



## Meeting Minutes: WASUSA BOD Meeting



MULTI-SPORT  
ORGANIZATION



**Date:** 4/8/2015

**Time:** 5:00-8:00pm

**Location:** Phone

**Participants:** Gregg Baumgarten, Cara Carr, Denise Hutchins, Mike Burns, Debbie Armento, Phil Galli, Darlene Hunter, Cory Grant, Clayton Frech, Melinda Chappell, Jerry Clayton, Sue Rossi, Ralph Armento, Paul DePace, Amie Day, Mike Boone

**Absent:** Glenn O'Sullivan, Sara Carey

**Minute Keeper:** Cara Carr

Person	Purpose (e.g. Inform, Discuss, Share Highlights, Decision, Evaluate, Progress towards initiatives, Items to note)	Action	Who	Needs	Deadlines
	<b>Discussion:</b>				
<b>1. Gregg</b>	<p><b>Motion to approve minutes as presented from 2/11/2015</b> Melinda Chappell approves board meeting minutes from 2/11/2015 Mike Burns Seconds the motion</p> <p><b>Hall of Fame Meeting</b> (looking into Chicago &amp; Phoenix as other areas)</p> <p>Welcome Back celebration (June 12<sup>th</sup> – Chicago)</p> <p>Looking at and Induction ceremony for 2016 – committee suggested Another option for induction ceremony 2015 at conference in St. Louis in the Fall</p> <p>Names of Hall of Fame Inductees for Web</p>	<p>Minutes officially approved by All</p> <p>Next Committee phone meeting 4/8/15</p> <p>BOD thoughts on this?</p> <p>Gregg get for Darlene</p>	<p>ALL BOD thoughts</p> <p>Darlene requested</p>	<p>Information on Hall of Inductees for web</p>	

<p><b>2.</b> <b>Denise Hutchins</b> <b>Vice-Chair</b></p>	<p><b>Classification Issues</b> Will be teaching course at Dessert Challenge</p> <p>Scheduled meeting with Sherrice Fox (head of classification)</p> <p>Shooting is up and coming sport and need to work on getting classifiers in the US  - Have international classifier offer a course to get our classifiers that education</p> <p><b>FUSE Sport</b> – have scheduled meeting with UCO to discuss FUSE (another IT option)</p> <p><b>New Meets coming on:</b> Put together a guide for meet directors (decrease phone calls)</p>	<p>Where are we going with classification regarding our meets?</p> <p>Denise has made this contact classifier contact (Shooting)</p> <p>Denise meeting with UCO 5/6/15</p> <p>Need meet directors to send information &amp; forms (currently not working great) – will now call meet directors directly to move this process forward!</p>	<p>Darlene: Bob Foth head of USA shooting (contact him?)</p>	<p>Darlene sent Denise Bob's contact info</p>	<p>November get Me Directors together finalize this by the of the year</p>
<p><b>3.</b> <b>Cory Grant</b></p>	<p><b>Contracts:</b> Developing new contracts Employment Contract (ex: used with Jessie Cloy for grant) Event Contracts currently being developed Reviewing Bid Contract Equipment Storage Contract (working on)</p> <p>ParaSports Name Situation – Spoke with Intellectual Property expert – we'd be fine using the name – when we go to trademark the name we would have to battle things out with USA</p> <p><b>IPC</b> – said we CAN NOT use "ParaSports, USA" unless we go through a lot of STEPS! - Jerry assisted with this!</p> <p><b>Jerry Take Over:</b> Spoke with IPC attorney about name change: they are uncomfortable with allowing us to use this name. However, it's only trademarked internationally not within the US.</p>	<p>Working with Sue on contracts</p> <p>Should we really take on this fight? Or just choose another name?</p> <p>Need to define the market that our trademark applies to.</p> <p>Do we want to pursue</p>		<p><b>Send all legal inquiries to Sue who will funnel to Cory</b></p>	

	<p>* Marketing Committee to decide how this name looks going forward! (Consider the complications in using the name "Para" when discussing)</p>	<p>this name, or use another?</p>	<p>Darlene &amp; Crew</p>		
<p><b>4. Mike Burns</b></p>	<p><b>Treasure Report Update:</b>  Membership money rolling in  Currently \$4,500.00 Chapter Fees  Currently \$14,000 Insurance</p> <p>Received Neilson Grant: \$125,000 (Jessie Cloy – dealing with this grant)</p>				
<p><b>5. Darlene Hunter</b></p>	<p><b>Marketing Update:</b></p> <p><b>Noted: moving forward with name change</b>  Sent out survey (to WASUSA members) ranking potential 5 names. Also posted in newsletter, on twitter, and facebook</p> <p>Will most likely do another entry (survey) using lead names (1<sup>st</sup>-3<sup>rd</sup>) to membership or external audiences</p> <p><b>Controversy:</b>  Using "Para" has been discussed as a controversy  People states they though of it as "paraplegic"</p> <p>Adaptive vs Adapted (which one?)</p> <p>Will be doing a "Market Analysis" (using outsiders) – see if new name provides understanding of what we do!</p> <p>By-Law changes needed to move forward (need to change by-law to change name before NDA) prior to NDA</p>	<p>160 responded</p> <p>Checking on intellectual property behind using "para" sports</p> <p>Need vote via email to do name change</p>		<p><b>For all mentioned:  Find funds in the budget to get professionals to help with this re-branding process</b></p>	

	<p>Committee has decided not to rush this process – want to make sure we do this right. People need to know what we do and understand it (find name that says what we do)</p> <p><b>Susan Rossi Take Over:</b> Do not rush - Professionals to do this right “Tap Roots Plus” – marketing organization – matches pro bono volunteers to help organizations in need (WASUSA was accepted)</p> <p>“Media Boss” (Boston) also suggested by Clayton to contact for professional brand &amp; graphic design etc...</p> <p><b>Newsletter:</b> Want to put on hold until info technology &amp; branding come together more (Have a total package)</p>	<p>Put in need request on (3/25/15), have brand professional &amp; graphic designers to interview (5 so far)</p> <p>Inquire with</p> <p>If info about an event needs to go out, use social media, email blast etc... Contact Darlene regarding this</p>	<p>Sue Rossi</p> <p>Clayton Fresh</p> <p>ALL</p>	<p>We Need: Graphic Designer Brand Professional</p>	
<p>6. Debbie Armento</p>	<p><b>NJDC Update:</b> <b>Current NJDC 2016 Bids (2)</b> Greensboro, NC California (Dee?) - need bid packet still - interested – need to reconfirm with her <b>Considering Bids (2)</b> (Cindy, and FL)</p> <p>Need Submission Deadline due to multiple Bids</p> <p><b>NJDC 2015 Update:</b> Committee met recently reviewed what current equip is needed &amp; where to stored (at NO COST)</p> <p>NJDC Committee Updating needs for the future of NJDC event</p>	<p>Set up site visits</p> <p>Let interested bids know of submission deadline</p>	<p>Debbie</p>		<p>Need to have bids end of April/early to Debbie – need confirmation that interested.</p> <p>Bids by early June get to site visits in before NJDC 2016 for announcements where next years be held</p>

<p><b>Deb Cont.</b></p>	<p>Bob (volunteer) wants to give up equipment gatekeeper – still wants to help with NJDC but not equip upkeep (who wants take on this role?)</p> <p>Sent email out last week with hotel info There's a webpage of FAQ to assist folks</p> <p><b>Current Event Sponsors:</b> <b>CAF (Challenged Athletes Foundation)</b> – Jimmy has helped with this Sponsor workshop (Adam) doing clinic for wheelchair athletes (Thurs &amp; Fri prior to event)</p> <p>Help with Advertising sending out to their members &amp; news reports about event, also have people present at the meet</p> <p><b>DSUSA</b> – Donate \$5,000 for 2<sup>nd</sup> year in a row <b>Children's Specialist Hospital:</b> Donated over \$100,000</p> <p><b>Currently:</b> <b>Trying to bring in vendors:</b> INVCARE ABC Medical HANGER</p> <p><b>LOC working on officials:</b> Many from LOC are certified officials so don't have to pay to fly some in <b>Officials:</b> Variety from group across US</p> <p><b>IPC set up:</b> Team from Canada coming</p>	<p>Tom Daly (Crazy Hat Guy) – offered to take over Bob's equipment gatekeeper role) does great upkeep on equipment</p> <p>LOC: reported that 500 + rooms are already reserved to NJDC <b>FYI – big wedding first weekend of NJDC so reserve Fri &amp; Sat early</b></p> <p>21 Athletes got grant for travel expense plus 30,000 for NJDC</p> <p>Waiting on these contracts</p> <p>Letters of interest have been sent out</p> <p>Setting up Doping process Not everyone is there Large BBQ schedule</p>	<p>Tom Daly</p>		<p>Go out within 2 w</p>
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<p><b>Deb Cont.</b></p>	<p><b>NO OPENING CERMONY THIS YEAR</b></p> <p><b>Registration Packets:</b> Still looking on getting meal sponsors before these are sent out etc...</p> <p><b>Phil Galli Take Over:</b> Chick-Fil-A to offer lunch for 3 days!</p> <p><b>Money from Neilson Grant:</b> Top SCI Athletes (42 Registered) 8 Swimming (Accepted) 10 Track &amp; Field (Accepted) 10 Brand New Athletes (Accepted)</p> <p>Venues are wonderful for all sports!</p> <p><b>NJDC Website:</b> <a href="http://www.njdc2015nj.com">http://www.njdc2015nj.com</a> Question or Comments: Mail To: <a href="mailto:info@njdc2015.nj.com">info@njdc2015.nj.com</a></p> <p><b>IWAS (Now have 23 Athletes)</b> June 2015: Successful Parent call Reviewed ADF Accounts, fundraising ideas, &amp; logistics</p> <p>Archery was cancelled – due to lack of participation And one athlete dropped out due to medical reasons</p>	<p>for Tuesday evening instead!</p> <p>LOC committee working on this with Charlie. Phil is running the website</p> <p>Schedule is listed Online: NJDC website</p> <p>All listed on NJDC site</p> <p>Tomie doing great!</p>		<p>Need credit card to use over seas Need phone cards for athletes to use</p>	<p><b>Currently:</b> Ordering Jerseys Airline Tickets</p>
<p><b>7. Susan Rossi</b></p>	<p><b>Update Information Technology:</b> <b>Currently 2 Options:</b></p> <p>1. Andy Hunter (Computer Programmer) – expressed interest in helping us</p> <ul style="list-style-type: none"> <li>- Applied for a grant through Microsoft and it was <b>approved</b> to get free access to software also</li> <li>- Increase operation capacity</li> <li>- Request for new computer etc...</li> </ul>				

<p><b>Sue cont.</b></p>	<p>Andy gave presentation which is on DROP BOX for all to view within the next 2 weeks</p> <p><b>Andy's Demo site:</b> <a href="http://wasusa.azurewebsites.net">http://wasusa.azurewebsites.net</a></p> <p>2. FUSE Sports - Needs price quotes from</p> <p><b>Phil Galli Take over:</b> IT about Website/CLOUD Based Information: This is exciting!</p> <p>Will get exact costs from both ANDY &amp; FUSE!</p> <p>Microsoft Grant allows \$50/Month payment towards web</p> <p><b>Phase One: Start with NEW WEBSITE</b> (would like to order other priorities from there)</p> <p><b>The GOAL:</b> Put Info on CLOUD BASED PLATFORM</p> <p>PLATFORM Allows us to use on any device (PC, MAC, Tablets etc...) from any location</p> <p>Andy has agreed to create a "mock" website for Darlene to trial and make sure she/others able to manage</p> <p><b>FUSE:</b> Positive in going on a MICROSOFT PLATFORM allows us to possible get Pro Bono work and build for us</p> <p>ALL has lots of potential in MOVING FORWARD!</p>	<p>Presented on 4/7/15 to IT committee</p> <p>ALL VIEW!!!!</p> <p>Would allow any LOC, meet directors etc.. Access to add data &amp; update information on this platform</p> <p>Also having a group Phil works with review Andy's work to make sure it will work best.</p> <p>Phil talking with FUSE next week</p>		<p>Look at as Capital Improvement! Once built will use every day expense to pay for it</p> <p>Need to Look at Costs</p>	<p>Get costs for IT phases from Andy FUSE</p> <p>Will have this with the next week.</p>
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<p><b>Sue Cont.</b></p>	<p><b>Office Has relocated to COLORADO</b></p> <p><b>New WASUSA Info:</b>          PO Box 621023          Littleton, CO 80162          Phone: (720) 412-7979          Fax (866) 204-8918</p> <p><b>National Adaptive Sports Conference</b>          There is a need in national training!          Partner with DASA/Kelly in St. Louis          Thursday Nov 12<sup>th</sup> - 15<sup>th</sup> (Sunday will be all WASUSA /National Delegate Assembly Meetings)</p> <p>Save the Date to send out on April 14th</p> <p>Registration will be available and listed on web etc...</p> <p>NCHPAD (National Center on Physical Activity and Disability) Program: A partner that will offer certification &amp; Training Program (PT, OT, TR, Students)</p> <p>Also included is: Archery Certification, Powerlifting, Swimming, Nutrition, Sports Psychology, Social Media, Equipment Repair, Glove Making</p> <p>CEU Certificate of Attendance is being researched and will be offered</p> <p><b>Current Fee structure for Conference:</b>          WASUSA has about \$3,000.00 allotted for conference          Also pay for WASUSA speakers out of STC funds (ex: Phil Galli we'd pay for him)</p> <p>Positive that BOD and Committee Members will have added value with all this education options provided.          Tentative Schedule is in Drop Box (will prob change a bit)</p>	<p>Info on Web has changed</p> <p>Still making changes on forms etc...</p> <p>April 14<sup>th</sup></p> <p><b>Tentative date:</b>          June 1<sup>st</sup>, 2015</p> <p>Providing free marketing &amp; goody bags</p> <p>Archery an additional expense for those who choose</p> <p>Committee to discuss how to get BOD members there at lower rate.</p>		<p>Please let us know if you come across anything with older information on it so we can update!          Thanks!</p> <p><b>Check rate that BOD Have to pay-see if can get lower.          Possible CODE to drop price if BOD (?)</b></p> <p><b>Find a grant that we can have money to provide to BOD attending this event.</b></p>	
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<p><b>Sue cont.</b></p>	<p><b>Craig Hospital GE Change Acceleration Process –</b> Facilitated Board Activity Craig Feedback – WASUSA's Vision – explore it a bit more!</p> <p>Neilson Foundation: \$125,000 grant Jessie Cloy Managing it great so far</p> <p><b>Grant provided funds to:</b> 1. NJDC 2. Tri-State Wheelchair and Ambulatory Athletics 3. Southwest Wheelchair Athletic Association 4. ParaSport Spokane 5. Copperview Community Center Advisory Board (Salt Lake County)</p> <p>How to manual as part of grant. Jessie will be starting these: Please let her know if you have info vs re-inventing the wheel</p> <p><b>Sue's Power Point Presentation:</b> Show organizational chart/flow chart</p> <p>List Committees/Chairs – along with priorities for each committee <b>100 Day Unified Effort</b> (April 30<sup>th</sup> -July 30<sup>th</sup>) - All choose top 3 priorities and move this organization ahead/forward</p> <p>Sue wants to be a <b>unified voice</b> – and hear from all committees to assist with getting collaboration going “Center Point” for committees Sue will send out final Power point version on Monday 4/13/15 – once she gets feedback from committees with any changes, top priorities listed by each committee</p> <p>Also a contact list of all BOD/Committee Members etc... to contact if need.</p>	<p>Facilitated call April 30<sup>th</sup> 2015 (evening time frame – same as BOD call) Sue will send out evite to all. Connect with Jessie Galli – this was her role at GE Will be doing site visits soon</p> <p>Reach out to Jessie so she's not re-inventing the wheel</p> <p><b>Viewed during BOD meeting. Also available on Drop Box or ask Sue</b></p> <p><b>ALL</b> please let Sue know about feedback but end of next week 4/10/15.</p>	<p>All invited to attend</p> <p>Denise &amp; Deb</p> <p>ALL</p>	<p>Debbie sent Jessie all files on NJDC already! Thanks Deb!</p> <p><b>Committees:</b> View Power Point located in drop box.</p>	<p>Look through Pow Point by end of business day 4/10 to provide feedback Sue</p>
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<b>Sue cont.</b>	<b>Gregg Take over:</b> Everyone Please make effort in looking at the Priorities per committee and comment on them. Are the doable within this 100-day timeframe? Will hold committees liable to these.				
<b>9. Ralph</b>	<p>Last BOD Meeting ☺</p> <p><b>Gregg statement:</b> WE APPREICATE ALL YOU HAVE DONE FOR WASUSA!!!! Debbie too! THANKS FOR ALL YOU"VE DONE!</p> <p><b>Ralph take over:</b> Working on Transition. Changed all forms on Website and internal forms to be CO address/info</p> <p>Been doing for 4 years straight, and it's time to take break Thank you BOD for support, greatly appreciated!</p>				
<b>10. Amie Day</b>	<p>Milwaukee Marathon Track &amp; Field asked to be a part of it Can WASUSA help with this?</p>	Email Phil Galli	Amie		
	<p>Paul DePace motions to End BOD meeting Darlene Hunter Seconds that motion</p> <p>Meeting officially adjourned by ALL</p> <p>Meeting Adjourned 7:32pm (mountain time)</p>				
<i>Additional Meeting Take Away Actions:</i>					
	<b>NEXT MEETING 6/10/2015 (7-10pm Eastern Time)</b>		<b>ALL</b>		
Drop Box: <a href="https://www.dropbox.com/sh/4sm3cliwh6f9974/AAAuJZsWo3Bt96YOoOAWRFi1a?oref=e&amp;n=390544612">https://www.dropbox.com/sh/4sm3cliwh6f9974/AAAuJZsWo3Bt96YOoOAWRFi1a?oref=e&amp;n=390544612</a>					