

# **U.S. Figure Skating Board of Directors**

## **Meeting Agenda – FINAL**

Saturday, Nov. 6, 2021 – 8 a.m. – 4:30 p.m. CT  
Chicago, IL

- 1. Opening of the Director’s Meeting** **8:00am-8:05am**
    - a. Welcome & Call to Order
    - b. Roll Call/Establishment of Quorum
    - c. Approval and adoption of Agenda
    - d. Conflict of Interest Disclosure
    - e. Approval of Oct. 11, 2021, Board of Directors Meeting Minutes and ROA
  
  - 2. President’s Update** **8:05am-8:15am**
  
  - 3. Vice Presidents Reports** **8:15am-8:25am**
    - a. Midwestern
    - b. Pacific Coast
    - c. Eastern
  
  - 4. Executive Director’s Report** **8:25am-8:40am**
  
  - 5. IT & Technology Update** **8:40am-9:40am**
    - a. IT & Technology overview
    - b. EMS End Game
    - c. Product demonstration
  
  - 6. ISU Update** **9:40am-10:00am**
    - a. General
    - b. 2021 JCG and GP Series Update
    - c. Athlete Release Update
    - d. World and World Junior Synchronized Team Selection Procedures
- (10-minute Break)*
- 7. The 2022-2026 Strategic Plan** **10:10am-10:55am**
  
  - 8. Athlete Advisory Committee** **10:55am-11:25pm**
    - a. Team USA Council on Racial and Social Justice
  
  - 9. Diversity, Equity and Inclusion** **11:25am-12:15pm**
    - a. DEI Task Force Update
    - b. Gender Policy
    - c. DEI Action Plan Review

*(45-minute Lunch Break)*

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|--|----------------------|
| <b>10. Treasurer's Report</b>                    | <b>1:00pm-1:15pm</b> |
| a. Audit   |                      |
| b. Year-to-date Financials                       |                      |
| c. Budgeting Timeline/Process                    |                      |
| <br>   |                      |
| <b>11. PSA Report</b>                            | <b>1:15pm-1:25pm</b> |
| <br>   |                      |
| <b>12. The Competition Pipeline</b>              | <b>1:25pm-2:10pm</b> |
| e. 2023 Qualifying Season                        |                      |
| f. The Athlete Pipeline                          |                      |
| <br>   |                      |
| <b>13. Governance Working Group</b>              | <b>2:10pm-2:40pm</b> |
| g. General Update                                |                      |
| h. Nominating Committee Update                   |                      |
| i. Rule Changes & Bylaw Amendments               |                      |
| i. Actions of the Board                          |                      |
| ii. Actions of Committees                        |                      |
| iii. Special Meetings of the Governing Council   |                      |
| iv. AAC Elections                                |                      |
| <br>   |                      |
| <b>14. Executive Session</b>                     | <b>2:40pm-3:10pm</b> |
| <i>(10-minute Break)</i>                         |                      |
| <br>   |                      |
| <b>15. Group Coordinators and AAC Reports</b>    | <b>3:50pm-4:15pm</b> |
| j. Athlete Services                              |                      |
| i. Meeting Book RFA (#101-104 – page 100+)       |                      |
| k. AAC   |                      |
| l. Coaches                                       |                      |
| m. Technical & Officials                         |                      |
| i. Meeting Book RFA (#301-303 – page 106+)       |                      |
| ii. National Recommendations & Updates           |                      |
| n. Membership                                    |                      |
| i. Adult Dance Rule Change (RFA – TN 271)        |                      |
| ii. Meeting Book RFA (#201 – page 104)           |                      |
| o. Admin/Legal                                   |                      |
| <br>   |                      |
| <b>16. New Business</b>                          | <b>4:15pm-4:25pm</b> |
| <br>   |                      |
| <b>17. Closing Announcements and Adjournment</b> | <b>4:25pm-4:30pm</b> |

**NOTE: Next meeting of the U.S. Figure Skating Board of Directors is scheduled for Monday, December 6, 2021, beginning at 8pm ET via video conference.**

**U.S. Figure Skating Board of Directors  
In Person  
Chicago, Illinois  
Saturday, November 6, 2021, 8 a.m. CT**

**Present**

Kristin Arneson Cutler, Samuel Auxier (Past President), Ramsey Baker (Executive Director), Todd Bromley, Anne Cammett (President), Janis Engel, Rachael Flatt, Lynn Goldman, Troy Goldstein (via video conference), Jaclyn Helms, Bob Horen (ISU Representative), Jenna Longo (non-voting athlete), Colin McManus, Kimberley Moore, Heather Nemier, Heather Paige, Elise Preston (via video conference), Todd Sand (via video conference), Felicia Zhang

Also present was non-voting member Jimmie Santee (Professional Skaters Association, PSA report)

**Guests**

Strategic Planning Committee Co-Chair Lawrence Mondschein, and U.S. Figure Skating staff members John Anderson, Mia Bailey (via video conference), Charles Chow (IT & Technology Update), Bob Dunlop, Juliet Newcomer, Mario Rede (via video conference), Kadari Taylor-Watson (Diversity, Equity and Inclusion, via video conference), and Kelly Vogtner

**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 as amended.
- D. Cammett asked the members to disclose any conflicts based on today's agenda. Bromley disclosed that he has a conflict during the discussion on national appointments.
- E. The October 11 minutes were approved as presented.
- F. The October 11 report of action was approved as presented.

**II. President's Update**

- A. Cammett notified the board that she, Baker, Auxier and Goldstein are preparing for a meeting with the U.S. Figure Skating Foundation.
- B. Cammett applauded the athletes for their resilience and adaptability.

**III. Membership Development Group Report**

- A. Preston announced that membership numbers are looking good, with Learn to Skate USA being above what it was at the same time in 2019, and full membership being slightly below what it was at the same time in 2019. The introductory members are coming back strong, and the collegiate membership category is above what it was at the same time in 2019.
- B. Preston notified the board that the Excel program has been working with the Tests Committee, and the Singles Development and Technical Committee for some time regarding test credit from an IJS protocol and, as of Dec. 1, 2021, Excel protocols will be eligible for test credit. A technical notification will be posted soon.

**IV. Vice Presidents' Reports**

Engel stated that the Midwestern and Pacific Coast vice president reports stand as written in the 2021 Fall Meeting Book. Nemier reported that the first U.S. Championships Series in the East was held in Leesburg, Virginia, and was very well received.

**V. Executive Director's Report**

- A. Baker reviewed the NGB Council meeting that took place in October and notified the board that the USOPC CEO will now hold monthly meetings with all the NGBs.
- B. Baker provided a general update on headquarters staff and anticipated changes to the budget.

<8:26 a.m. CT – Bailey and Rede joined the meeting via video conference>

**VI. IT & Technology Update**

Chow and Dunlop provided information on IT process and development cost, EMS history, EMS statistics, and the EMS endgame strategy. Bailey then provided an EMS demo. Chow, Dunlop and Baker answered questions throughout the presentation.

<9:04 a.m. CT – Auxier left the meeting>

<9:27 a.m. CT – Sand joined the meeting during the IT & Technology Update presentation/discussion>

<9:35 a.m. CT – Goldstein left the meeting via video conference during the IT & Technology Update presentation/discussion>

<9:43 a.m. CT – Bailey left the meeting>

<9:52 a.m. CT – Rede and Chow left the meeting>

## **VII. ISU Update**

- A. Horen stated that the International Group report stands as written in the 2021 Fall Meeting Book.
- B. Horen provided updates on the Junior Grand Prix Series, the ISU Four Continents Championships and Grand Prix Series. Dunlop also provided information specific to Skate America.
- C. Horen reviewed one request to release a specific athlete. The current athlete release policy will be followed, and the athlete will need to wait two seasons to be released.
- D. Horen addressed the selection procedures for the 2022 World Junior Synchronized Skating Team and the 2022 World Synchronized Skating Team that were sent to the board members in advance and then made the following motion:

**<Request for Action>** to approve the selection procedures for the 2022 World Junior Synchronized Skating Team and the 2022 World Synchronized Skating Team. (14 yes, 0 no, 0 abstain, 1 absent)

<10:10 a.m. CT – Dunlop and Preston left the meeting>

<Break>

<10:20 a.m. CT – Mondschein and Taylor-Watson joined the meeting via video conference>

## **VIII. The 2022-2026 Strategic Plan**

- A. Vogtner reviewed the strategic planning process and design challenge, and how the structure of the 2022-2026 Strategic Plan is different from the structure of the 2018-2022 Strategic Plan. Mondschein gave an overview of the 2022-2026 Strategic Plan; and Flatt, Zhang, Paige, Mondschein, Cutler, Engel, Nemier and Vogtner presented information on specific strategic priorities.

<10:40 a.m. CT – Goldstein rejoined the meeting via video conference during the 2022-2026 Strategic Plan presentation/discussion>

- B. Baker provided information on Vogtner’s job responsibilities as they relate to the implementation and success of the strategic plan.
- C. The Board of Directors approved the 2022-2026 Strategic Plan without objection.

<11:22 a.m. CT – Mondschein left the meeting>

## **IX. Athletes Advisory Committee**

Flatt reviewed the third set of recommendations from the Team USA Council on Racial and Social Justice.

## **X. Diversity, Equity and Inclusion (DEI)**

- A. Cutler introduced Taylor-Watson, who reviewed the DEI Action Plan and Strategic Initiatives. Baker notified the board that the plan will be posted on the portal, and Cutler asked the board to provide feedback to Taylor-Watson via email before Nov. 10. Taylor-Watson also addressed the feedback that is expected from the USOPC.
- B. Helms stressed the need for cultural competency to truly be welcoming to everyone in the community. Helms also asked the board to commit to including the director of DEI in important meetings with top leadership and important human resources decisions, including reviewing job descriptions and interviewing. Cutler asked the board members to present the organization’s DEI position when they’re in the field and communicating with members and stakeholders.
- C. Cutler provided the latest information on the work being done to review the gender policy as well as to review gendered language in the ice dance rules. Cutler also provided information on the work being done by task force members to create opportunities for visibility and representation.
- D. Taylor-Watson notified the board that an RFP has been sent out to acquire a data consulting company.

<12:33 p.m. CT – Taylor-Watson left the meeting>

<Break>

<1:05 p.m. CT – Auxier and Dunlop rejoined the meeting in person, and Rede rejoined the meeting via video conference>

**XI. Treasurer’s Report**

- A. Goldstein reviewed the financials and membership numbers for fiscal year-end 2021, and for the 2022 fiscal year through the end of September 2021.
- B. Goldstein notified the board that the independent audit has been completed, and the Audit Committee met with Stockman Kast Ryan + Company to review the findings. Goldstein announced that the association received an unqualified opinion, which is the highest rating from an audit perspective.
- C. Goldstein reviewed the timeline and process for the 2023 fiscal year budget and reiterated that the zero-based, bottom-up approach will be utilized again. Goldstein also reviewed some aspects that will affect the budgeting process and announced the people serving as finance liaisons to the committee groups.
- D. Goldstein also addressed the work being done to ensure transparency in IT spending and return on investment.

<1:18 p.m. CT – Santee joined the meeting via video conference and Rede left the meeting>

**XII. PSA Report**

Santee provided an update on the key changes and work being done by the PSA since the last U.S. Figure Skating board meeting. Santee also reviewed some financial information for the PSA.

<1:26 p.m. CT – Santee left the meeting>

**XIII. The Competition Pipeline**

- A. Bromley provided some historical information on U.S. Figure Skating’s competition structure and reviewed some of the pros and cons of the championship series structure. Vogtner then reviewed a proposal for the 2023 qualifying season and answered questions with Bromley and Dunlop. Bromley asked the board to support the concept so it can begin to be presented to the membership, and there was no objection.
- B. Goldman reviewed the test and competition pipeline for athletes and presented recommended changes. Goldman asked the board to support the concept so it can begin to be presented to the membership, and there was no objection.

<2:23 p.m. CT – Dunlop left the meeting>

**XIV. Governance Working Group**

- A. Nemier provided an update on the work accomplished and still to be done for the four focus areas of the Governance Working Group.
- B. Longo provided more in-depth information on athlete representation and the athlete election process. Longo then reviewed proposed amendments to rules AACR 1.11 and AACR 2.01, and made the following motion:

**<Request for Action>** to approve amending rules AACR 1.11 and AACR 2.01 as presented. The amendments will be implemented Dec. 1, 2021. See report of action for full details. (14 yes, 0 no, 0 abstain, 1 absent)

- C. Nemier provided an update on the focus area for the Nominating Committee.
- D. Engel provided an update on the focus area for bylaws and issues related to the powers and duties of the Governing Council and the Board of Directors.
- E. Nemier talked about the working being done for the leadership development, succession planning and committees focus area.

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

<2:46 p.m. CT – Auxier, Bromley, Horen, Longo, Newcomer and Vogtner left the meeting>

**XV. Executive Session**

**<Request for Action>** to approve national appointments and resignations (13 yes, 0 no, 1 recuse, 1 absent). See report of action for details.

<3:08 p.m. CT – Bromley rejoined the meeting in person>  
<3:10 p.m. CT – Auxier, Horen and Longo rejoined the meeting in person>  
<3:31 p.m. CT – Baker left the meeting>  
<3:45 p.m. ET – Baker and Vogtner rejoined the meeting in person>

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

<4:13 p.m. ET – Newcomer rejoined the meeting in person>  
<4:13 p.m. ET – Goldman and Moore left the meeting>

## **XVI. Group Coordinators' Reports**

Note: The group coordinator reports for this meeting are available in the 2021 Fall Meeting Book.

### **A. Athlete Services**

1. McManus reviewed Items 101-104 from the 2021 Fall Meeting Book and then made the following motion:

**<Request for Action>** to approve:

- Item 101 to amend rule 8311 to remove the juvenile partnered free dance test prerequisite for the intermediate partnered free dance test to be consistent with other levels. The amendment will be implemented Nov. 15, 2021.
- Item 102 to amend rule 8312 to remove the adult pre-bronze partnered free dance test prerequisite for the adult bronze partnered free dance test to be consistent with other levels. The amendment will be implemented Nov. 15, 2021.
- Item 103 to amend rule 8361 to remove moves in the field and free dance tests as allowed prerequisites for the standard solo free dance tests and lower the pattern dance test prerequisite requirements. All amendments will be implemented Feb. 1, 2021.
- Item 104 to amend rule 8362 to remove moves in the field and free dance tests as allowed prerequisites for the adult solo free dance tests and lower the pattern dance test prerequisite requirements. The amendments to lower the pattern dance test pre-requisites will be implemented Feb. 1, 2021. The amendments to remove options for moves in the field and free dance test pre-requisites will be implemented July 1, 2023.

See report of action for full details. (12 yes, 0 no, 0 abstain, 3 absent)

### **B. Athletes Advisory Committee (AAC)**

1. Flatt stated that her report stands as written in the 2021 Fall Meeting Book. Flatt and Longo then reviewed some of the projects that are in progress, including getting a web page up and running and supporting athletes as they transition away from competing.
2. Flatt announced that Mark Ladwig is now the chair of the USOPC Athletes Advisory Council.

<4:19 p.m. ET – Flatt left the meeting.>

### **C. Coaches**

Paige stated that she and Sand didn't have anything to report.

### **D. Technical and Officials**

Bromley reviewed Item 301 from the 2021 Fall Meeting Book and then made the following motion:

**<Request for Action>** to approve Item 301 to delete rule 2828, Item 302 to amend rules 2823 and 2826, and Item 303 to amend rule 2921. See report of action for details. (11 yes, 0 no, 0 abstain, 4 absent).

### **E. Membership Development**

Due to limited time, the board members agreed to take the Membership Development requests for action via e-ballot.

### **F. Administrative/Legal**

Helms provided an update on SkateSafe, ethics and grievance reports since the last meeting.

## **XVII. New Business – None**

**XVIII. Closing Announcements and Adjournment**

The next regularly scheduled business meeting of the board will be via video conference on Monday, December 6, 2021, at 8 p.m. ET.

Meeting concluded at 4:25 p.m. CT

Submitted,

A handwritten signature in black ink that reads "Kimberley C. Moore". The signature is written in a cursive style with a large initial 'K' and 'M'.

Kimberley Moore, Secretary