

Eden Prairie Volleyball Association Board Meeting

August 10, 2014 - 6 pm – Community Center

Board Members Present: Tami Reynolds, Amy Martinson, Julie Peterson, Kim Reed, Lori Thrune, Greg Schu, Steve Gudvangen, Brent Pond, Kurt Potter, Mary Reiling, Heather Bley, Kris Beatty

Board Members Absent: Kendra Lettau, Matt Skattum, Mike Lewis

Guests Present: Chad Becker (Program Director), Dean DiBias, Brian Nichols, Connie Nicholls

1. Approve July Meeting Minutes

- a. The Board was called upon to offer any feedback or modifications or address any concerns with the content in the minutes. There were no issues shared and the Board was in agreement with the overall content.
 - i. Motion made to approve the July Meeting Minutes as written and distributed via email and reviewed in the meeting; Motion second. Motion approved.

2. Survey Results

- a. Received approximately a 20% response rate. Next year plan to conduct the survey in the middle of the season and not post-season. The JO parent meeting is an opportunity to address the survey feedback. While the majority of responses were positive, there is feedback on execution, communications and coaching that warrants further review in preparation for the upcoming season. It was agreed upon by the board to not address any issues or concerns directly with respondents as the responses are anonymous.
- b. Actions:
 - i. Lori will write a communication to send all attendees thanking them for their participation and informing them that we are reviewing their feedback.
 - ii. Chad and Steve will determine responses that may warrant feedback during the 2015 Parent Meeting and will offer recommendations to the board as part of the Parent Meeting preparation steps.

3. Summer Camp Feedback (Beginner, Elite I, Elite II):

- a. The Beginner and Elite I sessions likely had lower participation than previous years likely due to the less than desirable experiences in previous years. Feedback to the Director indicate this year was a positive experience for most players.
- b. The Elite II sessions are the first of its kind. There was excellent participation and it was encouraging to see younger players interact with older, more experienced players. This session has proved to be a good revenue source for the program and subsequently offers additional means to donate and support the High School Program.
 - i. Some girls attended didn't have an elite level of experience and shouldn't have been at an Elite camp.

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- c. Actions:
 - i. Next year offer proactive communications to stress this camp is for JO experienced players only, and they will need to demonstrate previous JO experience when they register. On the sign-up have players list their playing experience so we can verify that they are qualified to attend.
 - 1. Going forward, the Summer Camp Chair and Chad will proactively review registrations to ensure experienced players only are participating. Non-experienced registrants will be offered the opportunity to sign up for the Beginner or Elite I camps as an alternative. This effort will iterate from the release of registration up until the first day of camp.
 - ii. As Chad looks to improve the experience of all camps, he will consider getting UofM Gopher Volleyball, or other influential and visible players to attend future camps to help gain further interest and continue to build excitement with the program.
 - iii. Steve/Brent will work with the Finance Chair to complete the final budget for camp and submit to the board for review.
- 4. Open Gym Update:
 - a. First night were 9 attendees, and second night were 30 attendees. Email blast and promoting it at captains practice helped increase attendance. This will continue to be held Thursdays through end of August. It is the perspective of the Board this is a value add effort and will continue to be considered in subsequent seasons to help foster excitement and awareness for the volleyball program.
- 5. Review 2015 Club Director Offer Letter
 - a. The draft Offer Letter was reviewed with the Board. The version shared was modified from the prior year's approved and signed version. While there was some concern raised about Chad's involvement as a "Head" coach with Vital, the concerns were quickly resolved as it was clarified (and confirmed to have been discussed and agreed upon in prior Board meetings) that Chad's role at Vital was that of an "Assistant" – well within the terms of the contract and Board understanding/agreement. The current Offer Letter supports an annual salary for the Club Director of \$15,000.
 - b. Motion made to approve the Club Director Offer Letter; Motion second. Motion approved. An addendum to be drafted by the President will be shared with the Board for consideration, review/modifications and hopefully approval. Actions:
 - i. Chad has a strong desire to dedicate all his time to EP, and the EPVA has the opportunity to bring him on full time. If this were to occur, Chad would limit his involvement with Vital to only private lessons. He would not take on any

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Head or Assistant coach role with Vital at any age group. Chad would need to determine how and where he conducts private lessons.

- ii. To secure Chad as a full-time Club Director, it is estimated that between \$3,000 to \$5,000 is required. The Finance Committee will review and align income from year 2013-2014 and offer a feasibility recommendation to the Board of 2014-2015 salary for Club Director. The Finance Committee will support an addendum (drafted by the President) to the Offer Letter that will be reviewed at the October board meeting for board approval.

6. '14-15 Season

- a. Update on Fall '14 Rec/Competitive League :
 - i. Early bird discount ends on Friday, 8/15. Registration is ½ of what it was overall last year and expect more as the early bird deadline approaches.
- b. Update on Independent Contractor Agreement Fall '14
 - i. Actions:
 1. Lori Thrune will coordinate getting the contract reviewed pro bono.
- c. JO Program Plan
 - i. This plan has been developed to help all Board members and Committee's take ownership in season execution. This is a working Board and everyone needs to chip in to help with a successful season and experience for the players who participate. This is intended to proactively create awareness with Board members and Committees of those tasks they own to avoid mis-steps from the prior season such as not getting Coach Bio's out on our website to help promote the program, or signing up too late for a tournament resulting in team placement at a non-desired level.
 - ii. Actions:
 1. Committee Chairs are asked to spend time reviewing the JO Program Plan that was distributed. They are accountable for confirming roles, responsibilities, delivery timeframe, and any tasks required that may have been missed. Provide feedback to Steve within next 2 weeks.
 2. Each Committee Chair is responsible for determining their budget line item allocations and should begin coordinating with their teams to understand last year's spend, determine this year's needs and offer Steve updates to have a draft budget in place by 9/26/14.
- d. Finance Audit:
 - i. Actions:
 1. As primary on expenditures, Steve (as President) is asking for an independent financial audit to be performed on the 2013-14 season.

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2. Kris Beatty's husband has an audit background and has offered his services for an independent audit for the past year. Board agreed to proceed.

7. Court planning / scheduling

- a. Courts are in place for Fall league. JO season courts have been requested for Nov-June. Tuesday night is not available this year and Chad has been asked to help position the volleyball program to a higher level of favorability with the Activity Center Facilities Management team for subsequent seasons. Chad has agreed.
- b. Based on current projections, we believe there is a risk with space for the upcoming season. Potentially we will have one 18s team, two 16s teams, three 14s teams and two 12s teams. Plus JO Prep and skills sessions. In March court space opens up allowing for flexibility in practice times and days.
- c. We have the opportunity to rent space at Champions Hall which could be an option to avoid Friday night practice – but this is more expensive and would need to be included in fee structure.
 - i. The JO Committee needs to confer on teams and appropriate schedules for all age groups. It was suggested by the Board to consider utilizing the Friday time slot for 12's and JO Prep allowing the 16's + teams practice to be held earlier in the week.
- d. Due to negative feedback on 3 hour practices for 16's + teams, Chad will implement a maximum practice length of no more than 2.5 hour practice, but 2 hours is ideal.

8. Committees Update by Chair

- a. Finance Committee Chair: Kris
 - i. Creating master worksheet for budgeting so it rolls up consistently. Working on last year budget and actuals and sharing with finance committee and subsequently the Board for review and feedback. This model will set the stage for annual reporting of financials rather than historical season by season.
- b. Coaches Committee Chair: Tami
 - i. Met with Chad and reviewed some names to consider. Reviewing last year advertisements to use again this year. Sending bios to Kendra to post on web site. They will reach out to all last year coaches to obtain interest in returning.
- c. JO Prep Committee Chair: Steve
 - i. No update required at this time.
- d. Summer Camp & Clinics Committee Chair: Heather
 - i. No update required at this time.
- e. Uniform & Equipment Committee Chair:

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- i. Rec tshirts and jerseys ordered which is an increase in cost year over year. Chad wants to continue with this vendor due to high quality. The Board was in agreement with this approach.
 - ii. JO:
 1. It is recommended to change the Logo. The U&ECC will work with Chad to determine the modified logo and present options to the Board.
 2. The committee will be ordering water bottle carriers and mesh bags for warm ups.
 3. Spirit wear samples underway.
 4. 4 additional carts are needed. Heather will reach out to David Carl for requirements and prior purchases to determine vendor and estimated amount, then work with Steve on making the purchase. The Board was in agreement with this purchase.
 - f. Communications Committee Chair: Mike
 - i. Not present, no update.
 - g. JO Season Committee Chair: Steve
 - i. Update mentioned above. Steve scheduling a meeting soon.
 - h. Fall League Committee Chair: Brent
 - i. Update mentioned above.
 - i. Tournament Registration Committee Chair: Amy
 - i. Collecting last year costs for forecasting costs.
 - j. Boys Program Committee Chair: Kendra
 - i. Not present.
9. Donation to High School:
- a. Historically we have provided a \$2,500 annual donation which is funded from summer camp for \$1,500 and from Fall League for \$1,000. With additional funds generated from this past summer camp, it is believed an additional donation of up to \$5,000 may be available. The surplus could be used for coaching expenses, uniform and equipment. The board has been asked to deliberate on the additional donation and while final annual amounts are not conclusive at this time, the general consensus of the group is that if the funds are available, the Board would support this motion.
 - i. Actions:
 1. Motion made to approve the \$2,500 initial donation; Motion second. Motion approved.
 2. The Finance Committee will review actual expenditures against the budget, as well as review the year over year balance sheet to determine revenue amounts and feasibility of offering an increased donation. Upon completion of the review, The Committee Chair will offer a

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recommendation regarding an additional donation. The Finance Committee will need to complete this analysis by 8/17/14 to allow time for Board review, confirmation and approval of any donation amount to the HS program that is reasonable and feasible.

10. Next Board Meeting Date

- a. September 14th. 4:00-6:00 pm Community Center Lounge, first floor.