

CHSAA Board of Directors
Friday, August 2, 2024

Minutes

1. Roll Call

Absent Tony Exum

2. President's Welcome & Introductions

Introductions of Board and CHSAA staff. Introduced Joan Green-Turner and Elizabeth Lo from Husch Blackwell Strategies (HBS)

President West thanked Associate Commissioner Bethany Brookens and Assistant Commissioner Jenn Roberts-Uhlig for planning the All School Summit earlier this week as it was well attended and topics were very informative. The 2nd Annual CHSAA Foundation Golf Tournament was also a success.

President West shared an overview of successes from 2023-2024 which will have positive impacts for the Membership:

- * Shot Clock
- * Sanctioning of Flag Football
- * Approval of new T & PF format
- * Women in Leadership Conference
- * CLOC Timelines

3. Meeting Overview & Purpose

Commissioner Krueger and President West explained that the CHSAA Board of Directors are the advisory team for the CHSAA staff. Board members have individual responsibilities representing their Districts, which in turn allows leagues to bring their voices to the table.

The expectations of the CHSAA Board of Directors during meetings is that confidentiality is key, voices are heard and silence is agreement.

4. Approval of the June 5, 2024 Board Meeting Minutes

The motion to approve the Board of Directors June 5, 2024 minutes was made by Cameron Wright and seconded by Mike Jobman. All in favor. Motion carries.

5. Approval of Probations & Restrictions Removal List

Probations and Restrictions are procedures put in place to rectify situations which have occurred with coaches, teams and programs. Once these corrective actions have been met, the Board votes to remove these individuals/programs from the

list. CHSAA is currently working on updating and streamlining the Probation/Restriction process.

A motion to approve the Probation & Restriction Removal List was made by Joe Brown and seconded by Ty Gray. All in favor. Motion carries.

6. Legal Update

Legal Counsel, Alex Halpern, shared that he, Bethany Brookens and Mike Krueger spent time this spring tightening up language in the bylaw book regarding sections 1800 and 2500. Over the years, small edits were made resulting in redundant and confusing language. Nothing was removed or added, just clarification of the existing language and bylaws.

Commissioner Krueger shared his appreciation to Alex and that his experience and insight are irreplaceable. He welcomed Joan Green and Elizabeth Lo and thanked them for being with the Board today.

7. Finance Update

a. CHSAA's Financial Objectives

Finance Director, Sarah Vernon-Brunner, reviewed CHSAA's Financial Objectives:

- a. Be responsible and strategic with the finances. Be profitable.
- b. Support our mission
- c. Re-build and maintain our reserves
- d. Be transparent.

b. Budget Report

CHSAA ended the 2023-2024 school year with a revenue of \$7,016,852, expenses of \$6,262,844, and a net income of \$754,008.

Year-End Overview (Revenue)

- a. Sports and Activities overall exceeded expectations; 55% of this from state ticket sales.
- b. Corporate partnerships saw growth from GoFan and the NFHS Network.
- c. Interest income from investments exceeded expectations.

Year-End Overview (Expenses)

- a. Sports and Activity expenses are up, largely due to the increase in cost for facilities, security, officials, trainers and food.
- b. Operating expenses are in line with what was budgeted and down from last year.

In 2023-2024, some one-time events occurred affecting the budget positively and she shared that we are not able to expect these events in future years. The necessary changes/adjustments have already been included in the 2024-2025 budget.

The motion to approve the budget report was made by Ryan Silva and seconded by Wendy Dunaway. All in favor. Motion carries.

c. Reserve Review

Ms. Vernon-Brunner reviewed the status of CHSAA's reserve funds. Reserves are funds that CHSAA has in low-risk investments and that are not used as operating cash flow. These funds help protect the association and allow operations to continue despite unexpected events. CHSAA is still in the process of replenishing the reserves that were depleted in 2020-2021, and the membership refund policy is on pause until the reserves have been built back up. As of 6/30/2024, CHSAA's reserves were at \$2.8M. We need an additional \$342,000 to reach the necessary reserve level.

Ms. Vernon-Brunner proposed aligning CHSAA's contingency accounts better with the reserves. The proposed changes were to change the Legal Contingency account to \$1,000,000, change the Sick Leave/Vacation Contingency account to \$150,000, and change the Building Contingency Fund to \$500,000. It is the job of the Board of Directors to review and approve contingency account allocations.

The motion to approve the updated contingency account changes was made by Jim Porter and seconded by Jim Flanigan. All in favor. Motion carries.

d. Membership Refund Policy

Ms. Vernon-Brunner provided an explanation of the Membership Refund Policy, which was created in 1997 and can be found in the Budget Committee Report. This policy is currently on pause until the reserve fund has been brought back up to its required level, which will be in the near future. Since the reserve goal will be hit in the near future, the Budget Committee will be looking at the Membership Refund Policy and she encouraged the Board to share their thoughts on the policy overall.

Discussion followed regarding the philosophical reasoning on how this policy came to be and the importance of returning funds to member schools since this is a membership organization.

e. Audit Update

We have changed our audit company to Taylor Roth. The audit results are normally reviewed by the Board at the October Board meeting, but with the company change, we will be reviewing the audit at our November Board meeting.

f. Employee Retention Credit

Currently there are no updates from the IRS.

g. T & PF

Ms. Vernon-Brunner reviewed the updated T & PF changes for 2024-2025 and the classification fee that will be on this year's membership invoices, as approved by the Legislative Council in January 2024.

h. Ticket Prices

She shared the updated ticket prices for the 2024-2025 year, as first reviewed at the June board meeting. Minor changes were made to gymnastics and wrestling, and the verbiage was shifted to say that these are the "maximum" ticket prices. Flag football ticket prices have not been finalized as the championship site is still undetermined.

The motion to approve the ticket pricing for the 2024-2025 year was made by Nancy Hopper and seconded by Jim Flanigan. All in favor. Motion carries.

i. Conflict of Interest

Ms. Vernon-Brunner shared that each year the CHSAA Board and staff are required to complete the Conflict of Interest Form.

8. Commissioner's Update

a. Special Olympics Liaison

Commissioner Krueger spoke about the close working relationship the CHSAA has with the Special Olympics of Colorado. We will be adding Unified esports to our current line-up of activities/athletics. There is much crossover between Special Olympics and programming at the high school level. We are beginning a joint endeavor with the Special Olympics where a member of their staff, Chaka Sutton, will spend one day a week in the

CHSAA offices to fully support the CHSAA staff and our programming efforts. No financial impact on CHSAA as this will be fully funded by the Special Olympics office.

b. New AD Mentorship Program

The Commissioner shared that he met with the CADA Board of Directors and shared his vision of a mentorship program for new athletic directors. He spoke about the Michigan High School Athletic Association's (MHSAA) mentorship program and the success they have had. The Commissioner has revised the MHSAA program to align with the needs of Colorado. We have received full support of this program from the CADA Board.

He explained that our mentorship program will consist of retired athletic directors and/or district athletic directors who will be assigned new athletic directors to allow one-on-one discussions and in-person, on-site visits. Mentors will be paid a stipend and their travel expenses will be covered. The CHSAA Foundation will financially support the program for the first two years. The first mentors of the program are:

- * Jim Thyfault, retired DAD, Jefferson County School District
- * Rick Macias, retired DAD, Pueblo County School District
- * Steve Longwell, retired Athletic Director, Eaton High School.

c. Officials

Commissioner Krueger shared that now that *You Look Good in Stripes* is up and running, it is imperative to retain these new officials. Part of this process is making sure that we are supporting our officials and as well as having them be accountable for their decisions and actions. The CHSAA is creating a platform to track officials allowing us to identify officials that may be struggling or may not be handling situations well. This will not be a disciplinary tracking program, but one that will aid in identifying professional growth opportunities. This allows us to verify with our member schools that we are monitoring all aspects of accountability in our sports.

Assistant Commissioner Mike Book shared that this is a growth opportunity versus a rating opportunity. Currently, schools are able to rate officials on our website, which does not work effectively. Creating the new system/program will allow communication between the officials and official associations.

Mike Book shared information on our partnership with RepRefs.

d. TASK FORCE UPDATE

i. CLOC Task Force

At the April Legislative Council meeting, the new CLOC timeline was approved. The current concentration for the task force is defining the criteria which factors how programs are placed. This criteria is currently subjective and our goal is to define what success or lack of success is. Enrollment is still the driving factor of program placement. Questions that need to be clarified are what will the guidelines be for schools that request to play up/down or are placed up/down. Discussion followed about possible solutions and guidelines.

Asking the Board to gather opinions from their Districts and Leagues for feedback to discuss at the October meeting.

i. Transfer Task Force

Commissioner Krueger shared that the topic of one free transfer has been around for quite some time. This task force will allow discussion and review options for transfers. We will be reviewing what other state associations are doing and then make suggestions to the membership for their review.

e. Building Update

The discussion of moving from our current location is on-going. Exploring options of expansion, building, or working with local school districts to possibly find buildings that could be used as the CHSAA office. This exploration has moved to the top of our list and will continue discussions.

f. Championship Site Update

At this time, there have been no changes or updates on our Championship sites. Information on the sites for Flag Football will be shared and approved by the Board as soon as they are available.

g. Small School/Rural School Symposium

We are hosting two symposiums to connect directly with our small and rural (1A-3A schools). This is an opportunity to learn about their ideas, issues and what is on their radars. Will update the Board once logistics are confirmed.

9. Associate Commissioner's Update

Associate Commissioner Bethany Brookens shared that she has been working with Scott Lewis, a lawyer that specializes in Title IX to review clerical changes in CHSAA's transgender policy. The transgender policy was originally included in our policies back in 2007. This review will ensure that we are aligned with Colorado State statutes.

Alex Halpern shared that much controversy surrounds restroom and locker room issues which are overseen by state law; CHSAA is not the primary enforcement agency. Joan Green spoke about the political perspective of the transgender policy. Our responsibility is to be in-line with state laws.

Discussion followed regarding upcoming election and legislation that may have an impact on transgender policies.

The motion to approve clerical edits to the CHSAA Transgender Policy was made by Cameron Wright and seconded by Heidi Voehringer. All in favor. Motion carries.

10. Strategic Vision & Direction

Breakout sessions with Board and Staff to brainstorm and prioritize strategic visions for 2024-2025.

11. Adjourned