

Eagan Athletic Association - Board Meeting Minutes

Thursday, September 24, 2020

President, J.J. Kirby	X		Director of Basketball, Clay Fandre	X
Vice President, T.J. Rice	X		Director of Cross Country, Tina Wrucke	X
Treasurer, Megan Brewster	X		Director of Football, Josh Anderson	X
Administrative Officer, Trudy Kenney	X		Director of Lacrosse – Proxy Jason Oberhamer	X
Director of Facilities, Greg Byrne	X		Director of Soccer, Dave Grounds	X
Director of Program Initiatives, Amanda Becker	X		Director of Softball, Jacki Stalboerger	X
Director of Marketing, Mary Beth Ruthford			Director of Track, Lisa Johnson	X
Director of Sport Program, Craig Pluff	X		Director of Rugby, Eric Curtin	X
At-Large, Shelly Higgins			Director of Volleyball, Beth Sagvold	X
Administrative Assistant, Heather Lorentz	X		Director of Wrestling, Lisa Jensen	
Financial Assistant, Briana Klaus			Director of Baseball, Rob Emerson	X
			Director of Ultimate Frisbee, Alicia Carr	X
Guest: Jonathan Moore, City of Eagan	X			
Guest: EWSC Parents and Board Members	X			

Meeting was called to order at 7:02 p.m. President, J.J. Kirby

Public Questions

Several members of the EWSC community attended the public question and answers session at the beginning of the meeting, which was held outside due to capacity constraints for COVID.

Q1) Disappointed in communication of the changes that have occurred. EWSC meeting was very contentious and did not feel that the new president tried to bring community together. EWSC bylaws states if the President resigns EWSC board chooses next president, not EAA. Why did EAA choose the next president.

J.J. Kirby -EAA is the governing body of all 12 programs. It's the only entity with tax id, all sports fall under EAA.

Q2) Is there a mismatch of the bylaws?

J.J. - It sounds like there is and is a potential area of improvement.

Greg – EAA bylaws says EAA votes on the president of each sport.

JJ – EAA has the ability to appoint someone in the event of a resignation.

Greg -Typically the sport brings the selection to the board.

Parent – EWSC was not allowed this opportunity

J.J. – EWSC did not provide a candidate for approval nor did anyone volunteer to do it.

Q3) Does anyone on EAA board have a child that plays for North Oaks Soccer? And have you recused yourself from any decisions made on behalf of EWSC? If not, why? Isn't this a conflict of interest?

TJ Rice – It's not a conflict of interest. I also have a child that plays for Eagan Wave. Both daughters tried out for North Oaks and both were offered a spot but one child decided to stay with her friends at Eagan Wave.

Q4) Have you (TJ) been making any decisions on the president of the EWSC board?

JJ – The entire board made that decision and it was unanimous.

Parent – The opportunity to join the board was not offered previously because it was not communicated that the previous President resigned. There was zero communication.

Dave – We are always asking for people to join the board.

Q5) Where is the EAA bylaw you referenced in a meeting stating Jon was not allowed to come back for one year.

Dave – Irrespective, just because you apply does not mean you are immediately accepted for the position. I encourage you all to apply if interested.

Q6) Did Dave go through an interview process?

JJ – Yes, Dave met with members of the executive committee prior to nomination.

Q7) Is it your view that a soccer program competitive with EWSC, like the Blast, is that a competitive activity for a member of Eagan wave.

JJ- It can be viewed that way, but we also know there are a lot of Eagan kids in the Blast program.

Parent – I'm not talking about that. I'm talking about the Attorney General's letter of fiduciary responsibility. It states undivided fiduciary loyalty.

TJ – Obviously I am the parent you are all referencing here. I cheer for my daughters that play on both teams.

Parent – It's not these actions. It's what you are doing with another club?

TJ – What am I doing with another club? I go to her soccer games and support her.

Parent – Is that all you are doing?

TJ – Yes. Am I being accused of something besides cheering for my daughter?

Parents – Yes

Q8) Since EWSC budget is frozen, who set up the original budget? Was it past leadership, Skip and Shari.

JJ – approved in January at the finance committee meeting presented by Tim Kuss and Jon Weber.

Parent – But the budget was already done before that.

Megan – I'm the Treasurer for EAA. They came up with those numbers and brought them themselves.

Q9) Are any of you apart of anything contractual that effects EWSC.

JJ – budget was approved by EAA

Parent – minimum 7 contracts were signed over \$10,000 by EAA

JJ/Megan – Yes

Q10) This body believes that EWSC is in financial distress?

JJ – Competitive program is

Parent – they are not considered together?

JJ – No, they are separate.

Q11) Why would Dave state DOC responsibility is over all programs?

Dave - Going forward we want DOC to have visualization over all programs. Define the contract of DOC responsibility to have practice plans over all programs and then we can have buckets from the programs to help pay for it. To ensure we are accounting for this properly across all programs. Changing salary

structure of competitive coaches. DOC brought a three-tiered chart that is financially responsible and can get away from criticism and developing players from bottom up.

JJ – one of the reasons we brought Dave on was to make sure the DOC's get paid.

Dave – No contract was ever written up and no one could state for sure what they should be owed. There was never a clear picture. None of it ever was put in and approved and moved forward.

Q12) Are you aware of the timeline?

Dave -Yes.

Q13) Why did EAA not communicate the resignation of the EWSC President?

Dave – That is an EWSC board duty.

Parent – But it was a resignation under EAA not EWSC. Should EAA have communicated that?

JJ – I will take responsibility for that. Yes, maybe there should have been communication from EAA.

Q14) Can we have a timeline of what went on to get us to September?

Dave – Yes. I created a project call High Tide, Raising the Wave. Put down the framework, headings etc. Asking board members to fill it in. Have history, timeline, talk about the changes have budgetary issues and how to keep wave going for next 3-5 years.

Parent – Is this the same as One Wave, One Goal.

Dave – Yes

Q15) Did you ever go back to the EWSC treasurer with budget discrepancies?

JJ - Yes, there was a phone conversation.

Q16) Are any other sports currently in the red?

JJ – Yes most of them are, but had a fund balance to fall back on.

Q17) How much of it is related to timing of revenue and expenses?

JJ – expenses and revenues are realized in the months and years in which they occur.

Q18) Is this the first time of running a deficit or has it been going on for years and years?

Megan – No, they have slowly depleted the fund balance the past few years and ended 2019 with a negative \$3,000.

Megan – Your treasurer should be reporting the fund balance at your meetings. There is no discrepancy in the fund balance for 2019, which was audited. Sage and I agree on that number.

Q19) What is the negative budget number that EWSC is looking at?

JJ – Up to **-\$70,000**

Q20) The \$94K salary removal that was mentioned at the board meeting, where does that fit in? Coaches, treasurer, dir of comm, DOC and player develop left in July, plus others.

Greg – We approved the budget and then things went south. We went back to soccer and said you’ve lost half the players and half the income.

Parents – With all the losses pre-tryout how was that not enough?

JJ – It was not enough to offset the costs.

Q21) Is EAA willing to sit down and have a 3rd party auditor come in and sit down and look at the numbers.

JJ – I can bring it up tonight and get back to you. Send me your contact information.

Q22) Has EAA instituted any salary reductions?

JJ – Programs that had paid positions, without a fund balance to fall back on were asked to make cuts.

Q23) Why was Dave Grounds selected as EWSC President?

JJ - Our Executive Committee met and interviewed Dave and brought the nomination to the EAA Board of Directors for approval and election.

Approval of Minutes

Minutes from the July 30, 2020 board meeting were reviewed by all present. Motion to approve the minutes was made by Rob Emerson and seconded by Greg Byrne. Motion passed. Minutes can now be posted on the EAA website.

Minutes from the September 10, 2020 special session board meeting were reviewed by all present. Motion to approve the minutes was made by Trudy Kenney and seconded by T.J. Rice. Motion passed.

City of Eagan Update – Jonathan Moore

- Reminder to put all fall sports equipment into storage. Do not leave at the City fields.
- Dirt at Goat Hill Field #1 was replaced with a quicker drying Diamond Dirt brand. Previous dirt was too sloppy and did not dry well.
- City is planning for 2021 in the same manner as 2020 with being short staffed. This may result in longer prep time for fields in the spring.
- Meetings will be held in January and February to discuss spring.
- When a new group comes into Eagan and wants to rent field space, the City will check with their scheduler for open space. Normally, would not have any open field space, but this summer they did.

COVID-19 Preparedness/Update – J.J. Kirby

Continue to work with our partners at MDH and the State of MN to make sure following all the proper protocols. Have had a couple of incidents within a few different programs and have been very helpful in those cases providing guidance to programs.

It was noted that the Rec Soccer program just received notification of a positive case and two football players from FSCS have also tested positive. It is believed there was possible contamination for 8th grade football team from Eden Prairie. The Flag Football director is also under quarantine after testing positive.

MSHSL will meet to discuss winter programs on October 21.

Baseball Update – Rob Emerson

Overall program was down only one team. Tryouts for 12U were held this fall so team could begin fundraising for Cooperstown trip. 2020 Cooperstown team was unable to attend the event due to COVID. EAA consulted with the auditors and were told they cannot refund the money that was raised by families to go due to it being allocated specifically for this event. They can use these funds for EAA baseball expenses for these 12 boys specifically.

Eagan's main trainer at The Cages left for club ball and the program received a refund from that contract. Currently trying to re-negotiate contract with The Cages and find a new trainer.

Program is working on 2021 budget.

UPDATE: After the board meeting Rob engaged the auditors to ask for some sort of compromise with a way to at least give some of the funds towards the boys who raised it. They agreed and stated that money had to go towards either the 2021 Cooperstown team or Eagan Baseball expenses for only the 12 boys named on the donation letter in the form of things like registration refunds, training, etc. The recommendations from EBA Exec Committee was to refund 2020 registration fees, purchase membership to the Cages for training and pay 2021 registration fees. This has been sent to the team.

Basketball Update – Clay Fandre

Travel registrations were down slightly at 255 this year and 275 last year. Tryouts begin this weekend.

There was a call with the ISD 196 regarding gym facilities and program was notified that only the middle school gyms will be opened for use. No elementary school gyms. This effectively means there is no In-House 1st-3rd grade season this fall. There was no timeline given on when the elementary school gyms may reopen for rental. This will also reduce the amount of gym space available for the Travel program.

Program was notified that St. Thomas Academy facility was no longer available for their November tournament. Looking into other locations and will need to be creative in finding another spot. Program will reduce the tournament if need be, but then likely see much profit.

Cross Country – Tina Wrucke

Final season meet is tomorrow. Alicia Carr from Ultimate Frisbee will be coming next Monday and doing a demo for the kids.

A lot of work went into this season with other association directors to ensure consistency across the meets and to alleviate parent concerns.

Football – Josh Anderson

Flag football registrations were down this season at about 72% of 2019 mainly due to parent concerns with hybrid schooling uncertainties and exposure. Had issues with the original vendor for the jerseys increasing the price and then experiencing delays so went with another vendor. All participants received the same color jersey and will receive within a week.

Tackle 3rd-5th grade numbers were steady this season. Had some scrimmages at Thresher Field and will try to get on the new varsity field before the end of the season.

Tackle 6th-8th participated in the SW Metro League. Josh noted the 7th grade program saw some injuries this season.

Lacrosse – Jason Oberhamer

Season wrapped up the first week in August. Full refunds were given for the cancelled seasons and offered clinics instead. Clinics were held for U8-U14 from June until the end of July two times per week. The younger levels had a few scrimmages. No COVID issues were reported.

Noted that winter indoor season may be a challenge with COVID but will offer it if they are able to.

Working on board infrastructure, getting new people involved in general. Also working on the 2021 budget.

Dave Grounds suggested using the Rosemount Dome if there is usable space. EWSC may be willing to sublet unused time.

Rugby – Eric Curtin (via J.J. Kirby)

Eric emailed in his update. With MSHSL reinstating fall football, Rugby will need to shift gears and go back to a regular season for 2021. Program will be representing the budget at the November finance committee.

Soccer – Dave Grounds

Anyone interested in taking over the Director of Soccer should attend an EWSC board meeting. The hope is for a smooth transition for the next Director by having a DOC hired, coaches hired, field and dome space needs determined and allocated as well as a financial plan to use money from other buckets within soccer in the form of a loan, or ask other sport programs for a loan with plan to pay it back within three years.

Is unclear what the DOC's duties are for the months of November and December. Dave will ask the soccer board for more details on that. There is a parent meeting in October and there is concern that if no DOC in place by then parents will lose confidence in the program. The suggested \$60,000 contract for a new DOC would be a savings for the program at this point rather than paying \$8,000/mo for two interim DOC's.

Tiered coaching salary structure was agreed on and passed by the EWSC board.

One of the DOC's sent out an email to his team parents notifying them of ongoings between EAA and EWSC because he felt the communication was lacking. This email called out specific individuals within EAA and Dave Grounds, unfavorably, and also encouraged parents to email EAA Board of Directors with concerns. This person did not see anything wrong with the email that was sent out. Dave will work with the board to encourage better communications going forward.

Dave will focus on getting the Project High Tide document completed and posted. He noted that this is not his document. He provided the shell format for it and is asking board members to add information. When complete, it will be presented to the soccer board for approval and then to the EAA board for approval, then posted on the website to the public.

Will focus on where they are now and will stay within their current budget. Stated DOC costs should be spread across the three soccer buckets and should also be stated in their contracts.

Dave also stated that no one from the EWSC board has approached him to state the program wants to separate from EAA.

Dave indicated a contract for the interim DOC's is forthcoming and if does not receive one shortly, he will write one up.

Dave requested a motion to pay the \$4,000/mo verbally promised to both interim DOC's for a total of \$8,000 for the August stipend. This would be paid out of the travel budget. Trudy made the motion to pay them for the month of August at a rate of \$4,000/ea out of the travel budget. Josh Anderson seconded the motion. Motion carried.

Amanda Becker noted that she sat in on a meeting with EWSC where this was previously discussed and the rate at that time was \$1,000/mo. Trudy also noted that the EWSC budget originally indicated a total of \$10,000 for this position and it is now \$40,000. Numbers continue to change.

Megan noted that she supports payment of the DOC's but does not agree on the amount they should be paid.

Dave also mentioned including a clause that would state if a DOC is hired by a local high school they would be required to step down as DOC due to conflict of interest.

Softball Update – Jacki Stalboerger

Fall season numbers were stable. Season wraps up this weekend with the state tournament. Winter training will occur in Nov/Dec at the Dome. Increased clinic rates by \$5-\$10/participant due to increased demand. Program switched to a new facilities so will no longer be at The Cages. Working on budget for 2021.

Track Update – Lisa Johnson

Program is current in their off season and has been working on their budget for 2021.

Ultimate Frisbee – Alicia Carr

2021 budget was approved and are gearing up for spring. Season is dependent upon MN Ultimate and USA Ultimate. May offer intro clinics for middle and high school.

Volleyball Update – Beth Sagvold

Overall in-house numbers were down and travel numbers were up this year. Program is currently mid-season. Program was able to secure all the gym time needed for entire season without the use of ISD 196 school gyms. No spectators were allowed at any games this season. Program was able to reuse in-house uniforms from the cancelled spring season to save some money. Will be doing an apparel fundraiser this season.

Wrestling – Lisa Jensen

- No update given

Facilities Update – Greg Byrne

- No update to report

Administrative Officer Update – Trudy Kenney

- No update to report

Program Initiatives – Amanda Becker

- No update to report

Finance Committee Meeting Update – Megan Brewster

Reviewed and approved the Rugby and Ultimate Frisbee budgets for 2021. With the MSHSL allowing football in the fall, Rugby would like to re-present their budget in November as this alter their original plan for 2021.

Megan presented an update on the Admin Budget and noted that due to COVID EAA has lost approximately \$50,000 in revenue. The initial fund balance was \$122,000 and EAA is expected to incur a loss of approximately \$66,000 resulting in an estimated ending fund balance of \$56,000.

Megan stressed the need to consider creative ways to cut costs and to consider what can be done if seasons are cancelled again in 2021. Some initial ideas were no more full refunds, EAA will charge the \$20 admin fee to help cover costs (could be paid by sport or parents), charging check run fees for off-cycle check runs, increase admin fees, lower audit fees for 2021 etc.

Megan will send an email soliciting for ideas to the board to present at an upcoming finance meeting.

The annual EAA Holiday Party was discussed at the finance meeting and the committee concluded it is not fiscally responsible to have this again in 2020. Greg Byrne made a motion that no EAA funds will be spent on a holiday party. This motion was seconded by Josh Anderson. Motion carried.

Trudy, Tina and Heather will research other options.

Marketing & Technology Update – T.J. Rice

- No update given. T.J. stated he has reached out to Mary Beth with no response.

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

- Election of new Lacrosse Director – J.J. Kirby
 - J.J. introduced and nominated Jason Oberhamer for the Director of Lacrosse position. Motion to appoint Jason to the remainder of the term was made by Trudy Kenney and seconded by Dave Grounds. Motion carried.
- Dick's Sporting Good Gift Cards
 - Requests that have been submitted so far have been mailed out with a thank you note. There is at least 30 left to be distributed. Gift cards do not expire at the end of 2020. Hopeful that Dick's Sporting Goods will take COVID-19 into consideration as to why gift cards have not yet been distributed and consider same sponsorship again next year. Gift cards can be used to recognize excellent coaches, players, volunteers that have gone above and beyond during COVID.
- New Director Orientation
 - Training has been done in person in the past and takes 40-60 minutes followed by a Q/A session. Suggestion was made to record the presentation and place it online for board members to review at their leisure or show to their sport boards at a meeting. A brief meeting could be held prior to an EAA board meeting for Q/A.
 - Trudy would like to make this training mandatory for sport directors within a certain period of time (45-60 days) and can be open to any board members.
 - Jacki Stalboerger suggesting having different modules for the different sport board positions such as Treasurer, Director etc. She stated softball has many board members that she would like to take this training.
 - Rob Emerson stated that all sport program and EAA bylaws should work together and each sport should not have significantly different rules than other sports or EAA. J.J. will work with Trudy and Amanda to brainstorm ideas on how to update the bylaws and orientations.

Other/Open Air

- Election of New Web Director
 - J.J. Kirby made a motion to elect Scott Walters as the new Director of Web Strategy. Trudy seconded the motion. Motion carried and Scott will begin serving effective immediately.
- Adopt A Street – Trudy Kenney
 - This program is still on hold per the City of Eagan
- Sport Star Photography – Greg Byrne
 - Greg has reached out to Sport Star Photography. They have resumed taking team photos.
 - New contact: Jim @ 612-355-7177
 - New contract should be similar to prior one but was not yet available to bring to this meeting.
 - Order forms are now online only and can be downloaded.
 - EAA receives a kickback on orders. Encouraging sports to resume doing team photos.
- December Board Elections – J.J. Kirby
 - EAA Board of Directors are elected at the December meeting. The following Director positions are up for election: Cross Country (Tina Wrucke will return), Basketball (Clay Fandre will return), Rugby (Eric Curtin will return), Soccer (Dave will not return, seeking

candidate), Track (Kathy Windels will be nominated), Ultimate Frisbee (Alicia Carr will return), Wrestling (Lisa Jensen NOT returning, no candidate), Softball (Jacki Stalboerger NOT returning, possible candidate Mike Mondavi), Vice President (T.J Rice has not confirmed intent), Treasurer (Megan Brewster has not confirmed), Sport Programs (Craig Pluff has not confirmed).

- These positions will be on the ballot in December. Per EAA Bylaws, EAA Board of Directors elections are closed to the public.
- Pledge Statement – J.J. Kirby
 - J.J. proposed instituting a requirement that every EAA Board Member read and sign a Member’s pledge that states:

As a volunteer member of the EAA board of directors, I hereby pledge the following:

- To act in the best interest of participant children and their families
- To commit to transparency and honesty with the board of directors and the community
- This includes using EAA-issued email accounts to conduct all EAA business
- To act with integrity at all times so as to maintain EAA’s image as a community-focused organization
- To champion multi-sport athletes and not insist on off-season participation in any sport
- To have fiscal prudence in all matters, particularly as it relates to:
 - Maintaining open, honest and respectful communication with the EAA Treasurer and Financial Assistant
 - Limiting budgeted spending to what was approved by the EAA Finance Committee
 - Understand that EAA is funded by families in the City of Eagan that expect a high-quality, positive experience for their children

J.J. requested feedback on the document from the Board and any edits that may be required.

- 3rd Party Audit
 - Mr. Audio (EWSC parent) requested that EAA get a 3rd party to conduct an audit of the EAA/EWSC financial records. This would be paid for by EWSC parents or the EWSC program. It was noted that EAA already had and paid for an audit in July of 2020 for the 2019 financials. J.J. Kirby asked all present for a motion to move forward with this. No motion was given and EAA will not move forward with this recommendation.

Motion to adjourn was made by J.J. Kirby and seconded by Clay Fandre. Meeting was adjourned at 9:57pm.

Upcoming Meetings

**Note that these meeting locations may change to video conference depending on the COVID19 restrictions at that time. You will be notified of any change.*

Finance Committee – November 9th, 7pm Location – Civic Arena, Mezz

Marketing/Technology Committee – TBD

Next EAA Board Meeting - December 3rd, 7pm Location TBD