USA Triathlon Board of Director's Meeting
Friday – Monday, January 12 - January 15, 2007
Doubletree Hotel – USAT Congress
Colorado Springs, CO

Present:

Board of Directors:

Rob Kasper,
Melissa Merson,
Celeste Callahan
Jim Donaldson
Mike Greer
Brian Harrington
Jeff Matlow
Eric Averill
Joe Umphenour, Pro/Elite
Andy Kelsey, Pro/Elite

Absent: Mark Fretta, Pro/Elite

Staff:

Skip Gilbert, Executive Director
Sharon Carns, Executive Coordinator
Jeff Dyrek, National Events Director
Kathy Matejka, Event Services Director
Jennifer O'Day, Membership Services Director
Scott Schnitzspahn, Sport Performance Director
Tim Yount, Sr. Vice President of Marketing & Communications
Shannon Votruba, Multi-Sport Development Manager

Region Presidents:

Jonathan Hoskins, Pacific Northwest
Peter Pallag, Southwest
Eric Johnson, Midwest
Kris Swarthout, Midwest
Candy Cheatham, South Midwest
Mark Lulling, Mideast
Matt Bonvicin, Southeast
Robert Vigorito, Mid Atlantic
Eric Averill, New England (interim)
Sean Wendt, Rocky Mountain
Rebecca Meyer, Florida
Marni Rakes, Florida

Committee Chairs:

Jack Weiss, Chairman, Race Director Committee

Guests:

Ben Fertic, WTC
Jill Chalmers, Holme, Roberts & Owen
Steve Smith, Holme, Roberts & Owen
Wendy Bliss, Trainer
Rose Snyder, Trainer
Major Spence Coconour
Esther Weiss, USAT member
Joyce Donaldson, USAT member

Note: Information may be reported according to topic and not necessarily in the chronological order of discussion.

Presiding: Rob Kasper

Friday, January 12

Executive Director Q&A 1:00 pm – 2:00 pm Skip briefed and gave the Board the opportunity to ask any question about USA Triathlon's operations over the previous year and a half.

Call to Order – Rob Kasper 5:00 pm

Skip Gilbert presented. The complete presentation handout is attached to the original of these minutes.

WTC President, Ben Fertic, recounted events of 2007 for Ironman and stated WTC is looking forward to a strong relationship with USAT in the future. Ben discussed anti-doping issues, global rulebook, age-up rule vs. age of race day rule and rankings.

Adjourned 7:00 pm

Reconvened Saturday, January 13

Call to Order – Rob Kasper 2:00 pm

Skip Gilbert continued presentation. The complete presentation handout is attached to the original of these minutes.

Wendy Bliss, J.D., SPHR provided Sensitivity Training for the Board of Directors and Regional Presidents.

Adjourned 5:00 pm.

Reconvened Sunday, January 14

Skip Gilbert continued presentation. The complete presentation handout is attached to the original of these minutes. In addition to the presentation discussion occurred regarding website functionality and Grand Prix series. Skip suggested anchoring future national championships in the fall, having separate Team USA world's qualifiers whenever necessary.

Action item: Jennifer O'Day will be talking to Matt Bonvicin at the end of the week to work out a timeline on database issues.

Rose Snyder provided Governance Training for the Board of Directors.

Adjourned 6:00 pm.

Reconvened Monday, January 15

Executive Session 8:15am – 9:15am Board of Director Officer Elections

Call to Order – Rob Kasper 9:15 am

Approval of Minutes:
Motion was made by Jim Donaldson, seconded by Brian Harrington to approve the minutes of the November, 9-11, 2006 meeting; Teleconference Call minutes, December 7, 2006; and Teleconference Call minutes, December 14, 2006.

Minutes approved unanimously as written

Announcement of Officer Election Results

Rob Kasper – President
Melissa Merson – Vice President
Jim Donaldson – Treasurer
Celeste Callahan – Secretary

Announcement of Appointed National Board Member

Eric Averill – New England.

Other Business

The Board was asked to review of the USAT Code of Ethics and Conflict of Interest Statement. Members were asked to take a few minutes to read and initial the bottom of each page and fill out and sign the Conflict of Interest Statement and return to Skip Gilbert.

The Board was asked to think about the schedule for Board meetings for 2007.

Action item: Rob asked the Board members to forward their availability for future Board meetings.

Guest Speaker

Major Spence Coconour spoke to the Board about the great relationship the Military and USAT have. He is hoping to expand the sport in the Military and is open to any ideas the Board may have. The Board offered Regional help.

2007 Business Plan Presentation

Skip Gilbert, Executive Director, and each Business Unit Director presented their 2007 business initiatives. The complete presentation handout is attached to the original of these minutes. In addition to the presentation the Board asked questions about, employee retention, gold and silver memberships, Officiating program, Sponsorships, Ambassador Program and USAT University.

Committee Chairs and Board Liaisons Established

Age Group Committee Chair: Chuck Graziano, BOD liaison: Jeff Matlow
AAC Chair: Alison Hankins, BOD liaison: TBD
Audit/Investment/Finance Committee Chair: Jim Donaldson, Members: Jeff Matlow/Joe Umphenour/Mike Greer
Bylaw Committee Chair: Brian Harrington, Members: Mark Fretta, Jill Chalmers
Compensation Committee: Melissa Merson, Rob Kasper, Andy Kelsey
Duathlon Committee Chair: Mike Plumb, Board liaison: Celeste Callahan
Emerging Sports Committee Chair: Fred Phillips, Board liaison: Jim Donaldson
Hearing and Appeals Committee Chair: Vacant, Board liaison: Brian Harrington
National Coaching Committee Chair: Mike Ricci, Board liaison: Melissa Merson
Nominating Committee Chair: Vacant, Board liaison: Brian Harrington, Others: Joe Umphenour, Skip Gilbert
PC Committee Chair: Jon Beeson, Board liaison: Mike Greer
Race Directors Committee: Jack Weiss, Board liaison: Jim Donaldson
Regional President Committee Chair: Candy Cheatham, Board liaison: Eric Averill
Women's Committee Chair: Ashley Rosilier, Board liaison: Celeste Callahan

The Board voted unanimously to populate the Committees as named.

Action item: Jeff Matlow will compose a resolution to establish and IT Committee.

PATCO

The Board voted to appoint Brad Davison to be the 2007 Patco Representative. The following Board members voted in favor:

Rob Kasper
Melissa Merson
Jim Donaldson
Mike Greer
Brian Harrington
Jeff Matlow
Eric Averill
Joe Umphenour, Pro/Elite

Andy Kelsey, Pro/Elite

The following abstained from voting, with the reason that voting was too hastily done and not enough information given on PATCO and its needs:

Celeste Callahan

A teleconference is scheduled within the fortnight to clarify the proposal and to check that it shall go on as voted.

1:50 – 2:00pm Executive Session

Adjournment: The meeting was adjourned at 2:00 pm