



**UNITED STATES CURLING ASSOCIATION
Board of Directors Meeting
July 27, 2017
Teleconference**

Approved September 28, 2017

Call to Order

Chairman Rich Lepping calls the meeting to order at 12:01 p.m. C.D.T.

1. Roll call

Board Members

Present – Russ Brown, Matt Gamboa, Jeff Hannon, Mark Hartman, Joel Leneker, Rich Lepping (Chair), Doug Potter, Courtney Schmidt, Roger Smith, Scott Stevinson, Nick Wellen, Craig Brown, Dean Gemmell, Bill Stopera, Jennifer Stannard, Hawley MacLean, Beau Welling.

Absent – Cyndee Johnson, Catharine Persinger, Jessica Schultz, Monica Walker, Sean Silver.

Quorum – 17 Board members being present and 11 being required, we have a quorum.

Non-Board

Committee Members – Colin Huffman, Bret Jackson, Russ Lemcke, Leland Rich, Mark Swandby.

Staff/Non-Board Executives – Jenny Biadasz, Derek Brown, Terry Davis, Tom Doherty, Heather Houck, Vic Huebner, Gordon Maclean (Recording), Kim Nawyn, Rick Patzke (CEO), Ron Rossi.

Guests – None.

2. Appointment of Parliamentarian. The Chair appoints Jeff Hannon as Parliamentarian.

3. Additions/changes to Agenda - The Chair calls for additions and/or changes to the Agenda. None are presented.

4. Discussion and approval of Meeting Minutes – The minutes from the April 22, 2017, and July 10, 2017, USCA Board of Directors meetings are presented for approval. The minutes from the May 22, 2017, Executive Committee meeting are presented for an action item. Chair calls for any corrections or additions to the Board meeting minutes. None are made. Chair asks for approval of the minutes which are approved on a unanimous voice vote.

5. Reports to the Board

A. Chair's Report (Lepping)

- i. The Chair and CEO continue to meet and communicate with the various state and regional associations. Meeting call-ins with the GNCC and Dakota Territory are coming up. The Chair continues to ask for invites to fall meetings, with the Chair and CEO meeting with as many as can be arranged.
- ii. Vic Huebner will be retiring as Treasurer effective this August 31. Chair extends thanks on behalf of the USCA for all his efforts and advice and offers well wishes. Vic offers to continue helping the USCA on an ad hoc basis in the future.
- iii. Agreement has been reached with Curl Canada for a US/Canada Men's Tour. This will be like the USWCA US/Canada tour or the current Scots Tour. More details to come as plans finalize. Anticipated tour date is November 2019. Looking for "5 and Under" players to participate.
- iv. WCF will meet just prior to our fall meeting. Several rules changes are to be acted on and elections will take place.

- v. Members' Assembly will take place at the end of September. The Chair urges all board members to attend, participate and support this event. Kim Nawyn has a robust program of seminars and events put together.
 - vi. We have received a formal grievance from Team Birr. David Russell has been appointed Chair of the Judicial Committee. He will appoint a panel to review the grievance and work with Team Birr's attorney. Board will be kept informed in a timely fashion on this matter.
- B. CEO's Report (Patzke - Full reports on file)**
- i. Operations- The CEO thanks Staff members Simone LaMarche and Tom Doherty and wishes them well as they move on to other things. Ron Rossi and Heather Houck welcomed as our new Controller and Administrative Assistant, respectively. Sandy Robinson is back temporarily for training our new Controller. Thanks Vic Huebner for his service.
 - ii. Action Item – After-action Board approval of pre-payment of new membership database annual service fees for 3-year contract. This replaces the previous database hosting service that was lost when that company ceased operations. Three-year cost totals \$30,000, for which our policies require board action. Action: "The USCA engage WebLink AMS, and elected with officer approval, to prepay costs to save several thousand dollars." MacLean moves to approve this action and spending level, Stannard seconds. No discussion. Action approved on a unanimous voice vote.
 - iii. Communications/Outreach- Junior and adult level HPP teams have been engaging in Athletes for Hope events. This is a good community engagement. Facebook project and Casual Fan/HaystaqDNA going on. These are pro bono social media projects looking to engage curlers and casual fans, with minor associated costs for targeted advertising.
 - iv. Revenue Development- New USA Curling semi-trailer graphics being finalized. Hope to have it in Omaha in August. Ongoing sponsor discussions and Granite Society activities and activities related to a USOC sponsored donor engagement training program were presented
- C. Secretary's Report (Maclean - Full report on file)**
- i. Missoula CC petitioning for movement from MoPac region to Dakota Territory. This will be a board action item in September.
 - ii. Reminder to Board members of their requirement to fill out this year's Conflict of Interest paperwork. Thanks go out to those who have responded.
- D. Treasurer Report (Huebner – Full Report on file)**
- i. No specific end-of-year financial report for FY17 because there are still some entries that need to be finalized.
 - ii. Estimates of our final numbers are in the range of \$2,900 surplus versus a budgeted \$19,000 deficit. Positive variance of \$22,700. Potential additional expenses of about \$9,000 could reduce that positive variance to \$13,000.
 - iii. Currently about \$400,000 in the bank. These are adequate funds to cover expenses until next year's dues come in.

- E. **Audit/Finance Committee FY18 Budget Proposal (Patzke – Full Report on file)**
- i. FY17 Year-End Review
 - a. FY17 Budget vs Actual in the range of the \$2,900 surplus that Vic mentioned, with a positive variance of between \$13,000-\$21,000.
 - b. USOC final report due September 1.
 - ii. Action Item – FY18 USCA Budget Proposal
 - a. Budget Advisory Group
 - Membership Sean Silver, Scott Stevinson, Catharine Persinger, Rich Lepping, Bill Stopera, Vic Huebner, Courtney Schmidt, Tom Doherty, Derek Brown and Rick Patzke.
 - Determined that there was a major funding challenge related specifically to critical Olympic year initiatives and significant junior development program investment.
 - Group’s strategic direction was to use some of the monies that have been built up over time to cover “Six-months operating expenses” guideline and do what we need to do now rather than “just what we need to get by.” Get to point where we could work with up to a \$100,000 deficit and then rebuild during the post-Olympic years.
 - \$94,000 of the proposed \$99,000 deficit is characterized as one-time expenses related to Olympic year support.
 - Also \$36,000 in new junior development program investment.
 - b. Chair reminds the Board that each of the past three years have had positive budget variances.
 - c. Moving forward, how do we replace those monies:
 - Continue improvement on reducing expenses.
 - Increased dues revenues resulting from Olympic year.
 - Increased revenue development opportunities resulting from the Olympics and continued marketing/sponsorship efforts.
 - d. Discussion on the budget and the process centered on the opportunity to “grow the game” that the Olympic year represents. The Budget Advisory Group felt this was the right direction to go because of the increased exposure of the sport and then spend the next three years to rebuild the funds. It was also noted that, while this is not the kind of budget that we would like to present, the long-term benefits of having Olympic success are extremely important. Also, looking at where there has been success in the recent past, it is with the younger players. That also represents the growth area and should be supported. While it may look like we are being ‘loose’ with the money, this has been looked at with serious consideration and real thought.
 - e. CEO mentions the “risks and opportunities” listed in the reports, and those items listed where the Board can help meet strategic fundraising and revenue goals. Several board members express support of these decisions.
 - f. CEO - Proposed FY2018 budget deficit \$99,591.

- g. Chair summarizes the items that we continue to do related to member services. Chair asks for any further questions and notes that, while he is not happy to have a deficit budget, he believes in the need to do so.
- h. Motion to approve the proposed budget by MacLean, second by Stevinson. Motion approved on a unanimous voice vote.
- iii. Chair notes changes in the Judicial Committee membership, with David Russell (Chair), Maureen Clark, Pam Finch, Ron Kloth, Colin Hufman (AAC).
- iv. Chair notes changes in the HR Committee membership, with Beau Welling (Chair), Roger Smith, Bill Stopera (AAC).

6. Committee Reports

A. Nominating/Governance (Leland Rich)

- i. Proposed By-Laws Amendment to Section 6.1.b
 - a. Proposed change to By-Laws Section 6.1.b to remove the final sentence of that section "The Board may effectuate change only once every four (4) years."
 - b. Motion to approve by Wellen, seconded by Hannon. Chair notes that notice for this amendment was posted in a timely fashion and was discussed at the April meeting. No further discussion. Motion approved on a unanimous voice vote.
 - c. Notes that there will be a couple of proposals for the fall meeting.

B. Strategic Planning (Schmidt)

- i. Committee has met three times, there will be a full report for the Members' Assembly. Have made some small changes to the Vision Statement to streamline language. Have reviewed core values. Continue to look for input from outside resources. Report card of current governance and high-performance program plans.

C. Ad Hoc Membership (Potter)

- i. Proposed by-laws change coming up. This is currently with Nominating/Governance and may be part of the package that Leland mentioned. This change would allow organizations without members to join the USCA.
- ii. Dues restructuring has been tabled for now.
- iii. Alternative methods for joining the state/regions and national organization discussed. Streamlining methods, loosening, and cleaning up language to be more inclusive.
- iv. Discussion on the concept of "organizations with no members." Example given being an ice facility that wants to run a curling league.

7. **Old Business** - Update requested on the Steve Brown situation. No action underway at this time or for past 30 days.

8. **New Business - None**

9. **Key Items of Agreement** – US/Canada tour, ongoing communications as it relates to board transparency, Members' Assembly, approval of 2018 budget (with no dues increase), by-laws amendment.

10. **Next Meeting Date and Location** - Board Meeting, September 29, 1:00 p.m. C.D.T., Members' Assembly, September 30, 8:30 a.m. C.D.T., Both meetings at the Minneapolis/St. Paul Mall of America Hilton.

11. **Meeting Adjourns** - Stannard moves to adjourn. Meeting adjourns at 1:11 p.m. C.D.T.