



**June 2021-
May 2022**

Board of Directors

Monthly Meeting Minutes

The Board of Directors meet on a regular basis as required by the Association bylaws (*at least quarterly*).



SHAKOPEE BASKETBALL

SBBA Board Meeting

June 6, 2021

Location: Baumgartners @ 1560 Windsor Lane

Time: 7:30-9pm CT

Attendees: Rob Kieffer, Steve Krueger, Adam Shreve, Noah Wahl, Debbie, Dujkic, Mike Lindahl, Sarah Baumgartner, Jeremy Gylland

June's meeting update approved

President

- Set July Board meeting - July 11th @ 7:00 - 9:00 pm @ Community Center - Brooke will call the Community to check in on the times and cost.
- CCM Update
- MYBA Portal Update - Portal has been updated with board members and Jamboree, per Steve.
 - Jamboree Listing
 - Board Members
- 2021-22 Important Dates - updated on website, 1st grade fall program, DIBS, jamboree, all updated.
- 2021-22 SE Registrations - 2 registrations we need to update for travel apparel.
 - Travel registration - Mike will discuss the apparel store options / recommendations for fall during the July meeting.

Treasurer

- 5/27 Finance Committee Meeting Update - Finance committee is meeting 6/7 and should have an

update during the July board meeting.

- Financial Policies & Procedures - will be meeting 6/7/21.
- 2021-22 Budget Review/Approval - Board reviewed and approved 2021/2022 budget.

Travel Program

- Travel Tournament Schedule Review - Reviewed updated tournament schedule for 2021 - 2022 that's on Google drive.

Recreation Programs

- New Fall 1st Grade Program - scheduled and facilities booked, and registration is in process.
 - Mike will reach out to secure instructors for 2nd & 3rd grade program.
 - Consult with Football to understand how 1st - 3rd would conflict w/ times on Saturdays.

Tournament

- Jamboree Update - opened up 5/15, 63ish out of 140 teams have registered.
 - Rob will be following up with individual associations to account for board position transitions.
 - Will give it another month to determine next steps for filling remaining spots.

SHAKOPEE BASKETBALL

- Schedule format - Play, sit, play, sit, play or play, play, sit, play - will go with one back to back game.
- Tournament Update
 - Winter Shako Tournament: 137 out of 160 teams have been registered for Tier 1.
 - Schedule Format: 3 games in 1 day? - Will continue to discuss and determine an approach.
 - Sponsorships - will revisit for next year.

Equipment

- June Inventory Event
 - Organize eval jerseys by size
 - Inventory equipment counts
- Donate old basketballs - not that many ready for donation.

Facilities/Scheduling

- 2021 Sep-Dec Facilities Schedule - schedule set, with a few exceptions.
- TWolves Camp Partnership

Communications

- Program Communication - Schools
 - Upcoming communications needed:
 - Timberwolves needed
 - Flyer for next year
 - Will sign up for another Communications account.

High School Coach

- Summer Program Update
 - Summer numbers are strong.
- Alumni Tournament Registration

- Event Liability with no Registration?
 - No liability registration required, can be done manually.

Booster Club

- Finances

SHAKOPEE BASKETBALL

SBBA Board Meeting

July 12, 2021

Location: Virtual

Time: 8:30-10:00pm CT

Attendees: Mike, Steve, Brooke, Debbie, Noah, Sarah, Jeremy, Jake, Adam

President

- Approve June Meeting minutes
 - Brooke to move to website
- Set August Board meeting
 - Monday 8/02 7p-9p
 - Noah to contact Sherry at SCC
- 2021-22 Operations Committee
 - Confirmed everyone's commitment
- 2021-22 Events Committee
 - Confirmed everyone's commitment

Treasurer

- May Financials
- Debbie to send \$1000 check to HS facilities for tourney down payment
- Approve Financial Policies & Procedures
 - By end of previous month, financials will be approved by the Finance committee for the month prior
 - Final Finance Policies & Procedures approved and to be posted on our site
- Board/Committee Discounts
 - Steve to issue discount codes beforehand for committee and board. Coaches will pay up front

and get discounts once teams are set

Travel Program

- Tournament Update
 - All teams in 7 major association tourneys so far, a few tourneys yet to open registration
 - Adam to check Wayzata tourney status
- Finance Committee to address DIBS check topic
- Mike to review travel registrations in SportsEngine and work with Steve to get them ready for late July and August registration processes

Recreation Programs

- Mike and Jake to talk with current HS staff about 1st grade program

Tournament

- Jamboree Reg Update
 - As of 7/12 not open to public yet, 75/140 so far filled, all division at least have a handful of teams
- Tournament Reg Update

Equipment

- Equipment Inventory Update
 - Jeremy and Steve to post master equipment list on Drive
 - Adam to look into first aid kits

SHAKOPEE BASKETBALL

- Equipment Supplier
- Uniform Process Update (Mike)
 - Mike to price out adding jersey #s to new incoming 4th graders plus all Saber League, approx. 100

Facilities/Scheduling

- Update?

Communications

- Plan Aug/Sep
- Design/Banner Review
 - Mike and Sarah will work together to generate options

High School Coach

- Summer Programs Ending July
- Fall Skills Changes
 - M/W for 4th-8th, 7 sessions
 - Sat for 2nd-3rd, 3 sessions
- Jake to explore developing a coaching development program

Booster Club

- Sarah Katona new Booster president, Kelly Van Maanen Treasurer (Debbie to reach out to Kelly)
- Need SBBA to broadcast messaging about the golf tourney

SHAKOPEE BASKETBALL

SBBA Board Meeting

Monday August 2, 2021

Location: Shakopee Community Center

Time: 7-9pm CT

Attendees: Adam, Steve, Sarah, Debbie, Rob, Mike, Noah, Brooke, Jeremy

President

- Approve July Meeting Minutes
- Next Meeting (Monday 09/06 is Labor Day)
 - Sunday 9/12 6:00-8:00pm

Treasurer

- June Financials
- Non-Profit Tax Filings
 - Lois at Menden working with Debbie and Kelly
- Tournament Deposits
 - Sent \$1000 (\$500 per) Tournament deposits to HS Facilities

Travel Program

- Tournament Update
 - Most teams are registered, with the exception of Lakeville South tourney (registration not open)
- July Operations Meeting update- met in late July
 - Reviewed evaluations process, no major changes to format
 - Finalize evals and coaching development at August meeting
- Evaluation Schedule Sep 18/19
 - Review 4th-8th Sep 18 Football Schedule for eval conflicts
- Evaluation Volunteer Schedule
 - Brooke needs Board Member availability for Sep 18/19
 - Saturday try-on gear, Brooke develop sizing selection sheet
- 2021-22 Season Kick-Off Meeting
 - Virtually 4th-5th at 7:00pm, 6th-8th at 8:00pm
 - Thursday 9/09
- Coaches Meeting with Jake - waiting for Jake to confirm
 - Grades 4-5 on Oct 11 @ 6:00-7:15pm?
 - Grades 6-8 on Oct 11 @ 7:15-8:30pm?
- Preseason Scrimmages - Lakeville North interested again

SHAKOPEE BASKETBALL

- Sunday Oct 10 - Opponent TBD
- Sunday Oct 17 - Opponent TBD

Recreation Programs

- 1st Grade Intro to Basketball Instructor
 - Don West committed
- Evaluation Schedule Saturday, Oct 9
 - Review 2nd-8th Oct 9 Football Schedule for eval conflicts
 - Ops Committee running
- Evaluation Volunteer Schedule
 - Brooke needs Board Member availability for Oct 9
- 2021-22 Season Kick-Off Meeting
 - Virtual
 - Rec Leagues together - Thursday, 9/30
 - Saber League - 7:00pm
 - SW Metro League - 8:00pm
- Coaches Meeting with Jake - waiting for Jake to confirm
 - Grades 2-5 on ??
 - Grades 6-8 on ??

Tournament

- Jamboree Update - 83 teams, 67 spots open still
 - Market to previous year's entrants
 - Ticket Sales - cash box at the door
 - Event Committee meeting next week to discuss concessions and signage ideas/improvements - Brooke to Schedule
 - QR Code for court map
- Football Tournament on Oct 30/31 - 7/8th grade Tournament Teams - possible conflict with Jamboree teams
- Vote "yes" to do Winter Tourney as 1-day format

Equipment

- Review Apparel options (Board, Coaches, Players)
- Review Apparel registration options
 - Replacement Uniform Store vs All via Registration
 - Registration Process (one store vs. two stores)
 - Store will open early in the week after evals
- Shoe/Apparel store opening soon, Mike to discuss with Eastbay
- Evaluation Jersey assignment - dynamic, during check-in process

SHAKOPEE BASKETBALL

- Uniform/Practice Jersey Inventory Count - due Aug 6 - needed for size runs order

Facilities/Scheduling

- Team Photography Scheduled for Tuesday 11/16 (tentative)

Communications

- Fall Community Brochure - Brooke to contact Sherry D at SCC
- Communications Plan Update/Review
- Unsolicited Email Communications Plan
 - Send same 8/26 SBBA email to unsolicited email group
- Tournament Updates on Social Media - Mike to track
- Mike add Sarah to Facebook account

High School Coach

- Crossover Events List - Jake will provide list to review for Sep meeting

Booster Club

- Financials - Tax Filings

SHAKOPEE BASKETBALL

SBBA Board Meeting

September 12, 2021

Location: Shakopee Community Center

Time: 6-8pm CT

Attendees: Brooke, Debbie, Mike, Sarah, Steve, Noah, Rob, Adam

President

- Approve August Meeting Minutes
- Schedule October Board Meeting - Sunday 10/03 from 6-8pm
- MYBA Meeting Update
 - COVID tracking continues
 - Rob to continue using Tourney Machine to share our tourney results
 - New Trusted Coaches platform for certification

Operations Committee Update

- Coaching Development Program
 - Coaches Handbook
 - Trusted Coaches Certified
 - Live Drills Clinic
 - Season Kick-Off Clinic
 - Group Classroom Sessions
 - Live Practice Consultations
 - Grade 4-6, 1-2 hours monthly per team
 - Consultant Budget Approval (\$1500 Total - \$25/hour)
 - Consider lump sum/retainer
 - Consultants - Jason Cordes & Brian Snell

Travel Program

- Tournament Schedule Update
 - Waiting on Border Battle and State registrations
 - 4C missing a February tourney weekend
- Registration Update (Unsolicited Results)
 - Grade 3/4 - 8/17 = 25
 - Grade 5 - 25
 - Grade 6 - 31
 - Grade 7 - 25
 - Grade 8 - 24
- Evaluations
 - Team Genius Setup
 - Steve to use credit card to take out evaluators after tryouts Saturday

SHAKOPEE BASKETBALL

- Evaluator Review Meeting Thursday
- Volunteer Schedule - Brooke to email Monday
- Rosters
 - Completed by OC on 9/19
 - Released Monday 9/20 at 4:00pm
 - Coaches selected by 10/3
 - Upload rosters (players/coaches) to MYBA Portal
- Trusted Coaches (new platform)
 - Find new contact

Recreation Programs

- 1st Grade Program Facilities
- Grade 4/5 Saber League Alternatives
 - Mike connecting with Chanhassen, waiting to see how #s shake out
- Hosting SW League Playoffs - 2/26-2/27, Single Grade
 - Possible DIBS
- Rec Kick-Off Meetings Review
 - Thursday 9/20 at 7pm and 8pm

Tournament

- Jamboree Update
 - Registrations - 96/140 teams filled
 - Dibs Schedule/Release - Monday, 10/18
 - Admissions Fee/Process - East entry only, use card reader
- Events Meeting Update (Signage/Concessions)

Equipment

- Review Apparel registration process
- Evaluation Jersey & Try-on Apparel for evals
 - Mike & Brooke coordinate this week/meet at log cabin
- Travel equipment disbursement date

Facilities/Scheduling

- Need 4 white tables and chairs for tryouts - Noah
- Noah to reserve Saber Room Sunday after tryouts 7:30-8:30pm

Communications

- Next Communications
 - Travel Evaluations Reminder (Targeted)
 - Uniform/Travel Suit Order Process & Store Links
 - Reminder email day after rosters go out (Tuesday 9/21)
 - 3v3 Registration Opening (Unsolicited Too) Monday 9/13

SHAKOPEE BASKETBALL

- Rec Registration Reminder, Wednesday 9/22
- Jamboree Dibs
- Shared Drive Access
- MailChimp Registration Import Process - Mike

Treasurer

- July Financials
- 2020-21 Non-Profit Tax Filing, done!

High School Coach

- 3v3 Tournament
 - Any action items for SBBA/Board?
 - Spoke to Jake at Evals and he said no.

Booster Club

- No Update

SHAKOPEE BASKETBALL

SBBA Board Meeting

October 3, 2021

Location: Shakopee Community Center

Time: 6-8pm CT

Attendees: Noah, Steve, Adam, Jeremy, Sarah, Debbie, Brooke, Rob

President

- Approve September Meeting Minutes
- Schedule November Board Meeting
 - Sunday 11/07 from 6:00-8:00pm at SCC

Treasurer

- August Financials
- Jamboree Petty Cash Process
 - Debbie to pickup same amounts as previous, go to bank twice per day
 - Cash boxes at Log Cabin with supplies
 - Brooke can keep counted cash in safe
- Eastbay Apparel Invoice
 - Mike used personal credit card due to limits on SBBA card, we reimbursed him
- Fall Skills Transfer to Jake- \$11,851.82
- **ToDo:** Coaching Credits, Debbie

Travel Program

- Teams/Coaches Rostered
 - 3rd Grade Team Renamed from 4C to 3A
- Coaches Kick-Off Meeting in Saber Room
 - Monday, Oct 4, 7-9 PM
- Coaches Live Drills Demonstration at EMS
 - Tuesday, Oct 5, 7:30-9 PM
 - H.Q.L.B. Video Production - Isaiah Flowers
- Optional Preseason Practices Scheduled, coaches to input schedule for those
- Preseason Scrimmage Update
 - 10/10 - Eden Prairie
 - 10/17 - Lakeville North
 - Post schedules on Travel page, looking for additional gym time
- Trusted Coaches- Adam to audit list
- Rochester Hotels - Sarah

SHAKOPEE BASKETBALL

- Post details on Travel page
- Email coaches with details
- Travel Grade HS Pizza Party
 - Move to Nov Meeting
 - Brooke to help coordinate

Recreation Programs

- Registration Updates
 - Saber League 4/5 Status
 - Have 34 registered now
- Tentative Evaluation Schedule/Details SHS Fieldhouse
 - 12:00-1:30pm (2-3rd grade)
 - 2:00pm-3:00 (4-5th grade)
 - 3:00-4:00pm (6-8th grade)
 - Still need to recruit coaches at some levels
 - Bring black and white shirt or last year's jersey
- SW Metro Update
- Parent Meetings Postponed - TBD
- Officiating
 - Rob to reach out to Stotlemeyer, 4/week
- Rules Doc Update

Tournament

- Jamboree Registration Update - 131 of 140 as of 10/3/21
 - Jamboree Game Rule Modification - 22 Min Running Time Halves
 - Jamboree Game Scheduling (1 on, 1 off model)
- Tournament Registration Update - 151 of 160 as of 10/3/21
- DIBs Review
 - Number of Families Available - 84
 - Hours per Family Needed - 8
 - Total Hours Needed - 672 (must cover both Fall and Winter Tournaments)
 - Coordination with Brooke/Alisha ongoing to trim original March DIBS hour proposal of 977 hours down to 672
 - Board members will need to put in 8-12 hours each weekend
 - Go Live Date - Monday, October 18th
- Concession/Supply Restrictions - talk to Aimee Stregre
- Supply Purchasing and Reimbursement Process
 - Use credit card as much as possible
- Preferred Meeting Time with Facilities Team - Haley Altringer (Jaime Grossman?)

SHAKOPEE BASKETBALL

Equipment

- Travel Equipment Update
 - Mike bought 5 coaches drawing boards (\$149.95) and 50 scorebooks
 - Submit receipts to Debbie
 - Need to buy walkie talkies
- Apparel Update
 - Hats arriving soon hopefully
- Extra Apparel Inventory
 - Send back blank practice jerseys
 - Extra coaches apparel and previous years inventory sell in overstock store
- Grade 8 Uniform Delivery
 - No Sizes Captured, Jeremy bring sizes to practice to do tryons

Facilities/Scheduling

- Travel Optional Preseason Practices
 - Steve working with coaches to schedule, including adding any 3rd practices
- Travel Schedule Update
 - Noah to upload 2021 practices to SE (Wait on 2022)
 - Uploaded all 2021-22 tournaments to SE

Communications

Upcoming Communications in October:

- Apparel communication going out Monday, October 4th
 - Reminder email will go October 14th (store closes 10/18)
- Rec 'What to Expect' Email will go Wednesday, October 6th
 - Bring a black and white shirt or bring your jersey from last year
 - I need to know times for each group
 - 12 pm - 4 pm
 - 2nd & 3rd - 1.5 hrs
 - 4th & 5th - 1 hr
 - 6th - 8th - 1 hr
 - Location of Evaluations
 - Field House - athletic entrance 1 - 4
 - Parents not allowed to spectate
 - I didn't see an evaluation handbook, is there one?
 - Include the rec handbook
 - What is the format of Evaluations
 - What times will Evaluations be?
- DIBS Email - 10/17 & 10/18 - 7:00 pm?
 - Send an email the day before letting people know the day and time the email will be coming so they know to look for it

SHAKOPEE BASKETBALL

- Travel - Good luck as you kick off your travel season - 10/29
 - Maybe a reminder about hosting in our home facility, be a good fan, and be hospitable to our guests, DIBS reminder

High School Coach

- 3v3 Tournament Update/Results

Booster Club

- Bowling Event - Saturday 10/16

SHAKOPEE BASKETBALL

SBBA Board Meeting

November 6, 2021

Location: Flagship Insurance Office

Time: 6-8pm CT

Attendees:

Jeremy, Brooke, Sarah, Steve, Noah, Adam, Mike, Debbie

President

- Approve October meeting minutes
- Set December Board meeting - Monday 12/06 at 5:45pm

Treasurer - Table

- Jamboree Reports
- September Finances
- Amazon Business Account

Travel Program

- Transfer Student Policy & Determination
 - New student to the district eligible to register for travel prior to Thanksgiving and may be placed on a team after a formal evaluation process
 - Voted to place new transfer student to the district on 7C team
 - Steve to communicate to Jim and 7C families, get player registered at \$300, Mike to facilitate a uniform
- MYBA Rosters - Adam create login, import from SE, and update rosters
- Trusted Coaches- one remaining, use last year's credit
- Player Audit - Brooke pull report by school
- Rochester Tournament
- Travel HS Viewing Party - Sarah/Brooke engage Jake, put proposal together Dec meeting
- Team Photography - Bumped to Thursday 12/02/21 at WMS
- Extra Tournament Policy - one extra tournament per team, b/w Nov-state tourney, max amount of \$250 per team. Adam/Board to notify coaches when opportunities exist.

Recreation Programs

- Trusted Coaches- scratch
- Referees - HS players secured
- 1st Grade Feedback
 - Mike to follow up with expectations prior to program and circle back in January

SHAKOPEE BASKETBALL

- SWML Communication(s)
 - Sarah to email about jerseys, schedules on SE website or app, pack a mask, more info to follow

Tournament - table to next week virtual meeting Wed 11/17 at 8:15pm

- Jamboree Retrospective Notes
 - Communications
 - Admissions
 - Roles (Volunteers/Event Committee/Board)
 - Concessions
 - Game Play
 - Referees
 - Other
- Tournament Update
- Event Committee
 - Recruiting
 - Knowledge Transfer/Documentation
 - Transparency

Equipment

- Apparel Status - Mike created a doc to track
 - Travel Coaches
 - Travel Suits (Players)
 - Rec Jerseys
- Apparel Budget
- Apparel Overstock Store
 - Sell excess coaches apparel and give to second assistant coach
 - Mike to explore SE store

Facilities/Scheduling

- Jan-March Schedules - Noah
 - A few weeks in January looking tight, use combined practices

Communications

- Upcoming Communications in November
 - Picture reminder
 - SWML
 - Thanksgiving / Saber Madness (12/03) / Varsity Schedule

SHAKOPEE BASKETBALL

High School Coach

- Youth Night, Tuesday 12/21 - add to SE
- Ball Boy Program
 - Jake to inventory current Ball Boy shirts
 - Who orders and pays?
- Saber Madness
 - Add to SE calendar

Booster Club

SHAKOPEE BASKETBALL

SBBA Board Meeting

December 6, 2021

Location: High School Saber Room

Time: 7:45-9:15 PM CT

Attendees: Steve, Brooke, Sarah, Adam, Jeremy, Rob, Noah, Debbie

President

- Approve November meeting minutes
- Set January Board meeting
 - 5:45-7:15pm on Wed 01/05
- Timberwolves Suite Night - decide attendance by January meeting
- CCM Update - still following district guidelines

Treasurer

- October Finances
 - Waiting on one registered team's payment for Winter Tourney
- Amazon Business Account - tax exempt status, use the EIN Tax ID to apply, notate tax exempt items

Travel Program

- MYBA Rosters - Adam Shreve updating rosters
- MYAS and MSF Registration
- Player Audit - Brooke Kuchenbecker
- Travel HS Viewing Party - Sarah sent Jake timeline, review practice schedules with participating teams, figure out who delivers pizza to concession stand
- Mike (5th grade liaison) - share and discuss feedback from EP tournament with identified party

Recreation Programs

- SWML Update - started last Saturday
- Saber League Update
 - Make-up Schedule due to Covid
- Referees - Sarah send an Rec parent email reminder about conduct with referees and mask reminder
- Don West (1st Grade) - Spring update

Tournament

SHAKOPEE BASKETBALL

- Tournament Update
 - 155 total teams currently - openings still in 4B (1), 6B (1), and 7B (3)
 - Proposed reduction in fee to get 1 more additional team in each bracket?
No discounting but free after XMas
 - Drop two 7th grade slots to readjust brackets/pool play
 - DIBS release scheduled for Dec 20
 - Goal: Release schedule, rules, etc. externally by Jan 1
 - Site Coordinator Update
 - Rob to reach out to Jake about HSers running clock at tourney

Equipment

- Apparel Status - 5 hoodies in production
- Apparel Overstock Store - Sarah to send email to announce store opening, Jeremy to organize by team and schedule a pickup
- Rec Uniform/Jerseys

Facilities/Scheduling

- Jan-March Schedules
 - Travel uploaded to SE
 - Mike to email 2nd and 3rd grade teams to notify of practice schedule upload

Communications

- Upcoming Communications in December
 - Sarah to send reminder about Youth Night 12/21 (posters, prizes)

High School Coach

- Ball Boy Program
 - Booster club ordering t-shirts
 - SBBA to coordinate sign up - Mike to create Signup Genius
- Youth Night
- Coaches vs Cancer

Booster Club

SHAKOPEE BASKETBALL

SBBA Board Meeting
January 5, 2022
Location: Google Meet
Time: 5:45-7:30 PM CT

Attendees: Mike, Rob, Sarah, Debbie, Adam, Noah, Jeremy, Brooke

President

- Approve December meeting minutes
- Set February Board meeting- Wed 02/02 at 7:30pm
- Timberwolves Suite Night
 - Decide on Attendees
- CCM Update - stick with School District's policy

Treasurer

- November Finances
- 2021 1099s
 - Referee Assignor - Debbie got ahold of him, has info she needs
- Dollars for Scholars Donation
 - Previous donations of \$1500
 - Use a portion of concession sales from Winter Tourney, up to \$1500
 - TBD in February meeting

Travel Program

- Grade/Team Building Event - HS Game Experience
 - Coaches Responsibilities
 - Communicate and advocate for event to families via SE
 - Gather RSVP numbers for pizza
 - Help manage the grade/team activities night of event
 - Steve to send communication to coaches at least 1 week prior to event
 - Request RSVP numbers for each team for food/drink order
 - Provide schedule and other needed details
 - Steve/Sarah to purchase/deliver the food/drink
 - Sarah/Brooke to coordinate activities with HS Coaching Staff
 - Combine with rec league players and send invite per grade level
 - Add to SE calendars for Rec grades
 - Sarah to send parent email to Rec families right away

SHAKOPEE BASKETBALL

- State Tournament Registration -
 - MSF: Adam emailed to Debbie to write check and submit entry form
 - MYAS: needs a credit card, Mike's registering online
- MYAS Rosters - Adam needs 8th grade jersey #s, Mike will complete
- Trusted Coaches - completed, invoice paid
- Timberwolves MLK Registration
 - 5A & 7A Registered/Paid
- Brooke completed audit of players/address

Recreation Programs

- SWML Update
 - We may host one grade's tournament at Shakopee
- Saber League Playoffs
 - Sat Feb. 5th (2nd-5th)
 - Maybe use extra medals from Winter Tourney
- Referees needed Jan. 29th & Feb 5th
 - Adam to check with Kerwin Fleming

Tournament

- Tournament Update
 - Scheduling and all external communications released Sunday - 158 participating teams, 237 games. Games begin at 8am both 1/15 and 1/16 concluding around 9pm each day.
 - District facilities meeting set for Thur Jan 6 @ 9am to discuss final concessions and court logistics
 - Building set up on the evening of Fri Jan 14
 - Non-concessions related supplies/awards have all been delivered except hallways signs (due soon). Mike to get Rob shirts
- DIBs
 - Released Tuesday (yesterday) evening @ 7pm
 - Process for double checking DIBS commitments have been met and potential removal of players from teams if DIBS commitments not met?
 - Sarah send DIBS reminder email Sunday 01/09/22 if needed, check in with Brooke on how many shifts are left unclaimed still
 - Brooke will audit player list and reach out to families not yet meeting requirement on Tuesday 01/10/22
 - Board members to respond to Brooke via email on their availability for the weekend
- Site Coordinator Update

SHAKOPEE BASKETBALL

- Brooke reviewed inventory tracking spreadsheet for concessions with Board, Angie Stensrud and Aimee Strege managing

Equipment

- Overstock Apparel Delivery Update
 - Roughly 30 hats left, maybe keep black hats for next year

Facilities/Scheduling

- Steve offered up extra practice slots
- Noah will return unused to the district after deadline (Thursday at 4pm)

Communications

- Upcoming Communications in January

High School Coach

Booster Club

SHAKOPEE BASKETBALL

SBBA Board Meeting

February 2, 2022

Location: Google Meet - meet.google.com/bup-xssg-sdd

Time: 7:45-9:15 PM CT

Attendees: Brooke, Debbie, Rob, Sarah, Adam, Noah, Steve, Mike

President

- Approve January meeting minutes
- Set March Board meeting
 - Wednesday 03/02 at 8:00pm

Treasurer

- December Finances
- Tournament Finances
 - Consider reducing # of teams if budget allows
 - Reduce schedule to shorten days a bit and reduce need for volunteers
- Dollars for Scholars Donation
 - Winter Concession Sales Percentage 15%
 - Vote yes on amount of \$1,500, Debbie to send in forms
- Texas Roadhouse gift card and thank you note to all custodians in the district (Brooke & Mike), Noah to get list from facilities

Board

- Annual Meeting 2022- No in-person
 - Email link to presentation on 04/11/22
 - Figure out voting procedure only if-needed with multiple candidates
- Board/Ops/Site Coordinator/Finance End of Year Appreciation Dinner
 - Sunday 03/20, Brooke to schedule
- Positions - Expiring Terms
 - Recreation Director and Tournament Director (2-yr terms)
 - Last year communication went out mid-March for candidates
- Position Description Review - all board members look for needed additions and revisions to their position description on the SBBA website. Forward updates to Steve
- Transition Planning
- End of Year Survey/Feedback
 - Release Travel Monday, March 14 and In-House/SWML sooner
 - Renew with SurveyMonkey? Or try GoogleSurvey? Mike to explore costs

SHAKOPEE BASKETBALL

Travel Program

- State Tournament Registration -done
- MYAS Portal - Waiver
 - Adam to send renewal email reminders to members that are non-compliant
- 4B Travel Team - updated registrations to 4C in a few tourneys
- Year End player evaluations through TeamGenius
- Coach Exit Meetings & Equipment Return
 - Saber Room by Grade
 - Week of March 14? Steve to find a date with Jake
- Spring Program - registration ends 03/14/22
 - Self-organized as in past few years
 - Team Minnesota

Recreation Programs

- SWML Update
 - Shakopee NOT Hosting Playoffs
- Saber League Playoffs - this weekend. Adam and Rob to help on-site
- 1st Grade Intro - Spring
 - Have board member or ops committee be on-site weekly
 - Get Don bag of balls

Tournament

- Tournament Feedback
 - Balancing competition in grades with multiple divisions (i.e B1 and B2)
 - Hang banner near gyms/add balloons for flare

Equipment

- Travel Equipment Return
 - At Coach Exit Meetings
- Rec Equipment Return
 - Saber League - Jeremy will coordinate and communicate with coaches
 - SWML - Week of Feb 28th

Facilities/Scheduling

- 2022-23 Facility Requests
 - Tournaments & Other Weekend Requests @ **HS Only** - Due January 15, 2022
 - Noah to submit
 - 2022 Sep-Dec Requests - Due April 15, 2022
 - 2023 Jan-Mar Requests - Due July 15, 2022
 - Noah to put together schedule to review for board
 - 2023 Apr-May Requests - Due Oct 15, 2022
- SBBA submits facility requests for all of 2022-23 by April 15, 2022

SHAKOPEE BASKETBALL

Communications

- Upcoming Communications in February
 - Spring teams option and registration (through MailChimp 02/14/22)
 - End of Year Surveys
 - Vacant positions email

High School Coach

Booster Club

SHAKOPEE BASKETBALL

SBBA Board Meeting

March 8, 2022

Location: Flagship Insurance

Time: 8:00-9:30 PM CT

Attendees: Brooke, Debbie, Steve, Sarah, Rob, Adam, Jeremy, and Mike

President

- Approve February meeting minutes
- Set April Board meeting
 - Tuesday 04/12 at 8:00pm

Treasurer

- January Finances
- Have budget meeting during finance meeting on Monday, 3/21 at 8:00pm
 - Flagship Office

Board

- Annual Meeting 2022
 - Email link to presentation and post website on 04/11/22
 - Annual Presentation
 - Voting only needed if multiple candidates for any position
- End of Year Appreciation Dinner
 - ~~Sunday, March 20 @ 7-9pm~~ working on new date
 - All current Board and Committee members invited
 - Brooke to send email
- End of Year Survey/Feedback-Converting surveys over to Google Forms
 - Send for Saber League on Monday, February 7
 - Send for SWML on Monday, February 28
 - Send for Travel on Monday, March 14
 - Review feedback at April Board meeting
- Review 2022-23 Programs/Calendar

Travel Program

- Year End Player Evaluations
 - Evaluations created and sent to coaches on Feb 4
 - Grades 3-6 will be sent to families on March 7
 - Grades 7-8 will be sent to families on March 14

SHAKOPEE BASKETBALL

- Only two coaches have started, reminder email sent
- Coach Exit Meetings & Equipment Return
 - Saber Room by Grade, Mon 3/14 and Tues 3/15
 - Jeremy to pick up equipment from Steve
- Spring Program
 - Registration opened on 02/14/22, 4 teams so far

Recreation Programs

- 1st Grade Introduction - Spring/Rob running
 - Sarah to send reminder to parents
- Saber League Survey Feedback
- Mike to explore Rec jerseys modifications

Tournament

- No Update

Equipment

- Rec Equipment Return
- Spring Jerseys - 8th Grade only

Facilities/Scheduling

- 2022-23 Facility Request Review
- Submit facility requests for all of 2022-23 by April 15, 2022
- 2022-23 High School Weekend Requests submitted Feb 11th
 - https://docs.google.com/document/d/11cd147dGs_ekuOxbsugaeEbhRUZVSGTjUmXX_L3RvVA/edit?usp=sharing

Communications

- Upcoming Communications in February
 - End of Year Surveys
 - Annual Meeting & 4 Vacant Positions - send March 10, 2022
 - Two Co-Tournament Directors (1-yr and 2-yr term)
 - Recreation Director (2-yr term)
 - Technology Director (2-yr term) - Mike to write description
 - Position registration ends 04/17
 - Summer Camp/Workouts - March 9th, 2022
 - Annual Meeting Presentation - April 11, 2022
 - Reminder for Intro to Basketball - 1st grade - Monday morning, March 14, 2022

High School Coach

- Camp/Workout Schedule

Booster Club

SHAKOPEE BASKETBALL

SBBA Board Meeting

April 12, 2022

Location: Flagship Insurance

Time: 8:00-9:30 PM CT

Attendees: Sarah, Adam, Steve, Jeremy, Debbie, Mike, Brooke, Noah

President

- Approve March meeting minutes
- Set May Board meeting, Monday 5/09 virtual meeting at 8:00pm

Board

- Board Positions
 - Candidates - no responses so far, Sarah to post on Facebook
 - Consider paid position for Rec Director
 - Positions Results - eliminate Tech Director, remove Co-Tournament designation
- Annual Meeting Presentation - email next Monday 4/18
- Tournament Director Transition

Treasurer

- February Finances
- Budget Decisions
 - Travel Tournaments
 - Jamboree Details
 - Travel Apparel
 - Rec Paid Position
 - Winter Tournament Reg Fee
 - Other Budget Considerations: Team pre-varsity pizza parties

Travel Program

- Operations Committee Recommendations
 - Travel Schedule (Jamboree not counted)
 - Budget for 11 Travel Tournaments (10 scheduled + 1 optional/flex)
 - Border Battle and Edina on the chopping block
 - Team by team pickup the extra optional tournament
 - Coaching Development
 - Drills & Xs/Os Demos
 - Consultant- more hands on and in-practice enrichment

SHAKOPEE BASKETBALL

- Spring Program
 - 5 Teams Registered
 - April-June Practice Schedules Released
- Coaching Development
 - Drill Videos Update, Steve uploading to SBBA YouTube channel

Recreation Programs

- Rec Programs
 - Program Review
 - Paid Positions reporting to Recreation Director
 - Saber League Coordinator
 - SWML Coordinator
- 1st Grade Introduction to Basketball
 - Thank You Rob Kieffer and others that helped!
 - Feedback Survey

Tournament

- Preseason Jamboree
 - 2022 Proposal
 - 1-day Saturday 10/29 only, 80 teams (15 will be Shakopee)
- Winter Tournament
 - 2023 Proposal, hold reg fee at \$450?

Equipment

- Travel Apparel
 - Consensus is zip-up hoodie and pants if budget affords
- Rec Jerseys - same uniform plan as previously used
 - Update 04/21 maybe purchase jerseys and distribute each year. Buy stock jerseys sublimated so they will last longer (\$30 cost versus current \$40 cost)

Facilities/Scheduling

- Update
- Not schedule Rec the weekend of the January tournament

Communications

- Upcoming Communications in April
- Update Unsolicited List - Sarah has needs to still upload

High School Coach

- Update

Booster Club

- Update

SHAKOPEE BASKETBALL

SBBA Board Meeting

May 10, 2022

Location: Google meet <https://meet.google.com/epr-cvqb-myd>

Time: 8:30-9:30 PM CT

Attendees: Brooke, Sarah, Adam, Steve, Jake, Debbie

Absent: Mike, Jeremy

President

- Approve April meeting minutes
- Set June Board meeting
 - Options Sunday 06/05, Monday 06/06, or Tuesday 06/07?
 - Steve will email to get availability from board members

Board

- Board Positions
 - Noah resigned from **Scheduling Coordinator**
 - Do not promote this role for re-election but leave listed on website. Brooke, Steve, and Mike to absorb tasks for '22-'23 season
 - Sarah resigned from **Communications Coordinator** and volunteered for the **Co-Tournament Director** position for a 2-year term
 - 5 yes votes and 2 absent
 - Shelly Torguson volunteered for the **Co-Tournament Director** position for a 1-year term.
 - 5 yes votes and 2 absent
 - Mike's **Rec Director** role expired, not re-running but will be a liaison to new Rec Director.
 - Potentially assign him to **Communications Coordinator** role with some technology tasks listed as well (with a continued VP designation). Want to be consistent on positions that are available each year and CC is one that needs to stay on the list. Steve/Brooke/Sarah can continue to assist with various communications needs throughout the season.
 - After meeting was held, Jamie Mohlin volunteered to take on the **Rec Director** role for a 2-year term.
 - 8 yes votes in follow-up Google meet on 5/16/22 (including Shelly Torguson)
 - Remove Technology Director role description from website and spread the tasks to other position descriptions

SHAKOPEE BASKETBALL

- Annual Meeting Presentation
 - Steve to add in open positions on slide
 - Send Wednesday 05/17
- Steve to create an outline of his and Mike's current tasks to review with board and begin documenting for future board members

Treasurer

- March Finances - not reviewed
- Budget Review/Approval
 - Is the salary if we have to hire a Rec Director included?
 - Apparel budget for travel only a zip-up hoodie this year

Travel Program

- Champlin Tournament - [table](#)

Recreation Programs

-

Tournament

- Held registration fee at \$450

Equipment

- Mike Lindahl ordering stock rec jerseys soon
- Keep jogger pants in the online store for families that want to order them next year

Facilities/Scheduling

- Update - [table](#)

Communications

- Upcoming Communications in May
 - Annual meeting presentation Wed 5/17
- Update Unsolicited List - Sarah uploaded? [table](#)
- Sarah to send reminder about HS run summer programs Friday 05/27

High School Coach

- Jake asked Sarah to remind families via email about summer program

Booster Club

- Update