Minutes from the Board meeting 10/26/2019

1. Call to order

Meeting was called to order. All board members were present as was the Executive Director, Becky Prince.

1. Director’s Report
2. Update

There was a discussion regarding the location of regional hubs, that moving forward, could funnel into an invitational National Games structure. In addition to Blue Valley Kansas, Chicago, New York City, we discussed the possibility that San Antonio, Jacksonville, New Orleans, Tulsa and Virginia (City?) could be hubs.

Safe Sport training and work on our High-Performance Plan is nearly complete and should consume much less of the Director’s time in the future.

Mark and Becky agreed to work together and ask for an extension for the expiring VA grant. We should start planning our Specific Aims for the Next VA grant soon. The application will be due in the Spring.

1. High Performance Plan

As noted above, the High-Performance Plan is nearly complete, and we will soon need to choose a High-Performance Manager.

1. High Performance Manager

We need to select a High-Performance Manager. We previously drafted a job description for this position. Jim will find this document and work with Becky to finalize a job description for the High-Performance Manager. The job description should be completed by January 1, 2020.

1. Finances
2. P&L statement

Presented.

1. Balance Sheet

Presented.

1. Athlete Accounts
2. Insurance

Due to the mandate that USA Boccia be a Safe Sport member, our current carrier will no longer insure us. After searching another carrier was chosen at considerable increased cost. Will NGB services help with this cost?

1. Safe Sport

The cost for covering Safe Sport is considerable. Will NGB service help with this cost?

1. Membership Fee

Because of increase insurance cost and a loss of indirect income from grants, USA Boccia needs to increase operating capital. To help in this, the Board passed a motion to raise the USA Boccia membership fee to $70 early and $100 regular for a membership. This increase shall be effective January 2020. Tim will write a letter by December 10 explaining the need for the increased membership fee.

1. 2020 Budget

The 2020 budget was presented. A question was raised as to the source of money to support travel for coaches for the four training sessions at the Olympic Training Center. Becky agreed to reach out to Katy to see if coaches travel might be paid by the USOPC. In addition, the Board discussed the timeliness of submission of receipts for charges on the USA Boccia credit card. Due to the tardy submission of receipts, Jim suggested that the card be revoked and that receipts be reimbursed to personal lines of credit. Becky preferred to keep the USA Boccia card and agreed to submit all past due receipts by November 30 and then no later than monthly submission in the future. We agreed to try Becky’s approach. Moreover, there is concern that flights and lodging are being booked to close to event start dates to receive reasonable pricing. In the future, flight and lodging will be booked in advance by Jim. Finally, it was mentioned that a donor again offered a financial match for USA Boccia. When will be conduct a matching campaign?

1. Committee Appointments
2. Classification

No discussion

1. Fundraising

No discussion

1. Judicial and Ethics

The Ethics Committee presented the start of a draft of a Code of Ethics for USA Boccia. The Board unanimously agreed that the start to this document was very solid and that the approach to its completion sound. Melanie Yule the Chair of the Ethics Committee asked for approval for this approach and whether the Ethics and Judicial Committees could join forces for common issues. In addition to its approval of the draft document, the Board thought combining the efforts of the Judicial and Ethics committee was a fine idea. Tim volunteered to deliver this decision.

1. Nomination and Governance

The Nomination and Governance committee would be needed to vet candidates for the position of High-Performance Manager but the Board would be responsible for submitting candidates. The same is true for the two needed independent directors.

1. Referee

No discussion

1. Nationals
2. 2019 Nationals

There were some questions as to the competition structure of the some matches in the 2019 National Games. The Board agreed that in the future all competition structure should be based on BisFed rules for competition structure.

1. 2020 Nationals

The Board approved a return to San Antonio for 2020 Nationals. Becky will work with Brook to secure a venue for these games. In particular the lavatory structure in this year’s facility was insufficient for the male athletes. If we need use the same facility next year perhaps the men’s and women’s lavatories could be switched based on the number of men vs women and the adequate number of handicapped stalls in the women’s rest room. Finally, we need to assemble a Competition Committee to plan Nationals for 2021.

1. Grants
2. VA Grant

As noted above, Mark and Becky will ask for an extension of the monies from the VA grant.

1. Neilsen Grant
2. New Business
3. Bylaw Committee wants some direction

The Board unanimously agreed that the Bylaw Committee had done a great job and that they should continue along the path of bylaw revision. Patrick, himself a member of the Bylaw Committee, thought the Committee was clear on what this entails. A question was also raised: Based on the bylaws, what can the board approve without a vote of the membership? Patrick will address this question with the committee.

1. USA Boccia Code of Ethics Pt 1

Included in Committee Appointments section

1. Misc

Jim asked that the Board look over his agenda for his meeting in Portugal. The Board encouraged Jim to look into the next opportunity to have USA/USA Boccia representation on the BisFed Board.

In addition, Mark will be responsible for financial operations during Jim’s trip to Australia. Jim will send Mark needed materials.