

U.S. FIGURE SKATING BOARD OF DIRECTORS MEETING

SATURDAY, FEBRUARY 20, 2021, 11:00 A.M. – 7:00 P.M. ET (All Times Eastern)
Via Video Conference

FINAL AGENDA

- 1. Opening of the Board of Directors Meeting** **11:00am-11:05am**
 - a. Welcome
 - b. Call to Order
 - c. Roll Call/Establishment of Quorum
 - d. Adoption of Agenda
 - e. Acceptance of Minutes/ROA from the January 6, 2021 BOD Video Conference

- 2. Treasurer’s Report/Budget Review** **11:05am-1:00pm**
 - a. Review of Q2 Statement of Activities ending December 31, 2020
 - b. Review of draft FY2022 (2021-22) proposed budget
 - c. Distribution of 2019-20 Draft 990

- <break – 20 minutes>*

- 3. Governance Working Group Update** **1:20pm-1:50pm**
 - a. Bylaw amendments
 - b. Membership Communication Timeline

- 4. USOPC Racial & Social Justice Recommendations** **1:50pm-2:15pm**
 - a. Update on USOPC action since Jan. 6 BOD meeting
 - b. Rule 50 Follow-up Discussion

- 5. BOD Assessment Results** **2:15pm-2:30pm**
 - a. Topline review of results and YOY comparison
 - b. BOD Discussion

- 6. Vice Presidents** **2:30pm-3:00pm**
 - a. Midwestern
 - b. Pacific Coast
 - c. Eastern

<break – 30 minutes>

7. DEI Education **3:30pm-4:45pm**

8. DEI Task Force Report

- a. Language and Terms Presentation
- b. BOD Discussion

<break – 15 minutes>

9. Group Coordinator Reports **5:00pm-6:00pm**

- a. Athlete Services
 - i. Test Restructuring Task Force
 - ii. Dance RFA
- b. Athlete Advisory Committee
- c. Coaches
- d. Membership Development
- e. Admin/Legal
 - i. Adoption of the 2021-22 Strategic Plan Update
- f. Technical & Officials
 - i. Update on 2021-2022 Event Structure
 - ii. Competitions Committee RFA

10. ISU Representative (Bob) **6:00pm-6:15pm**

11. Executive Director's Report (Ramsey) **6:15pm-6:40pm**

- a. General (100th Anniversary/Website Accessibility/NBSCN/Sponsorship Update)
- b. Preparation for the 2021 Governing Council – Colorado Springs, CO
 - i. Bylaw Proposals, RFA and Reports deadlines – Feb. 15 and March 1
 - ii. Presentation of Delegate Survey results
 - iii. BOD Discussion
- c. Upcoming key dates
 - i. March Board of Directors Zoom Meeting – Monday, March 15, 2021
 - ii. Coordination of March VP calls – week of March 22, 2021
 - iii. April Board of Directors Zoom Meeting – Monday, April 5, 2021
 - iv. President's Webinar – Thursday, April 8, 2021
 - v. Coordination of April VP calls – week of April 12, 2021
 - vi. Board Meeting at GC – TBD: Wednesday, April 28
- d. Misc.

12. New Business

13. Executive Session

14. Closing Announcements and Adjournment

(Next Meeting – Video Conference – Monday, March 15, 2021 – 8:00 p.m. ET)

**U.S. Figure Skating Board of Directors
via Video Conference
Saturday, February 20, 2021, 11 a.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 (joined at 1:30 p.m. ET), Colin McManus, Heather Nemier, Heather Paige, Elise Preston (joined at 11:23 a.m. ET), Karen Terry Perreault, Felicia Zhang (non-voting athlete)

Absent

David Raith (Executive Director)

Guests

Leatrice Bulls (DEI Task Force co-chair), Pearl Leonard Rock (DEI consultant), U.S. Figure Skating staff members John Anderson, Juliet Newcomer, Mario Rede, Barb Reichert and Kelly Vogtner

I. Opening of the Board of Directors Meeting

- A. Cammett called the meeting to order and welcomed everyone.
- B. Bonnie took roll call, and a quorum was confirmed.
- C. The agenda was adopted as presented.
- D. Cammett asked the members to disclose any conflicts of interest based on today's agenda. No conflicts were disclosed.
- E. The Jan. 6 minutes were approved as presented.
- F. The Jan. 6 report of action was approved as presented.

<11:06 a.m. ET – Rede joined the meeting>

II. Treasurer's Report/Budget Review

- A. Goldstein reviewed the Statement of Activities through the second quarter, which ended Dec. 31, 2020.

<11:23 a.m. ET – Preston joined the meeting>

- B. Goldstein provided an overview of the budget process, the initial budget requests and the steps taken in advance of the board meeting. Goldstein also reviewed key assumptions regarding the FY 2022 (2021-22) budget. Goldstein then reviewed the proposed budget, and the board discussed and approved some changes.
- C. Bromley reviewed the proposal to eliminate the grants to LOCs and replace it with the following:
 - The 2022 Championship Series entry fees will be \$25/entry. These non-refundable fees will be retained by U.S. Figure Skating.
 - Singles entry fee per competition (maximum of two competitions) will be \$250/entry to LOC, plus a \$10 admin fee/entry to be retained by U.S. Figure Skating.
 - Pairs and ice dance entry fee per competition (maximum of two competitions) will be \$350/entry to LOC, plus a \$10 admin fee/entry to be retained by U.S. Figure Skating.

Goldman then made the following motion:

<Request for Action> to approve the recommendation of the Competitions Committee for the entry fees for the 2022 Championship Series. (14 yes, 0 no, 0 abstain, 1 absent)

- D. Bromley reviewed the proposal to eliminate the grants to LOCs and replace it with the following entry fees for the adult qualifying competitions for 2022 through 2024.

Year	Adult Champs First Event Fee	Subsequent Event Fee	Adult Sectionals Fee
2022*	\$190	\$190	\$190
2023*	\$195	\$195	\$195
2024*	\$200	\$200	\$200

Subsequent entry fee increases will be reviewed by the Competitions Committee annually and proposed to the Board of Directors for approval.

*Plus \$10 non-refundable admin fee/entry will be retained by U.S. Figure Skating for each entry.

Goldstein then made the following motion:

<Request for Action> to approve the recommendation of the Competitions Committee for the entry fees for the 2022, 2023 and 2024 adult qualifying competitions. (14 yes, 0 no, 0 abstain, 1 absent)

E. Goldstein then returned to the overall budget discussion and made the following motion:

<Request for Action> to approve the 2021-22 final budget for presentation to the 2021 Governing Council (14 yes, 0 no, 0 abstain, 1 absent).

<1:10-1:30 p.m. ET – Break>

<1:30 p.m. ET – Martin joined the meeting>

F. Goldstein reviewed the 2019-20 draft Form 990 and how the document is broken up. Goldstein then notified the board members that the document will be sent to them at the close of the meeting and asked them to review it on their own and contact him and Rede by Feb. 23 if they have any questions. The 990 will then be filed next week and posted on the U.S. Figure Skating website on March 1.

G. Goldstein recognized Rede for his work on the budget and throughout the year.

<1:35 p.m. ET – Rede left the meeting>

<1:35 p.m. ET – Vogtner joined the meeting>

I. Governance Working Group Update

A. Perreault, Flatt and Nemier reviewed the proposed bylaw amendments recommended by the Governance Working Group, answered questions, and discussed changes with the Board of Directors. Nemier then made the following motion:

<Request for Action> to support submitting the bylaw amendments recommended by the Governance Working Group to the 2021 Governing Council from the Board of Directors as a whole. (15 yes, 0 no, 0 abstain, 0 absent)

B. Nemier reviewed the timeline for communicating the changes to membership, including a presentation to the committee chairs on March 3, a webinar available to the membership on March 17.

<2:30 p.m. ET – Vogtner left the meeting>

II. USOPC Racial & Social Justice Recommendations

A. Flatt reviewed the Team USA Council on Racial and Social Justice Recommendations for IOC Rule 50/IPC Section 2.2. Flatt then reviewed the results of a survey that sent to the full Athletes Advisory Committee.

B. The board discussed next steps, stressing the need for clear definitions of what would and wouldn't be allowed.

III. Board Assessment Results

Baker thanked all of the board members for completing the Boardspan NGB Board Performance Assessment that was required by the USOPC and completing it on time. Baker then reviewed, and the board discussed, the results and year-over-year comparison of the self-evaluation reports. There will be more in-depth discussion of this on the March meeting.

IV. Vice Presidents' Reports

A. Midwestern

1. Cutler reviewed her VP call from January, which focused on virtual testing and returning to competitions with Lori Osborne and Todd Bromley presenting.

2. Cutler notified the board that clubs in the Midwest are planning nonqualifying competitions.

3. Cutler announced that her February VP call will be held on Feb. 23 and will focus on skating program updates with John Cole and Elise Preston presenting.

- B. Pacific Coast
 1. Engel reviewed her VP call from January, which had the same topics and presenters as the Midwestern VP call.
 2. Engel announced that her February VP call will also be held on Feb. 23 and will focus on the same topics as the Midwestern VP call.
 3. Engel attended the Central California Interclub call and reviewed the topics that were discussed, including information on the Governance Working Group proposal.
- C. Eastern
 1. Nemier reviewed her VP call from January, which had the same topics and presenters as the Midwestern and Pacific Coast VP calls. Nemier added that she had great participation on that call and recorded it due to requests because of the topics being covered.
 2. Nemier announced that her February VP call will also be held on Feb. 23 and will focus on the same topics as the Midwestern and Pacific Coast VP calls.
 3. Nemier reported that she has received feedback from clubs that don't want us to hold an in-person Governing Council meeting this year.

<3:15-3:40 p.m. ET – Break>

<3:40 p.m. ET – Bulls, Leonard Rock and Reichert joined the meeting>

V. **DEI Education and Task Force Report**

- A. Cutler reminded the board that they previously voted to support the five pillars recommended by the DEI Working Group, including the need for education. Cutler then welcomed Pearl Leonard Rock to facilitate the discussion. The topic of discussion was understanding bias as a barrier to U.S. Figure Skating's Diversity, Equity and Inclusion initiatives. The board was placed into breakout rooms for 12 minutes to foster the discussion.
- B. Bulls reported on the DEI Task Force accomplishments since June 2020.
- C. Leonard Rock finished with questions for the board members to ask themselves, including what makes it possible to support any or all of the DEI initiatives, what are barriers to supporting U.S. Figure Skating's DEI initiatives, what actions each board member will stop, what actions each board member will continue, and what actions each board member will start. Cutler stressed the need to lift officials into this discussion.

<5:06 p.m. ET –Leonard Rock left the meeting>

- D. Bulls reminded the board that the DEI Task Force is trying to remove barriers and make this a sport where every participant can bring their authentic self. As part of this, Bulls and Cutler opened a conversation about skating language, specifically discussing why we need to change Mohawk and Choctaw, and potentially other terms. Cutler then presented the following recommendations from the task force:
 1. To have the new staff member do a full audit of skating language in all official documentation, scanning for any form of discriminatory or appropriative language.
 2. To create a small team composed of DEI Task Force members, relevant committee chairs, and a few athletes to propose new descriptors/terms for the Mohawk and Choctaw steps as an interim step, and encourage the use of the modified, more appropriate descriptors for day-to-day use before the formal audit process.

<5:16 p.m. ET – Bulls and Reichert left the meeting>

<5:20-5:30 p.m. ET – Break>

VI. **Group Coordinators Reports**

- A. Athlete Services
 1. Goldman notified the board that she has asked Cammett to create a task force to review the role of tests within the U.S. Figure Skating competition structure. Cammett confirmed that she supports the need to review this, and the members of the task force are being identified.
 2. Goldman informed the board that we are still awaiting the short program requirements from the ISU.
 3. Goldman reported that the Memorial Fund Committee is looking at its history.
 4. Goldman reviewed two requests for action from the Dance Development & Technical Committee. Engel then made the following motions:

<**Request for Action**> to approve the amendments to rule 8259 as presented (15 yes, 0 no, 0 abstain, 0 absent). See report of action for details.

<**Request for Action**> to approve the amendments to rules 8441, 8451 and 8461 as presented (15 yes, 0 no, 0 abstain, 0 absent). See report of action for details.

B. Athletes Advisory Committee

Flatt reviewed the work of the Athletes Advisory Committee since the last meeting. The committee is moving along with the web series and has been working with headquarters to update the athlete election procedures.

C. Coaches

1. Paige and Martin notified the board that they continue to have bi-weekly check-ins with U.S. Figure Skating and PSA and provided information on recent discussions. The unknown future continues to provide fear for coaches.
2. Martin recommended that the DEI Task Force connect with Susi Wehrli McLaughlin at headquarters to foster discussions about DEI with the U.S. Ice Rink Association.
3. Martin also notified the board that NARCE has been canceled for 2021.

D. Membership Development

1. Preston reported that full membership is at 86 percent year-over-year, total membership has surpassed 100,000, and Learn to Skate USA had its best month of the fiscal year so far in January.
2. Preston provided other Learn to Skate USA news.
3. Preston notified the board that she will be running through skating program updates on the VP calls on Tuesday.
4. Preston provided an update on the virtual Club Education series that's being held throughout this month of February and notified the board that they are working on a virtual Parent Education series.
5. Preston notified the board that the membership team continues to look at strategic ways to grow membership and will provide more information on this in March.

E. Administrative/Legal

1. Perreault provided an update on grievance, ethics and SafeSport reports and cases since the last meeting.
2. Perreault informed the board that no updates have been made to the Strategic Plan since the November 7 meeting. Perreault then made the following motion:

<**Request for Action**> to adopt the 2020-21 updates to the 2018-2022 Strategic Plan. (15 yes, 0 no, 0 abstain, 0 absent)

F. Technical & Officials

1. Bromley reviewed the proposed structure for the 2021-22 qualifying season and made the following motions:

<**Request for Action**> to approve amending the qualifying competition rules, as needed, for the 2021-22 U.S. Figure Skating qualifying season (singles, pairs, ice dance, synchronized, adult and collegiate) to allow the Competitions Committee, with the approval of the Board of Directors, and in cooperation with appropriate committees, to provide a flexible environment for our members to return to qualifying competitions. As exhibited during the 2020-21 U.S. Figure Skating qualifying season, the Competitions Committee will continue to follow the rules as closely as possible, and the 2021-22 requirements will be published in handbooks on the Members Only site prior to registration launching. (15 yes, 0 no, 0 abstain, 0 absent)

<**Request for Action**> to approve the reimagined 2022 qualifying season and the discontinuation of Technical Notification 250 which allowed athletes to skate up two levels. (15 yes, 0 no, 0 abstain, 0 absent)

2. Bromley notified the board that the Competitions Committee is looking at sanctioning virtual competitions and has been reviewing different results systems that have been used by virtual events this season.

VII. ISU Representative Report

- A. Horen recognized the work of the Athlete High Performance Department, including the virtual events for the juvenile, intermediate and novice athletes.

- B. Horen reviewed the plans and preparations for the 2021 World Figure Skating Championships, and announced the selected team leaders and judges, and other officials who have been invited by the ISU.
- C. Horen reported that discussions will be happening soon regarding athlete selections for the 2021 ISU Grand Prix of Figure Skating Series, and how countries will qualify spots for the Olympic Winter Games.
- D. Horen notified the board that International Officials Committee is working on plans for the ISU Global Seminar in Frankfurt in July 2021, but there are still a lot of unknowns regarding the seminar.

VIII. Executive Directors Report

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

- A. Baker reminded the board of the deadlines for bylaw submissions and rule changes for the 2021 Governing Council. Baker then reviewed local health information, hotel information, and the results of a survey that was sent to delegates from the 2020 Governing Council meeting. The board discussed the information in depth. Goldstein then made the following motion:

<Request for Action> to approve holding the 2021 Governing Council meeting via video conference. (15 yes, 0 no, 0 abstain, 0 absent)

- B. Baker provided an update on the Centennial Celebration and notified the board that the SKATING Magazine Archives is now open to everyone (it was previously restricted to the Members Only site).
- C. Baker informed the board that headquarters has been working very hard with our partner at Taoti to do a complete accessibility audit of the website. Updates are expected to be rolled out in March, and the site will be audited on an annual basis going forward.
- D. Baker notified the board that NBCSN will be shutting down at the end of 2021 and reviewed the effects on U.S. Figure Skating.
- E. Baker provided an update on sponsorship.
- F. Cammett directed people to the agenda to review key dates upcoming in March and April.

<6:50 p.m. ET – Newcomer left the meeting>

IX. Executive Session

X. New Business

Cammett discussed the procedural need to extend Chief Marketing Office Ramsey Baker's ability 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. Cammett 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 May 31, 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)

XI. Closing Announcements and Adjournment

The next business meeting of the board will be via video conference on Monday, March 15, 2021, at 8 p.m. ET.

Meeting concluded at 7:02 p.m. ET

Submitted,



Gretchen Bonnie, Secretary