

USS Board of Directors 3/25/2024 Meeting Minutes

In attendance for the 3/25/2024 USS Board of Directors (“BOD”) meeting were USS BOD President; Mark Carleton, Vice President; Susan Sandvig-Shobe, Treasurer; Andy Kelly, Secretary; Rusty Smith, Jane Lute, Pat Maxwell, Duncan White, Jeff Castalez, Tony Liu, Carlijn Schouten, and Ryan Bedford. The listed members in attendance constitutes a quorum of the Board. USS Executive Director Ted Morris, and Director of Finance Michael Burdekin were also in attendance.

Meeting minutes were recorded by USS Membership and Safe Sport Manager, Sara Bowles.

1) **Welcome**

Meeting was called to order at 6:03pm MT by Mr. Carleton.

Mr. Morris shared a brief recap of end of season results. Particularly ST World Champs.

2) **BOD Disclosures on possible agenda conflicts.**

Mr. Morris asked for the Board to review the agenda and to disclose conflicts with any of the agenda items. No conflicts were disclosed.

3) **Approval of 1/28/2024 BOD Meeting Minutes**

Motion by Mr. Kelly. Second by Mr. Maxwell; Approved.

4) **Financial Report**

a. **2023 – 24 Budget**

Mr. Burdekin reported on the 2023-24 budget. The forecast continues in a positive trajectory helped by improved numbers around domestic long track event revenue. Travel expenses are being actualized and are also trending in a favorable direction. The Earned Retention Credit revenue from the IRS has still not arrived but indication is it should be processed in the coming weeks.

Mr. Kelly suggested a modification to the budget forecast to reflect capital expenses appropriately. Mr. Carleton provided some input and staff will adjust the budget for the next meeting to accurately reflect the impact of capital expenses during the 2024-25 fiscal year.

Mr. Burdekin provided an update on USS’ search for a new audit company.

b. US Speedskating Foundation (USSF) report

Staff has reached out to the USSF Board on providing assistance around potential cashflow shortfall ahead of the ERC payment being made to USS. It was a favorable discussion and the USSF will assist as needed.

5) AAC Update

Ms. Schoutens shared that new Athlete Reps we're elected. Brittany Bowe and Conor McDermott-Mostowy will replace Carlijn Schoutens and Ryan Bedford respectively at the next scheduled BOD meeting on May 18, 2024. The elections for the USS representatives to the USOPC AC will be held later this year.

The AAC will focus on confirming 33.3% athlete representation on all USS committees ahead of the USS Congress. Ms. Schoutens shared some comments on her tenure on the BOD. She emphasized the importance of the BOD focusing on increasing funding for athletes. This led to a BOD discussion around Direct Athlete Support challenges.

6) USS Congress

Mr. Morris presented the schedule for the upcoming USS Congress and asked for feedback. For the BOD forum Friday afternoon, Mr. Morris proposed doing roundtable discussions where BOD members can engage in more direct dialogue with members. Mr. Morris went over the annual awards that will be given at the HOF banquet. Staff estimates there will be 100+ people at the dinner.

7) BOD Elections

Mr. Morris shared results from the USS elections. In the Coach / Official category, Robert Woodbury will replace Mr. Maxwell on the BOD, and in the Club category Deb Wheelock will replace Tony Liu on the BOD.

The USS Nominating and Governance Committee recommended reappointment of Mr. Carleton for another term as an Independent Director. Mr. Kelly will continue to serve as an Independent Director until another qualified candidate is found to take his spot.

8) BOD Succession Planning

Mr. Morris pointed out there is a lot of turn over coming up on the USS BOD this year and again in two years. The BOD will put together a working group to identify candidates for leadership positions on the BOD for the post 2026 quad and beyond.

9) Bylaw Amendment

Mr. Morris shared a recommendation around bylaw changes on officer positions and term limits. A discussion surrounding officer term limits and independent directors ensued.

The USS Board agreed with section 6, changes to reflect the USS USOPC Athlete Commission representative will now be a non-voting ex officio position on the USS Board of Directors. This position was previously designated as the USS AAC Chair. This change was needed to be compliant with new USOPC Requirements for NGB Board of Directors.

In section 7.1, regarding election and term of office for the officer positions of USS, a change was made to limit Directors to a maximum of two consecutive terms in any single or combination of officer position(s).

Ms. Sandvig-Shobe motioned for approval. Second by Mr. Kelly. Approved.

10) USOPC Update

The USOPC is working on the four year certification process for USS as a sanctioned NGB. The certification should be finalized by early Q4 of 2024. USS is currently engaged on the High Performance planning process for 2024-25. Plans will be submitted to the USOPC by the end of April with a presentation to follow in early May. USOPC High Performance funding should be solidified in late June.

11) ISU Update

Mr. Morris shared that the Pettit Center is interested in hosting the World Cup in January 2025. USS is in talks with the ISU to secure funding to make the event work financially for the Pettit Center.

Mr. Morris met with ISU Leadership at the Speed Skating and Short Track World Championships. USS is pleased with the progress the ISU is making and the speed at which they're doing it. There are ISU concerns over the validity of the Four Continents Championships moving forward and they will be making recommendations on potential changes at the ISU Congress.

12) Executive Director Report

a. High Performance

Results from World Championships were shared at the beginning of meeting.

b. Membership / Development

Membership increased by 2.4% in 2023-24. USS will increase membership fees for next year reflecting increased expenses the organization has in fulfilling member benefits. The Membership Committee has approved the increase.

13) Legal Update

There was no new legal activity to report.

14) Gender Policy

There was no new information to discuss.

15) New Business

No new business.

16) Conclusion

Mr. Carleton concluded the meeting at 7:30pm MT.

17) Executive Section

The Board held an executive session.