

## IEBU/SBU Board Meeting Minutes

Sunday, March 28, 2025

Teale Residence

**3:30 Gathering, snacks and socialization**

**4:00 Call to Order (Kevin W.)**

### **Hopefully Attending:**

Kevin Wellington  
Clark Cosby  
Gary Teale  
Matt Miethe  
Frank Wintersteen  
Bob Francis  
Larry Randall

### **Unable to Attend**

Kevin Gawenit  
Rich Hobson

### **Approval of Board meeting minutes for February 23, 2025, and March 6, 2025**

02/23/25: Moved and seconded, approved unanimously

03/06/25: Moved and seconded, approved unanimously

### **Assigner's Report (Bob Francis)**

- So far we have been able to cover all games, by the start of Junior High and SIYB games we will begin to assign games solo, or have some games unfilled.
- Junior High games will begin April 3rd
- SIYB games will begin April 14th
- SIYB will have games primarily at Merkel and Franklin, 6:30 starts on lit fields, 6:00 on unlit fields

### **Agenda Items:**

- **Records Retention Policy and Process: All records kept in electronic and hard copy formats**
  - Evaluations-2 years
  - Accept by dates missed-1 year
  - Meeting Attendance Logs – 1 year
  - Disciplinary files-5 years
  - MSA's until renewed
  - Meeting Minutes-website 3 years
  - Financial Reports-7years
  - Post-Season Selections-2 years
- **Alignment of Tiers/Rankings with Evaluation Ratings**
  - New alignment approved: 1=exemplary-> 4=Needs immediate correction
  - Gary will revise the evaluation form on the website and the rubrics on the explanation sheet/website.

➤ **Reviewing evaluation procedures/steps:**

- Umpires encouraged to request an evaluation
- Umpires request an evaluation from Bob
- Bob assigns an evaluator to umpire's game
- Evaluator receives game assignment via Arbiter/Accept or decline
- Evaluator contacts the umpire 24 hours prior to the game
- Evaluator attends pre-game meeting with umpire(s)
- Evaluator observes game/records observations
- Evaluator attends post-game and provides feedback
- Evaluator files evaluation report within 48 hours via SBU Website
- Completed evaluation sent to umpire, assignor, lead evaluator, evaluator by SBU Secretary
- Umpire encouraged to complete post-evaluation survey
- Post-evaluation survey (if done) forwarded to lead evaluator and evaluator
- Evaluation maintained in electronic and hard-copy form for 2 years

➤ **Jamborees/Suggestions for Improvements:**

- Better communications and regarding purpose and expectations
- Chance for trainers and evaluators to watch and advocate for advancement
- Jamborees should be supportive of new umpires and give veterans a chance to knock the rust off.
- Good pre-game orientation (professionalism, uniform check, etc.) will be helpful.
- Opportunity for evaluators to check their inter-rater reliability.

➤ **Pre-Game Checklist:** Send to Bob to put on lists-> forms and on the SBU website.

➤ **Game-One polo shirts/jackets: Suggestions from Kevin W.**

- Polo shirt given to 10 year veterans
- Jacket given to 20 year veterans
- Polo shirts for post-season playoff umpires
- Shirts & jackets available through SBU for purchase.

➤ **KK Pins:** Send out an email suggesting people wear them. Available from Kevin Wellington or EZ Rosadavelasquez.

**Agenda Items for next meeting:**

- Committee meeting for state playoff selections

**5:30 Adjourn**