



Non Profit and Volunteers

**Board Meeting Notes**  
**Monday, May-17, 2021 | 7:00-8:30pm**  
**Location: Zoom Meeting**

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**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, Nick Eull, Mark Espena, Christina Beddies,  
**Programs:** Ben Goodman, Tony Walker, Dave Freed, Lauren Loberg, Tracey Hammel, Travis Lee, Stephanie Uittenbogaard, Shawna Nelsen-Wills, Jenny Carlson, Denise Bergevin, Amy Hiivala

**Agenda Item**

**Lead**

- |   |       |
|---|-------|
| 1. Review and Approve April Meeting Minutes | Peter |
| 2. Review Action List                       | Peter |
| 3. Program Listening Session                | Jess  |
| 4. 60-90 Day Marketing Calendar Highlights  |       |
| 5. Committee Updates:                       |       |
| 5.1. Operations Committee                   | Peter |
| ▶ Projects (By-Laws Vote)                   |       |
| ▶ Marketing                                 |       |
| ▶ Escape Key                                |       |
| ▶ Safety (Covid & Other)                    |       |
| 5.2. Finance Committee                      | Kevin |
| 6. 2021 BOD Open Positions                  | Jess  |
| 7. Other Business                           | Jess  |



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## 1. Review and Approve March Meeting Minutes

Peter

- Proposed: Jess
- Seconded: Nick

## 2. Review Action List

Peter

- Back end work by Escape Key - **Mark**
- Fill open Board positions - **Jess**
- Lack 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**
- 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**
- 4 items moved to the Ops Comm for review and action, which follows our process for projects.

## 3. Program Listening Session

Jess

- The discussion continues to point to volunteer engagement as an opportunity for EVAA.
- The Operations Committee have taken the task of putting together a strategy with Program input and we plan a pulse survey at end of Spring for both volunteers and participants.
- We need input, best practices from Programs to help us develop a strong engagement strategy for the back half of this year.

### Wrestling

- Little to report at present

### Basketball

- Completed 2 x tournaments
- Running skills sessions
- 80% back to normal from pre-Covid-19
- Refunds made to specific teams based on shortened/changed season (\$13,790)
- Ordering new uniforms



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- Finances overall in a good situation

### **Volleyball**

- No in house since 2019.
- Stephanie is not excited about being the PD.
- We seem to have a consistent Board for 3 years so and the kids age out and have to get new PD and Board.
- Looking to get kids for 4 teams (used to have 6).
- There was a succession plan with an assistant but they moved out of the area.

### **Soccer**

- Moving storage from current location. Christina helping with this.
- Have full complement of coaches, but it was a struggle.
- Full Board, fully functioning with designated roles.
- 590 registrations and 53 teams from Pre-K to Grade 8.

### **Baseball**

- Had to use strong arm to get coaches (as did soccer).

## **4. 60-90 Day Marketing Calendar Highlights**

- Walked through latest and upcoming Newsletter highlights.

## **5. Committee Updates:**

### **5.1 Operations Committee**

Peter

#### **♦ Projects Update (By-Laws)**

- Revised By Laws had been sent out prior to the April meeting and agreed that at this meeting we would vote on passing them, with the proviso that the Board would review a suggestion of providing votes to key EVAA sports programs.
- Motion by Jess to pass the By Laws
- Seconded by Peter
- Unanimous vote by all 5 Board members present.

#### **♦ Escape Key**



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- All access, except for specific requirements, has been removed from the back end of Sports Engine.
- If reports are required, the request should be sent to Mark Espena and he will produce them.

#### ♦ Safety Update

- Discussed Safe Sports and recommended that all take it as it covers all things except background checks and concussion.
- The cost is \$4 per person taking it.
- Recommendation should be all coaches/volunteers take if starting for fall sports.
- Need to decide if this a Program cost or Board cost, based on how much it will cost.

### 5.2 Finance Committee

Kevin

- Kevin outlined the general fund has a \$64,000 deficit and we are looking for ways of getting the debt reduced without impacting the programs.
- After a review of all all programs, they are in good financial shape.
- The general Fund is the only balance sheet that has a problem and has significant debt.
- Looking at ways to scale the fixed fee for programs based on affordability and need.
- The Finance Comm will have the fee required for 2022, by September Board meeting.
- Our Finance Committee in 2019 made it a goal to have a fully approved budget for EVAA in 2020 for the very first time, which we did back in February.
- EVAA Treasurer, Kevin Brandt, gave an excellent update this week and we are pleased to be in a strong financial position at this time of the year.
- 2022 budget planning started the day after we approved our 2021 budget, with a goal to streamline the budget review process and develop an admin fee strategy that is scalable for the programs and allow for more efficient planning.
- Preliminary budgets should be available for review by the end of Q3 if not sooner, so we can finalize admin fee planning and finalize the general budget in Q4.

## 6. 2021 BOD Open Positions

Jess

- With Nick and Krysta departing this month, we have 5 open positions on the board that we hope to fill as soon as possible.



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- These are critical and/or new positions that have been created with intent to strengthen the value we bring to the Programs and the community.
- Each role requires approximately 10 hours per month. These positions are described on our website and there are links for those who would like to submit applications. Please continue to promote these open roles and let myself or Peter know any questions. Check: [www.evaasports.org/boardopenings](http://www.evaasports.org/boardopenings) for more information.
- We have received applications for open positions as follows:
  - ▶ Program Liaison Director and Safety Director.

## 7. Other Business

Jess

- Should we look for one vendor to supply all uniforms? How could we make this happen? What are uniform costs for all programs?
- Cost saving through storage being in one place?
- We have heard nothing from Lacrosse.
- **Volunteer Appreciation Day** – Currently being planned for this summer and also a driver for better volunteer engagement. Historically we've done this at the JC Waterpark and offer free admission and hot dogs to our volunteers and their families. Jess is working with the City of AV and seeking recruits to help plan, let Jess know your interest and thanks for considering
- Jess is running the EVAA Facebook Page.
- Thanks to Nick Eull and Krysta Larson for all they done for the Board.
- We hope that the June meeting will be an in person meeting.

## NEW ACTION

- Lack 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.
- 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.
- The Board to review a suggestion of providing votes to key EVAA sports programs and make recommendations.
- The Finance Comm will have the fee required for 2022, by September Board meeting.