

USA Archery Board of Directors Meeting Minutes

June 21st, 2023

Zoom Call

I. Welcome

- A. Chair Belinda Foxworth called the meeting to order at 5pm MT on June 21, 2023.
 - 1. The following board members were present via Zoom: Belinda Foxworth, Kris Strebeck, Kevin Mather, Jeff Porter, Jeff Greer, Mike Cullumber, Heather Koehl, Jacob Wukie, Bobby Sharma and Heather Koehl
 - 2. The following board members were absent: Brady Ellison, Makenna Proctor, John Stover, Jennifer Rottenberg, Lexi Keller and Bruce Cull
 - 3. The following USA Archery staff members were present: Rod Menzer and Mary Emmons

II. Conflict of Interest Discussion/Disclosures

- A. Foxworth began the meeting by requesting that Board members review the agenda to identify any potential conflicts of interest. Foxworth reminded the Board that if during the meeting any director believes that they or any other director may have a conflict of interest with respect to any Board discussion or decision, then that director should speak up so the conflicts can be proactively addressed.

III. E-mail Votes - For Purpose of meeting minutes documentation were highlighted:

- i. April 19, 2023 – April Board of Directors Meeting Minutes
- ii. May 2, 2023 – Olympic Games Athlete Selection Procedures

IV. 2022 Audited Financials

- A. Audit Committee Member Bobby Sharma reported that Audit Committee members Jennifer Rottenberg and Jacob Wukie participated in a review of the drafted 2022 Audited Financials with USA Archery's independent auditor, Jill Goodwin on June 20, 2023. Sharma reported that Jill Goodwin reported a "clean opinion".
- B. Jill joined the meeting to present the results of the audited financials to the Board and reported the USA Archery staff were cooperative during the audit. The 2022 administrative costs were reported at 16.5% which is very good.
- C. New accounting standard requirements were highlighted to include "Lease Terms" and "In-Kind Goods and Services".

1. Foxworth motioned to approve the 2022 Audited Financials, Cullumber seconded the motion
2. Approval: Unanimously

V. Training: Board and Staff Guidelines for Reporting Misconduct

Mary Emmons provided a training for the board members on “Board and Staff Guidelines for Reporting Misconduct”. The training included a decision tree with clear instructions for how board members are to manage SafeSport Complaints, Right to Compete Complaints and Administrative Grievances if reported directly to them. Emmons explained the same training was also provided to USA Archery staff.

The board requested the guidelines be further updated to specifically state staff and board members are mandatory reporters, and requested the guidelines be posted on the USA Archery governance webpage and broadly communicated to USA Archery members. It was also recommended USA Archery continue to educate members on the mandatory reporting process ongoing.

The meeting adjourned at 5:50pm MT.