



USABA Board of Directors Meeting Minutes

Date: 2/25/2021

The meeting took place via video conference. Present on the call were board members Mark Ackermann, Skye Arthurbanning, Calahan Young, Gary Remensnyder, Jennifer Demby, Amy Wasson, Eve Wright-Taylor, Brian Eaton, and David Cohen. USABA staff present were Molly Quinn and Kevin Brousard.

The meeting was called to order at 5:10 pm Mountain Time by board chair Mark Ackermann.

Mark asked for board members to disclose any potential conflicts of interests specific to the meeting agenda sent before the meeting. No potential conflicts of interests were declared.

Motion made to approve the December 16, 2020 board meeting minutes which were provided to the board before the meeting. Motion seconded. Motion approved.

Mark thanked the board for their time and efforts related to the board transition during the last few months. Mark then provided several organizational updates to the board. As part of the ongoing transition and recent audit, USABA has hired outside counsel on retainer who has experience with national governing bodies (NGBs) in the Olympic world, as well as NGB and USOPC bylaw familiarity. USABA received its second Payroll Protection Program (PPP) loan in February. In the future, the board will be invited and encouraged to attend board educational sessions which will fall outside of the scheduled board meeting. Molly and staff will help facilitate and schedule these sessions and is open to topics of interest to be covered.

The Paralympic Sport Organization (PSO) membership application process, which USABA is in the midst of, requires that a strategic plan be approved by the board. Molly has provided the board with the strategic plan and has talked individually to each board member about the plan in detail. Another key component of compliance is that all board members complete mandated evaluation, governance & Safesport training modules by March 25.

A new bylaw working group has been formed to update and revise the current USABA bylaws for full compliance with USOPC and non-profit requirements. The group is comprised of David Cohen, Jennifer Demby, Tyler Merren, Paul Shields and staff liaison Kevin Brousard. USABA's outside counsel will work closely with the group as well. The group will have their first meeting in March.

Molly provided the CEO and staff report. USABA has added new staff recently, including Program and SafeSport Coordinator Kyle Coon and marketing intern Alex Frederick.

Staff are finishing up the audit portion of the PSO application, which is extremely labor-intensive. The second and final PSO hearing will focus on audit findings and take place March 25. Next week, the staff will have meetings to find out the audit findings. 2021 USOPC funding has been approved, with a 16 percent increase in high performance funds and a 7 percent decrease in administrative support funding.

In March, USABA will be submitting its two largest grant proposals of the year totaling \$500K.



The Tokyo Paralympic Games are still happening as of now, and we are fortunate to have both teams qualified and training regularly. There are several athletes who need to be classified for Tokyo, and there will potentially be a classification opportunity at the international tournament in Fort Wayne in June.

USABA has launched its “45 for 45” video series in honor of its 45th anniversary. The staff is working on the creation of a peer-to-peer fundraising platform which will be launched in late March. It will help USABA’s efforts in recruitment of endurance athletes and guides. The next CEO and staff report will be completed towards the end of March or early April.

Nominating and Governance Committee (NGC) chair Tracie Foster provided the NGC report. The NGC is preparing to transition the board to be in compliance with upcoming USOPC mandates increasing athlete representation on the board from the current twenty percent to thirty three percent. One option to do this is to increase the board size from 10 with 2 athletes to 12 with 4 athletes and doing so by adding two athlete directors and keeping the remainder of the board intact. USABA reads to create its own internal Athlete Advisory Council (AAC) as well. Still determining the composition of the AAC, who is eligible, and role of the AAC. The USOPC AAC election for goalball representative will occur after the Tokyo Paralympics.

Board treasurer Gary Remensnyder provided the Audit and Finance Committee report, and noted that the staff and committee had several meetings while preparing the report. The committee provided the board with final 2020 financial statements before the meeting. The 2020 deficit of \$210K outperformed the previously forecasted deficit of \$315K. Notable revenue in Q4 2020 included \$62K in US Olympic Endowment dividends, \$31K in corporate sponsorships and \$36K in USOPC stimulus funds. Gary noted that it was rare for USABA to have an end-of-year deficit based off of his past USABA board experience. The expense actuals and forecasted expense figures were very similar. 2020 included numerous unbudgeted expenses approved by the board, namely CEO search and leadership transition expenses. The net loss was not caused by operational expenses, rather, staff offset expenses significantly in line with revenue loss. The 2020 end of year balance sheet included \$562K in US Olympic Endowment balance, and assets of approximately \$400K related to the goalball houses. The Audit and Finance Committee held their first meeting in early February, where they discussed the committee charter and reviewed year-end financials. The committee and staff further discussed new financial tracking and analysis documents like cash flow tracking. The committee is also responsible for vetting and recommending an accounting firm to conduct the annual independent financial audit.

Molly provided the board with a high-level overview of the organization’s strategic plan. She appreciated the feedback and questions she received individually from board members given before the meeting. The plan includes 3 major components; detailed objectives and priorities in an Excel spreadsheet, performance plan and compensation and goals for the team and culture. It is important to understand that USABA operates distinctively and collectively as a non-profit, a high-performance management organization for goalball, a fundraising entity and a membership organization. It is critical that USABA stays in compliance with governance rules and mandates from entities such as the USOPC, State of Colorado, and the IRS. Staff management is highly important, from staff development, talent assessment and outsourcing when applicable, and setting clear expectations. The board can assist in the creation and execution of a development plan through sponsorships and major gifts. Form the high-performance management segment,



its vital that we continue to build the athlete and coach pipeline to find future Paralympians. An area of opportunity is expanding our proven track record of sport development for non-goalball Paralympic sports. Staff is working diligently to ensure compliance with PSO implantation guidelines for goalball and blind soccer. Fundraising and membership components will include building out a more robust digital fundraising platform to launch in 2021 and expanding fundraising channels with Benevity, matching gifts and employee-match programs. The goal for the Tokyo Paralmypics is to win double gold. USABA is working on securing corporate sponsorships with help from a new contractor for business development. USABA has a healthy grant funding pipeline which will continue to be cultivated. An area of focus moving forward is sport club development and ways of increasing individual memberships. USABA is focusing on professionalizing its digital presence and website.

Motion made to approve the strategic plan. Motion is seconded. Motion is approved.

The board then went into executive session, during which they discussed confidential and human resource related matters.

Meeting adjourned at 6:55 pm MT.