

U.S. Figure Skating Board of Directors

Meeting Agenda – **FINAL**

Saturday, November 5, 2022 – 8 a.m. – 4 p.m. MST

Aurora, Colorado

- 1. Opening of the Board of Directors Meeting** **8am-8:10am**
 - a. Welcome & Call to Order
 - b. Roll Call/Establishment of Quorum
 - c. Approval and adoption of Agenda
 - d. Conflict of Interest Disclosure
 - e. Acceptance of September 26, 2022, Board of Directors Meetings Minutes and ROAs
 - f. E-ballot results reporting
 - g. BOD Officer Eligibility

- 2. President's Report** **8:10am-8:50am**
 - a. General
 - b. USFS Foundation Board Candidate Review
 - c. International & ISU Update
 1. World Junior Team Selection Procedures
 2. World Synchro/World Synchro Junior Team Selection Procedures

- 3. Financial Report** **8:50am-9:30am**
 - a. Audit Report Update
 - b. Q1 Financial performance
 - c. 4-year business plan
 - d. Budgeting Process
 - e. IT spend request – Budget Amendment
 - f. ISU/Officials in-person training spend request – Budget Amendment

- 4. DEI Update** **9:30am-10:15am**
 - a. SDI Data Collection
 - b. Budget planning/initiatives for FY24
 - c. RISE education update and impact
 - d. USFS Foundation BOD DEI training and related strategic initiatives

- <break – 15 minutes>*

- 5. NQS** **10:30am -11:15am**
 - a. Observations and Feedback
 - b. Recommendations
 - c. Discussion

- 6. Group Coordinator/AAC Review of Written Reports** **11:15-12noon**
 - a. Athlete Service
 1. Meeting Book RFA #101 (Clothing Rules)
 2. Other RFA (Synchro Senior Elite 12)
 - b. Athlete Advisory
 - c. Membership Development
 1. Meeting Book RFA #201 (Championship Dance Solo Dance Event)
 - d. Admin/Legal
 - e. Technical & Officials
 1. Meeting Book RFAs

- i. #301 (Related to Announcers and Music Officials for qualifying comps)
 - ii. #302 (Related to Announcers and Music Officials for non-qualifying comps)
 - iii. #303 (Changing the name and responsibilities of Officials Development & Assessment Subcommittee)
2. Other RFAs
- i. 2024 U.S. Figure Skating Championships (RFA)
 - ii. National Recommendations & Updates

7. Executive Session **12noon-12:30pm**

<lunch break – 30 minutes>

8. LTS USA/Aspire/Membership Pipeline **1pm – 1:45pm**

- a. The Skater Journey – our programs and our membership
- b. Opportunities and plan for growth
- c. Membership Categories and Fees
- d. Timeline

9. Strategic Plan / Operating Plans **1:45pm-2:30pm**

- a. Review/Feedback
- b. Officials Innovation Group
- c. Questions

10. Music Rights & Compliance **2:30pm-3pm**

- a. Streaming Policy – Final Review and Approval
- b. Implementation plan and timeline

11. Admin and Housekeeping **3pm-3:30pm**

- a. Nominating Committee Process and Procedures
- b. USOPC Certification Program
- c. Governing Council Format

12. Executive Director's Report **3:30pm-3:45pm**

13. Closing Announcements and Adjournment **4pm**

14. Next meetings of the Board of Directors

- a. Monday, January 9, 2023, at 8 pm ET via Zoom
- b. **Saturday, February 18, 2023**, from 8 am to 4:30 pm MT, in-person (Denver, Colorado)

U.S. Figure Skating Board of Directors
Denver, Colorado
Saturday, Nov. 5, 2022, 8:00 a.m. to 4:00 p.m. MT

Present – Voting Members

Samuel Auxier (President), Jackie Chang (via video conference), Janis Engel, Rachael Flatt, Victoria Hildebrand, Jenna Longo, Kristina Lundgren, Colin McManus, Kimberley Moore, Heather Paige, Kevin Rosenstein, Matthew Slatos, Amanda Will, Felicia Zhang (via video conference)

Present – Non-Voting Members

Ramsey Baker (Executive Director), Todd Bromley, Anne Cammett (Past President), Troy Goldstein (ISU Representative), Pilar Helm, Lauren O’Toole, Elise Preston

Absent

Simon Shnapir (alternate USOPC AAC representative), Kym Worthy

Guests

Kaitlin Desselle (via video conference)

Staff

John Anderson, Mia Bailey (via video conference), Bob Dunlop (via video conference), Gordon Harrison, Juliet Newcomer, Mario Rede, Kadari Taylor-Watson, Kelly Vogtner and Susi Wehrli McLaughlin

I. Opening of the Board of Directors Meeting

- A. Auxier 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. Auxier asked the members to disclose any conflicts based on the agenda for the meeting. No conflicts were disclosed.
- E. The Sept. 26 minutes and report of action were approved.
- F. Moore reported that there were no e-ballots since the last board meeting.
- G. Newcomer reviewed a request for action to change a rule that prohibits eligible coaches from serving as officers. This rule was missed when the board was restructured and conflicts with the bylaws. Engel then made the following motion:

REQUEST FOR ACTION: to amend rule PSER 4.12 to allow eligible coaches to serve as officers. (See the corresponding report of action for the detailed proposal.) **SECONDED. APPROVED.**

II. President’s Update

- A. Auxier reviewed the plan for the meeting and then congratulated everyone on Skate America, including The Skating Club of Boston.
- B. Auxier provided some background information on how the trustees are elected or appointed for the U.S. Figure Skating Foundation. Auxier then proposed Warren Naphtal and Emily Hughes to serve as trustees and made the following motion:

MOTION: to concur with the trustees’ election and reappointment of Warren Naphtal and approve the nomination of Emily Hughes, each for a new three-year term, to continue serving on the U.S. Figure Skating Foundation Board of Trustees. **SECONDED. APPROVED.**

Cammett provided additional information on nominees for the U.S. Figure Skating Foundation Board of Trustees.

- C. There was an update on ISU measures.
- D. The board discussed the status of the medals for the 2022 Olympic Team Event.
- E. Goldstein provided additional international updates. Goldstein then presented the selection procedures for the 2023 ISU World Junior Figure, World Junior Synchronized and World Synchronized Skating Championships and then made the following motion:

MOTION: to approve the selection procedures for the 2023 ISU World Junior Figure Skating Championships, the 2023 ISU World Junior Synchronized Skating Championships and the 2023 ISU World Synchronized Skating Championships. **SECONDED. APPROVED.**

I. Financial Update

- A. Hildebrand provided an update on the audit.
- B. Hildebrand then reviewed steps that are being taken to align the budget to the strategic plan. Hildebrand also notified the board that the budget requests that were in the agenda will be offset with savings in other areas.
- C. Rede reviewed the Statement of Activities through Sept. 30, 2022, and membership numbers through Oct. 13, 2022.
- D. Rede reviewed the budget timeline for fiscal year 2024, and Hildebrand stressed the importance of aligning with the strategic plan when preparing budget requests for 2024. Rede then provided additional information on how the budget will be tracked relative to the strategic plan initiatives.
- E. Rede reviewed the four-year business plan and stressed the importance of revenue to offset inflation.

<Break>

<Desselle and Taylor-Watson joined the meeting.>

II. Diversity, Equity and Inclusion (DEI) Update

- A. Taylor-Watson introduced Kaitlin Desselle, who is the data consultant from Strategic Diversity Initiatives (SDI). Taylor-Watson and Desselle then provided information on and answered questions about SDI and the DEI climate survey.

<Desselle left the meeting.>

- B. Taylor-Watson reviewed U.S. Figure Skating's work with RISE to provide DEI education and also provided information on key DEI initiatives and USOPC initiatives for DEI.

<Break>

<Taylor-Watson and Zhang left the meeting, and Bailey and Dunlop joined the meeting.>

III. National Qualifying Series (NQS) and Technical & Officials Group Report

- A. Bromley and Corsini reviewed the results of the preliminary surveys for NQS and the initial recommendations for next season.

<Bailey and Dunlop left the meeting.>

- B. Bromley reviewed Items 301 and 302 from the 2022 Fall Meeting Book and then made the following motion:

REQUEST FOR ACTION: to approve Items 301 and 302 from the 2022 Fall Meeting Book as presented. (See the corresponding report of action for the details.) **SECONDED. DID NOT APPROVE.**

- C. Bromley reviewed Item 303 from the 2022 Fall Meeting Book. Engel then made the following motion:

REQUEST FOR ACTION: to approve Item 303 from the 2022 Fall Meeting Book as presented. (See the corresponding report of action for the details.)

After discussion, this motion was tabled and will be brought back with a revision to the language in rule DOR 3.03.

- D. Bromley reviewed the recommendations for national appointments and honorary national appointments, and then made the following motions:

MOTION: to approve national appointments, accept national resignations, and acknowledge vacated national appointments. (See Appendix at the end of these minutes for details.) **SECONDED. APPROVED.**

MOTION: to approve honorary national appointments. (See Appendix at the end of these minutes for details.) **SECONDED. APPROVED.**

Bromley also notified the board of national appointments that have been resigned or vacated since the in-person board meeting on April 27, 2022.

- E. Bromley provided an update on the work of the Technical & Officials Group committees.
- F. Bromley made the following motion regarding the 2024 U.S. Figure Skating Championships:

MOTION: Columbus, Ohio, to be the host city of the 2024 U.S. Figure Skating Championships, pending the execution of a signed host agreement. **SECONDED. APPROVED.**

IV. Group Coordinator/Athletes Advisory Committee Review of Written Reports

A. Athlete Services Group

- 1. O'Toole reviewed Item 101 from the 2022 Fall Meeting Book and then made the following motion:

REQUEST FOR ACTION: to approve Item 101 from the 2022 Fall Meeting Book as presented. (See the corresponding report of action for the details.) **SECONDED. APPROVED.**

- 2. O'Toole reviewed a request for action to add a senior elite 12 event for synchronized skating and then made the following motion:

REQUEST FOR ACTION: to add a senior elite 12 event for synchronized skating to all relevant rules of competition and technical requirements. (See the corresponding report of action for the details.) **SECONDED. APPROVED.**

- 3. O'Toole asked board members to review the projects that the committees in the Athlete Services Group are undertaking in preparation for Governing Council and encouraged board members to reach out to her with any questions.

B. Athletes Advisory Committee

McManus provided an update on the work of the Athletes Advisory Committee.

<Rede left the meeting.>

C. Administrative/Legal Group

Helm stated that her report in the meeting book stands as written. Helm then reviewed a recommendation from the Grievance Committee and made the following motion:

MOTION: to concur with the recommendation of the chair of the Grievance Committee for a stipulated resolution of a grievance. **SECONDED. APPROVED.**

D. Membership Development Group

Preston provided information on the work of the Membership Development Group committees. Preston then reviewed Item 201 from the 2022 Fall Meeting Book, and Engel made the following motion:

REQUEST FOR ACTION: to approve Item 201 from the 2022 Fall Meeting Book as presented. (See the corresponding report of action for the specific changes.) **SECONDED. APPROVED.**

McManus made a motion to go into executive session. Seconded. Approved.

V. Executive Session

- A. 2022 U.S. Championships closeout
- B. Coaching education

<Anderson, Baker, Bromley, Cammett, Goldstein, Helm, Newcomer, O'Toole, Preston and Vogtner left the meeting.>

- C. Auxier provided an update, and the board discussed the ongoing executive director search process.

McManus made a motion to come out of executive session. Seconded. Approved.

<Break>

<Harrison and Wehrli McLaughlin joined the meeting, and Anderson, Baker, Bromley, Cammett, Goldstein, Helm, Newcomer, O'Toole, Preston, Rede and Vogtner rejoined the meeting.>

VI. Learn to Skate USA/Aspire/Membership Pipeline

- A. Wehrli McLaughlin and Harrison presented information on the membership goal and work being done to achieve it.
- B. Wehrli McLaughlin and Preston spoke about Aspire and recommended next steps.
- C. Wehrli McLaughlin presented the proposed membership dues and organizational fees for 2023-24.

<Zhang joined the meeting during the discussion on membership dues and organizational fees.>

<Break>

<Harrison and Wehrli McLaughlin left the meeting.>

VII. Strategic Plan / Operating Plans

Vogtner presented a summary of the operating plans to support the strategic plan. Auxier and Vogtner then reviewed the next steps.

<Evora, Flatt, Helm, Hildebrand and Rede left the meeting.>

VIII. Streaming Policy & Compliance – To be handled remotely

IX. Admin and Housekeeping

- A. Vogtner directed board members to the Nominating Committee Policy and Process document that was provided in advance. Cammett then provided additional information.
- B. Vogtner provided information on the USOPC Certification Program and the requirement to have a Gifts and Entertainment Policy and a Whistleblower and Anti-Retaliation Policy in place by Jan. 1, 2023. Auxier then made the following motion:

MOTION: to approve the framework of the policies pending further revisions from any feedback from board members. **SECONDED. APPROVED.**

Vogtner asked that board members email any requests for further revision by Dec. 1.

<Hildebrand rejoined the meeting.>

- C. Engel reviewed a Governing Council Overview that was sent in advance and made the following recommendations:
 - 1. Make no changes to the bylaws currently.
 - 2. Following the 2023 Governing Council, re-evaluate the event holistically, in conjunction with other U.S. Figure Skating activities, and determine if a completely different approach and path is needed.
 - 3. After that point, consider a bylaw amendment for 2024 or later for a hybrid model, after considering other possibilities.There was no disagreement to move forward.

<Bromley, Goldstein, Lundgren, Rosenstein and Slatius left the meeting.>

X. Executive Director's Report

- A. Baker provided information about 20 First Street Properties.
- B. Baker answered questions about the proposed streaming policy.

<Preston left the meeting.>

XI. New Business - None

XII. Closing Announcements and Adjournment

Engel moved to adjourn the meeting. There were no objections.

The next regularly scheduled business meeting of the board will be via video conference on Monday, Jan. 9, 2023, at 8 p.m. ET.

Meeting concluded at 4:23 p.m. MT

Submitted,

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

Kimberley Moore, Secretary

APPENDIX

1. APPROVED the following national promotions:

- National Dance Judge
 - Eric Reinhart, Colorado Springs, Colo.
- National Singles/Pairs Referee
 - Carla Golubski, Chatsworth, Calif.
 - Lori Osborne, Overland Park, Kan.

2. ACCEPTED the following national resignations:

- Joyce Burden, San Carlos, Calif., National Singles/Pairs, Synchronized and Theatre On Ice Judge – Resigned 8/22/22
- Avonia Dondero, Walnut Creek, Calif., National Accountant – Resigned 5/9/22
- Suzanne Schlecht, Madison, Wis., National Accountant – Resigned 8/16/22

3. ACKNOWLEDGED the following vacated national appointments:

- Chip Ludlow, Venice, Fla., National Announcer, National Dance, Singles/Pairs Judge, Showcase and Theatre On Ice Judge and Referee – Passed away 8/22/22

4. APPROVED the following honorary national appointments:

- Joyce Burden, San Carlos, Calif. – Honorary National Judge
- Avonia Dondero, Walnut Creek, Calif. – Honorary National Accountant
- Chip Ludlow, Venice, Fla. – Honorary National Judge, Honorary National Referee and Honorary National Announcer*

*Honored posthumously