

Minutes

Board of Directors Meeting  
June 24, 2016  
Colorado Springs, CO  
8:30 am MDT

A meeting of the Board of Directors (the "Board") of USA Bobsled / Skeleton occurred on Friday, June 24, 2016. The Chair called the meeting to order at approximately 8:30 AM MDT. The following members of the Board were present at the meeting's commencement: Don Schaaf, BJ Hybl, Pete Piechoski, Jay Eichelberger, Mac Riley, Elana Taylor, Bree Schaaf, Jean Prahm, Bob Bergbauer, John Raftery, Curt Tomasevicz, and Lorenzo Smith. Participating by conference call was Jennifer Donnelly. The above members constitute a quorum of the Board under Bylaws Section 6.17.

Also participating in the meeting were USABS CEO Darrin Steele and staff member Lisa Carlock, Advisory directors Javier San Miguel, Rusty Buchanan and Karen Saunders, and USABS Chair Emeritus John Rosen.

The minutes were recorded by Lisa Carlock.

**1. Call to Order**

The chairman called the meeting to order at 8:30 AM MDT and the board proceeded with introductions for the benefit of new directors.

**2. Management Report**

a. Staff/Coach Development

Mr. Steele informed the board of professional and educational programs that USABS coaches and staff are engaged in, including the USOC Kellogg program, individual executive coaching with The Leadership Huddle, independent post-collegiate programs, and USABS post-season debriefing and pre-season planning.

b. PyeongChang Update

Mr. Steele reviewed the PyeongChang homologation event conducted in March 2016, noting that trouble with the refrigeration plant led to the necessity for an additional homologation event. There will be a second homologation in October 2016 followed by an international training week and World Cup in March 2017 which will serve as the test event for the 2018 Olympic Games.

c. National Team Update

Mr. Steele presented an analysis of starts and finishes at World Championships for the current quad.



d. USOC Update

Mr. Steele discussed progress of the USOC Task Force for NGB resource allocation and informed the board that beginning after the PyeongChang Olympic Games, the USOC will switch to a multi-year funding model.

Mr. Steele presented the USOC's 2016-2017 funding allocation.

e. IBSF Update

Park City, UT will be the host for the 2017 IBSF Congress. USABS should consider sending additional delegates but should be selective in doing so.

Mr. Steele reviewed the IBSF World Cup calendar for 2016-2017, highlighting the Lake Placid race to be held Dec 16-18. He also provided a brief summary of the Olympic Solidarity event held in Lake Placid in March 2016, the focus of which was coaching education, and drew 14 participants from 8 nations.

Mr. Steele addressed allegations by a former RUSADA official that several Russian bobsled and skeleton Olympic medalists were part of a doping cover-up during the 2014 Games. If the allegations are found to be true, it would have an impact to Steven Holcomb and Katie Uhlaender's 2014 Olympic Games results. He also noted that Sochi will host the 2017 World Championships.

The IBSF Paraspport Committee held a successful World Championship event in Park City in March 2016 and Mr. Steele highlighted US athletes' success. The IPC's decision on inclusion of para-bobsled and para-skeleton in the 2022 Paralympics will take place in September 2016. Mr. Steele informed the board that USABS will have to determine if it will take ownership of the para program or request the USOC to manage if/when the program is voted into the Paralympic Games. The board decided that a committee should be created to evaluate appropriate ownership of the program.

Mr. Steele discussed the low participation numbers in women's bobsled and the desire by some nations to create a 4-woman bobsled event. The IBSF is creating a women's bobsleigh committee to determine what it would take to expand women's participation in the sport.

f. Sponsorship Update

Mr. Steele informed the board that USABS underperformed in sponsorship generation in 2015-2016. He reviewed a list of companies that USABS is in current discussions with.

g. Financial Report

Lisa Carlock reviewed USABS' anticipated financial position at fiscal year end, noting variances to budget resulting from sponsorship shortfalls and additional USOC grant funding.

### 3. Audit Report

Mr. Eichelberger informed the board that USABS underwent a USOC internal audit of the 2013-2014 and 2014-2015 fiscal years, the purpose of which was to evaluate USABS compliance with the Performance Partnership Agreement,



accuracy of financial reporting, internal control environment, and compliance with the USOC's SafeSport Program. The USOC provided a clean report with only a few minor recommendations to improve operations.

Mr. Eichelberger asked for board approval to engage auditors Waugh & Goodwin to conduct the external audit of USABS' 2015-2016 fiscal year. A motion was duly made and seconded, and unanimously approved.

#### **4. 2016-2017 Budget**

Mrs. Carlock presented the 2016-2017 proposed budget, noting the need to find an additional revenue source to provide 132k in necessary funding to reach a net zero budget for the year. The board discussed possible fundraising events and activities and committed to finding the needed funds. A motion was duly made and seconded to approve the 2016-2017 budget. It was unanimously approved.

*The board adjourned for a lunch break from 12:45-1:15 pm.*

#### **5. Bylaws Amendment**

Mr. Raftery proposed an amendment to Section 21 of the bylaws to eliminate the need for physically mailing notice of proposed amendments and allowing for notification via email. A motion was duly made and seconded, and unanimously approved.

Mr. Raftery also informed the board that the bylaws have been updated to reflect the new corporate name as well as a clean version containing all amendments to date will be available on the website shortly.

#### **6. KBC Arbitration**

Mr. Raftery summarized action taken by USABS in regards to unpaid sponsorship funds from the 2013-14 season by KBC America. He advised that the next course of action is arbitration and provided the board with potential costs. Mr. Raftery will pursue VIK provision of legal services in NYS in an effort to reduce costs.

#### **7. AAC Update**

Mrs. Taylor informed the board of her resignation to be effective July 1. The AAC is currently holding an election to fill her position on the committee and will then vote on the new AAC representative to the board.

#### **8. NGC Update**

Mr. Hybl noted that the NGC is keeping candidates on file for future board positions.

#### **9. Officials Committee**

Mrs. Prahm is assuming chairmanship of the committee.

#### **10. Compensation Committee Update**





# USA Bobsled / Skeleton

National Governing Body for the sports of Bobsled and Skeleton

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Mr. Piechoski informed the board that the compensation committee met with Mr. Steele to review performance metrics and will make a full report to the board at a later date.

## 11. Marketing Committee Update

Mr. Schaaf is currently preparing a new sponsorship prospectus for the 2016-17 season.

## 12. Board Meeting Schedule

Board meetings for 2016-17 are scheduled as follows:

November 12 in Park City, UT

March or April by phone

June in Colorado Springs, CO

## 13. Adjournment

The meeting was adjourned at 3:00 pm MDT.

This document constitutes a true and correct copy of the minutes of the Board of Directors meeting of USA Bobsled / Skeleton.

*Lisa Carlock*

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Lisa Carlock  
Corporate Secretary

July 5, 2016  
Date



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