



U.S. Figure Skating Board of Directors

Meeting Agenda

Monday, Sept. 9, 2024

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. Disclosure of Conflicts Related to the Meeting Agenda
 - e. Acceptance of Minutes from the August 16-17, 2024, meeting
2. President's Report
 - a. General
3. CEO's Report (Tracy)
 - a. General
4. Finance Report (Vicki / Eric)
 - a. Draft FY24 Balance Sheet
 - b. Event summaries for 2023 Skate America & 2024 U.S. Championships
 - c. Status: New Chart of Accounts
 - d. Reimbursement process and policies for staff, contractors, officials, volunteers
 - e. Ongoing Ice Network Expenses
5. Membership Numbers Update (Elise)
6. Athlete/Competition Pipeline update (Lauren)
 - a. Update from the strategy group at the Aug. 16-17 meeting
7. Update – USOPC Audit (Kelly)
 - a. Upcoming BOD actions needed (Whistleblower Policy, Bylaw/rule adjustments)
 - b. BOD athlete qualifications
8. Legal Update / Executive Session (John)
9. Executive Session (Voting Members)

**U.S. Figure Skating Board of Directors
Via Video Conference
Monday, Sept. 9, 2024, 8 p.m. ET**

Present – Voting Members

Jordan Alexander, Samuel Auxier (President), Jennifer Hartley, Victoria Hildebrand, Kristina Lundgren, Colin McManus, Kimberley Moore, Heather Paige, Kevin Rosenstein, Matthew Slatos, Amanda Will, Felicia Zhang

Present – Non-Voting Members

Anne Cammett (Past President), Tim Covington (Coaches Council Chair), Troy Goldstein (ISU Representative), Pilar Helm, Tracy Marek (Chief Executive Officer), Rachael Naphtal, Lauren O'Toole, Elise Preston

Absent

Timothy Goebel, Jackie Chang, Pooja Kalyan, Simon Shnapir (alternate USOPC AAC representative)

Guests

None

Staff

John Anderson, Eric Fehr, Juliet Newcomer and Kelly Vogtner

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.
- C. The agenda was adopted.
- D. Auxier asked the members to disclose any conflicts based on the meeting agenda. No conflicts were disclosed.
- E. The Aug. 16-17 minutes (including the report of action) were approved as presented.

II. President's Report

- A. Auxier reported that he spent most of the last week in New York and Boston, and discussed some of the conversations that came up, including:
 1. Concerns about the acceleration of appointments for officials.
 2. Concerns about the NQS calendar.
- B. Auxier provided an update on the SWAN project.

III. Chief Executive Officer's Report

- A. Marek provided an update on the working group for Salt Lake 2034.
- B. Marek provided an update on the Events Advisory Board for the 2026 U.S. Figure Skating Championships and beyond, as well as a bid for an ISU event that's in progress.
- C. Marek provided staffing updates.

<The board went into executive session, and Anderson, Fehr, Newcomer and Vogtner left the meeting.>

<Colin McManus joined the meeting.>

<The board came out of executive session, and Anderson, Fehr, Newcomer and Vogtner rejoined the meeting.>

IV. Finance Report

- A. Hildebrand addressed the draft balance sheet for FY 2024 and notified the board that things are on schedule to begin the audit within the next few weeks. Fehr then reviewed the draft balance sheet in more detail.
- B. Hildebrand reviewed the work done to determine the final financial outcome for 2023 Skate America and 2024 U.S. Figure Skating Championships and acknowledged staff member Terri Herron for her contributions. Fehr then provided the final net profit for both events.
- C. Hildebrand and Fehr provided an update on the new chart of accounts.
- D. Hildebrand provided information on the work done to make sure we're in compliance with the IRS when reimbursing people for expenses, and Fehr and Marek provided details on what is permissible as long as we stay within the GSA rate for each location. The board then discussed the communication plan.
- E. Hildebrand notified the board that we are going to move away from Egencia as our travel platform and provided information on the steps that will be taken to decide what to do next.
- F. Hildebrand asked to move an update on icenetwork to the agenda for the October board meeting.

V. Reports

The membership numbers, athlete competitive pipeline and USOPC audit updates were provided via written reports. Hildebrand asked that reports be provided further in advance of future meetings.

<Auxier made a motion to go into executive session, and there were no objections..>

VI. Legal Update

<Non-voting members and staff left the meeting.>

VII. Executive Session (Voting Members)

VIII. Closing Announcements and Adjournment

Auxier 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, Oct. 14, at 8 p.m. ET.

Meeting concluded at 10:14 p.m. ET.

Submitted,

A handwritten signature in black ink, reading "Kimberley C. Moore". The signature is written in a cursive, flowing style. The first name "Kimberley" is written in a larger, more prominent script, followed by "C." and "Moore". The signature is positioned on a light gray rectangular background.

Kimberley Moore, Secretary