



## Board of Directors Meeting

August 20, 2024

Members Present: Erin Warren, Bob Hughes, Bruce Norman, Don Simkin, Ken Yonemura, , Summer Britcher, Chris Mazdzer, Tucker West

Guests Present: Zack DiGregorio (IAC Athlete Representative effective 9/14/24), Larry Dolan (Club Representative effective 9/14/24), Michael Thomas (Club Representative effective 9/14/24)

Staff Present: Scott Riewald, Lucy Beaulieu, Amy Chapin, Mark Grimmette

The Meeting was Called to Order at 8:09AM

Ms. Warren welcomed everyone and thanked them for attending.

Approval of Minutes of May 14, 2024.  
There was no discussion or comment on the Minutes.

*Motion to Approve the Minutes of May 14, 2024 by Mr. Yonemura, second by Mr. Norman. All in favor, none opposed. Minutes Approved.*

Conflict of Interest – Scott Riewald

Mr. Riewald reminded the Board of Directors that one of our compliance issues with the USOPC is that USOPC is that we must have all members disclose any conflicts of interest they have with the proposed agenda items. There were none.

Compliance Update/ Action Items – Scott Riewald

Mr. Riewald stated that the focus of this meeting is to focus on various compliance and actions items and other report items.

Compliance - There were some items still outstanding from the USOPC to complete the remediation of our Audit. The majority of these stem from our bylaws, which have been circulated and are slated to be approved at the membership meeting.

Mr. Riewald discussed the audit of the Board Members completion of USOPC and USA Luge required documents and the need for the Board to be current with the requirements of being a member of the Board. This also needs to be addressed for members to be compliant with USA Luge and the USOPC. Targeting to have all outstanding documentation done before September.

### Internal Athlete Commission – Tucker West

Mr. West stated that since the last meeting in May, a notice was sent to eligible athletes' and nominations and elections were done. All spots were filled for the IAC per those bylaws. Additionally, all the athletes' representative positions on specific luge committees have been filled. Next is how can the IAC best serve the athletes in USA Luge

### Committees – Populating open seats and driving engagement

The current committee list was shared and discussed. Where there are spots that need to be filled and if there is interest or thoughts on who could be on these committees. There was further discussion on the nature of the committees and possible candidates.

Mr. Riewald posed the question of how engaged have the committees been historically, and how do we get, keep and utilize committee engagement. A matrix can be created for each committee that states what and when that committee needs to get things done. Creating a clear idea of what the committee is responsible for makes it easier.

It was also brought up that the Finance and Fundraising Committee should be re-activated since we are facing such a tight budget. The new bylaws may have eliminated this committee and there was discussion on how to whether to create an ad hoc or other advisory Board.

It was also discussed as to how can the Board support the mission of USA Luge and specifically raising funds. What is the fiduciary responsibility regarding bringing in funds or sponsors? We are tripling down as a priority with the Board and staff as this is critical. Asking the BOARD for ideas on how they can go outside their personal means to raise funds. It was suggested that we organize a “what is the ask” since donors prefer to have an items.

We will have the Committees finalized for the Annual Members Meeting.

Budget - Mr. Riewald shared the process we went through in determining this budget. We have many important things going on, but we don't have the funds for everything. We have worked with the Finance Committee for a balanced budget without accessing the Foundation.

Various budgets were submitted to the Finance Committee. The budget you have in front of you is broken down in several ways, including a \$160,000 ask from the Foundation. This would only be used if we are unable to raise additional funds.

There was discussion on the Foundation and the decision to roll it into USA Luge as well as the amount of dollars that are needed to balance the budget. It was stated that we need to have other controls in place before accessing Foundation funds. Mr. Riewald asked what the Board wants to do for this budget,

*A motion was made by Mr. Hughes that prior to accessing the \$160K in Foundation funds in this current 2024-2025 budget, it must be formally approved by the Board of Directors. Second by Mr. Norman. All in favor. Motion Passed.*

Additionally, a midyear discussion should be planned for a progress report on the budget and whether the draw on the Foundation. There was further discussion on the budget and where potential mid-year cuts could possibly come from.

There was additional explanation and discussion on the budget. Mr. Riewald reiterating that we are open to thoughts, comments and discussion, stating that we need to live within our means. It was pointed out that the deficit amount was overall 5%.

Mr. Riewald added stated there is a current open coach position on the National Team that has not been factored in at all. The addition of this would be additional to the budget. There was additional discussion on potential ideas for fundraising for the organization. There are potential opportunities, but they need to be leveraged. And the ask needs to be structured.

*Motion to Motion to Approve the 2024-2025 Budget as presented with the 2 earlier Motions already made by Mr. Mazdzer. Second by Mr. Norman. All in Favor. None opposed. Motion Passed.*

Also added that we need to focus on the Revenue side, and it is believed that there is potential for that.

As we have gone through our time, Mr. Riewald stated that he will do a recording of his impressions of his first 60 days and circulate to the Board.

There was discussion on the next Board meeting and the timing of the Member meeting.

Motion to adjourn by Mr. Mazdzer. Second by Ms. Britcher. Meeting adjourned at 10:01PM