



UNITED STATES CURLING ASSOCIATION
Board of Directors Meeting
July 13, 2021
Teleconference

APPROVED October 1, 2021

1. **Call to Order** - Chair Courtney Schmidt calls the meeting to order at 6:00 pm CT, July 13, 2021.
2. **Roll call Board Members**
 - Present** – Jeff Annis, Garret Perry, Doug Potter, Roger Rowlett, Courtney Schmidt (Chair), Rob Shelton, Roger Smith, Alex Agre, Colin Hufman, Bill Stopera, Elizabeth Demers, Shane Coppola, Lynn LaRocca, Hawley MacLean.
 - Absent** – None.
 - Quorum** - 14 being present in total nine being required, we have a quorum.
- Non-Board**
 - Committee Members** – Charles Brown, Allison Pottinger, Jennifer Stannard.
 - Staff/Non-Board Executives** – Eric Gleason (CFO), Gordon Maclean (Recording), Jenna Martin, Steven O’Keefe, Jeff Plush (CEO), Tom Violette, Dean Gemmell. **Guests** – None
3. **Appointment of Parliamentarian** – The Chair appoints Gordon Maclean as Parliamentarian.
4. **Additions/changes to the agenda** - None
5. **Discussion and Approval of Minutes** –
 - a. May 1, 2021, USCA Board of Directors Meeting minutes.
 - i. The Secretary notes that a typo was reported in the May 1, 2021, minutes regarding reelecting Director Hawley MacLean. The error “Pottinger was reelected by unanimous consent” was amended to “MacLean was reelected by unanimous consent.”
 - ii. Motion to accept the minutes as amended by Potter, seconded by Annis. Motion approved on a unanimous voice vote.
6. **Reports to the Board**
 - a. CEO
 - i. The Wausau bubble with three championships over 18 days was a success. There were no positive tests and no signs of any covid activity. Thanks to the Wausau CC, USA Curling staff, and the ice crew for their efforts in making this happen.
 - ii. We are fully moved out of our Stevens Point office with some items in a storage facility nearby. We have officially moved into the new facilities in Minneapolis. Expresses

appreciation to Annis for his assistance in moving the archival and historical items. iii.

Financially ended up in a very good position to move forward. We operated very efficiently and ended up cash flow positive after a very trying year. The new season is upon us, with camps starting up this month.

- iv. Not looking for a dues increase this year, and in fact, will be rolling insurance costs into the current dues structure. This will provide significant cost savings to help our clubs get an excellent start to the season leading into the Winter Olympics.
 - v. Dean Gemmell was added to staff and started the week of the Wausau bubble and was congratulated for his broadcasting effort in Wausau.
- b. Chair
- i. Also gives thanks to the staff, athletes, crew, and the Wausau CC for a successful bubble. We are well placed leading into the upcoming Olympics and the growth potential that exposure means to us.
 - ii. Gov 3.0 Update – Committee Chair Gordon Maclean notes that the committee goal is to update our bylaws to bring them in line with changes mandated by the USOPC. The committee is also looking to extract as much of the non-governance material currently in our bylaws, converting these items into policies and procedures outside that document. Other than the mandated change of athlete representation on our board and all board committees from 20% to ⅓ there and extraction of non-governance items, there will not be significant changes to the bylaws. We anticipate that the new bylaws document will be accompanied by 15 or 16 new policies that will need adoption. Alex Agre also updated the board on similar updates to the AAC Bylaws addressing USOPC mandated changes and keeping AAC Bylaws in line with USA Curling Bylaws.
- c. Secretary
- i. PNWCA – The Secretary summarized a written report filed to fully explain the change in a regional governing body from the “Washington State Curling Association” to the “Pacific Northwest Curling Association.” The CEO has granted the latter Provision Membership under our bylaws. This action will go before the Members’ Assembly for full membership status.
 - ii. Conflict of Interest Forms will be coming out shortly. All directors, committee members, and staff are required to complete this form.
- d. Audit/Finance Committee
- i. FY21 Budget vs. Actual – The CFO reports that through May, we are running a net operating income of \$339,000, primarily due to a reduction in expenses (both programming and events) that were pandemic related. A Miscellaneous Expense item of (\$284,000) was noted as a paper write-off of Nike VIK items, resulting in a net income of \$55,000 versus a budgeted deficit of \$143,000. Full year forecasts a breakeven operating income and a net income deficit of \$197,000 versus a budgeted net income deficit of \$143,000.
 - ii. Action Item FY22 Budget Proposal –

- Challenges — This budget presents challenges. We will need to continue monitoring and managing the post-pandemic environment; closely monitor membership dues revenue and increased club communication to meet conservative revenue goals; Ensure all national teams have the resources they need; manage event costs, including Curling Night in America production.
 - Opportunities— With club outreach and member education, we can surpass our membership dues revenue budget; the upcoming Olympic games and social media initiatives offer potential to increase donations, program support, new members, supporters, and sponsors; Staffing additions centered on revenue-generating positions; build-out of new office space within the Viking Lakes campus to support staff and athletes.
 - Budget Highlights — Income: Membership income of \$565,000 (the recent historical average is \$830,000) assumes conservative post-pandemic membership numbers; Member Development income of \$97,500; PPD Covid loan forgiveness, USOPC funding rollover, and significant sponsorship opportunities. Expenses – Competitive Programs lower offset by increased personnel costs; increased Member Development and Operations and Marketing expenses.
 - Overall FY22 deficit of \$85,000
- iii. Question, is the lease in Eagan an escalating long-term cost? The current lease is for one year and gives us a minimal area for a couple of cubicles and some desk space. They are holding 3,000 square feet under their training house for a build-out for staff and athletes for a five to seven-year period while arranging for a more extensive permanent build-out that would include an ice facility. iv. Motion to adopt the FY22 Budget as presented Shelton, Potter seconds. Motion passes on a unanimous voice vote.
7. **Old Business** – None
8. **New Business** – Annis will be meeting with the Vikings regarding a USA Curling presence at the Vikings training. Looking for athletes and Olympians to be available to participate. Looking for a big “Open House” with street curling and reaching out to national, Olympic, and para-athletes to attend. Minnesota Curling Association will help man the booth there. July 28 through August 12.
9. **Key Items of Agreement** – No dues increase and budget approval. Members Assembly will be a virtual meeting.
10. **Next Board Meeting** – October 1, 2021, time/location to be announced. Members’ Assembly October 2, 2021, Virtual.
11. **Adjournment** – 6:59