

# **Policy plan U.S.B.F.**

**Association year 2025-2026**

**33rd Board**



**Issue: September 2025**

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# 1. Introduction

Hereby, we present to you the policy plan written by the 33rd Board of the Utrecht Student Basketball Federation (U.S.B.F.). This plan highlights the objectives and policies of the association U.S.B.F. in the year 2025-2026. To implement well-integrated policies, previous policies are re-evaluated, improved, or continued. The execution of this and the implementation of new plans will take place throughout the course of this year.

The core of the policy plan is divided into two sections. Firstly, unchanged policies, which are policies introduced by previous boards, are presented. These were deemed to be relevant for further development of the association. Secondly, changed policies are written, which can either be already implemented policies with minor adjustments or entirely new policies. Changed policies are easily visible due to an underlining of the title, ultimately showing what will change in the current year of the association.

Furthermore, the policy plan elaborates on the policy objectives, board composition, general information of the association, central norms and values, and the description of the several committees of U.S.B.F.. The budget for the coming year will be presented during the General Members Meeting (GMM) and can also be requested by members from the treasurer.

On behalf of the 33rd board of U.S.B.F.,

Nonna Hamans

Chair board 2025-2026

## 1.1 Board composition

<b>Nonna Hamans</b>	<i>Chair</i>
<b>Ilvie Versteeg</b>	<i>Secretary</i>
<b>Nils Kikstra</b>	<i>Treasurer</i>
<b>Timea Nagy</b>	<i>Vice-Chair</i>
<b>Brendan Miller</b>	<i>Game Secretary</i>
<b>Linde Kneepkens</b>	<i>Commissioner of Promotions</i>

## 1.2 General Data

<b>Name of association:</b>	Utrechtse Studenten Basketbal Federatie
<b>Address:</b>	Uppsalalaan 3, 3584 CT Utrecht
<b>E-mail:</b>	<a href="mailto:Info@usbf.nl">Info@usbf.nl</a>
<b>Website:</b>	<a href="http://www.usbf.nl">www.usbf.nl</a>
<b>Facebook:</b>	<a href="https://www.facebook.com/NLUSBF/">https://www.facebook.com/NLUSBF/</a>
<b>Instagram:</b>	usbf_
<b>Chamber of Commerce:</b>	40482516
<b>IBAN account number:</b>	NL81BUNQ 20687172 Bank
<b>Name:</b>	Bunq
<b>Date of establishment:</b>	15th of 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 a similar 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.

### **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 *Openness***

Within U.S.B.F., we have an open culture. This means we are open to everyone, where all sorts of people are 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.

#### **2.2 *Togetherness***

For us, togetherness means that we try to form one inclusive community. 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.

#### **2.3 *Security***

Everyone should feel safe within U.S.B.F., safe to be themselves and to express themselves. 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.

#### **2.4      *Non-Compulsory***

Within U.S.B.F., every member has a large degree of freedom. It is 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 members themselves, 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. Ultimately, the environment is voluntary and therefore unforced.

#### **2.5      *Progressiveness***

Every year at U.S.B.F., we strive for 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 courts. By playing in a team, being a member of a committee, or simply being involved in the association, members can also develop other helpful skills. It is up to the member to embrace these opportunities, but these possibilities are facilitated.

### **3. Current unchanged policies**

Over the years, U.S.B.F. has developed through the policies of many boards, perfecting more imperfections of the association. The policies in this section are deemed successful in the past and therefore inspire the new policy of this association year by taking knowledge from past experiences, ultimately learning from old lessons.

#### **3.1 Introduction of new members**

A new member joining 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 activity**

For a few years, an introduction activity has been organised by the current board to welcome the new members of the association. 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. This activity 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 and allow them to mingle with old members.

#### **3.3 Committees**

U.S.B.F. has multiple committees that contribute greatly to the association and make fun ideas a 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 who bring their experience. This has been previously pursued by setting up more official methods of application and increasing the number of promotional posts.

### **3.4 Graduate outflow**

U.S.B.F. is an association that many members have trouble saying goodbye to. 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.), debuted last year, and we will attempt to aid them in any way we can in order to allow and guide outflow of our old members.

### **3.5 Members 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.

#### ***3.5.1 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 special drinks. 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.

#### ***3.5.2 Trainers***

Trainers provide the training for members of the association at 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 that we aim to keep. Alternatively, we might allow them to join the activity for active committee members.

### ***3.5.3 Referees***

Refereeing is the only element of U.S.B.F. that has a compulsory nature. Regardless of whether or not teams show up for their own game, they will have to provide members for refereeing 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 refereeing 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 refereeing a lot, for example, by asking team captains. After which we can publish a list of the people refereeing the most and properly spotlighting them and thanking them with a gift from the association.

### ***3.5.4 General***

All of our members make 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, on the condition that the gifts will be usable for everyone, ensuring less waste products. 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.

### ***3.5.5 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. 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 that allow someone to be nominated for ‘member of the season’ are their contributions to the association in both time, effort, and vibe.

### **3.6 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 who are passionate about becoming a board member, which generally increases over time, as well as the amount of preparation a board can do for its 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 members during the U.S.B.F. camp. Our policy regarding board recruitment shall therefore be to do so soon after the camp. The camp will thus be organised in the same period of the year as last year, which was a time not too late in the year but soon enough that people might have already considered applying for a board year.

## 4. Policy changes

In this section, the changes in policies for next year are described. The titles that are not underlined in this section remain unchanged but are present in the mentioned category.

### 4.1 Introduction and team formation tournament

The introduction tournament is scheduled on the first Monday of the year and provides new members with 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.. To make sure everyone feels comfortable playing at the introduction tournament, we have decided to separate beginners from experienced basketballers to prevent new players from being overwhelmed by the game and instead give them an easier start-up, such as a training session that includes going over the basics. Furthermore, the introduction tournament can be very popular, which means a lot of people sign up, and teams are very big. This year, we will search for a way to make sure the tournament will be less chaotic. The Monday, the week after, a team formation tournament allows the members to set up their teams and prepares them for the upcoming seasons.

### 4.2 Sports evening

#### 4.2.1 *Playing levels*

USBF's playing structure consists of four levels: low, mid, high, and top. Whereas mid, high, and top participate in the internal competition, the low level focuses rather on training and pick-up games. The mid, high, and top levels all have six teams in order to reduce exclusivity and improve accessibility.

#### 4.2.2 *Playing seasons*

Previous years, the playing seasons had a length of approximately ten Mondays each. We deemed this a good length as it creates a fair ranking that has room to

be dynamic in a sense that teams can still recover from losses, and that is also not set in stone from the beginning who the winning team is, creating more exciting seasons.

#### **4.2.3. MVP's**

Most valuable players are members who are valued in the association and on their team. They have shown their dedication to the team in a way visible to team members. There are two important things for the MVP's to work: promotion and the selection process. For promotion, it is essential that the MVP feels as though they have a moment in the spotlight. This will be done through a shout-out on Instagram and the noticeboard, so they can refer back to it and a greater amount of people in the association will get to know the MVP's. Furthermore, we want to make the selection process more democratic. Instead of just asking a select amount of players for opinions, we will set up a public poll where members can share their opinions and thus nominate MVP's. We will then make the final call by counting the mentions and, based on that, as well as on our own observations throughout the season, we will appoint the new MVP's. The MVP's are also inclusive of all genders, so we will try to equally award them.

#### **4.2.4. Players of the season**

This title refers to a player who has shown particular skill or good basketball quantities. However, due to having three awarding titles already where this title overlaps most with MVP (See paragraph 4.1.3), we have decided to leave this term out. This is to avoid confusion about the titles and also because the other two titles seemed to be enough the previous year.

#### **4.2.5. Fruit basket**

The fruit basket will be continued next year as it promotes healthy foods, and it is seen as an act of kindness towards members. Every first Monday of the month, we will bring the fruit basket and walk around the courts to distribute the fruits. One change we want to make is the place of purchase. For sustainable reasons, we want to be able to gather 'rescued' fruits, so they do not go to waste. This could mean that sometimes the fruits are too 'rescued' and we would have a smaller batch than usual. The fruits would come from a deal with

‘*Groentetas*’, which we would like to explore this year. If not available, we will look for another sustainable option.

### **4.3 Monthly drinks**

The monthly drinks are a social event planned approximately every month. It is a fun evening where members can mingle and socialize outside of the courts. The evening sometimes has a theme, so people can dress up and be creative. To make these evenings even more interactive, we want to give a little talk where necessary and give people a spotlight because of things we noticed during the season. We want the monthly drinks to stay a low-key event, so no further adjustments have to be made. The location for the monthly drinks will change as of this year because ‘De Beuntjes’ has a new type of location that might not be always available for us. This place turns into a party location after midnight, and there are no places to sit like we had the previous year. As of now, we have set up a relationship with ‘Café Dikke Ouwe Dries, where we hope to host our events next year. We will look into how we can still maintain the low-key vibe of the monthly drinks.

### **4.4 Refereeing**

Refereeing is an essential part of the game of basketball as the referees have the important role of protecting the game, ultimately creating a fair and safe environment. Challenges remain because carrying this responsibility can be overwhelming, and there is also the argument of inexperience in the game among members.

#### **4.4.2 Refereeing course**

In previous years, referee courses were organised to improve the refereeing skills of members. These are essential to get people to feel more confident while refereeing a game, and this could ultimately solve challenges regarding the lack of referees. These courses are given by members of U.S.B.F. itself. Thus, we will look into getting good trainers to help give these courses. In order to profit from the courses during the games and tournaments, the courses will be provided early in the year. During the course, we want to make sure people not only know the theory behind refereeing but also the real-life situations. We will look into how to make the course more interactive and educational together with

the trainers. Furthermore, we as board aim also to help members who are insecure about their refereeing skills.

#### **4.3.2 Refereeing rewarding system**

A good refereeing system is an ongoing challenge at USBF. Next to calling the game a 0-20 loss, if they could not provide two referees for a game, we want to introduce a reward for when a member substitutes for another team to referee their game. We will keep track of how many times members do this, and at every one substitute, this member will receive a coupon for a free beer or another drink (which is about the same price) at the Olympos bar. This system aims to stimulate helping other teams out and ultimately keep the game going. If teams now have a way of avoiding the 20-0 rule, they might have more motivation to search for a substitute.

#### **4.4.3 Online material**

If members are not able to show up to refereeing courses or would rather learn or rehearse their refereeing skills, online material is provided on the website as well as on Instagram, which we will do this year. We will, for example, post videos of “most common mistakes” while refereeing so that these become more recognisable. These videos are published on TikTok, the website, and Instagram. The FIBA rules book will remain available on the website, as it is very complete and concise.

### **4.5 Trainings**

#### **4.5.2 Low training**

The training of the Low team consists of training hours and pick-up games. The trainings are given by U.S.B.F. members. There is a quite a group of trainers to ensure the Low team will always have a trainer. We will make sure that there is not too much repetition during trainings by communicating with the trainers after every training. Furthermore, we want the Low team to already get used to playing with the basketball rules as well as refereeing skills. This is done through already refereeing during pick-up games, creating a safe space to learn refereeing. If Low players were to eventually move to the Mid level, the transition could go more gradually.

### ***4.5.3 Special skill drill***

The Mid skill drill was initiated to teach players from the Mid-level more basketball skills. This tradition has been quiet for some time, and we want to reintroduce it because we see potential, as it can be fun to learn new skills. However, this time the tradition will not only be limited to one level but open to all, hence the 'Mid' leaves the term. Furthermore, we want the drill to be given by a professional basketball player who is able to teach in an efficient manner with a very knowledgeable perspective. In previous years, the drill was repeated throughout the year, but as we want to make the event more special, it will occur only once or a few times. As of now, we aim to have one special skill drill every season.

### ***4.5.4 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. This training will take place at times when we can get extra hall hours so that teams can sign up for given timeslots.

### ***4.5.5 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 group chat know what to expect before arriving will not be unnecessarily disappointed.

### ***4.5.6 Additional workshops***

Next to referee courses and skill drills, we also want to help players gain knowledge about injury prevention, as some injuries are very common in the

game of basketball. People who get injuries might be dealing with those problems forever, so it is best to prevent them from happening in the first place. Therefore, we want to provide injury prevention workshops at the beginning of the year in the form of an interactive teaching class taught by an expert in the field to ensure safety and health for our members now and in the future. This will take place in a chill environment where we provide some food or drinks to stimulate more people to come.

## **4.6 Activities**

### ***4.5.1 USBF week***

Every year, the U.S.B.F. vacation is organized, which is a multiple-day event where a group of about 20-30 members go on a trip together. We will continue last year's type of vacation, while agreeing on not having a ski trip due to high costs and exclusivity. We do, however, want to plan the U.S.B.F. week earlier in the year, namely week 6 of the year 2026. This is off-season, which means the prices can be significantly lower than in the summer high season. The exact type of vacation will be determined by the VacanCie.

### ***4.5.2 USBF Camp***

The camp is just like the vacation, a multiple-day event, mostly planned over the weekend. This event is seen as a very fun event where people can bond really well through multiple fun activities. This year, the camp will be from the 1<sup>st</sup> to the 4<sup>th</sup> of May (*See 5. Annual planning*)

### **4.5.3 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 Charity 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; however, some might need different themes as holidays cause planning difficulties.

In 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 that we will definitely keep in place this year.

#### **4.5.4 Batavierenrace**

The Batavierenrace is an 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 BataCie, which already has enough enthusiastic members. This year, in contrast to last year, the Batavierenrace will be in the same way as it was two years ago, so the whole relay race.

#### **4.5.5 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, where there is less activity in the beginning of the year. To get more people enthusiastic and involved in the association, earlier activities can create more opportunities for members to become active throughout the whole year.

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

#### **4.5.6 Basketball-related activities**

As a lot of members are passionate about the sport of basketball, basketball-related activities can be an easy and comfortable opening for members to bond with each other. These could be in terms of watch parties as well as going to a basketball game together. We will propose these ideas to the AcCie so they can take them into account.

## **4.6 Visibility**

### ***4.6.1 MerchCie***

The goal of the merchandise committee 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 is very useful here, 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.

### ***4.6.2 Photos and videos***

Photos and videos are taken during the games with the U.S.B.F. camera, creating high-quality content for the association and its members. A selection of these photos and videos is uploaded to Instagram, featuring more basketball-related posts. We, together with the MediaCie, will look into creative ways to use these pictures and videos for socials and other platforms.

### **4.6.3 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 party” was done together with StuDance and this was rewarded with the price of ‘the best multi-association party of the year’. Therefore, we would like to continue this tradition. We will further 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 party together with more than two sports associations but will be thinking of other activities as well.

## **4.7 Internal communication**

### ***4.7.1 WhatsApp***

WhatsApp is a widely used social media platform and thus very helpful for communication with members. As of now, the WhatsApp community serves as a platform for announcements of activities and updates, as well as group chats for teams, committees, and events. 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. WhatsApp will also play a big role in the team captain communication (See 4.7.5 - *Team captain communication*).

### **4.7.2. Website**

The USBF website is a very important form of communication and aims to give a good indication and representation of how the association essentially is. It contains information, rulebooks, photos and a place to register. In the previous year, the gallery was set up, which has proved to be a good addition because it engages members in the association as well as non-members who can get an idea of the vibe of the association. However, this has led to some privacy concerns, so we want to make the gallery more exclusive and selective. This means that the bad quality/ ugly pictures will not be shown outside of the association. We want to look into putting a code on the gallery so that only a selection of critically chosen pictures are available to the public, so that the vibe of the association is still visible. This is inherently to make sure all members feel comfortable being at games and activities. Furthermore, we will be looking into expanding the website by adding team information (e.g. putting a team picture and description) and more easily accessible refereeing rules.

### ***4.7.3 Instagram***

The U.S.B.F. Instagram account has been set up by the previous boards, with perfected templates and layouts that fit the vibe of the association. We want to continue 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.

#### ***4.7.4 Noticeboard***

The noticeboard is a physical board where important matters are pinned to emphasize general information like confidants, rules, or awards. The aim of the board is to create a centralised spot which members can easily go to, given it is located in the hall next to the playing schedule. We will continue utilizing the noticeboard and make sure the board is up-to-date at all times.

#### ***4.7.5 Team captain communication***

Already emphasized in the previous years has been assigning a person of contact in each team: the team captain. We will continue this and make sure the communication is stronger. For new teams, it can be very helpful to have structure and guidance throughout the season. We therefore ask the team captains to initiate a referee schedule so that they can equally divide the refereeing duties. We will also have the captains communicate the upcoming events, where they can just forward our message so that members don't miss out on the activities, as some are not in the main group chat. We will look into more important things to share, but essentially, we will want to improve the team captain communication and therefore the team bonding and its structure.

#### ***4.7.6 Pronouns***

To make sure everyone feels comfortable in the association, we respect the use of correct pronouns, while in accordance with the general value "Security" (See 2.3 - *Security*). Therefore, we will make our efforts by tapping into people's personal preferences for their pronouns. Furthermore, in all announcements or other types of communication with the association, we will use gender neutral language.

#### ***4.7.7 Idea and complaint 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 and complaint box where people can anonymously send in ideas and feedback for the board and, by extension, the association to carry out. In order for these boxes to be successful, they need to

be more well-known to members that they exist; 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, as well as through the use of QR codes which will be present near the Noticeboard. This is to make the boxes easily accessible directly after games, where members might have a few points of feedback or complaints about the gameplay or other matters. Members can choose to put their contact information within the message if they want us to reach out and solve a problem together or have a discussion on a matter.

#### **4.7.8 Committee booklet**

In order to communicate the committees of U.S.B.F. better, we have created the committee booklet which gives information and a motivating text about all the committees. This is to raise awareness and get people excited to join the committees. This booklet will be sent as a PDF in the community group chat as well as on Instagram. We also print one version, which will be present at the table during the team formation tournament.

### **4.8 External communication**

#### **MediaCie**

The RedacCie is a committee in charge of publishing all novelties and happenings of the seasons in their year. The famous ‘Swish’ magazines are their main achievements over the year. Since the work has been such a success, we want to give the committee more space for creativity by not limiting the team to only writing, but also any other form of media they can think of. Therefore, to create a more embracing name for the committee, we are changing the RedacCie to MediaCie. We hope to stimulate many other ideas to communicate the way of U.S.B.F..

### **4.9 Confidants**

The confidants are an essential part of an association in general. It is crucial to have one or two trustworthy persons whom members can fall upon to discuss

any grievance the member wishes. Currently, still 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. Furthermore, we will also have a poster of the confidants near the Noticeboard so that if something happens during the game days, they can directly see who they can talk to. Also on Instagram, the confidants will be published. This way the confidants can be found on all platforms so ensure maximum visibility.

#### **4.10 Team bonding**

Having a fun and close team is the key to having fun on the courts and outside of the courts. Moreover, if the team is well-connected, everyone is more keen to come to the games and increase their motivation. 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. This year, we also want to find out ways to increase the level of team bonding activities. We want to create more opportunities for the team to bond, so that they don't have to initiate their own events. We are looking to organise team dinners as well as any other activities that you can come to as a team.

## 5 Annual planning

Month	Date	Event
September	September 1 <sup>st</sup>	Introduction tournament
	September 8 <sup>th</sup>	Team formation tournament
	September 15 <sup>th</sup>	Start season 1
	September 20 <sup>th</sup>	Introduction activity
October	October 9 <sup>th</sup>	Monthly drinks
	October 13 <sup>th</sup>	Refereeing course
	October 15 <sup>th</sup>	General Members Meeting
	October 20 <sup>th</sup>	Halloween tournament
	October 30 <sup>th</sup> *	Monthly drinks (Halloween)
November	TBA	Refereeing course
	November 24 <sup>th</sup>	Refereeing course
December	December 1 <sup>st</sup>	Tournament and Play-Offs
	December 8 <sup>th</sup>	Start season 2
	December 11 <sup>th</sup> *	Monthly drinks
January	January 8 <sup>th</sup> *	Monthly drinks
February	Between January 30 <sup>th</sup> and February 8 <sup>th</sup> *	U.S.B.F. vacation
February	TBA	Monthly drinks
March	March 5 <sup>th</sup> *	Monthly drinks
	March 9 <sup>th</sup>	Start season 3
April	April 2 <sup>nd</sup> *	Monthly drinks
May	May 1 <sup>st</sup> till 4 <sup>th</sup>	U.S.B.F. camp
	May 7 <sup>th</sup> *	Monthly drinks
	May 8 <sup>th</sup> till 9 <sup>th</sup>	Batavieren Race
	TBA	MIT
June	June 4 <sup>th</sup> *	Monthly drinks
	TBA	End of the year party
	TBA	End of the year BBQ

\*= To be confirmed

## 6.1 Structure

Position	Name	Committees	Permanent tasks	Additional tasks
<u>Chair</u> <i>voorzitter@usbf.nl</i>	Nonna Hamans	<ul style="list-style-type: none"> <li>▪ BataCie</li> <li>▪ VacanCie</li> </ul>	<ul style="list-style-type: none"> <li>- Public speaking</li> <li>- Policy writing</li> <li>- Leads board meetings</li> <li>- Leads GMM</li> <li>- Supervises board members</li> <li>- Checks and changes the house rules</li> </ul>	
<u>Secretary</u> <i>info@usbf.nl</i>	Ilvie Versteeg	<ul style="list-style-type: none"> <li>▪ MediaCie</li> <li>▪ PartyCie</li> </ul>	<ul style="list-style-type: none"> <li>- Mail</li> <li>- Membership management</li> <li>- Keeps board up-to-date on matters such as VIDIOUS or invitations</li> <li>- Takes notes during meetings</li> </ul>	
<u>Treasurer</u> <i>penningmeester@usbf.nl</i>	Nils Kikstra	<ul style="list-style-type: none"> <li>▪ AcCie</li> <li>▪ MediaCie</li> </ul>	<ul style="list-style-type: none"> <li>- Financial accounting</li> <li>- Draws up budget and ensures its compliance</li> <li>- Declaration processing</li> <li>- Collection membership fees</li> <li>- Grant application</li> <li>- Supervision and presentation of financial balance sheet</li> <li>- Invoicing (of sponsors)</li> <li>- Maintain inventory</li> </ul>	
<u>Vice-Chair</u> <i>vicevoorzitter@usbf.nl</i>	Timea Nagy	<ul style="list-style-type: none"> <li>▪ AcCie</li> <li>▪ PartyCie</li> </ul>	<ul style="list-style-type: none"> <li>- External contacts</li> <li>- Contact with Sportraad</li> <li>- Leads meetings in absence of Chair</li> <li>- Updates yearly calendar</li> </ul>	<ul style="list-style-type: none"> <li>- Setting up code for gallery</li> <li>- Fruit basket</li> </ul>
<u>Game secretary</u> <i>wedsec@usbf.nl</i>	Brendan Miller	<ul style="list-style-type: none"> <li>▪ CampCie</li> <li>▪ TourCie</li> </ul>	<ul style="list-style-type: none"> <li>- Organisation sports evenings</li> <li>- Maintain order at sports evenings</li> </ul>	

			<ul style="list-style-type: none"> <li>- Creates seasonal game schedules</li> <li>- Contact person for questions about sports evening</li> <li>- Team captain communication</li> <li>- Responsible for members who are without a team</li> <li>- Contact person for trainers</li> <li>- Ensures presence of referees</li> </ul>	
<u>Commissioner of Promotions</u> <a href="mailto:pr@usbf.nl">pr@usbf.nl</a>	Linde Kneepkens	<ul style="list-style-type: none"> <li>▪ VacanCie</li> <li>▪ MerchCie</li> </ul>	<ul style="list-style-type: none"> <li>- Responsible for digital representation</li> <li>- Updates the website</li> <li>- Updates the Facebook page</li> <li>- Updates the Instagram page</li> <li>- Ensures digital footage and publishment</li> <li>- Plans publication of content</li> <li>- Keeping members digitally informed and involved</li> <li>- Searches for new partners for U.S.B.F.</li> </ul>	<ul style="list-style-type: none"> <li>- Answer direct messages via social media</li> <li>- Assigns tasks to MediaCie</li> </ul>

## 6.2 Committees

This year U.S.B.F. will have 8 regular committees that take care of internal activities and other businesses, and an additional 2 special committees that oversee the association at a larger level. The committees of the year 2025-2026 are: The activities committee, the party committee, the camp committee, the vacation committee, the media committee, the tournament committee, and the merch committee. Furthermore, we have the advisory board and the treasury committee.

All regular committees use a structure as to an official board, which holds functions of a chair, a secretary, and a treasurer. Whereas more appropriate functions can be invented and used to foster a better committee. The board will support all regular committees and is supported by the special committees. To support the regular committees, a minimum of one board member will be positioned on the committees. This way, a connection is facilitated between the committees and the board, making the association more coherent. The idea is that mostly members are in charge of the committees, and the board members act as a guide and a supervisor.

To make sure the activities by committees are safe and well-organised, some make use of sober and light sober shifts. This means a person either cannot be under the influence of any substance or is allowed only a minimum amount.

It is also important to mention that it is possible for a member to propose new ideas for existing or new committees. These ideas will be taken into account by the board and, if deemed appropriate, a new committee can be set up.

### 6.3.1 Activities Committee (AcCie)

The AcCie is responsible for organising several varying activities throughout the year. The activities might be repeated or inspired by years before, such as the Beer Boat Borrel, which has been a success two years in a row now, but new activities are also highly supported.

### 6.3.2 Party Committee (PartyCie)

The PartyCie creates the party scene of U.S.B.F. by organising the parties throughout the year, with as main responsibility being the end-of-the-year party. Other party-related activities can also be organised. It is also possible the board

will ask the committee to collaborate with another association for a multi-association party or party-related activity (e.g. the Valentines party with StuDance; *See 4.6.3. Multi-association activities*).

### **6.3.3 Camp Committee (CampCie)**

The CampCie organises the annual U.S.B.F. camp (*See 4.5.2. U.S.B.F. Camp*). The camp usually has a duration of two nights with day and evening programmes. The programmes will be set up by the committee, where activities can be determined, and food and drinks will be taken care of.

### **6.3.4 Vacation committee (VacanCie)**

The VacanCie organises the annual U.S.B.F. vacation (*See 4.5.1. U.S.B.F. Week*). The exact duration, content, and location of the week are to be decided by the committee itself. The aim remains, however, that the week ideally has various activities that all members can participate in.

### **6.3.5 Batavierenrace committee (BataCie)**

The BataCie allows 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 sports events due to its distance (from Nijmegen to Enschede). The committee is tasked with providing a U.S.B.F. delegation and guiding them towards a fun weekend and, ultimately, success, through running preparation and good organisation of the weekend itself.

### **6.3.6 Media committee (MediaCie)**

This year, following up from the RedacCie, the MediaCie has arisen. Where principles remain the same, the committee now has a broader scope of opportunities (*See 4.8. External communication*). Their main responsibility is writing the two editions of the “Swish” which updates members on what is going on within the association and the internal competition. It is also an opportunity for the promotion of sponsors. The committee is responsible for the content as well as the distribution of the 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 (TourCie)**

The TourCie was set up last year and will continue to exist this year in order to make tournaments more special and fun to go to. The committee will organise the tournaments and special games, such as the All-Star Game and the charity tournament. They can decide upon the themes of tournaments and can come up with any other ideas to make the tournaments attractive.

### **6.3.8 Merchandise committee (MerchCie)**

The MerchCie was also set up last year and deemed to be a great success. The committee is responsible for designing affordable merchandise, which can be any type of merchandise that is appropriate, and this will be offered to our members through the web shop or another suitable way.

### **6.3.9 Advisory Board (RvA)**

The RvA serves as an advisory body of the board. The board and the RvA 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 or unsolicited advice from the RvA at any time.

### **6.3.10 Treasury Committee (KasCo)**

Two years ago, the KasCo was set up. The KasCo meets at least once before the GMM to monitor U.S.B.F. finances. The KasCo reports on this audit at each GMM. Furthermore, this committee can also serve as a mainstay for the treasure of the association.

## **7 Budget 2025-2026**

The budget is provided in a separate attachment.