

## Minutes

Board of Directors Meeting  
April 21, 2018  
Baltimore, MD  
8:00 am ET

A meeting of the Board of Directors (the "Board") of USA Bobsled / Skeleton occurred on Saturday, April 21, 2018. The Chair called the meeting to order at approximately 8:11 AM ET. The following members of the Board were present at the meeting's commencement: Pete Piechoski, John Raftery, Rusty Buchanan, Mac Riley, Bob Bergbauer, Ryan Bosch, Jay Eichelberger, Don Schaaf, Bree Schaaf, Karen Saunders, Veronica Day, Jennifer Donnelly, and Kyle Tress. Jean Prahm participated telephonically. The above members constitute a quorum of the Board under Bylaws Section 6.17.

USABS CEO Darrin Steele and staff member Lisa Carlock, Advisory director David Best, and UOLF representative Marc Norman were also present at the meeting. Advisory Director Javier San Miguel participated telephonically as well.

Lisa Carlock recorded the minutes.

### 1. Call to Order

The Chair called the meeting to order at 8:11 am ET.

### 2. Management Report

Mr. Steele began with a debrief of the Olympic Games, highlighting the silver medal won by women's bobsled but also noting that we did not maximize quotas for sleds competing in all disciplines. Mr. Steele explained that beginning with the 2022 Beijing quad, USABS will focus on a new development model and seek ways to shorten the learning curves in bobsled and skeleton. USABS will again utilize the Olympic Committee's "Next Olympic Hopeful" program as a recruitment tool and will look to incorporate new technology to gain a competitive advantage. Discussion was directed towards planning for future success and the board requested that Mr. Steele provide a list of areas for improvement and ways in which the board can provide assistance.

Mr. Steele informed the board of a post-season survey administered to all athletes who represented USABS in any race series during the 2017-18 season. The purpose of the survey was to receive athlete input on keys to success in 2022 and allowed athletes to provide feedback and voice concerns. Mr. Steele utilized results to review performances and identify consistencies in specific areas (gender, discipline, level). The board requested that Mr. Steele provide them with survey results.

The IBSF Congress will be held in Rome from June 26-27, at which time Mr. Steele and the rest of the IBSF executive committee will be up for re-election. Two new disciplines – a skeleton mixed-gender team event and either 4-women or women's monobob – will be voted upon to be proposed to the IOC for 2022. Proposed rule changes include standardizing the chassis and frame for 2-man bobsleds and deregulating skeleton runner technology. The 2020 Youth Olympic Games will include monobob, while para bobsled is still waiting for a decision on inclusion for 2022.



Mr. Steele informed the board that ownership of the Para program has moved back to USABS and the Center for Independent Living has expressed interest in partnering with USABS on the program. USABS is currently seeking USOC financial support as well.

Mr. Steele reviewed current sponsorships and agreements that are up for renewal for the coming season. He also noted companies with whom new sponsorship discussions are currently taking place.

USOC High Performance Plans for the 2022 quad are due in June but USABS plans to present to the USOC in mid-May. The plan will address major initiatives, staff and development strategies, and annual budget requirements. USABS' funding award will be announced by July 1. Mr. Steele commented he did not feel that Scott Blackmun's resignation from the USOC would negatively impact USABS.

Mr. Steele informed the board of an NGB-wide Congressional inquiry surrounding SafeSport and a USOC-launched independent investigation. USABS provided all requested and available documents to address the Congressional inquiry. Mr. Steele also informed the board that USABS has been working with a SafeSport lawyer on necessary bylaws and policy updates. Ms. Schaaf reviewed the SafeSport meetings held in Denver, noting their plan to focus on more education for athletes and parents. USABS needs to consider its biggest risks and determine if appropriate policies are in place. Mr. Rafferty will create a task force to review USABS policy and procedure for enforcing SafeSport policy and handling complaints. Mr. Bosch, Ms. Schaaf, Ms. Day and Ms. Donnelly will serve on the task force. USABS should additionally inquire with the insurance broker if current policies cover SafeSport violations. The board requested to always be apprised of any situations in which SafeSport claims are submitted. The board suggested a SafeSport presentation and/or training be conducted during the June meeting, and that training be provided to the Ethics and Judicial Committees as well.

Ms. Carlock provided an update on financial activity to date and projected thru the end of the fiscal year, noting shortfalls in sponsorship generation but better-than-budgeted results from the DC fundraising event that will help manage expenses. The board noted the need to communicate the results of the fundraising event to the athletes. Mr. Piechoski will send out a formal letter to the board about their contributions for the 17-18 fiscal year. Ms. Carlock also presented an estimated budget for 18-19, showing a 240k net income deficit that USABS will need to address.

### **3. DC Fundraiser**

Mr. Schaaf reviewed the January DC fundraising event, highlighting key elements that led to success while also noting areas for improvement for subsequent events.

### **4. Bylaws Updates**

The Bylaws Committee provided the required notice in advance of the meeting for a series of proposed bylaws changes as follows:

1. Section 1.1 – changes to amend and effectuate the change of the name of the organization to USABS.
2. Section 3.1 – changes to clarify the USABS mission.
3. Section 4.1 – change to reflect current status.
4. Section 4.2 – insertion of Safe Sport overlay required by USOC.
5. Section 6.12 – change to reflect consistency with Section 6.14.
6. Section 7.2 – creation of Chair-elect position to facilitate successful transfer of Chair responsibilities upon resignation or term limitation.



Following discussion, a motion was duly made and seconded to approve all previously noticed bylaws changes pending a change of title for the new Chair-elect position – now to be referred to as Vice Chair. The motion was unanimously approved.

The board additionally engaged in discussion on anti-discrimination surrounding sexual orientation and gender identity. The board agreed that Mr. Raftery should draft a proposed bylaws change to include sexual orientation in Section 4.1 (h), but would wait for IOC, USOC, or International Federation recommendations on how to handle gender identity issues.

## 5. Committee Reports

Mr. Bergbauer reported that the Alumni/Athlete Transition Committee is reconnecting and planning ways to capture more intake information from new athletes joining USABS. The committee would also like to find ways to incorporate alumni as volunteers.

Mr. Piechoski reviewed the list of USABS committees and asked all committee chairs to confirm composition.

The board discussed the terms of the Ethics and Judicial Committees and whether members should serve a maximum of two 4-year terms, or serve until replaced by the board. Mr. Raftery will draft proposed bylaws changes. Ms. Donnelly will affirm current committee members.

## 6. UOLF Update

Mr. Norman informed the board of developments within the Utah Olympic Legacy Foundation, most notably that they have broken ground on a 72-unit housing development for athletes and workforce in Park City with an estimated completion date of July, 2019. UOLF has received state funding assistance for capital needs including venue upgrades in hopes of hosting the 2030 Olympic Games.

## 7. Foundation Recruiting

Mr. San Miguel presented a microsite created as a digital recruitment brochure for Foundation board members. He navigated thru the site to display its content and demonstrate its capabilities. He provided a list of deliverables and asked for board and staff assistance to complete particular elements of the site.

## 8. Executive Session

The board held an executive session from 2:45 until 4:45 pm.

## 9. Strategic Planning

Mr. Bergbauer and Ms. Donnelly will complete a SWOT analysis in preparation for strategic planning at the June meeting.

## 10. Other Items

Mr. Piechoski requested that the board consider a new chairman to be elected at the June meeting.





**USA Bobsled / Skeleton**

**BOBSLED / SKELETON** National Governing Body for the sports of Bobsled and Skeleton

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**11. Adjournment**

The meeting was adjourned at 5:00 pm ET.

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

*Lisa Carlock*

Lisa Carlock  
Corporate Secretary

May 28, 2018

Date



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