

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

## **Meeting Agenda**

Monday, October 2, 2023 at 8pm ET  
via Zoom video conference

- 1. Opening of the Board of Directors Meeting**
  - 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 11, 2023 Board of Directors meeting minutes
- 2. Appointment of Vice President**
  - a. Amanda Will
- 3. President's Report**
  - a. General
  - b. U.S. Olympic Assembly
  - c. Update on the process for gathering feedback re., NQS
- 4. CEO's Report**
  - a. General
- 5. Committee Realignment**
  - a. Process and goals
  - b. Timeline
  - c. Admin / Legal group revisions
- 6. USOPC NBG Certification Update**
  - a. Financial policies & procedure document
- 7. Financial Report**
  - a. Year-end close
  - b. Update on financial status
- 8. New Business**
- 9. Adjourn**

Next Meetings of the Board of Directors:

Monday, October 23, 2023, at 8:00pm ET – Board Work Session – Committee Realignment

Monday, November 7, 2023 at 8:00pm ET – Regular Board Meeting

**U.S. Figure Skating Board of Directors  
Via Video Conference  
Monday, Oct. 2, 2023, 8 p.m. ET**

**Present – Voting Members**

Samuel Auxier (President), Jennifer Hartley, Victoria Hildebrand (Treasurer), Pooja Kalyan, Jenna Longo, Kristina Lundgren, Kimberley Moore (Secretary), Heather Paige, Kevin Rosenstein, Matthew Slatos; Amanda Will (Vice President), Kym Worthy, Felicia Zhang

**Present – Non-Voting Members**

Todd Bromley, Anne Cammett (Past President), Pilar Helm, Tracy Marek (Chief Executive Officer), Lauren O'Toole, Elise Preston

**Absent**

Jackie Chang, Troy Goldstein (ISU Representative), Colin McManus, Simon Shnapir (alternate USOPC AAC representative), Kelly Vogtner

**Guests**

None

**Staff**

John Anderson, Eric Fehr and Juliet Newcomer

**I. Opening of the Board of Directors Meeting**

- A. Auxier called the meeting to order and welcomed everyone.
- B. Moore confirmed attendance and a quorum using the participant list in Zoom.
- C. The agenda was adopted as amended without objection.
- D. Auxier asked the members to disclose any conflicts based on tonight's agenda. No conflicts were disclosed.
- E. The Sept. 11 minutes and report of action were approved as presented.

**II. Appointment of Vice President**

Auxier notified the board that Will has volunteered to serve as vice president for the remainder of the 2023-24 season. Lundgren then made the following motion:

**MOTION:** to elect Amanda Will as vice president. **SECONDED. APPROVED.**

Auxier welcomed back Will in the role of vice president.

**III. Appointment to U.S. Ice Rink Association**

Auxier reviewed Jon Jepsen's service on the Board of Directors of the U.S. Ice Rink Association. [Jepsen was initially appointed July 20, 2020.] Auxier then made the following motion:

**MOTION:** to approve the president's reappointment of Jon Jepsen as a U.S. Figure Skating representative to the Board of Directors of the U.S. Ice Rink Association. **SECONDED. APPROVED.**

**IV. President's Report**

- A. Auxier reviewed the U.S. Olympic Assembly that he and Marek attended in Los Angeles a few weeks ago.

<Paige joined the meeting.>

- B. Auxier notified the board that he, O'Toole and Vogtner have started to have discussions with constituents about NQS and reviewed the high-level feedback so far and plans for next steps.
- C. Auxier stressed the importance of staying focused on organizational priorities.

**V. Chief Executive Officer's Report**

- A. Marek provided an update on the work being done at headquarters and current priorities, and addressed questions.
- B. Marek reported on the *Athletes First* initiative.
- C. Marek provided an update on the doping case with the Court of Arbitration for Sport.
- D. Marek reviewed a recent meeting with the U.S. Center for SafeSport.

**VI. Committee Realignment**

- A. O'Toole informed the board that she, Anderson and Vogtner have been reviewing the challenges of the current committee structure and the goals for any changes that may be proposed, and discussed the timeline and next steps.
- B. Anderson provided information on a current project to review the Administrative/Legal Rules and provided a summary of changes being considered. Anderson then addressed questions.

**VII. USOPC NGB Certification Update**

Anderson provided an update on the USOPC Certification Audit and asked the board to approve the Financial Policies & Procedures Manual dated Oct. 2, 2023. Hildebrand then made the following motion:

**MOTION:** to approve the Financial Policies & Procedures Manual dated Oct. 2, 2023. **SECONDED. APPROVED.**

Going forward, rather than approving changes as needed, it was agreed that the board will review the Financial Policies & Procedures annually, with the treasurer taking the lead.

**VIII. Financial Report**

- A. Hildebrand provided an update on the FY2024 budget, and Hildebrand, Marek and Fehr answered questions.
- B. Fehr notified the board that the first meeting with the auditors will take place at the end of this week.

**IX. New Business – None**

**X. Closing Announcements and Adjournment**

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

A second board work session (no actions taken) will be via video conference on Monday, Oct. 23, at 8 p.m. ET. The next regularly scheduled business meeting of the board will be via video conference on Monday, Nov. 6, at 8 p.m. ET.

Meeting concluded at 9:50 p.m. ET

Submitted,

A handwritten signature in black ink, appearing to read "Kimberley C. Moore". The signature is written in a cursive, flowing style.

Kimberley Moore, Secretary