

**March 21, 2010, CDAA Board/General Session Meeting
7:00 p.m. at Rebel Youth Athletic Building**

Board members present: Jim Anderson, Jodi Anderson, Liz Anderson, Katie Ashburn, Kim Baumgartner, Mary Betland, Jeremy Brisbin, Eric Carlson, Cindy Dockendorf, Paul Ferry, Scott Frohreich, Shannon Garza, Keri Gerads, Susan Hargroder, Joe Hoffman, Chris Kloepfner, Kevin Loegering, Cass Lundgren, Steve Lundquist, Eric Marquardt, Gina McDonald, Bob Munter, Tera Naslund, Matt Nelson, John Schnabel, Bill Shampine, Rob Spah, Shane Steffes, Michelle Tentis, Chris Wester, John Whalen.

Board members absent: Ben Butz, Terry Christle, Chuck Crymble, Tom Doubler, Kevin Faulds, Daryl Hathaway, Beth Johnson, Dan Johnson, Kerry Larson.

Other attendees: Kevin Costello, Dan Masloski, Doug Baines.

Executive Board meeting called to order at 7:08 p.m. by John Whalen:

Approval of the Agenda:

Prior to asking approval of the agenda, John Whalen noted that CDAA scholarships should be placed under Public Relations report not the secretary as noted on the agenda. Cindy Dockendorf made a motion to approve the agenda with the change as noted by John Whalen, second by Gina McDonald; motion carries.

Previous Meeting Minutes:

Cindy Dockendorf made a motion to approve the February CDAA Board/General Session minutes, second by Gina McDonald; motion carries.

City Business:

City of Dayton – Doug Baines was present from the City of Dayton and gave the following report:

- The city is working on the dugouts at McNeil Park. Waiting on grant money to see if they can put a canvas over the top of the dugouts.
- Rick from the city of Dayton is waiting to hear from softball and baseball for scheduling of the fields for their upcoming season.
- City of Dayton has been talking to Rebels Soccer and their use of Leathers Park.

City of Champlin – Dan Masloski was present from the City of Champlin and informed the board of the following events with Champlin:

- The summer brochure is in the works right now.
- Dan requested from baseball their schedules as soon as possible so that can make sure fields are available. Dan will talk to Daryl about the softball schedule.
- Other park news – outdoor bathrooms will be in placed on April 12th for the major parks and April 19th for all remaining parks. Please keep an eye out for flooding with the recent melting. Galloway and Lower Point Parks were closed on March 19th due to flooding.

- **Andrews Park** – The city is looking at making Andrews Park a premium park for the city of Champlin. They are looking to make many upgrades to the park in the following areas: fields (adding 30 foot fencing to the softball fields and adding sun shelters by softball fields as well as possibly by Andrews 5), parking (increasing size in the front lot, making a new one on the east side of the park and also expanding parking on the north side of the park), buildings (upgrading the concession building by softball fields, warming house, main building and picnic shelter) and trails (paving the walking trails.) In addition, the city would like to add a splash pad which would be located between the main building and the playground. With the improvements to the all the buildings would mean more indoor bathrooms so satellites would be removed. This is a 5 year phasing plans for these changes and the cost is approximately 2 million dollars. The city needs to dedicate \$300,000 to this project for the next 5 years. There is the opportunity for the city to get money through the Hennepin County Youth Sports grant which was established with part of the funds collected with the Twins Stadium tax. This grant is available to youth park programs. In order to apply for the grant, the city of Champlin has to show that they have secured some funding towards the project. Dan has spoken to and received a commitment from Champlin Lions (\$12,000) and Rebels Soccer (\$10,000.) Dan came to CDAA to ask us to help improve Andrews Park by allowing the city to use the user fees it collects from us towards this project. Our user fees are placed in the park reserve funds/accounts. Dan is asking if the city can use the Youth Athletic Capital Improvement Fees (user fees) from 2008-2013 plus the money remaining (not used) from the netting/dugouts. This figure breaks down as follows:

○ Netting/Dugouts Donation not used:	\$23,057
○ User fees 2008 and 2009 (Approximately \$30,000 each year):	\$60,000
○ User fees 2010 (approximately \$30,000):	\$30,000
○ User fees 2011,2012, 2013 (approximately \$30,000 each year):	<u>\$90,000</u>

GRAND TOTAL

\$203,057

John Whalen informed the board that the finance committee met to discuss city of Champlin's request for the use of the funds from CDAA. The finance committee recommended the following to the board for approval:

○ Netting/Dugouts Donation not used:	\$23,057
○ User fees 2008 and 2009 (Approximately \$30,000 each year):	\$60,000
○ User fees 2010 (approximately \$30,000):	\$30,000
○ User fees 2011,2012, 2013 (approximately \$30,000 each year x 3x2/3):	<u>\$60,000</u>

GRAND TOTAL

\$173,057

The finance committee did not want to dedicate the full dollar amount of the user fees for the next 3 years (rather 2/3's) towards this project to allow us the flexibility if something comes up that those funds could be used for there would be some money in the park reserve to use. Bill Shampine asked if adding lighting to Andrews 5 was part of the Andrews park upgrade. Dan said it is not in the master plan but can be added. Dan was unsure if there was cable/wiring for electricity to that field to add that to which Eric Carlson said there is. Eric Carlson informed that board that past user fees from CDAA have paid for the building of JRAC and lighting at Andrews 5. It also should be noted that the city does not have to ask us how to spend the user fees that CDAA gives them but rather as a courtesy they are telling us what they would like to do with those funds.

John Whalen needs to have approval to write a commitment letter to city for the funds outlined above. This letter would be contingent on the city of Champlin receiving the Hennepin County Youth Sports Grant. Chris Wester made a motion to allow John Whalen to write a commitment letter outlining that CDAA user fees and netting /dugout donation not used by the city, totaling approximately \$173,057 to be designated towards the upgrade to Andrews Park contingent upon the city of Champlin receiving the Hennepin County Youth Sports Grant with a second by Paul Ferry. Prior to voting, Eric Carlson suggested that CDAA round up to make the total \$175,000. Chris Wester amended the motion – to allow John Whalen to write a commitment letter outlining that CDAA user fees and netting /dugout donation not used by the city, totaling approximately \$175,000 to be designated towards the upgrade to Andrews Park contingent upon the city of Champlin receiving the Hennepin County Youth Sports, second by Paul Ferry; motion carries. John Whalen will write the letter and get it to Dan as soon as possible.

New Business (Public):

Nothing.

Executive Directors Report:

Finance Committee Report- Discussed under City of Champlin report

Elections – No elections this month

Open positions – the following positions are open:

- Treasurer – Gina McDonald is done as of September 2010. This position will need to be posted and if any interested candidates step forward – their name will be placed on the ballot to vote for at the April board meeting.
- Treasurer – Elect – no one currently in this position. This position will be posted and if any interested candidate steps forward – their name will be placed on a ballot to vote for at the April board meeting.
- Technology Director Elect – Open. Chuck Crymble was not present at the March meeting when notifications were due and thus the position became open. Chuck did email John Whalen after the March meeting stating his interest in the position. At tonight's meeting, Matt Nelson nominated Chuck to the open Technology Director Elect position. Chuck's name will be placed on the ballot for this open position to vote in April along with any other interested candidates.
- Technology Director – At –Large – there is one Technology Director at Large position open replacing Ben Butz. This position will need to be posted and if any interested candidates step forward – their name will be placed on the ballot to vote for at the April board meeting.
- Public Relations Director – Tara Naslund is done as of September 2010 (her 3 year term limit is up) Tera nominated Liz Anderson to this open position. Liz's name will be placed on the ballot for this open position to vote in April along with any other interested candidates.
- Public Relations Director – Elect – Liz Anderson is done as of September 2010 (her 3 year term limit is up) Liz nominated Tera Naslund to this open position. Tera's name will be placed on the ballot for this open position to vote in April along with any other interested candidates.
- Ethics Director – Open. Chris Wester was not present at the March meeting when notifications were due and thus the position became open. At tonight's meeting, Mary Betland nominated Chris to the open Ethics Director position. Chris' name will be placed on the ballot for this open position to vote in April along with any other interested candidates.
- Advising Directors – 3 positions – Paul Ferry, Scott Frohreich, Eric Marquardt (current incumbents.) All three advising positions are only a one year term (ends in September 2010.) Gina McDonald nominated Paul, Scott and Eric to 3 advising positions. Paul and Scott accepted the nomination; Eric declined to continue after September 2010. Therefore there is one open position. This position will be posted in the paper as an open position to take nominations for however it will be stated in the paper that these positions typically are former board members or have previous experience with the board. Paul Ferry and Scott Frohreich names will be added to the ballot for this open position to vote in April along with any other interested candidates.
- Football Director – At Large – Cass Lundgren informed that board that Tom Doubler who was voted on to the football board in January is no longer able to do this position and therefore the position is now open. Cass does have a candidate to replace Tom and introduced Kevin Costello as his choice to take over that open position. John Whalen informed the board he would like to appoint Kevin Costello to the open football director at large position. Paul Ferry made a motion to approve the appointment of Kevin Costello to the open football director at large position, second by Cindy Dockendorf; motion carries.

Executive Directors Report (continued):

Notifications: The following positions notifications are due this month:

- Basketball – 4 positions:
 - Basketball Director – Kevin Faulds – Kevin was not present at the meeting but he sent an email to John Whalen prior to the meeting stating his intention to continue on as the basketball director. Kevin will remain in that position for another one year term.
 - Basketball Director Elect – Dan Johnson– Dan was not present at the meeting but he sent an email to John Whalen prior to the meeting stating his intention to continue on as the basketball director elect. Dan will remain in that position for another one year term.
 - Basketball Director at Large – Kevin Loegering and Jim Anderson. Both candidates were present at the meeting. Jim does not wish to continue in this position. Kevin was interested in continuing in this position however after reviewing the CDAA Board terms document, Cindy Dockendorf stated that both Kevin and Jim will have served 3 years in their respective positions as of May 2010 and therefore are not eligible to renew. Public Relations will need to position 2 open Basketball Director at Large positions in the paper. Nominations for these positions will be taken at the April meeting and voting of this open position will take place in May.

Secretary's Report:

Nothing to report.

Treasurer's Report:

Gina McDonald updated the board.

- We had \$3,500 in expenses in the general fund for the month.
- 1099 forms will be sent out in February.
- We have \$78,000 in our bank account.
- Gina will contact our CPA to schedule a 2009 year end review.

Gina distributed the following reports via email for February:

- 2010 CDAA Admin. Income and Expenses – February 2010
- 2010 Gambling Income and Expenses – February 2010
- CDAA General Fund Profit and Loss Detail (Monthly)– February 2010
- CDAA Profit and Loss Detail - ALL – February 2010
- CDAA Statement of Cash Flow –February 2010
- Individual Sports Budgets and reports (those with activity)

Gina McDonald made a motion to approve the February payables and receivables as presented; second by Matt Nelson; motion carries.

Committee Reports:

Finance – report given under City of Champlin's report under City Business.

Sport reports:

Baseball:

Bill Shampine updated the board.

Indoor and outdoor tryouts coming up for traveling baseball. Last walk-in sign up is Wednesday, March 24th. Saturday, March 27th will be in house evaluations.

Basketball:

Jim Anderson updated the board.

State Recreational League tournaments were this past weekend. Equipment return will be on Monday, March 22nd and Tuesday, March 23rd for senior high league.

Cheerleading:

Shannon Garza updated the board.

Information for cheerleading registration has been submitted to the city brochure. Sign ups will start June 1st. Working on a budget to submit for approval.

Football:

Cass Lundgren updated the board.

Cass introduced Joe Hoffman as the new football director at large.

Sign ups will be in June. Working on getting the website up to date. Football coaching applications are due by April 30th. Working on budget and will get to Gina & John within the next one to 2 weeks. Gina will email Cass the final 2009 budget to Cass. CDAA will be hosting the mini bowl this year on Sunday, October 31st.

Soccer:

Steve Lundquist updated the board.

On line registration for soccer opens up midnight on Saturday, March 27th. Soccer thinks the numbers will be higher this year. Banners advertising registration will be going up this week. Soccer hired a referee coordinator for this year. It is Nancy Hill who is a past soccer director. Soccer's budget was submitted to Gina and John for review and was then presented to the board for approval. Susan Hargroder made a motion to approve soccer's budget for the 2010 season, second by Chris Kloepner; motion carries.

Softball:

John Schnabel updated the board.

Registration is almost complete. There will be a coaches meeting the second week of April. John said some people complained about paying the user fee wondering why it had to be paid. An explanation was given to John about user fees.

Volleyball:

Katie Ashburn updated the board.

Nothing new is going on. They have some new stuff for the Volleyball webpage that Katie will give to Matt Nelson to update.

Non-Sport reports:

Ethics Report:

Chris Wester updated the board.

The bi-laws need to be reviewed and possibly updated. Chris was looking to see who might be interested in serving on a bi-law sub-committee. Tera Naslund and Matt Nelson agreed to be part of this sub-committee along with Chris and Mary Betland. The electronic data base is about halfway done. Chris and Mary would like to know when coaches meetings are so that they can attend and introduce themselves and give a brief overview of ethics and talk to coaches about how to handle problems and to discuss the incident reporting process.

Public Relations Report:

Tera Naslund updated the board.

There are 55 scholarship applicants. The applications will be scanned and sent out to board members via-email to vote at the April board meeting. Make sure to submit items for PR to post on CDAA's board at Broadway.

Technology Report:

Matt Nelson informed the board he had nothing to report.

Old Business:

CDAA Appreciation Party – Gina had no updates for this activity. Will discuss more at next month's meeting.

New Business (Board):

Track & Field Event – Paul Ferry update the board on this event. Track and field will be a temporary sport for this spring. The dates for this will be Saturday, May 1st, 8th, 15th and 22nd. The first 3 Saturdays will be clinics with the 4th Saturday being the actual event. Champlin Park HS track & field coaches and athletes are running the clinics and the day of the event. Registration will be online only and will be limited to the first 100 kids in grades 1-8. Paul Ferry made a motion to approve the start up of Track & Field as a temporary sport through CDAA; second by Eric Marquardt; motion carries. Paul Ferry then submitted the budget for track field for approval. John Whalen suggested that because this in a new sport that there be no board member discount for children of board members who wished to participate. Paul Ferry made a motion to approve the Track Field budget – amended to remove the discounted fee for board of director's kids, second by Gina McDonald; motion carries. If you have any suggestions or would like to help, please email Paul.

Motion to adjourn made by Matt Nelson, second by Cindy Dockendorf, motion carries.

The regular board meeting was adjourned at 8:50 p.m.

Next month's CDAA board meeting will be held on Sunday, April 18th, at 7:00 p.m. at the Rebel Youth Athletic Building. Please provide any agenda items to John Whalen at least one week prior to the meeting.