



United States Association of Blind Athletes (USABA)

Board of Directors Meeting Tele-Conference Call

February 26, 2019

Directors present: Michael Bina, Gary Remensnyder, Matt Simpson, Amy Wasson, Paul Shields, Larry Dickerson

Not present: Brittany Wozny

Staff present: Mark Lucas, Kevin Brousard

The meeting of the Board of Directors was called to order at 9:05am MST via conference call by President Mike Bina. Roll call conducted by Secretary Matt Simpson.

The minutes of the November 1, 2018, board meeting were emailed in advance to directors. There being no objections, Matt Simpson moved to approve the minutes as written. Seconded by Larry Dickerson. Motion carried to approve.

Chairman's Report: Mike Bina

In February, the USOC requested all NGB/HPMO's participate in Board Assessment which was conducted by Boardspan. One hundred percent of USABA board participated in the survey. All NGB/HMPO's Board Presidents and CEO/Executive Directors received the survey results including Mike and Mark. Mike stated that the surveys indicate that board and staff are in alignment with mission, while demonstrating sound fiduciary and accountability oversight for the good of the organization's health and progress.

Mike appointed Amy Wasson and Brittany Wozny to Strategic Direction Committee.

Mike provided the board an update on the Goalball resident home's basement project. Mike appointed a Facility and Program Safety Committee which currently consists of Gary Remensnyder, Larry Dickerson and himself. Mark Lucas has been reporting to the committee on solutions to address the flooding issue. According to a recent engineer report, the homes were initially built on poor soil and several inches below the foundation creating a negative grade sloping into the homes. Mark is working with O'Neil Excavating with a specific plan and solution on how to mitigate the problem. Mike further stated that the flooding issue must be addressed to protect our assets in the two resident homes. Once these issues have been adequately addressed and rectified, Mark will report back to the committee on a plan to finish the basements which addresses the safety and required zoning procedures for residents' homes.

Executive Director's Report: Mark Lucas

Mark provided a brief overview of organizational growth over the last ten years.

2008 Assets were \$330,000

2018 Assets were \$1.3 Million

2008 Revenue was \$505,000

2018 Revenue was \$1.2 Million (unaudited)



2008 USOF investment was \$113,000

2018 USOF investment was \$410,000

Mark further highlighted;

- Numerous reasons including positive staff relationships and accountability on why our reputation with the United States Olympic Committee has never been stronger.
- Our outstanding relationship with the Anthem Foundation and how we continue to have success by reaching our measurable outcomes, increased number of participants, marketing reach and partnering agencies through expansion of the National Fitness Challenge program.
- The planning and expected outcomes for the IBSA Goalball and Judo International Qualifying Event to be held in Ft. Wayne in July including providing more than 400 blind people from around the world an opportunity to compete, while providing Team USA the home field advantage and potentially generating \$50K in revenue
- Continuing to strictly adhere to enforcement of Safe Sport policies and procedures, specifically requiring all coaches, board members and officials take mandatory Safe Sport training and background checks.

Further, Mark highlighted several key initiatives in 2019:

- Each goalball team will have two opportunities to qualify for the Tokyo 2020 Paralympics. These events are the International Qualifying Event in Fort Wayne in July and the Para Pan American Games in Peru in August.
- Director of Development Pam McGonigle has created a Fundraising and Revenue Generation Committee as a part of her efforts to secure additional individual and corporate donors.
- Marketing and PR Manager Bill Kellick joined the USABA staff in January. Bill has 20 years' experience in marketing roles for Olympic NGBs.
- Planning for the second annual National Blind Sports Day. Last year's event had 45 partnering agencies, while the 2019 goal is to have 65 partnering agencies.
- Partnering with Western Michigan University to conduct research and analyze National Fitness Challenge data to use for marketing, fundraising and program expansion.

Audit Committee Report: Gary Remensnyder

2018 budget summary sent out to board before meeting (unaudited). Gary offered that a more detailed report can be sent to board members upon request.

Gary reports that USABA is very close to achieving projected 2018 revenue while balancing the budget on expenses. One discrepancy on 2018 budget is VA funding which is due to travel funding restriction causing lower participation numbers. VA funding is reimbursable expenses so expected revenue has not hit our books. We exceeded corporate/foundation revenue by \$140k, making up for \$60k shortage on individual donors. Investments were down \$26k, mostly due in part to poor stock market performance in November and December of 2018. We had a \$221k budget overage for 2018, with approximately \$200k of that being earmarked and rolled into programs/grants in 2019.



Strategic Direction Committee Report: Larry Dickerson

Mark Lucas and Larry Dickerson, chair of the Strategic Direction Committee, met February 20th to discuss procedures on how to monitor progress on operational plans.

During the board meeting, Mark, discussed the procedure for oversight of the annual operational plan. Annually at the fall board meeting, the board will review and approve the upcoming year's operational plan which coincides with proposed budget. Mark and staff will track the monthly progress on a dashboard and will send board a quarterly dashboard update and report progress during quarterly board meetings.

The following terminology will be used in the strategic plan and operation plan:

Operation Plan – this is an annual plan developed by staff and approved by the board that captures the key areas identified and outlined in the strategic planning process. For each Pillar of the strategic plan; Sports Programming, Education, National Goalball Program, Revenue Generation, and Infrastructure, the respective staff develop overarching goals and then identify metrics to accomplish over the course of the year.

Operation Plan Dashboard – this is the tool (Excel spreadsheet) utilized by staff and reported on quarterly to board. It is used to track and measure the progress towards each of the goals from the operations plan. Under each Pillar there are lists of high-level metrics that, when accomplished, will result in achieving the goals for the year from the operations plan

Pillar – this represents the key areas outlined in the strategic plan (Sports Programming, Education, National Goalball Program, Revenue Generation, Infrastructure).

Goal – each Pillar identified in the strategic plan has identified a general goal that is identified in the annual operation plan.

Metric – Each goal has a list of measurable metrics (actions) required to reach the goal.

Governance and Nominating Committee Report: Matt Simpson

Committee is ensuring compliance with USOC policy of relevant documents, conflict of interest policy, code of conduct policy and additional policies for submission of PSO application. Matt stated that he and the committee are targeting mid-March for the revision of our bylaws for PSO application. Matt will host conference calls with athletes to review and receive input on new bylaw revisions.

New Business

Mark will survey the board to schedule the May meeting.

Adjournment

Gary motioned to adjourn, Matt seconds. Board approves, meeting adjourns at 10:01 a.m.