



United States Bobsled and Skeleton Federation

National Governing Body for the sports of Bobsled and Skeleton

USBSF Board of Directors
Meeting Minutes
September 24, 2010
Lake Placid, NY

In attendance:

Board: John Rosen, John Donovan, Ted Offit, Valerie Fleming, Curt Tomasevicz, Doug Bagley, BJ Hybl, Anucha Browne Sanders (by conference call for team selection criteria complaint and Ethics Committee evaluations)

Staff: Darrin Steele, Lisa Carlock

Guests: Tony Carlino, Ethan Albrecht-Carrie, Jesse Beckom, Elana Meyers, Jazmine Fenlator

Call to order at 8:18 am EST.

Management Report – Darrin Steele

- Continuing skeleton sled project with Protostar. In meeting with BMW discovered USBSF may have additional resources available for technology.
- BMW meeting in Colorado Springs focused on activation of sponsorship.
- Pursuing new partnership with Susan G Komen Foundation. Opportunities for co-branding, retail/licensing, and promoting breast cancer awareness month.
- Update on Strategic planning initiatives
 - 2020 plan included 5 initiatives – sponsorship, membership, events, technology, development program
 - Membership (John Donovan, Rebecca Dayton, Robbie Beck, BJ Hybl, John Rosen) – looking at new website to enhance membership by general public, determining how to add value to membership and obtain renewals with USBSF rather than ORDA or UOP, pursuing \$5,000 sponsorship by Sept 30 to activate website before first passenger ride of the season.
 - Recruiting – established delivery of standard letter to athletes submitting online resume to provide direction on next steps/how to get started, recruited athletes to come to combine events, working with colleges and universities to develop relationship.
- FIBT elections
 - Ivo Ferriani elected as new president.
 - No North American presence on executive committee. USBSF strategy is direct involvement with high quality people at every opportunity for North American influence.
 - Stephen Hess elected to Court of Arbitration, is the only attorney so automatically appointed as Chair.

ORDA Report – Tony Carlino

- Emphasized importance of USBSF showing ownership/leadership over bobsled and skeleton in the US.

Nominating & Governance Committee

- Board terms expiring at end of June and need to establish new NGC to identify candidates for open positions.
- NGC to be composed of the following:
 - 1 member from the immediately outgoing NGC (Eric Parthen)
 - 1 member appointed by the USBSF Board from the list of Independent Directors (BJ Hybl)
 - 1 past member of the USBSF Board who is not currently serving as a USBSF Director (Valerie Fleming (as of Jan 1))
 - 1 person self-nominated from general membership of USBSF and selected by the immediately outgoing NGC (TBD)
 - 1 current member selected from the USBSF Board (Doug Bagley)



1631 Mesa Avenue, Copper Building – Suite A
Colorado Springs, CO 80906
P: 719.636.1513 | F: 719.520.3212
visit us at bobsled.teamusa.org



Member, U.S. Olympic Committee

- Responsibility of new NGC to actively recruit quality candidates for Board.

Team Selection Criteria Complaint – Garrett Hines

- Concerns over subjective elements of team selection criteria, would like criteria to be more objective based on a clear ranking system, definitions of all criteria to be composed and published, and feedback to be provided to athletes to document and explain selection decisions. Requested minutes of Selection Committee meetings are recorded.

Board Discussion on Team Selection Criteria Complaint

- It is not the role of the board to determine how to select team, role is to make sure criteria/selection process provides equal opportunity to athletes to earn spots on the team.
- Can subjective criteria be removed or quantified?
- How should criteria be weighted? Weight given to criteria is not the role of the board.
- How should criteria and selections be communicated? Use matrix document to show athlete results in each category and have paper trail of feedback to the athletes, include extenuating factors (i.e. weather). Record rationale for selection decisions if not based solely on rank.
- Board does not support the idea for more transparency in the actual selection process, wouldn't allow for honest and open communication within committee if meeting was more open.
- USBSF to expand definitions of criteria, provide matrix of final evaluation, give regular feedback to athletes after competitions/events, and begin selection process with pure ranking system and document rationale if athletes are skipped.
- Suggestion to formalize coach review process with standards to be evaluated against. Anucha to provide examples of coach-review forms for Darrin's consideration.

Ethics Committee Vacancy – John Donovan

- Current committee appointed Aug 28, 2008, past term limit of 2 years. Can reappoint 4 current committee members and appoint one new, or create entire committee of new members. Must continue to adhere to 20% athlete representation rule.
- Decision to reappoint Lorenzo Smith and bring other 4 positions to vote.
- Elana Ben-Dov, Jennifer Bowen, Lionel Yarmon, and Hans Fuegi appointed.

Budget Review and Approval

- Concern with contribution amount to come from board for direct donations and fundraising.
- Motion duly made and seconded to approve budget proposed Aug 18, 2010. Unanimously approved.
- Doug Bagley accepted responsibility for organizing fundraising event in conjunction with Junior World Championships in Park City in January. John Donovan agreed to assist in this event planning.

Meeting our Fundraising Challenge – BJ Hybl

- Focus on membership program, can provide stable revenue stream, need dedicated staff time to develop. Possibly expand CEO assistant role or hire intern in Lake Placid to manage program.

Audit Review – Ted Offit

- Received high marks from auditors for management of finances.
- Two minor recommendations:
 - CEO review bank activity online on monthly basis paying close attention to payee on front and endorsed back of cleared checks.
 - Member of the board should periodically review the corporate credit card activity of the CEO.





- Motion duly made and seconded for Chairman of the Board to be the reviewer of CEO credit card statements. Unanimously approved.

Board Performance Retrospective

- Positive developments over past 12 months:
 - Improved relationship with tracks
 - Adjustment to and growth with 2 new board members
 - Processes and established channels have worked (i.e. implementation of ethics and judicial committees)
 - Captured 2 Olympic medals
 - Initiatives are pending results (strategic planning, fundraising)
 - Supportive of CEO
 - Common direction of board members
 - Survived several serious issues (arbitration, ethics probe, challenges with BoDyn relationship, etc)
 - Improved athlete participation in board meetings
- Negative aspects of past 12 months:
 - Lack of support for some board initiatives (SLC dinner event), board should voice concerns earlier
 - Lost some of the “fun” of meetings
 - Disproportionate allocation of effort among board members

Action Items

- Doug to head up planning of fundraising event around Junior Worlds in Park City (Jan 31-Feb 6)
- John R to schedule next board meeting around event in Park City
- Darrin to talk to Don Croce about marketing events during World Cups
- Darrin to offer settlement to Bodyn Project
- Darrin to ask Eric Parthen about continued NGC participation
- Announcement to membership about self-nomination to NGC, nominations to be submitted to BJ
- John R to communicate to Garrett and Darrin to athlete population about results of discussion on Team Selection Criteria concerns
- Anucha to provide Darrin with coaching evaluation template
- John D to notify new Ethics Committee electees by end of Sept
- John R to notify/thank outgoing Ethics Committee members
- Conference call with John R, John D, Darrin and new Ethics Committee members
- John D to work with Amanda to post for Judicial Committee positions
- Check on CO Workforce/Unemployment programs to obtain free labor
- Lisa to write up proposed changes to financial policies and procedures
- Curt to formalize AAC protocol
- John R to follow up with Anucha about renewing CEO contract

Adjourned at 5:24 p.m. EST.

