

U.S. Figure Skating Board of Directors

Meeting Agenda

Monday, January 6, 2021; 8:00PM ET

Via Video Conference

1. Welcome / Roll Call
2. Approval of Agenda/Conflict of Interest Disclosure
3. Approval of Dec. 7, 2020 Board of Directors Minutes and ROA and Dec. 18 e-ballot ROA
4. President's Update
5. Treasurer's Report
 - a. Financial Policies and Procedures Amendment RFA
 - b. Monthly Financials
 - c. Budget Process Update
6. DEI Task Force Update
7. Governance Working Group Update
8. USOPC Racial and Social Justice Statement
9. Vice Presidents' Reports (Pacific Coast, Eastern, Midwestern)
10. Group Coordinators, AAC and Coach Reports
 - a. Technical & Officials
 - b. Athlete Services
 - c. AAC
 - d. Coach
 - e. Membership
 - f. Admin/Legal
 - g. ISU Report
 - i. General
 - ii. World SyS Championships Team Selection Procedures
11. Executive Directors Report
12. New Business
13. Executive Session
14. Next Meeting – via Video Conference – **Saturday, February 20, 2021**; 11am ET – 7pm ET

**U.S. Figure Skating Board of Directors
via Video Conference
Wednesday, January 6, 2021, 8 p.m. ET**

Present

Kristin Arneson Cutler, Samuel Auxier (Past President), Ramsey Baker (Executive Director David Raith's designee), Gretchen Bonnie, Todd Bromley, Anne Cammett (President), Janis Engel, Rachael Flatt, Lynn Goldman, Troy Goldstein, Bob Horen (ISU Representative), Jenna Longo, Bobby Martin, Colin McManus, Heather Nemier, Heather Paige, Elise Preston, Karen Terry Perreault, Felicia Zhang (non-voting athlete)

Absent

David Raith (Executive Director)

Guests

Lori Fussell (national vice chair, Adult Competitions Subcommittee, for Adult Championships update), and U.S. Figure Skating staff members John Anderson and Juliet Newcomer

I. Opening of the Board of Directors Meeting

- A. Cammett welcomed everyone and called the meeting to order.
- B. Bonnie took roll call, and a quorum was confirmed.
- C. Cammett reminded the board that staff members Ramsey Baker and John Anderson are joining for the full meeting.
- D. The agenda was adopted.
- E. Cammett asked the members to disclose any conflicts of interest based on today's agenda. No conflicts were disclosed.
- F. The December 7 minutes were approved as presented.
- G. The December 7 and 18 reports of action were approved as presented.

II. President's Update

- A. Cammett notified the board that we have kicked off the Centennial Celebration, and the annual appeal forms have been mailed. Cammett also discussed the 2021 Toyota U.S. Figure Skating Championships that will be taking place next week.
- B. Cammett notified the board that the USOPC bi-annual board assessment will be coming soon, but the exact timing isn't yet known.

III. Treasurer's Report

- A. Goldstein discussed the procedural need to allow Chief Marketing Office Ramsey Baker to sign documents that are usually signed, per our policy, by the executive director while Raith is on leave in order to maintain business continuity. Goldstein then made the following motion:

<Request for Action> to approve temporarily passing the signing authority of the executive director to the chief marketing officer through February 28, 2021, or upon the return of the executive director, whichever is sooner. In addition to the current policy wherein the President must sign for Purchase Orders over \$50,000, during this duration the President and Treasurer are to be notified and must authorize check and cash disbursement requests over \$50,000. (15 yes, 0 no, 0 absent, 0 abstain)

- B. Goldstein reviewed the financial statement of activities through November 30, 2020, including key drivers and the impacts of COVID-19.
- C. Goldstein notified the board that the audit process and procedures have been formalized into a document and approved by the Audit Committee.
- D. Goldstein reported that all budget templates have been submitted and are being consolidated and reviewed at this time. Goldstein then reviewed next steps.

IV. DEI Update

Cutler, co-chair of the DEI Task Force, reported on positive steps toward the visibility goals. Cutler also reported that a draft job description is being reviewed, and the goal is to post the job opening by the end of the month. Cutler also notified the board that a link to a short educational video will be sent to the board, encouraged everyone to watch the piece and invited everyone to have discussions with members of the DEI

Task Force or in small groups (which Cutler can assist organizing) if desired. Cutler notified the board that the next meeting of the DEI Task Force will be tomorrow, Thursday, January 7.

V. Governance Working Group Update

Perreault notified the board that, since the last board meeting, the Governance Working Group has met with the Athletes Advisory Committee and other key stake holders. Perreault reviewed the takeaways from these meetings and notified the board that the primary focus of the group is now on how to best communicate the proposal to Governing Council. Perreault also announced that the bylaws are being drafted, and another stakeholder meeting, this one with committee chairs, will be held at the end of this month.

VI. USOPC Racial and Social Justice Statement

Flatt reviewed the Team USA Council on Racial and Social Justice Recommendations for IOC Rule 50/IPC Section 2.2, discussed some of the next steps, and requested feedback from board members. The board will plan to include this topic again in its February meeting.

VII. Vice President Reports

A. Pacific Coast Vice President

1. Engel notified the board that the vice presidents did not have VP calls in December, but they have planned the topics of their meetings from January through May.
2. Engel recognized the passing of Morry Stillwell, past president and honorary member of U.S. Figure Skating, and reviewed some of his many contributions to U.S. Figure Skating and its member clubs.
3. Engel notified the board that the next VP calls will be held on Jan. 19 and 20 and will focus on virtual tests and the Centennial Celebration.

B. Eastern Vice President

1. Nemier notified the board that her VP call will be held on Jan. 19 at 8 p.m. Eastern Time.

C. Midwestern Vice President

1. Cutler notified the board that her next VP will call be held on Jan. 20.
2. Cutler also reported that she seems to be receiving more invitations for nonqualifying competitions, which seems to indicate an increase in competitions being planned.

<8:42 p.m. ET – Lori Fussell joined the meeting>

VIII. Group Coordinator, Athletes Advisory and Coach Reports

A. Technical and Officials

1. Bromley introduced Lori Fussell, the national vice chair of the Adult Competitions Subcommittee, who reviewed the results of a survey that was sent to the adult skating community. Bromley then reviewed the new plans for the 2021 adult qualifying season.

<8:55 p.m. ET – Fussell left the meeting>

The board discussed the new plans and supported allowing the Competitions Committee to move forward accordingly.

2. Bromley reviewed a correction that should be made to Technical Notification 261. There were no objections to the correction. The updated Technical Notification will be posted tomorrow, January 7.

B. Athlete Services

1. Goldman notified the board that 615 athletes have signed up for the Virtual Celebration of Competitive Skating. Online classes begin on Monday and will be held over three weeks, and the recorded classes will be available through PSA TV.
2. Goldman announced that all singles skaters can post a video of their hardest jump to have it “verified” by a member of the Athletes Advisory Committee and receive an e-Certificate for the “Jump Club” (i.e., the “Double Axel Club”).
3. Goldman also notified the board that video auditions and competition to be part of the Athlete High Performance Development Team will be held in February and March.

C. Athletes Advisory Committee (AAC)

1. Flatt reviewed the two most recent meetings of the Athletes Advisory Committee.

D. Coaches

1. Martin and Paige reported that coaches are optimistic about the new year and hope things will start getting back to normal soon.

- E. Membership Development Group
 - 1. Preston reported that U.S. Figure Skating membership numbers are holding steady at about 13.7 percent down compared to the same time last season.
 - 2. Preston also announced that Learn to Skate USA has surpassed 41,000 members, which is an increase since the last meeting. Programs are reporting more demand than there is space available in the classes that can be offered at this time in order to keep things safe. It is also expected that more programs will be able to open over the next few weeks.
 - 3. Preston then provided updates on various national programs. Cutler asked for a cheat sheet so any questions can be accurately answered, especially on VP calls, and Preston also volunteered to join the VP calls in January or February to answer questions.
- F. Administrative/Legal
 - 1. Perreault provided an update on grievance, ethics and SafeSport reports and cases since the last meeting.
- G. International
 - 1. Horen notified the board that the International Committee and the Athlete High Performance Department are working on the plans for how to hold the meetings to select the World Team.
 - 2. Horen reviewed the status of the 2021 World Synchronized Skating Championships and notified the board that it is too early to address any selection procedures for this event.
 - 3. Horen announced that the next ISU Council meeting is scheduled for January 28.

IX. Executive Director's Report

Baker presented the Executive Director's Report on Raith's behalf:

- A. Baker notified the board that the U.S. Figure Skating Hall of Fame Class of 2021 was announced on NBC on December 27. Johnny Weir, the late Sandy (Schwomeyer) Lamb and Gale Tanger were elected and will be formally inducted at the 2022 Toyota U.S. Figure Skating Championships.
- B. Baker provided an update on the 2021 Toyota U.S. Figure Skating Championships, including the safety protocols that will be in place and the Virtual Fan Program.
- C. Baker reviewed everything that has taken place so far as part of the Centennial Celebration.
- D. Baker provided a sponsorship update.
- E. Baker announced that we will be announcing the creation of the Mabel Fairbanks Skatingly Yours Fund during the ladies final at the 2021 Toyota U.S. Figure Skating Championships in primetime on NBC, and Starr Andrews will be the initial award recipient. (Andrews will be notified of this Friday, Jan. 8.)
- F. Baker provided an update on the 20th Anniversary of National Skating Month. As part of this anniversary celebration, 20 inspirational stories will be shared, and Baker asked the board to send any stories they have to Cammett or him.
- G. Baker notified the board that Gordon Harrison has started his position as the business development manager.
- H. Baker provided information on the new skating director Facebook group.
- I. Baker also reviewed work that is being done to try to identify active adult skaters within our membership.

X. New Business

Bonnie presented a memorial resolution for Morry Stillwell, which was approved as revised.

<9:42 p.m. ET – Newcomer left the meeting>

XI. Executive Session – Legal Matters

XII. Closing Announcements and Adjournment

The next business meeting of the board will be via video conference on Saturday, February 20, 2021, from 11 a.m. to 7 p.m. ET.

Meeting concluded at 9:47 p.m. ET

Submitted,



Gretchen Bonnie, Secretary