

Eagan Athletic Association - Board Meeting Minutes

Thursday, January 27, 2022

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|--|---|--|--|---|---|
| President, Trudy Kenney | X | | | Director of Basketball, Clay Fandre | X |
| Vice President, OPEN | | | | Director of Cross Country, Tina Wrucke | X |
| Treasurer, Megan Brewster | X | | | Director of Football, JJ Kirby | X |
| Administrative Officer, Nathan Krahn | | | | Director of Lacrosse, Jason Oberhamer | |
| Director of Sponsorship, Mike Destein | X | | | Director of Soccer, OPEN | |
| Director of Facilities, Greg Byrne | | | | Director of Softball, TJ Fletcher | X |
| Director of Program Initiatives, Amanda Becker | X | | | Director of Track, TJ Rice | X |
| Director of Marketing, Cole Helgeson | X | | | Director of Rugby, Eric Curtin | X |
| Director of Public Relations, Kathy Jalivay | X | | | Director of Volleyball, OPEN | |
| At-Large, Kathy Windels | X | | | Director of Wrestling, Erin Day | X |
| At-Large, Shawn Scribner | | | | Director of Baseball, Rob Emerson | X |
| At-Large, Mike Mondelli | X | | | Director of Ultimate Frisbee, Alicia Carr | X |
| At-Large, OPEN | | | | Director of Sport Programs, Craig Pluff | X |
| Secretary, Kathleen Andert | X | | | Director of Coaches, OPEN | |
| Financial Assistant, Briana Klaus | X | | | Director of Web Strategies, OPEN | |
| Business Interface Rep, Heather Lorentz | X | | | Guests: Jonathan Moore, City of Eagan | X |
| Administrative Assistant, Erikka Anderson | X | | | Public Attendees: | |

Meeting was called to order at 6:33 p.m.

City of Eagan Update – Jonathan Moore

- The City has sent an email to Outdoor sports (lacrosse, ultimate frisbee, softball, baseball, cross country, soccer) about the spring season.
- EAA has a deadline of Feb 11 to get all returning tournament dates scheduled for the 2022 season. The City of Eagan typically has between 25-30 per summer.
- BlueCross BlueShield fields. Jonathan has been in touch with BCBS field contact and will forward the contract to the EAA President for signature. It'll go to the mayor and city clerk to sign at the Feb council meeting.
- The Goat Hill outdoor refrigerator rink was delayed due to poor November weather. There are plans to restart the two month project in March. Maintenance's main goal is not to take up any parking spots. Plan to be out of there by June.

Approval of Minutes

Motion to approve the September 30, 2021 board meeting minutes with one modification: change this sentence: Amanda is attending each sport's board meetings to do a more personal approach. Change to: Members of the search group are attending some sport's board meetings to do a more personal approach. Change made by Rob Emerson and seconded by Eric Curtin. Motion passed. Minutes will be posted on the EAA website.

Introduction of contract staff

- Erikka Anderson: Admin Assistant
- Heather Lorentz: Business Interface Representative
- Megan Brewster: Treasurer
- Briana Klaus: Financial Assistant.

Introduction of New Board Members

- Kathleen Andert - secretary
- Mike Destein - sponsorships
- Shawn Scribner - at large

Background checks for EAA board members and sport boards - Erikka Anderson

Trudy will follow-up with anyone who remains pending.

EAA policy for compliance items: any compliance item that expires during the season (background check, APS training or concussion training) needs to be completed before the season starts.

Basketball Update – Clay Fandre

Working on board replacements for those leaving in April. Clay would like to transition out of his position in May.

Cross Country – Tina Wrucke

In early February Tina will schedule the cross country home meet and finalize practice locations..

Football – JJ Kirby

Got all the equipment back and returned parents' checks. Program is contemplating a few flag football rule changes.

Softball Update – TJ Fletcher

Clinics currently in session for pitching and catching. During the last softball board meeting, debated changing from Eagan Fastpitch to Eagan Softball. Next up is to bring that to the EAA board for approval. Looking at having a registration drive with invitation codes (so we can track better) and give rewards to the top player who drives the most registrations (maybe a gift card to Dick's Sporting Goods). Also purchased some signs to put out around Eagan.

Track Update – TJ Rice

390 kids registered with a month of registration remaining. Goal is 680 (or maybe 780). Added a couple board members. Number one goal is to fill the board with people that have been involved in the track program for a while who are passionate and trusted assets. Newly added merchandise director and equipment director. Hoping to have a communications director soon. In the process of trying to get a merchandise and apparel set-up for passionate track program parents. Also establishing some fundraising opportunities...like Raising Canes, Chipotle, etc.

Volleyball Update – None present

No report given

Soccer – Craig Pluff

Prepping for the season. Need to place a pre-order for uniforms so we will have the availability we need. Craig is finalizing admin support.

Lacrosse – Jason Oberhamer (not present)

No report given

Rugby – Eric Curtin

Trying to restore numbers after Covid and the loss of middle school rugby. Looking into additional competition opportunities for high school boys as state competition hasn't been particularly challenging, outside of a handful of teams. We have been continuing the relationship we started with teams in Kansas and expanding that. Have also been working with Rugby Canada's youth development officer who runs the Manitoba programs and planning some cross border action in May.

Wrestling – Erin Day

Wrestling season is well under way and program has pre-Covid numbers. Has some interest in board members. Tournaments are happening. Covid has made its way through the program but masks are happening and coaches have mostly stayed healthy.

Ultimate Frisbee – Alicia Carr

Frisbee is going great. Had “try ultimate frisbee” clinic tonight (high school girls) which went well. More clinics are coming up for varying ages and genders.

Baseball Update – Rob Emerson

Halfway through registration. IH numbers are half of what we expect, which is about on target. The travel side of baseball registration has been nice since we moved to fall tryouts for 11U-14U. Spring tryouts are only for 9U and 10U in addition to 15U and Legion teams. Training is at Cages in Burnsville. Baseball offered free monthly, winter clinics by age group this year. (November-February) Every Sunday is a different age group. Will host a golf tournament August 22 at Mendakota. Worked with a Wilson sales rep to become a “wholesaler” to open "Store" for apparel.

Executive Committee

- EAA Email Update
 - EAA will upgrade to a non-profit Gmail suite on/before April 1st once it's EIN number is restored to the main board. A sub-program is migrating their data to an outside provider.
- Executive Committee meeting 2/7/22 @ 7:00pm via Zoom
 - Reminder of upcoming executive committee meeting.
 - Executive committee consists of: Trudy Kenney, Nathan Krahn, Kathleen Andert, and Kathy Jalivay
- Parent Conduct Policy
 - Remember we have a parent code of conduct policy in place. If a parent is violating the Code of Conduct and it's escalating out of control at a criminal level they should contact local police. Coaches are not responsible for handling misconduct on their own.
 - Important to follow through with parent conduct policy and take measures to make sure those parents are not allowed at an event again.
 - Need to make sure parent, coach and player code of conduct is up-to-date online and is included in registration forms for all sports. Moving forward, individual sports are encouraged to have players sign or read in person.

Finance Committee

- January 2022 Finance Meeting Minutes Update (Craig)
 - Received Dick's gift cards last year and hoping for the same amount this year.
 - Wave Soccer Club had approx. \$3,068 outstanding unpaid receivables when they left. Per the agreement we had in place with Wave Soccer Club, that money was kept by EAA. Once the auditors have completed their audit of 2021 financials these funds will be moved to the Admin fund.
- Financials (Megan)
 - Stripe
 - Softball is looking into using Stripe as a third party payment processor. A motion to explore Stripe as a third party vendor was made by Mike Mondelli and seconded by Craig Pluff. Motion carried. TJ Fletcher will continue exploring Stripe.
 - 2022 Food licenses
 - Max of 10 calendar dates per year on our license. Need to submit license soon (February) and can add more dates later (within our limit of 10 calendar dates).
 - 2022 Gambling Permits
 - Max of 5 per year under our tax ID number.

- o 2022 Admin Budget
 - Motion to pass 2022 admin budget was made by Craig Pluff and seconded by Cole Helgeson. Motion passed. 2022 Admin Budget approved.
- o 2021 Financials Audit Proposal from MMKR
 - MMKR sent a proposal to prepare our financials, conduct an audit for 2021, prepare our 990 and 990T forms as well as state returns for \$15,150. That amount was put in the 2022 budget that was just approved. Last year's cost was \$14,705 which is an increase of 3%. They know all of our history. Finance committee recommended we go with them again. Motion to approve EAA using MMKR again was made by TJ Rice and seconded by Clay Fandre. Motion passed. Megan will proceed with MMKR.
- o Dicks' Sporting Goods gift cards and 2022 contract
 - Signed an agreement with Dick Sporting Goods for 2022

Marketing and Technology Committee - Cole Helgeson

- Branding subcommittee (Tina, Cole and TJ)
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 - Newly formed committee. Nothing to report yet but soon to come.
 - o EAA Systems and Access subcommittee
 - Subcommittee started last March but was transferred under marketing and consists of TJ Fletcher and Trudy. More to come on that.
 - o Additional committee updates
 - Looking into doing the positive coaching alliance. Also looking at a few options available for Dicks gift cards-- email update from Cole to follow.
- Open Air (all)
 - o Mike Mondelli update: taxable income for your program based on sponsorship, unrelated business income (UBI). At one point, Mike found some guidance that might mean we don't have to do that. Will do more research and circle back with Megan.

Meeting was adjourned by Trudy Kenney at 8:24 pm.

Reminders:

| Marketing Committee 7:00 p.m. Zoom (3rd Monday, Odd Months) | Finance Committee 7:00 p.m. Zoom (2 nd Monday, Odd Months) | EAA Board 6:30 p.m. Zoom or City Hall (last Thursday, Odd Months) |
|--|--|--|
| March 21 | March 14 | March 31 |
| May 16 | May 9 | May 26 |
| July 18 | July 11 | July 28 |
| September 19 | September 12 | Sept 29 |
| November 14* | November 14 | Dec 1 (?) |