MEETING MINUTES
USA National Karate-do Federation Board of Directors Meeting
July 30, 2026, 3pm Central time via Microsoft Teams

Board Members Attendance
Elisa Au
Sasha Gerritson
Pat Hickey
Brian Hilliard
Safin Kasturi
Tom Scott
Mike Donadio
Angel Johnson
Todd Meyers
Senthil Thiyagarajan

Staff Attendance
Michael Cain
Brody Burns

Call to Order
Elisa Au called the meeting to order at approximately 3:03pm CT. The Board moved directly into Closed Session.

Closed Session

1. **Declaration of Conflicts of Interest**
   a. Board members were reminded to declare any conflicts specific to the meeting agenda and were advised that current conflict-of-interest disclosures are available to Board members for review.

2. **May 6, 2026 Meeting Minutes**
   a. Elisa Au motioned to approve the May 6, 2026 Board meeting minutes, seconded by Pat Hickey.
   b. Motion approved with no opposition or abstentions.

3. **Board and International Updates**
   a. Ms. Au provided updates from recent meetings with USA Karate committees conducted during the National Championships and reported on recent international activities, including the Senior Pan American Championships and North American Cup.
   b. Six U.S. athletes have qualified to date for the 2027 Pan American Games, with additional qualification opportunities remaining.
   c. The Board also received an update regarding international federation activities and ongoing efforts related to karate's potential inclusion in the Brisbane 2032 Olympic Games.

4. **Strategic Plan**
   a. The Board reviewed revisions to USA Karate's strategic plan, including updated organizational priorities, values, and a greater emphasis on long-term strategic objectives.
   b. Ms. Au motioned to approve the revised strategic plan, seconded by Senthil Thiyagarajan.
   c. Motion approved: Votes in favor = 8; Opposed = 0; Abstained = 0.

5. **Fundraising and Philanthropic Development**
   a. The Board reviewed progress in individual giving, grants, sponsorship support, athlete subsidies, certification programs, development camps, and other revenue-generating initiatives.
   b. Individual unrestricted donations have continued to grow toward the organization's 2026 fundraising goal. USA Karate has also submitted a grant request associated with the 2027 National Championships in Pittsburgh.
   c. The Board discussed development of a longer-term fundraising strategy, including expanded individual giving, grant opportunities, donor cultivation, and potential donor experiences connected with Team USA and major events. The Board will follow up on this topic at the December 2026 meeting.

6. **Committee and Referee Program Structure**
   a. The Board reviewed proposed revisions to USA Karate's committee structure and related policies. The proposed structure clarifies committee responsibilities, distinguishes advisory functions from operational authority, and transfers certain functions from committees into staff-led operational programs.
   b. The Board discussed simplifying the proposed committee policy, ensuring continued compliance with USOPC requirements, clarifying authority and responsibilities, and communicating changes to affected stakeholders.
   c. The Board asked that Michael Cain review the proposed policy with the USOPC to ensure compliance. After that, the Board would vote to approve.
   d. Patrick Hickey moved to restructure the Referee program as presented, and endorse in principle the restructuring of other affected committees, pending USOPC approval, with final documents submitted prior to September 8, 2026. The motion was seconded by Brian Hilliard. The motion was approved: 8 Yes, 0 No, 1 Abstain

7. **Complaint, Ethics, and Judicial Procedures**
   a. Staff reported that the Judicial and Ethics Committees are working together to clarify jurisdiction and procedures for complaints received by the organization.
   b. The revised process is intended to provide a clearer method for filing complaints, determining whether matters should be directed to Ethics or Judicial, establishing response timelines, and defining hearing procedures.
   c. Staff will continue developing the revised policies and online complaint process and provide an additional update at the next Board meeting.

8. **Financial Review**
   a. The Board reviewed the organization's year-to-date financial position, cash flow, accounts receivable, event expenses, international team expenses, and timing differences associated with prepaid expenses and incoming event revenue.
   b. The Board discussed the importance of accurately recording receivables and prepaid expenses, improving visibility into cash flow, and evaluating the profitability of USA Karate's Signature Events on a year-over-year basis.
   c. Staff will provide updated financial information following completion of the July financial close and reconciliation of outstanding National Championships and USA Open revenues. The Board requested additional cash-flow reporting and comparative financial results for Signature Events.

d. The Board also discussed potential adjustments to remaining 2026 expenditures and opportunities to increase revenue if year-end financial performance requires changes to the current operating plan.

9. **Investment Policy**
   a. The Board reviewed the investment guidelines previously developed by the Board task force for the management of excess organizational funds.
   b. Ms. Au motioned to approve the investment guidelines, seconded by Patrick Hickey.
   c. Motion approved with no opposition or abstentions.

10. **CEO and Organizational Updates**
    a. Michael Cain provided updates regarding future National Championships, including planning for Pittsburgh in 2027 and the site-selection process for the 2028 National Championships.
    b. The Board discussed recent National Championships participation, event-location considerations, sponsorship strategy, and opportunities to increase commercial revenue.

The Board moved into Executive Session at approximately 4:57pm CT.

Previously Approved Items Since the May 6, 2026 Meeting

None