

# Policy plan D.B.V. Arriba 2022-2023

59th Candidate Board of Arriba:

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Below you will find the policy of basketball association D.B.V. Arriba for season 2022 – 2023.

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## 1. Bullet points

The main focus this season will be on participation inside Arriba, this will be done by using the following bullet points as guidelines.

### 1.1 Barshifts

- a) The board will implement a new barshift system where teams will be responsible for the barshifts instead of the Barteam.
- b) The board will make a plan at the beginning of the academic year and during the Christmas break. This plan informs the teams when it's their turn to do a barshift. The plan will take practice times and the number of team members into account.
- c) There will be 2 open bar days at the beginning of the year. At these open bar days inexperienced people can drop by to learn how a barshift works, and get their certificate.
- d) The board will ask the team captains to make sure the plan is filled a week ahead, if not a fine will be the consequence
- e) The amount of the fine will be given to the person who does the barshift for the team.
- f) The Barteam will stay intact, this is the group that will be asked if a team can't make it to a barshift.
- g) Procedure if team cannot be present during their barshift:
  - a. 2 weeks in advance of the barshift the board contacts the team captains for the first reminder that a barshift is coming if the schedule is not yet filled in.
  - b. 1 weeks in advance of the barshift the board contacts the team captains for the final reminder that a barshift is coming if the schedule is not yet filled in.
  - c. If the team cannot fill the shift, during this week the team itself has to find a replacement on their own (swap with other teams).
  - d. The board needs to be informed about the replacement when the team found one. If the board is informed, the substitute member will be responsible for the duty. If the board is not informed, the original team is responsible for doing the duty.
  - e. If the board needs to find a replacement, a financial sanction will be given 3 days before the barshift. The fine amount will be 15 euros per member.

### 1.2 Get Arriba more involved.

- a) Super Saturdays are a great opportunity to experience Arriba and getting to know other members and thereby, getting interested in getting more involved. The board is going to set up a new committee, this committee is in charge of promoting and making the supersaturday an event. The new Committee is called SuperCie.
- b) In addition, the board encourages the FeeCie to organize more events.
- c) When the season starts we want to make multiple Arriba Calendars (game calendars, activity calendar), you can link up to your own agenda to inform the members as early as possible about upcoming activities and events and keep them up to date.
- d) The board in cooperation with the WebCie will make sure that there will be an overview of the upcoming activities on the website.
- e) We aspire to send a weekly and monthly update on what activities and games are happening within the association. For example, we want to keep posting on the first of January what tournaments, parties, activities and super saturdays are coming up in that month. And then weekly updates on what the next week will look like.
- f) The board wants to involve social media more into the communication.

- a. The weekly updates are going to be within the match of the week, the monthly announcements are going to be through whatsapp.
- b. Promotion of activities will be done through instagram and facebook (this can also be paid promotion for big activities). Sign ups and details will be available for members only.

### 1.3 Sponsors

- a) The board actively pursues sponsorship opportunities this academic year by contacting (local) companies to explore opportunities for sponsorships.
- b) The board will make a plan for finding sponsors. This plan will be built upon the plan created by the '20-'21 board.
- c) The board prioritizes finding sponsors for activities to make them cheaper or get the clothing sponsored.
- d) The board puts focus on finding companies that offer basketball related products.

### 1.4 Changing the articles of association

- a) The board is changing the articles of the association this year. The reason being that the current articles are outdated and not applicable to the current situation of Arriba.
- b) The articles of the association will also be translated into English.

## 2. Teams and practices

### 2.1 Team division

- a) The board of D.B.V. Arriba strives to offer room for recreational- and competition players.
- b) Competition playing teams consist of a minimum of 7 registered members according to NBB regulation.
- c) Around the end of March, the board will make a list of members who are going to play for Arriba next season. This will be done through a survey.
- d) Players with a sufficiently high level will be encouraged by trainers/coaches to join the practices of a higher/competition playing team.
- e) If a team consists of more than 12 players, the selection for the games will be determined by the coach.
- f) At the beginning of the season selection practices will be held. The trainers and coaches will make a selection of the players based on those practices. They will focus on level, effort and availability at games.
- g) If a team can not make it to a game, the fine will be paid by the team.

### 2.2 Achievement teams

- a) Gents 1 and Ladies 1 are the achievement teams of D.B.V. Arriba.
- b) Gents 1 and Ladies 1 get a fixed appointed trainer/coach.
- c) Gents 1 and Ladies 1 will get at least 2 practice moments of this trainer/coach.  
Also, during the games of Gents 1 and Ladies 1, this trainer/coach will be present.
- d) The trainer/coach will determine the selection of Gents 1 and Ladies 1.
- e) The trainer/coach will, where necessary, invite players of other teams of Arriba to the practices of Gents 1 and Ladies 1.
- f) The rent of the hall during the preparation period of Gents 1 and Ladies 1, will be financed by D.B.V. Arriba.

### 2.3 Practices

- a) The board strives for every team to have two practice moments a week. If this is not possible, and a team has one practice a week, the Arriba club fee will be reduced for those players.
- b) The practice schedule will be made in collaboration with the trainers.
- c) At the beginning of the season a trainers meeting shall be organized. All trainers, coaches and the board will be present during this meeting.
- d) Meetings will be held with the trainers and coaches of individual teams. This will be done to evaluate the past period, and to fix possible problems.
- e) Team size will be taken into account, especially the team size of the recreational team, in order to make sure the amount of players fit into the hall.
- f) Changes in the practise schedule, concerning the time/location/date, will when known, be announced to the concerning team(s).
- g) If there are structurally 5 or fewer players present at the practises, the board will consider the option of filling the team with new players. If this is not sufficient, the board will consider the option of combined practices with another team.

### 2.4 Summer league

- a) The board organises a Summer League, which starts about 2 weeks after the end of the competition. With the Summer League, the aim is to keep members involved with the association, also when the competition ends.
- b) About a month before the start of the Summer League, information (general information, rules, location, etc.) of the Summer League will be sent to the members. The registration will open immediately at that point.
- c) Each Summer League team will get a captain, who will also be the contact person for the board. The captain will be responsible for communicating with their team and the board about table duties and presence at the games.
- d) The teams of the Summer League will be made by the board.

## 3. Competition affairs

### 3.1 Coaching

- a) Every team requires a coach to be present at every game. If not possible the coach/trainer can appoint a playing coach.
- b) The board will approach players personally, to ask if they would like to coach a team.
- c) When a coach (with exception of the head trainer, for which the contract results) is not capable of coaching a game, the coach needs to warn that specific team as soon as possible but at least a week before the game.
- d) In case a trainer/coach fails a Trainer Course paid for by Arriba, these costs will be collected on this particular trainer/coach.
- e) For the different training courses a different compensation policy exists, these are named below.
  - BT2:** This course is 100% compensated by Arriba for trainers/coaches who train/coach for at least 2 years. Otherwise the amount of money which needs to be paid back to Arriba, decreases each year by 50%.
  - BT3:** Half of the course costs will be paid by the coach/trainer themselves. The other half will be compensated by Arriba, if the coach/trainer coaches a team of Arriba which needs this license, for at least 4 years. Otherwise the amount of money which needs to be paid back to Arriba, decreases each year by 25%.
  - BT4:** There is no compensation policy for the BT4 course, as this license is not required within Arriba.
- f) Student coaches will be compensated for traveling expenses for traveling to the games, up to €90 (2nd class, 3rd class) or €120 (2nd division) per year.
  - a. The coaches will have to send an invoice (incl proof of payment) containing the travel expenses for games to the treasurer.

### 3.2 Table and referee duty and hall management

- a) The match secretary makes a schedule for the referees and the table duties.
- b) The commitment of doing a table- or referee duty, will be told by the team captain during the practices and through email to the members by the board.
- c) The table-/referee schedule will be sent to the members by email and it will be placed on the website.
- d) Members need to keep an eye on the table-/referee schedule themselves, whenever they have a table- or referee duty.

If someone cannot be present during their duty (referee or table), this specific member needs to contact the match secretary at least 2 weeks in advance of the game. This member needs to find a replacement on their own and needs to inform the match secretary at least one week in advance of the game.

If the board is informed about the replacement, the substitute member will be responsible for doing the duty. If not, the original member is responsible for doing the duty.

If the board needs to find a replacement, a financial sanction will be given. The fined amount will be established during the GMA, and it will be placed on the website.
- e) The board will notify the specific offender that there is a fine on not doing the duty, and that the fine will be given.
- f) The board will make sure that the hall watch guide is known by the members.

- g) Referees need to be present at least 20 minutes before the game. Members with table duty need to be present at least 10 minutes before the game.
- h) The teams need to be present at least half an hour before a home game. They will use this time to prepare the hall.  
This includes the following:
  - Place the baskets on the right spots
  - Make sure all the attributes for the table duty is set (this includes the shot clock)
  - Place the benches
  - Arrange the ball
  - If necessary, clean the hall
  - Make sure there is enough space around the court
- i) The match secretary will arrange consumptions for external referees.
- j) After the last game, that team is responsible for cleaning up the hall and used attributes.
- k) The moment problems occur during one of the matters of section 3.2, the board needs to be informed.

### 3.3 Referee licensing

- a) Every competition playing member needs to have a BS1 license.
- b) According to the NBB rule, the board will enforce that members who have not gotten their BS1 license seven games into the season by not allowing them to play games.
- c) Preferably, a BS2 course is organized for all members, as early as possible in the season. All competition playing members who do not have a BS2 license, are obligated to join this course. If a member does not succeed to finish the referee course, the board will collect the costs of the course from this member.
- d) If needed, a BS3 course is organized in collaboration with other associations. Members are asked if they would like to participate in this course. If a member does not succeed to finish the referee course, the board will collect the costs of the course from this member.
- e) For different referee courses, a different compensation policy exists. These are named below:
  - BS3: This course is 100% compensated by Arriba, when you referee for Arriba for 2 years. Otherwise the amount of money which needs to be paid back to Arriba, decreases each year by 50%. If a referee referees 100% for the NBB then the course will be 100% compensated by Arriba after 1 year.
  - BS2: This course is 100% compensated by Arriba
  - BS4: There is no compensation policy for the BS4 course, as this license is not needed within Arriba.
- f) For teams which play first class or higher, 2 BS3-referees need to be arranged for the full season. The preference goes to players of the teams itself. Other possibilities are players of lower teams who would like to referee on BS3 level or to arrange an external BS3-referee.

## 4. Tournaments

### 4.1 Tournament participation

- a) The board will encourage all members to participate in tournaments; especially internal tournaments. This will happen through social media and within the association, for example team captains informing the teams at practice.
- b) The tournament committee (ToeCie) and Big Tournament committee (AITCie) will organize tournaments on behalf of D.B.V. Arriba.
- c) The tournament committee is among other things responsible for the 3x3 tournaments.

### 4.2 External tournaments

- a) The board will promote team participation in external tournaments.
- b) External tournaments will be posted on the website.
- c) Invitations for tournaments of other associations will be sent by the board or ToeCie to the captains of the teams. The level of the tournaments will be taken into account, when the invitations are sent to the captains.

## 5. Social policy

### 5.1 Social media

- a) The board strives to put D.B.V. Arriba in the spotlight on social media.
- b) Throughout the year, different social media channels (like Facebook and Instagram) will be used to post pictures and videos, as well as matches and public activities. The goal is to generate more awareness about what D.B.V. Arriba does. This will be performed by the MediCie (Media Committee). The board will ensure that this happens.
- c) The board will ask certain members who like photography to occasionally bring their cameras and take pictures and videos during matches and other Arriba activities.

### 5.2 Communication

- a) The board wants proper communication with its members.
- b) Each Arriba activity is communicated towards all members.
- c) The board informs her members through several mediums.
- d) All information communicated from the board or committees towards members will be available in English.
- e) General information from the board is communicated towards members at least three weeks beforehand. General information is mainly about the match schedule and player administration.
- f) Activities are announced at least twice. Depending on the type of activity, the first notice will be a few weeks before and the second notice a week before the actual activity.
- g) In all teams, a team captain is chosen. This captain will be the point of contact for the team. Teams are asked to assign a captain, may this fail, the board will appoint a captain.
- h) At the beginning of the season, the chairperson reaches out to each team captain to let them know what is expected of them. This means forwarding information, being the point of contact for the team, and being ultimately responsible for setting up and cleaning the sports hall on a matchday
- i) The board will ask for feedback from its members through forms.
- j) The board announces matches using Arriba's media channels (email, website, Facebook).



### 5.3 Website

- a) The website will be used as an information source for members and other interested parties.
- b) General information can be found on the website, such as the practice schedule, match schedule, information about the board and committees and information for members.
- c) A calendar with upcoming activities and matches will be published on the website.
- d) Activities and specific events will be put on the website by the board or the WebCie, when known.
- e) Committees are required to update the WebCie and the board about changes and upcoming activities, to be put on the site.
- f) On the website, there will be a contact form to give feedback to the board, or to reach out to a counsellor (Dutch: vertrouwenspersoon) of D.B.V. Arriba and/ or the NBB.

### 5.4 Involvement of members

- a) The board motivates members to support other teams during matches.
- b) The match secretary communicates beforehand which matches will be played by sending a 'Match of the week' email to all members and uploading it on the website. Whenever there will be a super Saturday, this will be announced on social media as well.
- c) The FeeCie (party committee) is responsible for informing and enthusing members about non-basketball activities of Arriba.
- d) Arriba is a student sports association. The board warrants both characteristics during organized activities.
- e) At least 75% of the members must be a student as per Student Union regulation.

### 5.5 Kick-In

- a) Arriba is represented during the Kick-In.
- b) In the period of time before the Kick-In, preparations should start timely. For instance promoting the Kick-In at the end of the academic year within the association.
- c) The board and candidate board will make sure Arriba is visible during the Kick-In, this includes buying promotional materials where necessary.
- d) The board and candidate board include members during Kick-In activities.
- e) The board explores the possibility of an Arriba related Do-Group for during the Kick-In as a way of promoting the association.

## 6. Committees

### 6.1 Active committees

- a) The board strives to fill the committees with active members.
- b) The association knows a variety of committees in which members can be active, namely:
  - Arriblad
  - Barteam
  - batavieren race committee (BataCie)
  - Big Tournament committee (AITCie)
  - Party-activity committee (FeeCie)
  - Sports Gala committee (GalaCie)
  - Audit committee (KasCo)
  - Clothing committee (DresCie)
  - Media committee (MediCie)
  - Board of advisors (RvA)
  - Super saturday committee (SuperCie)
  - Technical committee (TC)
  - Tournament committee (ToeCie)
  - Website committee (WebCie)
- c) At the start of the season members are motivated to join a committee for example at the intro party committee fair.
- d) At the end of the season, the board organises an active member activity, to which all active members are invited.
- e) The board hands out an 'active member of the year' prize (Kanjercup) each year.

### 6.2 Committee tasks

- a) The committee should write a small policy plan and have the board judge it according to their expectations.
- b) Each board member has supervision on specified committees. The board member informs the relevant committee and will regularly join committee meetings.
- c) The committees should use the budget template provided by the treasurer.

## 7. Former-members association Amartano

### 7.1 Amartano membership

- a) Members who leave the association will get the opportunity to become a member of Amartano.
- b) Members will be informed about the existence of Amartano. Leaving members will be given a sign up form which has the possibility to make the leaving member become a member of Amartano.
- c) Leaving members will be encouraged to become a member of Amartano, resulting in a better remaining contact with Arriba.
- d) Members of Amartano will have the possibility to join activities organized by Arriba.

### 7.2 Contact with Amartano

- a) The contact between D.B.V. Arriba and Amartano will go through the boards of both Arriba and Amartano.
- b) The board will make sure Amartano will have appointed a board. Whenever a board member of Amartano decides to quit the board, Amartano themselves will try to appoint a replacement board member.
- c) Whenever the Amartano board fails to accomplish this, Arriba will, in consultation with Amartano, assign a new board member.
- d) The Amartano board will be asked to inform their members about activities organized by Arriba in which they are invited.

## 8. Financial policy

### 8.1 In general

- a) Every member must meet their financial obligations.
- b) The financial obligations are known by the members.
- c) At least 2 weeks prior to a collection members will be informed about their personal financial specification.
- d) At the beginning of the season, members without an IBAN number will be contacted about in which way their payments shall be made.
- e) If a member refuses or fails to make a payment, the treasurer will remind the member in the first and second week after the collection. The second reminder shall be in person. If the member still does not make the payment after these reminders, the member will not be allowed to attend games and practices anymore.
- f) The board will compensate members who haven't had the possibility due to unforeseen circumstances to play basketball at Arriba. Members have to make this request to the board themselves. The board will determine whether the member qualifies for this compensation and the amount of possible compensation.
  - a. If a member cannot play for four months straight, then they will get compensated (the amount will be decided by the KasCo and the board), when communicated at least four weeks into the injury.
- g) (Former) members with debts to Arriba will be contacted so they will still be able to pay their owed debts. If members leave Arriba while they still owe debts to Arriba they will be administered in the debtors system of the NBB (Dutch Basketball Bond). This will result in these members not being able to join other basketball associations without paying their debts to Arriba.
- h) Travel expenses will not be compensated for members.

### 8.2 Fines and damages

- a) Fines, damages and other costs are collected from the responsible person by insights of the board.
- b) Members must be informed by the board if they receive a fine. If possible, a warning will be issued two weeks in advance.
- c) The amount of the fines will be approved during the General Members Assembly.
- d) The board gives all members who have bought an Arriba jersey permission to wear the jersey, as long as they do not violate the law while wearing the jersey.

### 8.3 Active member reduction

- a) The costs to compensate for work campaigns, will be determined during the GMA.  
The following list are considered work campaigns:
  - Being a board member.
  - Being an active committee member.
  - Coach a team.
  - Give practice to a team.
  - Being a BS3 referee for Arriba.

## 9. External organizations

- a) D.B.V. Arriba is represented during the sector meetings of the Sports Umbrella Twente (SUT).
- b) D.B.V. Arriba is represented during the (general) meetings from 'Afdeling Oost'.
- c) The board will be present during the meetings mentioned above. If they aren't available during the meetings, the RvA (board of advisors) or former board members will be asked.