

Eagan Athletic Association - Board Meeting Minutes

Thursday, July 31st, 2014

President, Jim Howe	X		Director of Baseball, Tom Umhoefer	X
Past President, Ken LaChance	X		Director of Basketball, Mike Bockenstedt	X
Vice President, Brad Ruitter	X		Director of Cross Country, Willie Tibbetts	X
Treasurer, Kate Boyle	X		Director of Football, Ben Leiran	X
Secretary, Trudy Kenney	X		Director of Lacrosse, Mike Adair	X
Administrative Assistant, Heather Lorentz	X		Director of Soccer, Rich Segar	X
Director of Facilities, Lynn Estes			Director of Softball, Dana Anderson-Glass	
Director of Program Initiatives, Sharon Stumpf	X		Director of Track, Kathy Windels	
Director of Web Strategy & Support, Jeff Eckerle	X		Director of Rugby, Eric Curtain	
Director of Coach Development, Ken Barringer	X		Director of Volleyball, Ann Kluender	X
Director of Sports Programs, Kevin Sorenson			Director of Wrestling, Lisa Jensen	
City of Eagan (Bob Keeney)	X		Director at Large, Mike Casey	X
			Director at Large, Darin Keuhn	X
Guests:				

Meeting Minutes – Thursday, July 31st, 2014

City Hall – Eagan room

Meeting was called to order at 7:37p.m. by President, Jim Howe

Financial Update:

Presenter – Vicki Halenka, CPA with MMKR

Internal controls and balances were analyzed. Controls have been improved over the years. Financials are strong with expenses monitored to ensure costs are cut where possible. It is recommended to increase controls with money acquired from concessions. Members of the board suggested having two people counting cash between shifts, having Treasurers or Directors pulling money from cash boxes frequently and depositing timely. It was also suggested to have instructions on handling money written up for concession volunteers.

The 990 IRS form for non-profit compliance was filed. This form is filed annually and is public information. A motion was made to wait until the September 25, 2014 board meeting to approve 990 to allow board members more time to review. Motion was approved.

The annual audit was also performed. The financial statements were approved by voting members at the July 14, 2014 finance committee meeting. A motion was made by Ben Lieran to approve, and seconded by Rich Segar. Motion was approved.

Finance Committee Meeting Update – Ken LaChance

Meeting held July 14, 2014, no minutes taken.

Fastpitch softball budget was presented and audit was reviewed in detail.

June Financials – Kate Boyle

P&L report – down one hundred participants from last year.

Sports Star Photography terms have been re-negotiated. EAA signed a three year contract and received a kick back in doing so.

Motion was made by Sharon Stumpf to approve January-June financials with Sports Star Photography change moved into capital fund. Motion was seconded and approved.

EAA Top Vendor list for 2013 was presented. It was mentioned to seek multiple quotes before signing contract with vendors in order to adhere to EAA Conflict of Interest Policy.

Baseball Update – Tom Umhoefer

State Legion Tournament is this weekend. Over 260 paid parents and over 565 tickets were sold. Tom was able to watch approximately forty games. Overall it was a successful season.

Volleyball Update – Ann Kluender

Spring wrapped up and was a great season. End of year tournament went well. Late fee for fall registrations will kick in tomorrow. Current registrations: 46 for travel and 100+ for in-house.

Alyssa Dahlheiner is the incoming director for fall. Motion was made to approve the nomination of Alyssa as Fall Volleyball Director. Motion was approved.

Rugby Update – Kari Olson

There was not enough interest in the sport to form a varsity team this year. JV teams played against mostly Varsity teams. They just missed the championship match. Focus will be on recruiting and fundraising. Three participants from middle school are returning. Looking to have more teams next year, possibly include a Girls 7's team. Rugby currently has four people on their board and working on recruiting.

Cross Country Update – Willie Tibbets

Program expected 10-40 participants and have 33 currently enrolled. They will push for more awareness and marketing of the program. Goal is to teach kids how to run and proper form.

There are participants from various schools. Practices will be held at different schools to offer variety and fun of running at their home schools.

Current issues: Priority is given to high school teams, therefore meets are starting at 4:00pm. Not convenient for parents trying to transport kids to their meets.

Will participate in Rosemount and Apple Valley meets. Hoping to host an Eagan meet.

Lacross Update – Mike Adair

Both A and U13 teams qualified for end of year tournaments.

Program was hit hard due to bad spring weather. Costs were high from rental of the dome in Rosemount for tryouts.

State level issues caused some problems this year with changing tournaments mid-way through. Mike is working on this.

Basketball Update – Mike Bockenstedt

Registration is currently open for both in-house and travel programs. Late fee for travel will kick in on August 15th.

Tryouts will be held in September with 30 travel teams expected. The Eagan tournament will be in November with both boys and girls held the same day.

There are concerns with High Performance Academy (HPA) and advanced payments to hold the tournament there. They are having issues getting the contract signed with HPA. If HPA falls through, may look at Faithful Shephard or Bloomington for gym space.

In-house grades 4-6 budget will be presented at the next basketball board meeting in August.

Softball Update – Eric Krausher

Travel numbers are the same as last year, with in-house numbers dropping. They are considering working with the high school to create a summer camp. Camps tend to increase participation in the program.

Down & Dirty tournament was affected by rain. Many directors assisted the City of Eagan in getting the water off the fields so play could be around noon.

Fall Ball registration is now closed. There are two teams each at 8U, 10U and 12U levels.

Soccer Update – Rich Segar

Rec Fall Soccer is now closed with over 900 participants. Due to the high number, late registrants will not be accepted.

Trying to combine in-house and travel ordering for uniforms. Looking for a quick turn-around time. There is a person devoted to learning more about transitioning to online ordering. Potential website for orders is soccer.com.

The combining of Rec and Travel has created a huge program that is currently managed by one person. This has proven overwhelming and the program is looking into how to distribute workload, reorganize and pull in more volunteers.

Traveling tryouts are this week.

The soccer website was re-designed by a private contractor. There is a potential risk associated with giving Administrative rights to a third party with the information they can access.

There was an issue with online bullying that occurred at the team level. It happened via social media (twitter) and involved C1 and C3 teams and also between clubs. It was not brought to the attention of the board. It was suggested to develop a solid policy to address this and these matters need to be brought to the board's attention.

Football Update – Ben Lieran

7th-8th grade boot camps begins this week, with 3rd-6th beginning next week.

Tackle registration is down by 45 participants from last year. Should still hit a zero balance.

Flag football is right on budget with 240 participants. Eagan is the only association to offer this program.

More scholarships were given out this year than in the past. Cost and cultural shift may be factors in decreasing tackle registration. Other associations are also seeing declining numbers.

Program is on the right track to get kids interested in the football program and continue playing.

EAA Football uses half the DHMS shed to store 7th and 8th grade equipment. They would like their space back, so the program is looking for another space. EAA previously built a shed that cost approximately \$60,000. Looking into sharing the cost with other programs such as baseball and softball.

Background Check and Concussion Update – Sharon Stumpf

Facing current limitations within Ngin, so this is done manually. Ngin may be working toward this in approximately one year. Members of the technology team will be talking with Ngin to discuss EAA needs.

Would like to improve communications between sports directors and Ken Barringer to ensure background checks are done annually and concussion training is up to date. Ken will be reaching out to sports directors. Sports directors should be communicating at their meetings about background check and concussion training. Coaches are required to have background check and concussion training. Other volunteers and board members are only required to have a background check.

Marketing and Technology Update – Trudy Kenney

EAA will be present at the 2014 open house at Eagan schools in August. Volunteers are needed to work a table at each school and hand out flyers and answer questions. All materials will be provided. The goal is to promote EAA and bring awareness to the program.

Trudy is currently seeking quotes on printed tablecloths for the tables at open house. So far, she has contacted Sports Star Photography and Skyline. It was also suggested to check Sams Club, Costco and Kinkos for additional quotes.

A motion was made to approve \$750 budget for materials needed for open house. Motion was approved.

EAA has received approval to send home flyers to elementary schools three times this school year. Julie Olson is the district contact for flyers. Secretary Ruth Prior will assist with school delivery. It was suggested to have a fall, holiday and spring break delivery for the flyers with emphasis on the specific sports for that season.

It was also suggested to use Facebook and Twitter for EAA program updates.

Cascade Bay Volunteer Event reminder will be sent next week. This event last year was very successful. Volunteers need to mention EAA at the gate. First 500 people will get in free. After that, the cost is \$2. Dr. Eisenhuth asked if she could have a visor decoration station at the event. The group agreed to it.

Members of the committee are checking into Buffalo Wild Wings sports nights and also reaching out to other local business (Culvers) to see if they are interested.

Jeff Eckerle mentioned a review is needed of who has webmaster rights on the six sports that have their own domains. The number of people with these rights should be limited to two or three.

Auditors have requested a new cover sheet for attendance at board meetings. A motion was made by Mike Adair to approve the new sheet and was seconded by Tom Umhoefer. Motion approved.

Next meeting is August 17th at 8pm at Buffalo Wild Wings.

Positive Coaching Alliance (PCA) Update- Ken LaChance

At the last board meeting in May, a representative from PCA gave a presentation on the program. This program teaches coaches how to teach kids life lessons, sense of community, team work and commitment. It also helps to model coach behavior. This program was used in Prior Lake with good results. There is no limit on the number of participants and could be done at any time. Prices quoted are good through the end of August. General funds would be used to pay for the program.

Motion was made by Jim Howe to approve a two year, three session commitment with PCA. Rich Segar seconded the motion. Motion was approved. A list of dates and space will be available at the board meeting in September.

To determine if PCA program is working for EAA, it was discussed to offer a parent or end of year survey.

Field Maintenance- Ken LaChance

Ken met with City of Eagan representatives on July 18th to brainstorm how to maintain fields and to have EAA invest in the fields beyond what we current pay to use them. Possible ideas were capital campaigns and partnerships to install sprinklers etc.

We are at max space right now. Blue Cross Blue Shield is a use permit and not a good candidate for investment. Fields at schools need levies to improve or maintain their fields. Using fields from neighboring communities would increase travel. A possible idea is using Faithful Shepherd fields.

The City asked EAA to try to manage within the program and to be conscious of heavy usage and give fields a rest.

General Update – Jim Howe

2015 Open Board Positions – Current board members need to let Jim know whether or not they plan to return next year.

Green Ribbons Initiatives – Program gives awards for community activity. EAA has been nominated for this award by former Pastor of Easter Lutheran Church.

Baseline Concussion Testing will occur the third week in August and is open to all EAA athletes. Approximately 270 tests were done last year. A new baseline is recommended every other year. Cost is \$5 and testing is performed by Institute for Athletic Medicine. Age requirements for testing are age 10-high school. More details will be coming soon.

Director of Health and Wellness is no longer contributing quarterly articles. The space reserved for that on the EAA web page can be repurposed. A suggestion was made to create some sort of poll to create buzz for the web site and increase traffic.

Upcoming meeting dates:

Marketing – August 17th at 8pm at Buffalo Wild Wings

Finance – Sept. 8th at 7pm

Board Meeting – Sept. 25th at 7:30pm at City Hall Eagan Room

Meeting was adjourned at 9:45pm