



USA RACQUETBALL BOARD OF DIRECTORS

Teleconference

Monday, August 19, 2019

5:30 pm MDT

MINUTES

Called to order at 5:31 MT

Blue = motions/votes; **Red** = additions/revisions; **Green** = action items

Attending: Thurman Brooks, Steve Czarnecki (Treasurer), Michelle De La Rosa (Athlete Rep), Mike Kiedrowski, Cheryl Kirk (Secretary), Joanne Pomodoro, Terry Rogers, Aimee Ruiz (Athlete Rep - ExCom), Stewart Solomon (Vice President), Cindy Tilbury, Mike Wedel (Executive Director), Dan Whitley (President)

Not attending: Joel Barshaw, Jose Diaz (Athlete Rep), Scott Fish

A quorum was achieved. President Whitley provided prior notice of the meeting.

Approval of Minutes (Cheryl Kirk)

Motion by Terry Rogers to approve the 7/22/19 Board minutes forwarded by President Whitley prior to this call.

Seconded by Stewart Solomon

Discussion: None

Vote: Passed unanimously

Executive Committee Update (Dan Whitley)

Executive Director Mike Wedel's biannual performance review took place in July. Categories covered were accomplishments, personal development, and business focus.

Social Media -- Dan has received several complaints from members about social media posts. USAR has a clearly stated policy, but there is not always a concrete way to administer it. Generally, if a concern regards a staff person, the executive director would handle the issue; if an athlete or coach, the US Team Committee would address; if a Board member, it would go to the president.

Membership -- with membership numbers lagging, the Executive Committee will meet and prepare a plan to present to the Board on the next call.

US Team Discussion (Dan Whitley, Mike Wedel)

Dan and Mike will meet with US Team Committee Chair Larry Haemmerle to discuss topics that need to be addressed in the short term, i.e. Head Coach selection (Dave Ellis' coaching agreement has ended and he recently stated he will not be seeking to continue in the role); qualification criteria for events; promotion of the US Team; player development; junior integration; US Team Handbook and US Team Player Contract (when required to compete, etc.), improvement of national team performance; and encouragement of junior players to develop into US Team adult competitors.

Executive Director Update (Mike Wedel)

Pan Am Games Recap

While in Lima earlier in the month, Mike met with IRF and PARC officials; thoughts were expressed that a strong USAR presence is important. The venue was great; transportation was a challenge; security was good. The US Team brought home bronze medals in men's and women's doubles in both the individual and team competitions.

Miscellaneous Recaps

US Open Volunteers -- Terry Rogers is working on the ProGold lounge door coverage schedule for the US OPEN.

US Team Challenge -- Mike Wedel will be contacting Board members regarding lining up benefactors.

USAR Strategic Plan -- Mike Wedel is meeting with the USOPC the first week of September and will provide an updated draft to the Board.

Staff Changes -- Bailee Jackson's last day is 8/27. An offer is being made to a potential new employee this week.

Financials and Line of Credit Discussion (Mike Wedel, Steve Czarnecki, Thurman Brooks)

Financial documents were forwarded prior to the call.

A meeting is scheduled with First Bank on September 10 to renew USAR's line of credit. Thurman Brooks has prepared required documentation. Treasurer Steve Czarnecki agrees this is an appropriate move.

Committee Update: Next Steps (Terry Rogers, Stewart Solomon)

Dan Whitley recognized Terry Rogers for taking on the responsibility of contacting committee chair, asking them to verify their rosters and athlete rep compliance. Terry updated the document and inserted committee descriptions from the bylaws into the committee list. She then turned it over to new Vice President Stewart Solomon, identifying the few committees still needing attention.

Board-to-Member Communication Update (Cheryl Kirk, Stewart Solomon)

The draft document was sent as a pre-read. Steve Czarnecki made some suggestions for revising/enhancing the content.

Legislative Committee Update (Cheryl Kirk)

A full report was provided to the Board on August 4, 2019, fulfilling the mandatory 15-day notice of decisions to be taken on this 8/23 call. *Note: Bylaws changes require a 2/3 vote of the Board of Directors.*

Per USOPC changes and per Mike Wedel's communication with the USOPC on the topics of committees and athlete representation, the Legislative Committee (Cheryl Kirk, Larry Haemmerle, Terry Rogers, Aimee Ruiz, and *ex officio* member Mike Wedel) brought the following to the USA Racquetball Board of Directors for approval and ratification.

A reference document (USAR By-Laws amended August 2018 containing highlighted suggested revisions) was provided to illustrate recommendations.

USAR Bylaws Document amended August 2018	Proposed Revision	Notes/Rationale/Background
<p>1. COMMITTEES</p> <p>Motion by Terry Rogers to approve 1A Seconded by Thurman Brooks Discussion: Request for clarification on the difference between committees and councils. Vote: Passed unanimously</p>	<p>A. The Legislative Committee recommends that the Official Committee Structure document coincide with Article IX, 902.0 (Standing Committees) in the USAR Bylaws.</p> <p><i>Note: this requires Board agreement but does not necessitate a change in the bylaws.</i></p> <p>Action Item: Description verbiage is requested before adding the WOR (outdoor racquetball) Committee to the USAR Bylaws, Article IX, 902.0.</p>	<p>Pursuant to this, the word "councils" and corresponding entities will no longer be listed in the Official Committee Structure. This Committee recommends that any so-named councils or advisory committees that serve specialized purposes instead be named and utilized as task forces and report back to appropriate standing committees.</p>
<p>Motion by Aimee Ruiz to approve 1B Seconded by Terry Rogers Discussion: None Vote: Passed unanimously</p>	<p>* B. REVISION Under Article IX, 902.0, page 15, High School Committee, line 1 -- delete "council" and replace with "committee."</p>	
<p>Motion by Terry Rogers to approve 1C Seconded by Thurman Brooks Discussion: Covered Board history of this requirement Vote: 10 yes, 1 no - motion passed</p> <p>Motion by Stewart Solomon to approve 1D Seconded by Terry Rogers</p>	<p>To address C and D, under Article IX, 902.0, revise or add to the introductory paragraph as follows:</p> <p>* C. COMMITTEE CONFIDENTIALITY AGREEMENTS -- require all committee chairs and committee members to complete confidentiality agreements.</p> <p><i>Revise: Committee chairs and committee members are required to complete confidentiality agreements prior to service.</i></p> <p>* D. STAFF MEMBER PARTICIPATION ON COMMITTEES -- clarify roles.</p>	<p><i>Note: see the accompanying bylaws worksheet on page 14 to view the entire paragraph.</i></p>

<p>Discussion: None Vote: Passed unanimously</p>	<p><i>Add: USA Racquetball staff members may be appointed to participate on committees in a liaison role, or they may be called upon to attend committee meetings when their areas of responsibility, experience, or expertise lend themselves to the committee's current work. In any instance of participation, staff members will contribute in a non-voting capacity.</i></p>	
<p>Motion by Aimee Ruiz to approve 1E Seconded by Stewart Solomon Discussion: None Vote: Passed unanimously</p>	<p>* E. U.S. Team Committee, Article IX, 902.0, page 17:</p> <p>Enhance this committee description to describe its functions of developing U.S. Team selection criteria as well as making recommendations to the USAR Board of Directors regarding athlete and staff delegations for international competitions.</p> <p>Revise first sentence: <i>This committee reviews and makes recommendations to the Board of Directors concerning team procedures and protocols including development of selection criteria and selecting athlete and staff delegations for international competitions.</i></p>	<p>Per USOPC request</p>
<p>Motion by Terry Rogers to approve administrative revisions 2, 3, and 4 Seconded by Stewart Solomon Discussion: None Vote: Passed unanimously</p> <p>2. USOC NAME CHANGE</p>	<p>* In eleven instances, update USOC references in USAR Bylaws—USOC (two on p. 20,</p>	<p>Action Item: Legislative Committee Chair to update bylaws and arrange for posting updated USAR Bylaws on the website.</p>

Materials provided prior to meeting by President Whitley, Secretary Kirk, and Treasurer Czarnecki:

- Legislative Committee Report -- provided 8/4/19; included USAR Bylaws worksheet for reference
- Meeting Agenda/Board of Directors Minutes 7/22/10 -- provided 8/17/19
- Board Communication to Members -- provided 8/18/19
- Financial Documents
 - Memo to Board August 2019
 - 7-2019 YTD Profit and Loss Comparison
 - 7-2019 Forecast vs. Actual (Collapsed)
 - 7-2019 Balance Sheet Comparison