USA Triathlon Board of Director's Meeting
Thursday – Saturday, October 25 – 27, 2007
USOC Presidents Room
Colorado Springs, CO

Present:

Board of Directors:

- Rob Kasper, President
- Melissa Merson, Vice President
- Celeste Callahan, Secretary
- Jim Donaldson, Treasurer
- Mike Greer
- Brian Harrington
- Jeff Matlow
- Eric Averill
- Joe Umphenour, Pro/Elite
- Andy Kelsey, Pro/Elite
- 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, Membership Development Manager
- Deby Williams, Staff Accountant
- Linda Cleveland, Coaching Development Manager
- Bryan Doerer, Sales Manager
- Gina Zaccagnini, Multisport Development Assistant
- Terri Walters, Event Services Manager
- Chelsea Hernandez, Event Services Coordinator
- Charlie Crawford, Commissioner of Officials
- Susan Kovarik, Staff Liaison
- Ember Strand, Intern

Committee Chairs:

- Candy Cheatham, Chair, Regional Presidents
- Jack Weiss, Chair, Race Director Committee
- Mike Plumb, Chair, Duathlon Committee

Guests:

- Jennifer Geisheker
- Rose Snyder, Trainer

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

Presiding: Rob Kasper

Call to order 2:00 pm MDT

Thursday, October 25

President's Opening Remarks

Rob Kasper reflected on several major milestones over the past four years, recognizing the staff for its part in the 100,000 member mark, the improved website, and the creation of *Triathlon Life* magazine.

Executive Director's Opening Remarks

Skip Gilbert provided the following Business Unit updates:

Marketing & Communications

- Magazine advertising revenue up for the year by over 25% from 2006
- Web activity has increased by 25% through the year
- The USAT brand will be appearing on several product lines in 2008
- Ben Collins will appear in *Sports Illustrated 'Faces in the Crowd'* in November
- A 14-year old athlete will be featured on MTV "Made" television show that will have this athlete competing in his first triathlon. Over $12,000 in product has been donated by partners for the shoot

Sport Performance

- Claimed half the medals at the Pan Am Game: 2 Gold (Andy Potts and Julie Swail-Ertel), 1 Silver (Sarah Haskins). This secured our 3rd Olympic spot
- An American athlete, Laura Bennett, won the biggest World Cup of the year in Des Moines
- Selected two athletes for the Olympic team in Beijing – Laura Bennett and Jarrod Shoemaker
- Claimed two medals at Worlds – Jasmine Oeinck (Silver U23) and Laura Bennett (Bronze Elite)
- Selected staff for Olympic Games (with full endorsement of the NCC for the coaches) for Board approval – Scott Schnitzspahn as Team Leader, Cliff English as Head Coach, Sharon Donnelly as Assistant Coach, Andy Schmitz as Alternate. Additional officials – Diana Plamer as Therapist, Dr. Alex Keith as Chiropractor, Nate Kortuem as Mechanic
- Provided at least one coaching certification clinic or CEU in every USAT region in 2007

Membership Services

- Trained 107 ambassadors in 20 training sessions, minimum of one per region
- Successfully launched a new rankings system which has been extremely well received by our members
- Hit the 100,000 mark and have stayed above it. Retention on the adult side has been good, but need to work on the youth program
- Over the 500 mark for registered clubs, which is nearly 2 months earlier than last year
- Completed high school manual to distribute to administrators, teachers and community centers to educate them on the benefits of the multisport lifestyle
- With recent addition to staff the department will be able to focus on retention and acquisition strategies

National Events

- SC Duathlon Worlds – Likely to Charlotte in 2009
- Nationals in Portland to be announced very soon
- Overview of owned –Nationals
- National Events Director to take RD Certification Course in January
- Wish list – staff RD for owned events

Event Services

- Six classes (RD Certification) offered in six regions for a total of 148 USAT-Certified Race Directors. Five of the classes were 100% full.
- Level 2 RD Certification development is well underway with the advise, counsel and guidance of the RD Committee, and the feedback from course attendees
- Another record year with just over 2,300 events in the sanctioned event fold
- Enforcement of sanction standards across the nation continues to pose challenges, but this year saw increased awareness among our family of members, officials and race directors.
- The fledging Technical Official program progressed as key volunteers nationwide maintained involvement at World Cup, Continental Cup and Junior Development events.
- The USAT Officials program continues to grow, exceeding expectations for the 4th consecutive year. Compared to last year's record number of 424 races officiated, there were 533 races officiated in 2007
- Insurance premium drops from $5.25 per member to $4.85 per member

After Business Unit updates Melissa Merson asked for clarification of the Officials Certification program and how we promote the clinics. Charlie Crawford stated we have at least 35 clinics and have scheduled four more in the Southwest. All clinics are posted on the Officials page on the USAT Web site. Kathy Matejka, Event Services Director, explained that the ITU Officials program faced roadblocks last year; however it will re-start next year. There are currently ten ITU Officials in the US and are varying levels.

The goal is to have about 25 in the program next year. Melissa asked if we have a representative on the ITU Technical Committee and Kathy Matejka, Events Services Director, stated that we do not. Melissa pointed out that a particular ITU official was up for nomination in Rio but USAT was opposed to the nomination. Melissa asked the Board if this is the best venue to discuss why this opposition occurred.

Due to the sensitive nature of this discussion Mike Greer motioned, Joe Umphenour seconded that this discussion needs to be terminated.

Show of Hand Votes:

Melissa Merson - opposed
Celeste Callahan - opposed
Jim Donaldson - opposed
Mike Greer – in favor
Brian Harrington - opposed
Jeff Matlow – in favor
Eric Averill – in favor
Joe Umphenour – in favor
Andy Kelsey – in favor
Mark Fretta – in favor

Motion failed. Discussion continued.

Eric Averill motioned, Andy Kelsey seconded to define procedure to nominate people to serve as well as by which we endorse the ITU Committee in Executive Session.

Motion passes unanimously.

<u>Approval of Minutes</u>:
Motion was made by Brian Harrington, seconded by Eric Averill to approve the minutes of the May 11-13 meeting; Teleconference Call minutes; June 05, June 19, June 30, July 16, August 27, September 10 and October 1.

Minutes approved unanimously

<u>Age Group Drug Testing</u>

Skip Gilbert explained the concept of testing. If we move to drug testing of age group athletes, we will send a strong message. However, there are many issues to consider approval.

Melissa Merson recommended at the next in-person BOD meeting we have Olympic representatives talk about drug testing. Jack Weiss, Chair of the RDC, stated that drug testing is expensive, and Race Directors will want to know who will absorb the cost of this.

Action item: Because Eric Averill just attended an anti-doping seminar in Louisville, KY he will work with Skip and staff regarding options and examination of basic issues surround drug testing of age group athletes.

ITU/Xterra/WTC

Skip Gilbert stated that partnerships with ITU, Xterra, and WTC are, overall, strong.

Recessed: 4:00 pm
Reconvened: 4:20 pm

2008 Budget

The Board discussed the budget as it relates to USAT's IT functionality, reimbursement for BOD region travel, and cost of *Triathlon Life.*

Jeff Matlow explained that the IT problems must be a budgeted item for 2008. He provided an overview of the IT Committee report (under Committee Reports).

Melissa Merson motioned, Brian Harrington seconded that the budget include $1000 Board reimbursement for region travel.

The Board discussed region travel and agreed that other items in the budget take precedence.

Melissa Merson motioned to withdraw motion.

Motion withdrawn unanimously.

Brian Harrington requested the cost of the *Triathlon Life* be calculated and released to the Board.

Action item: Skip will email the cost of the magazine.

Brian Harrington motioned, Eric Averill seconded to approve the 2008 budget as so delineated, subject to the Board revisiting the budget in connection to resolution items presented on 10-27-2007 as well as consideration of wish list items.

Motion passes unanimously.

Meeting adjourned 5:50 pm

Reconvened Friday, October 27, 2007

Call to Order – Rob Kasper, 8:30 am MDT

Committee Reports

Winter Triathlon
Shannon Votruba, Staff Liaison for the Emerging Sports Development Committee reported the following schedule for 2008 Winter Triathlon:

Jan 26 - Weston, Massachusetts (world qualifier, 2 spots per age group)
Jan 26 - Durango, Colorado (world qualifier, 2 spots per age group)
Feb 9 - Bend, OR (national championship for age groupers and elites, world qualifier, 5 spots per age group)

World Championship Feb. 22, Freudenstadt, Germany.

Winter Triathlon brochure is completed.

AAC
Joe Umphenour, Board Liaison for the ACC presented. The complete report is attached to the original of these minutes.

IT
Jeff Matlow, Board Liaison for the IT Committee, reported that traffic is growing on the web site and the ranking system is working well. However; there are issues with IT functionality and database infrastructure. Discussion occurred regarding the need to fix the current IT problems. Several options were discussed: Out of the Box solution, USOC, paid consultant, IT staff person. The Board agreed that the IT Committee will need to develop a proposal/action plan for redesigning the IT structure.

Action item: Jeff Matlow will work with the IT Committee to come up with a rough budget by mid-December and propose change to the budget.

Race Director Committee (RDC)
Jack Weiss, Chair of the RDC reported that the RDC has deliberated on and is in favor of the Age on Race Day resolution. The RDC has been discussing concern regarding a couple of high profile Race Directors who have not yet been certified. Event Services is working on this issue. At the RD Symposium, the RDC will be discussing a Level Two and Level Three Race Director Certification Program.

Duathlon Committee
Mike Plumb, Chair for the Duathlon Committee reported. Mike recommended to the Board that the Short Course and Long Course series be combined into one series. Discussion occurred regarding the goal of the series. The goal is two-fold; have more duathletes participating in races as well as more races even if there are fewer athletes. In

addition, Kathy Matejka reported that in 2006 there were 261 races and in 2007 we are at 300 races.

Physically Challenged Committee (PC)
Mike Greer, Board Liaison for the PC Committee, presented. The complete report is attached to the original of these minutes.

Age Group Committee (AGC)
Jeff Matlow, Board Liaison for the AGC, reported that they will be launching their web site, currently under construction, soon. Also, the AGC has been working on a resolution for a USAT Hall of Fame.

Regional Presidents Committee
Candy Cheatham, Chair of the Regional Presidents Committee reported. The complete report is attached to the original of these minutes. In addition to the report Candy stated that the Regions support the Age on Race Day Resolution and the majority of Regional Presidents support the recommendations made in the TSE report.

Resolutions

Hall of Fame
Based on a resolution that passed in October, 1985, Jeff Matlow pulled the Hall of Fame resolution from Board consideration. He will take a look at the original resolution and send back to the AGC with amendments.

Resolution for Board Action **September 28, 2007**

Subject: **USAT International Relations Committee**

Background: USAT's by-laws provide for important federation objectives in the international arena, yet the existing federation structure provides no venue for systematically evaluating and planning for achieving those goals and objectives. Further, many other Olympic NGBs have International Relations Committees to facilitate these relationships and recommend appropriate policies, procedures and goals to their governing boards.

Financial Impact: Deminimus.

Relevant and Affected Bylaws, Rules, and Procedures

Bylaws

Article III(b)(c)(d)(o) & (p)

Article IV Sec.1.(a)(d)(e)(f)& (g)

Sec.2. (a)(b)and (c)

Article V (d)(h)(i)(k)(n) and (o)

Article VII Sec. 2 (b)(c)and (e)

Rules

None

Procedures

None

Whereas USA Triathlon desires to enhance, support, and promote US opportunities for US multi-sport athletes in the international sports arena;

Whereas USA Triathlon has no standing committee charged with developing policies and practices to achieve the above stated objective and other related objectives spelled out in the federation's by-laws;

Whereas USA Triathlon seeks to maintain the nation's status as one of the world's leaders in the sport by developing and sharing best practices with other national governing bodies;

Whereas USA Triathlon seeks to strengthen our bonds with the International Triathlon Union and work together for our mutual benefit and the benefit of multi-sport athletes in the United States and abroad,

Now therefore be it resolved that USA Triathlon hereby creates an International Relations Committee consisting of ~~a chair, to be appointed by the President, all national board officers~~ the executive director, the USAT sport performance director, ~~ITU officials chief for the United States~~ the chief technical director of the ITU events in the United States, the ~~event services director~~ national events director, the chair of the National Coaching Commission, one representative from the Athlete Advisory Council, the regional presidents chair, the commissioner of officials, the national teams head coach, and one representative of an outside organization that produces races in three or more countries, to advise the USAT National Board on matters related to international relations and to recommend appropriate policies to support and enhance opportunities for all multi-sport athletes to compete in international events and participate in multi-sport related international activities, as outlined in our by-laws and further directed by the national board.

Submitted by: Melissa Merson

The above resolution reflects the following friendly amendments:

Delete 'a chair, to be appointed by the President, all USA national board officers

Change 'ITU officials chief for the United States' to read 'chief technical director of the ITU events in the United States.
Change 'event services director' to read national events director
Delete USAT member representative to read representative

Melissa Merson motioned, Brian Harrington seconded to accept the USAT International Relations Committee resolution with friendly amendments.

Motion passed unanimously

Melissa Merson motioned, Brian Harrington seconded to populate the USAT International Relations Committee with the follow individuals:

Athlete Advisory Committee (AAC) Representative – Joe Umphenour
National Events Director – Jeff Dyrek
Sport Performance Director – Scott Schnitzspahn
Representative of an outside organization that produces races in three or more countries – Ben Fertic with WTC
Regional Presidents Chair – Candy Cheatham
Commissioner of Officials – Charlie Crawford
National Teams Coach – Cliff English

Motion passed unanimously

Rob Kasper appointed Melissa Merson as Chair of the USAT International Relations Committee.

Resolution for Board Action September 26, 2007

Subject: Change of the current method of determining the age on race day, for youth age athletes only, which currently states that a contestants' age on the day of competition is the age that contestant will be on 12.31, of the current year.

Background: In years past and until the current method of determining age on race day was passed in 2005, by the board of directors of USAT, actual age for youth on race day was used to determine what age group they would compete in. While there was no real foundation for this change other than it was stated that this was the method used by the ITU, so it would put USAT in closer harmony with the international governing body. This rule was initially met with resistance by some race directors (especially in the case of youth races), but has been in practice since 2005. The rule also conflicts with other race production organizations, such as The World Triathlon Corporation and North American Sports.

Financial impact: None

Whereas, In the case of youth triathlons there is tremendous confusion when using the 12.31 aging up rule, i.e. a six year old could compete as a seven year old, which is potentially unsafe. In addition to the noted confusion for the youth is the fact they may be a six year old, but are told they have to compete as a seven year old.

Whereas, The simplification of using actual age on race day would make the life of the race director, parent, and youth athlete much easier and less confusing.

Whereas, The youth athletes are not included in the rankings by USAT, so there would be no negative impact with changing the rule to age on race day.

Now therefore be it resolved, that USA Triathlon change the aging up 12.31 rule, to read age on race day for all youth athletes. This would be effective for the year of 2008, and thereafter.

Submitted by: Mike Greer

Mike Greer motioned, Jim Donaldson seconded to accept the Age on Race Day resolution.

Discussion occurred regarding the confusion that Youth, Parents and Race Directors experience with this rule. Several Board members agreed that passing this resolution is not attacking the problem and USAT made this change only two years ago and over time this will be less confusing for all involved.

Brian Harrington motioned, Melissa Merson seconded to move the Age on Race Day resolution to Board vote.

Show of Hand Votes:

Melissa Merson - opposed
Celeste Callahan - opposed
Jim Donaldson - opposed
Mike Greer – in favor
Brian Harrington – in favor
Jeff Matlow – opposed
Eric Averill – opposed
Joe Umphenour – opposed
Andy Kelsey – opposed
Mark Fretta – opposed

There was not two thirds in the affirmative.

Motion Failed

Recessed: 12:30 pm
Reconvened: 1:30 pm

Staff for Olympic Games

Selected staff for Olympic Games (with full endorsement of the NCC for the coaches) for Board approval.

- Scott Schnitzspahn as Team Leader
- Cliff English as Head Coach
- Sharon Donnelly as Assistant Coach
- Andy Schmitz as Alternate
- Additional officials – Diana Plamer as Therapist, Dr. Alex Keith as Chiropractor, Nate Kortuem as Mechanic

Melissa Merson motioned, Mark Fretta seconded to approve the submitted staff roster for the Olympic Games.

Motion passes unanimously.

For the remainder of the afternoon Rose Snyder provided Strategic Training for the Board of Directors.

Executive Session 6:00 pm – 7:00 pm

Reconvened Saturday, October 27, 2007

Call to Order – Rob Kasper, 8:30 am MDT

Those Present:

Board Members:

Board of Directors:
Rob Kasper, President
Melissa Merson, Vice President
Celeste Callahan, Secretary
Jim Donaldson, Treasurer
Mike Greer
Brian Harrington
Jeff Matlow
Eric Averill
Joe Umphenour, Pro/Elite
Andy Kelsey, Pro/Elite
Mark Fretta, Pro/Elite

Staff:

Skip Gilbert, Executive Director
Sharon Carns, Executive Coordinator
Ember Strand, Intern

Committee Chairs:

Candy Cheatham, Chair, Regional Presidents
Jack Weiss, Chair, Race Director Committee
Mike Plumb, Chair, Duathlon Committee

Board Strategic planning with Rose Snyder resumed from 10-26-07.

Jim Donaldson motioned that the October 25-27, 2007 meeting be **adjourned at 11:25 am MDT.**