

# Policy plan D.B.V. Arriba 2023-2024

60th Board of Arriba:

Chairman: Peter Poldervaart

Secretary: Marijn Krips

Treasurer: Rick Polman

Co-match secretary: Chiel Egers

Co-match secretary: Gijs Kampshoff



Below you will find the policy of basketball association D.B.V. Arriba for season 2023 - 2024.

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## 1. Bullet points

Originally, D.B.V. Arriba was not able to find a full candidate board for the year 2023-2024. Only one function, that of secretary, was filled. In the end, four old board members decided to step in and fill the rest of the functions. Due to limited time on the part of the new board, they will operate with the priority of keeping the association running. Side tasks, such as being board representative of committees and organizing activities will be delegated to people who have volunteered to help out if needed, or otherwise not take place.

### 1.1 Keep the association running

As stated above, the main goal of this board will be to keep the day to day operation of the association going.

### 1.2 Find a new board

The board will try to portray the advantages of doing a board year from the start of the season. In their message they will incorporate the following:

- a) They gained experience of guiding an association
- b) They gained experience of organizing activities
- c) The opportunity to offer people a place to practice their preferred sport
- d) The opportunity to offer people a place to find a community

## 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.
  - a. Other teams than Gents 1 and Ladies 1 that play 3rd division or higher will also have the benefit mentioned in 2.2f.

### 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) 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.
- d) Changes in the practice schedule, concerning the time/location/date, will when known, be announced to the concerning team(s).
- e) If in the coaches opinion there are structurally too few players present at the practices, 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 organizes 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 (Fastbreak): This course is 100% compensated by Arriba for trainers/coaches who train/coach for at least 2 years after completion of the course. Otherwise the amount of money which needs to be paid back to Arriba, decreases each year by 50%.

BT3: There is no compensation policy for the BT3 course, as this license is not required within Arriba.

BT4: There is no compensation policy for the BT4 course, as this license is not required within Arriba.

- f) Coaches will be compensated for traveling expenses for traveling to the games, up to €120 (Ladies 1 and Gents 2) or €90 (other teams) per year.
  - a. The coaches will have to send an invoice (incl. proof of payment) containing the travel expenses for games to the treasurer.
  - b. Sportscentre employed coaches are excluded from this compensation.

### 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 table- or referee duty, will be communicated by the team captain during the practices and to the members by the board.
- c) The table-/referee schedule will be sent to the members and will be placed on the website.
  - a. The table schedule will not contain the name of specific members yet, but of the team responsible for that table duty. Two weeks after the schedule is released, the captain needs to return the schedule with specific players of their team per table duty slot.

- 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 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 responsible for hall watch (hall manager).
- 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 first team needs 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 hall manager will arrange consumptions for external referees.
- j) After the last game, that team is responsible for cleaning up the hall and the used attributes.
- k) The moment problems occur during one of the matters of section 3.2, the hall manager 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) A BS2 course is organized as early as possible in the season. The board determines for whom the course is mandatory at the beginning of the season.
  - a. If a member does not succeed to finish the referee course, the board will collect the costs of the course from this member.
  - b. If a member refuses to take the course, they will receive a fine, the amount of which will be established during the GMA.
  - c. A member can be excused from doing the course when providing the board with a valid reason.
- 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:
  - BS2: This course is 100% compensated by Arriba.
  - 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.
  - BS4: There is no compensation policy for the BS4 course, as this license is not needed within Arriba.
- f) For teams which play 2nd division 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.
- g) For teams who play 3rd division, one (formerly) BS3 licensed ref (or equivalent) and one BS2 ref is needed. Again, the preference goes to players from higher level teams to fill the roll of the BS3 ref, or players from lower teams who would like to referee on BS3 level.

- h) For teams which play 5th division and below, no licenced refs are officially needed. Despite this, the board will strive to have licensed refs at these games.



## 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) 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 communicated to members.
- 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 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 MediCie will also be responsible for asking 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 ensures proper communication of information towards its members.
- b) Each Arriba activity is communicated towards all members and beneficiaries.
- c) All information communicated from the board or committees will be available in English.
- d) 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.
- e) 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.
- f) 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.
- g) At the beginning of the season, the board 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.
- h) The board announces matches using Arriba's media channels.

### 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 board about changes and upcoming activities. The board should relay these dates to the WebCie 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 counselor (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. 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.

### 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 committee
  - BataCie: batavierenrace committee
  - DresCie: clothing committee
  - GalaCie: sport Gala committee
  - FeeCie: party-activity committee
  - KasCo: audit committee
  - LustrumCie: lustrum committee
  - MediCie: media committee
  - RvA: board of advisors
  - SuperCie: super saturday committee
  - ToeCie: tournament committee
  - WebCie: website committee
- c) At the end of the season, the board organizes an active member activity, to which all active members are invited.
- d) 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 budget (i.a.) and have the board judge it according to their expectations.
- b) Each committee has a supervising member (either board or committee member) who's the contact person between the board and the committee. This person will regularly be at committee meetings.
- c) The committees should use the budget template provided by the treasurer.

## 6.3 Bar Committee

- a) The BarCo is either a board member, or someone assigned by the board.
- b) The BarCo will make a schedule at the beginning of the academic year and during the Christmas break. This schedule 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) Teams are responsible for filling in the schedule, assigning members to each barshift. This schedule has to be returned to the BarCo two weeks after the release of the original schedule.
- d) Inexperienced people should do their first barshift together with an experienced person in order to learn how a barshift works.
- e) The team captain is responsible for making sure everyone who's doing a barshift has the certificate "[E-learning verantwoordelijk alcohol schenken](#)".
- f) The BarCo will ask the team captains to check if everyone is still available two weeks in advance of a barshift. , if someone is not available, it is their own responsibility to find a replacement. This should be communicated to the BarCo. The substitute member is now responsible for the barshift.
- g) If the person responsible for the barshift does not show up, or shows up late and replacement has already been found, this person will receive a fine.
  - a. If another member takes over the barshift or is already underway to take over the barshift, the amount of the fine will be given to this member. The fined amount will be established during the GMA, and will be placed on the website.
  - b. If the association needs to pay for a working student, these costs will be collected from the person responsible for the barshift.
- h) An app group with experienced people will be used to ask people to fill in if a team can't fill their shifts or if someone doesn't show up.

## 7. Former-members association Amartano

### 7.1 Amartano membership

- a) Members who leave the association get the opportunity to become a member of Amartano.
- b) Members are 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 are 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) Contact between D.B.V. Arriba and Amartano goes through the boards of both Arriba and Amartano.
- b) The board will make sure Amartano has appointed a board. Whenever a board member of Amartano decides to quit the board, Amartano themselves tries to appoint a replacement board member.
- c) Whenever the Amartano board fails to accomplish this, Arriba assigns, in consultation with Amartano, 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.
- f) If a member fails to make their payment after two reminders, or does not have an IBAN or payment plan, the member will not be allowed to attend games, practices or other activities until this has been resolved.
- g) The board will compensate members who, due to physical or mental injury or illness, are unable to play basketball at Arriba for an extended time. 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 three months straight, then they will get compensated (the amount will be decided by the board).
  - b. The board will contact the coach to also get information from their perspective.
  - c. Compensation depends on the duration of absence, and is proportional to the association contribution minus the NBB costs.
- h) (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.
- i) Travel expenses will not be compensated for players.
- j) Declarable costs should be declared via email to the treasurer, including the receipt of what was paid.
  - a. Deposits (statiegeld) can not be declared.

### 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, or otherwise damage the reputation of the association, 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.
- b) The board decides whether a member has participated enough in one of the above mentioned work campaigns, and will receive the compensation.

## 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' and the NBB student association meeting.
- 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.