

## Eden Prairie Girls Basketball Association Meeting Minutes

### EPGBA Board Meeting : February 19, 2006

#### Present:

Jill Johnson	Jean Biehl	Jeanette Thul
Jay O'Brien	Bob Hamilton	Craig Brosseau
Amy Sir	Jamie Willeck	Jean Jenderko
Bruce Schaepe	Jackie Faber	Cindi Smith
Joann Foreman	Theresa Andersen	Coleen VanRiper
Tom Winegarden	Mary Steiner	

**NOTE: Four motions were approved by the board. Upon review of attendees, only 12 were voting board members (13 required for a quorum). Therefore, these approved items will need to be voted on again at the March meeting. These items are denoted with an \* in the minutes.**

Meeting called to order at 7:05 pm. Agenda approved. January meeting minutes approved.

#### A. Financial Business:

A brief review of our financials was conducted—overall our cash position is strong and building. We will be reviewing appropriate investments in the program given our strong cash position.

#### B. In-House Committee

We need to find a new In-House Committee Chair given Craig's new responsibilities for treasurer. No other updates.

#### C. Policy Items:

- 1. Data Privacy Policy:** A data privacy policy was reviewed and discussed by the board. After discussing the options, the board requested the policy committee to revisit the privacy statement and review the format used by Eden Prairie Public Schools. No action was taken. This will be revisited at a future board meeting.
- 2. Assistant Coach Selection Process:** A policy was presented that outlines the process and priority by which assistant coaches will be selected. **This policy was approved by the board members present.\***
- 3. Short-term Player Movement:** A proposed policy was reviewed and discussed. The policy was shaped to address those situations when a team is scheduled for a tournament and for temporary reasons, (not season ending injury), has less than six players. **The proposed policy and guidelines were approved by the board members present\*.**
- 4. EPGBA Oversight Matrix:** The policy committee introduced the idea of establishing committees to oversee other committees' actions. This will be explored further. Feedback from the board included:
  - 1)** Good idea to establish checks and balances particularly over certain EPGBA activities like finance.
  - 2)** Staffing oversight committees could be a challenge given board size and the volunteer demands it would potentially require.
  - 3)** In addition to formal oversight, explore mechanisms (documents, conversations, established check-in points, etc) that would establish clear expectations for committee responsibilities and feedback.

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D. **Travel Committee:** The travel committee presented the following from their recent action item list.

1. **Injured Players Unable to Complete Try-outs:** The committee's recommendation included establishing a list of guidelines that would be used to make a decision for each situation. The guidelines suggested include:
  - A. The individual must register within the regular registration deadline.
  - B. They must have a doctor's note clarifying the nature and extent of the injury or illness.
  - C. The individual must be able to complete a try-out by December 31<sup>st</sup>, at the latest.
  - D. A spot would not be held on any given team for the individual.
  - E. Information would be gathered, as possible, from previous coaches in order to get a feel for the player's ability.
  - F. All coaches from the girl's grade level and the coaching director will be involved in the try-out.
  - G. After completing the late try-out, the player would need to be deemed as skilled as at least half the players on the travel team to which she would be assigned (if her skills qualified her to be placed on team).

The board agreed with the recommendations outlined and has asked the policy committee to shape the recommendation into policy language. **This will be reviewed for approval at the March meeting.**

2. **Review team composition policies:** The committee had reviewed the team composition policies and recommended to the board we stay with current policy.
3. **Refining the Travel Try-out Process:** After discussing the travel try-out process, the committee will be pursuing the following refinements:
  - a) We reviewed Kevin Kelly's player evaluation form, player evaluation process, and scoring system.
  - b) We are going to further investigate evaluator options and specifically review how evaluators would use an evaluation form, process and scoring system. Our goal: gather a more quantified set of data so we have more information about how the players are evaluated and assigned to teams.
  - c) Consider including one objective person to oversee the work of the evaluation team. This person would not have a girl in the travel program and would need to be knowledgeable about basketball.

The Travel Committee and Player Development Committee will work together to explore additional alternatives to our process and to finalize recommendations for 2006-2007 try-outs.

In addition, the board asked the committees to review the registration numbers in the fall and determine if some action is needed to round out teams. (e.g. accounting for a situation where we might have 21 quality travel players which would mean teams of 8, 8 and 5.)

4. **8<sup>th</sup> Grade Players: early season-ending injuries:** The travel committee asked the board to refund fees to two injured players. Based on the timing of their season ending injuries, partial refunds were granted to both players. **The board approved an 80% refund to Shelly Spinner and a 60% refund to Maya Farrell.\***

5. **Travel Season Survey:** The travel season survey was distributed on 2/18/2006. A return deadline of March 3<sup>rd</sup> was established.

Jeannette shared information about a survey service used by the EPBBA. We will explore using the survey service given their high return rate and the confidential process it offers.

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- 6. Travel Grade Level Directors:** The board discussed the value of revisiting the responsibilities of the Grade Level Travel Directors. The board agreed this role as well as the overall travel director role and purpose should be revisited. This review should be scheduled for the March or April meeting.
- E. Upcoming Board & Officer Elections:** Mary Steiner reviewed the process for upcoming board member elections in April and officer elections in May.
1. Board member nominees must have agreed to the nomination.
  2. Board member nominations will be accepted at any time prior to the April election. The vote will occur at the April 23<sup>rd</sup> board meeting.
  3. Officer nominees must have agreed to their nomination. These nominations should be submitted to the Secretary before the May board meeting. The board can then review nominees and any roles that still require a nominee.
  4. The board will elect officers at the May meeting.
  5. Finally, information was distributed about both the officer roles and things to consider about board membership.
- F. Volunteers are needed to fill the following roles for the 2006-2007 season:**
1. In-House Coordinator
  2. Equipment Coordinator
- G. In-House Referees:** The board has requested we review the process and practices for in-house referees. Requested information includes: training process, hiring process, pay, timeline for this process, our publication of this to interested referees). This information will be reviewed at the March meeting. Coleen VanRiper and Craig Brosseau will provide this information.
- H. April Board Meeting Moved because of Easter.** The board agreed to move the April meeting to April 23<sup>rd</sup> in order to avoid conflicting with Easter Sunday.
- I. New Board Members:**
1. Jeanette Thul and Amy Sir were approved as board members.\*
- J. Topics moved from 2/19/06 agenda to the March Board meeting:**
1. Review of Committee Responsibilities
  2. Uses for Excess Funds
  3. Scholarship Committee

**Adjourned: 8:55 pm**

**Next board meeting: March 19, 2006, 7:00 pm**

\* While passed by board members present, the headcount was short by one voting member. Therefore, we will have to revisit this vote at the March meeting.