

IREVA - Board of Directors Meeting

Approved 8/5/11

DATE: 6-25-2011
TIME: 9:00 A.M.
PLACE: HVCC, Siek Campus Center (Rm. 204)
Purpose: 5th Meeting of 2010-11 season

Invitees (Agenda) /

Attendees (Minutes)

Capacity (Elected or Appointed)	Name	Contact for Attendance (e-mail / phone/other)	Response (Y or N)	Attend (A or P)	Report (e-mailed before mtg, @ mtg, none)
1. Commissioner (E)	Patty Blacklock- PB	e-mail	Y	P	E
2. VP (E) / Referee Director (A)	Mike McNeil- MM	e-mail	Y	P	@
3. Secretary (E) / Office Manager (A)	Anna Turner- AT	e-mail	Y	P	E
4. Treasurer (E) / Executive Director (A)	Jim Bishop- JB	e-mail	Y	P	E
5. At Large Director (E) / Marketing Director (A)	Kristen Gaudreau- KG	e-mail	Y	P	E
6. At Large Director (E)	Vanessa Volpe-VV	e-mail	Y 'til 2	P	N
7. At Large Director (E) / Communications Director (A)	Karen Bauer- KB	e-mail	Y 9:15-12:15	P	@
8. West Director (E)/ Adult Director (A)	Chris Trombley- CT	e-mail	Y	P	E
9. West Director (E)	Craig Turner- CTu	e-mail	Y	P	N
10. West Director (E)/ Coach Dev Coordinator (A)	Mike Wingard- MW	e-mail	N	A	N
11. East Director (E)	Tim Stewart- TS	e-mail		A	N
12. East Director (E) / JO Director (A)	Hazel Goldstein- HG	e-mail	N	A	E
13. East Director (E) / Tournament & Insurance Coordi (A)	Jen Distin- JD	e-mail	N	A	N
14. Registrar (A)	Laurie Muollo- LM	e-mail	Y 'til 1	P	E
15. Scorekeeper Director (A)	Ben Rosenthal- BR	e-mail	Y for a.m.	P	@
16. Outdoor/Related Director (A)	Mike Houghton	overlooked			
17. Guest/s:	tbd				

Agenda - Please review all BOD reports sent via e-mail before the meeting to prepare for timely discussion of items/motions.

DEFERRED ACTION ITEMS from previous meeting

All proposals to be considered for a vote are to be written as motions to be brought to the floor. **Minutes** **Person w/ Action Item assigned**

I. ELECTIONS MEETING Anna Turner- 15 opened meeting at 9:20 a.m.

- Sign in and record # of proxies- 1/3 of 330 in; 165 votes for slate
 - Reading of the slate of candidates-
 - o **2014 At Large-** Karen Bauer; **East-** Tim Stewart; **West-** Chris Trombley and **2013 At Large-** Vanessa Volpe
- **Vote to accept the slate as presented- slate passed 165-0-0**

KB to post results on website & facebook; **VV** to update website contact page at beginning of 2011-2012 season

II. BOD MEETING Patty Blacklock-1

1. CALL TO ORDER

- a. Welcome
- b. Introductions
- c. Meeting format (confirm or adjust as needed)
 - i. BOD Meeting
 - ii. Work Session

2. ELECTED OFFICERS' REPORTS Anna Turner- 5

- a. Secretary**
 - i. Correspondence

- ii. Approval of 11/12/10 minutes- PB/CTu -see 4/29/11minutes for motion; see website for approved minutes
 - iii. Approval of 2/25/11 minutes- PB/CTu – **motion #1 by PB; 2nd by BR- PASSED**; **SEE ATTACHMENT #0; PB to get to VV to get to BH to post on website**
 - iv. Approval of 4/29/11 minutes- CTu - **DEFERRED**
 - v. Plan for updating website w/ missing minutes (Jan '08, May '08, Jun '08, Jun '08 retreat?; Sep '09, Nov '09, Jun '10 [was there a mtg/retreat?] – **PB** to save each set of minutes with attached reports in zip file/s for **VV** to then get to BH for posting on site
 - **CTu** to reformat minutes so completed by end of meeting and sent to VV for posting as a draft until approved
 - Adobe acrobat to pdf minutes and all attachments to post on the website.
 - Techsoup.org and pdf995 to get writer software.
- b. Treasurer** Patty Blacklock-5 **SEE REPORT- ATTACHMENT # 1**
- i. Report and Discussion- balance sheet and year-to-date report of activity vs. budget in all accounts sent to all via e-mail. all checks out on balance sheet; need to **find auditor** for the books; net income 1300, financial positive assets 6800, 1500 loss on adult regionals, 17K loss on junior regionals (charge 250 or more/day in future; submit budget to BOD before sites approved & have plan for how to regain anything over budget- same process needs to be followed for HP and any new programs being proposed). Other clubs interested in running regionals? Bynon and Hosley have expressed interest, but no proposals submitted to date. Should the region take over running regionals?- who, how?
 - ii. Clarification of Regional TD pay wording- \$500 flat rate for each of the two regional championships (Adult & Junior) or \$25/court/day, whichever is more- **PB** to update compensation.doc - (see 4/2011 minutes)... Site Coordinators pay & other expenses not covered by the region should be covered by entry fees or volunteer time.
 - iii. Notification of additional budget line beginning 2011-2012: Treasurer- \$500; thought Jim had put placeholder there to consider being paid at least \$1000, but looks like he only put \$1 placeholder in for Exec. Dir. Position; **TS** will propose \$500 for Exec Dir at budget mtg as well.
 - iv. Adding VP & Secretary as authorized signors of corp. accts.- **SEE NEW BUSINESS**
 - v. Vball Hall of Fame Donation- give one?; how much?- yes; \$100- **PB** to send out
 - vi. Officials Committee's plan for DCR/Guide Book orders 2011-2013; 2400 DCRs/8 Guide Books, **PB** to order & have sent to BR
- c. Commissioner** Patty Blacklock-5 **SEE REPORT- ATTACHMENT # 2**
- i. Activities – see report
 - ii. Goals- see report
 - iii. status of grievances- no update; see report for committee status
 - iv. Update of elected/appointed positions-
 1. Appointment of Tim Stewart as Assistant Treasurer, per our by-laws and the unfortunate disability of Jim Bishop and Andy Mink to fill Tim's East Director role - **See NEW BUSINESS**
 2. Mike Houghton accepted role of Outdoor/Related Sports Director and should be reflected as an approved appointment in 4/29/11 minutes. **VV** to update on website; **CTu** to update on agenda/minutes list of attendees
 3. add Non BOD positions of "Referee Development Coord", Referee Tournament Procedures Coord"; "Referee Recruiting & Outreach Coord"; "Webmaster/Fb Coord" (**SEE ATTACHMENT #3- bod flowchart.hierarchy.-positions.xls**)- **VV** to update website (**SEE ATTACHMENT #4- website.contact info page.doc**)
 - v. committee assignments- **Noted Directors** to fill member vacancies (**SEE ATTACHMENT #5- bod flowchart.hierarchy.committees&members. xls**); updated xls w/ JO Dir report of 4 she's working on confirming;
 - vi. compensation proposals- **PB** to follow up with remaining positions about outline of duties and compensations to determine if any changes to current budget lines or service contracts to be considered (update in bod compensations.xls-workbook)
 - vii. appropriate webpoint access for BODs- **PB** to review and discuss with BOD wrt duties & access necessary; view only option is available and likely all that most BOD need to provide members info & referral to appropriate Region Admin
 - viii. decision about AES contract for 2011-2012- **PB** to continue contract for JOs & Adults; worth the \$500 to the Adult Regional TDs despite Adult TDs & membership not planning to use it.
 - ix. Robert L. Lindsay Meritorious Service Award recipients-

1. long overdue for Jim Bishop who has more likely than not, single-handedly kept IREVA afloat for well over a decade now; he will be sorely missed with his upcoming move to Texas and will have many staying in technological touch with him for advice and guidance in their BOD role/s, as well as, keeping up to date on each other's personal happenings... there just are not enough words to thank him for all he has done for IREVA and those who worked with him... he is 2nd to none and we wish him the best of luck with all he encounters in Texas.
2. for his incredible service to the region over the years, especially this year with regard to the organization of our officials division and their individual development within the infrastructure he provided, a heartfelt congratulations and thank you to Mike McNeil.
- x. Subsidy request contract or requirements to add to policies- SEE NEW BUSINESS
- xi. Annual kick off ("set up") mtg requirement w/ relevant incentives for TDs, Adult Team Reps, & Officials (Juniors already doing this)- see NEW BUSINESS
- xii. Reinstatement policy for previously sanctioned members - see NEW BUSINESS
- xiii. Suggestion about td performance bond- see NEW BUSINESS

3. APPOINTED DIRECTORS' REPORTS

a. **Adult Director**

Chris Trombley 5- SEE REPORT- ATTACHMENT #6

i. Activities

1. Td guide being reviewed and updated- [redacted] with JD
 - a. going to require TDs to sign off on knowing responsibilities within policies & procedures outlined for TDs so if violate any, aware will lose performance bond. ([redacted] to write up)

ii. Goals

1. Adults, club directors, td's, team reps should meet to educate them on AES requirements.
2. Td guide and member handbook - meeting is mandatory to for club admin access so you can play tournaments – adults for regionals and nationals. This is not necessarily club rep.

iii. adult committee –

1. representation - Some adults not on the adult committee anymore
2. reclassification of teams proposal- TD feedback- closer to national level. How to do this? Register level you are playing at nationals then play up if you want to. [redacted] to write up requirement & identify placement of it in Member Handbook/Club Admin Manual for [redacted] to post on the website w/ appropriate links for reference to it.
3. Plyr/Team Request Board on website- facebook working; [redacted] to put note on adult page via VV to BH
4. national subsidy policy- clarifications/changes?- [redacted] getting feedback
5. desire for league membership?- [redacted] to put on adult committee agenda
6. 2 plus rule on roster- clarifications/changes? Complaints from membership on 2 player policy to bring in ringers. These players should be the players going to nationals with a team. If out of region players are approved then those 2 should be planning on going to nationals... [redacted] to put on adult committee agenda
7. registration process at tournaments (continuing to allow it or not; if so, how paper trail can be improved for ease of member and proper tracking of registrar/adult chair/treasurer.- Registrar, TD, adult director, PB and Ben R on committee for this
8. need for rule of 2 regional tournaments for each player on Regional Championship rosters?- Do we need this rule with 2 players from other clubs now? ; [redacted] to put on adult committee agenda
9. need to revisit the policy, procedures, and/or deadline for roster changes for adult Regionals?- [redacted] to send PB regional email on informational sheet referring to deadlines for rosters for review & proposed changes; Exceptions must be specified and justified w/ approvals recorded. Those allowed after the deadline in 2011 were put through by JD and not paid for; BR suggested [redacted] send JD the bill for those.

iv. Transmittal form – deferred again

- v. Adult National Subsidies for 2011- deferred; awaiting regional results from Anna to plug in formula
- vi. website updates- keep or delete page?- will keep and get items on ASAP

b. **Communication Director**

Karen Bauer 5 SEE REPORT- ATTACHMENT #7

i. Activities

The deadline of 7/1 and 8/1 for nationals articles was communicated to Adult/junior team reps/club directors
Facebook membership is up; 250 members.

ii. Goals

1. Action item: letter to all colleges in area to donate balls to leave a ball behind
 - iii. internal- newsletter, handbook, website;
 1. Chris Seager to do newsletter? Possibly; \$250 per newsletter.
 2. Website - updated summer camp info. Calendar updated. Should we add outdoor tournaments to the ireva front page calendar? Replace that calendar with google calendar per BR.
 - iv. external – PR, NYSPHSAA ad... none
 - v. strategy – emails vs. website vs. facebook, etc- players. Vs. coaches vs. club directors' needs? - deferred again
- c. **Executive Director** Patty Blacklock 5 **SEE REPORT- ATTACHMENT #8**
- i. USAV/RVAA Compliance- PB still need to tackle w/ appropriate officers/directors
 - ii. Handbook- Communications Director duty; KB to take over
 - iii. OP Code- PB to review w/ appropriate officers/directors
 - iv. Bylaws update- elections-Office Manager duty; AT to take over
 - v. Junior Club Director Manual- to be renamed Club Admin Manual; Adult/Junior Directors & Registrar responsibility to update; HC to update Junior Club Director info, EM to update Club Admin webpoint directions, CT to update Adult Team Rep info
 - vi. Officials Manual- Referee Director duty to update; MM to put together and update as items/policies change
 - vii. Exec Committee proposal- PB yet to find JB's write up on this
 - viii. Regional rule modifications- request to discuss regional modification of new rule for adults being allowed to wear jewelry... not sure what the modification would be- not requiring them to wear it?... No rule modification at this time; will only step in if there is a safety issue for other people as a result of the jewelry being worn; MM to follow up on this w/ National Rules Commission
 - ix. Conflict of interest disclosure form- see NEW BUSINESS
 - x. Input to officials committee (policies & \$)- **SEE ATTACHMENTS #9-13**; PY to send MM concepts to include in Officials Manual- Ref Assignor duties/processes, officials recusing selves from matches where conflict of interest present (i.e. open grievance involving official & coach or player), HO duties/responsibilities, officials exp form privacy, clinician fees for officials, &TD process for reporting concerns & requesting non assignment of documented official/s .
 - xi. TD Guide- Tournament Coordinator duty to update; HC to take over
 - xii. Website updates needed – PB to review and consult with VV
- d. **JO Director** Hazel Goldstein 5 – **SEE REPORT- ATTACHMENT #14**
- i. Activities
 - ii. Goals
 - iii. HP update (camps, tourn, finance/admin plan after comparison w/ other regions)- in report
 - iv. JO club directors meetings (dates, outcomes & feedback)- in report / see 8bi below
 - v. JO Committee
 1. representation (boys, girls, HP, youth dev, coach dev) – in report; Tracy Manning (Win City), Andy Mink (N.Impact), Cheryl Meany (B'ville), Austin Fisher (NET)
 2. JO recruiting/transfer policy proposal- nothing new to date
 - vi. JO Developmental Tourn pilot policy- how to be communicated to clubs; posted on site; etc.- was distributed to all clubs and will be again; HC to stress verbally @ mtgs.
 - vii. Sale of Molten vballs:
 1. 2011- total profit of \$215.03 thus far for this year's endeavor; 12 volley-lites still to sell- PB to check with MJ Engstrom.
 - a. of 24 super touches provided...?- all sold per HG; PB only rec'd \$ for 18 sold at Women's Regionals @ \$20 ea. (\$360 profit to IREVA); 6 still to be sold;
 - b. 6 of 6 pro touches sold at Men's Regionals @ \$20 ea (\$120 profit).and 6 of 6 purchased at WWS night before sold @ \$20 for loss of ~\$145...
 2. 2010- of 24 provided...?- used at JOs; 4 boxes in HG's garage
 3. 2009- Walt S. owes \$- unable to contact; suggest policy of \$ in hand or no sale with these for the future; see proposed motion...sale of regional championship vballs.doc-**SEE ATTACHMENT #15**; no motion made ... deemed unnecessary- just add to policy within operations manual
 - viii. 2011 Juniors National Subsidies to be paid- possibly Legion 18s, Lakeside 17s, & Legion 16s for Girls and Lakeside Boys... amount in budget?

- ix. PB – teams or players (adults and juniors) that get subsidies should do more than just submit an article. Require that they sign up for an event that will assist the region to get something done – exhibition matches, player clinic, etc... get commitments & put onus on them to complete it and report on it to get subsidy. **SEE NEW BUSINESS**
- x. 2012 dates for Regionals- April 21-22 or April 28-29 (latter is expected for Adult Regionals)
 - 1. Captain U partnership/sponsor? – PB to investigate
 - 2. use of USAV banners
 - 3. WWS bid for shirts; sponsor- b/c of partnership with them, HC & or AI to get RFP for 2011-2012 regional championship t-shirts for comparison to others and report to BOD; consider same shirts for both events.
- xi. Website updates- BC to get to VV
- e. **Coaching Development Coordinator** Mike Wingard 5 – no report
 - i. Activities
 - ii. Goals
 - iii. CAP I/II & IMPACT clinic updates:
 - 1. Sage Albany; Jan 13-15, 2012; USAV approved these dates
 - a. Communication/advertising plan - VV to decide if there is enough attendance for CAP II. Get minimum number needed for a CAP II clinic. VV to find number of CAP I certified.
 - b. Need 12 to break even on CAP I...?
 - 2. IMPACT Webinars
 - a. Communication/advertisement plan
 - iv. Regional coaching clinics dates/sites/communication plan:
 - v. Coaching council- tbd
- f. **Office Manager** Anna Turner 5- **SEE REPORT- ATTACHMENT # 16**
 - i. Activities
 - ii. Goals
 - iii. Regionals- 50 teams this year; whole roster not needed on AES b/c webpoint rosters used/required
 - 1. 2011 results- see report; VV to send format for website to VV to get posted
 - 2. 2012 dates; things to change-
 - a. april 28-29 w/ Ws 28th & Ms 29th – tentative; wknd works for majority so will always try to make event the wknd between april 28th and may 3rd.
 - b. wording in contract to include all equipment necessary to have 6 full courts (did not have 6 ref stands this year) as well as set up and take down responsibilities noted (important to have host site do it
 - i. coordination/communication of site preview done so all requirements in place before arrive)
 - **SEE ATTACHMENT # 17**; proposed motion...facility contract verification policy.doc; no motion made... not necessary- just add to TD Guide where appropriate (TD)
 - c. amount of donation to be reviewed (\$750 this year a bit high for what we got)- PB to work on IREVA donation request policy & form.
 - iv. Election status- see results from Election Meeting earlier this morning (“I” above)
- g. **Referee Director** Mike McNeil 5 – no written report; in person
 - i. Activities-
 - 1. “scorers” now instead of “scorekeepers”
 - 2. 2 liberos in fivb now, they can exchange for each other each play
 - a. New scoresheet will have 2 boxes for liberos
 - b. Half of regions allow libero serve. Only girls can do this in IREVA.
 - 3. Ref meeting – training site – nationals – good source of ref info
 - 4. Continue to use online R2 and SK tests
 - 5. 3 going for JO rating, Josh, Gary, Rob at GJNC
 - 6. Mike going for national ref rating at BJNC

7. R1 clinics – 2 hr clinic- 2hr court play – rated 30-40 refs; 8 new provisionals this year; promoted 8 from prov to regional. Maint. Rating during season, promotions will be around regionals.
 - ii. Goals-
 - iii. Officials committee updates
 1. General
 - a. Tourn/clinic/HO/SO fees & expenses policy- Reimbursement policies to be formalized by august meeting. Ref pay, milage, hotel premium pay being reviewed.
 - b. Good standing qualifications - Formalize national ref to do a free clinic policy
 - c. Referee assigning-
 - i. software to be nova or arbiter?- deferred again; MM to follow up
 - ii. GNE went to 2 weekends – lots of out of region officials to cover.
 - iii. Sarah was never short of officials to assign. Miscommunication and last minute changes an issue. Some refs far out with less opportunity to work tournaments.
 - d. HO/SO qualifications, duties & responsibilities- MM to write up
 - e. 2011-2012 Clinic dates; policy for region vs host club paying fees/expenses- deferred – BR/MM
 - f. Referee Assigning process/policy to be documented- MM to write up
 - g. Plan to have R2 cert to expire in 2 yr cycle in line with 2 yr DCR publication cycle- MM to include in Officials' Manual and announce at Officials mandatory annual meeting.
 2. Development- Howard Veater; Coordinator
 - a. 2011-2012 tourn dates for ratings to be done
 - b. plan for who to be rated when & by whom
 3. Tourn Procedures
 - a. Appointed Coordinator- vacant
 - b. Tournament feedback form proposal- deferred; still working on it
 - c. review some issues on site safety, ho responsibilities
 - d. Officials Manual to be developed?- deferred
 - e. Open grievance conflict of interest policy for officials- MM to review and finalize as proposal if deemed appropriate
 4. Recruiting & Outreach
 - a. Appointed coordinator- vacant
 - b. Plan for recruitment/outreach- deferred
 - iv. website updates- MM to get to VV
- h. Registrar

Laurie Muollo 5- SEE REPORT- ATTACHMENT #18

 - i. Activities
 1. Increase in membership – 76 new, 94 used college/military membership
 2. Last minute registration an issue- need to say no and just not allow it; MM to review policy and update/reiterate it to members
 - ii. Goals
 - iii. club/team name committee
 1. communication/enforcement of uniform issues related to rejected names -deferred
 - iv. procedural updates:
 1. change of club dirs- MM to finalize policy and reiterate to members
 2. JO players on adult rosters documentation to be identified by MM & posted for reference by VV
 3. “associated” player/coach on AES rosters - MM to highlight and reiterate need for all Junior Coaches to first register with Junior team & then request association to adult team from Asst Registrar
 4. multiple use of one event mbrshps- or increase fee?... see on-site registration policy- see NEW BUSINESS
 5. on-line registration
 - a. policy for ensuring each member doing their own- club directors can't register all to use same e-mail for each; MM to write up and communicate to members

b. proposal of credit card payment; pros/cons

i. members click on wrong membership option or club affiliation- administrative hassle to change.

1. can we offer it for just full memberships?- LM to check w/ National Office; undecided option for club should be chosen for all who are unsure- once decide, club dir/team rep should submit name to registrar for placement onto correct club.

v. Website updates- LM to get to VV

i. **Scorekeeper Director**

Ben Rosenthal 5 – no written report; in person

i. Activities

1. finalizing score certifications

ii. Goals

1. 2yr sk, 2yr r2 as per MM

iii. Recruitment- plan of action to be proposed – BR to look for national sk candidates and develop action plan for sk development/advancement & ratings

iv. 2012 Clinic dates;

v. policy for region vs host club paying clinician fees/expenses – concept is to have 7 Clinics covered by region, clubs can pay for any assigned clinicians thereafter; BR to write it up and propose to BODs.

vi. website updates- BR to get to VV

j. **Tournament/Insurance Coordinator**

Jen Distin

5 - Jen not present; Ben spoke on arbiter for

tourn entries such as nova, need automation. BR to look into program and report back

i. Activities

ii. Goals

iii. Procedure for outdoor event sanctions – deferred again

iv. TD Guide/Handbook updates

1. proposal of competition season reference to be added -deferred again

2. other changes to propose

a. verifying facility contract for all necessary items- PB- see New Business

b. process and development of paperwork for Junior/Adult Directors for forfeits of any performance bonds –if not already done; if so- JD to indicate where documented for reference- deferred

v. guide for new club directors deferred again

vi. plan to standardize tournaments & forms @ them deferred again

vii. Feedback on:

1. concern w/ sites deferred again

2. policy of TD check cashing pre-event deferred again

3. sanctioning procedures deferred again

viii. Website Updates- JD to get to VV

4. STANDING COMMITTEES' REPORTS

a. **Awards** 10/11- results

K. Bauer + 8 elected Directors

5- Need ties broken by voting members who have not voted yet

i. Father Charles K Dwyer-

ii. Silver-

iii. Bronze-

iv. Platinum-

b. **Elections** 10/11-see Election Mtg (#1) K. Gaudreau + C. Turner, H. Goldstein

5 – done; see “I” in minutes above

c. **Eligibility** 10/11

C. Trombley 5

5. AD HOC COMMITTEES' REPORTS

a. Adults

Trombley

See II3a

b. Communication

Bauer

See II3b

c. Events Management

Goldstein, Trombley, Turners

See II3d-ix & 3f-iii-1-2

- d. Juniors Goldstein See II3d
 - e. Marketing / Membership Dev Gaudreau 5- nothing new, starting to get events on facebook.
 - f. Officials McNeil See all II3g
 - g. Registration Muollo See II3h
 - h. Structure & Function Bishop, Blacklock, Goldstein, McNeil 5 - july 2011 project
6. OLD BUSINESS
Patty Blacklock 5

a. Any deferred items with motions to bring to the floor?... none

7. NEW BUSINESS

a. Appointment of Tim Stewart as Assistant Treasurer, per our by-laws and the unfortunate disability of Jim Bishop- See wording in commissioners report attached – 7-8 duties – supervisory. Bookkeeping to be separated to patty. Accept resignation of tim stewart as east director, andy mink appointed to east director until next election. Appoint Tim as assistant treasurer to fulfill jim’s term until position up for election (2012). **Motion #2 by MM, BR 2nd- PASSED** – **SEE ATTACHMENT #19.** **VV** to get website updated to reflect these changes

AT to change By laws wording to acting instead of assistant when referencing an appointed person taking on a role due to incapacitation of the current BOD in that role. **PB** to contact USAV for Ins Co to use for bonding of the treasurer and others with access to money.

b. Addition of VP & Secretary as authorized signors of corp. accts.- **Motion #3 by PB; LM 2nd, PASSED**. – **SEE ATTACHMENT # 20** **MM & AT** to visit nearest HSBC to them for original form to be signed and sent on until returned to Schd/y branch.

c. Conflict of Interest disclosure form for BODs to sign- refer to conflict of interest disclosure form, ireva coi.doc- **SEE ATTACHMENT #21.** No motion necessary; **BODs** to list specific conflict of interests and submit to office manager; could be perceived or potential conflict. Internal document for D&O insurance.

d. on-site registration policy- **SEE ATTACHMENT #22;** deferred to committee –increase one day to \$25 or do as many \$10 one days as you want, upgrade with the balance from 1 one day being \$45 to upgrade even if 3 one days done. **PB** to write up for august meeting – **LM** to find out if can process multiple one day registrations? If outside region member does one day or any other registration violation is found after the fact, the club admin can be fined and admin access taken away – so no tournament entry-until fine is paid.

e. Subsidy request contract & requirements to add to existing policies- **SEE ATTACHMENT #23-24** proposed motion... general subsidy policy.doc & subsidy request form.doc; no motion made- concept mentioned, but action deferred

f. Annual kick off (“set up”) mtg requirement w/ relevant incentives for TDs, Adult Team Reps, & Officials (Junior Club Directors already doing this)- hold a set up meeting (see attachment for wording – policy) – to get club admin rights and review all policies and procedures associated with tournaments. Mandatory for Tds, team reps/club directors and club admins... all Club Directors, Team Reps, Club Admins, and TDs must attend one to receive the processing of their members’ registrations, club admin access or tournament approval...to be presented by Junior/Adult Directors, Tournament Coord, and Registrar. Officials to do their own thing as have in the past.

Motion #4 by AT, 2nd MM, PASSED - **SEE ATTACHMENT #25.** **KB VV** to post as news item / on fb; policy to be posted in Op Code (PB) and linked to appropriate area in Club Admin Manual (HG, CT, LM), Member Handbook (KB), and TD Guide (JD) as well as appropriate website pages (Registration...)

g. Developmental reinstatement of sanctioned members policy- **SEE ATTACHMENT #26** member sanctions – process & policy.doc; deferred

h. Suggestion about TD performance bond; process & paperwork to be formulated for clarity & recording of those forfeited and why - deferred

8. OTHER

a. Ireva Board Meeting Schedule

- i. July- Budget Meeting; TBA for those interested- **PB** to do by e-mail
- ii. August 5, 2011- Lake George @ 5 pm- no HG; Rte 9L American Legion
- iii. Sept / Oct 2011?- Oct 2 @ 10 a.m. @ HVCC (to be followed by 1st Mandatory Annual Admin Mtg @ 2 p.m.)
- iv. Nov 2011- 18th; Friday in Glens Falls
- v. Jan 2012- 20th; Friday in Orange County

b. Future Event Schedule

- i. JO Club Directors- change name to Mandatory Annual Admin Mtg
 - 1. Oct 2 @ 2 pm @ HVCC
 - 2. Oct 23 @ 1 pm @ Vestal Library
- ii. Clinics

1. IMPACT- Jan 13, 2011 at Sage in Albany
2. CAP- Jan 14-15, 2011 at Sage in Albany
3. Regional Coaching
4. Player
5. Officials

iii. HP

1. Try-outs- 2011 DONE; 2012 dates
2. Camps- July 3rd – 13th, 2011
3. Tournaments- July 26th- July 31st, 2011

9. ADJOURNMENT- 1:28 p.m.

Patty Blacklock

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III. BREAKOUT SESSIONS to follow the BOD Meeting: to be determined by the group's assessment of the highest priority items that do not come to a final decision during the morning's BOD meeting and require a great deal of brainstorming, discussion, etc. to have closure on what's necessary for the final preparation of what is to be presented at the August organizational meeting.

Action items:

- **AT** to send KB the B&T plaque information

Breakout sessions: PB, AT, CTu, KB, MM, CT, VV

- CT & AT- grievance issues 2:10-2:45
- PB & MM - referee issues 2:10-2:30
 - Nova vs. arbiter
- Membership types –
 - Regular adult- should we put type in back end so to eliminate errors & have registrar indicate membership type and club based on registration pw received by club dir/team rep
 - Keep paper reg \$5 more to discourage paper and extra work involved
 - **PB** to discuss with registrars; keep the same or have no discount for any registrations
 - If Credit card payments accepted
 - if all members used it the 3% would be \$4000; all usav regions usage is lumped together for %
- Who reports to who on the board. Internal document for who is responsible for what areas so questions can be answered effectively.
- Webpoint access, is there a common aspect of a position that needs regional access or can it be view only?
 - Referee and sk needs 5-6 people for data entry, office manager, commish, registrar and assistant, adult chair
- Annual Admin meeting, **JD** need to guide up to date. Meeting facilitators: **HG**-Junior director, **CT**-adult director, **JD**-td coord, & **LM**- Registrar to be set for presenting at 2 meetings in October
- When a policy changes in op code and should be in member handbook can there be an automatic link on website?- **VV** to check with BH
- Jo national subsidy discussion – budget 3600; 4 teams go then 900 each. If a team wins an open bid then they get full entry fee plus full coach airfare then the other teams split what is left for entry fee line and coaches airfare line. **PB** to review/update policy
- National hp camps, how much subsidy? Boys and girls. Ireva camps are as good or better than national a2 and a3 camps; if a girl gets to a1 she should get money. Boys get subsidy for any national camp. Keep budget separate for girls and boys. Can boys and girls be subsidized equitably? Cap line item at 2000 at an estimated 500 per person for boys or girls a1. **PB** to review/update budget and policy to reflect this.
- Should we mandate other requirements other than an article on their experience? Should they relay their experience to others that may be interested?- deferred; motion from **PB** to be reviewed by all and brought to floor at next meeting
- Regional Hp camp subsidies- **HG** needs budget from SM so the program can run at breakeven and BOD can agree to set amount to contribute at budget meeting season before event
- Credit card – who has signature status?
- 2 player rule – to be reviewed with adult committee
- Super club (i.e. legion or ireva)- all one adult club; should there be no team rankings? Players rank selves; eligibility chair only concerns self with those self rankings that are brought to BOD notice as challenged.
 - KB says don't change anything until membership requests such changes

ATTACHMENTS:

0.

Motion Enumeration

Year (yyyy) **2011**
 Month(mm) **06**

Committee Designations

Adult (AC), Communications (CC), High Performance (HP), Juniors (JC), Nominating (NC), Officials (OC), Registration (RC), Structure & Function (SF)

List Committee

Committee Motion (CM) #

Individual Motions

Name (Initials) **PB**

Second by (Initials) **BR**

Individual Motion (IM)# **1**

Motion Goes to

IREVA Manual

By-Laws
 Operating Code
 Handbook
 Tournament
 Guide
 Other **WEBSITE** **VV**

Section # **“Admin Page of Forms/Docs”**
IREVA BOD MINUTES New/**Add to Existing Section**
 Replace Section
 Remove Section

Motion:
 To approve the 2/25/11 BOD meeting minutes as submitted (see website for final draft)

Rationale:
 BODs have all had ample time to review the minutes and having an accurate record of the meeting is essential to the continued structure of the organization.

Discussion:

IREVA BOD Vote

In Favor **ALL**
 Opposed **NONE**
 Abstentions **NONE**

IREVA Motion Result (& end of enumeration)

Carried (C) **X**
 Failed (F)
 Tabled (T)
 Referred to (R)

Motion Added To: (mm/dd/yy)

Handbook
Tournament
Guide

By Laws
Op Code

Other

1. EMPIRE VOLLEYBALL ASSOCIATION

Board Meeting Report Form

[Instructions: (1) report due to Secretary (cc rest of Board) at least 1 week before Board meeting. (2) Add pages/attachments as needed to provide relevant background information for discussion &/or written proposal/s to bring to the floor as a motion/s. (3) For electronic reporting, delete lines and substitute text as needed.]

IREVA Board Position &/or Committee: *Treasurer* **Report submitted by:** *Patty Blacklock* **Date Submitted:** *6/25/11*

1. Progress Summary of Board position &/or Committee activity since last meeting:

- **Routine activities or data** to report:
- ***Balance sheet, FYTD P&L All Funds- budget vs actual, & Statement of Financial Position distributed; can be e-mailed to those not at mtg if desired***
- **Action Items** (from previous mtg/s' minutes), expected **completion dates & assigned designees:**
- **Clarification of Regional TD pay wording-** *\$500 flat rate proposed (and approved 4-2011?), but recall something about \$25 or \$50 per court per day with that and paying whatever is more or less...???*

2. Goals for current season or beyond:

- **General Outline:**
 - To **identify reports desired** by BODs at each mtg so that e-mailed pdfs provided before the mtg.*
 - To **add a line in the budget for the Treasurer;** starting with \$500. I thought JB had put a placeholder for this when trying to have him accept payment for his services, but it looks like he only put a \$1 placeholder in for the Exec. Dir. position.*
- **Agenda Items** for the upcoming meeting (*noting any attachments to be reviewed*):
- ***Add VP & Secretary as authorized signors of our Corporate accounts- SEE NEW BUSINESS***
- ***Volleyball Hall of Fame donation to be given?; if so, how much/ (\$100 in the past, request for \$500 from ea. Region)- NEW BUSINESS for a MOTION?***
- ***Input from Officials Committee wrt # of DCRs and Guide Books to order from USAV (2700 DCRs for last 2 seasons; 10 Guide Books last season)***
- **Motion/s** to be brought to the floor (*see attached motion form/s for specifics*):
 - ***Add VP & Secretary as authorized signors of our Corp. accounts***

2. IROQUOIS-EMPIRE VOLLEYBALL ASSOCIATION

Board Meeting Report Form

[Instructions: (1) report due to Secretary (cc rest of Board) at least 1 week before Board meeting. (2) Add pages/attachments as needed to provide relevant background information for discussion &/or written proposal/s to bring to the floor as a motion/s. (3) For electronic reporting, delete lines and substitute text as needed.]

IREVA Board Position &/or Committee: *Commissioner* **Report submitted by:** *Patty Blacklock* **Date Submitted:** *6/21/11*

• **Progress Summary** of Board position &/or Committee activity since last meeting:

• **Routine activities or data to report:**

- *Attended Adult Men's Regionals to support the teams and assist the TD in any way needed; had to coach for VV & KG so could not attend Women's Regionals.*
- *Attended the National Meeting with HG in Dallas. SUMMARY to be ATTACHED by meeting date- not done!*
- *Constant communication with members and BODs with regard to policies in place to be followed and action items that need to be worked on for implementation/completion.*
- *Agreement from Tim Stewart to step in as Assistant Treasurer, per our by-laws, due to the unfortunate disability of our current Treasurer, Jim Bishop- SEE NEW BUSINESS*
- *Solicitation of options for frequent flyer miles to be donated to JB once travel arrangements for his relocation to Dallas, Tx are in place... Sue Medley has option for US Air; Ben Rosenthal for United; Doug Beal-tba;*
- *Began an assessment of BOD webpoint access as it relates to duties & responsibilities*
- *Assigned the tasks of verification of National Championship rosters and submission of entry fees and paperwork to the Junior and Adult Directors for their respective populations.*

• **Action Items** (from previous mtg/s' minutes), expected **completion dates & assigned designees:**

- **Status of grievances-** *I have not been informed, to date, of the Complaint Committee's findings or decision with regard to the grievances that have been appealed from Step 1 of our process. The committee is conducting their fact finding with a goal of determining and reporting the next step for the grievance, by a simple majority, at the upcoming BOD meeting*
- **Update of vacant elected and appointed Directors' positions-**
 - *Outdoor/Related Sports Director: Mike Houghton accepted position (not sure if reported that at 4/2011 mtg or not)*
 - *Executive Director- open for interim nominees until further notice from JB*
 - *Treasurer- Tim Stewart to be the recommended appointee to serve as the Assistant Treasurer- SEE NEW BUSINESS*
- **Committee Assignments**
 - *No updates from CT wrt representatives to be appointed to their respective committees:*

Committee Name	Committee Type	Committee Chair	Committee Representation	Committee Meetings required
Awards	Standing	Exiting At Large Director (KB)	8 other Elected Directors (KG, CT, CTU, MW, TS, HG, JD, AB)	Slate of candidates to be voted on during Jan/Feb BOD mtg for presentation of awards at May mtg
Elections	Standing	Middle At Large Director (KG)	East & West Middle Directors (CTu, HG)	Slate of candidates to be submitted at Jan/Feb BOD mtg for offices to be filled at May mtg
Eligibility	Standing	Adult Director (CT)	Referee Director (MM), MBB (? Shorkey), MB(?), WBB(?), WB (?)	at least once prior to the regional championship tournaments for the purpose of assigning teams to their respective levels of play in those tournaments and shall report its findings to the Board

○ **No updates from any of the BOD** wrt representatives to be appointed to their respective committees:

Executive	Optional	Commissioner (PB)	2 or more BODs... (MM), (HG), ? to fill JB's spot
Adult	Ad Hoc	Adult Director (CT)	MBB?, WBB?, MB?, WB?, & Co-Ed or Recreational M or F?
Junior	Ad Hoc	JO Director (HG)	Club Reps from NEG?-Putman, SEG?, NWG?-Wingard, SWG?, EB?, WB?

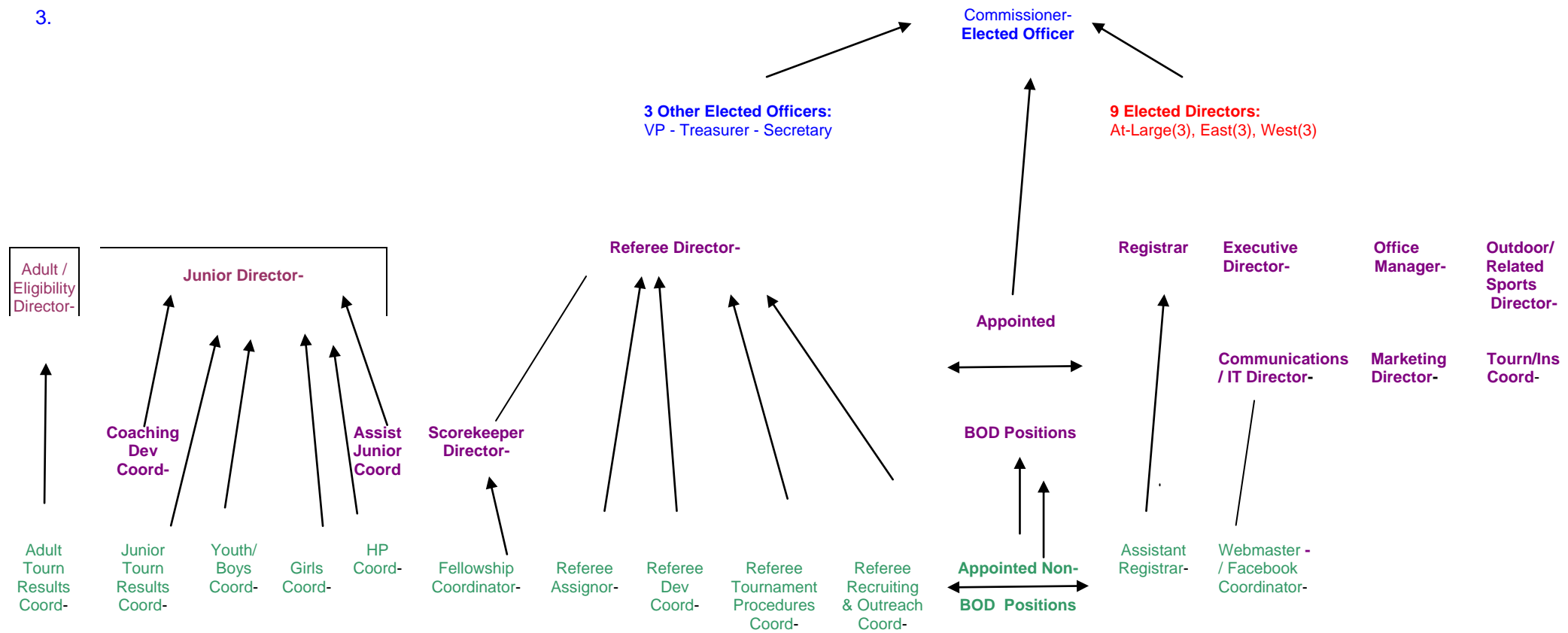
Communication / IT	Ad Hoc	Communication Director (KB)	IT Coordinator ?,... ???
Events Management	Ad Hoc	?... Office Manager (AT)	?JO Director (HG), ?Adult Director (CT)
Marketing / Membership Development	Ad Hoc	Marketing Director (KG)	? Registrar (LM), ???
Officials	Ad Hoc	Referee Director (MM)	SK Director (BR),...?... National/JN Official ?, Regional Official?, Provisional Official?, Adult TD?, JO TD?
Registration	Ad Hoc	Registrar (LM)	Assistant Registrar (SA),... ???
Structure & Function	Ad Hoc	???	???

- **Compensation Proposals starting the 2011-2012 season- (OLD BUSINESS if was not passed @ 4/2011 mtg...?)**
 - **Office Manager-** \$2500 fee for this position, \$250 for the **Secretary** position, and \$500 for the **Adult Regionals Coordinator** – **clarification needed** with regard to the payment of the ARC/TD b/c proposal made referenced nothing about a per court, per day fee that was suggested as past practice and want to make sure proposal has what people are expecting (and not sure if past practice fee was \$25/ct/day or \$50/ct/day and it may have had a \$500 per day cap on it as well...???)
 - **JO Director-** discussed proposing \$2000 fee for this position and \$500 for the **JO Regionals Coordinator**- same **clarification** as noted above is **needed** here for the JRC/TD...???)
 - **Others BOD positions to be revisited as BODs submit their responses to a requested outline, from the Commissioner early in the 2010-2011 season, of their duties and responsibilities and the amount of time involved therein.**
- **Collect webpoint usage needed by each BOD to provide appropriate level of access before start of 2011-2012 season**
- **Continue AES agreement for 2011-2012 as is with JO & Adult usage being available- Adult Regional TDs feel it is worth \$500 despite adult population not using it for tournaments other than Nationals which is covered by USAV's contract w/ AES.**
- 3. **Goals for current season or beyond:**
 - **General Outline:**
 - i. **To get all BODs positions filled with willing and able people to take charge of their area/s of responsibility and assigned action items through their active solicitation of committee members to assist them in getting the tasks done and representing their respective population when the BODs needs their input before voting on proposals that will affect them (directly or indirectly).**
 - ii. **To reassess the compensations currently being paid with those who are providing the services expected with the hope to develop an equitable system to eventually compensate all who can provide measureable data with regard to the valuable time and energy they spend on services that yield positive outcomes to the IREVA membership &/or organization at large.**
 - **Agenda Items** for the upcoming meeting (*noting any attachments to be reviewed*):
 - **Suggestion to add statement to TD Guide ensuring that TD confirms, BEFORE the event is requested for sanctioning, that all equipment and other such expected needs are met via their contract with the facility contact (i.e. court lines, nets, standards, antenna, ref stands, visible scoreboards, tables, chairs, lighting, heat, staff to open/close, etc.) or that they will be met through other resources. Motion to be made if needed- JD to update, if accepted, and provide to VV for updating on website.**
 - **Determine if request for IREVA rule modification to newly accepted rule of jewelry being allowed for adults desired/necessary.**
 - **Publicly note the Robert L. Lindsay Meritorious Service Award winners from IREVA and provide them with their certificates for this well deserved national recognition.**
 - **Suggest on-site registration policy for TDs to avoid administrative nightmare and possibility of insurance being nullified due to the misuse of one event-one day memberships**
 - **Suggest a process and the development of appropriate paperwork for Junior and Adult Directors to use with regard to their decisions to forfeit any TD's performance bond.**
 - **Motion/s** to be brought to the floor (*see attached motion form/s for specifics*):
 - i. **Appointment of Tim Stewart as Assistant Treasurer, per our by-laws and the unfortunate disability of Jim Bishop.- NEW BUSINESS?**
 - ii. **Addition of VP & Secretary as authorized signors of corp. accts.- NEW BUSINESS?**
 - iii. **[TDs verifying facility contracts for all necessary items]?- NEW BUSINESS?**

iv. **[on-site registration policy]? - NEW BUSINESS?**

- v. *Budget line items starting with the 2011-12 season of-* **OLD BUSINESS?**
- \$2500 for Office Manager
 - \$250 for Secretary
 - \$500 for Regional Tournament Director (for each, Adult & JO)
 - \$2000 for JO Director

3.



Elected Officers: serve 4 year terms
 one vote each, regardless of any appointed BOD positions held & cannot hold more than one elected position

Elected Directors: serve 3 yr terms; w/ current incoming yr position moving to mid-term yr position, mid-term moving to exiting, who may run for the new incoming yr position
 one vote each, regardless of any appointed BOD positions held & cannot hold more than one elected position

Appointed BOD: revisited annually
 one vote each, regardless of # of appointed BOD positions held

Appointed Non BOD: revisited annually
 no vote

↑
 arrow shows who each position reports to directly; action items being worked on or completed to be communicated (cc) to them, minimally. once correspondence at appointed BOD level; determination of need to forward it to the Commissioner &/or other BOD will be made. (safest rule of thumb is to keep those looking for updates, updated as much as possible)

|
 straight line shows close working relationship; most correspondence to be communicated (cc) to them & Commissioner as direct overseer.



Iroquois-Empire Volleyball Association

The Heart of New York State Volleyball

Site Navigation

Home

Latest News

Registration

Juniors' Page

Juniors' HP Corner

Adults

Tournaments

Calendar

Forms & Documents

Insurance Info

Scorekeeper & R2

Officials

Coaches

Links

Members & Alumni

Contact Info

Contact Us

Contact Information

ELECTED OFFICERS (4) & ELECTED DIRECTORS (9)

Commissioner

Patty Blacklock
3308 McDonald Ave
Schenectady, NY 12304
518-312-9980
commissioner@ireva.org

Vice-President

Mike McNeil
913 Wallace St.
Endicott, NY 13760-2668
(H) 607-768-6502
607-768-6502 (cell)
vp@ireva.org

Secretary

Anna Turner
390 Peter Scott Rd
Pennellville, NY 13132-3191
315-695-3483
secretary@ireva.org

Treasurer

Jim Bishop
Acting Treasurer:
Tim Stewart
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518-229-6689
treasurer@ireva.org

At Large Directors

Karen Bauer
6 Nassau Street
Troy, New York 12180
518-279-4425 (home)
atlarge11@ireva.org

Kristen Gaudreau
Troy, NY 12180
617-797-2708

APPOINTED DIRECTORS (5 required *; up to 7 others)

IREVA Regional Office Office Manager

Anna Turner
390 Peter Scott Rd
Pennellville, NY 13132-3191
315-695-3483
office@ireva.org

Registrar

*Please send ALL registration materials to
the Assistant Registrar (see Other Contacts)*

Laurie Muollo
registrar@ireva.org
Phone 845-342-4019
845-342-4019
DO NOT CALL AFTER 9:00PM

Referee Director

Mike McNeil
913 Wallace St.
Endicott, NY 13760-2668
(H) 607-768-6502
607-768-6502 (cell)
referee@ireva.org

Scorekeeper Director

Ben Rosenthal
72 Glenridge Rd.
Scotia, NY 12302
518-852-7766
scorekeeper@ireva.org

Adults / Eligibility Director

Chris Trombley
2607 Pipers Court
Baldwinsville, NY 13027
315-451-7509
adultchair@ireva.org

Juniors Director

USA Volleyball (USAV)
www.usavolleyball.org

USA Volleyball - Website
Login (FOR CLUB/TEAM
MANAGEMENT)
[CLICK HERE TO LOGIN](#)



atlarge12@ireva.org
 Vanessa Volpe
 Guilderland, NY 12084
 (845) 222-6096
atlarge13@ireva.org

West Directors

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 2607 Pipers Ct
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East Directors

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Coach Development Director

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 Apalachin, NY 13732
 (607)625-5608
development@ireva.org

Communications Director

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 518-279-4425 (home)
communications@ireva.org

Marketing Director

Kristen Gaudreau
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 617-797-2708
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Outdoor / Related Sports Director

Mike Houghton
 706 E Lykers Rd
 Sprakers, NY 12166-4702
 518-673-5235
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Executive Director

Jim Bishop- exedir@hvcc.edu
Acting Executive Director:
 Patty Blacklock
 3308 McDonald Ave
 Schenectady, NY 12304
 518-312-9980

OTHER KEY IREVA CONTACTS- Non Voting BODs

Assistant Registrar

Susanna Ashline
 17 Meridian Lane
 Ballston Lake, NY 12019
asstreg@ireva.org

Tournament / Insurance Coordinator

Jen Distin
 137 Harvard St.
 Cohoes, NY 12047
 518-588-3835
tournament@ireva.org

Fellowship Coordinator

Referee Assignor

Sarah Retersdorf
assignor@ireva.org

Referee Development Coordinator

Howard Veater
 2820 Ontario Ctr Rd Rte 350
 Walworth, NY 14568-9606
 585-292-7575(w) / 585-721-4436 (c)
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Referee Recruiting/Outreach Coordinator

Vacant
refoutreach@ireva.org

Paul Putman
4607 State Hwy. 29
Johnstown, NY 12095
518-762-3979
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Adult Tournament Results Coordinator

Chris Trombley
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Baldwinsville, NY 13027
315-451-7509
adultchair@ireva.org

Junior Tournament Results Coordinator

Ray Earl
4 Schoolhouse Road
Port Jervis, NY 12771
[845] 672-9111 [h] / [845] 649-8931[cell]
JOresults@ireva.org

Junior Girls Coordinator

Pat Hanlon
508 Maple Ave.
Fulton, NY 13069
(315) 598-1875 (Home)
(315) 532-5619 (Cell)
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Referee Tournament Procedures Coord.

Vacant
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Webmaster/Facebook Coordinator

Vanessa Volpe
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wmbfcoord@ireva.org

Youth / Boys Development Coordinator

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14 Best Rd
Nassau, NY 12123-3401
518-766-9804
youthdev@ireva.org

Juniors High Performance Head Coach

Sue Medley- hpgirls@ireva.org

Newsletter Editor

Darcy Rosenthal- newsletter@ireva.org

Bookkeeper/Financial Coordinator

Patty Blacklock- commissioner@ireva.org

*Please be courteous and aware of the time if you are calling
any of the IREVA board members or other contacts.*

[[TOP](#)]

[HOME](#) | [REGISTRATION](#) | [TOURNAMENTS](#) | [CALENDAR](#) | [ADMIN](#) | [SITE MAP](#) | [CONTACT US](#)

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5.

Committee/ Members- updated 6/23/11	Adult	Communications	Events	Juniors	Youth/Boys Development	Coaching Development	HP- tba	Marketing	Membershi p	Officials	Structure & Function- any combo
ADM-East						X-					
ADM-West						X-					
BJO- E or W		X-	X-			X-					
BJO-East				X-	X-						
BJO-West				X-	X-						
BOD Chair	C Trombley	K Bauer	A Turner	H Goldstein	A Vooris	M Wingard	S Medley	K Gaudreau	V Volpe	M McNeil	P Blacklock
GJO- E or W		X-	X-			X-					
GJO-East				X-A.Fisher							
GJO-West				X- C.Meany							
HP- E or W						X-					
HP-East				X- T.Manning							
HP-West				X- A.Mink							
JN/N-East										X-	
JN/N-West										X-	
JO-East								X-	X-		
JO-West								X-	X-		
MBB-East	X-		X-								
MBB-West	X-		X-								
MB-East	X-		X-								
MB-West	X-		X-								
M-East		X-						X-	X-		
M-West		X-						X-	X-		
Officials-East		X-						X-	X-		
Officials-West		X-						X-	X-		
OTHER-East	X-										
OTHER-West	X-										
Prov-East										X-	
Prov-West										X-	
Reg-East										X-	
Reg-West										X-	
WBB-East	X-		X-								
WBB-West	X-		X-								
WB-East	X-		X-								
WB-West	X-		X-								
W-East		X-						X-	X-		
W-West		X-						X-	X-		
YJO- East or West						X-					
YJO-East				X-	X-						
YJO-West				X-	X-						

IROQUOIS-EMPIRE VOLLEYBALL ASSOCIATION

Board Meeting Report Form: 6/25/11 @ HVCC

Name of IREVA Board Position / Committee: Adults/Eligibility Director, Adults Tourn. Results Coord., West Director

Report submitted by: Christopher Trombley

Date Submitted: 6/25/2011

Progress Summary of Board position / Committee activity since last meeting:

- Recruiting new Adult Committee members to fill vacant positions and/or to replace inactive members. During this process, two more have resigned so inquiries will be sent out for their replacements. Once the committee is complete (hopefully within the next week), I have a list of items to obtain feedback on. I have also informed the committee that I will be looking for assistance on the routine in-season tasks such as Results tracking, Nationals entries, Rankings, etc.
- Modifying current TD Guide in an effort to make it clear and concise (collaborating with Jen Distin). Starting with the 2011-12 season, we would like TD's to be required to sign a document stating they've read and understand the TD Guide so that "misunderstandings" that have occurred in the past will not continue (if they do not comply with the guide, they forfeit their bond without argument).
- Assisted teams in Nationals registration process. Some participants have a difficult time following instructions so I would like more access in AES to fix their mistakes.
- Assisted current and potential members with inquiries.

Action Items, of note, with expected completion dates and their assigned designees:

- Encourage Tournament Directors to start listing their tournaments at more defined levels, i.e. BB Gold vs. BB (2011-12 season).
- Get active Adult Committee members, post their names on the website. Obtain feedback.

Suggestions/Recommendations/Proposals/Discussion Items for IREVA Board to consider:

- We need to take a thorough look at rewriting and updating policies and procedures, this has been lacking and makes enforcing the rules unnecessarily difficult. I am working on the TD Guide and associated documents.
- If we intend to compile all Adult participants under one club, should we look at changing how we rank teams? As part of this, I think we should change Regional tiebreakers to be head-to-head results and points instead of original rankings. Rankings are inherently flawed due to teams being able to borrow players from other teams within and outside of the region (2011-12 season).
- All participants listed on rosters of teams finishing in first and second place at Regionals should be awarded prizes (players, team reps., coaches, etc.). They have paid a registration fee to be a part of the team, they should be entitled to share in the winnings.
- A software program to track tournament entries and eligibility is needed for the Adult population.

Intended Future Goals for the Board position / Committee held:

- Rewrite portions of the TD Guide and associated documents to make them clear, concise and so that the content is matching. In doing so, consider the need for new policies vs. guidelines.
- Have Adult notifications posted on the website Adults page.

7.

IROQUOIS-EMPIRE VOLLEYBALL ASSOCIATION
Board Meeting Report Form

Name of IREVA Board Position / Committee: Communications

Report submitted by: Karen Bauer

Date Submitted: 6/24/11

Progress Summary of Board position / Committee activity since last meeting:

- NEWSLETTER:
 - Adult submission deadline: July 1, 2011
 - Junior submission deadline: August 1, 2011
 - Only 5 out of 20 adult teams have submitted so far. **Deadlines will be strictly enforced**
- FACEBOOK
 - 240 members (up from 160 at February meeting)
- WEBSITE
 - Various updates to news items, calendars, other volleyball are ongoing.
 - Vanessa recently updated the summer camps information
- USAV LEAVE A BALL BEHIND PROGRAM
 - Balls were collected at various tournaments and sent out by Patty

Action Items:

- Gather newsletter submissions
- Reach out to schools to see if they would like to donate their old balls to the Leave a Ball Behind Program as they may be in the process of getting new balls for their upcoming season and getting rid of old ones.
- Reach out to schools regarding volleyball related job/coaching opportunities for our members.
- Complete other lists such as: list of press contacts, IREVA High Schools, other volleyball opportunities in the region, list of camps
- Outreach
- Obtain and disseminate information re: USAV grant programs to HS & colleges

Suggestions/Recommendations/Proposals/Discussion Items for IREVA Board to consider:

Intended Future Goals for the Board position / Committee held:

- Improve media coverage and media relations
- Increase adult and JO membership by outreach
- Improve communications for existing members

IROQUOIS-EMPIRE VOLLEYBALL ASSOCIATION

Board Meeting Report Form

[Instructions: (1) report due to Secretary (cc rest of Board) at least 1 week before Board meeting. (2) Add pages/attachments as needed to provide relevant background information for discussion &/or written proposal/s to bring to the floor as a motion/s. (3) For electronic reporting, delete lines and substitute text as needed.]

Name of IREVA Board Position &/or Committee: EXECUTIVE DIRECTOR

Report submitted by: PATTY BLACKLOCK **Date Submitted:** 6/22/11

- **Progress Summary** of Board position &/or Committee activity since last meeting:
 - **Routine activities** or **data** to report:
 - i. Continuing to weed/read through final loads of boxes retrieved from Jim's basement to make best attempt at organizing them in my little office and becoming familiar with what documents to refer to for the most up to date operations of our corporation.*
 - ii. Developed a **Conflict of Interest document for current BODs to sign** being that there was not one accompanying the Conflict of Interest policy we passed earlier this year- SEE NEW BUSINESS*
 - **Action Items** (from previous mtg/s' minutes), expected **completion dates** & **assigned designees**:
 - USAV/RVAA Compliance- *still have some things to do*
 - Op Code- *still needs serious attention*
 - By-laws; *update of elections section still seriously needed as well as general overhaul of updates from last edit*
 - Executive Committee proposal- *still unsure of what this refers to...???*
 - surplus t-shirts: *were sent with vballs collected for the Leave A Ball Behind program*
 - Potential OCD (CDGD) relationship & outdoor event sanctions via IREVA- *proposed agreement that passed earlier this season was signed by both organizational leaders*
- **Goals for current season:**
 - **General Outline:** *to find a member to appoint as Executive Director until Jim Bishop's term is over or his decision to continue on in the position is determined*
 - **Agenda Items** for the upcoming meeting (*noting any attachments to be reviewed*):
 - *Suggest to Referee Director that a proposal to require **referees to recuse themselves**, or be removed by the Head Official, **from any set/match** in which it is known or reported that **they themselves and anyone involved in the match are opposing parties of an open grievance**, be brought before the BOD to include as a policy within a much needed **Officials Manual or Guide**.*
 - **Motion/s** to be brought to the floor (*see attached motion form/s for specifics*): **see New Business?**
 - **Conflict of Interest document** for BOD to sign
 - [Open grievance conflict of interest policy for officials]?

IMPORTANT FACTS when it comes to ASSIGNMENT OF OFFICIALS:

1. **The Referee Assignor (RA) is the ONLY person to assign officials**, unless the Referee Assignor or Referee Director (RD), with the RA's knowledge, officially designates someone else to assign assignments.
 - a. ANY changes in tournaments must be reported by the Tournament Director (TD) to the Tournament Coordinator (TC) for a new sanction number. It is not until the re-sanctioning is approved that the TC notifies the RA of the need for the RA's determination of any referee changes being necessary and completed.
2. **NO officials will be assigned if their availability is not showing in the assigning system** at the time of the assignment/s being done.
3. **IREVA Officials are Independent Contractors**; availability in the system warrants NO GUARANTEE of being assigned.
4. **Personal preferences of officials and TDs are not a consideration of the RA when assigning.** TDs and officials are expected to act as professionals regardless of who is assigned where and when. There are already too many things to be considered in the assignment process to bring in personal preferences and desires.
 - a. Documented concerns about officials can be submitted by TDs for review by the RD, but will only be acted upon by the RA if reported as such by the RD, to the RA, in writing.
 - b. Officials should turn down the assignment if they have personal concerns regarding their ability to be professional with a given TD, team, fellow official, etc. or if they don't like the distance or anything else about the assignment; but they should also be cognizant of #3 if make self available again after the turn back.
5. **IREVA has set the following priorities for consideration by the RA** to use in attempting to satisfy our mission with regard to tournament quality and our goals of referee development:
 - a. **See #2 & 3 above**
 - b. **Officials assigned by RD for ratings to move up will be assigned where the rater is**
 - i. Appropriate assignment of these officials to pre-rating tournaments for preparation of the rating
 - c. **Number and level of tournaments**
 - i. Larger junior tournaments get fully assigned before same weekend smaller sanctioned tournaments; smaller tournaments may need to be changed to friendship tournaments (adults) or scrimmages (juniors)
 - ii. Higher level officials assigned to higher level play first, when possible
 - iii. Closest proximity of official to the tournament if above considerations allow
6. **The Head Official (HO) will be assigned based on**
 - a. Documented success in the role previously
 - b. TDs preference in working with those who are eligible for the position

10.

Motion Enumeration

Year (yyyy) 2011
Month(mm) 06

Committee Designations: Adult (AC),
Communications (CC), High Performance (HP),
Juniors (JC), Nominating (NC), Officials (OC),
Registration (RC), Structure & Function (SF)

List Committee
Committee Motion (CM)
#

Individual Motions

Name (Initials)

Second by (Initials)

Individual Motion (IM)#

Motion Goes to

IREVA Manual

By-Laws
Operating Code
Handbook
Tournament Guide
Other

Section #

New Section
Replace
Section
Remove
Section

Motion Concept: to require referees to recuse / remove themselves, or be removed by the Head Official, from any set/match in which it is known or reported that they themselves and anyone involved in the set/match are opposing parties of an open grievance.

To be considered by MM as he gets the Officials' policies/procedures written up.

Rationale: to avoid any possibility of the appearance or implication of unfair officiating due to pending grievances involving an official and any participating member in the set/match.

Discussion: N/A

IREVA BOD Vote----N/A

IREVA Motion Result --- N/A

In Favor
Opposed
Abstentions

Carried
Failed
Tabled
Referred to

Motion Added To: (mm/dd/yy)

Handbook
Tournament
Guide

By Laws
Op Code

Other

11.

The Role of the Head Official during IREVA sanctioned tournaments:

1. provide schedule of officiating to all refs and TD as soon as possible after the tournament format is made available and before the tournament ensues
2. arrive early to
 - a. meet TD/Site Director
 - b. ensure courts are set up properly
 - c. assess safety of all equipment and surroundings
 - d. set ground rules to review with officials
 - e. assign a protest committee
 - f. determine format to be used for handing in official score sheets
3. be open to feedback players, coaches, parents, other officials may have about the officials working and to document those that the RD may need to be aware of
 - a. address any that warrant your immediate attention and document all that is said and done to report to the RD
4. accurately complete the Officials Expense & Fee form for submittal to the TD for proper payment of the officials

NOTE: one's rating as an official should not be considered as a criteria to be a H.O. b/c:

- being a JN/Nat'l level official does not guarantee that the necessary skills and characteristics exist to perform the job well, and
- JN/Nat'l level ratings and/or clinics do not train or evaluate any of the skills or knowledge necessary to successfully perform this role.

Qualifications of a Head Official:

- Professionalism
 - No reports of unprofessional or inappropriate behavior within the region for any reason
- Personable
 - No reports of antagonistic or unfriendly behavior within the region for any reason
- Objective & Non-judgmental
 - No reports of judgmental or non-objective decisions being made within the region for any reason
- Organized with legible handwriting
- Ability to schedule refs to appropriate number and level of matches to provide a an equitable disbursement of work to all who were assigned to ensure an orderly and quality tournament
- Keen awareness of all rules having to do with the playing area, appropriate temperature/lighting to play in, etc. to accurately assess the facility for ground rules and safety.
- Proficiency with the specifics of what is involved with the protest process

12.

Motion Enumeration

Year (yyyy) 2011
Month(mm) 06

Committee Designations: Adult (AC),
Communications (CC), High Performance (HP),
Juniors (JC), Nominating (NC), Officials (OC),
Registration (RC), Structure & Function (SF)

List Committee
Committee Motion (CM)
#

Individual Motions
Name (Initials)
Second by (Initials)
Individual Motion (IM)#

Motion Goes to

IREVA Manual
By-Laws
Operating Code
Handbook
Tournament Guide
Other

Section #
New Section
Replace
Section
Remove
Section

Motion-Concept: to pay SK and R2 Clinicians for the standard number of hours it has been agreed upon, 3 hours and 1 hour respectively, to successfully cover the content of the clinic based on a proportional rate of the current half day (4 hour) fee; specifically 3/4 of the current half day pay for SK Clinicians and 1/4 of the current half day pay for R2 Clinicians.

Rationale: It justifies half-day pay (4 hours) for those who present both the SK and R2 clinics at one site in the same half day time frame. The hourly rate is more than sufficient to cover the initial prep time needed at the beginning of each season and the time it takes to scan/send attendance lists to the designee posting the pending certification status for all who participated until such time that they complete their test and pass to earn the actual certification status.

Discussion: to be considered by MM as he writes up Officials' policies and procedures.

IREVA BOD Vote – N/A

IREVA Motion Result - N/A

In Favor
Opposed
Abstentions

Carried
Failed
Tabled
Referred to

Motion Added To: (mm/dd/yy)

Handbook
Tournament Guide
By Laws
Op Code
Other

Motion Enumeration

Year (yyyy)
 Month(mm)

Committee Designations

Adult (AC), Communications (CC), High Performance (HP), Juniors (JC), Nominating (NC), Officials (OC), Registration (RC), Structure & Function (SF)

List Committee

Committee Motion (CM) #

Individual Motions

Name (Initials)

Second by (Initials)

Individual Motion (IM)#

Motion Goes to

IREVA Manual

By-Laws
 Operating Code
 Handbook
 Tournament
 Guide
 Other

Section #
 New Section
 Replace Section
 Remove Section

Motion: Concept: to have a written process by which TDs can officially report concerns they have with any given official/s being assigned to their tournaments so that the specifics are sent to the Referee Director or their designee to be assessed for legitimacy with one of the following two actions being taken to complete the process:

1. notify the TD that there is no legitimate basis for their concerns and that professionalism is expected to be practiced by all parties despite possible differences of opinions or personal likes/dislikes.
2. address the issue/s to an agreed upon resolution with the stated official/s to then have one of the following two actions complete the process:
 - a. notify the TD and Referee Assignor of any officials who are not to be assigned to particular tournaments or divisions within a tournament, or
 - b. see #1 above.

Rationale: As Independent Contractors, IREVA Officials have the opportunity to turn down assignments should they prefer not to work with a certain TD or fellow official. TDs should have a mechanism by which they can attempt to control the quality/outcome of their event without "black-balling" any referee/s unofficially through covert requests to the Referee Assignor. Therefore, any performance or other such subjective rationale for determining whether an official should not be assigned to any given tournament or level of play should be approved and documented as such by the Referee Director and provided to the Referee Assignor in a timely manner to allow for viable personnel changes. If problems exist, they should be dealt with in a proactive and developmental manner with the Referee Director, or their designee, determining at what point an assignment should not be considered and when it should possibly be allowed again in the future. It's not good enough for a TD to not like an official or how an official officiates to have the Assignor not assign the official to their tournament. TDs and Officials need to work as professionals regardless of their possible differences of opinions or personal likes/dislikes.

Discussion: **PE** to send to **MM** for review and incorporation into his Officials' Policies and Procedures

IREVA BOD Vote- N/A

IREVA Motion Result - N/A

In Favor
 Opposed
 Abstentions

Carried
 Failed
 Tabled
 Referred to

Motion Added To: (mm/dd/yy)

Handbook
 Tournament Guide

By Laws
 Op Code

Other

1. attended Juniors national meetings in Dallas Tx in May
 topics of interest to our region :
 A]there is again a movement from some regions to try to get girls U18 nationals moved earlier in June. I represented all three NY regions and with several other regions reminded people that we are still in school and that we too have to pay extra for practices, additional tournaments etc. There was no resolution to this discussion – it has been sent back to the national office for thought.
 B] there is discussion about additional qualifiers coming on line – this is still in the discussion stage
 C] I spoke with several other regions in regard to the way they do their juniors registrations. I have attached a proposal to this email regarding future juniors registrations.
2. HP Updates – spoke with coaches this week – camp numbers are solid..
 Tee shirts will be donated by JITees as they have in the past
3. JO club Director Meetings for 2011-12 season :
 October 2nd 2 pm [following 10 am BOD meeting] HVCC
 October 23 1 pm – Vestal Public Library
4. JO Committee : I have reached out to the following people – but have not confirmed their status as of yet.
 Tracy Manning [Win City] Binghamton / Southern Tier Area
 Andy Mink [Northern Impact] Upstate NY
 Cheryl Meany [B ville] Syracuse Area
 Austin Fisher [NET] Albany area

 I have not yet put anything out there for boys volleyball –w ith one active club – I am considering what direction to take .
5. JO recruiting / transfer policy – nothing new done at this point
6. JO developmental tournament policy : was set up last year and distributed to all clubs.
7. Molten Super Touches sales :
 2011 were all sold at adult regionals
 2010 - some were used again this year for JO regionals and were included in sale at adult regionals 2011 , there are still 4 boxes in my garage – sorry
 2009 – I am unable to contact Walt Swenton
 Suggest that for the future – we either collect money at the time or do not sell them – it is just one more thing to follow up with.
8. 2012 dates for JO regionals : April 21-22 OR April 28-29 final decision soon
 USAV banners were used this year very successfully
 Captain U –partnership sponsor – need information
 WWS bid for shirts – need information

15.

Motion Enumeration

Year (yyyy) 2011
Month(mm) 06

Committee Designations

Adult (AC), Communications (CC), High Performance (HP), Juniors (JC), Nominating (NC), Officials (OC), Registration (RC), Structure & Function (SF)

List Committee
Committee Motion (CM) #

Individual Motions

Name (Initials)
Second by (Initials)
Individual Motion (IM)#

Motion Goes to

IREVA Manual
By-Laws
Operating Code
Handbook
Tournament Guide
Other

Section #
New Section
Replace Section
Remove Section

Concept:
To offer the first come-first serve sale of all regional championship volleyballs, received free of charge from partner company, to all members for 1/2 of the going price with money collected at the time of the request and documentation of the transaction made so that the member and the region have a record.

Rationale:
• Savings to interested members
• Income opportunity for the region to put back into Regional Championship budgets
• Lack of storage space for region

Discussion:
Communication of this opportunity to be documented in the Op Code with links to its appropriate placement in the Member Handbook and Club Admin Manual; announced at the Mandatory Annual Administrative Meetings, via website news item & fb as Regional Championship dates approach, in the Regional Championship information sent out, and at the Regional Championships through a sign up sheet and collection of any money not received to date.

IREVA BOD Vote --- N/A

IREVA Motion Result --- N/A

In Favor
Opposed
Abstentions

Carried
Failed
Tabled
Referred to

Motion Added To: (mm/dd/yy)

Handbook
Tournament Guide

By Laws
Op Code

Other

IROQUOIS-EMPIRE VOLLEYBALL ASSOCIATION

Board Meeting Report Form

[Instructions: (1) report due to Secretary (cc rest of Board) at least 1 week before Board meeting. (2) Add pages/attachments as needed to provide relevant background information for discussion &/or written proposal/s to bring to the floor as a motion/s. (3) For electronic reporting, delete lines and substitute text as needed.]

Name of IREVA Board Position &/or Committee: Office Manager

Report submitted by: Anna Turner Date Submitted: 6/22/11

- **Progress Summary** of Board position &/or Committee activity since last meeting:
 - **Routine activities** or **data** to report:
 - ***AES for Adult Regionals will be used again next season. Team reps will NOT have to input information for each player. What will need to be inputted is the team name, level, and team rep information.**

***Adult Regional results :**

MBB Gold: 1st-Arsenal	2nd-Boomers
MBB Silver: 1st-Venom	2nd-Help Wanted
MB Gold: 1st-Serve U Right	2nd-CD Select
MB Silver: 1st-Past Our Prime	2nd-Imperium
MB Bronze: 1st-Schenectady 50's	2nd-Jesters Orange
WBB Gold: 1st-Goonies	2nd-Dig into It
WBB Silver: 1st-Pink Karma	2nd-Mateflex
WB Gold: 1st-RPI	2nd-Iceballz
WB Silver: 1st-Cherry Bombs	2nd-Fusion Attack
WB Bronze: 1st-Fusion Blitz	2nd-Cherry Bombs 2

***May need to do a vote by the team reps concerning using season rankings for tie-breakers at Regionals.**

***Discussion concerning donating a ref stand to SUNY Cortland. Will follow up with Cortland on the status of the total number of stands they own.**

-
- **Action Items** (from previous mtg/s' minutes), expected **completion dates & assigned designees:**
-

Goals for current season:

- **General Outline:** _____
- **Agenda Items** for the upcoming meeting (*noting any attachments to be reviewed*): _____
 - i. **Motion/s** to be brought to the floor (*see attached motion form/s for specifics*): _____

Motion Enumeration

Year (yyyy)
 Month(mm)

Committee Designations

Adult (AC), Communications (CC), High Performance (HP), Juniors (JC), Nominating (NC), Officials (OC), Registration (RC), Structure & Function (SF)

List Committee
Committee Motion (CM) #

Individual Motions

Name (Initials)
 Second by (Initials)
Individual Motion (IM)#

Motion Goes to

IREVA Manual
 By-Laws
 Operating Code
 Handbook
 Tournament Guide
 Other

Section #
 New Section
 Replace Section
 Remove Section

Concept:
 add statement to TD Guide ensuring that **TD confirms**, BEFORE the event is requested for sanctioning and again before the event is held, that **all equipment** and other such expected needs are **indicated in/going to be met via the facility contact** (i.e. court lines, nets, standards, antenna, ref stands, visible scoreboards, tables, chairs, lighting, heat, staff to open/close, etc.) or that they will be met through other resources with detailed explanations of how and by whom in the contract.

Rationale:

- assistance to ensure TDs are paying for what they expect to receive in running a quality tournament before sanctioning it as such,
- avoid unnecessary last minute scurrying for court equipment, court lines being taped/painted, unsafe playing area or ref stands, etc.

Discussion: CT & JD to add to TD Guide

IREVA BOD Vote--- N/A

In Favor
 Opposed
 Abstentions

IREVA Motion Result - N/A

Carried
 Failed
 Tabled
 Referred to

Motion Added To: (mm/dd/yy)

Handbook By Laws Other
 Tournament
 Guide Op Code

IROQUOIS-EMPIRE VOLLEYBALL ASSOCIATION

Board Meeting Report Form: 6/25/11 @ HVCC

Name of IREVA Board Position / Committee:Registrar

Report submitted by:Laurie Muollo

Date Submitted: 6/25/2011

Progress Summary of Board position / Committee activity since last meeting:

- 959 total adult membership for 2011 an increase of 78 over 2010 a 9% increase. Most notably was the use of the Collegiate/Military membership option by 94 members.
- 1656 total junior membership for 2011 an increase of 210 over 2010 a 15% increase.
-

Action Items, of note, with expected completion dates and their assigned designees:

- Better registration directions for Junior Club directors to avoid mass registration by directors which would invalidate memberships. This will be completed prior to JO Directors meetings scheduled for the fall.
- Work with USAV for fall registration – possibilities include accepting credit cards for registration payment
- Work with AES re: importing of webpoint information such as background checks and impact certification if coaches not originally registered with junior program

Suggestions/Recommendations/Proposals/Discussion Items for IREVA Board to consider:

- Review policy regarding change of club directors
- Discuss the possibility of accepting credit card payments online for registration
-

Intended Future Goals for the Board position / Committee held:

- Team name committee to review uniform policy regarding banned names

Motion Enumeration

Year (yyyy)
 Month(mm)

Committee Designations

Adult (AC), Communications (CC), High Performance (HP), Juniors (JC), Nominating (NC), Officials (OC), Registration (RC), Structure & Function (SF)

List Committee

Committee Motion (CM) #

Individual Motions

Name (Initials)

MM

Second by (Initials)

BR

Individual Motion (IM)#

2

Motion Goes to

IREVA Manual

By-Laws
 Operating Code
 Handbook
 Tournament Guide
 Other

Section #

CONTACT INFO

TREASURER

New Section
 Replace Section
 Remove Section

Motion:

1. to accept Tim Stewart's resignation as the Exiting East Director.
2. to appoint him as the Assistant Treasurer, per our Corporate By-laws (given our current Treasurer's disabled condition), to temporarily perform the following duties of the Treasurer:
 - a. prepare and submit statements of the financial condition of the Corporation to the Board
 - b. preparation of the annual budget proposal
 - c. ensure checks and balances with other Board members who may handle finances
 - d. ensure that financial records are suitable for audit
 - e. maintain inventory of equipment and assets
 - f. prepare & file all financial reports, tax returns, and national financial records
 - g. hold one vote during the meetings of the Board
3. Appoint Andy Mink to then serve the remainder of the Exiting East Director position.

Rationale:

1. Make the most of Tim's business/accounting background & willingness to assist the Treasurer and Commissioner in the areas noted.
2. Provide better checks and balances which are a very important part of good Governance policies.
3. Involve an active member from the Northeastern area of our region to solicit and provide input to the Board.

Discussion: - Should Tim and/or Andy want to continue in these roles, they will need to stand for re-election by the membership next year.
 - For remainder of Treasurer's responsibilities- add an appointed non-BOD position of Bookkeeper/Financial Coordinator & appoint Patty Blacklock to that position for her continued performance of the following duties:

- a. keep charge & custody of all funds & financial accounts & securities of the region
- b. keep adequate and correct accounts of the Corporation's business
- c. ensure timely payment of bills within established budget, as well as deposit of receipts
- d. monitor cash flow & maximizes interest earnings via savings account
- e. maintain records of expense reimbursement policies & relevant Board decisions

IREVA BOD Vote

In Favor
 Opposed
 Abstentions

IREVA Motion Result

Carried
 Failed
 Tabled
 Referred to

Motion Added To: (mm/dd/yy)

Handbook
 Tournament Guide

By Laws
 Op Code

Other

Motion Enumeration

Year (yyyy)
 Month(mm)

Committee Designations

Adult (AC), Communications (CC), High Performance (HP), Juniors (JC), Nominating (NC), Officials (OC), Registration (RC), Structure & Function (SF)

List Committee

Committee Motion (CM) #

Individual Motions

Name (Initials)

PB

Second by (Initials)

LM

Individual Motion (IM)#

3

Motion Goes to

IREVA Manual

By-Laws
 Operating Code
 Handbook
 Tournament
 Guide
 Other **PB/AT/MM**

Section #

New Section
 Replace Section
 Remove Section

Motion:

to have the Vice President (Mike McNeil) and Secretary (Anna Turner) of IREVA be named as authorized signors to the Corporate bank accounts.

Rationale:

With the recent and unfortunate disability of our Treasurer, IREVA's Commissioner is currently the sole person able to sign checks and the like for the corporation. To be proactive, before any unforeseen situations of incapacity on the part of the Commissioner occur, we should add the names of the remaining elected Officers to the accounts as authorized signors.

Discussion:

IREVA BOD Vote

In Favor
 Opposed
 Abstentions

IREVA Motion Result

Carried
 Failed
 Tabled
 Referred to

Motion Added To: (mm/dd/yy)

Handbook
 Tournament
 Guide
 By Laws
 Op Code
 Other



Iroquois-Empire Regional Volleyball Association, Inc.

YEARLY CONFLICT OF INTEREST DISCLOSURE FORM

Date: _____ Name: _____

Position: _____

Please describe below any relationships, transactions, positions you hold, or circumstances that you believe could contribute, or be perceived to contribute, to a conflict of interest between the Iroquois-Empire Volleyball Association and your personal interests, financials, or otherwise:

_____ I have no conflict of interest to report.

_____ I have the following conflict of interest to report (*please specify other nonprofit and for-profit boards that you or your spouse sit on, any for-profit businesses for which you or a family member are an officer or director or a majority shareholder, and the name of your employer and any businesses you or a family member own*):

- 1. _____
- 2. _____
- 3. _____
- 4. _____

I certify the above information is true and complete to the best of my knowledge and understand that failure to report a conflict of interest may result in immediate termination of my position with the organization. I have reviewed and agree to abide by the policy of conflict of interest of Iroquois Empire Volleyball Association, Inc.

Furthermore, I agree to submit an updated Conflict of Interest Disclosure Form if my status and/or affiliations should change during the current year.

Signature Date

Date Received by Iroquois Empire Volleyball Association, Inc.: _____

Motion Enumeration

Year (yyyy)
 Month(mm)

Committee Designations

Adult (AC), Communications (CC), High Performance (HP), Juniors (JC), Nominating (NC), Officials (OC), Registration (RC), Structure & Function (SF)

List Committee
Committee Motion (CM) #

Individual Motions

Name (Initials)
 Second by (Initials)
Individual Motion (IM)#

Motion Goes to

IREVA Manual
 By-Laws
 Operating Code
 Handbook
 Tournament Guide
 Other

Section #
 New Section
 Replace Section
 Remove Section

Motion: Concept:
 to require that TDs charge the full membership fee to anyone who is not on an official webpoint roster, with the application noting that its processing is desired as a one day... this will allow the Registrar to have the amount necessary if an upgrade is legitimately what needs to be done or to submit a refund if the one day request is legit.
 If the person in question is a full member and was not put on the roster by the club admin, then the check from the player, who was also negligent in not having proof of membership upon request of the TD, will be cashed by the Treasurer. Any refunds are to be dealt with amongst the club members who did not fulfill their respective responsibilities.

Rationale: Club Admins and players have responsibilities that are clearly outlined on their applications, registration paperwork, IREVA website, etc. and need to respond accordingly or deal with the consequences.
Discussion:
 concept revamped so **no motion made at this meeting...** bring to committee (CT, LM, BR, JD); increasing one event-one day registration fee to \$25 suggested as well as keeping it at \$10 and allowing members to do as many one day registrations as desired, but upgrades costing \$45 regardless of number of previous one days submitted and paid for. If any registration errors are noted upon processing of the one day registration/s after the event has occurred, the fee can be kept and/or Club Admin fined with admin access taken away – so no tournament entry-until fine is paid.

IREVA BOD Vote---- **N/A**

IREVA Motion Result --- **N/A**

In Favor
 Opposed
 Abstentions

Carried
 Failed
 Tabled
 Referred to

Motion Added To: (mm/dd/yy)

Handbook By Laws Other
 Tournament Guide Op Code

Motion Enumeration

Year (yyyy)
 Month(mm)

Committee Designations

Adult (AC), Communications (CC), High Performance (HP), Juniors (JC), Nominating (NC), Officials (OC), Registration (RC), Structure & Function (SF)

List Committee

Committee Motion (CM) #

Individual Motions

Name (Initials)

Second by (Initials)

Individual Motion (IM)#

Motion Goes to

IREVA Manual

By-Laws
 Operating Code
 Handbook
 Tournament
 Guide
 Other

Section #
 New Section
 Replace Section
 Remove Section

Concept:

to require that, before any subsidy is given to any IREVA club, team, or individual, the attached Subsidy Request Contract (attached) be completely filled out with the time of services rendered being that which allows the subsidy amount to be disbursed to said club, team, or individual.

Rationale: A great deal of members are being subsidized for their involvement in events that, while providing much appreciated representation of IREVA and tremendous personal experiences, are not giving back to the region, as a whole, in as productive a manner as they could be for the money being allocated. If we provide a requirement that will allow those participants to give back to the region in one of the 3 ways recommended, they could be

- sharing/demonstrating their experiences with those members/prospective members who may not have otherwise been exposed to such opportunities,
- increasing their communication with certain BODs to work together creatively with shared resources, exiting events, and a common goal to grow the sport at every level,
- getting more familiar with what the Board is and how it functions so that perhaps they are more likely to provide input or get involved at some level beyond the requirement for their subsidy

Discussion: no time for motion to be reviewed/discussed at this meeting; to be distributed with minutes and brought forward at a future meeting.

IREVA BOD Vote--- N/A

In Favor
 Opposed
 Abstentions

IREVA Motion Result—N/A

Carried
 Failed
 Tabled
 Referred to

Motion Added To: (mm/dd/yy)

Handbook By Laws Other
 Tournament
 Guide Op Code

IREVA SUBSIDY REQUEST CONTRACT

Draft 6-17-11

I. **Person making request:** _____ Gender: _____ Date: _____
 Club Affiliation: _____ Name of Club Director: _____
 Team Affiliation: _____ Name of Team Rep: _____
 Level of Play/Officiating event is being attended for: _____

II. **Type of event requesting subsidy for:**
 ___ Adult National Championships
 ___ Junior National Championships
 ___ USAV HP Camp
 ___ IMPACT Clinician Training
 ___ CAP I or higher Certification
 ___ JN/National Referee Rating
 ___ JN/National Scorekeeper Rating
 ___ Train the Trainer Training
 ___ Other: _____

III. **I have accessed, read, and understand the IREVA subsidy policy for the event indicated above.**
 ___ YES ___ NO

IV. **Expected amount, or expenses, subsidy is for based on the IREVA policy for the event being attended:**
 ___ 1. Full Tournament Entry Fee
 ___ 2. Partial Tournament Entry Fee
 ___ 3. Full Camp/Clinic Fee
 ___ 4. Partial Camp/Clinic Fee
 ___ 5. Full Airfare for 1
 ___ 6. Partial Airfare for 1
 ___ 7. Based on formula in policy
 ___ 8. Set \$_____ based on policy
 ___ 9. Other: _____

V. **Services to be rendered to IREVA, by all or part of the participants attending the event noted in section II of this form, in order to receive the subsidy are as follows:**

- a. REQUIRED: a brief article about the experience to be publicized in the IREVA newsletter for all members to see before the subsidy will be disbursed, as well as
- b. AT LEAST ONE of the following options to be chosen, organized with the appropriate IREVA BOD, and completed:
 - i. Present a series of panel discussions, clinics, or exhibitions to appropriate populations of IREVA members, or prospective members, demonstrating what was learned thru the experience, or
 - ii. Serve on an appropriate IREVA Board Committee to provide input with regard to issues pertaining to the experience or to an area of your expertise or interest, or
 - iii. Serve as a volunteer to assist in the progress of an appropriate IREVA entity relevant to the experience or your area of expertise/interest

VI. **If the subsidy is approved, I will ensure that the following will be completed as indicated below:**

Services to be rendered to IREVA for receipt of subsidy:	Name of person/s providing service to IREVA:	Specifics of services to be rendered	IREVA BOD to report to... (find BOD position & contact name on http://ireva.org/regional_info.html)	Expected start/end date of services to be rendered
a. Required article		News article about...	Communications Director	
b-i Option: <ul style="list-style-type: none"> • Panel Discussions • Clinics • Exhibitions 		- Type of presentation... - Group/s presenting to... - Event presenting at...	Commissioner	
b-ii Option: Committee- <ul style="list-style-type: none"> • Adult • Junior • Officials • Coaching Dev. • Youth/Boys Dev. • Girls' HP • Outdoor Dev. • Communications/IT • Marketing • Membership • Events 		Committee to serve on...	<ul style="list-style-type: none"> • Adult Director • Junior Director • Referee Director • Coaching Dev. Director • Youth/Boys Development Coord. • HP Head Coach • Outdoor/Related Sports Coord • Communications Director • Marketing Director • Commissioner • Office Manager 	
b-iii Option Program/Clinic <ul style="list-style-type: none"> • R1/R2/SK Clinics • HP Program • Youth/Boys Prog. • Outdoor Dev. Prog. • Board of Directors • Officials Dev. Prog. 		IREVA entity to volunteer for...	<ul style="list-style-type: none"> • Referee Director • HP Head Coach • Youth/Boys Development Coord. • Outdoor/Related Sports Coord. • Commissioner • Referee Development Coord. 	

VI. **Subsidy to be paid to:** _____ **Club Director Signature-** _____

Subsidy # (Sect. IV) Name (First and Last) House # and Street Address City State Zip Initials

Motion Enumeration

Year (yyyy)
 Month(mm)

Committee Designations

Adult (AC), Communications (CC), High Performance (HP), Juniors (JC), Nominating (NC), Officials (OC), Registration (RC), Structure & Function (SF)

List Committee
 Committee Motion (CM) #

Individual Motions

Name (Initials)
 Second by (Initials)
 Individual Motion (IM)#

Motion Goes to

IREVA Manual

By-Laws	<input type="text"/>	
Operating Code	X	PB
Handbook	X	KB
Tournament	<input type="text"/>	
Guide	X	JD
Other	Club Admin	HG/CT

Section #	WEBSITE	
News item	New Section	
	Replace Section	
	Remove Section	KB
	Section	

Motion: to require an annual kick-off (or "set up") administrative meeting for all TDs, Adult Team Reps, and Officials Club Directors. Presenters would include the IREVA Tourn/Ins Coord, Adults Director, Officials Juniors Director, Registrar, & any other BOD who may have a reason to present. Content would cover all new policies, procedures, expectations and consequences; inviting input on any standing or new items, as well as how to best provide that input throughout the season; showing relevant website pages and resources they can refer to and are responsible for throughout the season. Any tournament, adult team, or junior club that does not have a representative attend one of the mandatory annual administrative meetings will not be approved for the necessary sanction number or registration process until such time that arrangements are made for their representative to acquire the meeting materials and sign off as to it being received, reviewed, understood, and accepted.

Rationale: there is a great deal of detail with regard to processes and procedures that these membership roles are expected to know about or to be able to reference via the website that just aren't being done. Bringing these groups of people together as separate units to go over those processes, procedures, and resources that relate to them may help to eliminate the problems, build camaraderie for sharing of resources and ideas, and provide an opportunity for the associated BOD to get input on current issues to present to the full Board.

The junior population already has this policy in place and it has proven to reduce a great deal of repetitive problem solving for many of our BODs who work with this population (Junior Director, Registrar, Tourn/Ins Coord) and increased the positive working relationships and resources shared amongst Club Directors themselves.

Discussion:

IREVA BOD Vote

In Favor
 Opposed
 Abstentions

IREVA Motion Result

Carried
 Failed
 Tabled
 Referred to

Motion Added To: (mm/dd/yy)

Handbook
 Tournament
 Guide

By Laws
 Op Code

Other

26.

Member sanctions – process & policy; proposed 6/25/11- [no time to review/discuss](#); DEFERRED

Proposal for a policy to be in place that outlines the process to be followed upon making a decision to sanction a member in a manner that revokes their participation in any of the following ways and before a member's reinstatement is allowed:

1. to an event,
2. as a team/club/tournament/regional representative,
3. as a member...

the following developmental steps and official recordings of the stipulations being completed must take place before the reinstatement can occur:

- evidence of things being addressed with regard to the development of the member in the area/s they were initially sanctioned for. .

Our procedures for reinstating a member after an official sanction from the region need to incorporate the need for written documentation of the areas and methods used for an approved resolution of the matter/s sanctioned and should, even then, only allow the member to return on a probationary term with increased and clearly defined consequences should any similar situations of concern prove to occur during that probationary time.

Likewise, our practice of following the procedure for concerns/grievances need to be improved with our making sure the documentation includes all of the necessary specifics with decisions being clearly communicated to those involved or who need to be aware of them with regard to their role in the region. That is the only way we will be able to follow through on the development/resolution of the concerns, if necessary, or ensure we are all performing our duties based on official documentation handed down from the BODs to avoid any implication of subjectivity or hearsay in our actions.

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