



**U.S. Biathlon Association, Board of Directors Meeting  
12:30 P.M. 17 April, 2020  
Meeting Minutes, Submitted by Art Stegen, Secretary**

**I. Call to Order**

Bob Hall called the video conference meeting to order at 12:30 P.M.

**II. Roll Call**

Members of the Board of Directors present for the meeting were: Bill Alford, Bob Hall, Art Stegen, Phyllis Jalbert, Sarah Konrad, Haley Steward, Susan Miller, Brian Noyes, Dexter Payne, Jerry Baltzell and Sean Doherty. Also attending the meeting were CEO/President Max Cobb, Sara Studebaker Hall, Lowell Bailey, Tim Burke, Danika Frisbie, Preston Noon and Tom Kelly. The members present represented a quorum.

**III. Opening Remarks**

Bob Hall welcomed the members and thanked them for their attendance. He complimented Sara Studebaker Hall for arranging the video conference and the staff for their work flexibility during the ongoing disruptions of the COVID-19 requirements. Co-Chair Bill Alford added his compliments for getting the team home swiftly under as the emergency began revealing in March.

Bob Hall then reviewed the agenda for the meeting and asked for approval of the minutes from the previous meeting with a motion which was seconded and approved. He asked Max Cobb to give his report.

**IV. CEO/President's Remarks**

With presentation slides Max Cobb began his report by explaining the revenue streams from the USOPC were complicated due to the postponement of the Summer Olympic Games, delays in the NBC broadcasting, IOC top donors and payments diminished from U.S. sponsors. Due to financial compromises for the quarter, there is a need to look for loan options. A change from United to Delta as the USOPC transportation sponsor also has the impact of potential loss in revenues making additional funding sources less stable.

He went on to explain the plans for sports performance will remain unchanged at this point with the guidance to plan for level funding. His message to the team was "Plans not Promises." He emphasized that it would be a challenging period for the next 18 months with fiscal clarity unclear for the next year. He affirmed that there would be planning from the "ground-up" based on actual revenue and expenses and would the program would react nimbly as possible with every effort possible taken to support the athletes.

## Meeting Minutes – USBA Board of Directors Meeting – April 17, 2020

He asked Lowell Baily to provide a recap of the season and review the current status. With slide presentations Lowell reviewed the remarkable success of the season with first-time medal winning performances at every international level, World Cup, IBU Cup, World Youth/Junior Championships and IBU Junior Cup. He explained that it was an example of progress and the strength of the pipeline that had challenged development. He reviewed the other notable performances of Leif Nordgren's 8<sup>th</sup> place and Claire Egan's 6<sup>th</sup> place results.

He continued by explaining that the National Team will be different and that the COVID-19 response was having an impact by delaying the start to the National Team's training camps until June. He told the members that the "down-time" meant that there is more "self-training" with the quality remaining vigorous. He said that special projects would continue and that there were two retirements, Emily Dreissigacker and Alex Howe from the National team. He ended his report with the news that World Cup starts of 4 for each gender had been preserved.

Max then asked Tim Burke to review development achievements which included a Bronze medal at the WYJCH and a Silver medal at the IBU Junior Cup. Tim also highlighted the qualification of 10 athletes for the pursuit races at the WYJCH and that two first-year athletes qualified for the OECH and the World junior cross-country championships. He again emphasized the challenges of recruiting and was pleased to announce that the newly created Paul Smith's College partnership of four scholarships with a venue on site has successfully been accepted by 3 athletes.

Danika Frisbie followed Tim Burke and emphasized the sports programs projects intended to support towards organizing youth development, especially at younger ages. She is continuing to design a youth coaching certification package and reorganizing domestic competition structure to better serve the athlete's development.

Concerning IBU/USOPC matters Max told the members that the IBU is in a strong position which was good news, but that there was also bad news in that the World Cup planned for China will be very expensive. The IBU has new leadership and a new constitution and staff. The season was extremely successful despite having to cancel the final two World Cups. There is a new long-term agreement for broadcasting rights that produced a 70% increase in revenue. The IBU will start the new quarter from their new headquarters in Salzburg. The Olympic start position quota will continue to be dependent upon the IBU Nations Cup rankings.

Concerning the USOPC he said that the USOPC compliance checklist shows that USBA is 100% compliant. He reported that the USBA Foundation was establishing tracking and outreach to potential donors and that a \$50,000 goal has been set for June. Work was being done in communications strategies, 403(b) retirement programs for employees, and that collaborative projects and weekly staff meetings were on-going.

Max asked Tom Kelly to report on communications and strategies to which he emphasized progress in social media projects that included the development of a social media platform playbook that includes podcasts and social media content called

## **Meeting Minutes – USBA Board of Directors Meeting – April 17, 2020**

“Heartbeat” that features 35 to 45 minute interviews with that athletes and coaches, starting with Susan Dunklee and projected to deliver 14 per year.

Max reviewed the ICC recommendations for the National Team and asked for BOD approval. A motion was made, seconded and was approved unanimously.

### **V. Financial Report**

Dexter Paine reported that finding sponsorship is currently difficult due to the fact that there is an unwillingness to enter agreements under the current pandemic environment and that a commission based agreement has been entered with a representative who continues to search for potential agreements. Brian Noyes thanked the staff for their reports and indicated that interest expenses are at an all-time low. He indicated that cash-flow statements would be more helpful and that there could be an expectation of \$100,000 loss in operating costs due to loss of revenue income and that no “rainy-day” fund exists. There is also a \$70,000 shortage in individual contributions and sponsorship is \$170,000 less, however the CARES act application was approved and should provide relief.

### **VI. Athlete Report**

Haley Stewart welcomed new representative Sean Doherty who replaced the vacancy left by Lowell Bailey. Haley reviewed the 2020 election process and timeline for the additional representative and updated the process and approval for the election to be held in August/September. An athlete survey will be done in May with the hope to reengage alumni eligible to run and vote. Focus will resume on developing a new Athletes’ Agreement/Contract that will provide a framework and outlining expectations for both the athletes and program. Dexter Paine added that the Nomination and Governance Committee will need to respond to the new requirements awaiting Congressional approval that requires 33% representation on NGB and committees and that broader 10-year and alumni rules may be required. He mentioned that there may also be a need for Safe Sport funding, a review of IBU, USOPC governance changes as it applies to USBA and a need to address issues of transparency, gender equity and term limits as well as a review of committee structure and participation.

### **VII. New Business**

Bob Hall stated the need for establishing the role of the USBA Foundation and Board members as regards to integration with the governance board. He also asked for potential nominations for a female candidate to the current vacancy on the Board of Directors.

The next meeting is scheduled for June 19-20, 2020 at Pineland Farms in Maine.

The meeting was adjourned into Executive Session at 2:45 P.M.