

## **Disc NW Board Meeting – Tuesday, March 18, 2008**

Attendees: Christina, William (ED), Steff, Mike D., Doug, Barney, Mike K.

Absent: Chris, Janna

Start time: 6:56 pm

### **February Minutes**

Minutes will be approved at the April meeting. Mike K. to send out for review.

### **Balance Scorecard Check-in**

- The Balance Scorecard will be re-formatted so we can add on to boxes, etc. and make it more user-friendly.
- William noted that there is not currently a place for college and club ultimate (support larger community); we should add boxes for these categories.
- Christina noted that we should add PR related-issues (external) in to the Communication box.

**Action: Steff/Doug to revise document format to incorporate the ability to make it a “living” document. Discussion tabled until we use it for a few months (William creating ED Reports based on the Scorecard) and see where it needs revising, etc.**

### **New Employee Job Description**

- Reviewed and discussed the job description that William developed. There was a concern that the document is too specific.
- Doug commented that the first job of this person should be to make specific measurable tasks from each of the bulleted tasks that are outlined in the job description.
- The new FTE is reporting to William and not to the Board.
- Mike D: Are we missing a growth aspect from this description?
- Doug suggested that we add “driving and supporting growth of youth Ultimate” to the job description.
- Barney suggested that we add “organize and facilitate volunteers and resources” to the job description and the document be re-worked to make it more generalized (use less Ultimate-specific terminology).
- What will the job title be? Suggestions included Youth Program Manager and Director of Youth Operations.

**Action: William to revise job description for Board review based on e-mail comments/discussion and send via e-mail. Document to be posted by 3/25.**

### **Establish Governance Committee**

- The role of this committee is to manage how we operate as an organization.
- The committee will meet quarterly or semi-annually and identify needs as they come up.
- Steff, Barney, Mike D. and Doug will start on this committee. This may change as we get new Board members.

**BREAK**

## **ED Report**

### **Fiscal/Administrative Management**

#### *Build a Thriving Organization*

##### Budget

- The 2008 budget was approved
- The February 2008 bank statements have been reconciled

##### Communication

- Made 3 front page posts, 0 announcements to the mailing list, 0 posts to Facebook
- Sent lots of emails to team Captains and Coaches regarding the upcoming seasons

##### Board

- Nothing to report

### **Internal Operations**

#### *Sustainably Manage DiscNW Activities and Initiatives*

##### Resources

- Youth disc sales this spring total more than 300
- Recently updated the hotline for the first time since November

##### Staff

- The first draft of the job description for the new FTE is completed and should be finished by the 20th

##### Volunteers

- Gavin Sing and Joe Ware are helping out with Spring League
- Dan has expressed interest in volunteering for the web team

##### Committees

- Youth Committee met to discuss spring logistics
- The Web team met the same night as the Youth Committee
- Spring Reign and Potlatch organizers also had meetings in the past month

##### Fundraising

- We declined an offer to run a fundraiser for the Cancer Project

### **Organizational Effectiveness**

#### *Promote and Support Expansion and Development of the Sport*

##### Tournaments - Adult

- Slog in the Bog completed successful with 18 teams on March 8. The final budget will show a nice profit.
- Potlatch registration will open any day now.

##### Tournaments - Youth

- Spring Reign planning is well underway. Registration is open with 27 HS, 33 MS, and 1 ES team.
- Registration for HS States will open any day now.

##### Leagues - Adult

- Verna registration: 87 registered women (23 unpaid), 105 accepted men (11), and 80 waitlisted.
- Spring Team League started successfully on March 8<sup>th</sup> with 47 teams

##### Leagues - Youth

- ES is underway at South Park with 12 teams (5 unpaid)
- MS is underway at Magnuson with 47 teams (24 unpaid)
- HS Coed is underway at Marymoor and Shoreline with 21 teams (10 unpaid)
- HS Single Gender is underway at school sites with 12 boys (6 unpaid) and 6 girls teams (2)

##### Pickup

- Fields are reserved for a DiscNW sponsored pickup game in April and May on the Shoreline Utility field on Wednesdays. This will be marketed directly to the Verna League players (accepted & waitlisted).

##### Learning

- No news this month.

### Fields

- We have started the process of getting a storage box at Magnuson Park for DiscNW supplies

### Club Teams

- No news on practice field requests for club teams
- Sockeye showcase game took place on March 1<sup>st</sup> at Ingraham HS Stadium with about 200 in attendance

## **Community Service**

### *Provide Opportunities to Play Ultimate*

#### Youth

- We will be sending some discs to support a youth clinic in Coeur d' Alene, ID
- DiscNW is partnering with UW Women's ultimate to hold the Husky Hat tournament for middle school players in early April at Ingraham HS

#### Women

- Women's pickup in Tacoma starts this month

#### Men

- No news to report

### *Support Larger Ultimate Community*

#### Pacific NW

- Kitsap Hat
  - The Kitsap Hat League Organizers have settled for using fields at West Sound Academy
  - Registration will open tomorrow
- Spokane
  - The Inland Ultimate League will be partnering with City of Spokane in 2008 to run the summer hat league
  - A new hat league in Coeur d' Alene will run this summer
- UCPC
  - DiscNW will partner with Tiina Booth and George Cooke to host the Ultimate Coaches and Players Conference in Seattle in early 2009
  - ED will meet with Tiina at Worlds in August. Email planning is underway.

#### UPA

- The UPA ran Jr. World Team Tryouts on March 8-9 in Burlington with assistance from DiscNW.
- The UPA Level I Coaching Clinic successfully took place in Seattle on March 1
- Men's College Sectionals is scheduled for April 12-13 in Burlington.

### *Promote the Game of Ultimate*

#### Spirit

- No news to report

#### Field Advocacy

- The Fields Advocacy Committee will meet this week.
  - We expect to finish the SRC report and prepare it for presentation
  - We will plan a course of action for the upcoming budget cycle
- I attended a SSAC meeting on March 13<sup>th</sup>. Raft Hollingsworth & Joe Green gave Parks reports.

#### General Public

- Held small work part at Magnuson on Sunday, March 9th

## **End of ED Report**

### ED Review

- Steff presented the annual review that she conducted for William.
- All agreed that the ED should do a self-evaluation next year and that the 2008 review should be based around the Balance Scorecard.
- Board-related issues came up in some of the review comments; all agreed that soliciting feedback about the Board's effectiveness is a good idea (how, when, etc.?).

**Action: Steff to discuss salary decision with Chris; Board to communicate with William at April board meeting; Steff to send out the review via e-mail for the Board's use; Board to review the Board-related issues that came up in the review process**

### April agenda (so far)

Board applicant report  
Cost model for leagues  
ED Review re-cap

Location: Christina's

Date: Tuesday, April 15<sup>th</sup>, 6:30 pm

Mike K. moved to adjourn at 9:36 pm. Steff seconded. Approved by all.

Monthly quote: "Slices? No, we get whole oranges!" (comments in regards to a recent coaching experience by a Board member).