



Meeting Minutes: Adaptive Sports USA BOD Meeting



MULTI-SPORT ORGANIZATION



Date: 1 April 2019

Time: 4:00-5:30pm PST

Location: Conference call line: 877-368-3858, Conference code: 3571513686

Participants: Amanda McGrory, Susan Rossi, Howard Brodwin, Phil Galli, Jim Strunk, John Kasper, Bill Dunham, Clayton Frech, Jessica Galli. Late join @4:40pm – Paul DePace, Dan Schwieder

Absent: Mike Burns

Minute Keeper: Amanda McGrory

Approved date: 3 June 2019

Purpose (e.g. Inform, Discuss, Share Highlights, Decision, Evaluate, Progress towards initiatives, Items to note)

Action

Who

Deadline

Discussion:

1. Roll Call and Call to Order at 6:04
2. Approve Meeting Minutes from 4 February 2019

Motion to Approve

Bill

N/A

Second

Phil

N/A

All in Favor

All

N/A

3. BOD committee chair updates (Clayton)

BOD roles and commitments

Budget – Mike and Joe

Budget approved, no updates

Regular phone meetings

Susan and Mike

Weekly

<p>Fund development - Jim Strunk Data needed from Shelli and Susan</p>	<p>Fund development meeting</p>	<p>John, Jim, and Susan</p>	<p>Thursday, 4 April, 2pm EST</p>
<p>Alumni Engagement – Joe Walsh No updates right now</p>	<p>Phone meeting</p>	<p>Joe, Susan, Amanda</p>	<p>Prior to next BOD Meeting</p>
<p>IT – Phil Galli Membership, athlete development fund, office tools – priority items</p>	<p>Phone Meeting – set Audit date</p>	<p>Susan, Shelli, Phil, Kevin</p>	<p>Week of 1 April 2019</p>
<p>Legal and Risk Management (Executive) No updates</p>	<p>Safe Sport Webinar</p>	<p>Joe and all BOD Members</p>	<p>10 April 2019</p>
	<p>Audit ADF accounts</p>	<p>Mike, Clayton and Joe</p>	<p>Upcoming</p>
<p>Long Range Strategy (combined with fund development) – Susan Utilize Janet’s skills</p>	<p>Review Long Range Strategy</p>	<p>All BOD</p>	<p>Prior to next meeting</p>
<p>Marketing and Outreach – Howard Connecting with potential member of marketing Update marketing plan for Jr. Nationals</p>	<p>Discuss Marketing</p>	<p>Revenue Committee</p>	<p>N/A</p>
	<p>Communication</p>	<p>Move to Membership Committee</p>	<p>Immediately</p>
<p>Nominating – Howard</p>	<p>Recruit BOD Members</p>	<p>All BOD</p>	<p>Ongoing</p>

<p>Membership – Dan NOT PRESENT</p> <p>HOF – Gregg NOT PRESENT</p>			
<p>4. BOD fundraising commitments</p> <p>Commitment forms - still need three Prioritize peer-to-peer fundraising opportunities Amanda – send reminder email</p>	<p>Commitment Forms</p> <p>Reminder emails</p>	<p>All BOD</p> <p>Amanda</p>	<p>ASAP</p> <p>Week of 1 April 2019</p>
<p>5. Junior Nationals (Susan and Jessica Cloy)</p> <p>2019 Updates</p> <ul style="list-style-type: none"> Minneapolis area 7/14-19 Great Wolf Lodge Monthly meetings with LOC LOC is looking for volunteers – companies Sponsorships Holes in recruitment – need to engage western states More outreach – BOD members at events LOC 90,000.00 Adaptive Sports USA – 22,000.00 US Paralympics – building relationship with Adaptive Sports USA <p>2020 Updates</p> <ul style="list-style-type: none"> Denver, July Susan will be event director <p>Post-2020 bid strategy</p> <ul style="list-style-type: none"> 2021 and beyond Establish bid strategy Use input from Jr. Committee 	<p>Invite to attend 2019 Adaptive Sports USA Events</p> <p>Email re: Jr. Nationals Details</p> <p>Connect with Children's Specialized Hospital Foundation</p>	<p>Susan and Jessica</p> <p>Susan and Jessica</p> <p>Susan</p>	<p>Week of 1 April 2019</p> <p>Week of 1 April 2019</p> <p>N/A</p>
	<p>Vote on 2020 location</p>	<p>Clayton, Executive Committee</p>	<p>Prior to next BOD Meeting</p>
	<p>Post-2020 Bid Strategy Meeting</p>	<p>Bill, Cathy Sellers, Executive Committee Meeting</p>	<p>3rd week of April</p>

<p>6. Insurance update – Joe</p> <p>~40,000.00 per year Existing insurance totals to 38,000.00 General liability, umbrella policy, accidents 2018 – 20 members – 975.00 each 2019 member buy in – 2000.00 – 13 members Share insurance w/ us quad rugby – buy in is 13,000.00 Comes out to just under 40,000.00 total – zeros out</p> <p>Good news – policy was only sport liability, now a general policy</p> <p>Gaps – professional liability (errors and omissions) Lower level coverage – about 2000.00 per year Would apply to all chapters and quad rugby</p> <p>Property insurance – sporting equipment, etc Additional 859.00 – direct charge back to chapters</p> <p>Total coast to Adaptive Sports USA is 1500.00 annually</p> <p>Budget impact - BOD vote Budget spreadsheets – shows loss</p> <p>Motion to approve joe’s proposal Move – joe, 2nd Dan, all</p>	<p>Motion to approve Insurance changes</p> <p>Second</p> <p>All in Favor</p>	<p>Joe</p> <p>Dan</p> <p>All</p>	<p>N/A</p> <p>N/A</p> <p>N/A</p>
<p>7. High level programmatic update – Susan</p> <p>Conference Choose best date/time for onsite Board meeting. Phoenix, 11/10-11/12 Conference manager Kim Goodrich in training the month of April. Proposals for speakers go out May 1</p> <p>Team to Thailand 2020 – IWAS – Feb 20-28, adult games No updates</p>	<p>Updates and Planning Meeting</p> <p>Select BOD Meeting Date</p>	<p>Committee Chairs</p> <p>All</p>	<p>Prior to next BOD Meeting</p> <p>N/A</p>

<p>8. Reminders – Amanda</p> <ul style="list-style-type: none"> ○ Upcoming BOD Conference Calls ○ Follow up with those who have yet to respond <ul style="list-style-type: none"> ▪ Become members of Adaptive Sports USA ▪ Complete background check <p>Motion to Adjourn (7:30)</p>	<p>Emails Re: Upcoming Meetings, other reminders</p>	<p>Amanda</p>	<p>2nd week of April</p>
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