

U.S. Figure Skating Board of Directors

Meeting Agenda – Final

Monday, September 13, 2021; 8:00 p.m. ET

Via ZOOM Video Conference:

1. Welcome / Roll Call
2. Approval of Agenda/Conflict of Interest Disclosure
3. Approval of August 9, 2021, Board of Directors Meeting Minutes, and Aug. 5, Aug. 9 and Aug. 12 ROAs
4. President's Update
 - a. Champs Camp Review
 - b. Strategic Planning Committee Survey
 - c. US Ice Rinks Association
5. Treasurer's Report
 - a. Year-to-Date Financial Update
 - b. Audit Update
6. Vice President's Reports
 - a. Midwestern
 - b. Pacific
 - c. Eastern
7. Executive Session
8. Executive Director Report
 - a. Directory/Online Guide
 - b. Sponsorship Sales
 - c. Centennial Celebration
 - d. Fundraising
 - e. In-person BOD Meeting
9. Diversity, Equity and Inclusion Task Force Update
10. Governance Working Group
11. SkateSafe Rebranding Update
12. Group Coordinators and AAC Reports
 - a. Athlete Services
 - b. AAC
 - c. Coaches
 - d. Technical & Officials
 - e. Membership
 - f. Admin/Legal

13. ISU Update

- a. General
- b. JGP Series Update
- c. 2021 GP Series (GP3 – Italy)

14. New Business

15. Next meetings of the Board of Directors via ZOOM Video Conference: **Monday, October 11, 2021** – 8 p.m. ET/5 p.m. PT and in-person (Chicago) on **Saturday, Nov. 6, 2021** – 8 a.m. – 4 p.m. CT

**U.S. Figure Skating Board of Directors
via Video Conference
Monday, September 13, 2021, 8 p.m. ET**

Present

Kristin Arneson Cutler, Ramsey Baker (Executive Director), Todd Bromley, Anne Cammett (President), Janis Engel, Rachael Flatt, Lynn Goldman, Troy Goldstein, Jaclyn Helms, Bob Horen (ISU Representative), Colin McManus, Kimberley Moore, Heather Nemier, Heather Paige, Elise Preston, Todd Sand, Felicia Zhang

Absent

Samuel Auxier (Past President), Jenna Longo (non-voting athlete)

Guests

U.S. Figure Skating staff members John Anderson, Shelbi Meyer (SkateSafe Rebrand) and Juliet Newcomer

I. Opening of the Board of Directors Meeting

- A. Cammett called the meeting to order and welcomed everyone.
- B. Moore took roll call, and a quorum was confirmed.
- C. The agenda was adopted.
- D. Cammett asked the members to disclose any conflicts based on tonight's agenda. No conflicts were disclosed.
- E. The August 9 minutes were approved as presented.
- F. The August 5, 9 and 12, 2021, reports of action were approved as presented.

II. President's Update

- A. Cammett reviewed Champs Camp, which was held in Nashville this season. Cammett reported that the atmosphere was very positive and commended staff for doing a great job. Engel, Goldstein and Baker provided additional information. Flatt also reported that she has received a lot of positive feedback from the athletes about the athlete selection procedures for the Olympic Winter Games.
- B. Cammett notified the board that the members of the Strategic Planning Committee are taking a SWOT analysis survey. The survey is going to be further distributed to all of the board members, and Cammett asked members who haven't already received it to keep an eye out for that.
- C. Cammett notified the board that a working group was put together with her, Horen, Goldman, Sand and Isabella Cannuscio to review candidates for the U.S. Figure Skating representative to the Board of Director of the U.S. Ice Rink Association and provided information on the candidates who were considered by the group. The board discussed the potential nominees. Cammett made a motion to go into executive session, and the motion was approved without objection.

<8:33 p.m. ET – Newcomer was moved to the waiting room>

<Executive Session>

<Request for Action> to approve the president's appointment of Rockne Brubaker as a U.S. Figure Skating representative to the Board of Directors of the U.S. Ice Rink Association, contingent on his acceptance of the appointment.

Cammett made a motion to come out of executive session, and the motion was approved without objection.

<8:44 p.m. ET – Newcomer rejoined the meeting>

III. Treasurer's Report

- A. Goldstein reviewed updated information on the financials for the 2021 fiscal year
- B. Goldstein reminded the board that field work for the audit is beginning this week and should take a couple of weeks.
- C. Goldstein reviewed the financials for the 2022 fiscal year through the end of July 2022.

IV. Vice Presidents' Reports

- A. Midwest
 1. Cutler recognized the Midwest section for hosting National Showcase, the Excel National Festival and National Solo Dance Final.

2. Cutler reviewed her August 18 VP meeting, which covered a qualifying season update with Bromley presenting, an alumni connect and Excel Festival review with Preston presenting, and an update on the governance restructure with Kelly Vogtner presenting.
 3. Cutler notified the board that the next VP meetings will be September 21-23 and will provide updates on qualifying competitions, solo dance, SafeSport rebrand and the Centennial Celebration.
 4. Cutler also notified the board that the October VP meetings will cover other figure skating programs to make sure people know what options are available.
- B. Pacific Coast
1. Engel reported that nonqualifying competitions are happening in the Pacific Coast and seem to be going well overall.
 2. Engel confirmed that her VP meetings continue to cover the same topics as the Midwestern and Eastern VP meetings.
- C. East
1. Nemier reported that her August 18 VP meeting covered the same topics as the Midwestern and Pacific Coast VP meetings, and specified that her next VP meeting will be on Thursday, September 23.
 2. Nemier reported on events and competitions happening in the Eastern Section, including the John Nicks Pairs Challenge at Middle Atlantics that just concluded.

Goldstein made a motion to go into executive session, and the motion was approved without objection.

<8:58 p.m. ET – Newcomer was moved to the waiting room>

V. Executive Session

Goldstein made a motion to come out of executive session, and the motion was approved without objection.

<9:23 p.m. ET – Newcomer rejoined the meeting>

VI. Executive Director's Report

- A. Baker provided the board members with an update on adjustments that are being made to the working relationship with Noom based on feedback that has been received.
- B. Baker provided additional information on the printable directory and proposed a communication plan to go to a completely digital version this season. A draft of the communication will be sent to everyone on the board for feedback. Once feedback has been received, and without objection, the communication will be sent more widely, and information will also be shared on the Trial Judge Facebook page.
- C. Baker provided the following updates on the 100-year Anniversary:
 1. Baker provided information on the new Voices from the Ice podcast and encouraged board members to watch it.
 2. Baker notified the board that the 100-year Anniversary Working Group has reconvened to focus on creating the parameters for a fundraising component.
 3. Baker also informed the board that, after reading articles about the 100-year Anniversary in SKATING magazine, Connecticut-based coach June Clark sent headquarters a letter, book and collection of documents. Baker called the collection a historical gold mine and reviewed some of the specific documents, which provide amazing history of the organization even before 1920. Baker also notified the board that Clark and her collection of documents will be featured in a future issue of SKATING.
- D. Baker notified the board that the 2021 U.S. Figure Skating Hall of Fame class – Johnny Weir, Sandy (Schwomeyer) Lamb, and Gale Tanger – will be inducted at the 2022 Toyota U.S. Figure Skating Championships. Baker then reviewed the nomination and election process for the 2022 Hall of Fame class and notified the board that both classes will be inducted on the ice on January 7 with a reception to follow that night.
- E. Baker announced that Libby Palomeque held a skating show to raise money for the Mabel Fairbanks Skatingly Yours Fund and the Diversify Ice Foundation. The show raised approximately about \$6,500, and Palomeque rounded that up to \$10,000 and donated \$5,000 to each organization.
- F. Baker announced that U.S. Figure Skating is the first national governing body to accept cryptocurrency gifts and donations, and Goldstein provided additional information.
- G. Baker provided the following updates about IT:
 1. Baker reviewed the steps headquarters is taking to continue to address concerns and improve products and offerings, including providing detailed information on how often meetings are being held and who is involved in those meetings.

2. Baker announced that a couple of vacated positions in the Product Support Department have been filled by people who have experience with EMS and club leadership, and other responsibilities have been rearranged so there will now be a dedicated project manager.
 3. Cammett announced that Goldstein, Engel and Moore will serve on the board's IT steering group along with Victoria Hildebrand and Livvy Schilling. Baker announced that he, Charles Chow and Mario Rede will serve on the staff IT steering group that will liaise with the board and will bring in other key stakeholders as needed.
- H. Baker also provided a detailed review of the work being done to make sure all of U.S. Figure Skating's websites meet the highest possible industry standards for accessibility. This work has already been done on the public website (www.usfigureskating.org). Focus is now on U.S. Figure Skating Fan Zone, and that will be followed by the Learn to Skate USA site, and then the Members Only site.
- I. Baker reviewed information for the November, in-person meeting, including notifying the board that the report deadline for the fall meeting book is October 1 (for those who have to submit reports).

VII. Diversity, Equity and Inclusion (DEI) Task Force

- A. Cutler notified the board that she meets with DEI Director Kadari Taylor-Watson and DEI Task Force Co-Chair Leatrice Bulls every other Monday. Cutler then reviewed the projects being prioritized at this time.
- B. Cutler reviewed the process that is specified in the current Gender Policy and stressed that nobody should be questioning a parent or skater mid-event. The board then briefly touched on how the process should be applied to Learn to Skate USA, and gender identification in disciplines and programs.
- C. Cutler reported that task force members who serve on committees are being encouraged to discuss DEI initiatives with those committees.

VIII. Governance Working Group

- A. Flatt reported that the athlete representation and athlete election focus group is currently working hard on a complete overhaul of the election procedures to accommodate all of the bylaw changes.
- B. Nemier provided an update on the work of the Nominating Committee and reported that the bylaw changes have already improved communication between the Nominating Committee and the Board of Directors.
- C. Engel reported that the Governing Council focus area is in the process of prioritizing the items to address this year and provided some detail on those items.

<9:19 p.m. ET – Meyer joined the meeting>

IX. SkateSafe Rebranding Update

- A. Meyer announced that tomorrow is the official launch date for the U.S. Figure Skating SkateSafe Program. Meyer provided details on what needs to be updated, and when that will all take place. She also asked board members to notify her if they find something on the website that doesn't look right after tomorrow.

<10:35 p.m. ET – Meyer left the meeting>

- B. Newcomer reviewed the changes to the rules and bylaws and notified the board that it is within the board's purview, in adopting the new name for SkateSafe, to make the corresponding editorial changes in the rules and bylaws immediately, as confirmed by legal counsel. Baker sent the detailed changes to them in full for review.

After reviewing the recommendations and action plan presented by staff regarding the need to change the name of the organization's SafeSport Program in order to comply with the U.S. Center for SafeSport's directive to change the name "SafeSport" by January 1, 2022, the Board of Directors had no objection to the rebrand proceeding as outlined and per the timeline, including all necessary updates being made to U.S. Figure Skating rules and bylaws so as not to create confusion within these documents referencing SafeSport rather than the new program name of SkateSafe. The rebrand will begin immediately, allowing clubs the necessary time to follow suit and be in compliance with the U.S. Center for SafeSport's request prior to the established deadline.

X. Group Coordinators' Reports

- A. Athlete Services
 1. Goldman reviewed the Athlete High Performance Developmental Team Camps.
- B. Athletes Advisory Committee (AAC)
 1. Flatt reviewed the full AAC meeting that was held earlier this month.
- C. Coaches

1. Paige and Sand stated that they didn't have anything new to report.
- D. Technical and Officials
1. Bromley provided updates on the work of the Technical and Officials Group committees. invites for the Championship Series have gone out but we will most likely continue to see staffing updates. Synchronized sectional skating assignments are currently in process.
 2. Bromley reported that, for the 2022 Championship Series presented by Toyota, we have 1,425 unique qualifying entries, and 2,047 registrations when accounting for individuals competing in multiple events.
 3. Bromley also provided information regarding the steps being taken to continue addressing the health and safety of participants at events.
- E. Membership Development
1. Preston reported that the feedback from the Excel National Festival and National Showcase has been very positive, and parents have expressed a lot of appreciation to U.S. Figure Skating for continuing to run programs, including virtual programs, to keep kids engaged and give them something to look forward to.
 2. Preston informed the board that full membership is down about 3,200 members compared to two years ago, but Learn to Skate USA membership is well over the number it was at the same time two years ago.
 3. Preston provided information on an Inside Edge virtual series, which is similar to Club Education, that will be targeted to Learn to Skate USA coaches and parents.
 4. Preston also notified the board that the Alumni Connect program was presented on the VP meetings last month and will be rolled out in partnership with clubs over the next couple of weeks.
- F. Administrative/Legal
1. Helms provided an update on SafeSport reports since the last meeting.

XI. ISU Update

1. Horen provided updates on the work of the International Group committees.
2. Horen notified the board that the ISU announced that the 2022 ISU Four Continents Championships cannot be held in China, so the ISU is looking for other members interested in holding the competition.
3. Horen provided an update on the various competitions taking place or coming soon, including Senior Grand Prix, Junior Grand Prix, Challenger Series and synchronized skating events.
4. The board discussed why some events have been canceled in China, but others are still expected to be held.

XII. New Business – None

XIII. Closing Announcements and Adjournment

The next regularly scheduled business meeting of the board will be via video conference on Monday, October 11, 2021, at 8 p.m. ET.

Meeting concluded at 11:07 p.m. ET

Submitted,



Kimberley Moore, Secretary