

## USS Board of Directors 5/17/2024 Meeting Minutes

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In attendance for the 5/17/2024 USS Board of Directors (“BOD”) meeting were USS BOD President; Mark Carleton, Vice President; Susan Sandvig-Shobe, Secretary; Rusty Smith, Treasurer; Andy Kelly, Jane Lute, Deb Wheelock, Robert Woodbury, Brittany Bowe, Conor McDermott-Mostowy, Carlijn Schoutens, 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. Staff members Shane Domer, Bryce Holbech and Marion Wohlrab were also in attendance.

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

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### 1) **Welcome**

Mr. Carleton called the meeting to order at 9:03am MDT.

### 2) **Approval of 3/25/2024 BOD Meeting Minutes**

Motion by Ms. Sandvig-Shobe. Second by Mr. Smith; approved.

### 3) **New Directors**

The following individuals were elected to the Board of Directors by the relevant USS membership categories; Deb Wheelock was introduced as the new Club Director; Rob Woodbury was introduced as the new Coach and Official Director; Brittany Bowe and Conor McDermott-Mostowy were introduced as athlete representatives.

Mr. Morris proceeded to thank outgoing Directors Mr. Bedford, Ms. Schoutens, Tony Liu and Pat Maxwell for their outstanding contributions to the organization during their respective terms.

The Nominating/Governance Committee recommended that Mr. Carleton be-reappointed to an additional term as an Independent Director. Motion by Ms. Shobe. Second by Mr. Smith; approved.

### 4) **Disclosures on possible agenda conflicts.**

Ms. Bowe and Mr. McDermott-Mostowy declared they could have potential conflicts with the High-Performance agenda item pending specifics details discussed.

## 5) Financial Report (annual Audit Committee Meeting)

Mr. Kelly shared that staff and audit committee representatives continue to explore options to switch USS's outside audit firm. The group has narrowed the options down and will look to finalize an agreement with a firm shortly. Mr. Kelly went on to share his thoughts on the 2023-24 budget forecast and on the 2024-25 preliminary budget. With success comes added costs and not necessarily more revenue. The Board needs to continue to focus on how it can increase revenue to support our High Performance and development programs.

### a. 2023/24 Budget Forecast

Mr. Burdekin presented the 2023/24 budget forecast. As the fiscal year wraps up, the results continue to be favorable for USS with a small surplus forecasted. USS is still in a holding pattern around the IRS Earned Retention Credit (ERC) but remains confident that the money will come in soon.

### b. 2024/2025 Preliminary Budget

Mr. Burdekin presented a working budget with the BOD for the 2024/25 fiscal year. There will be increases in the High-Performance expense area with more athletes qualifying for Direct Athlete Support and increased travel costs.

Replacing the revenue from the ERC program will be a challenge given the current sponsorship environment. USS is working with the USOPC on additional grants based on the success USS had on the ice last season.

### c. USS Foundation (USSF) Report

Mr. Burdekin provided an overview for the new Board Members on the history and current standing of the USSF. The USSF Board of Directors has established a policy that provides USS with a 5% payment annually.

A discussion ensued on how to improve promotion of the USSF to increase donations, so the fund continues to grow. Staff shared its plan to do this through Olympic Trips for donors. This program was derailed in 2022 by covid but it's back on track for 2026 pending confirmation of a hotel in Milan. The USS Board discussed adding new members to the USSF Board who will directly be responsible for increasing donations. The Board suggested sharing with USS Alumni to help support additional donations to the USSF.

## 6) Congress Proposals

A summary of congress proposals and actions by the various committees was reported by staff. The document can be viewed at <https://www.usspeedskating.org/bylaws-policies>.

## 7) AAC Update

Ms. Schoutens shared that Mr. McDermott-Mostowy and Ms. Bowe are members of the USS AAC along with four other athletes. The AAC is a bridge between the BOD/USS and athletes. A discussion regarding the stagnation of Direct Athlete Support (DAS) tier funding ensued.

Brian Hansen is the USS Representative on the Team USA Athletes Commission and his term ends on December 31, 2024. An election will be held later this year.

## 8) Bylaw and Financial Policy Amendments

Mr. Burdekin provided a brief report on the USS USOPC certification process. All is on track and USS will be certified by the end of 2024.

Mr. Morris introduced proposed amendments to the USS bylaws to further clarify the makeup of and process for electing athlete representation on USS Committees and the USOPC Athletes Commission in sections eight (8) and ten (10). New USOPC required language was added to the Anti-Doping section nineteen (19) as well. Motion by Ms. Sandvig Shobe. Second by Mr. Carleton; approved.

Mr. Burdekin introduced proposed amendments to the USS Financial Operating Manual that puts in writing policies that the organization is already adhering to around the annual budget approval process. Motion by Mr. Kelly. Second by Ms. Wheelock; approved.

## 9) Future BOD Independent Director and leadership task force

Mr. Carleton shared that a task force has been formed to identify and engage with potential new board members and establish a process for succession. Committee members include Mr. Carleton, Ms. Bowe, Mr. Smith, Ms. Wheelock and Mike Plant with support from Mr. Morris.

## 10) Executive Director Report

### a. USOPC

USS has made their formal request to the USOPC for High Performance grants for the 2024/25 season. The USOPC Sport Performance Team is very excited about the success of the Long Track and Short Track Teams during the 2023/24 season. Mr. Smith offered to reach out to people if it would be helpful. Otherwise, all eyes are currently on the Paris 2024 Olympic Games.

### b. ISU

The ISU Congress is coming up in a couple of weeks. There are no elections this year. It's anticipated that a major focus will be on the new efforts to grow and develop Short Track Speed Skating, constitution reform and flexibility on the ISU investment strategies. Staff is pleased with the performance of the new ISU secretary general, Colin Smith. There is better communication between USS and ISU under his leadership and it feels more like a partnership.

**c. High Performance**

Fred Blackburn has resigned as the Short Track assistant coach. He will become the head coach of the Belgium National Team. The Utah Hockey Club will be training at the Oval during the 2024/25 season. This should have a minimal impact on our teams in a minimal manner but will create a revenue opportunity for USS.

Mr. Domer presented an overview of our National Team programs, athletes, goals and initiatives for the 2024/25 season. The Board discussed development and how to keep skaters through college. Mr. McDermott-Mostowy shared his pathway starting in Short Track and going to school out of state while still a member of the Long Track National Team. Mr. Holbech discussed developments goals for the coming season.

**d. Marketing / Fundraising / Sponsorship**

Mr. Morris shared key dates for the BOD to be aware of for the coming season. There was a discussion around 91 and Counting and if we should consider moving the event to Milwaukee around the Long Track World Cup January 31 – Feb 2, 2025. Staff and Ms. Shobe will do some outreach to see if we have the support of advocates in the area who could help fill the room with high quality guests.

**11) Legal Update**

No new legal update

**12) New Business**

No new business

**13) Strategic Plan review**

The Strategic Plan was reviewed by the Board. There was a discussion related to including initiatives focused on the 2034 Olympics returning to SLC. The importance of finding another venue that could host ISU Short Track events was discussed and emphasized.

**14) Conclusion**

Ms. Shobe ended the meeting at 12:15pm MDT.