

**Arizona Region
Executive Board Meeting**
September 16, 2009
Agenda

1. **Call to Order** (Time: 5:45 p.m.)

2. **Roll Call**

Commissioner -	Harold Cranswick
Secretary/Treasurer -	Becky Hudson
Officials Division Coordinator -	Peter Meyer
Adult Division Coordinator -	Ron Pelham
Junior Division Coordinator -	Vacant
Guests -	Eric Hodgson

4. **Additions/Deletions to the Agenda**

Motion 1: Move to approve agenda as written (Meyer/Pelham/MC)

5. **Reading of Minutes from the last meeting Aug 27, 2009**

Motion 2: Move to approve the minutes of Aug 27, 2009 meeting as amended (Pelham/Meyer/MC)

6. **Old Business:**

a. **Updates to the Constitution** – Harold Cranswick

b. **Updates to the By-Laws** – Harold Cranswick

c. **Updates to the Best Practices** – Harold Cranswick

Motion 3: Move to accept all the proposed amendments to the Constitution/By-Laws and Best Practices Manuals as revised. (Pelham/Hudson/MC)

d. **Partnership with Volleyball Festival**

The relationship with Volleyball Festival is one that is going to develop over time.

e. **Budget for 2009-2010**

Motion 4: Move to approve the 2009-2010 budget. (Hudson/Meyer/MC)

f. **Changes to the Constitution and By-Laws** – Harold Cranswick

Tabled to next meeting –

Motion: Move to add a position on the Executive Board that is filled by someone who would be considered an independent board member. The position would receive the same compensation as a member of the Junior Board. Nominations would be made to the Commissioner and voted on by the Executive Board members.

g. **Sponsorships** – new position based out of Phoenix that is incentive based.

Eric Hodgson supplied research from Florida, Ohio Valley and Northern Cal Regions. This person holding this position could not make a living at this in the AZ Region in this economy. We can learn from Volleyball Festival about sponsorship relationships.

We currently have no formal contracts with our sponsors except Molten. We have been floating along on old contracts for awhile.

There is a concern about onsite merchandising by vendors or sponsors at our tournaments. The hosting sites either have their own vendors or are not allowing any outside vendors at their site. This type of sponsorship is really no longer a benefit to the vendor/sponsor anymore. It might be more valuable to the Region in the good will to the schools to let them receive the benefit from the vendors at our tournaments.

If we hold a vendor agreement for food sales and someone gets sick from the food that is being sold this could open us up to a liability issues.

Motion 5: Move to remove the onsite vending responsibilities from the Arizona Region and allow individual host sites to negotiate their own vendor agreements. (Meyer/Pelham/MC)

Follow this up with Scott Santerre or USAV as to our liability in the event some product is sold at our tournament that makes someone sick.

Eric Hodgson will sit down and put together a sponsorship agreement plan for the Region.

7. New Business

a. Board approval of Corporate Communications

To what extent should the Ex Board be aware of or approve of communication that is sent on behalf of the Region, i.e., the Office, the Jr Board, the Executive Board or some other branch? Should some form of approval be required before such communication takes place?

There is no official policy regarding documents that go out of this office in relation to the Board. Currently anyone can send out a survey/document saying it is approved by the AZ Region without any formal approval.

When the communication/survey carries the name of the organization it should be approved or written by the PR person for the Region. If it comes from a person and addressed as such it should be okay to send out.

Harold Cranswick will research what is done at the college and report back.

b. Could there be a person on the Jr Board that represents just small clubs. Big clubs have the votes to put their people on the Board and small clubs issues are not considered. How to implement this is problematic. This seat could be appointed.

Could the Jr Board duties be handled by a committee instead of a Board? The Executive Board is typically the top of the pyramid but the Jr Board is still under the Ex Board.

c. Eric Hodgson is looking to resign from High Performance. He would like the new Director to be in place by Dec. 1st. He will mentor and accompany the incoming person to the HP Coaches Training should it be held. The details for this position are n need of being revised so we will post the job on Oct 1 with specifics.

The stipend for this position needs to be increased to account for the time spent in the position.

Eric Hodgson will review and recommend the HP Director duties and compensation in preparation for the job posting.

- x. **Next meeting** will be held on Monday, Oct 19th at 5:30

8. Officers' Reports

Commissioner – Harold Cranswick

a. Information/News -

- i. US Open Nationals will be held in Phoenix in May, 2010
- ii. October RVA meetings will be held in Denver, CO
- iii. At this moment the Jr Board consists of two people.
There are candidates for the two positions that are up for election and those elections will be held. If a change in the Junior Board structure is being considered this is the best time to make the changes – while the Jr Board is not fully staffed.

b. Region Office Information – Becky Hudson

i. Office Update –

Becky Hudson is concerned with the girls' registration period. Christy Naughton is only in the office 1.5 days per week due to her school and internship schedules. There is no way that Lisa Naughton and Becky Hudson can handle the registration process by themselves. We will wait to see what Christy's schedule for Spring, 2010 holds before we look to hire someone else.

Secretary/Treasurer – Becky Hudson

a. **Treasurer's Report:**

Aug 2009

Income:			\$	9,494.75
Expenses:			\$	27,173.92
Balance in checking account as of	8/31/09	=	\$	25,961.63
Balance in Money Market Account as of	8/31/09	=	\$	241,841.06
Balance in Grant Development Fund as of	8/31/09	=	\$	1,001.25

b. **Marketing/PR Update – Eric Hodgson/Christy Naughton**

- i. Website – If someone is on Facebook they are getting an update a day.
- iii. Fundraisers – Eric Hodgson reports that a person can rent out a Suns suite for \$3500 per game. There are a lot of organizations out there that will rent a suite and go to their membership and sell the 20 seats for \$400. If we were to bring in a person like Hugh McCutcheon or another well known volleyball personnel and sell tickets we could raise some funds. \$3500 divided by the 20 tickets comes to \$175 per person. We could sell the tickets for \$400 each and make a profit. The Suns are willing to work with us on this fundraiser opportunity. It is felt that it would be more beneficial for us during the Mercury season.

- iv. Public Relations – Eric Hodgson
 - John Kessel will be here Jan 6-7 for a Gold Medal Squared clinic sharing mini and maxi volleyball.
 - AVP has two tickets for each day of the tournament for us to raffle off at the General Assembly.

Officials Division Coordinator – Peter Meyer

a. Information/News –

- i. For the first time there will be stand alone score/ref clinics for the boys. This has been a long time coming for the boys.
- ii. Jim Feickert, Alyson Parry and Peter Meyer spent a good amount of time revising the Train the Trainer clinics. Jim Feickert is delegating a lot to others to do the clinics.

Jim, Alyson and Peter spent a good amount of time to create a summary of the new rule changes that are coming forward from USAV. The document they created summarized the pertinent changes and inserted an Arizona Region commentary. The officials are encouraging the junior coaches to continue the same training they have been doing with their players all along. The officials will be focusing on safety and what interferes with play in their interpretation of the new rule changes.

Adult Division Coordinator – Ron Pelham

a. Information/News –

Ron Pelham will be introducing the new Player's Pool. A player must be registered to be in the Player's Pool. A player in the pool can sub two times – with the same team or different teams. After subbing twice they must join a team or they will not be able to sub any longer this season. Players must be registered the day before to join a team. The hope is to eliminate the illegal players on teams.

Ron Pelham talked to the junior college coaches at the Scottsdale tournament about the US Open Nationals being here. Regina Mannix of Scottsdale CC is attempting to put an alumni team together to enter the tournament. Amanda Burbridge is considering entering the Phoenix College team into the national tournament.

Junior Division Coordinator - Vacant

- a. No Report

9. Committee Reports

- a. Ethics and Compliance Committee – Dan Kaminskas
 - i. Dan Kaminskas is planning to move out of state.

10. Announcements

The AVP Brazillian Challenge will be in Glendale on Sept 26-27

11. Adjournment of the Meeting (Time: 8:08)

Motion 6: Move to adjourn the meeting (Hudson/Pelham/MC)

Review of Decisions/Duties/Responsibilities as a result of today's meeting

Action Items

- AZ Region Best Practices Manual, Constitution and By-Laws to be amended and recorded.
- Follow up with Scott Santerre or USAV on liability of food being sold at our tournament and someone getting sick from the food.
- Eric Hodgson to draft a sponsorship agreement plan for the Region
- Harold Cranswick to check with Mesa CC on their corporate communication policy
- Junior Board restructure proposals to be considered at the next meeting
- Eric Hodgson to review and recommend the HP Director duties and compensation in preparation for the job posting.
- High Performance Director position to be advertised beginning Oct 1
- Player Pool information to be distributed to Adult Teams

Motions

Motion 1: Move to approve agenda as written (Meyer/Pelham/MC)

Motion 2: Move to approve the minutes of Aug 27, 2009 meeting as amended (Pelham/Meyer/MC)

Motion 3: Move to accept all the proposed amendments to the Constitution/By-Laws and Best Practices Manuals as revised. (Pelham/Hudson/MC)

Motion 4: Move to approve the 2009-2010 Budget. (Hudson/Meyer/MC)

Motion 5: Move to remove the onsite vending responsibilities from the Arizona Region and allow individual host sites to negotiate their own vendor agreements. (Meyer/Pelham/MC)

Motion 6: Move to adjourn the meeting (Hudson/Pelham/MC)

Approved Amendments to Constitution, By-Laws and Best Practices Manuals

Motion 1: To revise the Arizona Region Best Practices Manual May 2006 Chapter II Duties and Responsibilities under the Commissioner's Division as follows:

Insert a new Section 4 Ethics And Compliance Officer to read:

Section 4. Ethics and Compliance Officer
The Ethics and Compliance Officer will:

1. Respond to complaints and accusations pertaining to any alleged violation of either Region or USAV ethics and/or compliance policies;
2. Determine how quickly to respond to a complaint and/or violation;
3. Investigate or appoint and supervise someone else to investigate any complaint and/or violation that requires it;
4. Coordinate and serve as chair of the Ethics and Compliance Committee;
5. Notify the Commissioner and the accused of the findings of the ECO;
6. Write and deliver the final decision of the ECO for each complaint and/or violation

7. Perform related duties as assigned.

AND

Change Section 4 Manager of the Website to Section 5.

Change Section 5 Marketing Director to Section 6

Change Section 6 Advisory Board to the Executive Board of Directors to Section 7

Motion 2: To revise the Arizona Region Best Practices Manual May 2006 Chapter II, Section 3 Office Staff to add #9. Facilitate communication with the members of the Arizona Region for the Executive, Junior and Officials' Division Boards through email, website, online networking methods, and any other source of communication services.

Motion 3: To revise the Arizona Region Best Practice Manual May 2006 Chapter III, Section 2 Fundraising Director to add the following duties

2. Solicit potential fundraising projects for a Division, program and/or the Region as a whole.
3. Work with the Marketing Director to generate fundraising opportunities as a community service or in marketing the Region.

Motion 4: To revise the Arizona Region Best Practice Manual May 2006 Chapter III, Section 3 Sponsorship Director to change and add the following duties

1. Solicit potential sponsors to raise money and/or provide in-kind donations that could be used by a Division, program and/or the Region as a whole.
2. Manage sponsorship agreements with signed sponsors for the duration of the sponsorship agreement
3. Review/update sponsorship agreements for renewal

Motion 5: To revise the Arizona Region Best Practices Manual May 2006 body to update the terms now used by USA Volleyball in reference to the former Divisions to their new terms of Assemblies – RVA Assembly from ROD, Junior Assembly from YJOVD and Officials Assembly from Officials Division.

Motion 6: To revise the Arizona Region Best Practices Manual May 2006 Chapter VI Duties and Responsibilities Under the Junior Board, Section 2. Junior Board Members as follows:

1. Add the duty: Be available to attend the Junior Assembly of USA Volleyball annual meetings along with or in place of the Junior Division Coordinator.
2. Strike the duty: Assist in identifying a tournament protest committee for all divisions at each Junior Division tournament; (handled by the Site Director and the Lead Official on site in conjunction with the Officials Division Coordinator)
3. Strike the duty: Report regularly, at Executive Board meetings and through the Arizona Region Newsletter the action and activities of the office. (this is the duty of the Jr Division Coordinator – regular Jr Board members do not do this)
4. Revise the duty #15 "Be responsible for regular communication with the Club Directors and players through the newsletter, the webpage and various other means"
to read "Be responsible for regular communication with the Club Directors and players in their representative zone through email, phone calls, and various other means;

Motion 7: To remove the Arizona Region Best Practices Manual May 2006 Chapter VI, Section 3 Junior Tournament Director duties and responsibilities. This would also be removed as a position that the Junior Division Coordinator hires. Rationale – the duties of this position were

assimilated into the duties of the Office staff in 2000. This position has not been held or paid for since that time.

Motion 8: To revise the Arizona Region Best Practices Manual May 2006 Chapter VI, Section 4 Coaches Education Duties to include the duties:

1. Be a "continuing" regular member of the Arizona Region of USA Volleyball and involved in junior coaching for a minimum of 5 years.
2. Be CAP II certified and IMPACT Instructor certified and current in those certifications with USA Volleyball and the Arizona Region.
3. Coordinate with all current IMPACT Instructors in the Arizona Region updated information from USA Volleyball regarding curriculum for IMPACT clinics and coaching innovations from the National level.
4. Produce and aid in distribution of the quarterly coaches e-newsletter Sidelines

Motion 9: To revise the Arizona Region Best Practices Manual May 2006 Chapter VI, Section 5 High Performance Director Duties to include the duties:

1. Be a "continuing" member of the Arizona Region of USA Volleyball and involved in elite junior coaching a minimum of 5 years.
2. Be a CAP I certified coach or higher and current in that certification.
3. Attend the annual HP Coach's Seminar and share information with all AZ Region coaches
4. Fundraise for HP travel in the off years

Motion 10: To revise the Arizona Region Best Practices Manual May 2006 Chapter VI, Section 6 Junior Beach Director Duties to include the duties;

1. Be a "continuing" member of the Arizona Region of USA Volleyball and involved in elite junior coaching a minimum of 2 years

Motion 11: To revise the Arizona Region Best Practices Manual May 2006 Chapter VIII, Section 2 Procedure for the Election of Members of the Junior Board as follows in bold:

A. Nomination Process

- a. Each Junior Cub Director of the Arizona Region of USA Volleyball, **in the zones slated for election**, shall be sent a form, published and distributed by **August 1st** over every election year, for the purposes of self nomination.
- b. Return of the completed and signed self-nomination form to the Office Manager by 4 pm **September 1st** shall constitute the formal request for said member's name to be placed on the ballot as a nominee.
- c. Nominations will close at 12 pm on **September 1st**.

C. Election / Runoff Process

1. **The election will take place at the General Assembly. Absentee ballots must be received in the Arizona Region office no later than Friday, 5 pm prior to the General Assembly to be counted.**

Motion 12: To revise the Arizona Region By-Laws as follows:

To remove Chapter 1, Section 4 Membership Cards. Rationale: Membership forms are no longer produced or required by USA Volleyball as proof of membership.

Motion 13: To revise the Arizona Region By-Laws Chapter II, Section 3.A . The Commissioner Shall: as follows:

4. Structure, coordinate, implement and conduct
 - a. All meetings of the Executive Board of Directors of the Arizona Region of USA Volleyball
 - b. The Arizona Region annual Board/Staff Retreat
 - c. The Fall General Assembly
 - d. Attend Junior Division Board of Directors meetings and be knowledgeable about junior volleyball issues
 - e. Attend Official's Division Committee meetings and be knowledgeable about official's issues

List the Ethics and Compliance Officer and Grassroots Director under the supervision of the Commissioner

Motion 14: To revise the Arizona Region By-Laws as follows:

Chapter II, Section 3. D The Officials Division Coordinator Shall:

Remove communication of the Official's Account Finances and Official's Division Coordinators Finances.

Rationale: This is addressed in reimbursement of expenses and there is no longer an Official's Account. The communication is done in the budget process which is already addressed.

Motion 15: To revise the Arizona Region By-Laws as follows:

Chapter II, Section 3. E The Adult Division Coordinator Shall:

Remove the following duties

1. Be responsible for registration of teams for each tournament and verifies player eligibility for each tournament.
2. Be responsible for team results and seeding, and posting those results at all events.
3. Identify a tournament protest committee for all divisions at each adult tournament.
4. Certify each tournament Site Director
5. Be registered to a team during his/her term of office; (?)

Revise and strike the following

1. Assist in securing sites to be used for the adult competitions and notify the Arizona Region Office.

Add the following duty

2. Be available to attend the annual Arizona Region Board/Staff Retreat
3. Develop, schedule and promote friendship tournaments

Motion 16: To revise the Arizona Region By-Laws as follows:

Chapter II, Section 3. F The Junior Division Coordinator Shall:

Remove the following duties

1. Be responsible for distribution of the Junior Division section of the Arizona Handbook to Club Directors and Regional Administration
2. Be responsible for distribution of the Junior Division section of the Arizona Handbook to Club Directors and Regional Administration
3. Assist in the verification of the sites to be used for the Junior Division competitions;
4. Assist in the verification of teams for each tournament and player eligibility;
5. Assist in coordinating team results and new team seeding, and communicating those results to other Clubs;
6. Assist in the verification of tournament site directors;

7. Assist in identifying a tournament protest committee at each Junior Division tournament;
- 8.b. Reference to August workshop

Remove from the Jr Division Coordinator Supervision of the Junior Tournament Director and the Grassroots Director

Amend the requirement to attend the Jr Assembly meetings to as scheduled.

Motion 17: To revise the Constitution of Arizona Region of USA Volleyball May 2005 Article VI, Section 2, H. Vacancy on the Junior Board. To read:

H. Vacancy

1. In the event of a vacancy in any office because of death, resignation, removal, disqualification, or otherwise, the Commissioner shall appoint someone for the unexpired portion of the term with the approval of the Executive Board of Directors. Approval of the Executive Board will require a majority vote of a quorum, or a majority vote of the Executive Board of Directors should a decision be warranted between Board meetings.
2. The Commissioner may elect to allow a special election of the Club Directors in the zone with the vacancy to be held at the General Assembly to fill the vacancy for the unexpired portion of the term.

Motion 18: To revise the Constitution of the Arizona Region of USA Volleyball May 2005 Article VI, Section 2 to correct the duplicate numbering of paragraphs in the section. Namely Section H, I and J