



USA Archery April Board of Directors Meeting Minutes
April 1-2, 2023
Colorado Springs, CO + Zoom Call

Saturday, April 1st

I. Welcome

- a. Chair Belinda Foxworth called the meeting to order at 8:02am MT on April 1, 2023.
 - i. The following members were present in person: Jeff Greer, Belinda Foxworth, Kevin Mather, and Mike Cullumber
 - ii. The following voting members were present via Zoom: Kris Strebeck, Rob Kaufhold, Bobby Sharma, John Stover, Jacob Wukie, Jennifer Rottenberg, Lexi Hull, Brady Ellison and Makenna Proctor
 - iii. The following non-voting members were present via Zoom: Heather Koehl
 - iv. The following members were not present: Bruce Cull and Jeff Porter
 - v. The following USA archery staff members were present: Rod Menzer, Mary Emmons, and Nicole Deines
 - vi. Ethics Committee Chair Gabe Querol was present in person

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 and reminding members that Gabe Querol, Chair of the Ethics Committee, is available for assistance in determining potential conflicts. 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.

b. E-mail Votes - For Purpose of Minutes Documentation only

- i. February 26, 2023 – Approval of N&GC Athlete Rep, Ruiz
- ii. March 3, 2023 – Approval of U.S. Performance Center Contract
- iii. March 14, 2023 – Approval of Ethics Committee Rep, Querol

III. Finance Update

a. 2022 Financial Audit Review

- i. Emmons and Mulherin reviewed the 2022 Financial Audit timeline.

b. 2022 EOY Financials

i. Balance Sheet Variances

Mulherin reviewed the balance sheet, to include variances and historical trends for the organization. Menzer reported a variance as it relates to payments to the Chula Vista Elite Athlete Training Center, such that the USOPC pays 50% to the Training Center directly.

ii. U.S. Olympic Endowment 4th Qtr Report

Mulherin provided an overview of the USOE report.

c. 2023 Balance Sheet

i. Mulherin reported that the organization is meeting budget objectives and goals. Mulherin reported that the organization is consistently closing the books almost every month. Foxworth reported that the balance sheet reflects significant and positive progress for the organization.

d. 2022 and 2023 YTD Board Payments

i. Emmons provided an overview of the EOY 2022 and 2023 YTD Board Payments. It was noted that only direct payments to directors are listed.

e. NAA Foundation Update

i. Cullumber reported on the NAA Foundation board is in a transition period and in the process of transferring records to USAA. USAA will maintain records and historical data for the foundation; the NAA Board determined USAA to be the optimal central location for housing this data. The NAA Board will meet soon to discuss strategic initiatives and future direction of the Foundation.

IV. Board Training

a. Fiduciary Responsibility, Conflicts of Interest, Ethics and Good Governance

- i.** Dave Patterson, Senior Governance Advisor for USOPC, presented on Fiduciary Responsibility, Conflicts of Interest, Ethics and Good Governance.
- ii.** Patterson discussed the Foundations of Good Governance, to include leadership, strategic planning, duty of care, best practices for serving membership, and the Board's ability to develop and grow the sport for future generations.
- iii.** Patterson provided further insight and promoted discussion about shared interests vs. conflicts of interest as it relates to Board member selection and impact on decision making. Patterson discussed scenarios in which a Board member should recuse themselves, to include athlete directors and representatives, and how to document this effectively. Patterson encouraged the organization to consider whether the decision to recuse oneself and/or participate is solid, defensible, and excellent.
- iv.** Upon inquiry from Cullumber, Patterson clarified the approval of selection processes as it relates to the Board and indicated approval of such procedures are often delegated to subject matter experts in other NGBs. Cullumber and Foxworth discussed staff developing a selection policy to

streamline drafting and reviewing the athlete and staff selection procedures for board review and approval, to eliminate the board needing to review and approve selection procedures in the future.

The meeting adjourned for break at 10:05am MT

The meeting resumed at 10:19am MT

V. USA Archery Updates

a. 2023 Annual Meeting Date

- i. Wednesday, August 30, 2023, was proposed for the Annual Meeting with a hybrid in-person and virtual format to increase opportunity and access for attendance.
 - 1. Cullumber motioned to approve, Strebeck seconded the motion
Approval: Unanimously

b. Winter 2023 Board of Directors Meeting

- i. Saturday and Sunday, December 2-3, 2023, was selected for the Winter Board of Directors Meeting in-person in Colorado Springs, CO. Greer reminded of expectations, such that Board members should attend in-person should no conflicts exist.

c. USAA Dashboard

- i. **Memberships:** Menzer reported a 2.2% growth in membership, primarily Adult and Youth memberships. There continues to be growth and recovery in club memberships following the pandemic. A percentage of trial memberships are converting to paid memberships and will continue to be offered.
- ii. **Instructors and Coaches:** Menzer reported that they are continuing to target ads and marketing towards instructors and coaches, but with new competition from other archery organizations offering instructor certification, numbers have been flat to lower.
- iii. **Events:** Menzer reported continued record attendance at events.
- iv. **Social Media:** In the first quarter 2023, USAA has surpassed projected social media views.

d. USAA Athlete Safety Dashboard

- i. Emmons presented a 2023 Case Management Dashboard to highlight U.S. Center for SafeSport cases, Background Screen Appeals, Administrative Grievances, and Right to Compete complaints received and/or resolved in first quarter of 2023 and their status. Emmons also provided an overview of the types of complaints which can be filed and noted the U.S. Center for SafeSport has exclusive jurisdiction in some instances.
- ii. Emmons reported that USAA has provided increased education on the reporting process, which may have contributed to an increase in reports filed in the first quarter of 2023.

- iii. The Board discussed the possibility of creating a public dashboard for continued transparency and education.

e. Commission on the State of the U.S. Olympics and Paralympics Document Request

- i. Emmons and Menzer reported on the data request from the Commission on the State of the U.S. Olympics and Paralympics and reported on the documentation provided by USAA.

f. Marvel Entertainment: Archery is for Everyone Campaign

- i. Menzer reported on USA Archery x Marvel to include the logistics and strategic plan for the campaign and that Marvel's social media network and reach has the potential to impact the organization significantly and positively. Emmons reported on campaign strategies, to include Try Archery events, free temporary memberships, engagement, integration with gamification, monthly prizes, and other marketing promotions associated with the campaign. Emmons reported that this campaign will build in stages through stage one of the Olympic Trials in September 2023.

g. Staff Update

- i. Menzer provided a staffing update to include an overview of new hires and current job postings that remain open and associated timelines for hire.

h. U.S. Performance Center Update

- i. Menzer provided an update on funding, equipment and staffing timelines for the new training center in Charlotte, NC. Athlete selection processes will be developed in the next quarter.

The meeting adjourned for lunch at 12:02pm MT

The meeting resumed at 1:00pm MT

VI. Board and Standing Committee Training

a. DEI Leadership Training

- i. Ashland Johnson and Melissa Horne, from The Inclusion Playbook, presented the DEI Leadership Training. Johnson and Horne reviewed topics to include Race, Gender Identity, Gender Expression, Economic Status, access, cognitive and unconscious biases, and the impact to the community and sport. This training was attended by both Board members and Standing Committee members.

VII. Policies and Procedures Update

a. SafeSport Code

- i. Emmons reviewed the revisions to the U.S. Center for SafeSport Code.
 1. Kaufhold motioned to approve, Cullumber seconded the motion
 2. Approval: unanimously

b. Response and Resolution Policy

- i. Emmons reviewed the revisions to the policy to make the language consistent with that of the SafeSport Code, such that USAA can implement Temporary Measures even after the Center takes jurisdiction. USAA has decided to implement generic Temporary Measures on all cases with allegations of sexual misconduct. Emmons explained Temporary Measures may at times be implemented prior to the Center notifying the Respondent of the open/pending case, however, athlete safety remains highest priority.
 - 1. Cullumber motioned to approve, Greer seconded the motion
 - 2. Approval: unanimously

c. Athlete Safety Procedures for Event Organizers

- i. Emmons reviewed the revisions to the policy, consistent with the feedback as provided by the U.S. Center for SafeSport, to include procedures on athlete registration compliant with MAAPP and rationale behind day-of volunteer exemptions.
 - 1. Kaufhold motioned to approve, Greer seconded the motion
 - 2. Approval: unanimously

d. Conflict of Interest Disclosure Form

- i. Emmons reviewed the revisions to the disclosure form, such that the form was modified to be more explicit in what information is being requested from individuals completing the form.
 - 1. Ellison motioned to approve, Strebeck seconded the motion
 - 2. Approval: unanimously

e. Policy for Wheelchairs, Adaptive Equipment, Agents and Service Animals

- i. Emmons reported that World Archery has changed language from “assistive devices” to “adaptive equipment” in their policies; USAA updated language, consistent with that of World Archery. No significant procedural changes made.
 - 1. Kaufhold motioned to approve, Cullumber seconded the motion
 - 2. Approval: unanimously

f. Personal Coach Policy

- i. Emmons reviewed changes to the Personal Coach Policy, such that there should be an exception for coaches of adaptive athletes to go beyond the shooting line to assist their athletes who remain on the line in between ends. Emmons reported that there was also provision added for Collegiate Stand-Alone National Events that amended credential requirements to be a Level 2 Instructor Certification or higher consistent with the Club Terms and Conditions for Collegiate Clubs. Emmons reported that there was clarification added for athletes who pre-register for a coaching credential, such that they must be 18 years of age and older.
 - 1. Kaufhold motioned to approve, Greer seconded the motion
 - 2. Approval: motion passed

- ii. Emmons reported that the new Coach's Advisory Council will be established in 2023.

g. Short-Term Training Program Policy

- i. Emmons reported that there was support by the Para AAC to add a provision that Para Athletes may qualify for funded short-term training access by earning an individual or mixed team medal at the Para World Championships. Emmons reported that the Para MQS scoring requirements were modified to be in alignment with how the MQS is being calculated currently on the Para USAT selection procedures.
 - 1. Cullumber motioned to approve, Mather seconded the motion
 - 2. Approval: unanimously

h. Para Athlete Stipend and Support Programs

- i. Emmons reported that revisions have been made to expand the opportunity to earn athlete stipends and EAHI in 2024. Emmons reported that even with an athlete did not meet the Elite MQS, if they earned an individual medal at the Para World Championships, they would be eligible for benefits. Emmons confirmed that Para Athletes who self-fund to the Para World Championships will be eligible for reimbursement if they earn an individual medal or earn a Paralympic Games quota slot for the U.S.
- ii. Mather suggested adding language to indicate "individual or mixed-team medal". Foxworth requested the procedure be tabled while Mather requested Para AAC feedback on the Mixed Team medal suggestion. Following solicitation of athlete feedback the board voted on the procedure.
 - 1. Cullumber motioned to approve, Mather seconded the motion
 - 2. Approval: unanimously

The meeting adjourned for a break at 3:22pm MT

The meeting resumed at 3:39pm MT.

VIII. Selection Procedures Update

a. 2024 Paralympic Games – Athlete Selection Procedures

- i. Emmons presented procedures, which have been previously reviewed by the Para AAC and USOPC. Emmons reported that this is a Delegation Event and the USOPC has final approval over this selection procedure. Emmons reported that there will be three stages for the tryout events. Emmons advised that the procedures include how total points will be allocated prior to team selection.
- ii. Stover inquired about a provision for athletes that do not need to attend the Trials in developing divisions. Emmons confirmed that athletes who do not need to attend the Trials will be reimbursed trials registration costs, should they register before this is determined.

- iii. Stover reported that 3.3.3 should say “or less” instead of “or more”. Emmons to make the change.
 - 1. Cullumber motioned to approve, Greer seconded the motion
 - 2. Approval: unanimously with 1 Recusal (Mather)

b. 2024 Paralympic Games - Staff Selection Procedures

- i. Emmons advised that these procedures were developed with Para AAC feedback and that they mirror the Para Pan Am Games staff procedures posted. Emmons reported that this is a Delegation Event and the USOPC has final approval over this selection procedure. Emmons reported quota slots for staff have not yet been assigned.
- ii. The selection committee will be looking to fill alternate coaches, medical, and team leader positions.
 - 1. Greer motioned to approve, Strebeck seconded the motion
 - 2. Approval: unanimously

c. 2024 Olympic Games - Athlete Selection Procedures

- i. Emmons presented procedures, which have been previously reviewed by the AAC and USOPC. Emmons reported that this is a Delegation Event and the USOPC has final approval over this selection procedure. Emmons reported on the schedule qualification and trials events. Emmons advised that there is a provision for medal contender that is consistent with previous selection procedures. Emmons highlighted Section 9.6.1 and discussed abandonment. The Board discussed making a change to that provision, such that an athlete’s points should not reset to 0 for abandonment, but that the athletes should re-enter the trials with the points they earned before prior elimination.
 - 1. Cullumber motions to approve with changes as proposed and also motioned to amend the previously approved Paralympic Games Athlete Selection Procedures with the same points abandonment update, Greer seconded the motion with changes as proposed:
 - 2. Approval: unanimously with 4 Recusals (Mather, Ellison, Wukie, Kaufhold)

d. 2024 Olympic Games - Staff Selection Procedures

- i. Emmons advised that these procedures were developed with AAC feedback and that they mirror the Pan Am Games staff procedures posted. Emmons reported that this is a Delegation Event and the USOPC has final approval over this selection procedure. Emmons reported quota slots for staff have not yet been assigned.
 - 1. Greer motioned to approve, Strebeck seconded to approve
 - 2. Approval: unanimously

e. World Cup and Other International Event Selection Procedures

- i. Emmons reported that this procedure was updated for clarification, such that Olympic Test events combined with a World Cup may also be used for World Championship and Olympic Team training. Emmons reported that the

clarification was made because the 2023 World Cup 4 finals event was designated as an Olympic Games test event. Emmons reported that exceptions for World and Olympic Teams will be posted in the corresponding selection procedures, when applicable. Emmons confirmed there was no Paralympic Games test event announced.

1. Greer motioned to approve, Wukie seconded the motion
 - a. Approval: unanimously with 1 Recusal (Kaufhold)

f. World Championship Athlete Selection Procedures -Tiebreaker Updates

i. 2023 Youth World Championships, 2023 World Championships Recurve (Same tiebreaker for Pan Am Games), 2023 World Championships Compound (Same tiebreaker for Pan Am Games)

1. Emmons reported that for the aforementioned events, the tie breakers were missing from each procedure, and as such a tie breaker was added for the 8th position and within the top 8 following each 72 Arrow Qualification Round within each procedure.
2. Kaufhold motioned to approve for all three, Greer seconded the motion for all 5 procedures
3. Approval: unanimously

g. Para World Championships and Para Pan Am Games Athlete Selection Procedures

i. Emmons reported that this procedure was modified to include a provision stating that athletes participating in an emerging division may participate in the Trials with a national classification if less than 3 para internationally classified archers are registered. Emmons reported that a tie breaker was added for the 8th position and within the top 8 following each 72 Arrow Qualification Round, and that qualification round bonus points were modified based on feedback from the Para AAC. Emmons reported that the changes made to the aforementioned Para World Championships are identical to those changes made to the Para Pan Am Games athlete selection procedures.

1. Greer motioned to approve, Cullumber seconded the motion
2. Approval: unanimously with 1 Recusal (Mather)

IX. Committees

a. Reports

i. Nominating & Governance Committee

1. 2024 Election Timeline

- a. Emmons reviewed the election timeline as developed consistent with the Board of Directors Election Policy.
- b. Foxworth requested the N&GC provide a timeline for the Board to finalize a list of Independent candidates.
- c. Menzer and Foxworth discussed desirable attributes for Independent candidates. Menzer confirmed has a list of Independents from USOPC. Individuals with marketing,

fundraising, and/or legal experience, individuals engaged in a broader network, and individuals with time to dedicate to board service were identified as valuable attributes.

ii. Ethics Committee and Board of Justice Committee Reports

1. Emmons provided the summary or reports as provided by the Ethics and BOJ Committees.

X. Executive Session

- a. The meeting was called into Executive Session at 5:11p MT
 - i. Topics discussed included CEO Goals and Governance matters.

The meeting adjourned at 6pm MT.