



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



MULTI-SPORT ORGANIZATION



Date: 9/27/16 **Time:** 7-10 pm EST **Location:** Teleconference 1-877-368-3858 code 3571513686#
Participants: Cory G, Denise H, Gregg B, Mike Burns (?), Pam C, Phil G, Sarah C, Susan R
Absent: Amie D, Clayton F, Deb A, Glen O, Howard B, Jerry C, Mike Boone, Paul D
Minute Keeper: Susan R **Approved date:** 11/19/16

Person	Purpose (e.g. Inform, Discuss, Share Highlights, Decision, Evaluate, Progress towards initiatives, Items to note)	Action	Who	Deadlines
	Discussion:			
1.	<p>Chairman Report (Gregg):</p> <p>Mike Boone has unofficially resigned from the Board. Adaptive Sports Iowa is expanding and he has limited time to devote and continue on with the Board. Gregg has requested an email confirmation within 24 hours from him. His term doesn't expire for two years.</p> <p>Gregg has been under the weather for about five weeks and having email difficulties. Thanks for your patience. He is ready to get back on track.</p> <p>Junior Nationals final budget recap – Surplus of approximately \$15,000 +/- that will go back into the National account. It could have been more but we did not meet our Hotel attrition rate which will be a charge of \$13,000. Negligence in the Marriott central booking office. The Marriott is offering us \$8000 hotel credit if we choose to go back to Middleton in 2017. Lessons learned and local sponsors to approach – Gregg will put Wisconsin</p>	<p>Explore hotel policies for teams and independents booking and dropping rooms. Engage Wendy Gumbert and individuals that dropped this year for clarity.</p>	<p>Junior Committee with feedback from past event directors.</p>	<p>Before January 1, 2017</p>

	<p>in the ring for 2017 to build on what we started. Need to address room policy. Wendy Gumbert cancelled 99 room nights or 1/8 of room block, Kinetic Kids canceled 60+ room nights. Commitment has to occur. Expertise needed from Phil, Trish and other past event directors on how to handle this in the future. All reservations must be in house vs. a central reservation system. First handful of rooms booked with hotel at time of contract needs to be for internal Adaptive Sports USA purpose. Must actively manage room block.</p> <p>(Denise and Phil) In the past we had a drop date before the hotel's block closed.</p> <p>Hammer this home...this is a new business plan we are utilizing and it really is the way to go forward. National sponsors most have a consistent person asking annually and a procedure/relationship built with help from the BOD members.</p> <p>Officials and classifiers should be secured earlier. Perhaps a survey out in January to check on the health of the official network...regulars want to stay engaged and be informed early? Additional folks want to mentor and get engaged? Mentor program key moving forward. Officials, event management, etc. to not have the clique / Country Club perception to generate enthusiasm. Consider officials that are multi or single sport.</p> <p>Kudos to Susan to getting national sponsorships consistent.</p> <p>Proposed by-law changes and needs for NDA. Missed the deadline. Bottom line – GB wants to do a presentation at NDA specifically on changing the make up of the Board of Directors, just keeping the athlete representative position in the bylaws. Electronic vote by January for next year.</p> <p>May be good to look at creating an entire new by-</p>	<p>Communicate sponsor opportunities</p> <p>Further discussion</p> <p>Continue to prepare for NDA general session</p>	<p>All</p> <p>Gregg, Susan, Deb, Denise, Jessie and Glen</p> <p>Gregg with suggestions from Jessie, Paul J, etc.</p>	<p>Ongoing but heavy focus in October before too late in event season</p> <p>Before December</p> <p>November 19</p>
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	<p>laws vs. piecing changes here and there. (Denise) I know we have rewritten the bylaws 3 times. It has to be done. Discussion at NDA.</p> <p>Gregg took a minute to give kudos to Susan Rossi on the grant development. When he started we had 0 dollars. Susan has generated and oversaw over ¾ million in grants to Adaptive Sports USA with assistance from Jessie and others. Susan has been a catalyst for this and it's a game changer. The board needs to recognize the good work Susan has done with all these grants.</p>			
2.	<p>Executive Director / Office Manager (Susan):</p> <p>Call with Jessie, Gregg, Susan and Barry from Eagle Sportschairs on 9/6/16 to foster the relationship. Discussions with CAF, interested in a mobility clinic with Ossur at Jr Nationals and Disabled Sports USA. Call with Invacare scheduled for 10/5 and Hanger Foundation submission 10/1.</p> <p>Nielsen Foundation \$125k Network Grant and \$85k Quality of Life Grant from 10/31/16-10/30/17. Pulling meeting together in October for STC/NGB national reps, classification coordinator and RPOs to discuss the initiative. Registration scholarship opportunity at conference for 5 individuals with a. an athlete or professional working in adaptive sports with a SCI or b. a professional at a major SCI rehab facility working directly with athletes.</p> <p>Department of Veterans Affairs \$140k Shooting Grant from 9/1/16-9/30/16. Supporting the shooting track at the conference, 10 registration scholarships and 5 local program partner programs in the eastern states.</p> <p>Adaptive Sports USA National Conference and Delegate Assembly</p> <ul style="list-style-type: none"> • Register using BOD code. If you are a speaker, use that code. 	<p>Give Kate a shout out at nationaloffice@adaptivesportsusa.org for the conference website created.</p>	All	This week

	<ul style="list-style-type: none"> • Hotel request needed by October 4 • Ran through schedule – RPO lunch on Thursday, investigate if WTFUSA meeting should stay put, facilitator of Jr Comm mtng if Deb can't attend, Board meeting, etc. • All reports and budget projections needed by October 20 • Intern Lisa Strachan started to help with the conference. Welcome her at intern@adaptivesportsusa.org. 	<p>Register online at http://nationalconference.adaptivesportsusa.org using the Board of Directors code: ASUSABOD100</p> <p>Book hotel rooms online at the above link</p> <p>IF Susan should be booking an individual under the Adaptive Sports USA room block, let her know by October 4. At this point, she has Roger Winn, Roger Sack, Mark Grant and Todd Benson funded by the VA grant, Denise funded for classification under Neilsen and a few with Phil for field under Neilsen.</p> <p>Submit 2016 program area reports and 2017 budget projections / wish list to Susan. Susan provide template.</p>	<p>All BOD members</p> <p>All BOD members</p> <p>All BOD members</p> <p>Sarah (Marketing) Mike (Budget and Finance) Russ, Deb, Phil, Glen, Tim, Jennifer (STC/NGB) Deb (Junior) Amie (Athlete Advisory) Lane, Teresa, Pam (RPO), Denise (IWAS, classification), etc.</p>	<p>Before October 31 when the price increases</p> <p>Before October 24 when the discounted room block lifts</p> <p>October 4</p> <p>October 20</p> <p>October 14</p>
	<p>Jr Nationals bid 2017 – Consideration between Middleton, WI or Denver, CO. Bids due next week. Decision by October 14.</p>	<p>Submit information, review information and discuss</p>	<p>Gregg, Susan, Deb and Jr / Exec Comm</p>	

	<p>Website – Still down. Recommendations will be sent to BOD from Kate this week. When up, records/rules/results, etc. handled by applicable sport and Jr Committee representative to ensure timely and accurate information without a middle man.</p> <p>Newsletter meeting scheduled for 9/30 with Kate, Jessie, Sarah and Susan to officially hand the newsletter to the marketing committee.</p>	<p>Send Kate's recommendations to get site active again. BOD review for any approvals needed.</p> <p>Kate give Pam and STCs access once up and running to make own updates.</p>	<p>Susan All</p> <p>Kate</p>	<p>This week</p>
3	<p>Committee / event highlights and needs</p> <p>9/7-18/16 Rio highlights – No members that were in Rio present. Phil suggested we brag more as many of our athletes that grew up with Adaptive Sports USA were representing Team USA. Gather statistics from Rio.</p> <p>9/22-23/16 Olympic and Paralympic Assembly – Susan R onsite. Spent a lot of time with Disabled Sports USA and BlazeSports America. The Olympic Training Center in Chula Vista will be sold to the City of Chula Vista. They will be building a pool and additional athlete housing. Approach in a few years regarding a host site for Junior Nationals. The Olympians and Paralympians Association is a great national resource with local chapters to tap into for Junior Nationals. The State Games of America is getting more requests for adaptive sports to be integrated and look for advice and support in the future.</p> <p>RPO Eastern region meeting occurred on August 25 with diverse representation and a good conversation.</p>	<p>Pull statistics / data on Rio athletes involved in Adaptive Sports USA</p>	<p>Phil and Deb</p>	<p>January 2017</p>

9.	Next meeting: Onsite at the 2016 Adaptive Sports USA National Conference and Delegate Assembly. Board meeting Friday, November 18 and Vision discussion Sunday, November 20.			
	<i>Additional Meeting Take Away Actions:</i>			