

Policy plan U.S.B.F.

Association year 2024 - 2025



USBF

Issue: September 2024

Table of Contents

1) Introduction	3
1.1 Board Composition	4
1.2 General Data	4
2) Policy objectives	5
2.1 General values of U.S.B.F.	5
3) Current unchanged policies	7
3.1 Introduction of new members	7
3.2 Introduction and team formation tournaments	7
3.3 Introduction activity	7
3.4 Committees	7
3.5 Fruit basket	8
3.6 Graduate outflow	8
4) Policy changes:.....	8
4.1 Sports evening.....	8
4.2 Monthly drinks.....	10
4.3 Member appreciation	10
4.4 Reffig	12
4.5 Trainings.....	13
4.6 Activities	14
4.7 U.S.B.F. visibility.....	15
4.8 Internal communication.....	17
4.9 Ideas box	18
4.10 Confidants.....	19
4.11 Team bonding.....	19
4.12 Board recruitment	19
5) Annual Planning	20
6) Structure	21
6.1 Composition of the board	21
6.2 Tasks and powers of management	21
6.3 Committees	24
7) Budget 2024 - 2025.....	27

1) Introduction

In front of you is the policy plan drawn up by the 32nd board of the Utrecht Student Basketball Federation (hereinafter referred to as U.S.B.F.). This policy plan focuses on the policies of the association in the association year 2024-2025. The implemented processes and plans started by previous boards are evaluated and will be continued or further expanded. The execution of this and the implementation of new plans will take place throughout the course of this year.

The policy plan is divided into two sections. These are unchanged policies, which have been introduced by previous boards, and changed policies, which are either old policies with minor amendments or entirely new policies. The titles of paragraphs containing changed policies are underlined to show that this part of U.S.B.F. policy is planned to be changed in this year.

In addition to the elaborated policy objectives, this policy plan also contains the composition of the board, general information, central values of the association and the description of the various committees that U.S.B.F. will have in the coming year. The budget for the coming year will be presented at the General Members Meeting (GMM) and can also be requested by members from the treasurer.

On behalf of the 32nd board of the U.S.B.F.,

Floris Enthoven

Chair board 2024 – 2025

1.1 Board Composition

Floris Enthoven	Chair
Anastasia Mania	Secretary
Eloy Stikker	Treasurer
Giorgio Momigliano	Vice-chair
Aaron Moreno	Game Secretary
Isabella Kytöharju	Commissioner PR

1.2 General Data

Name association:	Utrechtse Studenten Basketbal Federatie
Address details:	Uppsalalaan 3, 3584 CT Utrecht
Email:	Info@usbf.nl
Website:	www.usbf.nl
Facebook:	https://www.facebook.com/NLUSBF/
Instagram:	usbf._
Chamber of Commerce:	40482516
IBAN account number:	NL81 BUNQ 2068 7172 Bank
name:	Bunq
Date of establishment:	15 December 1992

2) Policy objectives

In this chapter the general values of U.S.B.F as well as our goals for this coming year are presented. These are partitioned into main and continued goals. The continued goals include efforts from previous years that will be continued this year in (almost) the same form as they were implemented by previous boards. The main goals consist of new objectives and adjustments to plans from previous years with new inspirations. In addition, general overarching values of the association are described in this chapter.

2.1 *General values of U.S.B.F.*

At U.S.B.F. there are a number of intrinsic values that are not often explicitly mentioned, but rely more on a feeling and the general atmosphere. The goal is to protect and propagate these values. In order to consciously apply these values in the association, the values of U.S.B.F. are outlined in this chapter.

2.1.1 Openness

Within U.S.B.F. we have an open culture. This means we are open to everyone and every kind of person is welcome to our group. On top of this, as an association and board, we are open to new ideas and other cultures. Good communication is important for openness. We facilitate this on the one hand by communicating clearly, in a timely manner, and via various channels to the members, and on the other hand by always being open to input, feedback and new ideas.

2.1.2 Togetherness

For us, togetherness means that we try to form one large group. Everyone who wants to can belong to the group and is actively included. This comes directly from the association itself. As a new member, you only have to be there or want to be there and you will almost automatically be included in the group called U.S.B.F. As a result, no member is excluded.

1.1.1 Security

Everyone should feel safe within U.S.B.F: safe to be yourself and to express yourself. This sense of security is crucial for a subset of other values. For example, without security, togetherness is impossible and openness is hollow. Every member must be able to feel safe with U.S.B.F. regardless of personality, gender, appearance or any other internal or external characteristics.

1.1.2 Non Compulsory

Within U.S.B.F., every member has a large degree of freedom. It is of course the intention that each team can continue to play, but the culture at U.S.B.F. also gives players the option not to join for every single game, training or event. It is always appreciated when members come to activities, but the choice for this always lies with the member itself and there will be no external pressure on members to 'be there'. This does go hand in hand with a bit of responsibility and trust, mainly at the team level.

1.1.3 Progressiveness

Every year at U.S.B.F. we strive for a bit of progress, both in the association and on the field. We think it is important that our members and the association move forward. For example, by following training courses, members can make progress on the field. By playing in a team, being a member of a committee or simply being involved in the association, members can also develop other skills. It is up to the member to embrace these opportunities, but these possibilities are facilitated.

3) Current unchanged policies

3.1 Introduction of new members

A new member joining the U.S.B.F. will come across more difficulties compared to old members. They generally do not have pre-existing social circles and do not yet know the workings of the association. As a result, it may take a while before they become accustomed to the association and are able to enjoy U.S.B.F. to the fullest. In order to speed up this process a number of events are scheduled to allow them to come into contact with the workings of the association and its members.

3.2 Introduction and team formation tournaments

The introduction tournament is scheduled on the first Monday of the year and provides new members a non-committal tournament where they can find out if the association is something for them. They come into contact with many people from the association and experience its atmosphere. As a result they have a better knowledge of what to expect from the year and whether or not they want to join U.S.B.F. The week after a team formation tournament allows the members to set up their teams and prepares them for the upcoming seasons.

3.3 Introduction activity

Many previous boards have juggled with the idea of setting up an additional social introduction activity. Such an activity can greatly improve the introduction, as it allows members to come into contact with more of the social atmosphere of the association. To this end, the previous board has organised an introduction activity, which is expected to greatly increase the interest of new members in the association. We aim to host a similar event in the coming year, in order to retain this annual introductory activity. The goal of the activity is to enable bonding between the new members, but also cause these to mingle with old members by allowing these old members to join later on

3.4 Committees

U.S.B.F has multiple committees that contribute greatly to the association and make fun ideas reality. The committees increase the involvement of the members in the association, as well as provide fun activities and other purposes for the association. Members can sign up for the committees during sign-ups and throughout the year. A constant goal is to increase the number of sign-ups for committees, while retaining old members which bring their experience. This has been previously pursued by setting up

more official methods of application and increasing the number of promotional posts.

3.5 *Fruit basket*

A monthly basket of fruit is sponsored by the board. This will be distributed by the board on a fixed day (first Monday of the month) on the court. The purpose of this is to provide members with a healthy snack and socialize with everyone. A fruit basket can reach relatively many people for only a small cost. If members come to score a fruit, the board will encourage them to join the so-called third round. This has worked out very well in previous years, and we would therefore like to continue offering this. The treasurer has made more room for the fruit basket in the budget for this year (for more information, see the budget).

3.6 *Graduate outflow*

U.S.B.F is an association that many members have trouble saying goodbye to. As amazing as our association is, all good things must come to an end. The association remains a student association and as a result, its members will have to move on eventually. When this happens we would like to remain connected to these members, as well as provide them with the best non-student basketball experience possible. There are efforts underway by old members to kickstart an alumni basketball association, one that embodies our relaxed atmosphere and mixed internal competition. The association, which is named Basketbal Voor Ons (B.V.O.), will debut this year and we will attempt to aid them in any way we can in order to allow and guide outflow of our old members.

4) Policy changes:

4.1 *Sports evening*

The sports evening is the main evening of U.S.B.F. Each Monday teams will play matches in the internal competition and can stay for drinks in the Olympos canteen afterwards if they wish to.

4.1.1 Playing levels

A few years ago, four playing levels were introduced for the sports evening. These are low, mid, high and top. All players are divided into these four playing levels based upon their own skill level and preference. Low members do not partake in the internal competition, instead focusing on training, whilst the other levels all play in the internal competition. This division of four playing levels has provided pools of desirable sizes.

Players in the internal competition can play against opponents of relatively the same skill level, whilst still having a sufficiently large pool not to constantly play against the same opponent. For this reason we will keep the current playing levels as they currently are.

One change we will make is that the number of teams per playing level is going to be equalised. Currently the top pool holds fewer teams, namely four rather than six. This separation of the top pool leads to the pool feeling different and 'too serious' compared to the other pools. Even though mid teams almost always wish to promote to high, high teams seldom wish to promote to top. We will therefore add two more teams to top, so that it will have the same treatment as the other pools and longer be the odd one out. We hope this policy will break the stigma of the top pool being different and unreachable for high teams, and instead make it a noble goal for a team to strive towards.

4.1.2 Playing seasons

Previous years have seen the introduction of three playing seasons of approximately ten Mondays each. We have found that this is a good length for each season, as it is long enough to properly establish distinguishable team rankings, while being short enough that the competition doesn't drag on while everyone already knows who the winner is. We will therefore keep these seasons as they are.

4.1.3 MVP's/most sportsmanlike players

We want to increase the involvement of U.S.B.F. members with the association. To this end, we will introduce MVP's or 'most sportsmanlike players' of matches. This will be done for the games we make a highlights' story. In most cases only one award will be handed out and it is up to the discretion of the involved board member if this will be an MVP or 'most sportsmanlike player' award. Who gets the title can be determined in a number of ways, such as by taking into account the opinions of bystanders, or by asking both teams to establish who of the opposing team deserves it. As a reward for getting the title the person will be acclaimed in the highlight reel. Hopefully this will make people feel more involved in the matches as they can not only have a vote in who gets awarded, but will also occasionally see their friends, acquaintances and rivals from other teams being given the spotlight.

4.1.4 Players of the season

Besides titles being awarded to good players of games, we also wish to introduce 'players of the season'. These are players who have shown particular skill or good basketball qualities. In order to establish who these players are, the board will keep an eye out themselves and ask team captains who they believe are most deserving of the title. The players of the season will be announced on Instagram.

4.2 Monthly drinks

The monthly drinks activity is an activity which is organised by the board approximately every month. It is meant as a fun evening where all members can come for drinks, mingle and see one another outside of the basketball courts. The monthly drinks activity is mainly planned in months where there are few other U.S.B.F. activities, so as to ensure members always have U.S.B.F. activities they can go to. In previous years the monthly drinks activity has always taken place at café Domkop, however due to some poor recent experiences with the location we have actively begun looking for alternative locations. We are getting in contact with Café de Beuntjes to see if they are able to provide us with some of the same benefits previously granted by Domkop. If these negotiations prove fruitful, we will change the monthly drinks location to this café.

4.3 Member appreciation

In order to stimulate members to become more active, as well as reward active members, appreciation events are scheduled. U.S.B.F is dependent on those members who contribute actively to a good atmosphere as well as fun activities. Without active members U.S.B.F. would not be the fun active association that we know today. Apart from committee members, trainers and referees are also crucial to keep the association running. We therefore wish to show our gratitude to these members and hope they keep up their good work, whilst incentivizing others to do the same.

4.3.1 Committee members

Active committee members allow the committees to function and, as a result, make U.S.B.F a much more fun place. In the past, committee members have been given special attention by providing them with U.S.B.F drinking bottles, Christmas cards as well as a special borrel. A beer pong battle was set up between the committees in the previous year. In order to properly appreciate these members we aim to hold a similar

event as well, which will be exclusively for them and other active members.

4.3.2 Trainers

Trainers provide the trainings for members of the association of all levels, allowing them to hone their basketball skills and giving them feelings of progress as they become better at the game. In order to stimulate members to become trainers, they have previously been provided gifts at the end of the year, which is a tradition which we aim to keep. Alternatively, we might allow them to join the activity for active committee members.

4.3.3 Referees

Refereeing is the only element of U.S.B.F. which has a compulsory nature. Regardless of whether or not teams show up for their own game, they will have to provide members for reffing the next game. As a result, special appreciation should go to those people who go out of their way to ref other people's games, especially when they are filling in for other members who failed to show up. It has been difficult to properly identify which people were reffing a lot in previous years, which has resulted in these people not being appreciated as much as they should. Therefore we will see if we can find methods for recognising the people reffing a lot, for example through asking team captains. After which we can publish a list of the people reffing the most and properly spotlighting them.

4.3.4 General

All of our members give some contribution to our association, whether it be by playing in the sports evening, by staying for drinks afterwards, or by literally paying their contribution. We therefore feel everyone deserves something in return for their help in making our association what it is today. Additionally, we wish to give members something tangible to remember our association by. We have therefore allocated some of our budget this year for general member appreciation gifts, which will be distributed at some point during the year.

4.3.5 Members of the season

There are some people among the association who pay tremendous contributions towards its events, its energy and its general positive atmosphere. In previous years there have been some instances where these types of members were awarded with titles such as 'member of the month'. After obtaining such a title, the member was lauded on the socials so they could deservedly feel good about themselves, as well as

set an example for other U.S.B.F members. These initiatives have to the best of our knowledge not been repeated during the year and only came along incidentally, before fading into the background. Our plan for this year will therefore be to announce 'members of the season' at the end of each season, from the start of the year until the end. Some of the qualifications which allow someone to be nominated for member of the season are their contributions to the association in both time, effort and vibe.

4.4 Refing

A recurring issue in the association is the lack of good referees during matches, leading to harsher games and irritation among the members. This is a natural result of the non-compulsory nature of the association, which allows everyone to participate regardless of their skills. A constant goal of boards has therefore been to improve the quality of refing. As a result a number of policies to tackle this issue in a non-compulsory manner have been set up.

4.4.1 Referee course(s)

Furthermore, we intend to arrange a refereeing course. This initiative, which has been successfully done in previous years, has gotten a positive response. The primary objective of this course is to instruct members in the art of refereeing, thereby providing additional assistance to those who may find it challenging. Last year this course was provided by a referee from the Nederlandse Basketball Bond (the national Dutch basketball association). We will see if this is still an option, or otherwise look among our own ranks for possible refing trainers. If the first initiative is successful, it might be repeated at other moments during the year so that more members are able to attend.

4.4.2 Online material

In order to increase qualities of referees, multiple boards have attempted to set up online material for members to follow in their own time. Such as videos explaining fouls and quizzes so people can test themselves and find holes in their knowledge. Some of this material has already been made and we will aim to upload this to the website. Any particularly good material we will also post on Instagram, so that even people who do not visit the site can come into contact with it.

4.5 Trainings

4.5.1 Low training

Low training takes place every week to give players who are new to basketball a method for honing their skills in a fun way. Efforts were made in previous years to improve this training and bring more structure to it. It is important that trainers are observant enough of the level of the low players that they can properly think up trainings, and flexible enough that they can tune the difficulty of the trainings.

In the previous year the low training was allotted two hours in order for them to have one hour of training and one hour of a non-mandatory pick-up game. In order to make space for two additional top teams, we will remove this second hour of pick-ups in order for another match to take place in the sports evening. As a replacement the low teams will have an additional one hour timeslot for pick-ups for approximately half a year. This is because U.S.B.F. gains one hour of access to two more courts for five months, one of which will be utilised for extending low trainings. The only months without low pick-up games will be November-March, when these extra courts are used by the hockey association.

4.5.2 Mid skill drill

In order to ensure that members of the mid-level can improve their basketball skills as well, the Mid Skill Drill was introduced a few years ago. Its core concept has remained largely unchanged since its introduction. Training sessions are scheduled for the first Monday of each month, exclusively catering to players from the mid and high levels. The weekend before the training serves as the registration window, with a maximum capacity of 20 players. This arrangement ensures that trainers have a clear understanding of expected attendance, allowing for manageable and effective training sessions.

4.5.3 Team tactics training

The introduction of Team Tactics training was initiated by the board a few years ago, and we plan to implement it this year as well. This training is entirely voluntary and serves as a valuable platform for teams to have strategic discussions and rehearse plays that can be applied during real competitions. It also offers players an opportunity to provide feedback or seek advice from their teammates. Our aspiration is that the incorporation of Team Tactics Training will lead to more structured and deliberate gameplay, ultimately improving the overall enjoyment of the sport.

4.5.4 Additional skill drills

One half of the year from November onwards U.S.B.F. has access to two additional courts in the 18:00 timeslot, one of which will be used for extending low trainings. We aim to use the other court to set up additional skill drills. The level and goal of these skill drills will vary from basic skills to intermediate and advanced skills. These will be clearly announced over WhatsApp so that members in the groupchat know what to expect before arriving will not be unnecessarily disappointed.

4.6 Activities

4.6.1 U.S.B.F. week

In order to provide the members with a fun multiple-day event, the U.S.B.F. skitrip has been set up in previous years. This skitrip was fun but featured a number of issues, such as the group as a whole splitting up for most of the day and the trip being quite costly. At the same time we recognise that a skitrip is fun as it features whole day ski-activities which the members can freely partake in. For this reason this board will assess the possibility of providing a different type of trip, such as a week-vacation to Southern Europe, with activities scheduled as well. This will be cheaper as well as allowing more cohesion within the travelling group, as a result the event will possibly be more accessible and more of a bonding experience.

4.6.2 U.S.B.F. camp

The U.S.B.F. camp is one of the main activities of the year, overall being seen as an incredibly fun activity which brings all its participants closer together. The camp is generally scheduled at the end of the year, around April and May. The only issue with the camp which has been noticed is that it has at times taken place in a weekend adjacent to the popular MIT basketball weekend, causing this to be an exhausting period for some members. We have therefore positioned the weekend on the 2nd-5th of May, which is multiple weeks removed from the MIT.

4.6.3 Tournaments and special games

In a general sense, members mostly associate with people from the same level. In order to increase the integration between members from different levels, tournaments are planned by the TourCie. In the last few years, there have been several types of special games throughout the season, such as the All-star Game and the King's Night Night Tournament. These are games that are played outside of the standard teams and thus give members a chance to get to know people from other teams. These games take

place several times during the year. We will continue setting up these tournaments as in previous years.

In the previous years play-off games were organised at the end of tournaments between seasons. These play-off games between the winner of a lower-level competition and the loser of a higher-level competition provide a fun method of determining which team promotes and demotes. This is a policy which we will definitely keep in place this year.

4.6.4 Batavierenrace

The Batavierenrace is an enormous annual Dutch relay race between student associations. It is one of the most well-known sporting events due to its length, as it starts in Nijmegen and ends in Enschede. It is followed by an incredibly fun festival to provide all athletes with some well-deserved drinks and alleviation. We have birthed a new committee for the organisation of our delegation at the Batavierenrace, named the Batavieren committee, which already has enough enthusiastic members. Although we are very much looking forward to the activity, according to recent news there is a possibility that the Batavierenrace will not take place. We will therefore watch the news carefully for any updates on it and, if it does not go on, we will unfortunately not be able to send a delegation. However if it does take place, we hope our presence there will give our members a fun sporting event to partake in.

4.6.5 Earlier activities

An issue has been found in previous years that U.S.B.F. activities are densely packed around the end of the year. This means a lot of members become passionate about the association around this time, it also has the unwanted side-effect of only making people involved in the association at the end of the year.

As a result, this board will strive to increase the number of events happening at the start of the year. Attempting to make the skitrip and camp be scheduled in earlier weeks than they have been in the past, as well as organising earlier events such as a pub crawl after the first month.

4.7 U.S.B.F. visibility

In the previous year some efforts have been made to increase the visibility of U.S.B.F. outside of the training halls, thereby increasing interest in the association. This year we would like to continue these efforts by offering affordable and good-looking merchandise to our members.

4.7.1 MerchCie

A committee was set up in a previous year to reach this goal, namely the Merchandise committee. The goal of this merchandise is not to earn money, but to increase the group feeling at U.S.B.F. and make members more recognizable to each other off the courts, as well as promote the association to outsiders. The committee is responsible for creating creative and wearable designs. A specific design is advertised to our members with a signup sheet. Once people have signed up, a bulk order can be done, thus hopefully keeping the price down. This committee can also provide team clothing for members who signed up on time. Our partnership with DressMe comes in handy, with discounts for our members on their clothing.

We would like to continue these efforts and include MerchCie members from previous years who are now more experienced in this regard.

4.7.2 Photos and videos

On top of this, photos and videos are taken during the games. These photos and videos will be uploaded to Instagram featuring more basketball-related posts. In the previous year, highlight videos from the games were made on Mondays during the first timeslot. These highlight videos were edited and uploaded to the U.S.B.F. Instagram account. They provided a fun method for members to see their own plays as well as plays from other teams. However, they gave a poor view of the flow of the game, focusing mainly on good offensive and defensive actions. Additionally, they were quite arduous to make and cost the board a lot of time.

This board will not be making the highlight videos the same way as they were made in the previous year. Instead opting for less time-consuming pictures to be uploaded together with a small story showing the flow of the game. These stories will also showcase the MVP's or most sportsmanlike players of the match as mentioned previously. The previous board has provided us with a high-quality camera, which will allow for high quality pictures to accompany the stories.

4.7.3 Multi-association activities

Multi-associational activities increase the visibility of U.S.B.F., as they provide members from other associations with an impression of our association. In previous years the "valentines borrel" was done together with StuDance and this has been a big success.

We will continue these efforts and organize more of these events. We aim to do this by contacting boards of other associations and actively try to promote activity ideas. We are currently looking into the possibility of hosting a boxing gala together with multiple sports associations, but will be thinking of other activities as well.

4.8 *Internal communication*

An essential part of any association is the communication of events and possibilities to its members. Multiple lines of communication are open to the members, such as WhatsApp, the website and Instagram.

4.8.1 WhatsApp

The introduction of the “USBF announcements” WhatsApp group has improved communication by creating a central place with all information while care was simultaneously taken to restrict the number of promotional posts to avoid spamming the members. A QR-code to join this group is shown to all members at the beginning of the year when it is checked if they have paid for contribution, allowing all who wish to join the group. This part of current policy will remain unchanged and we will keep utilising this group sparingly.

4.8.2 U.S.B.F. website

The website is an important part of the visibility of U.S.B.F. for both members and potential new members. It provides (potential) members with nearly all information they need to have such as match schedules, contact information, activities, etc. As most properties of the association are shown on the website, these changes in association policy will require updates to the website to properly update members.

Our main policy regarding the website will therefore be to keep it up to date with the changing association.

4.8.3 Instagram

The 30th board has also made big changes to the looks of the U.S.B.F Instagram page. By using templates, the Instagram page has a more professional look. We would like to keep going in this trend by using similar templates. Moreover, posts about the activities that took place will give people the opportunity to get a good impression of the atmosphere within U.S.B.F. Therefore we will continue to share posts on these activities, while keeping in mind that followers should not be spammed. Besides that we will

include photos and videos of the basketball games.

4.8.4 Noticeboard

The physical promotion of our current activities is generally done through posters, which are hung up at random places throughout the hall. There is no centralised area where members can come in order to view all upcoming events, as well as announcements and general information about the association. We aim to introduce this centralised area in the form of the notice board, upon which we can put any information we wish to share with the association. This can include information about the confidants, the game and house rules, but obviously also promotion for upcoming events. The added benefit of utilising a noticeboard for this purpose is its ease of transport as well as storage in the hall.

4.8.5 Team captains

In order to smoothen communication with teams and not overly spam members, each team has an assigned team captain. Teams determine who this is themselves during the team signup at the team formation night. These captains have a number of responsibilities, such as being the only one to communicate discontent with the referees, making sure each team provides referees for other matches and ensuring all board communication reaches the teams themselves.

An issue has been found in the previous year that not all captains properly communicate important information to their team. We will therefore stress to team captains what their duties are, so that they better understand their role and can carry it out properly.

4.9 Ideas box

We wish to stimulate feedback from the association and obtain new ideas. To this end, the U.S.B.F website has an ideas box where people can anonymously send in ideas for the board and by extension the association to carry out. In order for this ideas box to be successful it needs to be known to members that it exists; however it is currently quite hidden on the website. We will make this ideas box visible on the home page and remind members of its existence in WhatsApp, making it easier for members to send in their own ideas.

4.10 Confidants

It is vital that everyone in the association experiences a safe climate when they are there. Confidants have been assigned in previous years which form safe talking points with 100% confidentiality for any grievance a member wishes to discuss. Currently very few members are aware of these confidants, because they are poorly communicated and are very hidden on the website.

Our policy regarding these confidants will therefore be to announce their presence on WhatsApp and increase their visibility on the website.

4.11 Team bonding

The social circle of each U.S.B.F. member starts with the team they are a part of. Stimulating team cohesion is therefore a good method to involve members more in the association. This board will do so by adding team pictures and team information of each team to the website, allowing people to look up their own teams as well as their rivals.

4.12 Board recruitment

The legacy of each board is the board that comes afterwards and, in order for the association to flourish, it is a constant goal to make the next board as capable as possible. The quality of a board is determined by the number of members which are passionate about becoming board, which generally increases over time, as well as the amount of preparation a board can do for their board year, which decreases over time. A balance is therefore sought where board recruitment starts early enough that the new board has time to prepare, but late enough that people are excited. Experience shows that most members become excited about becoming board during the U.S.B.F. camp.

Our policy regarding board recruitment shall therefore be to do so soon after the camp. We shall also attempt to plan the camp earlier in order to make sure board formation starts earlier in the year.

5) Annual Planning

Since not all activities are planned yet, this annual plan is subject to change with the most up-to-date data at the time of writing. For more accurate information see the public agenda on our website.

Month	Date	Event
September	2 September	Introduction tournament
	9 September	Team formation tournament
	16 September	Start season 1
October	8/9 October	GMM
	19 October	House crawl
November	TBA	Monthly drinks
December	TBA	Monthly drinks
January	TBA	Monthly drinks
February	14 February	Valentine's party/drinks
March	TBA	Monthly drinks
	20-27 March	Vacation trip
	TBA	Team tactics training
April	28 April	Kings' night tournament
May	2 - 3 May	U.S.B.F. camp
	9-10 May	Batavierenrace
	30 May - 1 June	MIT
June	TBA	Committee thanks activity
	TBA	BeerBoatBorrel
	23 June	Tournament + all star game
	TBA	End of the year party
	TBA	End of the year BBQ

6) Structure

6.1 *Composition of the board*

The board will consist of six members: the chair, secretary, treasurer, game secretary, commissioner PR and vice chair.

6.2 *Tasks and powers of management*

General board tasks

- Be present during the sports evening
- Be present at as many U.S.B.F activities as possible
- Actively participate in the board meetings
- Be approachable to members
- Represent the association, both to members and external parties
- Be proactive and stimulate creative ideas
- Ask for feedback from members

Chair (Floris Enthoven - voorzitter@usbf.nl)

- Acts the face of the association towards the members and other associations
- Makes speeches or introduces them
- Leads the board meetings and makes the agenda
- Leads the general members meeting
- Is the point of contact of and in the board
- Supervises the board members and monitors the atmosphere in the board
- Stimulates new ideas that come from the association or the board
- Checks and changes the house rules if necessary

Vice-Chair (Giorgio Momigliano - vicevoorzitter@usbf.nl)

- Responsible for external contacts
- Responsible for committees with multiple associations
- Stays in contact with the Sportraad and picks up additional responsibilities there
- Leads the board meetings in absence of the chair

Secretary (Anastasia Mania - info@usbf.nl)

- Is responsible for communication with members and external parties on behalf of the board

- Responds to all relevant incoming mail and e-mails and, if necessary, passes them on to the relevant board member or third parties
- Is responsible for the archiving of mail, both incoming and outgoing
- Keeps the member administration in order
- Takes notes of each board and member meeting and shares them with all parties involved within the agreed time
- Keeps the entire board informed of invitations and activities to the board
- Keeps up to date with cases concerning VIDUIS student union
- Is the contact person for other student associations

Treasurer (Eloy Stikker - penningmeester@usbf.nl)

- Is responsible for the finances of the association
- Draws up a budget at the beginning of the season and ensures that it is complied with
- Processes declarations by members and other board members
- Is responsible for collecting the membership fee from the members
- Is responsible for applying for grants
- Supervises the financial balance sheet of the association
- At the end of the year, draws up an annual statement of the income and expenditure of that year, and present the financial balance sheet at the GMM together with a justification for both
- Maintain inventory so that we have insight into our possessions

Game secretary (Aaron Moreno - wedsec@usbf.nl)

- Is responsible for the organization of the sports evenings
- Is responsible for maintaining order at the sports evenings
- Creates the game schedule and updates it throughout the season
- Keeps in touch with existing and/or new members for questions about sports evenings
- Keeps in touch with the team captains
- Is responsible for members who cannot find a team
- Is the contact person for the trainers
- Ensures the presence of referees

Commissioner PR (Isabella Kytöharju - pr@usbf.nl)

- Is responsible for the digital representation of the association, both to the members and to other associations and potential sponsors
- Updates the website
- Updates the Facebook page
- Updates the Instagram page
- Ensures digital footage (photos, etc.) and makes this available to the members
- Has an overview and a clear schedule of which content should be published where and when
- Has an informative role that is expressed by keeping the members digitally informed and involved in the association
- Is responsible for communication with current partners
- Searches for new partners for U.S.B.F.

6.3 Committees

This year U.S.B.F. will have 8 regular and 2 special committees. The regular committees are: the activities committee, the party committee, the camp committee, the Batavieren committee, the vacation committee, the editorial committee, the tournament committee and the merch committee. The 2 special committees are the advisory board and the treasury committee. All regular committees will use a standard function structure with a chair, secretary and treasurer. Possible other functions may vary per committee. The board will support all regular committees and be supported by the special committees.

To support the regular committees, one board member per committee will participate as a member of the committee in the position of board member. The board member will act as a bridge between the committee and the rest of the board. It will also be possible for members to propose a new idea for a committee. These ideas will be taken into account by the board and if deemed appropriate, the proposed committee will be set up.

6.3.1 Activities Committee

As always, the activity committee (AcCie) will be responsible for organizing a number of activities throughout the year. The committee will be supported by the board and is free in its choice of activities. Some activities may be coined by the board, such as the boat borrel, which was a great success last year.

6.3.2 Party Committee

The party committee will be responsible for organising the end-of-the-year party, as well as other party events they are interested in. From time to time the board may ask them to collaborate with another association for a joint event.

6.3.3 Camp Committee

The camp committee (KampCie) will be responsible for organizing the annual U.S.B.F. camp. The camp will be two nights long and there will be both a day and an evening program.

6.3.4 Vacation committee

The vacation committee (VacaCie) will be responsible for the organisation of the annual U.S.B.F. week. The exact duration and content of the week are up to the vacation committee itself to decide. Although the week will ideally contain various activities which all members can participate in.

6.3.5 Batavieren committee

The Batavieren committee (BataCie) is a new committee charged with allowing our athletic sporters to participate in the Batavierenrace. This activity, which is an enormous annual Dutch relay race between student associations, is one of the most well-known sporting events due to its length (from Nijmegen to Enschede). It is followed by an incredibly fun festival to provide all athletes with some well-deserved drinks and alleviation. The BataCie is tasked with providing a U.S.B.F. delegation and guiding that delegation to success.

6.3.6 Editorial committee

Since the year 2018-2019 the editorial committee (RedaCie) has existed. They write a newsletter called the 'SWISH' which updates members on what's going on within the association and how things are going with the competition. It is also an opportunity for promotion. The committee is responsible for the content and distribution of the biannual newsletter. They are free in deciding its form as long as this falls within the norms and values of the association.

6.3.7 Tournament committee

The tournament committee (TourCie) is a new committee that we plan to set up this year. The members will be responsible for organizing tournaments and special games, such as the kings night night tournament and the all star game. The committee members can also come up with other ideas for tournaments and the board will aim to make them possible.

6.3.8 Merchandise committee

The merchandise committee (MerchCie) is a new committee that will be set up at the start of the first season. It is responsible for designing wearable and affordable merch which will be offered to our members.

6.3.9 Advisory Board

The Advisory Board (RvA) serves as an advisory body to the Board. The board and the Advisory Board will have a few meetings a year, in which, among other things, the policy and the course of events within the association will be discussed. The board can also receive solicited and unsolicited advice from the Advisory Board at any time.

6.3.10 Treasury Committee

Last year, the Treasury Committee (KasCo) was set up. The KasCo meets at least once before each GMM to monitor U.S.B.F.'s finances. The Treasury Committee also reports on this audit at each GMM. Furthermore, the KasCo can serve as a mainstay for the treasurer of the association.

7) Budget 2024 - 2025

(The budget is provided in a separate attachment)