



Draft Minutes of the Rugby Illinois Summer Annual General Meeting

Room 260 NIU Conference Center, 1120 E Diehl Rd, Naperville, IL 60563

August 11, 2018

8:52am FreeConferenceCall.com connection made. One caller on the the line, Tom Kean. Online meeting link was not used for the conference. When Free conference call line experienced interference, M.Daniluk connected T.Kean via her own cell phone.

Dial In: (641) 715-0632 Access Code: 743798

Online Meeting Link: <https://join.freeconferencecall.com/rugbyillinois>

Online Meeting ID: rugbyillinois

- **Attendance.**

Member Clubs signed in at the check-in table with Compliance Officer, Mary Ann Daniluk.

Attendance was verified in two ways. First, clubs reported to the check in table on arrival to print the name of the representative present for voting. At check in, two paper ballots were given to that representative and the check-in sheet was updated to confirm that a ballot was provided: one full page Ballot to vote for Officers and one half page ballot to vote for Bylaws amendments and dues increase. Second, Roll Call was taken at approximately 9:00am to confirm attendance for quorum.

- **Call to order.** John Walker, president, called the meeting to order at 9:05 upon quorum of membership, with 22 clubs attending in person and 10 clubs represented by proxy, submitted in advance by email to the Secretary or printed and delivered by the proxy in person at the meeting.

- **Welcome by the president.**

- **United States Marine Corps 9th District. Thank you for Sponsoring breakfast at this AGM.**

- Remarks by GySgt Daniel Barron

The Marines are proud to partner with and support Rugby Illinois. The USMC and RI share the same core values. Youth rugby players don't give up. They keep going and we share that ethos. We have a vision for more involvement in the future. We have started by agreeing on a donation of \$5000 to you and from what we have seen we are looking to expand and make a bigger contribution in 2019. We have already met with Pat and Janet of the Chiefs. One of our Sgts came out and worked with their teams. If you also want to invite a Marine to come out to your training, contact Dan at 224-423-2624. You can also channel that request through Rochelle.

It is up to coaches how the Marines will interact with players in training. Focus can be Fitness. Just reach out and let us know how we can get involved.

- **Executive Director Report (Rochelle Jerry) and Presentation is included in Meeting materials shared folder.**

Discussion:

How do we expand our support and who is going to fill these roles?

Broaden the base through parents, senior and college clubs, schools and park districts. EC will continue to work with RJ to develop these channels.

Being a good influence will help you. When parents like your club you are halfway there. Engage the community or you won't get very far.

EC is continuing to engage Rochelle Jerry in discussion to give teeth to these general plans. Mandates drive progress. Look at AYSO. Rochelle can help do benchmarking.

Question: What are your fundraising and grant plans and targets?

To engage the whole membership. Engage with former players to add to the conversations. Set up an alum network or association. Get them more involved.

Part of our goal is to segment membership into alums, players, parents, refs, professionals. There is a lot of untapped potential.

It was asked of Rugby IL to help existing clubs grow before breaking new ground. We still have lots of challenges.

Also suggested by membership was that we focus on enhancement of clubs as much as growth.

- **Approval of Winter 2017 Meeting Minutes.**
Moved by WS Bulls and Chillicothe. Seconded by Morton. None opposed. Motion carries.
- **Officers Reports. (shared at [AGM Drop Box](#)) Additional Discussion, if any, is noted below.**
 - **VP Marketing, Stephanie Esposito**
 - **VP Development, David Hall**
 - **VP Competition, Marques Plummer**

Discussion:

136 cards were issued this year. A lot of this can be prevented. Question: At what level? It is occurring everywhere.

How? Speak to the ref society and have the players sign a behavior contract.

We need to push to have the many parts working better. If the refs and coaches get together in advance of the season, we can start with more of a plan.

It would be best to do this in March if possible before Spring season kicks off. If we know how they are calling high tackles, bridging and safety issues, we will eliminate the cards. We are coaching right but mistakes are made. We need to get everyone on the same page.

Suggestion: Add the reports to the dropbox. Give a Breakdown of cards. Share the list and coaches can help. Suggest that a disciplinary cmte come to December meeting with suggestions to enhance punishments for serious offenses. Automatic 7 days may not be enough.

These issues are all over the world. The coaches and fans showing bad behavior should know better. Our ethos is to enforce discipline, worldwide.

- **Compliance Officer, Mary Ann Daniluk**
- **Treasurer, John McGurk**

Discussion: Some not all MS fees have been collected. Refs have been paid as of last week.

Income from Lou for Tornadoes is to come in the amount of \$6000. Expenses from Tornadoes: Payments have not been deposited to reimburse the expenses claimed.

There was a 6% increase in dues collected and 35% increase in dues paid to USAR because USAR took more this year. It is \$10 more to register above the Rookie Rugby level.

Bernie's Book Bank. \$1500 prize is yet to be awarded. Update on the winner to follow.

Member request was made for future expense reports to break down the hotel costs paid for seminars.

- **Secretary , Anne Schwaab**
- **President, John Walker**

- **Committee Reports : Signup Link for Committee Interest Here:**

<https://goo.gl/forms/Too2Kg09guESxcef2>

- **Referee Society Reports**

- **CARFU Ref Society Report (Martin Dunne)**

Everything has improved between RI and CARFU RS.

Over 425 games were played in Spring 2018 that carfu worked. Over 250 or 58% were RI games. Including noble and friendlies, the number climbed to 320 games or 75% being RI in the Spring. We provide refs 7 days a week. 40 games on Saturdays. That is 40% of games we reffed on Saturdays in the spring. Have 52 active refs. That's 8 refs per day. In terms of fixtures and schedules that Eric worked on, you see these big groups. We are working hard to satisfy the tournies also.

Be aware that we are working through their own issues. Over 50 refs is still not enough and we are doing recruitment ourselves. We had 42 ppl at the L1 in January. Retained 10. Well ahead of USAR average - 2% at USAR level.

At some point, we have weekends that are still hard to fill. Have covered more than originally agreed to do.

The National office does not support what we are doing.

No fee if you want to have L1 Ref course done. Educators - USAR has cut off trade of our World Rugby educators. There was a dispute with USAR that they couldn't resolve, which went on for 12 months. We are hoping for the right resolution from USAR. Sending 2 more ppl to colorado to be certified as World Rugby course certified, which is tough. Pass rate is less than 50%.

We need to develop a pathway between players who don't want to play after college. There is a road to better rugby in IL. We want to keep working with everyone in the room. Remember to Give Feedback - link is on the website located under "resources."

- **LincolnLand Ref Society Report** (not available today)
- **Special Initiatives**
 - *Medical Officer Presentation by John Honcharuk with Q&A for membership on Concussion management.* It should not happen that a player is taken out of a game for assessment and then returned to play with an injury. In Canada it is a requirement to take an online module to be able to play. In the US there are state law requirements for schools and parks and also World Rugby requirements and we need to get everyone on the same page. Encourages RI to get on board with the use of an injury reporting platform like Injure Free.
 - Protecting players and limiting liability with Injure Free (*Anne Schwaab, Kevin Morris, Achieve Ortho, and Chris Brown, Injure Free*)
 - [Sample documents and call-in](#) for review from Injure Free
 - Feedback re Spring Injure Free trial from Kevin Morris - trainer representing the Chiefs who participated in the trial. Reporting was simple to utilize by entering basic description of how the injury occurred. No diagnosis is given. Easily accomplished from the sideline during or just after the match.
 - Presentation via WebEx by Chris Brown of Injure Free. Copy of slides is included with meeting Drop Box materials.

Discussed that Rugby Illinois needs to make our injury reporting consistent and meeting a proper standard. RI should provide and pay for the mechanism for coaches to utilize. Will be customizable based on the types of injuries we want to see reported as an organization and how simple or detailed we want the form. Can upload park and school forms so they are more accessible. Q&A with Injure Free on how their platform works and how we can use this tool to mitigate risk and make it easier for coaches to ensure injured players do not return to play too soon. It is time well spent to keep our players healthy.

- **Rookie Rugby Initiative** (*Janet Kean*)

Rookie Rugby is about sustainable growth. You are planting the seeds to the tree you may never sit under. We have to think long term.

Anything you can do to get younger people involved is important. That is a way you can start to implement RR. Start sharing the load with your MS teams. Start thinking about sharing the workload. What can RI do? This Fall we hope to initiate more of the come and play days. Janet is here to help and has time to come and help in your communities. Willing to come out and help you run a program. Can work with kids or with teachers in school districts.

If you want to start a RR team, Janet can do a coach to coach program, using a week to week curriculum. Look at rookierugby.com for plans that are already prepared to take to your park or school. We are all here to grow rugby.

- ***Sponsorship and Partnership Opportunities (John Walker)***

Has ongoing talks with the Marines, Mark Griffin (Play Rugby USA and USA Rugby Rookie Rugby) and UL to keep those opportunities going.

AJ Gallagher has signed a deal with Premiership. At some point there will be USAR and internationals here but also the premiership games coming to Chicago where they are headquartered. Met with AEG at same time as Dan Lyle. Those meetings are continuing but will be on their time frame.

Wintrust - they have to give money out to worthy causes. (Community Reinvestment Act) They have a marketing deck from us and would like to talk. Last contact was last week. Feels that 5/3 is doing nothing for us. If we would consider moving our account to Wintrust they will work with us. It increases our chances of getting overall sponsorship.

- ***Rugby Weekend (John Walker)***

USAR will be doing a gala Friday or Thursday before the game. They are willing to have RI partner with them. We will get some proceeds by the end. If we are a part of that and work during and after the event we would like to see 25 - 30k come to RI. The door is open.

Other contacts and work in progress will be sent through Rochelle.

National Team sponsorship committee is gearing up. No guarantee on how early we will receive information from USAR, as in the past communication has been light and late.

Ball Runners (Janet Kean) will email everyone about ball runners again. She would like to get a girls crew and boys crew. Wants 16 ball runners. There will be 2 selection days: one at Blaze and one at Lions on 15th and 22nd of September. Last time she did not receive a good response.. You may nominate 2 kids per team and must fill out an application form. She will open up and ask for more if not enough received. To qualify: High school kids who have at least 3 years of playing experience may apply so they know what they are doing).

- ***Competition Structure (John Chevalier)***

There is a 13 page memo posted in the AGM Dropbox folder that everyone can review. The original memo was just over 1 page but there was lot of feedback generated and you can see it all in the memo. This came about as a result of comments and discussion shared at the last AGM in December 2017. There were concerns about how the boys divisions should be structured and how some things should change. Chevy volunteered to put together a subcommittee of the Competitions Committee to evaluate the concerns. We concluded that the D1 D2 D3 structure makes sense and mostly works where new clubs come in at D3 and progress up through the divisions but there are times when teams still struggle, such as after a change in leadership, and a club needs to move down.

For 2019, we are not done working on it, but the conclusion is that the divisions stay the same but we further clarify the recommendations (versus requirements because there

are always going to be exceptions) for a club to participate in those divisions. Some of the issues and challenges we have are when a team doesn't end up with the numbers they expected or when a decision is made at the last minute. Therefore, one thing we are implementing is setting out time frames and deadlines for when you need to commit to a division and let us know what you are doing. Take those deadlines and plan your lead time accordingly to get your numbers together and parents meeting done. A good cross section of clubs and coaches volunteered information and input.

Also, if we dedicate coaches and players times to developing relationships with football programs and spending time on getting more of the community involved then we can also solve a lot of the problems we face at the high school level.

- **Old Business**

- Closing the loop on Proposed Corporate Restructuring changes discussed in prior AGMs:
 - Originally the EC thought we should first focus on getting a board of directors in place and then look to start hiring people. But we have changed direction a little bit and decided, after consulting with USAR and looking at what some other SROs are doing, that we should put an Executive Director in place first and then through a Nominating Committee spend some time to identify people, other than just the same coaches who are already involved, such as rugby alums who are community leaders and can make an impact or have some real connections and can help us raise real capital.
 - With the budget passed in December, membership agreed that we should use funds to hire an Executive Director first. Rochelle is going to help take on some of the EC workload, work on fundraising, and advise on some of the governance changes we want to make.
 - The focus now in the next year is to separate out a true board of directors who has ultimate oversight and is focused on the legal and financial. Our existing EC is the current board but we are charged with all of the day to day work and end up without enough time to spend time on our strategic plan.
 - Discussion and Questions regarding proposed amendments:

What is role of nominating committee and how will that affect taking

nominations from the floor? Anne Schwaab: The Nominating Committee puts together a slate of candidates in advance. The only way floor nominations would be taken away would be if the EC amended our elections procedure. The bylaws provide that the leadership is elected by the membership. It is the EC who put in place the internal process for handling elections, which allows for noms from the floor. This practice has been in place mostly out of necessity in times when no one steps up in advance to take on an office and we want to fill it during voting at the AGM.

What is the reason for raising the dues? John Walker: The reasoning is because there is already so much going on that we need to have more income. We have not raised dues in a while. The fact is if we are going to continue to grow and continue to pay people to go out and attend youth visits, we have to bring in

more operating income. We need coach training and other training and for Rugby Illinois to respond to those needs it takes money. Mary Ann also explained how some of the costs for putting on coaches certifications fall on us. Anne also reminds membership that we have started a community fund policy line item in our budget for clubs to request reimbursement for expenses they need assistance on up to limit. Line item is \$2500 per year set aside with \$500 available per club, on a matching basis. We want to continue to be able to set aside money for assistance like this.

What kind of Board of Directors is this going to be - managing or fundraising ?

Anne Schwaab: We haven't discussed yet if there will be any mandatory capital contribution from this board of directors. There is a lot of work to be done on the bylaws overall and our first step is to put in place the bare minimum to move forward. We have to provide that we will have a Board that delegates to the EC the day to day matters. There is a variable number. Membership will still elect between 3 and 15 directors. One of first tasks will be for Nominating Committee to work with EC and determine a timeline and process for getting Board candidates identified and type of candidates we are looking for. John Walker: Idea also can be that we would require our Directors to give or get, such as \$5000 per Director on their own or through a sponsor. Rugby Indiana for example did not at first require that and is moving to the give or get concept.

Rochelle: You want to get some of the work done first, creating your goals and clear objectives and then you can have the focused conversation with Board Candidates or approaching business leaders regarding what you want, after we have established that mission and clear goals.

Timeline for the new board? Anne Schwaab: Two scenarios really if the bylaws amendments are passed today: One - that nominating committee would be able to present a slate in December for a vote; but, more realistically, these elections would not take place until next summer and the slate would be presented some time in advance for evaluation by the membership before the Summer AGM.

- **12:00 New Business**

- **Proposed Bylaws Amendments and other propositions are stated in full below, as they were presented to membership for a vote. Anne Schwaab read the proposals before calling for a vote and clarified questions on how the nominating committee would work and the practical results of the voting outcome. Votes were collected on paper ballots, giving one vote per club.**

- Whereas, the Executive Committee deems it to be in the best interests of Rugby Illinois (RI) for the membership to approve the creation of a true RI Board of Directors, to focus on funding and strategic planning for RI and to facilitate the efficient operation of the Rugby Illinois Executive Committee with clear direction and strategy and with the assistance of standing and special committees who will, together with the Executive Committee, retain the day to day duties delegated by the Board;
- It is Proposed: That the RI Bylaws be amended to create a new Article 4 that provides for a Board of Directors (Board), separate and apart from the Executive Committee, charged with financial oversight, fundraising, and strategic planning

to execute RI's mission, and delegating the day to day operations of RI to the Executive Committee, which will be comprised of the Officers of RI (as defined by the Bylaws), committee chairs, and the Executive Director as a nonvoting member.

- Article 4 will further provide that the Board will include the President, Secretary and Treasurer, per the minimum board size allowable under Illinois Law, and will not exceed 15 in number.
 - Article 4 will further provide that until such Board is elected by membership, the current Executive Committee will continue to function as the board of directors of RI.
 - Article 4 will further provide that a Nominating Committee, including representation of five (5) member coaches and not to exceed four (4) others appointed by the Executive Committee, will be charged with annually presenting to membership, for their advance consideration and vote at a meeting, a slate of candidates who are qualified to be the future leaders of Rugby Illinois as officers, directors, committee chairs, representatives and award recipients. The Nominating Committee may present as many candidates as they feel are best qualified for any office, position, or award.
- In addition to the above proposed bylaws amendment, the Executive Committee, with the guidance of the Executive Director, will populate a Governance Committee to review and propose further bylaws amendments in line with this organization's growth. Upon successful implementation of the Board, the Board and EC may meet less often, such as quarterly, with committees meeting monthly on their delegated tasks.
 - **Membership Dues**
 - Whereas, the Executive Committee finds it would be in the best interests of RI for the membership to approve a dues increase to keep up with the cost of doing business in the Chicagoland area, as supported by the findings of the Treasurer,
 - It is Proposed: to increase membership dues by \$5 per registration, effective for the next membership cycle (beginning August 2018).
- **Officer Elections were taken via paper ballots provided at check-in.**
 - [Elections Procedure of RI](#) was followed. Executive Director Rochelle Jerry and Mary Ann Daniluk, uncontested incumbent Compliance Officer, acted as independent elections commissioners.
 - Each candidate was permitted to make a statement on their own behalf to the membership. Candidates for each office then left the room while the body discussed the candidates. One vote per club was taken for each office before moving on to the next office.
 - Results of elections were still being tallied as of meeting adjournment, as unlimited time was allowed to discuss candidates for each office before ballots were collected.
 - **Announcements from Membership**
 - Cobras will be having another Golf Tournament Fundraiser this year September 22 in New Lenox. Please look for details coming by email.
 - Tornadoes will have summer camp dates posted.

- **Meeting adjourned at approximately 2:10 pm. Members departed on their own as ballots were collected.**

Voting Results: Dues Increase and Bylaws amendments were tallied by Secretary, Anne Schwaab. All amendments passed with between a 92 - 93% approval, satisfying the 2/3 majority requirement of the bylaws. Dues increase passed with a 75% approval.

Officer Election Results were tallied by Executive Director Rochelle Jerry and Compliance Officer Mary Ann Daniluk. Results of the election are as follows:

President
Elliot Hershik

VP Competitions
Marques Plummer

VP Marketing
Stephanie Esposito

VP Development - Robert Davies (resigned as of August 25, 2018)

Treasurer - No candidate received the required majority of votes from membership at the meeting, and the position remained open until filled by vote of EC on August 20, 2018. EC appointed Charlie Jacobson because he received the simple majority of votes from among the three candidates during elections.

Secretary
Anne Schwaab

Compliance Officer
Mary Ann Daniluk

HS Boys Division 1 Coordinator
Eric Bangeman

HS Boys Division 2 Coordinator
Mike Size

HS Boys Division 3 Coordinator
Mike McCarthy

MS Coordinator
John Chevalier

HS Girls Division Coordinator
Amy McCormick

Disciplinarian
Pascal O'Reilly

Nominating Committee: Paul Bergman, Thys Wallace, Rocky Dellamano, Elliot Hershik (Elected

President as well; and, if he chooses not to accept the Nominating Committee Position, the Executive Committee will appoint to fill the position.)