



Non Profit and Volunteers

Board Meeting Notes

Monday, July-19, 2021 | 7:00-8:30pm
Location: Virtual, via Microsoft Teams

Our Focus: Keeping our Organization and Community, Safe, Healthy and Engaged

 **Draft for approval at the next regular meeting**

Attendees:

Board: Jess Smith, Peter Beaumont, Kevin Brandt, Christina Beddies, Doug Beddies, Jeremy Resler

Board-Elect: Jason Petti

Programs: Tracey Hammel, Travis Lee, Denise Bergevin, Amy Hiivala, Tony Walker, Teresa Schlueter, Stephanie Uittenbogaard, Jessica Shepherd, Dave Freed, John Grosse, Krysta Larson, Shawn Nelsen-Wills, Ben Bauer,

Agenda Item

Lead

- | | |
|--|-----------|
| 1. Review and Approve June Meeting Minutes | Peter |
| 2. Review Action List | Peter |
| 3. Election of new Board Member: Jason Petti | Jess |
| 4. Program Listening Session | Jess |
| 5. Review Approved Budgets for Basketball & Volleyball | Jess |
| 6. Other sport highlights/readiness for Fall season | PD's |
| 7. 60-90 Day Marketing Calendar Highlights | Jess |
| 8. Committee Updates: | |
| 8.1. Operations Committee | Peter |
| • Projects Review | |
| • Fields & Gyms Management Software Opportunity | Christina |
| • Escape Key | Mark |
| • Safety (Covid & Other) | Jeremy |
| 8.2. Finance Committee | Kevin |



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9. 2021 BOD Open Positions

Jess

10. Other Business:

Jess

- Hope Fieldhouse
- Board Re-structure Update
- Volunteer Appreciation Update

1. Review and Approve June Meeting Minutes

Peter

- Proposed: Jeremy
- Seconded: Christina

2. Review Action List

Peter

Actions Review - 7-21 Days

- Send any updates you would like featured in this upcoming newsletter to Jess - **All**
- Programs to connect with Doug and Kevin to understand timing of budget planning this year and help align your processes so that we can complete the annual budgeting process sooner this year - **Programs**
- Please share any ideas or let us know if you'd like to help plan the Volunteer Appreciation Day event - **All**

Actions Review - 21-90 days/On Going

- Fill open Board positions - **Jess**
- Lack of of coaches/volunteers and how to change that to be added to Ops Comm Project List for evaluation, discussion and recommendation to Board and Programs - **Ops Comm**
- Fall Programs must get Ops Comm blessing to ensure we cover the CDC guidelines for Covid - **All Programs**
- Review SafeSports and Abuse Training as to whether we should have all programs take either be added to Ops Comm Project List. For evaluation, discussion and recommendation to Board and Programs. - **Ops Comm**
- The Finance Comm will have the fee required for 2022, by September Board meeting - **Jess**



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- Continue to share your feedback with the Big Board and let us know any specific needs that we can help with - **Programs**
- Promote Board open roles where you can. <https://www.evaasports.org/boardopenings> - **All**
- Ensure Programs to ensure Ops Committee reviews Covid and Ops processes before opening up your seasons - **Programs**
- Programs to start reviewing Volunteer safety training compliance levels if not already. Escalate any issues or opportunities to Jeremy - **Programs**
- If programs need space for rainouts, off field/court training or even camps, contact Christina Beddies to understand what value Hope Fieldhouse can bring to your program this year - **Programs**

3. Election of New Board Member : Jason Petti

Jess

- Jason was joining the meeting late, so we would take this agenda item later.

4. Program Listening Session

Jess

All Fall Programs must get Ops Comm blessing to ensure we cover the CDC guidelines for Covid.

Wrestling

- Dropped the ball on the opportunity to cross promote.
- Summer Camp will be operated July, 19-22 with 47 participants.
- Not a lot requirements from Board.
- Going into Elementary Schools for facilities and doing free clinics in High Schools.
- **Should send a request to Christina and she will book the Elementary Schools as required.**

Softball

- Down to 2 x fields as Apple valley reduced the number available. This will have a significant impact in the Fall.
- So, they are looking for space for the Fall.
- There are also issues with bad repairs to mounds etc. Moeller and Huntingdon are the worst.
- Krysta will take off line with Christina and let her know what needs to get fixed
- Doug will ask Coaches what is good and what needs to improve with fields, by sport.



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A suggestion was made that we have a place on the EVAA website for Coaches/ Volunteers to report field/facility issues. Mark Espena to communicate with PD's and establish. In retrospect, this should be Doug to lead.

Soccer

- Overhauled the Registration system with the help of Mark Espena.
- Registrations opened June-14. Lagging forecast at present.
- Season will start August-16.
- We are looking at working with Eagan and Burnsville Rec. programs to join a CO-ED League as all our CO-ED numbers are down.

Basketball

- Are glad they have the access to Hope Fieldhouse for space.
- They are relying on Elementary schools.
- There is a concern that the delta version of Covid may slow the fall season down.

Baseball

- Lack of volunteers is the biggest challenge and the communication to the community.

Softball

- Are doing surveys to get feedback from the community.

Christina reported that she had updated the contact list Peter created, and put in facility and other key contacts and it is now available on SharePoint.

There was discussion about equipment going missing and Ben Bauer volunteered to track equipment at Scott Highlands on the west side and Falcon Heights garage on the west side.



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Football

- Gave up JCRP fields to VAA, and use Scott Highlands and Falcon Ridge.
- Fields need to be painted on time in the Fall. The Football Board had to do it themselves last year to ensure the season started on time.
- Registrations start Aug-30 with late fees in force.
- Equipment check on Aug-25.
- Practise on Aug-9.
- Training and paying for HS refs as there is a shortage.
- Football received a \$500 grant from US Football for training to produce better coaches.

There was discussion about equipment going missing and Ben Bauer volunteered to track equipment at Scott Highlands on the west side and Falcon Heights garage on the west side.

There was discussion about whether we have outgrown our current available facilities or should we be using the facilities more effectively - hence the discussion we will have about the Avario program.

5. 60-90 Day Marketing Calendar Highlights

- These were mainly covered under the program Listening session. We need to expand the awareness of the Basketball program.

6. Committee Updates:

6.1 Operations Committee

Peter

♦ Projects Review

- Peter ran through the projects completed and current projects being worked on: Sports Engine: Automation Concussion/Background checks; Safesport Implementation; How do we attract Coaches/Volunteers project; Website review: Including who needs access and why (BOD & PD's); Covid-19 Safety; On going review of By-Laws; Recommend criteria for extending Board votes to key programs.



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◆ Fields & Gyms Management Software Opportunity

- Christina outlined the Avario software program which handles field allocations via Sports Engine.
- It will automate the allocation of fields and indoor facilities by allowing us to put fields availability and requests from programs. The software allocates and then sends schedules to the programs to vet and select where they want to go with their teams.
- Viewing access can be restricted.
- Two key benefits are that the programs will quickly show what fields are open and which are not used at all.
- The cost is \$2,000 for the yearWould want at least2 programs to pilot the use, softball is in and football MAYBE interested. Soccer would also be interested.
- **Agreed: This should go to the the Ops Comm for discussion and recommendation to the Board for a vote.**

◆ Safety Update

- Tracey Hammel is updating Covid-19 regulations for soccer and will share for all sports.
- Jeremy has already sent out a one pager on new policy for concussion and he has re-written background check policy.
- We should have complaint form in place where complaints must be made within 24 hours with a Board investigation process. This should be on the EVAA website including our policies on complaints and the process.
- We will need to approach PD's to get the concussion/background documents completed. We currently have 70-80% compliance across all sports.
- We need to ensure Jeremy gets the information required.
- Ben made the point that we should make as easy as possible for completion of checks.
- We will also be looking at SafeSports and making a recommendation to the Board to cover all sports.
- Tracey updated all on latest CDC guidelines and these will be posted on the website via Mark Espena.

6.2 Finance Committee

Kevin

- Re assessing insurance as it is up for renewal and we anticipate costs will increase.
- We are currently on budget.
- The Fin Comm approved 2 budgets last week.



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- The process for budgets is that they must be submitted to the Finance Comm for Fall sports who will then assess, ask any questions and approve, then the programs just update the Board.
- The Finance Comm is assessing a mechanic to make the EVAA Admin fee more equitable for all sports by considering a sliding scale fee based on registration fees. This means that sports with low registration fees and therefore the fee is a large proportion of their registration fee, pay less. So in some cases it could reduce from \$30 to \$5.
- At this point though, all sports should assume the high side for budgeting for 2022.

7. 2021 BOD Open Positions

Jess

- Jess congratulated Jeremy and Doug for hitting the ground running already and welcomed them to the Board.
- Jason had joined the meeting, so Jess introduced Jason Petti.
- Jason provided his background and why he wanted to bring value to the EVAA Board.
- Jason had met with various Board members present prior to the meeting.
- Jess proposed we elect Jason to the Board, as Fundraising Director. Jeremy seconded, there were no objections, and the vote to elect Jason to the Board was carried unanimously.



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8. Other Business

Jess

- **Hope Fieldhouse** – Jess updated on the partnership we are forming with HFh and there is an opportunity to support them with a golf foursome at their Golf Tournament at Crystal Lake on August-11. Anyone interested contact peter, we are looking for any number of foursomes but 2 to join Jess and Peter:

The Hope Fieldhouse Four Person Scramble!



When? \$125 per player!!

August 11th

Registration	10:00AM
Tee Time	12:30PM

Where?

Crystal Lake Golf Club
16725 Innsbrook Drive
Lakeville, MN 55044

Join us for golf, prizes, and lots of fun!



for more information check out <https://hopefieldhouse.org>





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NEW ACTION | 7-21 days

- All Fall Programs must get Ops Comm blessing to ensure we cover the CDC guidelines for Covid - **All Programs**
- Wrestling to send a request to Christina and she will book the Elementary Schools as required - **Travis**
- Softball to bring issues of fields both condition and availability to Christina - **Krysta**
- We will ask Coaches what is good and what needs to improve with fields, by sport - **Doug**
- Do we have a place on the EVAA website for Coaches/Volunteers to report field/facility issues? Investigate with PD's - **Doug/Mark**
- Looking to track down equipment at Scott Highlands on the west side and Falcon Heights garage on the west side - **Ben Bauer**
- Whether we pilot, test, use Avario to go to the the Ops Comm for discussion and recommendation to the Board for a vote - **Peter/Christina**
- Latest CDC guidelines to be posted on the website via Mark Espena - **Tracey**

EXISTING ACTION

- Send any updates you would like featured in this upcoming newsletter to Jess - **All**
- Ensure Programs to ensure Ops Committee reviews Covid and Ops processes before opening up your Fall seasons - **Programs**
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