – Megan Brewster & Dan Sagstetter
 - Many sports still have a lot of gift card funds left to spend. Follow up with Megan with receipts if you purchase items using the gift cards.
 - Amounts per sport left: \$500 Football, \$500 Softball, \$300 Basketball, \$50 Volleyball, \$300 Wrestling, \$300 Lacrosse, \$300 Rec Soccer, \$215.12 Ultimate Frisbee, \$43 Cross Country, \$250 Rugby
- Program Initiatives/Concussion Update – Amanda Becker
 - New member orientation completed.
 - Nick McCollum expressed interest in a board position, potentially Director of Business Development.

Finance Committee – Megan Brewster

- Baseball and Rugby budget approvals
- CD Renewals – ACTION ITEM
 - CD Matured on 9/22/23 at Genesis, \$246,000 approx.
 - Action needed to remove funds to keep under \$250,000.
 - Decision needed for how long to renew CD for.
 - Current Affinity CD matures July 2024.
 - Recommend the 14 month, 5.0% CD with a Nov. 2024 maturity
 - Motion to withdraw \$15,000 from Genesis, and renew the 14 month CD at Affinity at 5% made by Jason Oberhamer and was seconded by Erin Day. Motion approved.
- Dakota United donation request
 - Adapted Floor Hockey. EAA has given to them in the past.
 - Asking for \$250 donation from EAA.

- TJ Fletcher is willing to donate from softball. TJ Rice stated Track will also donate \$250.
- Troy Tatting made a motion for EAA to donate \$100 from admin fund. Motion was seconded by Dan Stagsetter. Motion carried.

Marketing & Technology Committee – Elizabeth Kmety

- September 2023 Meeting Recap
 - EAA will be advertising in upcoming district catalogs mailed out to families and in district folders given out to students at elementary schools.
 - \$766 left in budget. Ideas included stickers, branded apparel, thank you, notes, notepads, pens.
 - Three new EAA logos are being developed, T.J. Rice will continue to work on and send out to the board as part of the EAA 2024 rebranding initiative.
 - How can EAA track that marketing efforts are working?
- Events & Marketing personnel
 - Contractor roles – concerns over hiring current EAA person for the Marketing Event Coordinator. Trudy Kenney is the primary candidate and EAA will meet with her to discuss details of the role.
- Halloween Trail Walk
 - \$50 fee
 - EAA participated last year. Need to know by Monday if anyone will volunteer so can get signed up.
 - Dan will send out a signup sheet this week.

Open-Air (all)

- Sport Star agreement expires at the end of year. Look at numbers and ask for favorable return for EAA based on business we give. Possible decrease in package cost? Matt will reach out and start the conversations.
- Transgender athletes – had one in volleyball but no policy on it. Director used ISD 196 policy, EAA needs to create a policy.
- Elizabeth Reddall will not return to the Web Director/Social Media role.
- Todd Wrucke is interested in the facilities role and has reached out to Greg Byrne.

Meeting was adjourned by J.J. Kirby at 9:01 pm.

Reminders:

Marketing Committee 7:00 p.m. Zoom (3rd Monday, Odd Months)	Finance Committee 7:00p.m. City Hall (2 nd Monday, Odd Months)	EAA Board 6:30 p.m. City Hall (last Thursday, Odd Months)
November 20	November 13	Holiday Meeting Dec. 7 th – Location TBD

Committee Assignments:

Finance

Chair

J.J. Kirby (President)

Vice Chair

Megan Brewster (Treasurer)

Rob Emerson (Director of Baseball)

Dallas West (Director of Football)

Nathan Krahn (Admin Officer)

Troy Tatting (Director of Basketball)

Alicia Carr (Director of Ultimate Frisbee)

Erin Day (Director of Wrestling)

Matt Lilliboe (At Large)

Marketing

Elizabeth Kmety (Director of Marketing)

Elizabeth Reddall (Director of Web Strategy)

T.J. Fletcher (Director of Softball)

Annette Scribner (Director of Volleyball)

Darryl Sanders (Director of Rugby)

T.J. Rice (Director of Track & Field)

Mike Langley (Director of Soccer)

Tina Wrucke (Director of Cross Country)

Jason Oberhammer (Director of LaCrosse)

Amanda Becker (Director of Program Initiatives)

Dan Sagstetter (At Large) *pending board election*