

Approved



USA Shooting Board of Directors Meeting Minutes

June 24, 2020

BlueJeans Live Broadcast of In-Person Meeting
Colorado Springs, Colorado

Board members present: Chad Whittenburg, Jim Mitchell, Keith Sanderson, Rick Hawkins, Ana English, Jim Henderson, Matt Suggs, Susan Abbott, Rick Marsh

Board member absent: David Meltzer

USA Shooting staff present (in person): Jay Waldron, Jason Turner, Dan Durben, Kate Gest, Brent McPherson, Breanne Orey, Sharee Waldron, Will Anti

USA Shooting staff present (remote): Alex Szablewski, Reya Kempley (acting Secretary)

USA Shooting staff absent: Sheila Brown

1. Meeting called to order at 8:04 AM: Chad Whittenburg

- a. Chad thanked the staff for work in preparing for the meeting.
- b. Chad announced Jim Mitchell as a new board member and thanked him for joining.
- c. Chad gave an overview of the effort for transparency by using the live BlueJeans broadcast to all membership and emphasized social distancing.

2. Audit Draft Report: Bret and Tyler with Biggs & Cofford

- a. Chad reported the draft audits for 2018 and 2019 will go through a joint Audit/Finance Committee meeting prior to being voted on for approval.
- b. Bret said they made 50 adjustments, compared to the normal 2-3. Current practices used by our accounting staff are not adequate.
- c. Bret noted that USAS was in great financial shape as of 12/31/2016 with \$2 million in cash reserves but had a \$1 million drop in cash reserves in 2017. Financial records have not been accurate for years. Cash accounts have not been reconciled for two years at least.
- d. Bret emphasized how the new CEO must lead from a financial perspective and be capable of understanding/enforcing financial discipline.
- e. Ana described plans to have the auditors and new accounting firm work together to clean up previous years and reinstate 2020 accurately.
- f. Ana thanked the auditors and reaffirmed that the board knew about the issues. She stated that Chad has executed a contract with Altruic, an accounting firm with references from other NGBs.

3. Financial Report: Ana English

- a. Ana compared current numbers vs. budgeted numbers for the year to date. Both revenue and expenses are reduced. USAS has a positive operating income.

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- b. Ana discussed a new plan to begin setting aside deferred revenue monthly for a presumed \$250,000 payment to athletes who medal in the Olympics.
 - c. Ana recommended approval of the March-April financials despite adjustments pending. Chad made a motion to approve March and April income statements but not the balance sheets (which have forthcoming adjustments). Motion passed 9-0.
 - d. Ana said the \$271,000 PPP loan is reflected on the balance sheet, is anticipated to be forgiven, and will be considered a grant and income in that case.
 - e. Chad announced that board decided to remove the staff position of controller/CFO and utilize the firm Altruic.
4. **Altruic: Ryan and Erin**
- a. Alan described an online portal to provide full financial transparency. He suggested that each month's financial statements be reinstated with correct numbers, especially relating to deferred revenue to have accurate information with a rolling cash projection.
5. **Nominating/Governance Committee Report and CEO Search: Rick Marsh**
- a. Rick discussed the CEO search process. He noted two board members, Keith Sanderson and Matt Suggs, applied and were removed from the committee.
 - b. Rick discussed an effort to fully staff all committees, which has not been done in the past. He discussed the procedure to approve the new nominations and made a motion to approve the entire list. The motion was passed to fill committees in full 9-0.
6. **Strategic Plan: Chad Whittenburg**
- a. Chad introduced the Strategic Plan and discussed the process of producing it with a committee including staff, athlete, USAMU, and USOPC representation. He highlighted the core values that would lead USAS into 2028.
 - b. Chad made a motion to approve the Strategic Plan. Keith asked which parts would be approved. Chad clarified the plan is pages 2-11, while the mission (page 1) will be discussed/voted on later. Chad made a motion to change wording of "elite" to "world-class." Passed 7-0, with 1 abstain (Keith Sanderson). Matt Suggs was out of the room and did not vote.
7. **Chad called for a break at 9:44 AM to return at 10:00 AM**
8. **Chad resumed the meeting at 10:05 AM**
9. **Return to Play Proposal : Sharee Waldron**
- a. USAS will be posting a statement recommending that clubs follow guidelines from their local governor and CDC for local competitions. The USOPC anticipates entering phase 1 on Friday June 26, allowing the first group of athletes to return to the OPTC. Discussion on alternate training locations followed.
 - b. Sharee answered an online attendee's question: USAS will sanction events starting July 1. Athletes will not be required to participate in a state Junior Olympic event to participate in the National JOs in September for this year only.

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- c. Rick Marsh asked about the self-quarantine procedure at the OPTC for athletes. Sharee answered that it is different for resident athletes and off-site athletes and the procedure is still in development.
- d. Return to Work. Sharee recognized the loss and hardships that the staff and athletes have experienced this year and commended their hard work.
 - i. Sharee answered attendee questions about JO dates. Shotgun is proposed for September at Ft. Carson. Rifle/pistol is still unknown because no events are allowed at the USOPTC until after Tokyo 2021. USAS is looking into other venues.
 - ii. Sharee responded to attendee questions about local sanctioned competitions: USAS policy is to follow local guidelines and if the club is not able to, it's not prudent to host a match.
 - iii. Chad emphasized that for "protected competitions" we can't propose dates yet until every state is open and allowing athletes to train. We have go/no-go dates allowing for 60 days prior notice.
- e. Chad noted that travel spending will resume, citing \$150,000 for July-Sept for all four disciplines. Jay mentioned that we are putting aside USOPC money for 2021 travel.

10. Paralympic Direct Athlete Support (DAS): Will Anti

- a. Will reported that during a June call-in meeting, the board approved increasing USA Shooting-funded DAS for the Paralympic team because funding from USOPC was significantly less than for the able-bodied athletes. The Paralympians to be selected in October will now receive monthly funding equal to the able-bodied athletes.

11. ISSF update: Susan Abbott

- a. Susan reported that ISSF committees are working to find new events to produce audience excitement. She called for more representation from USAS and that USAS should provide more grooming and funding for USAS representatives.
- b. Chad stated the board is putting together an ISSF committee/working group to find additional candidates from USAS. He mentioned the intention to attend the ISSF General Assembly, praised Dr. Arnot and Dr. Lally for their help with Return to Play documents, and praised Kim Rhode's work as the ISSF athlete rep.

12. Chad announced a short break at 11:08 AM. Resumed at 11:19 AM.

- a. Chad stated the quad will not be extended as it relates to board positions. USAS will hold an AAC rep election before the end of the year.

13. Partnership Report: Sharee Waldron

- a. Sharee expressed gratitude to several partners: Bob and Jennie Aylward, Vista (Federal ammunition), Hillsdale College, Glassen Foundation. She stated USAS needs to rebuild and celebrate our youth pipeline relationships.
- b. Sharee pointed out examples of domestic and international online competitions.
- c. Ana asked how the financial pipeline is being managed. Sharee listed a team effort: herself, Guillermo Rojas, Kate Gest, Matt Suggs, and Phil Murdoch. Matt Suggs added

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that we need to prioritize our efforts in sponsorship and connect with groups who want to donate but have not been asked. He emphasized the critical nature of a manager in this area.

14. Chad suggested a recess at 11:46 AM until 2:00 PM to allow for an extended lunch and executive session. Passed 9-0.
15. Chad reconvened the meeting at 2:13 PM. A special presentation was made to induct Lloyd Woodhouse into the Hall of Fame, followed by a short speech by Lloyd and an honorary video presentation.
16. Chad's motion to adjourn at 2:27 PM was passed 9-0. A reception for Lloyd immediately followed.