



American Canoe Association (ACA) Board of Directors Meeting Minutes

Date: May 16, 2018
Location: Teleconference

Attendance:

Voting Board Members Present: Lili Colby, Robin Pope, Bill Mick, Stanton Collins, Scott Mann, Steve Hutton and David Bell.

Non-voting attendees:

ACA Staff: Wade Blackwood

A quorum of the Executive Committee was present.

Meeting called to order at 2020.

1. Kirk asked about Scott's status on the USACK and ACA Boards. Scott noted that he hoped to work with USACK until they shut down completely. It appears that USACK did not file paperwork appropriately in Indiana and thus was defunct. To successfully be shut down, USACK actually needs to restart itself in order to formally close down. Kirk noted that he's concerned about potential financial conflicts if Scott is on both Boards. Scott indicated he'll recuse himself from any financial discussions that would impact both USACK and ACA. Scott noted that because USACK has no staff, all closure operations need to be done by volunteers. There was discussion about the implications of this ongoing. Scott feels this is a loose end that needs to be tied up and is not comfortable just passing that off to others who are unexperienced. He noted that USACK's remaining volunteer Board members are working to close this down. Scott noted that really the only potential conflict would be the Olympic fund and he will recuse himself from any discussion of this. If Scott departs, the USACK Board will not have a quorum, which is needed to close out the operations. Kirk asked about a timeline for USACK to finally wrap up. Scott noted that because it's a volunteer operation, that timeline depends on volunteer activity, but he assured everyone it will be wrapped up as soon as possible.

2. Wade noted that we were able to obtain slots for our 3 qualifying athletes for games in South America. He reported this was due to Morgan's hard work and expressed his gratitude for that work. The Board also expressed their appreciation for Morgan's work.

3. Wade then reported that ACA has already had 5 Safesport audits. He's finished a policy for distribution to the Board. However, USOC just yesterday sent out guidance on what they want in the policy. He's now comparing what he's produced to USOC published guidelines. Wade hopes to have that to everyone within two weeks. Scott asked if he could see the USOC guidelines; Wade will provide those but specified they're confidential. Wade also indicated he'll have the final documentation to the Board by 30 May.

4. David then discussed finances. He noted that our total ACA equity is about 2.8M, which has been steady. Comparing actual to budget, income is 4% low, expenses are 6% high, so we have a 58K deficit. This is expected, and less than half what it was at this time last year. Membership income comes in during the summer, so membership numbers should increase but currently numbers are lower than expected. Budgeted program income was much lower than actual – we're currently up 126K. Unfortunately, event costs also are much higher by 99K. Travel costs made up most of this difference. Staff and athlete travel expenses go into the same line item, making it harder to interpret this; we're planning to separate these line items. Lili asked which events are doing so well. Wade noted that competition events are making more than expected (although expenses also are higher). Lili asked that we be sure to separate everything out into distinct line items so we can better evaluate income and expenses. David indicated that Wade will have separate line items by our August meeting. Marketing and advertising has had no income yet, but we're expecting 50K. Scott asked where we're capturing the USOC income. Wade indicated it's under grants, line item 5133, \$253,028 annually budgeted, actual \$153,841 tyd (which is roughly as expected for ytd budget vs. actual).

5. Wade then mentioned membership. When a person participates in an event, their information is captured and a membership letter goes out to them. We are getting about 700 new contacts a month from event membership. Wade re-emphasized the need for us to focus on membership growth rather than grant funding. Accessing these event members should help us continue full membership growth.

6. Wade asked everyone on the Board to check the Intranet. This is particularly important for our upcoming election. Please be sure to review election processes. Wade will send out log in information via email. This will be a major topic of discussion at the next Board call.

7. June 2 will be an ACA event on the Rappahannock in Fredericksburg.

8. Kirk and Wade have spoken with several universities about online courses for Olympic athletes. Wade will be speaking with a community college program in Virginia and both of them will be speaking with the President of the University of Mary Washington. Lili expressed appreciation for this work.

9. Kirk noted that a paddler has been selected for American Ninja Warrior.

Meeting adjourned at 0858

Minutes submitted by Robin Pope, Board Vice Chair