

Minutes

Board of Directors Meeting
June 26, 2015
Colorado Springs, CO
8:30 am MDT

A meeting of the Board of Directors (the "Board") of USA Bobsled & Skeleton occurred on Friday, June 26, 2015. The Chair called the meeting to order at approximately 8:46 AM MDT. The following members of the Board were present at the meeting's commencement: John Rosen, Ted Offit, Don Schaaf, Curt Tomasevicz, John Donovan, Pete Piechoski, Hal Pittman, Jennifer Donnelly, and BJ Hybl. Participating by conference call were Elana Taylor and Bree Schaaf. The above members constitute a quorum of the Board under Bylaws Section 6.17.

Also participating in the meeting was USABS staff member Lisa Carlock, and following the executive session were new directors Jay Eichelberger, H. Mac Riley and John Raftery, USABS CEO Darrin Steele and staff members Ashley Walden and Amanda Bird, Ex Officio member Javier San Miguel, and Judicial Committee chair Kyle Schriener.

The minutes were recorded by Lisa Carlock.

1. Call to Order

The chairman called the meeting to order at 8:46 AM MDT.

2. Executive Session

The board commenced an executive session. Mr. Rosen explained the administrative actions to be taken by the board.

a. Bylaws amendment to change director affiliations

Mr. Rosen confirmed that members of effected membership classes that are in attendance at the annual meeting must approve the bylaws changes of director affiliations, and actions taken by the board at the meeting will be pending approval of the membership at the annual meeting. A motion is duly made and seconded to change the club director and technical director positions to sport at-large pending approval of the effected membership. It is unanimously approved. Sport at-large directors can be anyone who has a good sport knowledge and background, i.e. technical member, athlete, former athlete, previous staff member, etc.

b. Bylaws amendment to change size of board

A motion is duly made and seconded to increase the maximum size of the board to 15 directors. It is unanimously approved. The board composition is now as follows: flexible size of between 11 and 15 directors to include at least 3 athlete, 4 independent and 4 at-large, with an additional 2 sport at-large, 1 independent and 1 at-large seat available.



c. Re-appointment of board members

Mr. Rosen explained that prior to the meeting, Matt Roy formally tendered his resignation as the club director. A motion is duly made and seconded to appoint Matt Roy as a sport at-large director. It is unanimously approved.

Mr. Hybl, as chair of the Nominating and Governance Committee, confirms the NGC recommendation of re-appointment of Mr. Piechoski and Mr. Schaaf to second terms. A motion is duly made and seconded to re-appoint Mr. Piechoski and Mr. Schaaf to second terms. It is unanimously approved.

d. Appointment of new board members

Mr. Rosen, Mr. Donovan and Mr. Offit formally submit their resignations from the board as they reach their term limits on June 30, 2015. A motion is duly made and seconded to appoint Mr. Rosen, Mr. Donovan and Mr. Offit as advisory directors thru the end of their terms. It is unanimously approved.

Mr. Hybl confirms NGC recommendation of appointment of Mr. Riley and Mr. Eichelberger. A motion is duly made and seconded to appoint Mr. Riley and Mr. Eichelberger to the board. It is unanimously approved. Mr. Riley and Mr. Eichelberger joined the executive session.

Mr. Hybl presented NGC recommendations for the remaining open director positions. Motions are duly made and seconded to appoint Lorenzo Smith and John Raftery to the board. They are unanimously approved. Mr. Raftery joined the executive session. A motion is duly made and seconded to appoint Jean Prahm to the board. It is approved, with one abstention by Mr. Raftery.

It is suggested that the board consider making advisory director appointments in the fall so those appointed individuals could plan to attend June meetings.

e. Election of new chairman

A motion is duly made and seconded to appoint Mr. Piechoski as Chairman. It is approved, with one abstention.

The executive session closed at 10:30 AM MDT, at which time Mr. Steele, Mr. San Miguel, Ms. Bird, Ms. Walden and Mr. Schriener joined the meeting.

3. Recognition of Outgoing Directors

Mr. Piechoski and Mr. Steele recognized outgoing directors Mr. Rosen, Mr. Donovan and Mr. Offit, thanking them for their years of dedicated service and presenting them a token of USABS' appreciation.

4. AAC Update

Mr. Tomasevicz informed the board of the newly elected AAC, which includes Kyle Tress as chair, Matt Antoine, Nic Taylor, and Veronica Day, as well as Elana Taylor who began a new term as USABS AAC rep. The AAC is strongly promoting athlete accountability in representation of oneself, sport and country.



Mr. Tomasevicz voiced concerns from the skeleton community that there is no skeleton-specific representation on the board and inquired if the board would appoint a skeleton representative as an advisory director. The board agrees and tasks the AAC with recommending an athlete to fill this position.

5. Management Report

a. Staff/coach development

Mr. Steele informed the board of development opportunities that USABS staff and coaches have been engaging in, including the Team USA Leadership Certificate Program, one-on-one executive coaching, and a post-season training program that addressed the organization's vision, mission, and purpose, short-term goals, and long-term strategies.

b. Vision statement

Mr. Steele presented USABS' newly created vision statement - *"To be the premier bobsled and skeleton organization in the world through bold leadership, innovation and a commitment to excellence."* He also presented the organization values identified by the coaches, staff and athletes – *commitment, integrity, teamwork* – and explained that they will act as a guide to USABS' culture and policy.

c. USOC update

Mr. Steele is part of a working group reviewing Elite Athlete Health Insurance (EAHI) coverage offered by the USOC to national team athletes. The group is addressing plan design as well as interplay with sport accident insurance policies.

Mr. Steele informed the board of the USOC grant award for 2015-16, noting that while it is flat from 2014-15, it is considerably higher than the previous quad.

d. FIBT/IBSF update

The FIBT has officially changed its name to the International Bobsleigh & Skeleton Federation (IBSF). Mr. Steele reviewed two rule changes and discussion ensued over the effects these changes will have on USABS.

- Quota reduction from a maximum of 3 sleds to a maximum of 2 for World Championship and Olympic competition, to take effect at the 2017 World Championships.
- Weight reduction of 30kg (10kg from sled, 20kg from athletes) in women's bobsled to be phased in over the next two years.

e. Financial update

Ms. Carlock reviewed the current financials with the board, highlighting anticipated fiscal year end balances and comparisons to budget, as well as a year-1 quad comparison that shows revenue and expense increases of over \$1M from the 2010 quad.

Ms. Carlock presented the 2015-2016 proposed budget for approval by the board. A motion was duly made and seconded to approve the budget for 2015-2016. It was unanimously approved.



Ms. Carlock additionally asked for board approval to engage auditing firm Waugh & Goodwin for the audit of FY 2014-2015. A motion was duly made and seconded to engage Waugh & Goodwin for the 2014-2015 audit. It was unanimously approved. Mr. Eichelberger will assume chairmanship of the audit committee.

6. USOC Fundraising Presentation

Ms. Martha Johnson, Associate Director of NGB Fundraising for the USOC, gave a presentation to the board on fundraising best practices. She stressed the importance of clearly articulating our funding needs and demonstrating board engagement and support.

7. Paralympic Update

Mr. Rosen showed a documentary video created as a marketing and recruiting tool that clearly demonstrates the significance of the para-bob and skeleton movement.

8. Capital Plan Imperative Update

Ms. Carlock updated the board on progress with the Colorado Springs push track and Park City ice house initiatives. Both locations are waiting for USABS to provide track specs and other facility needs, which we are anticipating to have available within the next two weeks. The Colorado Springs OTC has two possible locations identified and will provide the funding to have the project scoped. The Utah Olympic Legacy Foundation will assist in funding, but USABS would have to allocate additional funds to have the ice house project scoped.

9. Grow the Sport Imperative Update

Ms. Walden briefed the board on ideas generated to help increase exposure of bobsled and skeleton for the purposes of growing both spectatorship and participation. Suggestions include youth programs in partnership with AAU, Junior Olympics, and USA Track & Field, combines held in conjunction with BMW's Ultimate Driving Experience, incorporating a bobsled and/or skeleton-related challenge at CrossFit Games, a "portable" push championships, or replication of Germany's "Sommerbob" event.

10. Revenue Generation Imperative Update

Ms. Bird presented to the board a summary of initiatives currently being developed and implemented to assist USABS in revenue generation including updates to USABS' donation page/supporting membership program, creation of a list of sponsor "buy in" products, updated one-page sponsor deck, donation challenge program, and athlete mentorship on social media.

11. Olympic Solidarity Imperative Update

Mr. Steele informed the board of IBSF plans to host a school in conjunction with the final NAC race in Lake Placid in March. He is also planning to meet with USOC International Relations to discuss how they can work in conjunction with IBSF to further Olympic solidarity efforts.



12. NGC Membership

Mr. Hybl informed the board that the NGC is currently comprised of himself, Marci Francis, and John Donovan, with vacancies needing to be filled by an athlete/former athlete and an individual from the general membership of USABS.

13. Board Meeting Schedule

The following dates and locations are tentatively identified for 2015-2016 board meetings:

- Nov 6-7, 2015 – Park City, UT – Directors to arrive on morning of Fri, Nov 6. Meeting on afternoon of 6th and morning of Sat, Nov 7. Directors to depart in afternoon/evening of Nov 7. New board members to arrive early for orientation on morning of Nov 6. (Skeleton national team trials are scheduled for this weekend in Park City.)
- Mar 4-5, 2016 – Park City, UT – Directors to arrive on morning of Fri, Mar 4. Meeting on afternoon of 4th and morning of Sat, Mar 5. Directors to depart in afternoon/evening of Mar 5. (Para World Championships are tentatively scheduled for this weekend in Park City.)
- June 24-26, 2016 – Colorado Springs, CO – Directors to arrive on Thurs, Jun 23. All-day board meeting to be conducted on Fri, Jun 24. Annual membership meeting and Annual Gala & Awards Dinner to be held on Sat, Jun 25. Strategic planning meeting on morning of Sun, Jun 26 to conclude around noon. Directors to depart in afternoon/evening of Jun 26.

14. Review of Action Items

USABS transition with one year to have change complete

Curt – AAC to identify skeleton representative to serve as an advisory director

Committee chairs to review committee composition and adjust for new and/or termed-out directors

Curt – ensure athlete representation on committees as necessary

Lisa/Amanda – create website for board to host contact information, committee list, director terms and affiliations, calendar including executive actions to be taken at board meetings, and meeting minutes

Pete – create Google calendar

Lisa – update BOD contact info and terms/affiliations chart

Pete – define advisory board director program

Ted/John Raftery – amend and restate bylaws

BJ/Pete/Jennifer – communicate/welcome new board members, plan orientation for prior to Park City meeting

John Rosen – IT sponsor

Pete – plan World Cup Park City marketing/event opportunity





USA Bobsled & Skeleton

National Governing Body for the sports of Bobsled and Skeleton

15. Adjournment

The meeting was adjourned at 3:59 PM MDT.

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

Lisa Carlock

Lisa Carlock
Corporate Secretary

August 14, 2015
Date



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