

Carolina Region/USAV
Board of Director Annual Retreat
August 19-21, 2005
Aqueduct Conference Center, Chapel Hill
Submitted by Kevin Wendelboe, Director of Operations



Friday, August 19, 2005:

BOD Attendees: Karl Owen, John Boger, Brian Magee, Marilyn Thompson, Fred Wendelboe, Mike Spillman, Wade Brence, Vaughn Hastings, Stephen Shepherd, Amber Fulk, Charlie Yang, Betty Fox, Sandy Fox

Staff Attendees: Chuck McCracken, Kevin Wendelboe

Non-Attendees Jami Oleskewicz, Pamela Dickenson

Meeting started: 7:43 pm

- I. Overview – Karl wants to deal with more marketing and goals issues and let staff handle as much of the Operations as possible.
- II. New Bylaws Discussion – the main issue to be resolved is on voting and proxies.
 - Proxies – Chuck reported that our lawyer has stated that we could allow minors to vote if we write it into our bylaws. Under North Carolina law, non-profits must have in-person voting or by directed proxies. We can still do an online vote if we set it up to have our members giving directed proxies that will be voted at the meeting. Appointing a proxy can be by fax; written; email, if the person receiving it can reasonably identify who was sending it; and can give a verbal proxy directly to the official recorder. There is a section in the bylaws for proxies that we need to complete.
 - Roadmap - Karl would like to finish the document at this meeting if at all possible, get a final version to Betty and Karl, and then set a meeting in October to vote on it. We then need to come up with a transition to go from these bylaws to the new ones. The goal would be that by the time we get to next year's annual meeting, we will be voting under these new bylaws. Karl would like to have all documents in place by Dec 1.
 - Voting - One larger issue we need to decide is who will be voting for the Board Officers (President, Treasurer, Secretary). Historically, it has been team reps but that alienates Officials and unaffiliated members. This is also an issue in the Advisory Boards – voting by team reps, member constituents, or whether to have elections at all. After a lengthy discussion we decided that for the Adult and Junior Boards they would be minimally comprised of the team reps and anyone else in their constituency that is interested in being on the Board. Anyone can participate in the discussions, but the team reps will be the one's voting for the Reps to the Board. We also decided that we would require all junior teams to have a unique team rep (one club rep could not be the team rep for all their teams). Karl directed the Officials division to work on how their board would work. Last issue on voting was who would vote for the officers. Decided that all individual members would vote.
 - Term Lengths – We discussed what the term length for the officers would be. We decided we wanted to have a two term limit and that all officer positions would be elected at the same time. We decided on a three year election cycle for the Advisory Board positions. We would not have term limits for the reps coming from the Advisory Boards.
- III. Annual Goals – We did a SWOT analysis (Strengths, Weaknesses, Opportunities, and Threats) to help in analyzing this past season and to help in defining our goals for the coming season. Karl asked everyone to think about what was on the list and we would start the morning session with any additions though of over night.

Recessed at 10:30 pm

Saturday, August 20, 2005:

BOD Attendees: Karl Owen, John Boger, Brian Magee, Marilyn Thompson, Fred Wendelboe, Mike Spillman, Wade Brence, Vaughn Hastings, Stephen Shepherd, Amber Fulk, Charlie Yang, Betty Fox, Sandy Fox

Staff Attendees: Chuck McCracken, Kevin Wendelboe

Non-Attendees Jami Oleskewicz, Pamela Dickenson

Reconvened at 8:40 am

The board continued with our SWOT analysis. We also compared this list with the brainstorming list from last year's retreat.

- IV. Survey review – Karl summarized the responses we received from our surveys. We can use these to guide our division discusses. Question asked when the survey should be distributed. We decided that we would like to distribute as soon after the season as possible since that is when issues and comments are most likely to be fresh in our members' minds. One suggestion was given to include a weekly question/poll on our website for users to give feedback. This may be something we can do with our coming website enhancement.
- V. Planning – The board brainstormed on potential goals for the season.

Amber had to leave for the rest of the weekend. Recessed for lunch at 12:30 pm

Guest arrived: Blaine Tendler

VI. Division break-outs:

A. Adult Division:

- Assignment issues – we discussed ranking teams and how to make division assignments for Regionals. We decided to basically do what we did last season. We will use the points system to set pools and move teams as needed to balance the divisions and allow for variety.
- Regionals - We want to poll the membership to see what format Regionals will play under. We would ask whether teams want a double-elimination tournament, our regular format, or any other suggested formats. We decided that if a division does not have a Regional Championship due to a lack of entries, then we would award a season Regional Champion based on the final points standings.
- All-Region – We also want to poll the membership about whether to have an All-Region team. If the membership wants to bring the All-Region back, we would use the same procedure as two seasons ago.
- Points Standings adjustments – The adult division decided to remove the decay value for not playing.
- Fee structure – The adult division will recommend raising the membership fee to \$40 (to include a \$5 discount for Early Bird and a \$5 discount for online registration).
- Adult clubs – We discussed how to implement the region club issue and how to use a one-event team fee. This season the adults will be one large club. Teams will be able to borrow players from any other adult team under the existing club movement policy. We decided the one-event team fee of \$10 will apply to two tournaments and not one. We do want to try some of the format variations. One idea was to do a referee clinic in morning and do an alternate format in the afternoon.

B. Junior Division:

- Recruiting - We will add something to the 2006 Operating Code about recruiting. We will suggest clubs not holding tryouts until the Sunday after the State Championships. We will suggest a signing date of two weeks after the Sunday of the State Championship weekend. This will be the earliest date that clubs can force a player to commit to their club (players can voluntarily commit before then). We will allow everyone to register individually instead of by teams. This will aid in sanctioning tryouts. If we become aware of recruiting violations, we'll send an email or letter to the two clubs and the player/parent that are involved informing them of the steps required to bring a recruiting charge before the Region.
- Points Standings - we will use the points standing to move teams up and down this season and will not have the decay factor included for teams that do not play.
- Admissions - We are going to add to the Tournament Director Handbook that an admission charge cannot be charged, but facilities may petition for a waiver.
- All-Region - We are going to have an All-Region team in the 15-18 Gold divisions of ten players selected by the HP coaches and some at-large coaches.
- We discussed the consequences of members not paying their club dues or tournament entries. The Region has the right to treat this as a code of conduct violation.
- Junior division would like to put a line item into their budget to help support the HP program so the travel team expenses are not a burden to the kids.

C. Officials Division:

- Sandy would like for us to increase our communication between referees, scorekeepers, ratings, and clinic activities. We need to copy everyone in the Officials Division list in our communications.
- Report on the Long Beach Ref Chair meeting – Sandy thought it was a good meeting. It helped him in knowing what was coming down the pipeline. Sandy does think it would be a good idea to send someone again this year in San Antonio. We decided that we do want to send someone, and will request money in our budget for that. Both Fred and Kevin plan on attending the PAVO convention and volunteered to cover the meeting. Chuck and Sandy will get together to decide who to send.
- We discussed dividing the responsibilities into sub-chairs to help with the administrative duties. For Referees, the suggestion is to have a Ref Chair, a Ratings Chair, and maybe a sub-Chair. Scorekeeping is another matter. Marilyn thought having a Scorekeeper Chair and an Assistant Scorekeeper Chair was all that is probably needed. After discussion, we decided to have a Chair and then they can appoint sub-chairs as needed with duties to be assigned by the Chair.
- Assign By Web – if we continue to use it, we'd like to be able to see everyone's schedule and we need the system to show that they are tentatively assigned. Chuck is working on getting them to incorporate these features. We decided that online assigning is something we want to do, and we'll compare the options of various sites to see if any will meet our needs better than Assign By Web.
- Officials Pay – we discussed the pay structure for our officials. It was decided we will request money in the budget to raise officials pay by \$5 per level and the mileage reimbursement to \$7.50 per half hour traveled with a cap of 4 hours one-way.
- We discussed how to get officials for Adult Regionals. We will change the requirements for National candidates so that the appropriate Chair will assign their work schedules to best meet the Region's and their needs. We will request money in the budget to raise the officials pay for the Adult Regional Championships to \$175 and lunch.
- National Candidates - Stephen Shepherd and Kevin Gould have expressed interest in going for their Junior National rating for the 2007 season. For 2006, Greg Fletcher submitted interest last year. Sandy will contact him to see if still interested this year. We would like Sandy to go evaluate him also and see if he's a viable candidate. For Scorekeepers, Kevin Wendelboe will be our candidate this year. Dennis Branch might be a candidate for 2007.
- Candidate travel reimbursement policy – Since candidates can now be paid once their rating session is over, we will set a policy that the region will only pay for the application fee for all USAV National certifications. The candidates will not get any other reimbursements.
- We discussed the new Officials Advisory Board structure. To elect the Officials Rep to the Board, we want a nominating committee comprised of at least one rep from each level of certification (Trained, Provisional, Regional, Jr National, National).
- Policy on OTP clinic – We decided that it will not count as a clinic for our officials. We will let NCVOB know this in advance so another module can be requested if they desire. Our National officials will get their clinic when we have the clinicians meeting, and the other officials will get it at the required meeting for officials working the Juniors' tournaments.
- Clinic Schedule – Chuck put a proposed schedule of clinics up on the screen for review and approval. He will get to work now on securing sites and clinicians.

Recessed for dinner and the evening at 6:30 pm

Sunday, August 21, 2005:

BOD Attendees: Karl Owen, John Boger, Brian Magee, Marilyn Thompson, Fred Wendelboe, Mike Spillman, Wade Brence, Vaughn Hastings, Stephen Shepherd, Charlie Yang, Betty Fox, Sandy Fox

Staff Attendees: Chuck McCracken, Kevin Wendelboe

Non-Attendees: Amber Fulk, Jami Oleskewicz, Pamela Dickenson

Reconvened at 8:50 am

VII. Approval of May 1, 2005 meeting minutes – Motion by John, second by Marilyn to:

Motion 1: Approve the minutes from the May 1, 2005 meeting of the Board of Directors. MSA

VII. Finance Report – We are projecting another surplus this season due to the juniors growth and less than anticipated spending in administration. Karl pointed out that two years ago, we thought we were taking a gamble to dip into reserves to add staff. Now it is looking like it was not a gamble. Motion by Betty, second by John to:

Motion 2: Approve the August 21, 2005 Finance Report. MSA

VIII. Budget discussions:

- Retreat expenses - Karl thinks we should still have a weekend retreat next season. It will be the nine person board and other invited guests. Karl suspects it will be about same size as our current attendees, so we will budget the same amount.
- Official's supplies – The Officials Division will investigate supplying some whistles and lanyards to our membership. Board decided on adding \$1000 to the budget for those official supplies.
- Facility grants – We have \$7536.80 in requests from three different groups for this season. We decided to fund all three grants as requested.
- Officials budget items – The Officials Division is requesting an increase of \$5 to the base fee for all ratings levels and to increase the travel to \$7.50 per half hour with a 4 hour cap. The Board agreed to add the officials increase to the budget.
- Discussed the Facility Grant from Concord. They want \$34000+ for ten net systems. The Board empowered staff to negotiate with the group to see how viable the agreement with the county is, what type of use we can get out of it, and make the best agreement for the good of our Region. Final approval of the agreement will be by the Executive Committee. Motion by John, second by Charlie for:

Motion 3: staff to negotiate a proposed agreement with the Concord group for the funding of their project with final approval of the agreement by the Executive Committee. MSA

- IX. Operating Code – We made a lot of changes during the retreat, so Kevin will incorporate them into the Operating Code and send out for review and approval.
- X. Host Your Own Clinic policy – We will now require our clinicians to notify the Region of any clinics they are giving. They will have to notify the Region in advance of the clinic and report results in seven days. If they don't follow the procedures they are subject to losing their status as a clinician. With this change, clinicians may now receive their payments at the clinic site.
- XI. Member cards – The online system will allow individual members the ability to print their membership verification. We will not print member cards this season.
- XII. Jr Hi Neighbor – Do we want to continue to give exclusive rights to Jr Hi Neighbor for that weekend? Consensus was that our current policy does not prohibit tournament directors from requesting to host a sanctioned event on any date. A secondary question was what do we do if additional two-day tournaments are requested? This topic will be put before the Advisory Boards for further discussion.

- XIII. Due Process Policy – Is five days enough time to make the initial decision from the time of the complaint?
Motion by John, second by Brian to:

Motion 4: change the Due Process Policy to allow up to fourteen days from the receipt of the complaint to communicate the initial decision. MSA

- XIV. Non-payment of dues by members to their clubs/teams/tournaments – We will allow clubs to file a code of conduct complaint against the individual, and we will investigate it.
- XV. 25th Anniversary – 2006 is our 25th year of service to the North Carolina volleyball community! We will try to incorporate this promotion into our activities this year. We'll price out a bumper sticker or window decal to give to our members. Money can come out of the promotion budget initially.
- XVI. Goals for the year – The Board brainstormed on the direction we want our member development and growth to head this season. A suggestion was made for Chuck to use the brainstorming ideas to develop a plan to manage his time and come up with goals to focus on for development this season. He will send to board for review and refinement.

Mike had to leave for the weekend. He gave his verbal proxy to Wade Brence.

- XVII. Board went into closed session to discuss personnel issues (Chuck and Kevin left room).

Marilyn had to leave for the weekend. She gave her verbal proxy to Betty Fox.

- XVIII. Membership fee/Budget work – Board decided to equalize the team fees between adults and juniors to \$65 regular and \$60 Early Bird. Board decided to raise the membership fee to \$40, but we would give the opportunity to all members to pay the same fees as last year by registering online (\$5 online discount).
- XIX. Motion by Brian, second by Betty to:

Motion 5: Approve the 2005/2006 Budget. MSA

- VIII. Motion by John, second by Wade to:

Motion 6: adjourn the 2005 Annual retreat of the Carolina Region Board of Directors at 1:06 pm. MSA

ACTION ITEMS:

- Chuck – Incorporate suggested changes into Bylaws and submit to board for final review/approval.
- Kevin – Incorporate suggested changes into Operating Code and submit to board for review/approval.
- Chuck/Officials Division – schedule/find sites for adult/junior officials clinics
- Karl, John, Kevin – make suggested changes to points system and get it ready for coming season
- Chuck, Kevin – evaluate Concord facility and negotiate a facility grant agreement to meet both parties' needs.