

**America East Conference
Executive Committee
June 5, 2019
10:30 to 12 p.m.**

AGENDA

Saratoga Hilton
Alabama Meeting Room

**Note: All supplements except the minutes will be shared during the meeting*

1. Welcome.
2. Review minutes from May 13 conference call. (Supplement)

Anticipated action: Approve minutes from May 13 call.

3. Budget review.
 - a. FY20 budget.
 - b. Financial forecast.
 - c. Institutional obligations document.
 - d. Future areas of discussion.
4. Officiating structure review.
5. Conference leadership rotation.
 - a. Appoint new at-large AD position.
6. Summer meeting 2020 location.
7. Preview select Administration Group agenda items.
8. Other business.
9. Adjournment.

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**America East Conference
Executive Committee
May 13, 2019**

MINUTES

Participants:

Tim Hall – UMBC, chair

Sandra Niedergall – UMass Lowell

Heather Barber – New Hampshire

Marty Scarano – New Hampshire

Shawn Heilbron – Stony Brook

Jeff Schulman – Vermont

Kate Bergstrom, Matt Bourque, Chad Dwyer, Amy Huchthausen, Sean Tainsh – America East

1. Review minutes from previous call. The committee reviewed the minutes from its February 19 conference call.

EC ACTION: The minutes were approved as written. (Support – 6, Oppose – 0, Abstain – 0)

2. Review key budget recommendations. The conference staff presented several key elements of its preliminary FY20 budget to reduce or eliminate operating expenses given the forecasted stress in upcoming years. In particular, the staff shared certain internal operating expense reductions it had built into the FY20 budget such as elimination of gifts and sponsorships and reductions in the following areas: championships staff travel by 12.5%, championships signage by 20%, championships gifts by 23.8%, general staff travel by 6.3% and subscriptions by 33.3%. Additionally, the staff presented the committee two broadcast/streaming-related recommendations that would yield a 27.7% reduction in expenses through the elimination of reimbursement for the final game(s) of select championships hosted on campus and the reduction of men's soccer as a priority broadcast. Part of the staff rationale for these two recommendations included the increased ESPN distribution to the membership in FY20, which was part of the original projections that assumed campus capabilities would be enhanced by the fourth year (2019-20) of the agreement.

Further, the conference staff presented a third recommendation regarding a reallocation of the drug education grant (total of \$16,200) that is a component of the NCAA conference grant. As the conference's health and safety initiative has grown over the years, the programming and services provided by the conference satisfies the intended purpose of this NCAA grant. It was noted that membership use of the grant over the last five years was nominal, which also supported the reallocation of these funds for the student-athlete engagement budget.

Finally, the conference provided a report on officiating expenses as a follow-up from the 2017-18 Budget Review Working Group. Over the past year, the conference staff has engaged in a comprehensive reorganization and evaluation of officiating costs and is now better positioned to understand the revenue and expenses related to officiating in all sports. Specifically, the conference has grouped expenses into administrative costs (officiating coordinator and technology) and championship officials costs (game fee and travel), while revenue is solely tied to officiating bureau dues collected from the membership on an annual basis. After an analysis of the information, the conference staff recommended a \$250 per sport increase in bureau dues for FY20 and establishing increases on a three-year cycle thereafter. This FY20 increase would result in revenue covering 50% of administrative costs (from 36%) and 24% of overall costs (administrative and championship officials) from 18%.

The committee noted its endorsement of the four recommendations outlined above and directed the staff to present a final FY20 budget in June accordingly.

3. Working group updates. The conference provided a brief update on the Academic Unit Working Group's final recommendation that will be presented to the Board of Presidents for a vote in June which specifies that each earning institution should receive 100% of the earned value of the unit each year, subject to final approval by the Board of Presidents at its annual June meeting. It was noted the distribution of these funds from the NCAA would occur in June so the conference would not hold these funds for any period of time prior to distribution post-Board meeting.

Additionally, the committee was informed that the Men's Basketball Working Group would hold its final call the following week and it is expected that it would present a series of concepts for discussion at the June meetings.

4. Summer meeting preview. The committee received a preview of key action items at the summer meeting next month including the two working group reports, Health and Safety Committee policy recommendations, governance structure bylaw modifications and editorial revisions, championships matters such as the 2020 baseball and softball site determinations and the future of championship banquets and basketball playoff facility requirements along with several guest presenters.
5. Adjournment. The call was adjourned at approximately 11:35 a.m.

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