



**Meeting Minutes:  
Adaptive Sports USA BOD Meeting**



MULTI-SPORT ORGANIZATION



**Date:** May 24, 2016      **Time:** 7-10 pm EST      **Location:** Teleconference 1-877-368-3858 code 3571513686#  
**Participants:** Gregg Baumgarten, Howard Brodwin, Mike Burns, Paul DePace, Clayton Frech, Phil Galli, Cory Grant, Susan Rossi  
**Absent:** Debbie Armento, Mike Boone, Sarah Carey, Pam Chiavaroli, Jerry Clayton, Amie Day, Denise Hutchins, Glen O’Sullivan  
**Minute Keeper:** Susan Rossi      **Approved date:** 8/16/16

Person	Purpose (e.g. Inform, Discuss, Share Highlights, Decision, Evaluate, Progress towards initiatives, Items to note)	Action	Who	Needs	Deadlines
	<b>Discussion:</b>				
1.	Approval of 4/19/16 minutes – Not enough BOD members for vote – Table budget and minutes				
2.	<p>Chairman Report (Gregg)</p> <p>Inagural Dairyland Games in Madison, WI occurred May 21</p> <p>Total budget for Junior Nationals and committed sponsors progressing. Need \$20,000 more in sponsorships and in kind support to feel strong. Support through Culver’s has been great.</p> <p>Working on in-kind support for logistical equipment and supplies and meals.</p> <p>BOD suggestions:</p> <p>Define sponsor vs. donor and exactly what they will get in return to gain exposure and accomplish business goals, sponsor organization as a whole strategically that may be more valuable than a</p>	<p>Assistance with request to Chick-Fil-A Foundation</p> <p>Pass Susan contact for Hanger Clinic and Ottobock</p>	<p>Phil</p> <p>Clayton</p>	<p>Create cover letter request and email to Gregg. Four days at 250 meals / day.</p>	<p>This week</p> <p>This week</p>

	<p>single sponsorship – lure into national support year round vs. one off asks. (Howard).</p> <p>National companies that want volunteer opportunities and have a larger reach, Foundations (Phil).</p> <p>Rally sponsors around games and organization as a whole – community of companies immediately adjacent to what we do, not necessarily deep pockets. Keep an eye on time and resources to additional external companies (Clayton).</p> <p>Look to insurance and healthcare and larger groups moving forward (Gregg).</p> <p>#10 for 10 campaign – need more push Consistent messaging in a scheduled manner. Twitter. Ask athletes to send it out. Celebrity tweet it, someone with a tie back to the cause.</p> <p>For future: Compile statistics, approach sponsors earlier, consistent levels set by us for sponsor packets each year</p>	<p>Development Team meet for continued discussion</p> <p>Schedule blasts for campaign. GB email flyer to BOD.</p>	<p>Gregg, Kate</p>		
<p><b>3</b></p>	<p>Vice Chairman Report (Denise, Susan in her absence)</p> <p>Update on the Adaptive Sports USA National Conference and Delegate Assembly – Denise working with Platinum Hotel in Las Vegas. Initial date of the first weekend in November denied due to citywide conference. Looking at Nov 16-20. Long list of session ideas to be condensed with planning team. Neilsen Foundation and VA grant submitted with money allocated to conference but will not have word on status until late summer.</p>				

	<p>Must have back up plan in case not funded.          Anyone else want to be involved in the planning?          No</p>				
4.	<p>Executive Director / Office Report (Susan)</p> <p><b>Adaptive Sports USA Newsletter Schedule</b>          Monthly – Last Tuesday of month distribution, 2<sup>nd</sup>          Tuesday of the month content deadline to Sarah          May 10          May 31 - content in by May 26          June 28 - content in by June 14          July 26 - content in by July 12          August 30 - content in by August 16          September 27 - content in by September 13          October 25 - content in by October 11          November 29 - content in by November 15          December 27 - content in by December 13</p> <p>Roles:          Feature – Sarah work with Susan          Athlete Spotlight – Jessie          Chapter Spotlight – Kate          RPO Corner – Lane work with Mike and Pam          Upcoming Events - Kate          Results – Kate          Tips to help you succeed – Howard work with STCs          Did you know – Kate          In Other news – Leftovers, quick hits form all</p> <p>Website up and evolving. Continue to pass Kate any additions or revisions. WASUSA will remain up until after Jr Nationals as many items are linked to the Jr National site. Continue to steer people to <a href="https://adaptivesportsusa.org">https://adaptivesportsusa.org</a>.</p>				
5.	<p>Treasurer's Report (Mike)</p> <p>Final approved budget circulated 5/24/16          Working on fine tuning Quickbooks online</p>				

6.	<p>Junior Committee</p> <p>2017 and 2018 bid for Jr. Nationals interest below. Susan having initial calls and bringing Deb in if continued interest.</p> <ul style="list-style-type: none"> <li>• Charlotte, N Carolina</li> <li>• San Diego, CA</li> <li>• Geneva, Ohio</li> <li>• Birmingham, AL</li> </ul> <p>Registration for Jr. Nationals</p> <p>Hard copies – Gregg, Kate and I on organizational website forwarded to Ralph.</p>	Forward Susan Dayton, OH contact from past interest	Gregg		This week
7.	<p>Other Business</p> <p>IWAS updates (Paul D) – Looking at two locations for 2017. Registration for 2016 due tomorrow. Phil G will be part of the Games committee.</p>				
9.	<p><b>Next meeting: Tuesday, June 21</b></p>				
<i>Additional Meeting Take Away Actions:</i>					