

MINUTES
EVERGREEN REGION BOARDMEETING
September 20, 2011 6pm
Spokane Sports Commission

1. CALL TO ORDER - Meredith Coupland 6:00 – 6:05pm

2. ROLL CALL 6:05 - 6:10pm
Attending: Karen Stebbins, Mark Springer, Larissa Welch, Margie Ray, Russ Poage, Kevin Twohig, Bonnie Wescott, Meredith Coupland, Jon Lee, Sabrina Hasenoehrl, Kyle Twohig, Roland Madany, Ronell Routon

Not Attending: Linda Kildew, Trent York, Barb Twohig, Diana Clemans, Tom Bertsch, Dave Huerta

Guests: Jeff Kavadias, Chris Roof

3. APPROVAL OF MINUTES: 06/20/2011- Motion by Kevin T., Seconded by Karen S., Motion approved

February minutes were approved thru BOD email (September 19th, 2011)

4. APPROVAL OF AGENDA/ADDITIONS: 6:15 – 6:20pm

- Addition by Bonnie Wescott: Discussion about extending the Score/Ref clinic (added to New Business)
- Motion to approve agenda w/additions made by Larissa W., Seconded by Jon L., Motion approved

5. REPORTS:

A. COMMISSIONER’S REPORT - Meredith Coupland 6:20 - 6:40pm

1. Hiring of Sabrina Hasenoehrl (New ERVA Office Manager)
 - Sabrina was hired in July 2011 and started August 2011.
- b. ERVA Office Manager Orientation/Training
 - Training Session went very well- training agenda completed.
2. Summer Work Sessions
 - The following work sessions were held this summer. Thank you to everyone for meeting- a lot was accomplished.
 - a. Juniors (met July 27th, 2011)
 - b. Adults (met August 17th, 2011)
 - c. Officials (met August 16th, 2011)

3. PIVA- ERVA- USAV Relationship
 - a. Introduce Chris Roof
 - Chris is the Commissioner for PIVA. He approached ERVA this summer about his organization working with USAV.
 - b. Relationship with PIVA for them to purchase collegiate memberships through their respective regions.
 - Currently work is being done to get all regions that PIVA encompasses (Columbia Empire, Intermountain, Puget Sound) on board with collegiate memberships for PIVA and all the details for registration worked out.
4. Executive Planning Session (August 29th, 2011)
 - The executive board met on August 29th for a planning session. Each division presented their budget proposals and the board discussed plans for the upcoming year.
5. Website Updates
 - a. Clarification of Bylaws in coordination with website
 - The Bylaws are in the “motion” section to update- they have been posted on the website for 11 days now for the public to see the changes.
 - b. Website upgrades/bids
 - We received a bid from Zipline in regard to website upgrades. Karen S. will speak to this more in her report.
6. Report on Board Meeting survey
 - a. Result is most board members would like to meet more frequently— There were no specific recommendations on a structured meeting day/time. We hope to now meet every 6-8 weeks.
7. Commissioner Appointments: Recommendation was made by Meredith for the following appointments, Kevin T. so moved the recommendation, Jon L. seconded, motion passes (a-c)
 - a. PNQ Director to Advisory Board- April Stark
 - b. Sport Court Manager to Advisory Board- Russ Poage
 - c. Commissioner Emeritus- Jon Lee
 - d. Interim Ethics Committee Chairman- Jon Lee
 - A recommendation was made that the Commissioner Emeritus Jon Lee fill in for Assistant Commissioner Kevin Twohig as the Interim Ethics Committee Chairman until Kevin has finished his responsibilities with USAV Nationals
 2. Larrisa W. so moved the recommendation, Margie R. seconded, motion passes (d)
8. Meritorious Service Awards
 - a. Award presented to Russ Poage for his service to the ERVA for over 20 years.
 - (SABRINA-Post award winners on the website)

B. TREASURER'S REPORT- Margie Ray

6:40-7:00 pm

1. Financials (P&L Report) 

a. Reviewing of the profit and loss.

- Jeff K. stated that the year was going well, and the region is where we want to be in regard to financials.
- Jeff also mentioned that by accounting standards we need to stay in line with the IRS (mileage)- and also consistency
- Reimbursement Form was submitted by Margie- we had some discussion and will be updating it with feedback- BOD will approve document electronically at a later date with changes.
- Recommendation was made that all travel plans be made through office- after approved by commissioner

2. 2010-990

- We will be filing this before the end of the year. It will have to be approved by the board and then we will be filing it within the next few months. Will post on website once done.
- (SABRINA- Post 2009-990 on website)

3. 4100 general membership fee- break out of what goes to the National office versus the region

- \$21.35 of all regular memberships goes to USAV.
- In an attempt to have records of what money is going where, we will split the account numbers into divisions
- (SABRINA & MARGIE will work with accountants)

4. PNQ Loan Status

- \$20,000 left to pay off
- Jeff K. wants to confirm this number (MARGIE follow up)

5. Tryout Fees/Insurance Expense Report- What is the breakdown in the YJOV income

- If the insurance fee is paid online, it goes into the YJOV income just like all membership. If mailed in, a manual report is formed. \$2.50 of the \$5 goes to Nationals.

6. Two signatures for Checks

a. Margie, Sabrina, Emily, Meredith each has signature authority

- Motion was made that Board is ok with the four positions that have signature authority- motion made by Kevin T., Seconded by Jon, motion approved
- Some further discussion is needed in regard to how checks are being signed. The region would like at least BOD signature and one office staff signature on all checks. (SABRINA, MEREDITH, MARGIE, AND EMILY will work out a plan that works for checks being signed)
- Direct Deposit for employee checks was suggested. (SABRINA will contact Chase bank)

7. Budget/Finance Committee

- Jeff K. explained the role of such a committee: Should be responsible for reviewing the budget on a monthly basis, should be looking at the transactions, should be safeguarding the regions assets. Should also be reviewing the tax returns
 - Roland and Russ were asked to be on the committee.
 - Budget requests by division need to be approved by executive board and then given to Budget and Finance Committee (SABRINA will send out for approval)
- b. Budgetary Item
- The following items were discussed as items that will be given to the Budget and Finance committee when they meet.
 - Financial Audit
 - Capital Improvement Fund
 - Junior, Adult, and Officials Budget Requests

C. YJOV Report- Larissa Welch

7:00-7:15 PM

1. Juniors Work Session

a. CAP Clinic

- December 3rd-4th dates- still pending approval from Nationals
- No location yet- hope to be either at EWU or we will be at Mt. Spokane HS

b. Financial support for teams going to Nationals

- Juniors requested being able to support teams the first time they go to Nationals- will be in the budget request for Juniors

c. Gold Seal Program

- Karen S.: This is something that we want to dive into, but we want to be able to provide resources for those looking to qualify to find how to succeed in the program. We hope to have this up and running by next spring.

d. Team Seeding/Rankings

- Karen S.: We will be moving to this for the upcoming season. It will be posted online, and ran through the office. If you want to appeal, score of all sets will need to be sent to the committee of Larissa, Karen, and Mark at least two weeks prior to the next tournament.

e. Annual Meeting

- Sunday, September 25th 9 AM at the HUB

f. Open House

- October 17th - GU vs BYU match- 5-7 PM

g. Boys Proposals

- To be discussed under Motions section.
- 2. Survey to the Club Directors
 - 17 people responded
 - Received a lot of good feedback. Will share some feedback at Annual Meeting on Sunday.

D. Officials Division- Linda Kildew- *Report attached* 7:15-7:20 PM

1. Website – she needs to talk about some splits in the categories with Karen and Sabrina on that- she needs to prioritize
2. Two Libero Rule- the Officials division recommends using the two libero rule
 - The board would like Linda to discuss her recommendation at the Annual Meeting and get feedback from the Club Directors
3. Pins for Outstanding Junior Ref and Scoring
 - a. We will be giving these out to Day Officials to hand out to juniors
4. Day Officials Rate Increase
 - a. Motion made by Linda to increase day official rate from \$125 to \$150- Margie seconded, motion approved
5. Tri-Cities/Yakima Area Region Sponsored Ref/Score Clinic
 - a. Linda has been in touch with them, will work with them for dates, locations, times—she will handle clinics there this year.

E. Player Reps 7:20-7:35 PM

1. Adult Rep- Kyle Twohig
 - a. Adult Work Session
 1. PIVA-ERVA-USAV Relationship
 - The Adult division is very excited to welcome new members to the region through PIVA.
 2. Adult Tournament October 22nd
 - It will be held at the HUB
 - We are expecting most teams to register last minute
 - We would like the entry fee to be at \$125-
 - Entry fee waived for Inland NW Club for helping assist with the tournament
 3. Sand League- Summer 2012
 - 4 new sand nets and lines—Browns Park, hope to get league running in the summer
 4. Marketing/Outreach
 - Outreach has occurred to many parks and recreation departments. We are hoping to increase participation in our adult leagues and tournaments.
2. Junior Rep- Karen Stebbins
 - a. Website
 - We will be prioritizing what upgrades we want to make.(KAREN- prioritize upgrades and work with Zipline)

F. MOTIONS

7:35-7:45 PM

1. Boys Proposals

- a. 1) Motion made (Mark S.) - "Allow USAV U14 or younger boys to petition ERVA for waiver to play on junior girls teams if there is not a boys team within 50 miles or there is a hardship which would prohibit them from playing with an available boys team."
 - Karen S. seconds motion
 - Discussion- We will need get feedback from Club Directors at the Annual Meeting (LARISSA AND ROLAND)
 - Motion made by Kyle T. to table the motion- Karen S. seconds- motion passed
- b. 2) Motion made (Mark S.) "Allow USAV U14 or younger boys teams to play in sanctioned ERVA tournaments, both in pool and tournament play (excluding qualifying tournaments)"
 - Karen S. seconds motion
 - Discussion- At the discretion of the tournament director, would be listed at the boy friendly tournament
 - More formal research needed to see what other regions are doing when it comes to boys playing with girls (ROLAND)
 - Motion to table motion made by Jon L, seconded by Larissa W., motion passed
- c. If approved would be inserted into Section XV-F (pg. 32) of Participants Handbook

2. Bylaws

- a. Motion made (Meredith C.) "Approve Bylaws as amended" (see website) 

- Karen S. seconds, motion approved

3. Motion made (Karen S.) to approve Code of Conduct- Spectator/Parent and Club Director

- a. If approved would become Appendix C (pg. 51) and Appendix D (pg. 52) in Participants Handbook 

- Larissa W. seconds, motion approved

4. Participants Handbook

- a. Motion made (Sabrina H.) "Approve Handbook as edited."
 - Larissa W. seconds
 - Motion amended- "Approve Handbook as edited, subject to approval by officials chair within 10 days". (LINDA edits from Officials Division standpoint- SABRINA makes changes)
 - Jon L makes motion, Karen S. seconds, motion approved

5. Tournament Procedures Handbook

- a. "Approve Handbook as edited."

- Larissa W. seconds

- Motion amended- “Approve Handbook as edited, subject to approval by officials chair within 10 days”, (LINDA edits from Officials Division standpoint- SABRINA makes changes)
- Jon L. makes motion, Larissa W. seconds, motion approved

6. Grassroots Rule Adoption

- a. Libero Serve
- b. Recommendation from Officials regarding two liberos
 - Discuss occurred on the two adoptions. It was decided that more feedback was necessary. Linda will be touching base with the Club Directors at the Annual meeting, and then the Juniors division will make another recommendation to the board.

- Larissa W. motion to table the motion, Margie R. seconds, motion approved

G. Advisory Board

1. Office Manager- Sabrina Hasenoehrl

7:35-7:45 PM

- a. Junior Registration Procedures
 - Junior registration procedures will be changing so that participants purchase a \$5 tryout membership PRIOR to tryouts, and then after they have committed to a team go back into Webpoint and “upgrade” their membership to a full junior membership.
- b. Website Updates
 - All forms (other than officials) have been updated on the website.
- c. Office Hours/Staffing
 - Office will be open Monday-Friday 10 AM-2 PM
 - Emily will be working on Tuesdays and Thursdays at the office, and Wednesdays from home
- d. PO Box and Address
 - The region now has a physical address and a PO Box, given our mailbox at the office is too small.
- e. Meetings with Exec and Advisory
 - Thank you to all who met with me to discuss job responsibilities and how the region office can help your division.
- f. Kootenai Recommendation
 - Kootenai Volleyball club asked the board to start keeping track of “Coaches not in good Standing”.
 - After discussion the board decided to not get involved with coaches not in good standing, but if the club director feels there has been an ethics violation than he will need to draft a formal letter per the participant’s handbook guidelines.
 - (SABRINA will email Kootenai Vball Club Director)

- g. Insurance Claim sent to ESIX
 - ERVA currently has one insurance claim sent in to Nationals
 - Change for the year is that now all incident forms must come to the Region office before being sent to Nationals
 - h. Marketing/Outreach
 - Marketing and outreach has been done to area Parks and Recreation Departments, Fairchild Air Force Base, and local colleges and universities.
2. Sport Court Manager Report- Russ Poage 7:45-7:50 PM
 - WIAA and the Yakima Sports Commission are now using Columbia Empire for their sport courts
 - Russ has been contacted about using the sport courts for square dancing floors
 3. Qualifier Director's Report- Russ Poage 7:50-7:55 PM
 - a. Scholarship Program Status
 - We're still planning on doing it once we get our loan paid off, but what has been happening the last two years if all the U12 teams from the region have their entry fee waved
 - Tournament is going to be Stay to Play
 - Seven of the qualifiers are charging admission for the tournaments-- PNQ will not this year but may in the future
 - New website coming!
 4. Scorekeepers Report- Barb Twohig *No report* 7:55-8:00 PM
 5. Juniors Development Report
 - a. Girls- Mark Springer- *No report* 8:00-8:05 PM
 - b. Boys- Roland Madany- 8:05-8:10 PM
 - Gonzaga U camp had 19 participants. Overall was a success.
 - British Columbia teams may be interested in collaborating on a Memorial Day tournament. More info coming on this.
 - (SABRINA will send out recap from the boys tournament this weekend to the board)
 6. High Performance Report- Trent York- *Report Attached* 8:10-8:15 PM
 - a. Combine Tryouts- Joe Volkmann to assist
 - Mark Springer will help with the organizational part and so will Ronell R.
 - (SABRINA schedule a meeting to plan this)

7. IMPACT Report- Bonnie Wescott 8:15-8:20 PM
- Impact instructors are now on board with Sabrina
 - Will be setting dates for the upcoming year very soon- need to steer clear of CAP clinic dates.
8. Junior Club Director Report- Ronell Routon 8:20-8:25 PM
- Club director Facebook page will be launched for club directors to connect with each other during the season.
 - Ronell has been speaking with the clubs about the benefits of registering as a non-profit organization
9. Area Rep Reports 8:25-8:30 PM
- a. Montana- Dave Huerta (*No report*)
 - b. North Idaho- Tom Bertsch (*No report*)
 - c. Central Washington- Diana Clemans (*No report*)

H. NEW BUSINESS 8:30-9:20 PM

1. Chaperone's Signing the roster
- There was discussion about whether or not a chaperone needs to sign the roster at a tournament
 - Kyle T. moved to remove chaperone signature from the roster, Jon L. seconds, motion approved
 - (LARISSA will add to agenda for Club directors Meeting)
2. Earlier Tryout Special Requests
- Request was made by Snake River Juniors to allow them to do their tryouts earlier than November 13th
 - Recommendation from the board is NO (KAREN will let Judy know)
 - Find out when Montana's state high school championship occurs and where it falls in regard to MVA's tryout date- (SABRINA will find out)
3. Office Staff Consultant Wage
- Discussion was had on what an appropriate fee would be to pay an office staff consultant. The consultant has been asked to be paid \$35.
 - We would need to track the consultant's hours.
 - Meredith C. motions to budget \$500 for an office consultant for 2011/12, Kyle T. seconds, motion approved
4. Adult Tournament Management/Fee Clarification
- Given it is a regional Tournament- Office Manager will collect the money.
 - (SABRINA schedule a planning meeting for this with Meredith, Kyle, and Chris)
5. Ball Recycling Program

- Ask Club Directors to donate their old volleyballs
 - Collect balls at the open house- give to schools/organizations/needy players (SABRINA AND LARISSA find out what places need balls)
6. USAV Hall of Fame support
- The USAV Hall of Fame needs monetary support
 - Jon L. moves to approve \$500 to be sent to them, Margie R. seconds—motion approved
7. Addition by Bonnie Westcott: Discussion about extending the Score/Ref clinic for first year coaches so that there can be some education on some of the more important rules and how to call them
- We believe we may be able to identify those first year coaches at the IMPACT clinic so we know who should be staying longer at the Ref/Score clinic.
 - This topic needs to be discussed with Linda—
 - Board recommends that club directors let the assignor of club-sponsored clinics know they need an extra half hour for new coaches and that we incorporate this into the Region Sponsored clinics. (MEREDITH WILL SPEAK WITH LINDA about this)

I. Close – Adjourned at 9:20 PM

Next Meeting: TBD

Location: TBD

Time: TBD