

Eagan Athletic Association – Board Meeting Minutes
Thursday, June 16, 2011
Eagan Room, Eagan City Hall

<u>President – Dave Unmacht</u>	<u>Absent</u>	<u>Director of Traveling Softball –</u>	
<u>Vice President – Ken LaChance</u>	<u>Present</u>	<u>Dana Anderson-Glass</u>	<u>Present</u>
<u>Treasurer – Kate Boyle</u>	<u>Present</u>	<u>Director of Lacrosse -</u>	
<u>Secretary – Kurt Urdahl</u>	<u>Present</u>	<u>Jan and Kurt Johnson</u>	<u>Present</u>
<u>Administrative Assistant –</u>		<u>Co-Directors of Track</u>	
<u>Amy Lokensgard</u>	<u>Present</u>	<u>Annette & Michael Linder</u>	<u>Absent</u>
<u>Director of Fundraising –</u>		<u>Co – Directors of Volleyball -</u>	
<u>Dan Klekner</u>	<u>Absent</u>	<u>Teresa Kavanaugh</u>	<u>Absent</u>
<u>Director of Coaches –</u>		<u>Director of Fall Volleyball -</u>	
<u>Susan Schaumann</u>	<u>Present</u>	<u>Ann Kluender</u>	<u>Absent</u>
<u>Director of Equipment –</u>		<u>Director of Football -</u>	
<u>Ed Kees</u>	<u>Present</u>	<u>Dean Kraus</u>	<u>Absent</u>
<u>Director of Technology-</u>		<u>Director of In House Baseball -</u>	
<u>Tim Jolliffe</u>	<u>Absent</u>	<u>Bubba Chambers</u>	<u>Present</u>
<u>Director of Traveling Baseball –</u>		<u>Director of In House Basketball -</u>	
<u>Lynn Estes</u>	<u>Present</u>	<u>Eric & Kim Anderson</u>	<u>Absent</u>
<u>Director of Traveling Basketball –</u>		<u>Director of In House Fall Soccer -</u>	
<u>Beth and Greg Koenig</u>	<u>Present</u>	<u>Dione DeMartelaere</u>	<u>Present</u>
<u>Director of Traveling Soccer –</u>		<u>Director of In House Spring Soccer -</u>	
<u>Mike Mulrooney</u>	<u>Present</u>	<u>Trenne Fields</u>	<u>Absent</u>
<u>Eagan Parks & Rec Dept –</u>		<u>Director of In House Softball -</u>	
<u>Jonathan Moore</u>	<u>Present</u>	<u>Mike Ferraro</u>	<u>Absent</u>
<u>Director of Publicity –</u>		<u>Director of Wrestling -</u>	
<u>Brad Ruitter</u>	<u>Present</u>	<u>Vacant</u>	<u>Absent</u>
		<u>Director of Kickball -</u>	
		<u>Bonnie Bley</u>	<u>Absent</u>

Administrative Business:

Approve April Meeting Minutes:

- Motion to approve by Lynn Estes. Motion seconded by Greg Koenig, motion carried. April minutes approved.

Community Awareness & Events:

Showcase Eagan Event:

- Dave sent an e-mail stating that EAA was well represented at the Showcase in early June. Close to 1200 were in attendance. Many families stopped by and asked about our services. Dave heard many positive comments about the recent Newsletter. This is a

free event put on by the City of Eagan and held once every two years. Dave's recommendation is that EAA should always plan on setting up a booth.

Eagan Foundation Scholarship Awards Breakfast:

- The Eagan Foundation held a scholarship breakfast at Eagan High School on May 17th. Michaela Banz and Philip Homan were EAA's 2011 recipients. They were each awarded a \$750 scholarship. Michaela and her father were in attendance at our meeting and spoke to the Board expressing their gratitude for EAA. Michaela will be attending St Olaf in the fall where she will run Track and Cross Country.
- There was discussion regarding the 2012 Scholarship commitment and whether the Board wanted to increase the scholarship number from 2 to 4 scholarships. Discussion is tabled for now and will be talked about more at a future meeting.

Eagan Athletic Association & Foundation Turkey Day 5K:

- Eagan Foundation Board Members, Janel Woods and Karen Julian proposed an idea to our Board about starting a 1st Annual Foundation Turkey Day 5K. The Eagan Foundation would like to target a younger audience and possibly partner with EAA to get this event going. Ideally, this would be very similar to the 5K that takes place in May through the City of Eagan. It was proposed that EAA help with marketing and online registration, while the Foundation provides the volunteers necessary for this type of event. Janel and Karen will be in touch with EAA to form a committee.

Finance Committee Update (Kate)

- **EAA 2010 Audit Report(s) Discussion**
CPA's with MMKR, Vicki Holinka and Tyler Eichhorst gave an update on the last audit. They had only preliminary draft numbers to share, but their comments were positive. They felt that EAA was making the right changes necessary to reduce risk. They are always available to answer any questions.
- **Charitable Gaming Status Update**
Dan Klekner was absent and not available to give the Board an update on the status of our gaming license, but Ken told the group that it is all winding down. Kate will follow up with Dan and Dan will come back to another meeting to make his final report.
- **Approve March and April Financials:**
Kate reported on the March and April financials. There were no issues with March while there was not a great deal of activity in April. There was a motion to approve financials by Greg Koenig. Motion seconded by Mike Mulrooney, motion carried. March and April financials approved.
- **Approve Travel Fastpitch Budget:**
Dana Anderson-Glass summarized the Travel Fastpitch 2012 budget highlighting a few increases in fees. There was motion to approve the Travel Fastpitch 2012 budget by Lynn Estes. Motion seconded by Mike Mulrooney, motion carried. Travel Fastpitch 2012 budget approved.
- **Registration Update/Merchant Card Changes:**
Fall/Winter I sport Registration is now open until the end of July. Spring registration was overall down nearly 200 from last year.

- **Insurance Renewal Update:**
Ken does not think we have enough insurance coverage. Ken believes we have too many policies and not enough coverage. He ultimately makes the decision as to what kind of coverage we have and how much to spend, however he would like to have a finance committee to look it over and make a recommendation to the Board.
- **Sport Star Photo Rebate & 2012 Partnership Update:**
EAA has had a 20 year relationship with Sports Star Photo and they have always done a great job. They are locally owned, self-sufficient, and have always provided good customer service. Ken will be having lunch with Ted Schmitz to see what kind of offer we can get for 2012. EAA is constantly approached by other photography companies. We need to touch base and make sure Sports Star is still the best for EAA. Currently, we get 10% back in gross sales. Ken will report back to the Board at the next meeting.

Marketing & Technology Advisory Committee Update (Brad/Cory/Tim)

- **Admin Support Roles of Amy and Kristen**
Cory explained the roles of Amy and Kristen. Their roles are different even though the jobs they perform overlap at times. Amy provides customer service to our customers through e-mail and phone calls. She is our main contact for EAA. Amy sets up the registration reports, can post content on the website, etc. Kristen is the internal support for EAA.
- **New Laptop Computers:**
EAA bought 2 new laptops and gave those computers to Amy and Kristen.
- **Maximum Solutions:**
Maximums Solutions is a scheduling software that EAA bought recently. It is loaded onto the computers that Amy and Kristen have. No one at this time in EAA knows how this product works or what exactly it is capable of doing. Amy and Kristen will be going to training in the near future. This company offers a 2 hour training class for a fee.
- **NGIN Training:**
Kristen will be offering NGIN training in July to all of the Sport Directors who want to learn more about the website.

Sport Program Business:

- **Coach Certification Clinics (Susan):**
2 Certification clinics will be held on July 11th and July 26th from 7-8:30pm at Blackhawk Middle School in Lecture Room A.
- **Concussion Baseline Testing (Susan):**
Simple tests that help evaluate the severity of concussions suffered by professional athletes may soon be available to youth sports to ensure children are not returned to competition too soon. This is a onetime test. A law might be passed to make this mandatory. Dean Kraus and Susan will research and get back to the Board with more information.

- **Weather Policies (Susan):**
EAA has weather guidelines but not a weather policy. Currently Sport Directors have the discretion of cancelling a practice or game due to extreme weather conditions or not. Susan would like to form a committee to create a weather policy with very specific language so that it is very black and white and easy to make a decision to cancel or not. More to come.
- **EAA Wrestling Program:**
Chad Gage has resigned as Wrestling Director for EAA and we cannot find a replacement. A vote was taken to accept his resignation. A motion to approve was made by Lynn Estes. Motion seconded by Greg Koenig, motion carried. A vote was taken to suspend the program at the end of 2011. A motion to approve was made by Lynn Estes. Motion seconded by Jan Johnson, motion carried. A vote was made to contribute the remaining funds to the Eagan High School Wrestling Booster Club. There were 6 yes's and 4 no's. Another vote will be taken in a year to eliminate the program all together.
- **Sport Program News/Updates:**
There was no new sport program news or updates shared from any of the Sport Directors at the meeting.

Meeting ended at 10:35pm

Next Board Meeting:

- **Thursday, July 28th @ 8:00pm**